



Frank Edelblut
Commissioner

Christine Brennan
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
TEL. (603) 271-3495
FAX (603) 271-1953

May 1, 2019

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

REQUESTED ACTION

Authorize the Department of Education to exercise a renewal option on a contract with Seacoast Youth Services, Seabrook, NH (Vendor Code #203944), by increasing the price limitation by \$68,294.38 from \$211,712.58 to \$280,006.96, for the purpose of offering extended day programming for youth and their families, effective July 1, 2019 through June 30, 2020 upon Governor and Council approval. Item was originally approved by Governor and Council on 06/29/16 (Item# 112), and renewed on 06/21/17 (Item# 135), and on 06/05/18 (Item # 131). 100% Federal Funds.

Funding is anticipated to be available in the account titled 21st Century Community Title IVB, as follows, upon the availability and continued appropriation of funds in the future operating budget;

		<u>FY 20</u>
06-56-56-562010-25190000-072-500577	Grants – Federal	\$68,294.38

EXPLANATION

The Department is requesting approval of this renewal contract. The Department went out for RFP in 2016. This is the fourth year of a five year grant. The United States Department of Education legislation allows for five-year 21st Century Community Learning Center grants to serve youth and their families during the out-of-school-time hours. Grants are awarded annually pending the receipt of an Annual Performance Report that indicates sufficient progress and the availability of federal funds.

This program provides grants to inner city and rural schools, community based organizations, youth development agencies and other educational agencies to provide expanded learning opportunities for children outside of regular school hours in a safe environment. The programs

His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council
May 1, 2019
Page 2 of 2

will offer students a broad array of additional services, programs, and activities such as tutorial services, youth development activities, drug and violence prevention, counseling programs, art, music, recreation programs, and technology education.

These programs and services are designed to reinforce and complement the regular academic program of the participating students.

The program services provided by the grant cited above will be coordinated by Seacoast Youth Services in Seabrook, NH in collaboration with the Seabrook School District. This collaborative approach will serve elementary and middle school youth and their families.

The conditional nature of this approval is a result of new state indicators that all programs will be measured against, including baseline academic growth, behavioral data, program attendance, and family engagement. Continued funding under this program will be conditional upon showing growth in one or more of these common state indicators. The indicators will be discussed at a meeting to be held at the Department of Education on June 17, 2019 with the Commissioner. As in prior years, the grantee shall also report three times per year to the 21APR Federal Reporting System on attendance, activities, and program outcomes.

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

Respectfully submitted,



Frank Edelblut
Commissioner of Education

**AMENDMENT TO
GRANT AGREEMENT**

Now come the New Hampshire Department of Education, Bureau of Integrated Programs, hereinafter "the Agency," and the Seacoast Youth Services, Seabrook, NH, hereinafter "the Grantee", and, pursuant to an agreement between the parties that was approved by Governor and Council on 6/29/16 (Item #112), renewed on 6/21/17 (Item #135), and on 6/05/18 (Item #131), hereby agree to modify same as follows:

1. Agreement, General Provisions, Block 1.6, remove June 30, 2019 and replace with June 30, 2020.
2. Agreement, General Provisions, Block 1.8, remove \$211,712.58 and replace with \$280,006.96.
3. Replace Exhibit B-3 with B-4 – Budget.
4. Add Exhibit D (Contactor Obligations)
5. Add Exhibit E (Federal Debarment and Suspension)
6. Add Exhibit F (Anti-Lobbying)
7. Add Exhibit G (Rights to Inventions Made Under a Contract, Copy Rights and Confidentiality)
8. Add Exhibit H (Termination)
9. All other provisions of this agreement shall remain in full force and effect.
10. This amendment shall commence upon Governor and Council approval and shall terminate on June 30, 2020.

This modification of an existing agreement is hereby incorporated by reference to the existing agreement by the parties and must be attached to the said agreement.

IN WITNESS WHEREOF, the parties, hereto have set their hands as of the day and year first above written.

THE STATE OF NEW HAMPSHIRE
Department of Education (Agency)

Division of Commissioner's Office

By: [Signature] 6-4-19
Commissioner of Education Date

Seacoast Youth Services

Name of Entity (Grantee)

By: [Signature] 5/21/19
Signature, Title Date

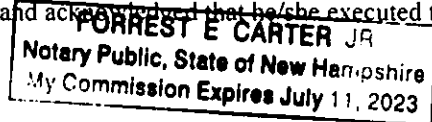
STATE OF New Hampshire

County of Rockingham

On this the 21 day of May, 2019 before me, Forrest E. Carter Jr., the undersigned officer, personally appeared Vic Maloney known to me (or satisfactory proven) to be the person whose name is subscribed to the within instrument and acknowledged that he/she executed the same for the purposes therein contained.

In witness whereof, I hereto set my hand and official seal.

[Signature]
Notary Public/Justice of the Peace



July 11, 2023
Commission Expires

Approved as to form, substance and execution by the Attorney General this 5 day of JUNE, 2019.

[Signature]
Division of Attorney General Office

Approved by the Governor and Council this _____ day of _____, 2019

By: _____

EXHIBIT B-4**BUDGET**

Expenditure Line Items	FY20
	July 1, 2019-June 30, 2020
Salaries and wages (directly related to service)	\$ 54,309.70
Employee Benefits	\$ 8,816.66
Contract Services (Directly related to programming)	\$ 1,000.00
Professional Development	\$ 1,238.65
Supplies	\$ 2,929.37
Project Total	\$ 68,294.38

Source of Funding: Funding is anticipated to be available in the account titled 21st Century Community Title IVB, as follows, upon the availability and continued appropriation of funds in the future operating budget, with the ability to adjust encumbrances between Fiscal Years through the Budget Office without further Governor and Council approval, if needed and justified;

	<u>FY 20</u>
06-56-56-562010-25190000-072-500577	\$68,294.38
Grants Federal	

Limitation on price: Upon mutual agreement between the 21st CCLC State Director and the grantee, line items in this budget may be adjusted but in no case shall the total budget exceed the price limitation of \$68,294.38.

Method of Payment: Payment is to be made monthly on the basis of invoices which are supported by a summary of activities that have taken place in accordance with the terms of the approved grant proposal, along with a detailed listing of expenses incurred. If otherwise correct and acceptable, payments will be made for 100% of the expenditures listed. Invoices and reports shall be submitted to the Grant Management System and approved by the 21st CCLC State Director.

Contractor Initials UM
Date 9/21/19

EXHIBIT D**Contractor Obligations**

Contracts in excess of the simplified acquisition threshold (currently set at \$250,000) must address **administrative, contractual, or legal remedies** in instances where the contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate. Reference: 2 C.F.R. § 200.326 and 2 C.F.R. 200, Appendix II, required contract clauses.

The contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the contractor's actions pertaining to this contract.

The Contractor, certifies and affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

Breach

A breach of the contract clauses above may be grounds for termination of the contract, and for debarment as a contractor and subcontractor as provided in 29 C.F.R. § 5.12.

Fraud and False Statements

The Contractor understands that, if the project which is the subject of this Contract is financed in whole or in part by federal funds, that if the undersigned, the company that the Contractor represents, or any employee or agent thereof, knowingly makes any false statement, representation, report or claim as to the character, quality, quantity, or cost of material used or to be used, or quantity or quality work performed or to be performed, or makes any false statement or representation of a material fact in any statement, certificate, or report, the Contractor and any company that the Contractor represents may be subject to prosecution under the provision of 18 USC § 1001 and § 1020.

Environmental Protection

(This clause is applicable if this Contract exceeds \$150,000. It applies to Federal-aid contracts only.)

The Contractor is required to comply with all applicable standards, orders or requirements issued under Section 306 of the Clean Air Act (42 U.S.C. 1857 (h)), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency (EPA) regulations (40 CFR Part 15) which prohibit the use under non-exempt Federal contracts, grants or loans of facilities included on the EPA List of Violating Facilities. Violations shall be reported to the FHWA and to the U.S. EPA Assistant Administrator for Enforcement.

Procurement of Recovered Materials

In accordance with Section 6002 of the Solid Waste Disposal Act (42 U.S.C. § 6962), State agencies and agencies of a political subdivision of a state that are using appropriated Federal funds for procurement must procure items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired in the preceding fiscal year exceeded \$10,000; must procure solid waste management services in a manner that maximizes energy and resource recovery; and must have established an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Contractor Initials UM
Date 3/2/19

Exhibit E

Federal Debarment and Suspension

- a. By signature on this Contract, the Contractor certifies its compliance, and the compliance of its Sub-Contractors, present or future, by stating that any person associated therewith in the capacity of owner, partner, director, officer, principal investor, project director, manager, auditor, or any position of authority involving federal funds:
1. Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any Federal Agency;
 2. Does not have a proposed debarment pending;
 3. Has not been suspended, debarred, voluntarily excluded or determined ineligible by any Federal Agency within the past three (3) years; and
 4. Has not been indicted, convicted, or had a civil judgment rendered against the firm by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three (3) years.
- b. Where the Contractor or its Sub-Contractor is unable to certify to the statement in Section a.1. above, the Contractor or its Sub-Contractor shall be declared ineligible to enter into Contract or participate in the project.
- c. Where the Contractor or Sub-Contractor is unable to certify to any of the statements as listed in Sections a.2., a.3., or a.4., above, the Contractor or its Sub-Contractor shall submit a written explanation to the DOE. The certification or explanation shall be considered in connection with the DOE's determination whether to enter into Contract.
- d. The Contractor shall provide immediate written notice to the DOE if, at any time, the Contractor or its Sub-Contractor, learn that its Debarment and Suspension certification has become erroneous by reason of changed circumstances.

Contractor Initials _____
Date _____

mm
4/2/19

Exhibit F

Anti-Lobbying

The Contractor agrees to comply with the provisions of Section 319 of Public Law 101-121, Government wide Guidance for New Restrictions on Lobbying, and 31 U.S.C. 1352, and further agrees to have the Contractor's representative, execute the following Certification:

The Contractor certifies, by signing and submitting this contract, to the best of his/her knowledge and belief, that:

- a. No federal appropriated funds have been paid or shall be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence any officer or employee of any State or Federal Agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any federal grant, the making of any federal loan, the entering into any cooperative agreement, and the extension, continuation, renewal amendment, or modification of any Federal contract grant, loan, or cooperative agreement.
- b. If any funds other than federally appropriated funds have been paid or shall be paid to any person for influencing or attempting to influence an officer or employee of any Federal Agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit the "Disclosure of Lobbying Activities" form in accordance with its instructions (<http://www.whitehouse.gov/omb/grants/sfillin.pdf>).
- c. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making and entering into this transaction imposed by Section 1352, Title 31 and U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
- d. The Contractor also agrees, by signing this contract that it shall require that the language of this certification be included in subcontracts with all Sub-Contractor(s) and lower-tier Sub-Contractors which exceed \$100,000 and that all such Sub-Contractors and lower-tier Sub-Contractors shall certify and disclose accordingly.
- e. The DOE shall keep the firm's certification on file as part of its original contract. The Contractor shall keep individual certifications from all Sub-Contractors and lower-tier Sub-Contractors on file. Certification shall be retained for three (3) years following completion and acceptance of any given project.

