



Lori A. Shibamoto  
Commissioner

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
**GOVERNOR'S COMMISSION ON ALCOHOL & OTHER DRUGS**

129 PLEASANT STREET, CONCORD, NH 03301  
603-271-9564 1-800-804-0909  
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May 13, 2022

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

**REQUESTED ACTION**

Authorize the Department of Health and Human Services, Division for Behavioral Health, on behalf of the Governor's Commission on Alcohol and Other Drugs, to amend an existing contract with JSI Research & Training Institute, Inc. (VC#161611-B001), Bow, New Hampshire, to continue providing administrative support to the Governor's Commission on Alcohol and Other Drugs, the Service to Science Program, and Substance Misuse Prevention Public Awareness and Education by increasing the price limitation by \$600,000 from \$7,114,076 to \$7,714,076 and by extending the completion date from June 30, 2022 to June 30, 2023, effective July 1, 2022, subject to Governor and Council approval. 34.86% Federal Funds. 10.62% General Funds. 54.52% Other Funds (Governor's Commission).

The original contract was approved by Governor and Council on October 17, 2018, Item #6, and was amended on December 5, 2018, Item #20, August 28, 2019, Item #12, June 24, 2020, Item #34, November 18, 2020, Item #21, April 21, 2021, Item #15, and most recently on September 15, 2021, Item #15a.

Funds are available in the following accounts for 2023, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

**See attached fiscal details.**

**EXPLANATION**

The purpose of this request is for the Contractor to continue providing administrative support to the Governor's Commission on Alcohol and Other Drugs (AOD), the Service to Science Program, and Substance Misuse Prevention Public Awareness and Education for a range of programs related to NH's AOD Continuum of Care System. In accordance with RSA 12-J, the Department carries out the administrative functions of the Governor's Commission. The Department is seeking to extend the contract beyond the completion date and available renewal options in response to a funding directive from the Governor's Commission.

The Contractor will continue to support the AOD Continuum of Care System and Governor's Commission with efforts to mitigate substance misuse and its consequences for NH citizens by:

- Providing support and consultation that guide the development of promising, evidence-informed prevention programs in NH.
- Implementing statewide substance misuse prevention messaging and education to support comprehensive statewide campaigns that provide information and resources

related to prevention and reducing the progression of substance misuse, and other behavioral health issues related to substance misuse.

- Providing administrative support and technical assistance to the Governor's Commission, in accordance with RSA 12-J.

The Department will continue monitoring services through by reviewing monthly written progress reports that include a summary of the key work performed during the monthly period, key issues, and mitigation strategies that include a schedule of work to be completed for the upcoming reporting period.

Should the Governor and Council not authorize this request, the Governor's Commission will lack the administrative support necessary to carry out the functions delineated in RSA 12-J. Additionally, NH will not have coordinated and comprehensive substance misuse prevention campaigns to inform and educate youth, families and communities on the risks and consequences associated with substance misuse. The Governor's Commission and the Department will also be unable to evaluate substance misuse prevention programs, policies, and practices and to identify evidenced-based or informed approaches.

Area served: Statewide

Source of Federal Funds: Assistance Listing Number #93.959, FAIN #TI010035 and TI083041, Assistance Listing Number #93.788, FAIN #TI080246, AND TI081685, and Assistance Listing Number #93.243, FAIN #TI26741, and SP020796.

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

Respectfully submitted,



Lori A. Shibinette  
Commissioner

Fiscal Details  
RFP-2019-BDAS-05-ALCOH-01-A05

**05-95-92-920510-25590000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, OPIOID STR GRANT (100%  
Federal Funds CFDA #93.788 FAIN T1080246)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92052559	\$50,000	\$0	\$50,000
2020	102- 500731	Contracts for Program Services	92052559	\$0	\$0	\$0
			<i>Subtotal</i>	<i>\$50,000</i>	<i>\$0</i>	<i>\$50,000</i>

**05-95-92-920510-33820000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, GOVERNOR COMMISSION  
FUNDS (100% Other Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92058501	\$599,676	\$0	\$599,676
2019	102- 500731	Contracts for Program Services	92058502	\$599,676	\$0	\$599,676
2020	102- 500731	Contracts for Program Services	92058501	\$324,676	\$0	\$324,676
2020	102- 500731	Contracts for Program Services	92058502	\$806,518	\$0	\$806,518
2021	102- 500731	Contracts for Program Services	92058501	\$75,000	\$0	\$75,000
2021	102- 500731	Contracts for Program Services	92058502	\$550,000	\$0	\$550,000
2022	102- 500731	Contracts for Program Services	92058501	\$150,000	\$0	\$150,000
2022	102- 500731	Contracts for Program Services	92058502	\$500,000	\$0	\$500,000
2023	102- 500731	Contracts for Program Services	92058502	\$0	\$600,000	\$600,000
			<i>Subtotal</i>	<i>\$3,605,546</i>	<i>\$600,000</i>	<i>\$4,205,546</i>

**05-95-92-920510-33840000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, CLINICAL SERVICES (66% Federal  
Funds CFDA #93.959 FAIN TI010035 and 34% General Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2020	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2021	102- 500731	Contracts for Program Services	92057501	\$31,500	\$0	\$31,500
			<i>Subtotal</i>	<i>\$631,500</i>	<i>\$0</i>	<i>\$631,500</i>

**05-95-92-920510-33950000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, PFS2 GRANT (100% Federal  
Funds CFDA #93.243 FAIN SP020796 )**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92052407	\$240,000	\$0	\$240,000
2019	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2020	102- 500731	Contracts for Program Services	92052407	\$265,000	\$0	\$265,000
2020	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2021	102- 500731	Contracts for Program Services	92052407	\$275,000	\$0	\$275,000
2021	102- 500731	Contracts for Program Services	92052408	\$150,000	\$0	\$150,000
			<i>Subtotal</i>	<i>\$1,080,000</i>	<i>\$0</i>	<i>\$1,080,000</i>

**05-95-92-920510-69350000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, MAT GRANT (100% Federal  
Funds CFDA #93.243 FAIN TI026741)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92056935	\$108,800	\$0	\$108,800
2020	102- 500731	Contracts for Program Services	92056935	\$133,800	\$0	\$133,800
			<i>Subtotal</i>	<i>\$242,600</i>	<i>\$0</i>	<i>\$242,600</i>

**05-95-92-920510-70400000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, STATE OPIOID RESPONSE  
GRANT (100% Federal Funds CFDA #93,788 FAINTI081685)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92057040	\$500,000	\$0	\$500,000
2020	102- 500731	Contracts for Program Services	92057040	\$400,000	\$0	\$400,000
			<i>Subtotal</i>	<i>\$900,000</i>	<i>\$0</i>	<i>\$900,000</i>

**05-95-47-470010-79480000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF,  
HHS: MEDICAID & BUSINESS POLICY OFFICE, OFFICE OF MEDICAID AND BUSINESS POLICY  
MEDICAID CARE MANAGEMENT (100% General Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	47000554	\$162,562	\$0	\$162,562
2020	102- 500731	Contracts for Program Services	47000554	\$441,868	\$0	\$441,868
			<i>Subtotal</i>	<i>\$604,430</i>	<i>\$0</i>	<i>\$604,430</i>
			<b>Grand Total</b>	<b>\$7,114,076</b>	<b>\$600,000</b>	<b>\$7,714,076</b>

**State of New Hampshire  
Department of Health and Human Services  
Amendment #7**

This Amendment to the Alcohol and Other Drug (AOD) Continuum of Care System Supports contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and JSI Research & Training Institute, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on October 17, 2018, (Item #6), as amended on December 5, 2018, (Item #20), August 28, 2019, (Item #12) June 24, 2020, (Item #34), November 18, 2020, (Item #21), April 21, 2021, (Item #15), and most recently amended September 15, 2021, (Item #15a), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.7, Completion Date, to read:  
June 30, 2023
2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:  
\$7,714,076
3. Modify Exhibit A, Amendment #3, Scope of Services, by replacing it in its entirety with Exhibit A, Amendment #7, Scope of Services, which is attached hereto and incorporated by reference herein.
4. Add Exhibit B-34, Amendment #7, Public Awareness and Education Campaign Budget, which is attached hereto and incorporated by reference herein.
5. Add Exhibit B-35, Amendment #7, Service to Science Budget, which is attached hereto and incorporated by reference herein.
6. Add Exhibit B-36, Amendment #7, Governor's Commission on AOD Support Budget, which is attached hereto and incorporated by reference herein.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective July 1, 2022, subject to Governor and Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire  
Department of Health and Human Services

5/20/2022

Date

DocuSigned by:

*Katja S. Fox*

CE90050010001112

Name: Katja S. Fox

Title: Director

JSI Research & Training Institute

5/17/2022

Date

DocuSigned by:

*Katie Robert*

F850021F40E9499

Name: Katie Robert

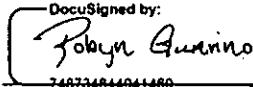
Title: Director

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

6/1/2022

Date

DocuSigned by:  
  
748734814011469  
Name: Robyn Guarino  
Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: \_\_\_\_\_ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:  
Title:



**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports  
Exhibit A – Amendment 7**

**Scope of Services**

**1. Provisions Applicable to All Services**

- 1.1. The Contractor shall submit a detailed description of the language assistance services they will provide to persons with limited English proficiency to ensure meaningful access to their programs and/or services within ten (10) days of the contract effective date.
- 1.2. The Contractor agrees that, to the extent future legislative action by the New Hampshire General Court or federal or state court orders may have an impact on the Services described herein, the State Agency has the right to modify Service priorities and expenditure requirements under this Agreement so as to achieve compliance therewith.
- 1.3. For the purposes of this Agreement, the Department has identified the Contractor as a Contractor, in accordance with 2 CFR 200.0. et seq.

**2. Scope of Services**

**2.1. Governor's Commission on Alcohol and Other Drugs Support**

- 2.1.1. The Contractor shall design and publish reports at the direction and request of the Governor's Commission on Alcohol and Other Drugs (hereinafter referred to as the Governor's Commission) and in accordance with RSA 12-J:4, Meetings and Reports.
- 2.1.2. The Contractor shall provide administrative support and technical assistance for all Governor's Commission subgroups, including but not limited to Governor's Commission Taskforces, and their respective meetings as requested by the Department.
- 2.1.3. The Contractor shall provide administrative support and technical assistance that includes, but is not limited to:
  - 2.1.3.1. Providing administrative and logistical support including, but not limited to:
    - 2.1.3.1.1. Attending all Governor's Commission subgroup meetings.
    - 2.1.3.1.2. Taking meeting minutes for each Governor's Commission subgroup, including preparing minutes for approval and posting approved minutes on the Governor's Commission web page at <https://nhcenterforexcellence.org/governors-commission>.

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**New Hampshire Department of Health and Human Services  
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- 2.1.3.1.3. Communicating with the Governor's Commission Taskforce Chairpersons and subgroup leads to prepare agendas.
- 2.1.3.1.4. Communicating with presenters, as needed.
- 2.1.3.2. Providing copies of materials, including minutes from previous meetings.
- 2.1.3.3. Providing consultation and recommendations to enhance work of respective Taskforces and other subgroups including, but not limited to:
  - 2.1.3.3.1. Identifying potential TA requests.
  - 2.1.3.3.2. Submitting identified TA requests to the Governor's Commission for approval.
  - 2.1.3.3.3. Providing guidance and support to complete approved requests.
  - 2.1.3.3.4. Providing summary reports of completed TA to the Governor's Commission.
- 2.1.4. The Contractor shall update membership lists for the Governor's Commission and each subgroup as requested.
- 2.1.5. The Contractor shall update and maintain the Governor's Commission web page and associated subpages on: <https://nhcenterforexcellence.org/governors-commission>.
- 2.1.6. The Contractor shall coordinate with the Governor's Commission and the Department to ensure requirements in RSA 12-J, Governor's Commission on Alcohol and Drug Abuse Prevention and Recovery are met.

**2.2. Service to Science**

- 2.2.1. The Contractor shall identify, select, guide, and support programs with becoming NH-endorsed, evidence-informed prevention programs. The Contractor shall:
  - 2.2.1.1. Employ NH's Service to Science process in accordance with Substance Abuse and Mental Health Services Administration's (SAMHSA) process guidelines. The Contractor shall:
    - 2.2.1.1.1. Establish core elements of an evidence-based practice;
    - 2.2.1.1.2. Ensure the approach is grounded in research;

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**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports  
Exhibit A – Amendment 7**

- 2.2.1.1.3. Ensure valid and reliable data are collected and analyzed to determine program effectiveness; and
- 2.2.1.1.4. Require implementation support including, but not limited to materials, manuals and training to support replication.
- 2.2.1.2. Coordinate, convene, and facilitate the NH Expert Panel, which:
  - 2.2.1.2.1. Represents multiple sectors, statewide and nationally, in the field of prevention; and
  - 2.2.1.2.2. Is responsible for reviewing applications submitted in the NH Service to Science process.
- 2.2.1.3. Ensure the application process includes a review and scoring conducted by an expert panel.
- 2.2.1.4. Ensure applicants who meet criteria which include measurable results and report successful outcomes, are endorsed as Promising Practices, in prevention.
- 2.2.1.5. Ensure applicants endorsed as Promising Practices in prevention have the option to continue with the process to become endorsed as an Evidence-Based Practice in prevention.
- 2.2.1.6. Collaborate with the Department to improve the current NH Service to Science process by establishing an evidence-informed workgroup to identify innovative NH-based programs that exhibit a level of readiness to enter the process of becoming a NH evidence-informed prevention program.
- 2.2.1.7. Provide consultation, technical assistance and evaluation support to a minimum of three (3) prevention organizations who are seeking to improve the quality of their programs or practices, which may include, but are not limited to:
  - 2.2.1.7.1. Process improvements.
  - 2.2.1.7.2. Protocol improvements.
  - 2.2.1.7.3. Evaluation methodology consultation.
  - 2.2.1.7.4. Evaluation development and implementation.
  - 2.2.1.7.5. Communication improvements.
  - 2.2.1.7.6. Marketing improvements.

**2.3. Public Awareness and Education for Prevention and Health Promotion**

JSI Research & Training Institute

Exhibit A

Contractor Initials

*JSI*

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Date



**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports  
Exhibit A – Amendment 7**

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- 2.3.1. The Contractor shall collaborate with the Department to develop and implement statewide messaging that increases public awareness and education for substance misuse prevention and health promotion, which includes, but is not limited to:
  - 2.3.1.1. Reviewing current prevention and health promotion materials and content.
  - 2.3.1.2. Reviewing current data on emerging substance use disorders to inform messaging.
  - 2.3.1.3. Identifying priority audiences.
  - 2.3.1.4. Researching, creating, and validating messages that provide the priority audiences with information and actions required to access substance misuse and health promotion information.
  - 2.3.1.5. Engaging the identified audience(s) through focus groups or key informant interviews.
  - 2.3.1.6. Testing messaging with the identified audience to ensure the content is relevant and culturally competent.
  - 2.3.1.7. Engaging the State's Regional Public Health Networks and other community-based prevention organizations and professionals in the development, implementation and marketing of the messages.
- 2.3.2. The Contractor shall implement a strategic communications plan, in consultation with the Department, that ensures the frequency and reach of all paid media is based on industry standards and reaches the intended audiences, based on research and audience testing. The Contractor shall:
  - 2.3.2.1. Prepare media buy plans for Department review and approval.
  - 2.3.2.2. Negotiate media placement rates to provide added value for each media buy.
  - 2.3.2.3. Pay for media buys.
- 2.3.3. The Contractor shall submit all final messages to the Department for approval prior to publishing and public release or distribution, which includes electronic copies of the production files for all media messages.
- 2.3.4. The Contractor shall utilize a variety of culturally competent messages, platforms, and communications channels to ensure messaging reaches audiences statewide.

