

**ATTORNEY GENERAL  
DEPARTMENT OF JUSTICE**

33 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER  
ATTORNEY GENERAL

ANN M. RICE  
DEPUTY ATTORNEY GENERAL



October 9, 2014

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, NH 03301

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

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Justice to accept and expend a grant from the US Department of Justice, Office for Victims of Crime, in the amount of \$106,177, for the purposes of improving the technology of the claims processing system, known as the "Computerized Crime Victim Compensation System," utilized by the Department's Victims' Assistance Unit, effective upon the Fiscal Committee of the General Court and Governor and Council approvals through June 30, 2015. 100% Federal Funds.

Funds are to be budgeted in 02-20-20-201510-5890, Department of Justice, Grants Administration, entitled "OVC Vision 21 Grant" as follows:

020-500200	Supplies	\$1,200
038-500177	Technology- Software License	\$4,350
040-500800	Indirect Costs	\$192
041-500801	Audit Fund Set Aside	\$107
046-500466	Consultants- IT Service Vendor	\$98,500
072-500576	Federal Grants	\$1,828
Total		\$106,177
Source of Funds		
000-400338	Federal Funds	\$106,177

2. Upon approval of Requested Action number one and Pursuant to RSA 124:15, authorize the Department of Justice to establish a consultant class (046) for the purpose of contracting with the

systems expert relative to the "Computerized Crime Victim Compensation System" effective with the Fiscal Committee of the General Court and Governor and Council approvals through June 30, 2015. 100% Federal Funds.

Funds are to be budgeted as follows in 02-20-20-201510, Department of Justice, Grants Administration, entitled "OVC Vision 21 Grant":

<u>Class</u>	<u>Description</u>	<u>Amount</u>
046-500466	Consultants – IT Service Vendor	\$98,500

#### EXPLANATION

The NH Department of Justice is seeking approval to accept and expend grant funding under the US Department of Justice, Office for Victims of Crime, program entitled "Vision 21: Improving State Technology" for the purpose of updating the technology in the Victims' Compensation Unit. These funds were not previously budgeted because the grants were awarded on a competitive basis with no guarantee that New Hampshire would receive an award.

The Victims' Compensation Unit reimburses crime victims for their eligible crime-related expenses, after an in-depth review of each claim including documentation of the crime, description of the services to be compensated, and insurance information. Each claim, of which the Unit processes over 500 annually, requires voluminous documentation for the review. Technology upgrades will allow for an automated claim document filing system and paperless claims processing system, improving the work flow and efficiency of the Unit. Additionally, crime victims will have expanded access to the service with a web-based program and on-line claim filing ability.

The funds are budgeted to support the activities as follows:

Class 020 – Current Expense to purchase scanners to allow for paperless claims processing  
Class 038 – Technology for Software Licenses  
Class 040 – Indirect Costs at 9.0%  
Class 041 – Audit Fund Set Aside of .1%  
Class 046 – Consultants to contract with the technology vendor  
Class 072 – Grant funding for administrative costs.

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

1. List of personnel involved: Class 046 – contract(s) to provide technology upgrades and support for new software.
2. Nature, Need and Duration: The contract(s) will be in effect for the period effective upon Fiscal Committee and Governor and Council approval through June 30, 2015.
3. Relationship to existing agency programs: This funding is to be utilized specifically to contract with the sole source vendor that is the developer of the technology to be upgraded.

4. Has a similar program been requested of the legislature and denied? No similar program has been requested and denied.
5. Why wasn't funding included in the agency's budget request? This project was not included in the Department's budget request because the funds were not available at the time the budget was crafted; nor were the funds expected to be available with any degree of certainty.
6. Can portions of the funds be utilized for other purposes? No portion of these grant funds can be used for any other purpose.
7. Estimate the funds required to continue this position(s): It is estimated that it will cost \$98,500 for the contractual services to complete the project.

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

Please let me know if you have any questions concerning this request.

Your consideration is greatly appreciated.

Respectfully submitted,



Joseph A. Foster  
Attorney General

JAF/jeb  
#1100223



Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

Cooperative Agreement

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1. RECIPIENT NAME AND ADDRESS (Including Zip Code) New Hampshire Department of Justice 33 Capitol Street Concord, NH 03301-6397		4. AWARD NUMBER: 2014-XV-BX-K021	
		5. PROJECT PERIOD: FROM 10/01/2014 TO 09/30/2017 BUDGET PERIOD: FROM 10/01/2014 TO 09/30/2017	
1A. GRANTEE IRS/VENDOR NO. 026002618		6. AWARD DATE 09/15/2014	7. ACTION Initial
		8. SUPPLEMENT NUMBER 00	
		9. PREVIOUS AWARD AMOUNT \$ 0	
3. PROJECT TITLE NH Victims' Compensation Technology Improvements Project		10. AMOUNT OF THIS AWARD \$ 106,177	
		11. TOTAL AWARD \$ 106,177	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under Department of Justice Appropriations Act, 2014, Pub. L. No. 113-76, 128 Stat 5, 63, January 17, 2014			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Karol Virginia Mason Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Rosemary Faretra Director of Administration	
17. SIGNATURE OF APPROVING OFFICIAL <i>Karol V. Mason</i>		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL <i>Rosemary Faretra</i>	19A. DATE 9-8-14
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X B XV 40 00 00 106177		21. WXVPGT0144	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)