Contractor Initials _____
Date _____

YM
2/19

Exhibit G

Rights to Inventions Made Under a Contract, Copy Rights and Confidentiality

Rights to Inventions Made Under a Contract or Agreement

Contracts or agreements for the performance of experimental, developmental, or research work shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the DOE.

Any discovery or invention that arises during the course of the contract shall be reported to the DOE. The Contractor is required to disclose inventions promptly to the contracting officer (within 2 months) after the inventor discloses it in writing to contractor personnel responsible for patent matters. The awarding agency shall determine how rights in the invention/discovery shall be allocated consistent with "Government Patent Policy" and Title 37 C.F.R. § 401.

Confidentiality

All Written and oral information and materials disclosed or provided by the DOE under this agreement constitutes Confidential Information, regardless of whether such information was provided before or after the date on this agreement or how it was provided.

The Contractor and representatives thereof, acknowledge that by making use of, acquiring or adding to information about matters and data related to this agreement, which are confidential to the DOE and its partners, must remain the exclusive property of the DOE.

Confidential information means all data and information related to the business and operation of the DOE, including but not limited to all school and student data contained in NH Title XV, Education, Chapters 186-200.

Confidential information includes but is not limited to, student and school district data, revenue and cost information, the source code for computer software and hardware products owned in part or in whole by the DOE, financial information, partner information (including the identity of DOE partners), Contractor and supplier information, (including the identity of DOE Contractors and suppliers), and any information that has been marked "confidential" or "proprietary", or with the like designation. During the term of this contract the Contractor agrees to abide by such rules as may be adopted from time to time by the DOE to maintain the security of all confidential information. The Contractor further agrees that it will always regard and preserve as confidential information/data received during the performance of this contract. The Contractor will not use, copy, make notes, or use excerpts of any confidential information, nor will it give, disclose, provide access to, or otherwise make available any confidential information to any person not employed or contracted by the DOE or subcontracted with the Contractor.

Ownership of Intellectual Property

The DOE shall retain ownership of all source data and other intellectual property of the DOE provided to the Contractor in order to complete the services of this agreement. As well the DOE will retain copyright ownership for any and all materials, patents and intellectual property produced, including, but not limited to, brochures, resource directories, protocols, guidelines, posters, or reports. The Contractor shall not reproduce any materials for purposes other than use for the terms under the contract without prior written approval from the DOE.

Contractor Initials _____
Date _____

LM
4/2/19

Exhibit H

Termination

a. Termination for Cause

The DOE may terminate the Contract for cause for reasons including but not limited to the following circumstances:

1. Contractor's failure to perform the services as detailed herein and in any modifications to the Contract.
2. Contractor's failure to complete the Contract within the timeframe specified herein and in any modifications to the Contract.
3. Contractor's failure to comply with any of the material terms of the Contract.

If the DOE contemplates termination under the provisions of Subsections a.1., a.2., or a.3 above, the DOE shall issue a written notice of default describing the deficiency. The Contractor shall have five (5) business days to cure such deficiency. In the event the Contractor does not cure such deficiency, the DOE may terminate the Contract without further consideration by issuing a Notice of Termination for Default and may recover compensation for damages.

If, after the Notice of Termination for Default has been issued, it is determined that the Contractor was not in default or the termination for default was otherwise improper, the termination shall be deemed to have been a Termination for Convenience.

b. Termination for Convenience

The DOE may terminate the Contract for convenience, in whole or in part, when, for any reason, the DOE determines that such termination is in its best interest. The contract can be terminated due to reasons known to the non-Federal entity, i.e., including but not limited to program changes, changes in state-of-the-art equipment or technology, insufficient funding, etc. The Contract termination is effected by notifying the Contractor, in writing, specifying that all or a portion of the Contract is terminated for convenience and the termination effective date. The Contractor shall be compensated only for work satisfactorily completed prior to the termination of the Contract. The Contractor is not entitled to loss or profit. The amount due to the Contractor is determined by the DOE.

In the event of termination for convenience, the DOE shall be liable to the Contractor only for Contractor's work performed prior to termination.

c. The DOE's Right to Proceed with Work

In the event this Contract is terminated for any reason, the DOE shall have the option of completing the Contract or entering into an agreement with another party to complete services outlined in the Contract.

Contractor Initials _____
Date _____

YH
5/21/19

CERTIFICATE OF VOTE

(Corporation without a Seal)

I, TINA CAREY, do hereby certify that:
(Name of the Clerk of the Corporation, cannot be signatory)

- (1) I am the duly elected clerk of SEACREST Youth Services
(Corporation Name)
- (2) The following are true copies of the resolutions duly adopted at a meeting of the Board of Directors of the Corporation duly held on MAY 21, 2019.
(date)

RESOLVED: That this Corporation enter into a contract with the State of New Hampshire, acting through its Department of Education.

RESOLVED: That Executive Director
(Name of Contract Signatory) (Title of Contract Signatory)

is hereby authorized on behalf of this Agency to enter into the said contract with the State and to execute and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, as he/she may deem necessary, desirable or appropriate.

- (3) The foregoing resolution(s) have not been amended or revoked, and remain in full force and effect as of the 21st day of MAY, 2019.
(day, month, yr) (must be same date as the contract date)

- (4) Victor Maloney is the duly elected Executive Director of the corporation.
(name of contract signatory) (title of contract signatory)

IN WITNESS WHEREOF, I have hereunto set my hand as the Business Representative of the Corporation this 21st day of May, 2019.

Tina Carey
(Signature of Clerk of Corporation)

STATE OF NEW HAMPSHIRE

COUNTY OF Rockingham

On 21st of May, 2019, the foregoing instrument was acknowledged before me.

In witness whereof I hereunto set my hand and official seal.

My commission expires on: July 11th, 2023

Forrest E Carter Jr

Notary Public/Justice of the Peace

FORREST E CARTER JR
Notary Public, State of New Hampshire
My Commission Expires July 11, 2023

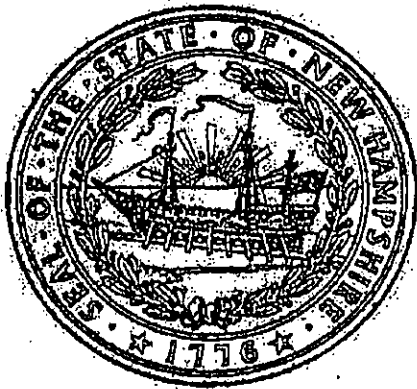
State of New Hampshire

Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that SEACOAST YOUTH SERVICES is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on December 19, 2001. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 393797



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 18th day of April A.D. 2017.

A handwritten signature in black ink, appearing to read "Wm Gardner".

William M. Gardner
Secretary of State



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/21/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Tobey & Merrill Insurance 20 High Street Hampton NH 03842-2214	CONTACT NAME: Edward Jackson AA PHONE (A/C, No, Ext): (603) 926-7655 FAX (A/C, No): (603) 926-2135 E-MAIL ADDRESS: edward@tobeymerrill.com
INSURED Seacoast Youth Services Inc PO Box 1381 Seabrook NH 03874	INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox USA INSURER B: Technology Insurance INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:** CL195806414**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Professional Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: \$2,500 ded per claim			10/17/2018	10/17/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMPROP AGG \$ Defense of Licensing \$ 10,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input checked="" type="checkbox"/> N N/A				02/27/2019	02/27/2020
A	General Liability - \$2,500 ded per claim			10/17/2018	10/17/2019	Each Occurrence 1,000,000 Aggregate 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

State of New Hampshire Department of Education 101 Pleasant Street Concord NH 03301	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---

© 1988-2015 ACORD CORPORATION. All rights reserved.

Frank Edelblut
Commissioner



131 B
JUN05'18 AM 8:07 DAS

Christine Brennan
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
TEL. (603) 271-3495
FAX (603) 271-1953

May 15, 2018

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

REQUESTED ACTION

Authorize the Department of Education to exercise a renewal option on a contract with Seacoast Youth Services, Seabrook, NH (Vendor Code #203944), by increasing the price limitation by \$68,294.38 from \$143,418.20 to \$211,712.58, for the purpose of offering extended day programming for youth and their families, effective July 1, 2018 through June 30, 2019 upon Governor and Council approval. Item was originally approved by Governor and Council on 06/21/17 (Item# 135), and on 06/29/16 (Item# 112). 100% Federal Funds.

Funding is available in the account titled 21st Century Community Title IV, ^Bas follows:

		<u>FY 19</u>
06-56-56-562010-25190000-072-500577	Grants – Federal	\$68,294.38

EXPLANATION

The Department is requesting approval of this renewal option. The Dept. went out for RFP in 2014. This is the third year of a five year grant. The United States Department of Education legislation allows for five-year 21st Century Community Learning Center grants to serve youth and their families during the out-of-school-time hours. Grants are awarded annually pending the receipt of an Annual Performance Report that indicates sufficient progress and the availability of federal funds.

This program provides grants to inner city and rural schools, community based organizations, youth development agencies and other educational agencies to provide expanded learning opportunities for children outside of regular school hours in a safe environment. The programs will offer students a broad array of additional services, programs, and activities such as tutorial

His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council

May 15, 2018

Page 2 of 2

services, youth development activities, drug and violence prevention, counseling programs, art, music, recreation programs, and technology education.

These programs and services are designed to reinforce and complement the regular academic program of the participating students.

The program services provided by the grant cited above will be coordinated by Seacoast Youth Services in Seabrook, NH in collaboration with the Seabrook School District. This collaborative approach will serve elementary and middle school Seabrook School District youth and their families.

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

Respectfully submitted,



Frank Edelblut
Commissioner of Education

**AMENDMENT TO
GRANT AGREEMENT**

Now come the New Hampshire Department of Education, Bureau of Integrated Programs, hereinafter "the Agency," and the Seacoast Youth Services, Seabrook, NH, hereinafter "the Grantee", and, pursuant to an agreement between the parties that was approved by Governor and Council on 6/21/17 (Item#135), and 6/29/16 (Item #112) hereby agree to modify same as follows:

1. Agreement, General Provisions, Block 1.6, remove June 30, 2018 and replace with June 30, 2019.
2. Agreement, General Provisions, Block 1.8, remove \$143,418.20 and replace with \$211,712.58.
3. Replace Exhibit B-2 with B-3 – Budget.
4. All other provisions of this agreement shall remain in full force and effect.
5. This amendment shall commence upon Governor and Council approval and shall terminate on June 30, 2019.

This modification of an existing agreement is hereby incorporated by reference to the existing agreement by the parties and must be attached to the said agreement.

IN WITNESS WHEREOF, the parties, hereto have set their hands as of the day and year first above written.

THE STATE OF NEW HAMPSHIRE
Department of Education (Agency)

Division of Commissioner's Office

By: [Signature] 6/1/18
Commissioner of Education Date

Seacoast Youth Services

Name of Entity (Grantee)

By: [Signature] 5/2/18
Signature, Title Date

STATE OF New Hampshire

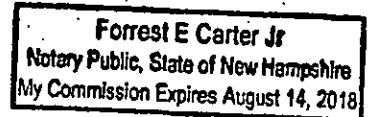
County of Rockingham

On this the 2nd day of May, 2018 before me, Forrest E. Carter Jr., the undersigned officer, personally appeared Vic Maloney known to me (or satisfactory proven) to be the person whose name is subscribed to the within instrument and acknowledged that he/she executed the same for the purposes therein contained.

In witness whereof, I hereto set my hand and official seal.