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**New Hampshire Department of Health and Human Services  
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Exhibit A – Amendment 7**

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- 2.3.5. The Contractor shall ensure the Public Awareness and Education for Prevention and Health Promotion, each State Fiscal Year, includes, but is not limited to:
- 2.3.5.1. Developing and posting a minimum of five (5) new messages for paid social media.
  - 2.3.5.2. Producing and posting a minimum of 18 Power of Prevention Podcasts.
  - 2.3.5.3. Developing and sponsoring an Anti-Stigmatizing Language seminar.
  - 2.3.5.4. Providing a minimum of one (1) Communication Training.
  - 2.3.5.5. Engaging a minimum of one (1) Black, Indigenous and People of Color (BIPOC) organization to become an active member of The Partnership Steering Committee, to help diversify perspectives and make recommendations that create greater recognition and inclusion of these marginalized groups.
- 2.3.6. The Contractor shall increase the number of users who engage with the posted paid social media, in each State Fiscal Year, as measured by website analytics.
- 2.3.7. The Contractor shall include information about The Doorways, 211-NH, and other prevention and health promotion websites specific in key messages, as appropriate.
- 2.3.8. The Contractor shall host and maintain <https://drugfreenh.org/>, [bingefree603.org](https://bingefree603.org) and [todayisforme.org](https://todayisforme.org) which includes, but is not limited to developing, updating, and uploading website content at the request and approval of the Department.
- 2.3.9. The Contractor shall develop a messaging evaluation plan, for Department approval, which includes an evaluation of the process, outputs, and intermediate outcomes.
- 2.3.10. The Contractor shall implement the approved messaging evaluation plan.
- 2.3.11. The Contractor, shall evaluate the public awareness and education messages campaign for process, outputs, and outcomes.

**3. Department Collaboration, Meetings, and Websites**

- 3.1. The Contractor shall meet with the Department, at least quarterly, to review the status of all requirements within this agreement, including, but not limited to:
- 3.1.1. Work plans and/or timelines for all requirements within this Agreement, for the upcoming quarter.



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- 3.1.2. Anticipated staffing needs for each scope of work for the upcoming quarter.
- 3.1.3. Potential issues that may impact deliverables and outcomes for each scope of work and suggested mitigation strategies.
- 3.1.4. Quarterly financial reports that clearly identify for actual expenditures incurred in the fulfillment of this agreement.
- 3.2. The Contractor shall collaborate with the Department to ensure that all websites within this agreement are designed, created, and managed according to all NH DoIT website requirements and that any protected health information (PHI), personal information (PI), or other confidential information solicited, will not be stored or captured on the website and shall not be further disclosed except as provided by contract. Unless notice is clearly provided on the website, the Contractor agrees that website visitation will not be monitored and recorded for website analytics or marketing.
- 3.3. The Contractor shall, in collaboration with the Department, develop an End-of-Contract Plan that includes, but is not limited to developing a process for compiling an electronic file of all final products produced through this agreement.

#### 4. Reporting

- 4.1. The Contractor shall provide a work plan and timeline to the Department for approval, that defines the activities, deliverables, and due dates for each scope of work within 20 business days following the Amendment 7 approval date, ensuring any changes to approved work plans or timelines are subject to Department notice and approval.
- 4.2. The Contractor shall submit monthly written progress reports to the Department related to each scope of work which includes, but is not limited to:
  - 4.2.1. A summary of the key work performed during the monthly period.
  - 4.2.2. Encountered and anticipated issues and/or challenges, including mitigation strategies as applicable.
  - 4.2.3. Scheduled work for the upcoming period.
- 4.3. The Contractor shall provide semi-annual reports, including de-identified or aggregated data only, for the Governor's Commission in accordance with RSA 12-J:4, Meetings and Reports.
- 4.4. The Contractor shall provide a written report of Public Awareness and Education messaging evaluation findings as detailed above, prior to June 30, of each state fiscal year.
- 4.5. The Contractor shall submit an End-of-Year Report no later than 60 days after the end of the state fiscal year which includes, but is not limited to:

JSI Research &amp; Training Institute

Exhibit A

Contractor Initials

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- 4.5.1. An overview of work completed during the State Fiscal Year, including accomplishments with regards to meeting program goals.
- 4.5.2. End of year financial report.
- 4.6. The Contractor shall ensure the End-of-Contract Plan is submitted to the Department no later than 30 days prior to the agreement completion date.

**5. Performance Measures**

- 5.1. The Department will monitor Contractor performance to ensure:
  - 5.1.1. Prevention messaging and education efforts result in a 10% increase in social media user accounts each State Fiscal Year.
  - 5.1.2. A minimum of three (3) NH prevention programs are identified and assisted annually for participation in the Service to Science process.

New Hampshire Department of Health and Human Services	
Complete one budget form for each budget period.	
Contractor Name: <u>JSI Research &amp; Training Institute, Inc.</u>	
Budget Request for: <u>Public Awareness &amp; Education Campaign Budget</u>	
Budget Period <u>July 1, 2022 through June 30, 2023 (SFY23)</u>	
Indirect Cost Rate (if applicable) <u>20.46%</u>	
Line Item	Program Cost - Funded by DHHS
1. Salary & Wages	\$42,895
2. Fringe Benefits	\$20,118
3. Consultants	\$0
4. Equipment	\$0
5.(a) Supplies - Educational	\$0
5.(b) Supplies - Lab	\$0
5.(c) Supplies - Pharmacy	\$0
5.(d) Supplies - Medical	\$0
5.(e) Supplies Office	\$0
6. Travel	\$0
7. Software	\$0
8. (a) Other - Marketing/Communications	\$0
8. (b) Other - Education and Training	\$0
8. (c) Other - Other (specify below)	
Host and maintain the drugfreeNH.org website and 2 sister	\$1,800
Social Media/Facebook advertising	\$5,700
Youth Engagement materials for steering committee	\$1,300
Support multi-cultural representation on Steering Cmte	\$4,000
Produce 18 Power of Prevention podcasts \$200 x 18	\$3,600
Anti-stigmatizing language seminar sponsorship	\$600
Communication training guest speakers \$1500 x 2	
9. Subrecipient Contracts	\$3,000
<b>Total Direct Costs</b>	<b>\$83,013</b>
<b>Total Indirect Costs</b>	<b>\$16,987</b>
<b>TOTAL</b>	<b>\$100,000</b>

New Hampshire Department of Health and Human Services	
Complete one budget form for each budget period.	
Contractor Name: <u>JSI Research &amp; Training Institute, Inc.</u>	
Budget Request for: <u>Service to Science Budget</u>	
Budget Period <u>July 1, 2022 through June 30, 2023 (SFY23)</u>	
Indirect Cost Rate (if applicable) <u>7.82%</u>	
Line Item	Program Cost - Funded by DHHS
1. Salary & Wages	\$51,310
2. Fringe Benefits	\$24,065
3. Consultants	\$0
4. Equipment	\$0
5.(a) Supplies - Educational	\$0
5.(b) Supplies - Lab	\$0
5.(c) Supplies - Pharmacy	\$0
5.(d) Supplies - Medical	\$0
5.(e) Supplies Office	\$0
6. Travel	\$0
7. Software	\$0
8. (a) Other - Marketing/Communications	\$0
8. (b) Other - Education and Training	\$0
8. (c) Other - Other (specify below)	
5 SME for a stipend of \$2000/each	\$10,000
Other (please specify)	\$0
Other (please specify)	\$0
Other (please specify)	\$0
9. Subrecipient Contracts	\$146,500
<b>Total Direct Costs</b>	<b>\$231,875</b>
<b>Total Indirect Costs</b>	<b>\$18,125</b>
<b>TOTAL</b>	<b>\$250,000</b>

New Hampshire Department of Health and Human Services	
Complete one budget form for each budget period.	
Contractor Name: <u>JSI Research &amp; Training Institute, Inc.</u>	
Budget Request for: <u>Governor's Commission on AOD Support Budget</u>	
Budget Period <u>July 1, 2022 through June 30, 2023 (SFY23)</u>	
Indirect Cost Rate (if applicable) <u>21.23%</u>	
Line Item	Program Cost - Funded by DHHS
1. Salary & Wages	\$138,680
2. Fringe Benefits	\$65,040
3. Consultants	\$0
4. Equipment	\$0
5.(a) Supplies - Educational	\$0
5.(b) Supplies - Lab	\$0
5.(c) Supplies - Pharmacy	\$0
5.(d) Supplies - Medical	\$0
5.(e) Supplies Office	\$0
6. Travel	\$0
7. Software	\$0
8. (a) Other - Marketing/Communications	\$0
8. (b) Other - Education and Training	\$0
8. (c) Other - Other (specify below)	
Closed captioning, translation, interpretation, accessibility se	\$2,000
Meeting room rental(s)	\$500
Other (please specify)	\$0
Other (please specify)	\$0
9. Subrecipient Contracts	\$0
<b>Total Direct Costs</b>	<b>\$206,220</b>
<b>Total Indirect Costs</b>	<b>\$43,780</b>
<b>TOTAL</b>	<b>\$250,000</b>

# State of New Hampshire

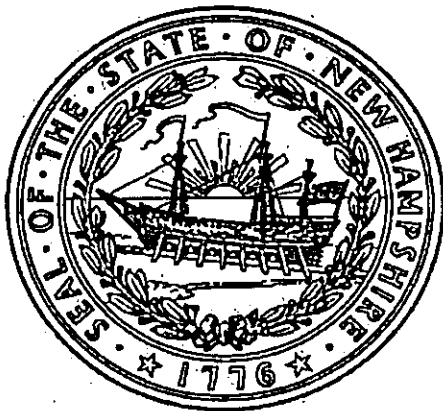
## Department of State

### CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that JSI RESEARCH & TRAINING INSTITUTE, INC. is a Massachusetts Nonprofit Corporation registered to transact business in New Hampshire on February 17, 2016. 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: 739507

Certificate Number: 0005779834



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed  
the Seal of the State of New Hampshire,  
this 19th day of May A.D. 2022.

A handwritten signature in black ink, appearing to read "David M. Scanlan", is written over a circular stamp.

David M. Scanlan  
Secretary of State

**CERTIFICATE OF VOTE/AUTHORITY**

I, Margaret Crotty, of the JSI Research & Training Institute, Inc., d/b/a Community Health Institute, do hereby certify that:

1. I am the duly elected President of the JSI Research & Training Institute, Inc., d/b/a Community Health Institute;
2. By Unanimous Consent in Writing of the Board of Directors in Lieu of the 2019 Annual Meeting, the following is true copy of one resolution duly adopted by the Board of Directors of the JSI Research & Training Institute, Inc., d/b/a Community Health Institute, duly dated August 8, 2019.

RESOLVED: Appointment of Katherine Robert as Director of the Community Health Institute with the authority to enter into contracts and agreements binding the Corporation effective August 8, 2019.

3. I further certify that the foregoing resolutions have not been amended or revoked and remain in full force and effect as of **May 19, 2022**.

IN WITNESS WHEREOF, I have hereunto set my hand as the President of the JSI Research & Training Institute, Inc., d/b/a Community Health Institute this **19th day of May 2022**.

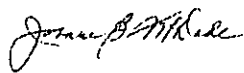


Margaret Crotty, President

STATE OF New Hampshire

COUNTY OF Merrimack

The foregoing instrument was acknowledged before me this **19th day of May, 2022** by Margaret Crotty.



Joanne B McDade, Notary Public/Justice of the Peace

My Commission Expires: June 6<sup>th</sup>, 2025

JOHNSNO-01

SANDERSON1



# CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)  
 9/3/2021

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).

<b>PRODUCER</b> AHT Insurance, A Baldwin Risk Partner	<b>CONTACT NAME:</b> Judy Yeary <b>PHONE (A/C, No, Ext):</b> (603) 733-4082 <b>FAX (A/C, No):</b>
	<b>E-MAIL ADDRESS:</b> Judy.Yeary@ahtins.com
	<b>INSURER(S) AFFORDING COVERAGE</b>
	<b>INSURER A:</b> Federal Insurance Company
	<b>INSURER B:</b> ACE American Insurance Company
	<b>INSURER C:</b>
	<b>INSURER D:</b>
	<b>INSURER E:</b>
	<b>INSURER F:</b>

**INSURED**  
 John Snow Inc.  
 JSI Research & Training Institute, Inc.  
 World Education, Inc.  
 44 Farnsworth Street  
 Boston, MA 02210-1206

**COVERAGES**      **CERTIFICATE NUMBER:**      **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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Combined Agg \$10M			35873320	9/9/2021	9/9/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Included \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRE AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			73546634	9/9/2021	9/9/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			79861066	9/9/2021	9/9/2022	EACH OCCURRENCE \$ 20,000,000 AGGREGATE \$ 20,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	71733182	9/9/2021	9/9/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	E&O/CYBER LIAB			G46887694	11/30/2020	11/30/2021	GENERAL AGGREGATE 5,000,000

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

## CERTIFICATE HOLDER

NH Department of Health and Human Services  
 129 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

## JSI Research and Training Institute Inc.

### Mission Statement

JSI Research and Training Institute was incorporated in 1987 as a 501©3 non-profit organization in the Commonwealth of Massachusetts. Our mission is to alleviate public health problems both in the United States and in developing countries around the world through applied research, technical assistance and training. JSI maintains offices in Boston, Massachusetts; Washington, D.C.; Denver, Colorado and Bow, New Hampshire; as well as seven overseas offices in developing nations. Since its inception, JSI has successfully completed more than 400 contracts in the health and human service fields.

**Consolidated Financial Statements and  
Report of Independent Certified Public  
Accountants**

**JSI Research and Training Institute, Inc. and  
Affiliates**

**September 30, 2020 and 2019**

## Contents

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Consolidated Financial Statements	
Consolidated statements of financial position	5
Consolidated statements of activities	6
Consolidated statements of functional expenses	7
Consolidated statements of cash flows	9
Notes to consolidated financial statements	10



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**GRANT THORNTON LLP**

75 State Street, 13<sup>th</sup> Floor  
Boston, MA 02109

**D** +1 617 723 7900

**F** +1 617 723 3640

**REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS**

Board of Directors  
JSI Research and Training Institute, Inc.