[Signature]
Notary Public/Justice of the Peace

8/14/2018
Commission Expires



Approved as to form, substance and execution by the Attorney General this 1st day of June, 2018.

[Signature]
Division of Attorney General Office

Approved by the Governor and Council this _____ day of _____, 2018

By: _____

EXHIBIT B-3**BUDGET**

Expenditure Line Items	FY19
	July 1, 2018-June 30, 2019
Salaries and wages (directly related to service)	\$ 54,309.70
Employee Benefits	\$ 8,816.66
Contract Services (Directly related to programming)	\$ 1,000.00
Professional Development	\$ 1,238.65
Supplies	\$ 2,929.37
Project Total	\$ 68,294.38

Source of Funding: Funding for this contract is 100% Federal Funds from the account titled 21st Century Community, Title IVB, as follows,

06-56-56-562010-25190000-072-500577	<u>FY 19</u>
Grants Federal	\$68,294.38

Limitation on price: Upon mutual agreement between the 21st CCLC State Coordinator and the grantee, line items in this budget may be adjusted but in no case shall the total budget exceed the price limitation of \$68,294.38.

Method of Payment: Payment is to be made monthly on the basis of invoices which are supported by a summary of activities that have taken place in accordance with the terms of the approved grant proposal, along with a detailed listing of expenses incurred. If otherwise correct and acceptable, payments will be made for 100% of the expenditures listed. Invoices and reports shall be submitted to the 21st CCLC State Coordinator.

State of New Hampshire

Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that SEACOAST YOUTH SERVICES is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on December 19, 2001. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 393797

Certificate Number : 0004095569



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 9th day of May A.D. 2018.

A handwritten signature in cursive script, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State

CERTIFICATE OF VOTE

I, Janine Richards, do hereby certify that:
(Name of the elected Officer of the Agency; cannot be contract signatory)

1. I am a duly elected Officer of Seacoast Youth Services
(Agency Name)

2. The following is a true copy of the resolution duly adopted at a meeting of the Board of Directors of
the Agency duly held on May 2nd, 2018:
(Date)

RESOLVED: That the Executive Director
(Title of Contract Signatory)

is hereby authorized on behalf of this Agency to enter into the said contract with the State and to
execute any and all documents, agreements and other instruments, and any amendments, revisions,
or modifications thereto, as he/she may deem necessary, desirable or appropriate.

3. The forgoing resolutions have not been amended or revoked, and remain in full force and effect as of
the 2nd day of May, 2018.
(Date Contract Signed)

4. Victor Maloney is the duly elected Executive Director
(Name of Contract Signatory) (Title of Contract Signatory)

of the Agency.

Janine L. Richards
(Signature of the Elected Officer)

STATE OF NEW HAMPSHIRE

County of Rockingham

The forgoing instrument was acknowledged before me this 2nd day of May, 2018.

By Janine L. Richards
(Name of Elected Officer of the Agency)

Forrest E. Carter Jr.
(Notary Public/Justice of the Peace)

(NOTARY SEAL)

Commission Expires: 8/14/2018

Forrest E Carter Jr
Notary Public, State of New Hampshire
My Commission Expires August 14, 2018



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/14/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Tobey & Merrill Insurance 20 High Street Hampton NH 03842-2214		CONTACT NAME: Edward Jackson PHONE (A/C No. Ext.): (603) 926-7655 E-MAIL ADDRESS: edward@tobeymerrill.com FAX (A/C No.): (603) 926-2135	
INSURED Seacoast Youth Services Inc PO Box 1381 Seabrook NH 03874		INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox USA INSURER B: Ohio Security INSURER C: Technology Insurance INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: CL1710305232 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Professional Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			10/17/2017	10/17/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (5a occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COM/OP AGG \$ Defense of Licensing \$ 10,000
	AUTOMOBILE LIABILITY: <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			8/11/2017	8/11/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Business Auto Enhancement \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N N/A		2/27/2017	2/27/2018	PER STATUTE <input checked="" type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

State of New Hampshire
Department of Education
101 Pleasant Street
Concord, NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Dean Merrill CIC/LSA

© 1988-2014 ACORD CORPORATION. All rights reserved.

Technology Insurance Company, Inc.

A Stock Insurance Company

**WORKERS COMPENSATION
AND EMPLOYERS LIABILITY
INSURANCE POLICY**

WC 99 00 01 B

INFORMATION PAGE

Neci Code: 39071

1. Insured:

Seacoast Youth Services, Inc.
867 Lafayette Road
Seabrook, NH 03874

Other workplaces not shown above:

None

Producer:

AmTrust North America, Inc.
c/o Tobey & Merrill, Inc.
20 High Street
Hampton, NH 03842

Policy Number

☐ Individual ☐ Partnership☐ Corporation ☒ Other

Federal Tax ID: 020529135

Risk Id:

Renewal of:

2. The policy period is from 2/27/2018 to 2/27/2019 12:01 a.m. at the insured's mailing address.

3. A. Workers Compensation Insurance: Part One of the policy applies to the Workers Compensation Law of the states listed here: New Hampshire

B. Employers Liability Insurance: Part Two of the policy applies to work in each state listed in item 3.A. The limits of our liability under Part Two are:

State	Bodily Injury by Accident	Bodily Injury by Disease	Bodily Injury by Disease
	\$500,000 each accident	\$500,000 policy limit	\$500,000 each employee

C. Other States Insurance: Part Three of the policy applies to the states, if any, listed here: All states except ND, OH, WA, WY and State(s) Designated in Item 3A.

D. This policy includes these endorsements and schedules: See Extension of Information Page

4. The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans. All information required below is subject to verification and change by audit.

See Extension of Information Page

TOTAL ESTIMATED ANNUAL PREMIUM

3,054

STATE ASSESSMENT

0

TOTAL ESTIMATED COST

3,054

Minimum Premium

500

Issue Date: 1/10/2018

Countersigned by: _____





Frank Edelblut
Commissioner

8
135

Paul Leather
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX 603-271-1953
Citizens Services Line 1-800-339-9900

May 1, 2017

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

REQUESTED ACTION

Authorize the Department of Education, to exercise a renewal option with Seacoast Youth Services, Seabrook, NH (Vendor Code #203944), by increasing the price limitation by \$75,123.82 from \$68,294.38 to \$143,418.20, effective from June 30, 2017 to June 30, 2018, to continue to offer extended day programming for youth and their families, upon Governor and Council approval. Item originally approved by Governor and Council on 06/29/16 (Item #112). 100% Federal Funds.

Funds to support this request are anticipated to be available in the account titled 21st Century Community Title IV as follows, contingent upon legislative approval of the next biennium budget:

06-56-56-563010-75380000-072-500577

Grants-Federal

FY18
\$75,123.82

EXPLANATION

The United States Department of Education legislation allows for five-year 21st Century Community Learning Center grants to serve youth and their families during the out-of-school-time hours. Grants are awarded annually pending the receipt of an Annual Performance Report that indicates sufficient progress and the availability of federal funds.

New Hampshire anticipates a FY 2018 grant award in the amount of \$4,900,000.00 from the United States Department of Education under Title IVB, the 21st Century Community Learning Center Program. This program provides grants to inner city and rural schools, community based organizations, youth development agencies and other educational agencies to provide expanded learning opportunities for children outside of regular school hours in a safe environment. The programs will offer students a broad array of additional services, programs, and activities such as tutorial services, youth development activities, drug and violence prevention, counseling programs, art, music, recreation programs, and technology education.

His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council

Page 2 of 2

May 1, 2017

The program services provided by the grant cited above will be coordinated by Seacoast Youth Services in Seabrook, NH in collaboration with the Seabrook School District. This collaborative approach will serve middle school Seabrook School District youth and their families.

Funding for this grant is provided by the 21st Century Community Learning Center program under Part B of Title IV of the Elementary and Secondary Education Act (ESEA) of 1965, as amended. In January 2016 the New Hampshire Department of Education issued a Request for Proposals (RFP) soliciting proposals for these funds. School Districts, Community Based Organizations, and Extended Day Programs were notified through e-mail about the Bidders' Conference and publication of the online RFP. The projects funded demonstrated that partnerships between school districts and community based organizations have promise to help youth improve academic achievement. Sixteen proposals were received and six were funded based on a peer review process. Peer Reviewers worked in teams of three to rate proposals based on the RFP's matrix criteria. Each team had an experienced 21st Century Community Learning Center member to help steer the review and two other experienced professionals to create well-balanced teams. The twelve peer reviewers were represented by experienced 21st Century Community Learning Center and school day professionals, higher education, Title I, Title II and community based organizations. A list of reviewers and the results are included in this packet.

This is the second year of a 5 year renewal option. In the event Federal Funds are no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Frank Edelblut
Commissioner of Education

**AMENDMENT TO
GRANT AGREEMENT**

Now come the New Hampshire Department of Education, Bureau of Integrated Programs, hereinafter "the Agency," and the Seacoast Youth Services, Seabrook, NH, hereinafter "the Grantee", and, pursuant to an agreement between the parties that was approved by Governor and Council on 6/29/16 (Item #112) hereby agree to modify same as follows:

1. Agreement, General Provisions, Block 1.6, remove June 30, 2017 and replace with June 30, 2018.
2. Agreement, General Provisions, Block 1.8, remove \$68,294.38 and replace with \$143,418.20.
3. Replace Exhibit B with B-1 -- Budget.
4. Replace Exhibit C with C-1.
5. All other provisions of this agreement shall remain in full force and effect.
6. This amendment shall commence upon Governor and Council approval and shall terminate on June 30, 2018.

This modification of an existing agreement is hereby incorporated by reference to the existing agreement by the parties and must be attached to the said agreement.

IN WITNESS WHEREOF, the parties, hereto have set their hands as of the day and year first above written.

THE STATE OF NEW HAMPSHIRE
Department of Education (Agency)

Division of Commissioner's Office

By: [Signature] 5-15-17
Commissioner of Education Date

Seacoast Youth Services

Name of Entity (Grantee)

By: Vic Maloney, Executive Director 4/17/17
Signature, Title Date

STATE OF New Hampshire

County of Brockingham

On this the 17th day of April, 2017 before me, Forrest E. Carter Jr., the undersigned officer, personally appeared Vic Maloney known to me (or satisfactory proven) to be the person whose name is subscribed to the within instrument and acknowledged that he/she executed the same for the purposes therein contained.

In witness whereof, I hereto set my hand and official seal.

[Signature]
Forrest E Carter Jr
Notary Public, State of New Hampshire
My Commission Expires August 14, 2018

Aug 14, 2018
Commission Expires

Approved as to form, substance and execution by the Attorney General this 25th day of May, 2017.

[Signature]
Division of Attorney General Office

Approved by the Governor and Council this _____ day of _____, 2017

By: _____

EXHIBIT B-1

BUDGET

Expenditure Line Items	FY18
	July 1, 2017-June 30, 2018
Salaries and wages (directly related to service)	57,636.35
Employee Benefits	8,823.65
Contract Services (Directly related to programming)	2200.00
Supplies	6463.82
Subtotal	
Indirect Costs (not to exceed 8%)	0
Project Total	\$75,123.82

Source of Funding: Funding for this contract is 100% Federal Funds from the account titled 21st Century Community, Title IVB, as follows, contingent upon legislative approval of the next biennium budget:

06-56-56-563010-75380000-072-500577 Grants Federal FY 18
\$75,123.82

Limitation on price: Upon mutual agreement between the 21st CCLC State Coordinator and the grantee, line items in this budget may be adjusted but in no case shall the total budget exceed the price limitation of \$75,123.82.

Method of Payment: Payment is to be made monthly on the basis of invoices which are supported by a summary of activities that have taken place in accordance with the terms of the approved grant proposal, along with a detailed listing of expenses incurred. If otherwise correct and acceptable, payments will be made for 100% of the expenditures listed. Invoices and reports shall be submitted to the 21st CCLC State Coordinator.

EXHIBIT C

SPECIAL PROVISIONS

21st Century Community Learning Center grants are eligible for five years of funding based on previous successful progress and the availability of federal funds. Based on this we are requesting a renewal option for three additional fiscal years.

CERTIFICATE OF VOTE

I, Janine Richards, do hereby certify that:
(Name of the elected Officer of the Agency; cannot be contract signatory)

1. I am a duly elected Officer of Seacoast Youth Services
(Agency Name)

2. The following is a true copy of the resolution duly adopted at a meeting of the Board of Directors of
the Agency duly held on April 17th, 2017
(Date)

RESOLVED: That the Executive Director
(Title of Contract Signatory)

is hereby authorized on behalf of this Agency to enter into the said contract with the State and to
execute any and all documents, agreements and other instruments, and any amendments, revisions,
or modifications thereto, as he/she may deem necessary, desirable or appropriate.

3. The forgoing resolutions have not been amended or revoked, and remain in full force and effect as of
the 17th day of April, 2017.
(Date Contract Signed)

4. Victor Maloney is the duly elected Executive Director
(Name of Contract Signatory) (Title of Contract Signatory)

of the Agency.

Janine L Richards
(Signature of the Elected Officer)

STATE OF NEW HAMPSHIRE

County of Rockingham

The forgoing instrument was acknowledged before me this 17th day of April, 2017.

By Janine Richards
(Name of Elected Officer of the Agency)

Forrest E. Carter Jr.
(Notary Public/Justice of the Peace)

(NOTARY SEAL)

Commission Expires: Aug. 14th 2018

Forrest E Carter Jr
Notary Public, State of New Hampshire
My Commission Expires August 14, 2018



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/27/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Tobey & Merrill Insurance 20 High Street Hampton NH 03842-2214	CONTACT NAME: Edward Jackson PHONE (A/C No. Ext.): (603) 926-7655 FAX (A/C No.): (603) 926-2135 E-MAIL ADDRESS: edward@tobeymerrill.com
INSURED Seacoast Youth Services Inc PO Box 1381 Seabrook NH 03874	INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox USA NAIC # INSURER B: Ohio Security 24082 INSURER C: Technology Insurance INSURER D: Hartford INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: CL1742704897 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Professional Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:				10/17/2016	10/17/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Eg occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COM/PROP AGG \$ Defense of Licensing \$ 10,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS				8/11/2016	8/11/2017	COMBINED SINGLE LIMIT (Eg accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Business Auto Enhancement \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A		2/27/2017	2/27/2018	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
D	Directors & Officers Liab.				10/17/2016	10/17/2017	D&O Liability 1,000,000 EPLI 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

State of New Hampshire
Department of Education
101 Pleasant Street
Concord, NH 03301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Edward Jackson/EJJ

© 1998-2014 ACORD CORPORATION. All rights reserved.

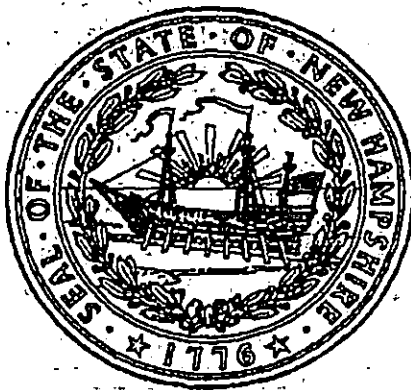
State of New Hampshire

Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that SEACOAST YOUTH SERVICES is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on December 19, 2001. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 393797



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 18th day of April A.D. 2017.

A handwritten signature in cursive script, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State

**Seacoast Youth Services Board of Directors
April 2017**

Janine L. Richards/Chairperson
Outreach Coordinator-SAU 90

Erica Ethier/Development-Fundraising
Branch Manager
Provident Bank

Dawn Emerick/Secretary
Taurus Marketing

Marcia Gloddy/Program Committee
Office Manager-The Masiello Group

Derek Scialdone/Treasurer
Branch Manager
The Provident Bank

Carol Bostic/ Fundraising
Health Coach and Certified Hypnotist

Elaine Ahearn/ Fundraising-Development
State Representative

John McCarthy/ Marketing
Realtor-The Masiello Group

Jerome Fuller Jr./ Marketing
General Manager
Staples

Attorney Alan Ganz/ Marketing
Ganz Law Office

Board positions are non-compensatory

Seacoast Youth Services Mission Statement

April 2017

Seacoast Youth Services supports young people and their families in coastal New Hampshire communities. By teaching and mentoring healthy communication and life skills, Seacoast Youth Services empowers those we serve to make positive choices for happier, healthier, and brighter futures.

We believe that effective support begins with direct engagement. That's why we connect with the youth where they learn and socialize in addition to offering individual and group counseling, outreach, and educational programs at our facility. Our goal is to reach all those who can benefit from our programs, including youth and family members who typically do not receive services.

Brittney Gentile

CAREER OBJECTIVE Obtain a position working in the field of youth development, afterschool programming, and education.

EDUCATION

Northern Essex Community College
Associates in Early Childhood Education
*Current

Haverhill, MA

CERTIFICATIONS

American Red Cross 1st Aid/CPR/AED Certified
2013 – Current

ACROSS NH Professional Activity Hours: 9.5

EXPERIENCE

2014 – Current

Site-Coordinator, Seabrook Adventure Zone (21st Century CCLC)

Collaboration between Seabrook Middle School, Seacoast Youth Services, and other Community Partners in Seabrook, NH 03874

Responsible for program design, management, implementation, and evaluation of an academic and positive social development after school program with foundations based on both the 4-H values and Project Adventure paradigm of leadership.

- **Data Entry** of crucial and confidential information for youth and staff in the Seabrook Adventure Zone, including attendance, survey results, evaluation materials, and demographics.
- **Curriculum Design & Activity Development** for after school and weekend programming for 120 middle school youth throughout the academic year.
- **Evaluation** of program goals by using the on-line and data base programs of Youth Services, 14See, and Performance Pathways.
- **Financial Reporting** of budgeted items including snack, supplies, and personnel salary.
- **Human Resource Management** responsible for evaluating and managing all SAZ personnel, volunteers, and community partners.

2005 – Current

Group Leader, Seabrook Community Center

311 Lafayette Rd., Seabrook, NH 03874

Responsible for implementation of summer programming for youth Preschool - 8th Grade in Seabrook, New Hampshire.

- **Summer Program Director**
- **4-H Certified Leader**
- **American Red Cross 1st Aid & CPR w/AED Certified**

VOLUNTEER/COMMUNITY SERVICE

2014

6 Flags Read 2 Succeed Event w/SAZ & SMS

2013-2014

"Teens For Jeans" with Aeropostale

2013

SAZ & SMS Challenge Course Community Clean-Up

2010

Scotty Lago Olympic Event

2013-2014

SPCA Fundraiser and Food Drive

2013-2014

Toys For Tots

Owen Hunor Duffy

CAREER OBJECTIVE Obtain a position working in the field of youth development, afterschool/summer programming, and education.

EDUCATION

Northern Essex Community College
Associates: Elementary Education and Movement Science
•Current

Haverhill, MA

Empire Beauty School
Licensure in Hair Design & Esthetics
December 2014

Hooksett, NH

CERTIFICATIONS

American Red Cross 1st Aid/CPR/AED Certified
2013 – Current

Safety Certified Gymnastics Instructor Certification
2012 – Current

ACROSS NH Professional Activity Hours: 21.5

EXPERIENCE

2012 – Current

Assistant Site-Coordinator/Gymnastics Instructor, Seabrook Adventure Zone
(21st Century CCLC)

Collaboration between Seabrook Middle School, Seacoast Youth Services, and other Community Partners in Seabrook, NH 03874

Responsible for curriculum development, program leadership, sports programming, activity implementation, and evaluation support of all youth positive social development programs with foundations based on both the 4-H values and Project Adventure.

- **Site Coordinator Support** before and during the SAZ program that includes program leadership, CAYEN input, fundraiser/event leadership and facilitation, as well as other Site-Coordinator needs.
- **Curriculum Development** for one program each day, throughout 6 6-week sessions during the academic school year. Programs focus on a variety of topics, including Science, Technology, Engineering, the Arts, Sports, and other interests of the youth.
- **Program Development and Implementation** throughout the academic calendar, including the popular title of Gymnastics, Neon Me Up, Cosmo: Skin & Nails, and many others.
- **Event Leadership** with all families and community members during monthly family events, sporting events, and student led presentations.
- **Leadership Trainings** held monthly focusing on sculpting adolescents into strong, independent future leaders by offering lecture and service learning opportunities of selected topics. Training topics have included organization skills, games, sports, and modifications workshop, 1, 2, 3 Magic, and several diversity awareness trainings.

2011 - 2014

Gymnastics Coach, New England Gymnastics Training Center (NEGTC)

NEGTC – 5 Tracy Lane, Hudson, NH 03051

Responsible for the safety, technique, and program management of youth gymnastics programs throughout the school year and summer.

- **Relationship Building** with parents and youth involved with the programs.
- **Appointment Management** for private instruction of individual youth.

- *American Red Cross Certified 1st Aid & CPR w/AED*

VOLUNTEER/COMMUNITY SERVICE

2011-2014	"Teens For Jeans" with Aeropostale
2013 & 2014	United Way Day of Caring
2012-2014	Literacy and Reading Fundraiser Challenge
2010-2014	SPCA Fundraiser and Food Drive

TECHNOLOGY

Power point, Print Shop, IPhoto, Microsoft Word, Apple Works,
Microsoft Excel, Microsoft Office Publisher, Adobe Workshop, etc.

REFERENCES

1. Forrest E Carter Jr., Program Director, Seabrook Adventure Zone
PO Box 873, Seabrook, NH 03874
(603) 997-1909
forrest@seacoastyouthservices.org
2. Cassandra Carter, Program Director, Seabrook Recreation Department
26 Washington St., Seabrook, NH 03874
(603) 997-1749
ccarter@seabrooknh.org
3. Brittney Gentile, Site-Coordinator, Seabrook Adventure Zone
Personal Reference
Seabrook, NH 03874
(603) 312-5034

Forrest E. Carter Jr.

9

CAREER OBJECTIVE Obtain an administrative or teaching position in the field of education working with youth and adolescents and integrating technology, relationship building, community, and academic supports with the purpose of creating a more positive and rewarding life and academic experience for students and educators.