**Report on the financial statements**

We have audited the accompanying consolidated financial statements of JSI Research and Training Institute, Inc., (a nonprofit organization) and affiliates (the "Entity"), which comprise the consolidated statements of financial position as of September 30, 2020 and 2019, and the related consolidated statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the consolidated financial statements.

**Management's responsibility for the financial statements**

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's responsibility**

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America.

Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



**Opinion**

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of JSI Research and Training Institute, Inc., and affiliates as of September 30, 2020 and 2019, and the changes in their net assets and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

*Grant Thornton LLP*

Boston, Massachusetts  
June 28, 2021

## JSI Research and Training Institute, Inc.

## CONSOLIDATED STATEMENTS OF FINANCIAL POSITION

September 30,

	<u>2020</u>	<u>2019</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS:</b>		
Cash and cash equivalents	\$ 81,368,115	\$ 98,563,248
Receivables for program work	109,113,563	45,130,388
Field advances - program	3,858,492	25,188
Employee advances	4,242	184,277
Prepaid expenses	<u>2,008,128</u>	<u>1,665,471</u>
Total current assets	196,352,540	145,568,572
<b>PROPERTY AND EQUIPMENT, net</b>	3,157,102	70,862
<b>OTHER ASSETS</b>	<u>264,930</u>	<u>36,945</u>
Total assets	<u><u>\$ 199,774,572</u></u>	<u><u>\$ 145,676,379</u></u>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES:</b>		
Accounts payable and payroll withholdings	\$ 87,642,735	\$ 59,600,173
Accrued vacation	2,213,551	1,464,584
Advances for program work	49,858,878	29,722,037
Loan payable - Paycheck Protection Program	<u>1,074,400</u>	<u>-</u>
Total current liabilities	<u>140,789,564</u>	<u>90,786,794</u>
<b>NET ASSETS:</b>		
Without donor restrictions	58,666,358	54,585,599
With donor restrictions	<u>318,650</u>	<u>303,986</u>
Total net assets	<u>58,985,008</u>	<u>54,889,585</u>
Total liabilities and net assets	<u><u>\$ 199,774,572</u></u>	<u><u>\$ 145,676,379</u></u>

The accompanying notes are an integral part of these consolidated financial statements.

**JSI Research and Training Institute, Inc.**  
**CONSOLIDATED STATEMENTS OF ACTIVITIES**  
**Years ended September 30, 2020 and 2019**

	<u>2020</u>	<u>2019</u>
<b>Net assets without donor restrictions</b>		
Public support and revenue		
Grants and contracts:		
Global Fund	\$ 375,120,414	\$ 570,358,986
U.S. Government	151,964,600	196,939,720
Commonwealth of Massachusetts	4,808,744	5,739,415
Other grants and contracts	85,693,370	101,715,710
Program income	47,603	280,588
Contributions	293,006	265,399
In-kind project contributions	3,079,352	9,678,628
Inherent contribution	-	778,482
Interest income	430,032	852,026
	<u>621,437,121</u>	<u>886,608,954</u>
<b>Total support and revenue</b>		
	621,437,121	886,608,954
<b>Expenses</b>		
Program services:		
International programs	553,307,084	818,431,255
Domestic programs	27,079,411	27,263,690
	<u>580,386,495</u>	<u>845,694,945</u>
<b>Total program services</b>		
	580,386,495	845,694,945
Supporting services		
Management and general	36,680,902	36,428,678
Fundraising	153,799	2,806,595
	<u>36,834,701</u>	<u>39,235,273</u>
<b>Total supporting services</b>		
	36,834,701	39,235,273
<b>Other Expenses</b>		
Unallowable	135,166	288,094
	<u>135,166</u>	<u>288,094</u>
<b>Total other expenses</b>		
	135,166	288,094
<b>Total expenses</b>	617,356,362	885,218,312
<b>Increase in net assets without donor restrictions</b>	4,080,759	1,390,642
<b>Increase in net assets with donor restrictions</b>	14,664	46,777
	<u>4,095,423</u>	<u>1,437,419</u>
<b>Change in net assets</b>		
	4,095,423	1,437,419
<b>Net assets at beginning of year</b>	54,889,585	53,452,166
<b>Net assets at end of year</b>	<u>\$ 58,985,008</u>	<u>\$ 54,889,585</u>

The accompanying notes are an integral part of these consolidated financial statements.

## JSI Research and Training Institute, Inc.

## CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

Year ended September 30, 2020

	Program Services			Supporting Services		Total Expenses
	International Programs	Domestic Programs	Total	Management and General	Fundraising	
Commodities	\$ 346,014,906	\$ -	\$ 346,014,906	\$ -	\$ -	\$ 346,014,906
Freight costs	30,675,639	-	30,675,639	-	-	30,675,639
Salaries	23,366,288	13,225,452	36,591,740	11,325,821	78,701	47,996,262
Consultants	14,904,005	5,683,627	20,587,632	1,969,844	11,900	22,569,376
Cooperating national salaries	44,511,647	86,959	44,598,606	576,982	-	45,175,588
Travel	4,626,451	635,447	5,261,898	516,566	470	5,778,934
Allowance and training	3,785,928	37,980	3,823,908	112,359	-	3,936,267
Subgrants	17,121,298	499,449	17,620,747	29,086	27,073	17,676,906
Subgrants/subcontracts	22,639,383	4,466,833	27,106,216	417	-	27,106,633
Equipment, material and supplies	2,450,232	131,867	2,582,099	135,642	119	2,717,860
Other costs	39,252,289	2,311,797	41,564,086	21,234,136	35,536	62,833,758
Information technology	48,191	-	48,191	560,710	-	608,901
Non-commodity	631,430	-	631,430	-	-	631,430
Quality assurance	200,293	-	200,293	-	-	200,293
In-kind project expenses	3,079,104	-	3,079,104	-	-	3,079,104
Depreciation	-	-	-	219,339	-	219,339
Total expense	<u>\$ 553,307,084</u>	<u>\$ 27,079,411</u>	<u>\$ 580,386,495</u>	<u>\$ 36,680,902</u>	<u>\$ 153,799</u>	<u>\$ 617,221,196</u>

The accompanying notes are an integral part of this consolidated financial statement.

## JSI Research and Training Institute, Inc.

## CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

Year ended September 30, 2019

	Program Services			Supporting Services		Total Expenses
	International Programs	Domestic Programs	Total	Management and General	Fundraising	
Commodities	\$ 544,556,844	\$ -	\$ 544,556,844	\$ 1,421	\$ 1,471	\$ 544,559,736
Freight costs	39,652,513	-	39,652,513	-	-	39,652,513
Salaries	24,532,253	12,172,719	36,704,972	11,085,659	2,353,165	50,143,796
Consultants	14,119,065	5,791,456	19,910,521	2,090,816	379,622	22,380,959
Cooperating national salaries	49,761,390	244,621	50,006,011	658,261	-	50,664,272
Travel	9,468,547	1,256,109	10,724,656	940,323	22,704	11,687,683
Allowance and training	7,052,172	46,360	7,098,532	236,650	250	7,335,432
Subgrants/subcontracts	83,262,033	5,191,198	88,453,231	-	22,267	88,475,498
Equipment, material and supplies	4,555,167	231,216	4,786,383	300,443	-	5,086,826
Other costs	31,154,814	2,330,011	33,484,825	20,713,133	24,233	54,222,191
Information technology	146,193	-	146,193	387,941	2,883	537,017
Non-commodity	277,348	-	277,348	-	-	277,348
Quality assurance	184,863	-	184,863	(548)	-	184,315
Incidence	29,423	-	29,423	1,382	-	30,805
In-kind project expenses	9,678,630	-	9,678,630	-	-	9,678,630
Depreciation	-	-	-	13,197	-	13,197
Total expense	<u>\$ 818,431,255</u>	<u>\$ 27,263,690</u>	<u>\$ 845,694,945</u>	<u>\$ 36,428,678</u>	<u>\$ 2,806,595</u>	<u>\$ 884,930,218</u>

The accompanying notes are an integral part of this consolidated financial statement.

## JSI Research and Training Institute, Inc.

## CONSOLIDATED STATEMENTS OF CASH FLOWS

Years ended September 30, 2020 and 2019

	2020	2019
<b>Cash flows from operating activities:</b>		
Increase in net assets	\$ 4,095,423	\$ 1,437,419
Adjustments to reconcile decrease in net assets to net cash used in operating activities:		
Depreciation	219,339	19,685
(Increase) decrease in operating assets:		
Receivables for program work	(63,983,175)	(26,553,124)
Field advances - program	(3,833,304)	500,547
Employee advances	180,035	(79,414)
Prepaid expenses	(342,657)	(766,262)
Other assets	(227,985)	(22,609)
Increase (decrease) in operating liabilities:		
Accounts payable and payroll withholdings	28,042,562	28,512,414
Accrued vacation	748,967	(210,087)
Advances for program work	20,136,841	(18,507,594)
Net cash used in operating activities	<u>(14,963,954)</u>	<u>(15,669,025)</u>
<b>Cash flows from investing activities:</b>		
Acquisition of property and equipment	(3,305,579)	(52,342)
Inherent contribution net of cash acquired	-	37,427,968
Net cash (used in) provided by investing activities	<u>(3,305,579)</u>	<u>37,375,626</u>
<b>Cash flows from financing activities:</b>		
Proceeds from Paycheck Protection Program loan	1,074,400	-
Net cash provided by investing activities	<u>1,074,400</u>	<u>-</u>
<b>(DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS</b>	<u>(17,195,133)</u>	<u>21,706,601</u>
<b>Cash and cash equivalents at beginning of year</b>	<u>98,563,248</u>	<u>76,856,647</u>
<b>Cash and cash equivalents at end of year</b>	<u><u>\$ 81,368,115</u></u>	<u><u>\$ 98,563,248</u></u>

The accompanying notes are an integral part of these consolidated financial statements

**JSI Research and Training Institute, Inc. and Affiliates**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**  
**September 30, 2020 and 2019**

**NOTE A - ORGANIZATION AND NATURE OF ACTIVITIES**

JSI Research and Training Institute, Inc. (the Organization) was incorporated in the Commonwealth of Massachusetts on April 11, 1979. JSI Research and Training Institute, Inc. provides education and research primarily to non-profit health and human service agencies both in the United States and abroad. Current funding is principally from the United States Agency for International Development (USAID) and the United States Department of Health and Human Services.

JSI Research and Training Institute, Inc. is the sole member of World Education, Inc. and The Partnership for Supply Chain Management, Inc. (Affiliates). JSI Research and Training Institute, Inc. is accorded with such powers as are typical for a sole member including the power of appointment and removal of the Affiliates' board of trustees, the right to approve amendments to the bylaws and certificate of incorporation, and the right to approve any merger, consolidation, dissolution or transfer of substantial assets of Affiliates.

World Education, Inc. was founded in 1951 and incorporated in the state of New Jersey. Working in partnership with community, national, and international agencies in Asia, Africa, and the United States, it provides professional assistance in the design and implementation of non-formal adult education programs. These programs integrate functional education with relevant problem-solving aspects of individual growth and national development such as health, nutrition, family planning, childcare, refugee education, agricultural practices, literacy, and income generation. World Education, Inc.'s financial data is consolidated utilizing its fiscal year-end financial statements, as of and for the years ended June 30, 2020, and 2019, respectively.

The Partnership for Supply Chain Management (PfSCM) was incorporated on February 14, 2005, under the laws of Massachusetts. PfSCM began operations on October 1, 2005 as a non-profit organization established by JSI Research and Training Institute, Inc. and Management Sciences for Health, Inc. On October 11, 2018, Management Sciences for Health, Inc. discontinued their relationship with PfSCM and JSI Research and Training Institute, Inc. became the sole member of PfSCM.

JSI Research and Training Institute, Inc. and its affiliates are tax exempt organizations under 501(c)(3) of the Internal Revenue Code (IRC) and file separate unconsolidated tax returns.

**NOTE B - CHANGE IN CONTROL**

As previously referred to in Note A, the Organization achieved a controlling interest in PfSCM during fiscal year 2019. The net assets of PfSCM as of October 11, 2018, totaling \$778,482, were contributed to the Organization and were recognized in the accompanying consolidated statements of activities as an inherent contribution. Details of the transaction are as follows:

Cash and cash equivalents	\$ 38,206,450
Accounts receivable	2,608,518
Other assets	774,153
Liabilities	<u>(40,810,639)</u>
	<u>\$ 778,482</u>

**JSI Research and Training Institute, Inc. and Affiliates**

**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED**

**September 30, 2020 and 2019**

**NOTE C - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

***Principles of Consolidation***

The consolidated financial statements include the accounts of JSI Research and Training Institute, Inc. as well as World Education, Inc. and PfSCM, its affiliates (collectively referred to as the Organization). Significant intra-entity accounts and transactions have been eliminated in consolidation.

***Basis of Accounting***

The consolidated financial statements of the Organization have been prepared utilizing the accrual basis of accounting and include the accounts of JSI Research and Training Institute, Inc. and its affiliates in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Net assets, revenues, and expenses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the Organization and the changes thereof are classified and reported as follows:

*Net assets without donor restrictions* - Net assets that are not subject to donor-imposed restrictions.

*Net assets with donor restrictions* - Contributions, grants, and income whose use by the Organization has been limited by donors or grantors to a specific time period or purpose.

***Use of Estimates***

The preparation of consolidated financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

***Cash and Cash Equivalents***

The Organization considers all monies in banks and highly liquid investments with maturity dates of three months or less to be cash equivalents. The carrying value of cash and cash equivalents approximates fair value because of the short maturities of those financial instruments. Total cash held in foreign accounts was \$3,420,690, and \$3,483,206 at September 30, 2020 and 2019, respectively.

***Property and Equipment***

Property and equipment owned by the organization are reported on the basis of cost less accumulated depreciation. Acquisitions of property and equipment in excess of \$5,000 are capitalized. Depreciation is computed using the straight-line method calculated to extinguish the book value of the respective assets over their estimated useful lives (5 - 7 years) of the related assets. Property and equipment purchased with grant funds where ownership rests with the donor is expensed at the time of purchase and is returned to the donor or disposed of in accordance with the terms of the grant and/or donor permissions at the conclusion of the grant period.

## JSI Research and Training Institute, Inc. and Affiliates

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

September 30, 2020 and 2019

***Recent Adopted Accounting Pronouncements***

In fiscal year 2020, the Organization adopted ASU 2018-08, *Clarifying the Scope and Accounting Guidance for Contributions Received and Contributions Made* (Topic 958). The FASB issued this update to clarify and improve the scope and accounting guidance for contributions received and made. The amendments of this update should assist entities in (1) evaluating whether transactions should be accounted for as contributions (nonreciprocal transactions) within the scope of Topic 958, *Not-for-Profit Entities*, or as exchange transactions subject to other guidance and (2) determining whether a contribution is conditional. The Organization applied the standard using a modified prospective approach as of October 1, 2019. This guidance did not have a material impact on the Organization's consolidated financial statements and related disclosures.