EDUCATION

Plymouth State College
Masters in Education: Physical Education, Adventure Education Concentration
May 16, 2014

Plymouth, NH

University Of Massachusetts Lowell
Bachelors in Liberal Arts: Psychology
(Spanish Concentration Requirement)
February 15, 2009

Lowell, MA

CERTIFICATIONS

NH Praxis Completed
November 28th, 2012

Teaching Credential Certifiable Alternative 5: Elementary Education (K-6)
Teaching Credential Certifiable Alternative 5: Physical Education
Teaching Credential Certifiable Alternative 4: Middle Level Science (5-8)
Teaching Credential Certifiable Alternative 4: Earth/Space Science (7-12)

Certified Park & Recreation Professional
January 2015 - Current



American Red Cross 1st Aid/CPR/AED Certified Instructor
2010 - Current

NH Afterschool Ambassador, *Afterschool Alliance*
2014-Current

4-H Certified Leader
2011 - Current

Afterschool Master Professional Workshop Trainer, Faculty, Individual Mentor, and Program Consultant, *ACROSS NH DHHS*
2013 - Current

EXPERIENCE

2011 - Current

Program Director, Seabrook Adventure Zone (21st Century CCLC)
Collaboration between Seabrook Middle School, Seacoast Youth Services, and other Community Partners in Seabrook, NH 03874
Responsible for the program design, management, implementation, and evaluation of an academic, recreational, and positive social development after school program with foundations based on both the 4-H values and Project Adventure paradigm of leadership.

- **Curriculum Development and Academic Integration** for afterschool programming that reflects and supports the curriculum during the school day, along with integrating into curriculum innovative and project/inquiry based activities and training staff to do this as well.
- **Technology Leadership** with the CAYEN 21st CCLC database, the I4SEE education system, as well as Performance Pathways and being individually contracted through the

Department of Education to lead trainings with colleagues and professionals about the CAYEN database system and the many functions it provides. Also by providing programming to youth and staff that integrate technology tools, including Map Your World, Mind (Mine) Craft, and a variety of other innovative programs.

- **Positive Relationship Building** by educating staff and youth on the 7 elements that makes up a strong, positive, healthy relationship. Positive Relationship Building is essential and a large emphasis in staff professional development, as well is integrated into programming throughout each session.
- **Sustainability & Revenue Development** with the successful writing of the 21st CCLC, Best Buy, Hannaford, CLIF, and Exeter Rental Grants and creating strong community partnerships that have sustained and expanded the consistently growing program.
- **Community Advisory Board Leadership** during monthly/bi-monthly meetings and maintaining effective collaboration with partners, community organizations, and board members.
- **Summer Planning Team** responsible for organizing and creating the Summer Conference for all 21st Century programs in New Hampshire.
- **Internship Supervisor** for High School Extended Learning Opportunities students (ELO's) and College interns from the University of New Hampshire, Northern Essex Community College, and Southern New Hampshire University.
- **Project Adventure Certified (136 Hours)** incorporating team building, leadership skill cultivation, self-esteem boosting, and conflict resolution.
- **Evaluation** of staff, interns, and program goals by using the on-line and data base programs of Youth Services, Cayen, 14See, and Performance Pathways, as well as satisfaction surveys for youth, parents, and community leaders and a three tiered evaluation process for staff.
- **Budget** management of a \$200,000 + budget for all program needs, including staff salary, professional development, and all program expenses associated with the Seabrook Adventure Zone.
- **Human Resource Management** responsible for hiring, evaluating, and managing all SAZ personnel, volunteers, and community partners.

2009 – Current

Youth Program Director, Seacoast Youth Services (non profit)

867 Lafayette Rd., Seabrook, NH 03874

Responsible for implementation of after school, weekend, evening, and summer programming for at-risk middle and high school aged youth and adolescents in the New Hampshire seacoast area.

- **Outreach** in seacoast area middle schools and high schools including classroom presentations of programs, faculty integration and involvement, and parent and family involvement and awareness.
- **Project Alert Certified** to educate youth and adolescents in alcohol and substance abuse with interactive and integrative lessons.
- **Overnight Adventure Trips** consisting of four two day overnights with 24 adolescents and 3 staff, project adventure team building and leadership activities, high adventure, and structured itinerary.
- **Grant Writing** skills successful in obtaining several major grants, including the \$500,000 21st CCLC grant that supports the Seabrook Adventure Zone.

2013 – Current

After-school Master Professional Workshop Trainer, Faculty, Individual Mentor, and Program Consultant, ACROSS NH DHHS

Develops, coordinates, and facilitates workshops for all audiences with a focus on Project Adventure, Curriculum Development, Staff Communication, and Positive Youth Development content and design throughout the state of New Hampshire.

2014 – Current

Adjunct Faculty, Manchester Community College

1066 Front St., Manchester, NH

Adjunct faculty professor responsible for teaching Introduction to School Age Programming and School Age Environment & Curriculum to undergraduate students.

2008-2010

Coordinator, Teen Leadership Adventures Program (non profit)

Seabrook Community Center, Seabrook, NH 03874

Designed, proposed, and implemented the program successfully.

Responsibilities include offering adventure based activities, free tutoring, and leadership trainings to adolescents in the town of Seabrook, NH at low,

subsidized costs. Other duties include volunteer management, allocating program funding, leadership public training, and organizing adventure trips.

- *Volunteer Management* and scheduling for 35 volunteers that assist various program activities, including volunteer tutors, chaperones, and leadership training instructors.
- *Leadership Trainings* held monthly focusing on sculpting adolescents into strong, independent future leaders by offering lecture and service learning opportunities of selected topics. Training topics have included organization skills, games and modifications workshop, 1, 2, 3 Magic, and several diversity awareness trainings.
- *Donations/Contributions of Funding* were allocated through direct contacts and networking within and outside of the community. Official letters, interviews, and sponsorships were attained by numerous methods, including e-mail, letters, telephone, and Internet.

2003 – 2009

Site-Director, Seabrook YMCA School's Out Program (non profit)

Southern District YMCA – Camp Lincoln, Kingston, NH 03848

Responsibilities include offering a quality after school program for children grades K-6, organizing and implementing activities, tutoring children with homework, supervising and managing staff members and pay roll sheets, as well as parent correspondence.

VOLUNTEER/COMMUNITY SERVICE

2011-Current	6 Flags Read 2 Succeed Event w/SAZ & SMS
2016	SMS Fitness Trail
2009-2015	Servapalooza Volunteer Day
2010-2015	United Way Day of Caring
2011-2014	"Teens For Jeans" with Aeropostale
2014	Arts & Literacy Festival, w/CLIF/SAZ/SMS
2013	SAZ & SMS Outdoor Classroom w/Seabrook PTO

MEMBERSHIPS/AFFILIATIONS

Friends of the Seabrook Community (FOSC) Board Chairman
Seabrook Recreation Commission Member At Large
Association of Experiential Education Member

TECHNOLOGY

Microsoft Office Power point, Word, Excel, Publisher, Adobe Workshop & Illustrator, Print Shop, IPhoto, IMovie, Movie Maker, SPSS, Black Board, I4SEE, Performance Pathways, CAYEN database system, Google Chrome

112-AB



Virginia M. Barry, Ph.D.
Commissioner of Education
Tel. 603-271-3144

Paul Leather
Deputy Commissioner of Education
Tel. 603-271-3601

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX 603-271-1953
Citizens Services Line 1-800-339-9900

May 23, 2016

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

REQUESTED ACTION

1. Authorize the Department of Education to grant funds to Seacoast Youth Services, Seabrook, NH (Vendor Code #203944), in an amount not to exceed \$68,294.38, for the purpose of offering extended day programming for youth and their families; effective upon Governor and Council approval for the period of July 1, 2016 through June 30, 2017. 100% Federal Funds.

Funding is available in the account titled 21st Century Community Title IV, as follows:

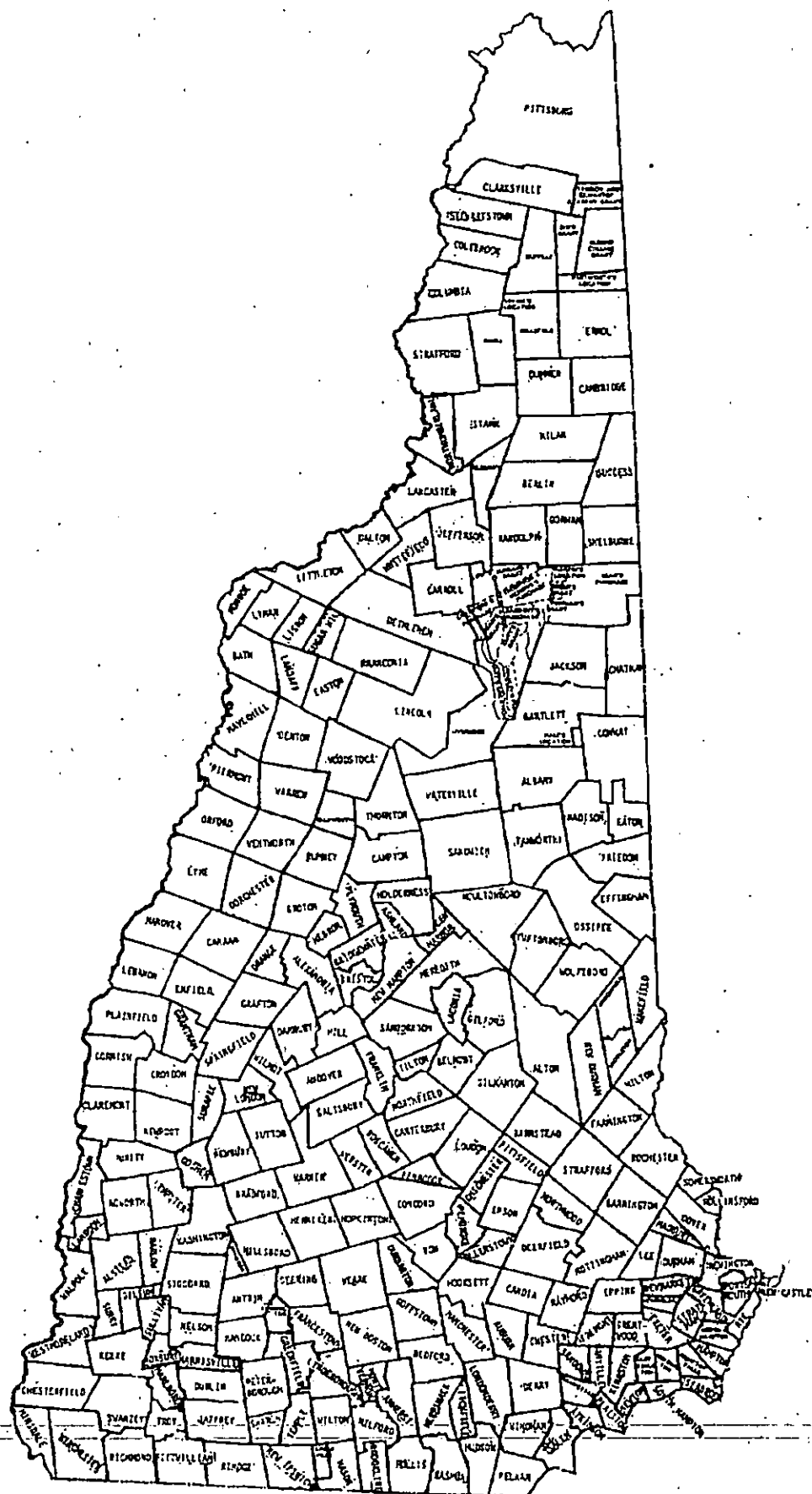
06-56-56-563010-75380000-072-500577	Grants - Federal	<u>FY 17</u> \$68,294.38
-------------------------------------	------------------	-----------------------------

2. Subject to Governor and Council approval, authorize the Department of Education to include a renewal option on this grant for up to four additional fiscal years.

Explanation

The United States Department of Education legislation allows for five-year 21st Century Community Learning Center grants to serve youth and their families during the out-of-school-time hours. Grants are awarded annually pending the receipt of an Annual Performance Report that indicates sufficient progress and the availability of federal funds.

New Hampshire anticipates a FY 2017 grant award in the amount of \$5,716,698.00 from the United States Department of Education under Title IVB, the 21st Century Community Learning Center program. This program provides grants to inner city and rural schools, community based organizations, youth development agencies and other educational agencies to provide expanded learning opportunities for children, outside of regular school hours in a safe environment. The programs will offer students a broad array of additional services, programs, and activities such as tutorial services, youth development activities, drug and violence prevention, counseling programs, art, music, recreation programs, and technology education. These programs and services are designed to reinforce and complement the regular academic program of the participating students.



Her Excellency, Governor Margaret Wood Hassan
and The Honorable Council

Page Two
May 23, 2016

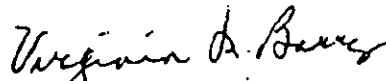
The program services provided by the grant cited above will be coordinated by Seacoast Youth Services in Seabrook, NH in collaboration with the Seabrook School District. This collaborative approach will serve middle school Seabrook School District youth and their families.

Funding for this grant is provided by the 21st Century Community Learning Center program under Part B of Title IV of the Elementary and Secondary Education Act (ESEA) of 1965, as amended. In January 2016 the New Hampshire Department of Education issued a Request for Proposals (RFP) soliciting proposals for these funds. School Districts, Community Based Organizations, and Extended Day Programs were notified through e-mail about the Bidders' Conference and publication of the online RFP. The projects funded demonstrated that partnerships between school districts and community based organizations have promise to help youth improve academic achievement. Sixteen proposals were received and six were funded based on a peer review process. Peer Reviewers worked in teams of three to rate proposals based on the RFP's matrix criteria. Each team had an experienced 21st Century Community Learning Center member to help steer the review and two other experienced professionals to create well-balanced teams. The twelve peer reviewers were represented by experienced 21st Century Community Learning Center and school day professionals, higher education, Title I, Title II and community based organizations. A list of reviewers and the results are included in this packet.

We request a renewal option for four additional fiscal years since those selected for funding are eligible for five years of funding based on previous successful progress.

This is the first year of a five year grant. In the event Federal Funds are no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Virginia M. Barry, Ph.D.
Commissioner

VMB:SBS
Enclosures

GRANT AGREEMENT

The State of New Hampshire and the Grantee hereby

Mutually agree as follows:

GENERAL PROVISIONS

1. Identification and Definitions.

1.1. State Agency Name NH Department of Education		1.2. State Agency Address 101 Pleasant Street Concord, NH 03301	
1.3. Grantee Name Seacoast Youth Services, Seabrook VC# 203944		1.4. Grantee Address 867 Lafayette Road Seabrook, NH 03874	
1.5. Effective Date G&C Approval	1.6. Completion Date 6.30.17	1.7. Audit Date N/A	1.8. Grant Limitation \$ 68,294.38
1.9. Grant Officer for State Agency Suzanne Birdsall-Stone		1.10. State Agency Telephone Number 603-520-6263	
"By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Grantee Signature 1 <i>Victor Maloney</i>		1.12. Name & Title of Grantee Signor 1 Victor Maloney, Executive Director	
Grantee Signature 2		Name & Title of Grantee Signor 2	
Grantee Signature 3		Name & Title of Grantee Signor 3	
1.13. Acknowledgment: State of New Hampshire, County of _____, on _____, before the undersigned officer, personally appeared the person identified in block 1.12., known to me (or satisfactorily proven) to be the person whose name is signed in block 1.11., and acknowledged that he/she executed this document in the capacity indicated in block 1.12.			
1.13.1. Signature of Notary Public or Justice of the Peace (Seal) <i>Forrest E. Carter Jr.</i>			
1.13.2. Name & Title of Notary Public or Justice of the Peace Mr. Forrest E. Carter Jr., Notary Public <i>Forrest E. Carter Jr.</i> Notary Public, State of New Hampshire My Commission Expires August 14, 2018			
1.14. State Agency Signature(s) <i>Virginia M. Barry</i>		1.15. Name & Title of State Agency Signor(s) Virginia M. Barry, Commissioner of Ed.	
1.16. Approval by Attorney General (Form, Substance and Execution) By: <i>E. McIntyre</i> Assistant Attorney General, On: 6/17/16			
1.17. Approval by Governor and Council By: _____ On: ____/____/____			

2. **SCOPE OF WORK:** In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), pursuant to RSA 21-P:36, the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT A (the scope of work being hereinafter referred to as "the Project").

Grantee Initials *VM*

Page 1 of 3

Date 6/18/16

3. AREA COVERED. Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the State of New Hampshire.

4. EFFECTIVE DATE; COMPLETION OF PROJECT.

4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date in block 1.5 or on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire whichever is later (hereinafter referred to as "the effective date").

4.2. Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.6 (hereinafter referred to as "the Completion Date").

5. GRANT AMOUNT; LIMITATION ON AMOUNT; VOUCHERS; PAYMENT.

5.1. The Grant Amount is identified and more particularly described in EXHIBIT B, attached hereto.

5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT B.

5.3. In accordance with the provisions set forth in EXHIBIT B, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.

5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.

5.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.

6. COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS. In connection with the performance of the Project, the Grantee shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits.

7. RECORDS and ACCOUNTS.

7.1. Between the Effective Date and the date three (3) years after the Completion Date the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.

7.2. Between the Effective Date and the date three (3) years after the Completion Date, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these general provisions.

8. PERSONNEL.

8.1. The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.

8.2. The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.

8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.

9. DATA; RETENTION OF DATA; ACCESS.

9.1. As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations,

computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.

9.2. Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.

9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State.

9.4. On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.

9.5. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.

10. CONDITIONAL NATURE OF AGREEMENT. Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.

11. EVENT OF DEFAULT; REMEDIES.

11.1. Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):

11.1.1 Failure to perform the Project satisfactorily or on schedule; or

11.1.2 Failure to submit any report required hereunder; or

11.1.3 Failure to maintain, or permit access to, the records required hereunder; or

11.1.4 Failure to perform any of the other covenants and conditions of this Agreement.

Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

11.2.1 Give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and

11.2.2 Give the Grantee a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and

11.2.3 Set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and

11.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.

12. TERMINATION.

12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.

12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.

12.3. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.

12.4. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.

CONFLICT OF INTEREST. No officer, member of employee of the Grantee, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or

- approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
14. **GRANTEE'S RELATION TO THE STATE.** In the performance of this Agreement the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.
15. **ASSIGNMENT AND SUBCONTRACTS.** The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit A without the prior written consent of the State.
16. **INDEMNIFICATION.** The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee or Subcontractor, or subgrantee or other agent of the Grantee. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.
17. **INSURANCE AND BOND.**
- 17.1. The Grantee shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:
- 17.1.2. Statutory workmen's compensation and employees liability insurance for all employees engaged in the performance of the Project, and Comprehensive public liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$2,000,000 for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and
- 17.2. The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice thereof has been received by the State.
18. **WAIVER OF BREACH.** No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.
20. **NOTICE.** Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.
20. **AMENDMENT.** This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire.
21. **CONSTRUCTION OF AGREEMENT AND TERMS.** This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.
23. **THIRD PARTIES.** The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.
23. **ENTIRE AGREEMENT.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.
24. **SPECIAL PROVISIONS.** The additional provisions set forth in Exhibit C hereto are incorporated as part of this agreement.

EXHIBIT A

SCOPE OF WORK

Seacoast Youth Services (SYS) and Seabrook Middle School (SMS), together with other community partners, will implement the Seabrook Adventure Zone (SAZ), a NH 21st CCLC afterschool program. SAZ will provide comprehensive after-school (17.5 hours a week) and summer programming (six full weeks) that focus on improving and supporting academic achievement, guiding and nurturing positive youth development, strengthening family engagement, literacy, and healthy living initiatives by offering a variety of programming, events, and resources built on the principles of Experiential Learning and The Circle of Courage. SAZ encourages all students to participate and facilitates outreach to engage students who are identified at-risk and historically in greatest need of after-school programming, but least likely to participate.

The program goals are to improve academic performance, guide and support positive youth development, and encourage family engagement with literacy and healthy living initiatives. The Community Advisory Board works closely with the program director and will guide SAZ in sustainability planning and actively nurtures collaborative relationships between SAZ, SMS, community partners, families, and the Seabrook community.

Contractor Initials um
Date 6/10/16

Exhibit B
Budget

Expenditure Line Items	FY 17 July 1, 2016-June 30, 2017
Salaries and wages (directly related to service)	54,309.70
Employee Benefits	8,816.66
Contract Services (directly related to programming)	600.00
Supplies	2,067.84
Subtotal	65,794.20
Indirect Cost (not to exceed 8%)	2,500.18
Project Total	68,294.38

Limitation on Price: Upon mutual agreement between the 21st CCLC State Coordinator and the grantee, line items in this budget may be adjusted but in no case shall the total budget exceed the price limitation of \$68,294.38.

Method of Payment: Payment is to be made monthly on the basis of invoices which are supported by a summary of activities that have taken place in accordance with the terms of the approved grant proposal, along with a detailed listing of expenses incurred. If otherwise correct and acceptable, payment will be made for 100% of the expenditures listed. Invoices and reports shall be submitted to the 21st CCLC State Coordinator.

Contractor Initials UM
Date 6/10/16

EXHIBIT C

SPECIAL PROVISIONS

21st Century Community Learning Center grants are eligible for five years of funding based on previous successful progress and the availability of federal funds. Based on this we are requesting a renewal option for four additional fiscal years.