In addition, in fiscal year 2020, the Organization adopted ASU 2014-09, *Revenue from Contracts with Customers*, which outlines a single comprehensive revenue model for entities to use in accounting for revenue arising from contracts with customers. The guidance supersedes most current revenue recognition guidance, including industry-specific guidance, and ensures that entities appropriately reflect the consideration to which they expect to be entitled in exchange for goods and services, by allocating transaction price to identified performance obligations, and recognizing that revenue as performance obligations are satisfied. The Organization applied the standard using the modified retrospective transition method. This guidance did not have a material impact on the Organization's consolidated financial statements and related disclosures.

***Revenue Recognition*****Grants and Contracts**

The majority of the Organization's revenues are derived from contracts, cooperative agreements, and grants with The Global Fund to Fight AIDS Tuberculosis and Malaria (the Global Fund), and U.S. government agencies, primarily USAID and the United States Department of Health and Human Services. Revenues are recognized when the Organization incurs qualifying expenditures that are reimbursable under the terms of the contracts, agreements or grants, or in accordance with the grantor's restrictions.

The Organization recognizes revenue from external organizations for services provided under exchange and non-exchange grants and contracts. Unconditional grants, contracts, and contributions are recognized as revenue in the period received in the appropriate net asset category, based on the existence or absence of donor imposed restrictions. If donor imposed restrictions are present, the associated revenue is reported as an increase in net assets with restriction and are reclassified to net assets without donor restrictions when the restrictions are met. Grants and contracts revenues whose restrictions are met in the same reporting period are reported as net assets without donor restriction.

Revenues from non-exchange transactions may be subject to conditions in the form of both a barrier to entitlement and a refund of amounts paid (and a release from obligation to make future payments). The Organization recognizes revenue earned from conditional non-exchange grants and contracts as these conditions are satisfied. At September 30, 2020, the Organization had \$212,245,310 of conditional grants and contracts not recognized as revenue in the consolidated statements of activities.

Revenues from exchange transactions are recognized as the Organization satisfies performance obligations, which in some cases, mirrors the timing of when related costs are incurred. There were no grants and contracts, for which the contractual performance obligations have not yet been made or the right to recognize revenue is dependent on future events at September 30, 2020.

**JSI Research and Training Institute, Inc. and Affiliates**

**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED**

**September 30, 2020 and 2019**

***Contributions***

Unrestricted and restricted contributions are recognized as revenue at the date the pledge is made or the gift is received, whichever is earlier.

Contributions received are recorded as revenue without donor restrictions, or with donor restrictions depending on the existence and/or nature of any donor restrictions. Contributions are reported as restricted support and are then released to without donor restrictions upon expiration of the time and/or purpose of the restriction. Restricted support, whose restrictions are met in the same reporting period, is shown as support without restrictions.

***Donated Materials and Services***

Donated materials and services are recorded as in-kind project contributions at their estimated fair market value as of the date of receipt and as an expense in the accompanying consolidated statements of activities. Donated services are recognized if the services received create or enhance non-financial assets or require specialized skills that are provided by individuals possessing those skills and would typically need to be purchased if not provided by donation.

***Income Taxes***

The Organization is exempt from income taxes under Section 501(c)(3) of the IRC and is not a private foundation as described in Section 509. Accordingly, no provision for income taxes is included in the accompanying consolidated financial statements.

The Organization has evaluated its tax positions and believes that there would be no material changes to the results of its operations or financial position as a result of an audit by the applicable taxing authorities, federal or state. The Organization has filed all of its known and required returns in a timely manner including as permitted allowed extensions.

JSI Research and Training Institute, Inc., World Education, Inc. and PfSCM file separate unconsolidated tax returns. JSI Research and Training Institute, Inc. and PfSCM file tax returns based on a September 30 year end and World Education, Inc. files its tax return based on a June 30 year end.

***Functional Allocation of Expenses***

The costs of providing the various programs and other activities have been summarized on a functional basis in the consolidated statements of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Each functional classification includes all expenses related to the underlying operations by natural classification. Natural expenses attributable to more than one functional expense category are allocated using a variety of cost allocation techniques.

***Foreign Currency Transactions***

Expenses of international operations are measured generally using local currency. Expenses are translated to USD using the first in, first out method of exchange based on the bank rate assigned at transfer. As a result, foreign currency transaction gains and losses are negligible and are included as direct program expenses.

## JSI Research and Training Institute, Inc. and Affiliates

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

September 30, 2020 and 2019

**Receivables for Program Work**

Receivables for program work are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectable amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to accounts receivable. The allowance for doubtful accounts at September 30, 2020 and 2019 was \$0. Included in receivables for program work is \$62,496,812 and \$38,093,960 of amounts billed and \$46,616,751 and \$7,036,428 of amounts unbilled.

**Recent Accounting Pronouncements**

In February 2016, the FASB issued ASU 2016-02, *Leases*, which requires a lessee to recognize a right-of-use asset and lease liability, initially measured at the present value of the lease payments, in its balance sheet/statement of financial position. The guidance also expands the required quantitative and qualitative disclosures surrounding leases. The ASU is effective for fiscal year 2023 for the Organization. The Organization is evaluating the impact of the new guidance on its consolidated financial statements.

**NOTE D - CONCENTRATION OF CREDIT RISK**

The Organization maintains demand deposits and money market funds at financial institutions. At times, certain balances held in these accounts may not be fully guaranteed by the United States government. The uninsured portions of cash and money market accounts are backed solely by the assets of the financial institution. Therefore, the failure of a financial institution could result in a financial loss to the Organization. However, the Organization has not experienced losses on these accounts in the past and management believes the risk of loss, if any, to be minimal.

**NOTE E - PROPERTY AND EQUIPMENT AND ACCUMULATED DEPRECIATION**

Property and equipment and accumulated depreciation account balances as of September 30:

	2020		
	Cost	Accumulated Depreciation	Net
Furniture and equipment	\$ 592,816	\$ 580,766	\$ 12,050
Leasehold improvements	3,468,069	323,017	3,145,052
	<u>\$ 4,060,885</u>	<u>\$ 903,783</u>	<u>\$ 3,157,102</u>
	2019		
	Cost	Accumulated Depreciation	Net
Furniture and equipment	\$ 709,627	\$ 654,090	\$ 55,537
Leasehold improvements	45,680	30,355	15,325
	<u>\$ 755,307</u>	<u>\$ 684,445</u>	<u>\$ 70,862</u>

**JSI Research and Training Institute, Inc. and Affiliates**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED**

**September 30, 2020 and 2019**

Depreciation expense was \$219,339 and \$13,197 for the years ended September 30, 2020 and 2019, respectively.

**NOTE F - ADVANCES FOR PROGRAM WORK**

Advances for program work consist of the following at September 30:

	2020	2019
Other - non-governmental		
Bill and Melinda Gates Foundation	\$ 13,725,112	\$ 13,272,043
Various Donors	17,575,439	10,225,618
Global Fund	17,146,528	4,048,677
Doris Duke Charitable Foundation	1,411,799	2,175,699
	<u>\$ 49,858,878</u>	<u>\$ 29,722,037</u>

Advances for program work represent refundable advances of cash related from non-governmental organizations. They are reported as advances because there is typically a barrier placed by the granting organization, as well as a right of return if the funds are not used in accordance with the terms of the arrangement with the funding organization. Once the barriers are overcome and there is no longer a right of return, revenue is recognized.

**NOTE G - DEBT**

***Citizens Bank***

World Education, Inc. has a revolving line of credit with a bank with a borrowing limit of up to \$500,000. The revolving line of credit was most recently renewed on October 16, 2020. The loan is payable on demand. Interest is charged by utilizing a fluctuating rate based on the LIBOR (Advantage) rate plus 2.50%. The line of credit remains in effect until May 31, 2021 and annually thereafter is contingent upon performance. The loan is collateralized by a first priority interest in all the assets of World Education, Inc. No funds were borrowed during 2020 or 2019 and as a result, as of June 30, 2020 and 2019, the outstanding balance is \$0 and no interest was incurred on this loan during the years ended June 30, 2020 or 2019.

***John Snow, Inc.***

World Education, Inc. has an unsecured revolving line of credit with John Snow, Inc. (a related party) with a borrowing limit of up to \$1,000,000. The loan was renewed on July 1, 2019. Interest is charged by utilizing a fluctuating rate based on the current prime rate plus 0.25%. The loan is payable on demand and, in any event, on or prior to June 30, 2022. The loan is not collateralized. No funds were borrowed during the year and as a result, as of June 30, 2020, the outstanding balance is \$0. No interest was incurred on this loan during the year ended June 30, 2020.

***Loan Payable - Paycheck Protection Act***

In April, 2020, World Education, Inc. (WEI) was granted a loan (the Loan) in the aggregate amount of \$1,074,400, pursuant to the Paycheck Protection Program (the PPP) under Division A, Title I of the CARES Act.

**JSI Research and Training Institute, Inc. and Affiliates**

**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED**

**September 30, 2020 and 2019**

The Loan, which was in the form of a Note dated April 23, 2020, matures on April 23, 2022 and bears interest at a rate of 1.00% per annum, payable monthly commencing in February 2020. The Note may be prepaid by WEI at any time prior to maturity with no prepayment penalties. Funds from the Loan may only be used for certain costs, such as payroll costs and occupancy expenses. Under the terms of the PPP, certain amounts of the Loan may be forgiven if they are used for qualifying expenses as described in the CARES Act.

**NOTE H - CONTINGENCIES**

In accordance with the terms of its federal and state grants and contracts, the records of the Organization are subject to audit. The Organization is, therefore, contingently liable for any disallowed costs. Management believes that any adjustment which might result from such an audit would be immaterial to the consolidated financial statements.

JSI Research and Training Institute, Inc. is a co-borrower (with a related party) of a demand loan with no balance due at September 30, 2020.

Provisional indirect cost rates are negotiated with the USAID on an annual basis. As of September 30, 2020, actual indirect cost rates have been approved by USAID for JSI Research and Training Institute, Inc. through December 31, 2015 and World Education, Inc. through June 30, 2018. Based on favorable past experience, management believes the effects of changes to the overhead rates, if any, would not be material to the consolidated financial statements.

The outbreak of COVID-19 has caused disruption in operations of businesses domestically and globally. In response the Organization implemented cost savings and other measures to reduce operating expenses and ensure adequate liquidity. Due to the uncertainty of the continued spread of the virus and economic outlook, there may be short-term and long-term implications for operations of the Organization.

**NOTE I - NET ASSETS WITH DONOR RESTRICTIONS**

During the years ended June 30, 2020 and 2019, the Organization received \$14,664 and \$46,777, respectively, of donor restricted donations. The donations are restricted for use in specific programs and/or projects that are specified by the donor.

**NOTE J - RELATED PARTY TRANSACTIONS**

***John Snow, Inc.***

JSI Research and Training Institute, Inc. (R&T) and John Snow, Inc. (JSI, Inc.) (a non-exempt corporation) purchase consulting services from each other. The President and Director of R&T is the sole stockholder of JSI, Inc. The two companies bill each other at the same rates that they bill federal and state governments.

During the years ended September 30, 2020 and 2019, JSI, Inc. billed R&T \$23,817,932 and \$28,335,233 for consulting services (technical support), respectively. These amounts are reflected under program services - consulting totaling \$16,704,012 and \$15,311,055 and program services - other costs totaling \$7,113,920 and \$13,024,177, respectively, on the consolidated statements of functional expenses. In addition, during the years ended September 30, 2020 and 2019, R&T performed consulting services (technical support) for JSI, Inc. totaling \$8,772,841 and \$7,658,189, respectively.

As of September 30, 2020 the R&T was owed \$605,509 from JSI. As of September 30, 2019, the Organization owed JSI \$896,503.

**JSI Research and Training Institute, Inc. and Affiliates**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED**

**September 30, 2020 and 2019**

The two companies also share facilities and pool various overhead expenses. For the years ended September 30, 2020 and 2019, R&T incurred \$22,899,284 and \$23,073,571 of overhead expenses (supporting services), of which \$9,481,343 and \$9,292,686 was its share of JSI, Inc. incurred costs.

R&T is a co-borrower with JSI, Inc. on a commercial demand loan-revolving line of credit with an expiration date of May 31, 2021 which allows for borrowings up to \$6,500,000. The loan is collateralized by a security agreement with a first position lien on all corporate assets of R&T and JSI, Inc. including assignment of promissory notes and security documents between the two companies. Interest is charged by utilizing a fluctuating rate based on LIBOR (Advantage) plus 2.00% payable monthly in arrears, which at September 30, 2020 and 2019 was 2.17% and 3.826%, respectively. At September 30, 2020 and 2019, there was no outstanding balance on this loan.

World Education, Inc. has an agreement with John Snow, Inc. whereby John Snow, Inc. will provide administrative and technical support as requested from time to time by WEI, on arms-length terms as agreed by WEI and JSI. Transactions between World Education, Inc. and John Snow, Inc. for the years ended September 30, 2020 and 2019 are summarized as follows:

	2020	2019
Administrative and technical support	\$ 1,616,316	\$ 1,561,799
Other direct charges (including rent of \$1,067,591 and \$871,877)	1,477,010	1,375,414
	<u>\$ 3,093,326</u>	<u>\$ 2,937,213</u>

The agreement is on a year-to-year basis and can be terminated by either party upon 90 days written notice to the other.

World Education, Inc. has an unsecured line of credit with John Snow, Inc. with a borrowing limit of up to \$1,000,000.

**Other**

The Organization has an agreement with a related company to purchase services. Transactions with this company were charged to sub-contracts expense and are as follows for the years ended September 30, 2020 and 2019:

	2020	2019
The Manoff Group, Inc. (a non-exempt corporation; 40% owned by John Snow, Inc.)	\$ 1,027,077	\$ 686,384
	<u>\$ 1,027,077</u>	<u>\$ 686,384</u>

**NOTE K - RETIREMENT PLANS**

R&T has a defined contribution profit sharing/401(k) plan covering substantially all of its employees. R&T contributes an amount equal to 7% of the employee's monthly earnings, funded with each month's payroll. In addition, employees receive a 100% match on the first 2% of contributions made to the plan. Employees who are contributing less than 2% of their pay to their retirement account are automatically be enrolled at 2% either at the time of hire, or annually in July. Pension expense was \$2,492,737 and \$2,458,753 for the years ended September 30, 2020 and 2019, respectively.

## JSI Research and Training Institute, Inc. and Affiliates

## NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

September 30, 2020 and 2019

WEI had a defined contribution tax sheltered annuity plan covering substantially all of its employees. WEI contributes an amount equal to 7% of the employee's monthly earnings, funded with each month's payroll. Additional voluntary contributions may be made by the employees. Participants of the plan are fully and immediately vested when contributions are made. Pension costs incurred by World Education, Inc. were \$374,449 and \$360,907 for the years ended June 30, 2020 and 2019, respectively.

**NOTE L - COMMITMENTS*****Operating Leases***

The JSI Research and Training Institute, Inc. leases space for general offices under operating leases expiring from 2019 through 2026. The leases contain renewal options for periods of up to five years.

During the years ended September 30, 2020 and 2019, rent expense under long-term lease obligations were \$568,227 and \$505,419, respectively. Future obligations over the primary terms of the Company's long-term leases as of September 30, 2020 are:

2021	\$ 434,419
2022	450,718
2023	396,612
2024	155,324
2025	160,680
Thereafter	166,036
	<u>\$ 1,763,789</u>

World Education, Inc. leases space for general offices on a year-to-year basis. Rent expense for the years ended September 30, 2020 and 2019 was \$1,081,972 and \$953,108, respectively.

**NOTE M - CONCENTRATION OF FUNDING**

The Organization receives a majority of its funding through contracts and grants with various departments and agencies of the federal government.

The Organization received 10% or more of its revenues and support from the following sources for the years ended September 30, 2020 and 2019:

For the year ended September 30, 2020:

	Revenue	% of Total Income
The Global Fund (PfSCM)	\$ 375,120,414	60%
U.S. Agency for International Development (R&T and WEI)	\$ 134,311,303	22%

For the year ended September 30, 2019:

	Revenue	% of Total Income
The Global Fund (PfSCM)	\$ 570,358,986	64%
U.S. Agency for International Development (R&T and WEI)	\$ 165,608,943	19%

**JSI Research and Training Institute, Inc. and Affiliates**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED**  
**September 30, 2020 and 2019**

The JSI Research and Training Institute, Inc. and World Education, Inc. received \$134,311,303 and \$165,608,943 from U.S. Agency for International Development as of September 30, 2020 and 2019, which represents 57.1% and 55.9% of total income, respectively.

**NOTE N - LIQUIDITY AND AVAILABILITY OF RESOURCES**

The Organization maintains a policy of structuring its financial assets to be available as its general expenditures, liabilities and other obligations come due. Given the project-based nature of the Organization's work, the annual budget is structured to break even and ensure that there are sufficient inflows to cover budgeted outflows each year. Any use of the Organization's reserve, which is minimal, is subject to management's review and approval.

The following reflects the Organization's financial assets as of September 30, reduced by amounts not available for general use within one year due to contractual or donor-imposed restrictions.

	2020	2019
Cash and cash equivalents	\$ 81,368,115	\$ 98,563,248
Receivables for program Work	109,113,563	45,130,388
Total financial assets available within one year	190,481,678	143,693,636
Less contractually restricted and donor restricted assets	49,858,878	29,722,037
Total financial assets available to management for general expenditures within one year	<u>\$ 140,622,800</u>	<u>\$ 113,971,599</u>

The Organization also has two committed lines of credit totaling \$8 million, which it could draw upon in the event of an unanticipated liquidity need.

**NOTE O - SUBSEQUENT EVENTS**

The Organization has evaluated subsequent events through June 28, 2021, the date on which the consolidated financial statements were available to be issued. During this period, there were no subsequent events that require adjustment to the consolidated financial statements.



**JSI Research & Training Institute, Inc.**  
**Board of Trustees**

**Alexander K. Baker, MBA**  
Chief Operating Officer  
JSI  
Boston, MA

**David E. Bloom, M.A., Ph.D.**  
Clarence James Gamble Professor of Economics  
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Harvard School of Public Health  
Boston, MA  
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**Patricia Fairchild, M.A.**  
Health Services Division  
JSI  
Boston, MA

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Dean and Robert A. Knox Professor  
Boston University School of Public Health  
Boston, MA  
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Director of Staff Development and Performance  
Improvement, Health Services Division  
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Bow, NH

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JSI  
Crystal City, VA

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Sloan School of Management at MIT  
Cambridge, MA

**Mike Useem, M.A., Ph.D.**  
William and Jacalyn Egan Professor of  
Management  
Wharton School at University of Pennsylvania  
Philadelphia, PA

## AMY DANIELS (FORMERLY PEPIN)

JSI, 501 South Street, Bow, New Hampshire (603)573-3338

adaniels@jsi.com

### EDUCATION

BOSTON COLLEGE  
*Master of Social Work*

UNIVERSITY OF NEW HAMPSHIRE  
*Bachelor of Social Work*

### EXPERIENCE

JSI, Bow, New Hampshire  
*Senior Consultant, 2014 - present*

**Associate Director, JSI Northern New England.** *October 2019 – present.* Support effective, equitable management of the New Hampshire, Vermont, and remote offices affiliated with JSI Northern New England. Actively participate on the Executive Leadership Team and seek input from the Advisory Team to ensure JSI NNE produces high quality work and highly satisfied staff.

**Center for Excellence on Addiction. Project Director.** *January 2016 – present.* Direct multiple teams and multiple projects in consultation, training, technical assistance, communications, data analysis and evaluation for alcohol and other drug misuse prevention, substance use disorder treatment, recovery support services, continuum of care development, and integration of behavioral health into healthcare including needs assessment, system capacity assessment, strategic planning, SBIRT and MAT implementation, and policy recommendation. Specifically:

- Leading teams to achieve diverse deliverables supporting the alcohol and other drug continuum of care
- Providing strategic planning, consultation, technical assistance, and training
- Leading evaluation and data services delivery
- Developing and disseminating written guidance on best practices
- Consultation specific to evidence informed programs, policies and practices to address alcohol, tobacco and other drug problems including the opioid epidemic and the increasing negative consequences of stimulant use

**NH Governor's Commission on Alcohol and Drugs. Project Director.** *January 2016 - present.* Provide expert consultation and support to the Commission including presentations, annual reporting, data tracking, best practices research, strategic planning, and plan implementation.

**Medicaid to Schools Training and Technical Assistance Center.** *March 2021 - present.* Developing training and support for school districts to maximize resource recovery for health services and expand access to behavioral health services.

**NH State Youth Treatment Initiative.** Provided subject matter expertise, strategic planning, grant writing, and systems development technical assistance to the NH Department of Behavioral Health initiative to plan a comprehensive system of care for youth and young adults with substance use disorders.

**New Hampshire Opioid Litigation Project.** Retained to identify and collect data from numerous programs addressing opioid use in New Hampshire.

**HRSA Behavioral Health Center for Excellence.** Provided subject matter expertise and technical assistance to HRSA grantees throughout the United States.

**Youth SBIRT Initiative.** Developed written guidance, website, and supportive implementation materials. Provided training and technical assistance on-site, through a learning collaborative, and at national conferences throughout the US. Nationally recognized SBIRT expertise.

**Fostering Effective Integration Evaluation.** Provided recommendations for priorities for future funding for primary care and behavioral health integration support for the Blue Cross Blue Shield Foundation of Massachusetts through site visits, literature review, and comprehensive reporting.

**Massachusetts Health Policy Commission.** Consultation with policymakers to improve substance use disorder prevention, treatment and recovery support services. Including capacity and barriers assessment and recommendations to address the opioid crisis and increase access to treatment for opioid use disorder.

**New Futures, Concord, NH**

*Policy Director, 2010-2014*

Responsible for advocacy to maximize the implementation of the Affordable Care Act in New Hampshire. Supported the development of the NH substance use disorder services array through Medicaid expansion and parity in the federally facilitated Marketplace.

**Child and Family Services of New Hampshire (Waypoint), Manchester, NH**

*Youth and Young Adult Programs Director, 1992-2010*

Progressive career at statewide, non-profit child services organization. Developed, implemented and directed

- alcohol and other drug prevention programs;
- comprehensive youth/young adult substance use disorder outpatient and intensive outpatient services;
- runaway and homeless youth prevention and emergency response; and
- homeless street outreach programs in communities throughout NH.

Including federal, state, local, and charitable grant writing and contract management; development and oversight of \$1.5 million annual budget and management and supervision of 20+ staff members.

**Southern New Hampshire University, Manchester, NH**

*Sociology Adjunct Professor, 2017 – 2018*

Develop and delivered Bachelor's level classes including Introduction to Sociology, and the Sociology of Social Problems.

**Hesser College, Concord and Manchester, NH**

*Psychology/Sociology Adjunct Professor, 2008-2012*

Developed and delivered Bachelor's classes including Intro to Sociology, Intro to Psychology, and Intro to Human Behavior.

**Direct Human Services positions, various locations, NH, 1988-1992**

## **LICENSE/CERTIFICATIONS**

**LICENSED INDEPENDENT CLINICAL SOCIAL WORKER (LICSW) NH# 1311**

**CERTIFIED PREVENTION SPECIALIST IC & RC**

## **CURRENT PROFESSIONAL MEMBERSHIPS**

American Public Health Association

National Association for Addiction Professionals

NH Alcohol and other Drug Provider's Association

NH Alcohol and Drug Abuse Counselors Association

NH Telehealth Alliance

## **RECENT PUBLICATIONS**

NATIONAL COUNCIL ON MENTAL WELLBEING, CONTRIBUTING AUTHOR. **IMPROVING ADOLESCENT HEALTH: FACILITATING CHANGE FOR EXCELLENCE IN SBIRT (2018).**

LaFave, L.R., Bradley, M., Murray, A.R., Pepin, A.L., Sprangers, K.S. & Thies K.M. (2018). Lessons learned from implementing screening, brief intervention, and referral to treatment for youth and young adults in primary care settings. Integrative Pediatrics and Child Care, 1(1), 8-13.

## ADRIANA LOPERA, MPH

JSI, 501 South Street, 2nd Fl, Bow, New Hampshire 03304 (603) 573-3361

adriana\_lopera@jsi.com

### EDUCATION

BOSTON UNIVERSITY, BOSTON, MASSACHUSETTS  
*Master of Public Health, Maternal and Child Health, 2017*  
*Maternal and Child Health Diversity Leadership Scholar*

COLUMBIA UNIVERSITY, NEW YORK, NEW YORK  
*Bachelor of Arts, Latin American and Caribbean Studies, 2010*

### EXPERIENCE

**JSI d/b/a Community Health Institute, Bow, New Hampshire**  
*Consultant, April 2019 to present*

#### *Recent projects:*

**New Hampshire Center for Excellence Addressing Alcohol and other Drugs, April 2019 to present**

A statewide training and technical assistance center serving professionals across the substance misuse continuum of care.

Activities include:

- **NH Governor's Commission on Alcohol and Other Drugs, December 2019 to present**  
Serving as a Program Manager for technical support to the Governor's Commission on Alcohol and Other Drugs and its eight task forces. Providing lead consultation to the Opioid Task Force.
- **NH Charitable Foundation Perinatal Substance Exposure Task Force Support, April 2019 to present**  
Providing consultation and technical support to the Perinatal Substance Exposure Task Force of the NH Governor's Commission on Alcohol and other Drugs with expanded focus funded by the NH Charitable Foundation. This includes providing support for related work groups on insurance and plans of safe care as well as supporting other training needs and written resources as requested.
- **Recovery Friendly Workplace Technical Assistance, June 2019 to October 2020**  
Project manager for grant that included consulting, technical assistance and program management to the Recovery Friendly Workplace Initiative and Community of Practice.

**United Way Greater Seacoast Preschool Development Grant Needs Assessment, September 2020 to present**

Implement a multi-modal needs assessment to inform UWGS' Preschool Development Grant work. Supporting quantitative related needs assessment activities including a review of secondary data for towns and cities in the UWGS footprint to support improved service delivery for families with young children.

### PRIOR EXPERIENCE

**Betsy Lehman Center for Patient Safety, Boston, Massachusetts**  
*Program Manager, 07/2017 to 03/2019*

Supported and co-facilitated an expert panel of providers and patients on improving safety in emergency medicine. Organized a partnership with the Perinatal-Neonatal Quality Improvement Collaborative of Massachusetts with the goal of improving hospital labor and delivery care for women.

**Boston Medical Center, Boston, Massachusetts**  
*Project Coordinator, 09/2015 to 07/2017*

Managed a statewide quality improvement collaborate of 10, Level 3 neonatal intensive care units. This included providing technical assistance to each team, conducting related qualitative research, and organizing educational conferences and webinars.

**Massachusetts General Hospital, Disparities Solutions Center, Boston, Massachusetts**  
*Research Assistant, 2013-15*

Logistical and program support for year-long national healthcare equity leadership program which included being main point of contact with participants from a variety of healthcare settings and planning conference logistics and curriculum materials.



**Peace Corps, Costa Rica**

***Rural Community Development Volunteer, 2011–13***

Coordinated government agencies and facilitated community meetings and work plans to support the creation of a community development association with over 100 founding members. Provided project management and design training to a women's community group and secured grant funding and technical assistance from local government representatives for a community greenhouse.

**PUBLICATIONS**

Parker, M. G., Gupta, M., Melvin, P., Burnham, L. A., Lopera, A. M., Moses, J. M., ... & Belfort, M. B. (2019). Racial and ethnic disparities in the use of mother's milk feeding for very low birth weight infants in Massachusetts. *The Journal of Pediatrics*, 204, 134-141.

Parker, M. G., Lopera, A. M., Kalluri, N. S., & Kistin, C. J. (2018). "I Felt Like I Was a Part of Trying to Keep My Baby Alive": Perspectives of Hispanic and Non-Hispanic Black Mothers in Providing Milk for Their Very Preterm Infants. *Breastfeeding Medicine*, 13(10), 657-665.

Parker, M. G., Burnham, L. A., Melvin, P., Singh, R., Lopera, A. M., Belfort, M. B., ... & Gupta, M. (2019). Addressing disparities in mother's milk for VLBW infants through statewide quality improvement. *Pediatrics*, 144(1); e20183809.

**SKILLS**

Languages: Spanish-fluent

**RELEVANT TRAININGS**

NH Recovery Coach Academy - *August 2020*

# CHRISTIN H. D'OVIDIO

JSI, 501 South Street, Bow, NH 03304 w: (603) 573-3353 c: (603) 254-4461

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[healthcommunication.jsi.com](http://healthcommunication.jsi.com)

## EDUCATION

YALE SCHOOL OF PUBLIC HEALTH

*Climate Change and Health Certificate, 2020*

LONDON SCHOOL OF ECONOMICS AND POLITICAL SCIENCE

*Certificate Degree, MBA Essentials, 2020*

UNIVERSITY OF SOUTH FLORIDA, TAMPA, FLORIDA

*Graduate Certificate Degree, Social Marketing for Public Health, 2013*

NEW SCHOOL FOR SOCIAL RESEARCH, NEW YORK, NEW YORK

*Master of Fine Arts, Acting & Fine Arts Production, 2002*

## CERTIFICATIONS

NATIONAL PUBLIC HEALTH INFORMATION COALITION, MARIETTA, GEORGIA

*Certified Communicator in Public Health (CCPH), 2015- current*

## EXPERIENCE

JSI Research and Training Institute, Inc., New Hampshire

*Marketing and Communications Project Director, 2016-present*

*Center for Excellence on Addiction, Marketing and Communications Project Manager, 2019 - 2021*

### **East-Boston Youth Training & Vaping Cessation Marketing (2020-present)**

Project Director: Oversee a team of five to develop and implement a youth training in marketing and prevention and create and execute a vaping cessation campaign for the East Boston community of at-risk youth. This project implements a youth-training model developed by JSI and combines our years of market research regarding youth and youth vaping formative research to create a cessation campaign with the youth as well as incorporation of: participatory design, virtual training, and youth engagement.