Contractor Initials flm
Date 6/10/16

**21st Century Community Learning Center Program
2016 Competition Results**

21st Century Community Learning Center Applicant	Complete Application (5)	Priority Points (5)	Need (10)	Program Design (25)	Resources (15)	Management (15)	Evaluation (15)	Budget (15)	TOTAL (105)	Award Amount
Concord School District	5.00	5.00	9.67	22.67	12.67	14.33	14.00	11.67	95.01	\$ 230,000.00
Manchester School District	5.00	5.00	7.67	22.00	10.67	13.00	11.33	11.67	86.34	\$ 243,750.00
Seacoast Youth Services	5.00	0.00	8.00	17.67	15.00	13.67	13.67	13.00	86.01	\$ 68,294.38
Hillsboro-Deering School District	5.00	0.00	6.00	21.33	12.67	13.33	11.67	12.00	82.00	\$ 88,750.00
Newfound Area School District	5.00	0.00	7.33	16.67	12.67	11.67	11.00	10.00	74.34	\$ 52,650.00
Rumney School District	5.00	0.00	8.67	19.00	11.67	10.67	10.33	9.00	74.34	\$ 135,000.00
Rochester School District	4.00	0.00	9.67	17.33	11.00	10.33	9.67	9.67	71.67	
Monadnock Regional School Dis	4.00	0.00	7.33	17.00	13.33	9.67	10.00	10.00	71.33	
Raymond School District	5.00	0.00	6.00	19.67	11.67	10.67	7.67	10.33	71.01	
Groveton	5.00	0.00	8.00	15.00	11.67	9.33	9.67	11.33	70.00	
Jaffrey Rindge Cooperative Scho	4.00	0.00	6.33	16.33	12.67	11.67	9.00	9.33	69.33	
Franklin/Hill	4.00	5.00	9.00	23.00	14.67	11.67	0.00	0.00	67.34	
Salem, Boys & Girls Club of Gre	5.00	0.00	4.67	19.00	11.00	7.00	11.33	3.67	61.67	
Nashua Title I	4.00	0.00	8.67	20.67	14.67	8.33	0.00	0.00	56.34	
Conway School District's Project	5.00	0.00	6.00	13.00	7.33	9.33	7.33	7.00	54.99	

**New Hampshire Department of Education
21st Century Community Learning Center Program (CCLC)
2016 Competition Reviewers**

Elisa Almonte	21st CCLC Director, RI
Nancy Boyer	Director of Research & Evaluation, FIRST [®] , US FIRST
Richard Feistman	Title I Consultant, NH Department of Education
Ashley Frame	Title II Consultant, <i>NH Department of Education</i>
Ashlee Fye	NH Family Ties Statewide Coordinator, Community Bridges
Maureen Jackman	21st CCLC Director, Somersworth School District
Pam Lane	Family Services Specialist, Southern NH Services
Jeannie Lapierre	21st CCLC Director, RI
Katy Miller	21st CCLC Director, Vermont
Laurie Melanson	Principal, Warren School District
Ellie Papazoglou	Literacy Consultant & Teaching Lecturer UNH & PSU
Mary Schuh	Director of Development and Consumer Affairs IOD/UNH

EXHIBIT B

PROJECT APPLICATION BUDGET AND DESIGNATION OF APPLICATION MANAGER/ PROJECT MANAGER

OSM FORM 1

9/2005

Federal/State Program Title: 21st Century Community Learning Centers

PROJECT #

CHANGE #

PAGE 1 of

FROM: Seacoast Youth Services
PO Box 1381
Seabrook, NH 03874TO: Suzanne Birdsall-Stone
NH Department of Education
State Office Park South
101 Pleasant Street
Concord, New Hampshire 03301-3860

TYPE OF CHANGE

BUDGET

FUND AUTH

FISCAL AGENT

OTHER

SAU/RA:

Proposed Project Title: Seabrook Adventure ZoneProject Period: 7/1/2016 to: 6/30/2017

The following information is required for all projects

PROJECT MANAGER:

NAME: Vic MaloneyADDRESS: 867 Lafayette Rd., Seabrook, NH 03874E-MAIL ADDRESS: vic@seacoastyouthservices.orgTITLE: Executive DirectorTELEPHONE: (603) 474-3332FAX: (603) 372-0822

FINANCIAL CONTACT:

NAME: Vic MaloneyE-MAIL ADDRESS: vic@seacoastyouthservices.orgTELEPHONE: (603) 474-3332FAX: (603) 372-0822

The above named person is designated as Project Manager. I hold the Project Manager responsible for implementing the project in accordance with the approved project, for remaining within the budget limitations, for ensuring that only authorized items required to implement the project are charged to the project, and for initiating request to amend the approved project. No services or supplies will be ordered or charged to the project without written approval of the Project Manager.

THE APPLICANT AGENCY AGREES AND CERTIFIES THAT:

- This grant will be administered in accordance with the applicable provisions of the following federal laws and regulations:
 - Education Department General Administrative Regulations (EDGAR) in Title 34 Code of Federal Regulations (CFR), Parts 74, 75, 76, 77, 79, 80, 82, 85, 86; Civil Rights Regulations in 34 CFR, Parts 100 through 106, and specific program laws and regulations.
 - Any amendments in effect on the date of this grant award or to become effective during the project period are incorporated.
- Grant accounting and financial reporting will be in accordance with New Hampshire Department of Education "Federal Funds Financial Management Manual".
- Authorized funds will be obligated and expended only for the purpose described in the approved project proposal and budget.
- Audits will be in compliance with the Single Audit Act Amendments of 1996 (P.L. 104-156) and U.S. Office of Management and Budget (OMB) Circulars.
- Project approval, if given, will be on the condition that full funding of the Approved Budget and payment by the grantor are contingent upon the availability of a Federal Grant and Appropriation Authority approved by the General Court of New Hampshire or the Governor and Council of this State for this purpose. Neither the State nor the Department of Education shall be liable for payments under this grant except from such funds.

FISCAL AGENT - MAKE CHECKS PAYABLE TO:

Seacoast Youth Services
The Provident Bank
003176 211374020 27 728318

APPROVED INDIRECT COST RATE: Not to exceed 8% %

Vic Maloney

PRINT NAME AND TITLE of SAU SUPERINTENDENT OF SCHOOLS

or RACHIEF FINANCIAL OFFICER

SIGNATURE SAU SUPERINTENDENT OF SCHOOLS

or RACHIEF FINANCIAL OFFICER

DATE

5/26/16

(See NH Financial Accounting Handbook 1999 Edition pages A-38 through A-75)

OBJECT CODE	1000 INSTRUCTION	2000 SUPPORT	2 ADMIN			5000 INDIRECT	TOTAL
100		54,309.70				COST BELOW	54,309.70
200		8,816.66				CANNOT	8,816.66
300	600.00					INCLUDE AUDIT	600.00
400						FEES WHEN A	-
500						PROJECT LINE	-
600	2,067.84					ITEM INCLUDES	2,067.84
700						AUDIT FEES	-
800						2,500.18	-
900							-
TOTALS	2,667.84	63,126.36	-	-	-	2,500.18	68,294.38

DETAIL OF PROPOSED BUDGET

[illegible]

5/26/16

CERTIFICATE OF VOTE

1. Janine Richards do hereby certify that:
(Name of the elected Officer of the Agency; cannot be contract signatory)

1. I am a duly elected Officer of Seacoast Youth Services
(Agency Name)

2. The following is a true copy of the resolution duly adopted at a meeting of the Board of Directors of
the Agency duly held on Feb. 2nd, 2016
(Date)

RESOLVED: That the Executive Director
(Title of Contract Signatory)

is hereby authorized on behalf of this Agency to enter into the said contract with the State and to
execute any and all documents, agreements and other instruments, and any amendments, revisions,
or modifications thereto, as he/she may deem necessary, desirable or appropriate.

3. The forgoing resolutions have not been amended or revoked, and remain in full force and effect as of
the 10th day of June, 2016.
(Date Contract Signed)

4. Victor Maloney is the duly elected Executive Director
(Name of Contract Signatory) (Title of Contract Signatory)

of the Agency.

Janine Richards
(Signature of the Elected Officer)

STATE OF NEW HAMPSHIRE

County of Rockingham

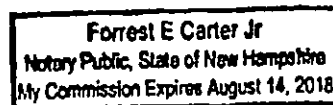
The forgoing instrument was acknowledged before me this 10th day of June, 2016.

By Janine Richards
(Name of Elected Officer of the Agency)

Forrest E Carter Jr
(Notary Public/Justice of the Peace)

(NOTARY SEAL)

Commission Expires: Aug. 14th, 2018



State of New Hampshire
Department of State

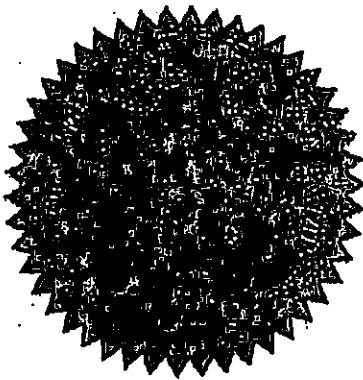
CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that Seacoast Youth Services is a New Hampshire nonprofit corporation formed December 19, 2001. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.

In TESTIMONY WHEREOF, I hereto
set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 21st day of April A.D. 2016



William M. Gardner
Secretary of State





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/25/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Tobey & Merrill Insurance 20 High Street Hampton NH 03842-2214	CONTACT NAME: Edward Jackson PHONE: (603) 926-7655 FAX: (603) 926-2135 E-MAIL: edward@tobeymerrill.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox USA INSURER B: Ohio Security INSURER C: Technology Insurance INSURER D: Hartford INSURER E: INSURER F:
INSURED Seacoast Youth Services, Inc PO Box 1381 Seabrook NH 03874	NAIC # 24082

COVERAGES CERTIFICATE NUMBER: CL1652504326 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL SUBR INSR WYO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X		10/17/2015	10/17/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ Defense of Licensing \$ 10,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			8/11/2015	8/11/2016	COMBINED SINGLE LIMIT (EA ACCIDENT) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Business Auto Enhancement \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE <input checked="" type="checkbox"/> OTH-ER
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		2/27/2016	2/27/2017	E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
D	Professional Liability DEDUCTIBLE \$ 1,000			9/10/2015	10/17/2016	DIRECTORS & OFFICERS \$ 1,000,000 EMPLOY PRACTICES LIAB \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER New Hampshire Department of Education 10 Pleasant Street Concord, NH 03301	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Dean Merrill CIC/LSA
--	---

© 1988-2014 ACORD CORPORATION. All rights reserved.

11:47 AM
05/13/16
Cash Basis

Seacoast Youth Services
Profit & Loss
January through December 2016

	Jan - Dec 16
Ordinary Income/Expense	
Income	
Gala 2016	30,843.40
School Funding afterschool	8,250.00
Poker Room	17,388.85
Contribution Individual Business	3,408.85
mental health Income	91,734.45
Foundation Income	3,772.41
Program Income	
Grants	
NH BDAS	33,215.20
21st century	25,689.30
Total Grants	58,904.60
Transportation Income	11,390.00
SNHS food	85.02
Program Income - Other	900.00
Total Program Income	71,279.52
Town Funding	13,843.63
Uncategorized Income	
dependent Ins	375.00
Ins Adj	4,477.02
Total Uncategorized Income	4,852.02
Total Income	243,383.13
Gross Profit	243,383.13
Expense	
printing marketing equipment	2,106.49
Admin & Overhead Expenses	
Supplies	
Office	1,050.00
Postage and Delivery	84.00
Total Supplies	1,134.00
Admin & Overhead Expenses - Other	585.10
Total Admin & Overhead Expenses	1,719.10
void	0.00
Automobile Expense	
Purchase vehicle	1,238.71
Gas	1,739.88
Repairs	497.00
Total Automobile Expense	3,475.57
Fundraising	8,598.73
Insurance	
Professional Liability	1,697.20
Health Benefits	18,738.75
Auto	2,252.27
Worker's Comp	804.00
Total Insurance	23,290.22
Occupancy Expenses	
maintenance	250.19
Rent	4,212.00
Utilities	
Gas	2,079.15
Phone/Internet/TV	900.40
Electric	1,367.82
Total Utilities	4,347.37

11:47 AM

05/13/16

Cash Basis

Seacoast Youth Services

Profit & Loss

January through December 2016

	Jan - Dec 16
Occupancy Expenses - Other	510.00
Total Occupancy Expenses	9,319.56
Payroll Expenses	
Provident 941 EFT Payment	34,945.77
Wages & Salaries	114,391.25
Payroll Service	654.40
Total Payroll Expenses	149,691.42
Professional Fees	
Consulting	825.00
Professional Fees - Other	335.70
Total Professional Fees	1,160.70
Program Expense	
sap contracted	156.58
Training/staff Development	
Training/ Staff Development	2,300.00
Total Training/staff Development	2,300.00
SAZ Contracted	210.00
Program Evaluation	130.06
Transportation	1,113.53
Program Supplies	8,495.46
Program Expense - Other	152.28
Total Program Expense	12,557.91
Total Expense	212,119.70
Net Ordinary Income	31,283.43
Net Income	31,283.43

Seacoast Youth Services Mission Statement

January 2016

Seacoast Youth Services supports young people and their families in coastal New Hampshire communities. By teaching and mentoring healthy communication and life skills, Seacoast Youth Services empowers those we serve to make positive choices for happier, healthier, and brighter futures.

We believe that effective support begins with direct engagement. That's why we connect with the youth where they learn and socialize in addition to offering individual and group counseling, outreach, and educational programs at our facility. Our goal is to reach all those who can benefit from our programs, including youth and family members who typically do not receive services.

Seacoast Youth Services Board of Directors
May 2016

Janine L. Richards/Chairperson
Outreach Coordinator-SAU 90

Erica Ethier/Development-Fundraising
Branch Manager
Provident Bank

Dawn Emerick/Secretary
Taurus Marketing

Marcia Gloddy/Program Committee
Office Manager-The Masiello Group

Derek Scialdone/Treasurer
Branch Manager
The Provident Bank

Carol Bostic/ Fundraising
Health Coach and Certified Hypnotist

Elaine Ahearn/ Fundraising-Development
State Representative

John McCarthy/ Marketing
Realtor-The Masiello Group

Jerome Fuller Jr./ Marketing
General Manager
Staples

Attorney Alan Ganz/ Marketing
Ganz Law Office

Board positions are non-compensatory

2016-2017

SAZ Position Salaries and Benefits

Program Director: Forrest E Carter Jr.

Salary: 38,630.71

Benefits: 7,395.65

Site-Coordinator: Brittney Gentile

Salary: 15,678.99

Benefits: 1,421.01

Salary Total: \$54,309.70

Benefits Total: \$8,816.66

Forrest E. Carter Jr.

CAREER OBJECTIVE Obtain a position working with youth, adolescents, adults, and seniors focusing on leadership and intertwining recreation, community, the arts, and socially beneficial activities for the purpose of creating a more positive and rewarding life experience for those involved with the program.

EDUCATION

Plymouth State College Plymouth, NH
Masters in Education: Physical Education, Adventure Education Concentration
May 16, 2014

University Of Massachusetts Lowell Lowell, MA
Bachelors in Liberal Arts: Psychology
(Spanish Concentration Requirement)
February 15, 2009

CERTIFICATIONS

Certified Park & Recreation Executive
January 2015 - Current

Certified Park & Recreation Professional
January 2015 - Current

American Red Cross 1st Aid/CPR/AED Certified Instructor
2010 - Current

NH Afterschool Ambassador, *Afterschool Alliance*
2014 - Current

4-H Certified Leader
2011 - Current

Afterschool Master Professional Workshop Trainer, Faculty, Individual Mentor, and Program Consultant, *ACROSS NH DHHS*
2013 - Current

EXPERIENCE

2011 - Current

Program Director, Seabrook Adventure Zone (21st Century CCLC)

Collaboration between Seabrook Middle School, Seacoast Youth Services, and other Community Partners in Seabrook, NH 03874

Responsible for the program design, management, implementation, and evaluation of an academic, recreational, and positive social development after school program with foundations based on both the 4-H values and Project Adventure paradigm of leadership.

- *Sustainability & Revenue Development* with the successful writing of the 21st CCLC, Best Buy, Hannaford, CLIF, and Exeter Rental Grants and creating strong community partnerships that have sustained and expanded the consistently growing program.
- *Community Advisory Board Leadership* during monthly/bi-monthly meetings and maintaining effective collaboration with partners, community organizations, and board members.
- *Summer Planning Team* responsible for organizing and creating the Summer Conference for all 21st Century programs in New Hampshire.
- *Internship Supervisor* for High School Extended Learning Opportunities students (ELO's) and College interns from the University of New Hampshire, Northern Essex Community College, and Southern New Hampshire University.

- *Project Adventure Certified (136 Hours)* incorporating team building, leadership skill cultivation, self-esteem boosting, and conflict resolution.
 - *Evaluation* of program goals by using the on-line and data base programs of Youth Services, Cayen, J4See, and Performance Pathways, as well as satisfaction surveys for youth, parents, and community leaders.
 - *Budget* management of a \$200,000 + budget for all program needs, including staff salary, professional development, and all program expenses associated with the Seabrook Adventure Zone.
 - *Human Resource Management* responsible for hiring, evaluating, and managing all SAZ personnel, volunteers, and community partners.
- 2009 – Current
- Youth Program Director, Seacoast Youth Services (non profit)**
867 Lafayette Rd., Seabrook, NH 03874
Responsible for implementation of after school, weekend, evening, and summer programming for at-risk middle and high school aged youth and adolescents in the New Hampshire seacoast area.
- *Outreach* in seacoast area middle schools and high schools including classroom presentations of programs, faculty integration and involvement, and parent and family involvement and awareness.
 - *Project Alert Certified* to educate youth and adolescents in alcohol and substance abuse with interactive and integrative lessons.
 - *Overnight Adventure Trips* consisting of four two day overnights with 24 adolescents and 3 staff, project adventure team building and leadership activities, high adventure, and structured itinerary.
 - *Grant Writing* skills successful in obtaining several major grants, including the \$500,000 21st CCLC grant that supports the Seabrook Adventure Zone.
- 2013 – Current
- Afterschool Master Professional Workshop Trainer, Faculty, Individual Mentor, and Program Consultant, ACROSS NH DHHS**
Develops, coordinates, and facilitates workshops for all audiences with a focus on Project Adventure, Curriculum Development, Staff Communication, and Positive Youth Development content and design throughout the state of New Hampshire.
- 2014 – Current
- Adjunct Faculty, Manchester Community College**
1066 Front St, Manchester, NH
Adjunct faculty professor responsible for teaching Introduction to School Age Programming and School Age Environment & Curriculum to undergraduate students.
- 2008-2010
- Coordinator, Teen Leadership Adventures Program (non profit)**
Seabrook Community Center, Seabrook, NH 03874
Designed, proposed, and implemented the program successfully.
Responsibilities include offering adventure based activities, free tutoring, and leadership trainings to adolescents in the town of Seabrook, NH at low, subsidized costs. Other duties include volunteer management, allocating program funding, leadership public training, and organizing adventure trips.
- *Volunteer Management* and scheduling for 35 volunteers that assist various program activities, including volunteer tutors, chaperones, and leadership training instructors.
 - *Leadership Trainings* held monthly focusing on sculpting adolescents into strong, independent future leaders by offering lecture and service learning opportunities of selected topics. Training topics have included organization skills, games and modifications workshop, 1, 2, 3 Magic, and several diversity awareness trainings.
 - *Donations/Contributions of Funding* were allocated through direct contacts and networking within and outside of the community. Official letters, interviews, and sponsorships were attained by numerous methods, including e-mail, letters, telephone, and Internet.
- 2003 – 2009
- Site-Director, Seabrook YMCA School's Out Program (non profit)**
Southern District: YMCA – Camp Lincoln, Kingston, NH 03848
Responsibilities include offering a quality after school program for children grades K-6, organizing and implementing activities, tutoring children with homework, supervising and managing staff members and pay roll sheets, as well as parent correspondence.

VOLUNTEER/COMMUNITY SERVICE

2011-2014	6 Flags Read 2 Succeed Event w/SAZ & SMS
2011-2014	"Teens For Jeans" with Acropostale
2010-2014	United Way Day of Caring
2014	Arts & Literacy Festival, w/CLIF/SAZ/SMS
2005-2009, 2013-2014	Holiday Fundraiser for Community Action in Seabrook, NH
2007 - 2014	SPCA Fundraiser and Food Drive
2013	SAZ & SMS Challenge Course Community Clean-Up
2013	SAZ & SMS Outdoor Classroom w/Seabrook PTO
2009-2013	Servapalooza Volunteer Day
2000-2013	New Hampshire Food Drive
2007-2011	Care Package Fundraiser for US Army
2007&2011	"Walk-the-Walk" Event in Seabrook, NH, Assisted Organization of event

MEMBERSHIPS/AFFILIATIONS

Seabrook Recreation Commission Member At Large
Association of Experiential Education Member
New Hampshire Afterschool Network (NHAN) Leadership Team

TECHNOLOGY

Microsoft Office Power point,, Word, Excel, Publisher, Adobe Workshop & Illustrator,
Print Shop, IPhoto, IMovie, Movie Maker, SPSS, Black Board, I4SEE, Performance
Pathways, CAYEN database system

Brittney Gentile

CAREER OBJECTIVE Obtain a position working in the field of youth development, afterschool programming, and education.

EDUCATION

Northern Essex Community College
Associates In Early Childhood Education
*Current
Haverhill, MA

CERTIFICATIONS

American Red Cross 1st Aid/CPR/AED Certified
2013 - Current

ACROSS NH Professional Activity Hours: 9.5

EXPERIENCE

2014 - Current

Site-Coordinator, Seabrook Adventure Zone (21st Century CCLC)

Collaboration between Seabrook Middle School, Seacoast Youth Services, and other Community Partners in Seabrook, NH 03874

Responsible for program design, management, implementation, and evaluation of an academic and positive social development after school program with foundations based on both the 4-H values and Project Adventure paradigm of leadership.

- *Data Entry* of crucial and confidential information for youth and staff in the Seabrook Adventure Zone, including attendance, survey results, evaluation materials, and demographics.
- *Curriculum Design & Activity Development* for after school and weekend programming for 120 middle school youth throughout the academic year.
- *Evaluation* of program goals by using the on-line and data base programs of Youth Services, 4See, and Performance Pathways.
- *Financial Reporting* of budgeted items including snack, supplies, and personnel salary.
- *Human Resource Management* responsible for evaluating and managing all SAZ personnel, volunteers, and community partners.

2005 - Current

Group Leader, Seabrook Community Center

311 Lafayette Rd., Seabrook, NH 03874

Responsible for implementation of summer programming for youth Preschool - 8th Grade in Seabrook, New Hampshire.

- *Summer Program Director*
- *4-H Certified Leader*
- *American Red Cross 1st Aid & CPR w/AED Certified*

VOLUNTEER/COMMUNITY SERVICE

2014

6 Flags Read 2 Succeed Event w/SAZ & SMS

2013-2014

"Teens For Jeans" with Aeropostale

2013

SAZ & SMS Challenge Course Community Clean-Up

2010

Scotty Lago Olympic Event

2013-2014

SPCA Fundraiser and Food Drive

2013-2014

Toys For Tots

TECHNOLOGY

Power point, Print Shop, Digital Photos, IPhoto, Microsoft Word, Apple Works, Microsoft Excel, Microsoft Office Publisher, Quick Books, Adobe Workshop

REFERENCES

1. Forrest E Carter Jr., Program Director, Seabrook Adventure Zone
PO Box 873, Seabrook, NH 03874
(603) 997-1909
forrest@seaconstyouthservices.org
2. Cassandra Carter, Program Director, Seabrook Recreation Department
26 Washington St., Seabrook, NH 03874
(603) 997-1749
ccarter@seabrooknh.org