### **The Partnership @drugfreeNH (2019-present)**

Creative Producer: The Partnership is a public-private collaboration between NH DHHS, the NH Governor's Commission on Alcohol & Other Drugs, the NH Charitable Foundation, the Center for Excellence on Addiction, and JSI Northern New England, and the work includes donations from the public, and a SAMHSA Land Grant with the University of New Hampshire. The goal of The Partnership is to share scientific evidence about prevention and substance misuse, and create a space for individuals to find answers and solutions to deal with substance use disorders. Work includes web development, community engagement, digital marketing, communications training, podcast production/host, and conference planning.

### **VT Mentally Healthy (2021-present)**

Project Director: Project Goal: To influence the actual and perceived community support for people dealing with their mental health in the Greater St. Johnsbury area of Vermont with a communication campaign. Working with the Mentally Healthy Collaborative Action Network, JSI is conducting research and making recommendations on messaging and elements for testing. Ultimately JSI will produce campaign elements for the Network to use.

### **ENDS/Vaping Prevention Social Marketing for Middle and High School Youth (2018-present)**

Project Director: Oversee a team of six to determine school-aged peer crowd representation in New Hampshire as well as ENDS/vaping risk behavior prevalence among peer populations. *Save Your Breath* campaign/web development and execution for vaping prevention among high school aged youth found most at-risk. The project includes: strong community and partner collaboration, IRB consideration and approval, independent evaluation, influencer marketing, podcast and Facebook live promotion.

### **Maternal Marijuana and Alcohol Awareness Campaign (2017-2021)**

Project Director, Creative Director: Oversee a team of six implementing a lifestyle campaign with messaging around marijuana and alcohol use before and during pregnancy and breastfeeding as well as tool development for health care professionals and working with the cannabis dispensaries. Formative research includes online survey testing (MaxDiff, conjoint), focus groups, interviews, UX and digital a/b testing. Creative development includes video production and digital. The campaign, *Today is For Me.*, won the 2019 Berreth Silver Award - in Corporate Health Marketing from the National Public Health Information Coalition. Work includes collaboration with the NH Governor's Commission on Alcohol and Other Drugs, Perinatal Substance Exposure Task Force.

### **Young Adult Alcohol Harm Reduction Campaigns (2016-present)**



Project Director, Creative Director: Oversee a team of six, conducting formative research around knowledge, attitudes and beliefs relative to substance use via peer crowd/group segmentation in NH young adults. Research includes literature review, online survey, focus groups and digital a/b testing. Creative development includes video production, digital campaign, market research, and influencer marketing. Three campaigns have been developed for priority market segments. *Binge-Free NH* received the 2018 Berreth Gold Award – for Excellence in Health Marketing from the National Public Health Information Coalition.

**Perinatal Substance Use Prevention and Education Project (2020-present)**

Project Director, Creative Director: Oversee a team of four to assist a NH Regional Public Health Network implement an intervention to educate clients (adolescent through adults) at the time of visit with an educational, animated video on the health impacts of perinatal substance use. The project includes survey and research design, creative production, and community presentations.

**Rivier University, Division of Nursing and Health Professions, Nashua, New Hampshire**

*Adjunct Professor, 2016-present*

**State of New Hampshire, Department of Health and Human Services, Concord, New Hampshire**

*Marketing and Media Specialist (Tobacco Prevention & Cessation, Asthma Control, Oral Health, Coordinated Chronic Disease), 2008-2016*

**Salmon Press Newspaper Group, Meredith, New Hampshire**

*Classifieds Manager, 2007 – 2008*

**Theatrical Public Relations and Production, New York City**

*Producer, Head of Marketing, Media Relations and Advertising, 2000 – 2005*

**PUBLICATIONS**

- Bradley M, D'Ovidio C, Kipligat S, *New Hampshire Women's Perceptions of Marijuana and Alcohol Use Before, During and After Pregnancy*. (January 2018).

**ORAL PRESENTATIONS**

- *The MAMA Project for RSA 132:2* (2021). NH Therapeutic Cannabis Medical Oversight Board. Virtual. [Bradley, M., D'Ovidio, C.].
- *Today is For Me., The MAMA Project* (2021). NH Governor's Commission on Alcohol and Other Drugs, Perinatal Substance Exposure Task Force. Virtual. [Bradley, M., D'Ovidio, C.].
- *Do NH Youth Vape? Clinical and Population Health Interventions to Support Youth ENDS Cessation* (2020). NH Behavioral Health Summit. Virtual. [Brown, T., D'Ovidio, C., Morton, J.].
- *Save Your Breath: NH Youth Vaping Prevention Campaign Overview* (2020). New England Prevention Technology Transfer Center Network. Virtual. [D'Ovidio, C., Morton, J.].
- *Community Conversations on Vaping - Youth Voices Podcast* (2020). Media Power Youth. Virtual.
- *Vaping Prevention Campaign Integration in a NH Young Adult Mental Health/Primary Care Integration Project* (2020). ProHealth NH Webinar. Virtual.

**HONORS AND AWARDS**

- *Today Is For Me.* (2019) Berreth Silver Award - in Corporate Health Marketing. National Public Health Information Coalition.
- *Wisconsin, We need to Talk – About Youth Sex Trafficking* (2019) Berreth Bronze Award for Excellence in Public Health Marketing, Not-for-Profit Marketing. National Public Health Information Coalition.
- *Binge-Free 603: What's Your Reason?* (2018) Berreth Gold Award for Excellence in Public Health Marketing. National Public Health Information Coalition.
- *Tick Free NH - Grass-Roots Lyme Disease Prevention in New Hampshire* (2017) Berreth Award - Bronze Medal, Corporate Health Marketing. National Public Health Information Coalition.
- *Anyone.Anytime.NH™ Campaign* (2016). U.S. Department of Health and Human Services, Office of the Surgeon General, *Facing Addiction in America: The Surgeon General's Report on Alcohol, Drugs, and Health*. Washington, DC: HHS, November 2016.
- *Dear Me New Hampshire 2013-2014 Campaign Summary Report* (2015) Grady Award – Bronze Medal. National Public Health Information Coalition.

**PROFESSIONAL ORGANIZATIONS/VOLUNTEER ACTIVITIES**

Society for Health Communication, Founding Member 2016-current; International Social Marketing Association & Association of North America, Member 2016-current, National Public Health Information Coalition, Member & Certifier 2014-current; New Hampshire Public Health Association, Member 2008-2011, 2016-current, A Meal With Dignity, Member of the Board, 2020-current.

## **JULIE YERKES, ED. M., CPS**

*JSI • 501 South Street, Bow, New Hampshire 03304 • (603) 573-3377*

*julie\_yerkes@jsi.com*

### **EDUCATION**

**HARVARD GRADUATE SCHOOL OF EDUCATION, CAMBRIDGE, MASSACHUSETTS**  
*Ed. M. Human Development and Psychology: Risk and Prevention*

**MIDDLEBURY COLLEGE, MIDDLEBURY, VERMONT**  
*B.A. English and Italian; Concentration: Secondary Education*

### **EXPERIENCE**

#### **JSI, Bow, New Hampshire**

*Prevention Programs Manager, January 2020 to present*

Manage prevention programs for statewide technical assistance resource center for evidence-based practice in substance abuse services. Provide Technical Assistance and Training (T/TA) for the NH Bureau of Drug and Alcohol Services, New Hampshire's thirteen regional public health networks, statewide organizations and direct service providers. Support planning, implementation and evaluation of evidence-based prevention programming. Facilitate NH Service to Science, a process through which innovative prevention programs can demonstrate effectiveness and earn the designation of Evidence Base Program. Provide TA to programs seeking Service to Science designation.

#### **NH Teen Institute, Manchester, New Hampshire**

*Parent Education Coordinator, July 2017 to January 2020*

Networked and built relationships with prevention professionals, schools, community groups, and prevention coalitions across New Hampshire. Organized parent education program in each of the 13 regional public health networks. Collected data and engaged in program evaluation as part of program fidelity efforts and outcome tracking. Oversaw management and reporting requirements of state and/or local contracts. Stayed current on ATOD trends, research, and best practices. Presented at state and national conferences. Provided professional development for individuals working with youth.

#### **School of Creative and Performing Arts, New York, New York**

*Associate Director, January 2008 to July 2017*

Identified gaps in services and adjusted systems to meet changing needs of clients and staff. Developed and streamlined systems to increase quality, efficiency, and consistency of programming while minimizing risk. Researched rules, regulations, and best practices and developed educational and training materials for faculty and staff. Developed systems to address student health issues and staff responsiveness. Coordinated operational areas in order to meet the mission of the school and program objectives. Ensured successful high-quality implementation of program across four campuses, focusing on student safety and wellbeing, positive relationship with host universities, and professional satisfaction for staff. Provided technical assistance, training, and advisement to campus directors.

#### **New Hampshire Institute of Politics, Manchester, New Hampshire**

*Civic Education Programs Manager, November 2005 to January 2008*

Developed and enhanced school- and community- based prevention programs. Created and implemented professional development opportunities for teachers and school administrators. Worked with individual and groups of students to enhance their leadership skills. Researched, tracked, and monitored trends within state and national prevention and education fields. Represented the NHIOP at state and national meetings and conferences.

#### **The Medical Foundation, Boston, Massachusetts**

*Prevention Specialist Intern, September 2002 to July 2003*

Developed and implemented ATOD and violence prevention curricula in middle and high schools and community health centers in underserved urban communities. Supported student development throughout prevention training program. Facilitated group cohesion and created a respectful community among students from diverse cultural and economic backgrounds. Built relationships with school administrators and faculty in order to successfully integrate youth development programs into the school schedule.

**The New England School of English, Cambridge, Massachusetts**

*Teacher of English as a Foreign Language and Assistant Academic Director, May 2000 to August 2005*

Advised students to maximize their learning and achieve academic goals. Led monthly teacher development meetings. Taught intensive English language program for students and professionals representing over 15 countries. Customized curriculum and used various teaching techniques to meet students' individual needs. Promoted understanding and tolerance of diverse abilities, views, and cultures.

**TRAINING | CERTIFICATIONS**

- New Hampshire Prevention Certification Board, Concord, New Hampshire  
*Certified Prevention Specialist, 2018 to present*
- Prevention Solutions @ EDC, Waltham, Massachusetts  
*Substance Abuse Prevention Skills Training, Facilitator, 2020*

**PROFESSIONALS AFFILIATIONS | MEMBERSHIP**

- New Hampshire Prevention Certification, *Board member, 2020*
- New England Prevention Technology Transfer Center, Advisory Council member, 2020

## **REKHA SREEDHARA, MPH**

*JSI • 501 South Street, Bow, New Hampshire 03304 • (603) 573.573.3342*

*rsreedhara@jsi.com*

### **EDUCATION**

UNIVERSITY OF MASSACHUSETTS, WORCESTER, MASSACHUSETTS  
*Master of Public Health, Epidemiology, 2010*  
*Delta Omega Honor Society*

COLLEGE OF THE HOLY CROSS, WORCESTER, MASSACHUSETTS  
*Bachelor of Arts, Psychology and Pre-Medical Studies, 2004*

### **EXPERIENCE**

**JSI d/b/a Community Health Institute, Bow, New Hampshire**  
*Associate Director, JSI Northern New England, October 2019 to present*  
*Senior Consultant, May 2010 to present*

Supports effective, equitable management of the New Hampshire, Vermont, and remote offices affiliated with JSI Northern New England. Actively participates on the Executive Leadership Team and seeks input from the Advisory Team to ensure JSI NNE produces high quality work and highly satisfied staff.

**New Hampshire Center for Excellence Addressing Alcohol and Other Drugs, May 2010 to present**  
Serves as Assistant Director of a statewide training and technical assistance center serving professionals across the substance misuse continuum of care. Work includes leading state-level initiatives to support provider- and system-level change across the substance misuse continuum of care which has included: facilitating NH's strategy to initiate and expand medication assisted treatment (MAT); conducting multi-system assessments of the substance misuse continuum of care; co-authoring NH's strategic plan to address OUD and other substance use disorders throughout NH; developing and coordinating learning collaboratives, Communities of Practice and Project ECHOs; leading activities to comply with federal and state requirements related to Plans of Safe Care; and developing and maintaining a statewide online treatment and recovery support services directory.

**New Hampshire Opioid Litigation Case, July–October 2020**  
Retained to identify and collect data for opioid programs in New Hampshire.

**HRSA Behavioral Health Technical Assistance Center of Excellence, October 2019 to December 2020**  
Provided subject matter expertise and technical assistance to HRSA grantees throughout the United States.

**State Youth Treatment Implementation Grant, March 2018 to present**  
Provides subject matter expertise to the NH Department of Behavioral Health federally funded initiative to implement a comprehensive system of care for youth and young adults with substance use disorders.

**NH Charitable Foundation Perinatal Substance Use Disorder Project, January 2018 to present**  
Serves as lead consultant contracted to provide technical assistance related to pregnant and parenting initiatives and to support activities of the Perinatal Substance Exposure Task Force of the NH Governor's Commission on Alcohol and other Drugs. Efforts include leading activities to comply with federal and state requirements related to Plans of Safe Care.

**San Mateo County Needs Assessment, October 2018 to January 2019**  
Provided subject matter expertise to the California San Mateo County Health Care for the Homeless/Farmworker Health program. Activities included survey development, development of focus group and key informant interview questions and protocol and content development of patient educational materials.

**Northern Penobscot County Integration Initiative Substance Use Services Needs Assessment and SWOT Analysis, February–July 2018**  
Served as lead subject matter expert to support needs assessment and SWOT analysis focused on substance use disorder services in Maine.



**State Youth Treatment Planning Grant, April–September 2017**

Contracted by the NH Department of Behavioral Health to conduct an assessment to inform NH's plan to develop a comprehensive system of care for youth and young adults.

**Harbor Homes, Inc., October 2014 to September 2017**

Contracted to evaluate Substance Abuse and Mental Health Services Administration (SAMHSA)-funded Services in Supportive Housing Program.

**Massachusetts Health Policy Commission, April–August 2015**

Contracted to support the development of an opioid policy in MA to include long-term reduction of incidence of opioid misuse and improve access to opioid use disorder treatment and recovery support services through conducting a comprehensive literature review, key informant interviews, geo-spatial mapping, and policy review.

## **PRIOR EXPERIENCE**

**Community Healthlink, Inc., Worcester, Massachusetts**

*Quality Assurance Coordinator, 02/2010 to 04/2010*

Oriented and trained 20 program staff to quality assurance procedures to meet state licensing and site visit regulations for 75 client charts in 5 residential treatment programs.

*Program Coordinator, Faith House, 02/2005 to 04/2010*

Oversight of programming for a residential substance use disorder treatment program for women and infants, provided supervision for Assistant Coordinator, 6 full-time counselors, 8–10 per diem relief counselors, and 1–2 interns per year, facilitated evidence-based groups, oversight of medications, oversight of quality assurance procedures and adherence to state licensing and site visit regulations, managed referrals, budget, and census, and oversight of comprehensive case management services for 28 residents with substance use and mental health disorders.

*Residential Counselor, Faith House, 07/2004 to 02/2005*

Served as primary Residential Counselor for 6–10 clients. Provided treatment planning and reviews, weekly sessions, and rehabilitation services. Developed and facilitated groups including Wellness, Parenting & Nurturing, and Empowerment.

**Family Health Center of Worcester, Worcester, Massachusetts**

*Patient Accounts Clerk, 1999–2006*

Managed all aspects of encounter form processing within health center. Transcribed written diagnosis into ICD-9 codes and entered diagnosis and procedure. Communicated with providers and insurance companies, posted payments and made adjustments according to contractual agreements.

## **PROFESSIONAL ACTIVITIES**

- Member of NH Alcohol and Drug Abuse Counselors Association / NH Training Institute on Addictive Disorders
- Member of NH Providers Association
- Member of National Association for Addiction Professionals
- Practicum Preceptor for MPH Candidate at the Johns Hopkins Bloomberg School of Public Health, 2019–2020
- Trained as a New Hampshire Recovery Coach, July 2020

## KATY SHEA MORGAN

JSI, 501 South Street 2<sup>nd</sup> floor, Bow, New Hampshire 03304 (603)573-3300

kshea@jsi.com

### EDUCATION

UNIVERSITY OF ARIZONA, TUCSON, ARIZONA  
*Master's of Public Health, 2004*

UNIVERSITY OF NEW HAMPSHIRE, DURHAM, NEW HAMPSHIRE  
*B.S., Water Resources Management, 1997*

### EXPERIENCE

JSI, Bow, New Hampshire  
*Consultant, 2010 to present*

**Consultant, NH Center for Excellence Addressing Alcohol and other Drugs, 2010 to present**

Serves as Assistant Director of the NH Center for Excellence. Provides prevention Technical Assistance and Training (T/TA) for the NH Bureau of Drug and Alcohol Services, New Hampshire's thirteen regional public health networks, statewide organizations and direct service providers. Through the provision of T/TA, supports planning, implementation and evaluation of evidence-based substance misuse prevention, recovery and continuum of care services. Leads the NH Center for Excellence Data and Evaluation Team.

**Facilitator, Capital Area Regional Public Health Network, 2015**

Assisted with the development of a Community Health Improvement Plan in the Capital Area Regional Public Health Network. Responsibilities include developing tools and processes to guide community leaders in the prioritization of health issues and development of strategic approaches to address the chosen priorities. Goals will be achieved through the facilitation of several planning sessions with community leaders in the capital Area.

**Evaluator, Franklin Mayor's Drug and Alcohol Abuse Task Force, 2011-2014**

Evaluative and capacity-building support provided to a community coalition with the goal of decreasing substance use amongst the youth in the community. Capacity-building activities included facilitating strategic planning processes and guiding leadership and membership development. Surveys and other evaluation tools were used to indicate progress towards reaching the coalition's goals and objectives as well as to inform the implementation of strategic activities.

**Project Manager, Monadnock United Way Collective Impact Project, 2013**

Collaborated with consultants from Antioch University and guided a community process of strategic development using a Collective Impact framework. Responsibilities included developing processes, tools and materials by which a diverse group of high-level stakeholders make strategic decisions around the implementation of a regional systems-level approach to preparing children ages 0-5 to be successful in school. The ultimate goal was to increase educational attainment in the region.

**Granite United Way and Lakes Region Partnership for Public Health, Manchester and Laconia, New Hampshire**  
*Evaluator, 2007-2010*

Managed and implemented all assessment and evaluation activities for two regional substance abuse prevention coalitions in coordination with state and federal guidelines. Conducted community-based presentations and trainings, provided ongoing technical assistance to community partners around data collection and interpretation, evidence-based prevention, and program/strategy planning and evaluation.

**Granite State College, Concord, New Hampshire**  
*Instructor, 2009-2010*

Designed and taught the curriculum for two online health care courses: *Emerging U.S. Health Care System* and *Health Care Policy*.

**Caring Community Network of the Twin Rivers, Franklin, New Hampshire**  
*Public Health Network Coordinator, 2007*

Coordinated regional public health emergency preparedness planning activities.

**Institute for Community Health, Cambridge, Massachusetts**  
*Research Associate, 2005–2007*

As a Research Associate, worked on the evaluation of several healthy weight promotion programs. Managed and coordinated evaluation activities (quantitative and qualitative instrument design, data collection, analysis) using community-based participatory methods. Developed and maintained community and inter-agency relations, provided consultation to community partners around planning, implementation and evaluation, prepared and delivered evaluation results (written reports, oral presentations), supervised and trained project staff and graduate student interns and assisted in developing grant proposals.

## **TRAINING | CERTIFICATIONS**

- New Hampshire Prevention Certification Board, Concord, New Hampshire  
*Certified Prevention Specialist, 2014-present*
- Northeast Center for the Application of Prevention Technologies, Willimantic, Connecticut  
*Substance Abuse Prevention Skills Training (SAPST) Facilitator, 2013*
- Northeast Center for the Application of Prevention Technologies, Concord, New Hampshire  
*Prevention Ethics Training (SAPST) Facilitator, 2016*

## **PROFESSIONALS AFFILIATIONS | MEMBERSHIP**

- New Hampshire Providers Association, *Board Member 2015-2018*
- New Hampshire Prevention Certification, *Board member 2014-2016*
- New Hampshire Public Health Association, *Member*

## **PUBLICATIONS | PRESENTATIONS**

- *Addressing Substance Use Among Young Adults Ages 18-25: Utilizing the SPF, Innovative Assessment and Nontraditional Prevention Strategies in New Hampshire and Connecticut.* 2018, National Prevention Network presentation in partnership with the University of Connecticut on innovative prevention strategies to address substance misuse among the 18-25 year old population.
- *Impacting the Addiction Continuum: Case Studies in Advancing a Prevention Agenda to Improve Outcomes Within and Beyond the Clinic Walls.* 2018, National Council for Behavioral Health presentation on behavioral and public health practice integration and how these strategies impact population-based health outcomes as they relate to the addiction continuum. The panel session, planned by the National Network of Public Health Institutes, highlighted collaborative and multi-sector public health strategies underway in California, Illinois, Massachusetts, New Hampshire, and South Carolina.
- *Building Prevention Science in the Community.* 2013, Society for Prevention Research presentation demonstrating how New Hampshire developed an innovative approach to substance misuse prevention using a two-pronged approach: 1) community-based participatory research to place communities at the center of problem identification and response; and 2) an Action Learning Collaborative model to provide a structured means to transfer knowledge and necessary peer and technical support.
- *Supporting Evidence-based Alcohol, Tobacco and Other Drug Services in New Hampshire through the New Hampshire Center for Excellence.* 2011, American Public Health Association poster presentation demonstrating how the NH Center for Excellence supports regional networks and direct service providers through the application of improvement science, technology transfer concepts, action learning and quality improvement (QI) tools and techniques.
- *Implementing the Strategic Prevention Framework in the Capital Region of New Hampshire.* 2009, American Public Health Association conference scientific session presentation made as part of the ATOD section. The presentation described the community-based participatory process used to follow the steps of assessing, building capacity, planning, implementing, and evaluating a regional substance misuse prevention coalition project.
- *Evolution of the Health "Report Card": A Community's Journey to Promote Healthy Weight.* 2006, American Public Health Association conference scientific session presentation made as part of the School Health section. The presentation described the process of revisions made to BMI and physical fitness reports sent to parents of K-12 students in Cambridge, MA. The "report card" was part of a comprehensive approach to obesity prevention.

**JSI Research & Training Institute, Inc. d/b/a Community Health Institute****Key Personnel**

SFY2023

Name	Job Title	Salary	% Paid from this Contract	Salary/Wages from this Contract
Public Awareness & Education Campaign				
Christin D'Ovidio	Partnership Director	\$112,000	23%	\$25,415
Service to Science Program				
Katy Shea	S2S Manager	\$95,000	30%	\$28,500
Julie Yerkes	Prevention Specialist	\$85,000	20%	\$17,000
Governor's Commission on Alcohol and Drugs Technical Assistance & Support				
Amy Daniels	Project Director	\$120,016	39%	\$46,622
Adriana Lopera	Project Manager	\$83,000	30%	\$24,900
Rekha Sreedhara	Senior Consultant	\$112,500	15%	\$16,875

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Lori A. Shillbette  
Commissioner

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
GOVERNOR'S COMMISSION ON ALCOHOL & OTHER DRUGS

129 PLEASANT STREET, CONCORD, NH 03301  
603-271-9564 1-800-804-0909  
Fax: 603-271-6105 TDD Access: 1-800-735-2964 www.dhhs.nh.gov/dcbcs/bdas

August 17, 2021

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

**REQUESTED ACTION**

Authorize the Department of Health and Human Services, Division for Behavioral Health, on behalf of the Governor's Commission on Alcohol and Other Drugs, to amend an existing contract with JSI Research & Training Institute, Inc. (VC# 161611-B001), Bow, New Hampshire, to provide administrative support to develop the Strategic Plan for the Governor's Commission on Alcohol and other Drugs and provide administrative support to the Governor's Stimulant Workgroup, by increasing the price limitation by \$150,000 from \$6,964,076 to \$7,114,076 with no change to the contract completion date of June 30, 2022, effective upon Governor and Council approval, 46.30% Federal Funds, 3.02% General Funds, 50.68% Other Funds (Governor's Commission Funds).

The original contract was approved by Governor and Council on October 17, 2018, item #6, and was amended on December 5, 2018, item #20, August 28, 2019, item #12, June 24, 2020, item #34, November 18, 2020, item #21, and most recently on April 21, 2021, item #15.

Funds are available in the following accounts for State Fiscal Year 2022, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

**See attached fiscal details.**

**EXPLANATION**

The purpose of this request is to begin the process of developing the Strategic Plan for the Governor's Commission on Alcohol and Other Drugs. Amending this contract ensures the Contractor will have the support necessary to coordinate the research required to further improve practices, focus priority areas, and confirm strategies that aim to mitigate alcohol and other drug misuse and its social, health and behavioral consequences, including overdoses, lost wages and strain on public resources like criminal justice and healthcare.

The Contractor will provide services that include, but are not limited to:

- Conducting formative research to determine key priority areas for the Strategic Plan.
- Convening and facilitating a meeting of the Governor's Commission to report on the findings of the formative research and make recommendations on priority areas and strategies for the Strategic Plan.
- Upon approval of the Governor's Commission Chairpersons, writing the final strategic plan report.

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
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The Department will monitor contracted services by reviewing monthly written progress reports that include a summary of the key research performed during each monthly period. The Contractor will provide information including, but not limited to, minutes from previous meetings, copies of monthly invoices and supporting documentation.

As referenced in C-1 of the original agreement, the parties have the option to extend the agreement for up to two (2) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and Governor and Council approval. The Department is not exercising its option to renew at this time.

Should the Governor and Council not authorize this request, NH's ability to further improve practices, focus priority areas, and confirm strategies that aim to mitigate alcohol and other drug misuse and its social, health and behavioral consequences, including overdoses, lost wages and strain on public resources like criminal justice and healthcare would be limited.

Area served: Statewide.

Source of Other Funds: 100% Other Funds.

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

Respectfully submitted,



Lori A. Shibley  
Commissioner

## Fiscal Details

RFP-2019-BDAS-05-ALCOH-01-A05

05-95-92-920510-25590000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, OPIOID STR GRANT (100%  
Federal Funds CFDA #93.788 FAIN TI080246)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92052559	\$50,000	\$0	\$50,000
2020	102- 500731	Contracts for Program Services	92052559	\$0	\$0	\$0
			<i>Subtotal</i>	<i>\$50,000</i>	<i>\$0</i>	<i>\$50,000</i>

05-95-92-920510-33840000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, CLINICAL SERVICES (66% Federal  
Funds CFDA #93.959 FAIN TI010035 and 34% General Funds)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2020	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2021	102- 500731	Contracts for Program Services	92057501	\$31,500	\$0	\$31,500
			<i>Subtotal</i>	<i>\$631,500</i>	<i>\$0</i>	<i>\$631,500</i>

05-95-92-920510-69350000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, MAT GRANT (100% Federal  
Funds CFDA #93.243 FAIN TI026741)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92056935	\$108,800	\$0	\$108,800
2020	102- 500731	Contracts for Program Services	92056935	\$133,800	\$0	\$133,800
			<i>Subtotal</i>	<i>\$242,600</i>	<i>\$0</i>	<i>\$242,600</i>

**05-95-92-920510-33820000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, GOVERNOR COMMISSION  
FUNDS (100% Other Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92058501	\$599,676	\$0	\$599,676
2019	102- 500731	Contracts for Program Services	92058502	\$599,676	\$0	\$599,676
2020	102- 500731	Contracts for Program Services	92058501	\$324,676	\$0	\$324,676
2020	102- 500731	Contracts for Program Services	92058502	\$806,518	\$0	\$806,518
2021	102- 500731	Contracts for Program Services	92058501	\$75,000	\$0	\$75,000
2021	102- 500731	Contracts for Program Services	92058502	\$550,000	\$0	\$550,000
2022	102- 500731	Contracts for Program Services	92058501	\$75,000	\$75,000	\$150,000
2022	102- 500731	Contracts for Program Services	92058502	\$425,000	\$75,000	\$500,000
			<i>Subtotal</i>	<i>\$3,455,546</i>	<i>\$150,000</i>	<i>\$3,605,546</i>

**05-95-92-920510-70400000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, STATE OPIOID RESPONSE  
GRANT (100% Federal Funds CFDA #93,788 FAINTI081685)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92057040	\$500,000	\$0	\$500,000
2020	102- 500731	Contracts for Program Services	92057040	\$400,000	\$0	\$400,000
			<i>Subtotal</i>	<i>\$900,000</i>	<i>\$0</i>	<i>\$900,000</i>

**05-95-92-920510-33950000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, PFS2 GRANT (100% Federal  
Funds CFDA #93.243 FAIN SP020796 )**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92052407	\$240,000	\$0	\$240,000
2019	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2020	102- 500731	Contracts for Program Services	92052407	\$265,000	\$0	\$265,000
2020	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2021	102- 500731	Contracts for Program Services	92052407	\$275,000	\$0	\$275,000
2021	102- 500731	Contracts for Program Services	92052408	\$150,000	\$0	\$150,000
			<i>Subtotal</i>	<i>\$1,080,000</i>	<i>\$0</i>	<i>\$1,080,000</i>

**05-95-47-470010-79480000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF,  
HHS: MEDICAID & BUSINESS POLICY OFFICE, OFFICE OF MEDICAID AND BUSINESS POLICY  
MEDICAID CARE MANAGEMENT (100% General Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	47000554	\$162,562	\$0	\$162,562
2020	102- 500731	Contracts for Program Services	47000554	\$441,868	\$0	\$441,868
			<i>Subtotal</i>	<i>\$604,430</i>	<i>\$0</i>	<i>\$604,430</i>
			<b>Grand Total</b>	<b>\$6,964,076</b>	<b>\$150,000</b>	<b>\$7,114,076</b>

**State of New Hampshire  
Department of Health and Human Services  
Amendment #6**

This Amendment to the Alcohol and Other Drug (AOD) Continuum of Care System Supports contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and JSI Research & Training Institute, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on October 17, 2018, (Item #6), as amended on December 5, 2018, (Item #20), August 28, 2019, (Item #12) June 24, 2020, (Item #34), November 18, 2020, (Item #21), and April 21, 2021, (Item #15), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:  
\$7,114,076.
2. Modify Exhibit A – Amendment #3, Section 2. Scope Of Services, Paragraph 2.2., Governor's Commission on Alcohol and Other Drugs Support, by adding Subparagraph 2.2.7, to read:  
2.2.7. The Contractor shall coordinate the Commission's Strategic Plan process, which includes but is not limited to the following activities;
  - 2.2.7.1. Conducting formative research to determine key priority areas for the strategic plan by:
    - 2.2.7.1.1. Conducting key informant interviews with Commission members including the Governor's Office and other stakeholders;
    - 2.2.7.1.2. Developing and disseminating surveys to stakeholders across the substance use disorder continuum of care;
    - 2.2.7.1.3. Conducting environmental scan of national state-level substance use prevention, treatment and recovery strategic plans;
  - 2.2.7.2. Convening and facilitating a meeting of the Governor's Commission to report on the findings of the formative research and make recommendations on priority areas and strategies for the strategic plan;
  - 2.2.7.3. Convening and facilitating meetings with the Governor's Commission Task Forces and the full Governor's Commission to draft and develop the strategic plan; and
  - 2.2.7.4. Upon approval of the Governor's Commission Chairpersons, writing the final strategic plan report.
3. Modify Exhibit A – Amendment #3, Section 2. Scope Of Services, Paragraph 2.5, Partnership For Success, including all subsections 2.5.1 through 2.5.4, to read as:  
2.5. Reserved.
4. Add Exhibit B-33 Amendment #6, Governor's Commission Support – Strategic Planning Budget, which is attached hereto and incorporated by reference herein.

CR

8/24/2021

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire  
Department of Health and Human Services

8/24/2021

Date

DocuSigned by:

Katja Fox

ED9D05B04C63442...

Name: Katja Fox

Title: Director

JSI Research & Training Institute, Inc.

8/24/2021

Date

DocuSigned by:

Katherine Robert

F8449E1E-14C9-4130

Name: Katherine Robert

Title: Director

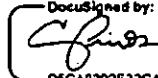
The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

8/25/2021

Date

DocuSigned by:



DSCA#202E12C4AE...

Name: Catherine Pinos

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: \_\_\_\_\_ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

## Exhibit B-33 Amendment #6, Governor's Commission Support - Strategic Planning Budget

New Hampshire Department of Health and Human Services  
COMPLETE ONE BUDGET FORM FOR EACH BUDGET PERIOD

Contractor Name: JSI Research and Training Institute, Inc. d/b/a Community Health Institute

Budget Request for: Governor's Commission Support - Strategic Planning

Budget Period: October 1, 2021 - June 30, 2022

Line Item	Total Program Cost			Contractor Share / Match			Funded by DHHS contract share		
	Direct	Indirect	Total	Direct	Indirect	Total	Direct	Indirect	Total
1. Total Salary/Wages	\$ 78,947.00	\$ 33,665.62	\$ 112,612.62	\$ -	\$ -	\$ -	\$ 78,947.00	\$ 33,665.62	\$ 112,612.62
2. Employee Benefits	\$ 28,210.40	\$ 11,176.98	\$ 37,387.38	\$ -	\$ -	\$ -	\$ 28,210.40	\$ 11,176.98	\$ 37,387.38
3. Consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4. Equipment:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repair and Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchase/Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5. Supplies:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Educational	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lab	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pharmacy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Medical	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6. Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7. Occupancy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8. Current Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Audit and Legal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Board Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9. Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10. Marketing/Communications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11. Staff Education and Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12. Subcontracts/Agreements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13. Other (specific details mandatory):	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	\$ 105,157.40	\$ 44,842.60	\$ 150,000.00	\$ -	\$ -	\$ -	\$ 105,157.40	\$ 44,842.60	\$ 150,000.00

Indirect As A Percent of Direct

42.6%

KR

8/24/21

APR07'21 AM11:04 RCVD

15  
maw



Leah A. Shilline  
Commissioner

**STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF HEALTH AND HUMAN SERVICES**  
**GOVERNOR'S COMMISSION ON ALCOHOL & OTHER DRUGS**

129 PLEASANT STREET, CONCORD, NH 03301  
603-271-9564 1-800-804-0909  
Fax: 603-271-6105 TDD Access: 1-800-735-2964 www.dhhs.nh.gov/dcbcs/bdas

March 30, 2021

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

**REQUESTED ACTION**

Authorize the Department of Health and Human Services, Division for Behavioral Health, on behalf of the Governor's Commission on Alcohol and Other Drugs, to amend an existing Sole Source contract with JSI Research & Training Institute d/b/a Community Health Institute (VC#161611-B001), Bow, NH to continue providing assistance and support to the New Hampshire Governor's Commission on Alcohol and Other Drugs, and Partnerships for Success programs; providing public information relative to alcohol and other drugs, including opioids; and providing reporting and evaluation data to the Department, by exercising a renewal option by increasing the price limitation by \$625,000 from \$8,339,076 to \$8,964,076 and by extending the completion date from June 30, 2021 to June 30, 2022 effective upon Governor and Council approval. 38.62% Federal Funds. 11.76% General Funds. 49.62% Other Funds (Governor Commission Funds).

The original contract was approved by Governor and Council on October 17, 2018, item #6. It was subsequently amended with Governor and Council approval on December 5, 2018, item #18, June 24, 2020, item # 34 and most recently amended with Governor and Council approval on November 18, 2020, item #21.

Funds are available in the following accounts for State Fiscal Years 2021, and are anticipated to be available in State Fiscal Year 2022, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

See attached fiscal details.

**EXPLANATION**

This request is Sole Source because a previous action was approved as sole source and MOP 150 requires any subsequent amendments to be labelled as sole source. The services and the Contractor were requested, authorized and approved by the Governor's Commission on Alcohol and other Drugs on January 10, 2020, March 5, 2020, and February 19, 2021.

The purpose of this request is to continue providing support and technical assistance to the Commission; the Department; and contractors receiving Partnership for Success funding. By renewing and amending this contract, critical work will continue to collectively improve practices and skills and to increase the information needed and collected to make decisions about mitigating alcohol and other drug misuse and its social, health and behavioral consequences, including overdoses, lost wages and strain on public resources like criminal justice and healthcare.

The Contractor will continue providing services that include, but are not limited to:

- Providing administrative support and technical assistance to the Governor's Commission on Alcohol and Other Drugs.

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
Page 2 of 2

- Designing and publishing reports in accordance with RSA 12-J: 4, Meetings and Reports.
- Implementing statewide messaging to increase community knowledge of risk and protective factors related to substance misuse and to increase connection to community resources for substance misuse prevention.
- Employing the New Hampshire Service to Science process to support and guide promising New Hampshire prevention programs in becoming New Hampshire-endorsed, evidence-informed programs and to provide consultation assistance and support to prevention organizations who are seeking program improvement.
- Assisting the State Epidemiological Outcomes Workgroup (SEOW), Governor's Commission Data and Evaluation Task Force and reporting relative to RSA12-J:4;
- Supporting the Department and sub-grantees funded through the Substance Abuse and Mental Health Services Administration's Partnership for Success (PFS) grant. PFS programs are designed to address underage drinking among individuals who are 12 through 19 years of age and prescription drug misuse and abuse among individuals who are 12 through 24 years of age; and
- Conducting activities related to compiling and submitting the Cost-Effectiveness and Outcomes Report for NH Prevention programs in accordance with HB1626.

The Contractor will also continue collaborating with the Department to develop and implement statewide messaging that increases public awareness and education for substance misuse prevention and health promotion.

The Department will monitor contracted services by reviewing monthly written progress reports that include a summary of the key work performed during the monthly period, foreseeable key issues and mitigation strategies that include a schedule of work to be completed for the upcoming reporting period.

As referenced in C-1 of the original contract, the parties have the option to extend the agreement for up to two (2) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and Governor and Council approval. The Department is exercising its option to renew services for the last of the two (2) years available.

Should the Governor and Council not authorize this request NH prevention programs may not have the support and guidance necessary to address substance use disorders of youth and young adults in their communities. Additionally, NH citizens may not have access to consistent messaging around risk and protective factors and connection to community resources for substance misuse prevention.

Area served: Statewide

Source of Funds: CFDA #93.243 FAIN SP020796.

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

Respectfully submitted.

  
Lori A. Shibanette  
Commissioner

## Fiscal Details

RFP-2019-BDAS-05-ALCOH-01-A05

05-95-92-920510-25590000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, MHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, OPIOID STR GRANT (100%  
Federal Funds CFDA #93.788 FAIN T1080246)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92052559	\$50,000	\$0	\$50,000
2020	102- 500731	Contracts for Program Services	92052559	\$0	\$0	\$0
			<i>Subtotal</i>	\$50,000	\$0	\$50,000

**05-95-92-920510-33820000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, GOVERNOR COMMISSION  
FUNDS (100% Other Funds)**

<b>05-95-92-</b>	<b>Class/ Account</b>	<b>Class Title</b>	<b>Job Number</b>	<b>Current Amount</b>	<b>Increase/ (Decrease)</b>	<b>Revised Amount</b>
2019	102-500731	Contracts for Program Services	92058501	\$599,676	\$0	\$599,676
2019	102-500731	Contracts for Program Services	92058502	\$599,676	\$0	\$599,676
2020	102-500731	Contracts for Program Services	92058501	\$324,676	\$0	\$324,676
2020	102-500731	Contracts for Program Services	92058502	\$806,518	\$0	\$806,518
2021	102-500731	Contracts for Program Services	92058501	\$75,000	\$0	\$75,000
2021	102-500731	Contracts for Program Services	92058502	\$550,000	\$0	\$550,000
2022	102-500731	Contracts for Program Services	92058501	\$0	\$75,000	\$75,000
2022	102-500731	Contracts for Program Services	92058502	\$0	\$425,000	\$425,000
			<i>Subtotal</i>	\$2,955,546	\$500,000	\$3,455,546

**05-95-92-920510-33840000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, CLINICAL SERVICES (66% Federal  
Funds CFDA #93.959 FAIN T1010035 and 34% General Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2020	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2021	102- 500731	Contracts for Program Services	92057501	\$31,500	\$0	\$31,500
			<i>Subtotal</i>	<i>\$631,500</i>	<i>\$0</i>	<i>\$631,500</i>

**05-95-92-920510-33950000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, PFS2 GRANT (100% Federal  
Funds CFDA #93.243 FAIN SP020796 )**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92052407	\$240,000	\$0	\$240,000
2019	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2020	102- 500731	Contracts for Program Services	92052407	\$265,000	\$0	\$265,000
2020	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2021	102- 500731	Contracts for Program Services	92052407	\$150,000	\$125,000	\$275,000
2021	102- 500731	Contracts for Program Services	92052408	\$150,000	\$0	\$150,000
			<i>Subtotal</i>	<i>\$955,000</i>	<i>\$125,000</i>	<i>\$1,080,000</i>

**05-95-92-920510-69350000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, MAT GRANT (100% Federal  
Funds CFDA #93.243 FAIN T1026741)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92056935	\$108,800	\$0	\$108,800
2020	102- 500731	Contracts for Program Services	92056935	\$133,800	\$0	\$133,800
			<i>Subtotal</i>	<i>\$242,600</i>	<i>\$0</i>	<i>\$242,600</i>

**05-95-92-920510-70400000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:  
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, STATE OPIOID RESPONSE  
GRANT (100% Federal Funds CFDA #93,788 FAINTI081685)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92057040	\$500,000	\$0	\$500,000
2020	102- 500731	Contracts for Program Services	92057040	\$400,000	\$0	\$400,000
			<i>Subtotal</i>	<i>\$900,000</i>	<i>\$0</i>	<i>\$900,000</i>

**05-95-47-470010-79480000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF,  
HHS: MEDICAID & BUSINESS POLICY OFFICE; OFFICE OF MEDICAID AND BUSINESS POLICY  
MEDICAID CARE MANAGEMENT (100% General Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	47000554	\$162,562	\$0	\$162,562
2020	102- 500731	Contracts for Program Services	47000554	\$441,868	\$0	\$441,868
			<i>Subtotal</i>	<i>\$604,430</i>	<i>\$0</i>	<i>\$604,430</i>
			<b>Grand Total</b>	<b>\$6,339,076</b>	<b>\$625,000</b>	<b>\$6,964,076</b>

**State of New Hampshire  
Department of Health and Human Services  
Amendment #5**

This Amendment to the Alcohol and Other Drug (AOD) Continuum of Care System Supports contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and JSI Research & Training Institute d/b/a Community Health Institute ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on October 17, 2018, (Item #6), as amended on December 5, 2018, (Item #20), August 28, 2019, (Item #12), June 24, 2020, (Item #34) and November 18, 2020, (Item #21) the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.7, Completion Date, to read:  
June 30, 2022.
2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:  
\$6,964,076.
3. Modify Exhibit A-Amendment #3, Scope of Services, Section 2.5 Partnership for Success, 2.5.4. Young Adult Strategies, by adding 2.5.4.13 to read:  
2.5.4.13. The Contractor shall analyze, and submit the analysis of, the NH county level data from the 2019 Young Adult Assessment to the Department no later than May 1, 2021.
4. Modify Exhibit A-Amendment #3, Scope of Services, Section 2.5 Partnership for Success, 2.5.4. Young Adult Strategies, by adding 2.5.4.14 to read:  
2.5.4.14. The Contractor shall conduct cross tab analysis of the 2019 Young Adult Assessment data as directed and as requested by the Department.
5. Modify Exhibit A-Amendment #3, Scope of Services, Section 2.5 Partnership for Success, 2.5.4. Young Adult Strategies, by adding 2.5.4.15 to read:  
2.5.4.15. The Contractor shall produce data profiles including trend data based on the 2019 Young Adult Assessment as directed and as requested by the Department.
6. Modify Exhibit A-Amendment #3, Scope of Services, Section 2.5 Partnership for Success, 2.5.4. Young Adult Strategies, by adding 2.5.4.16 to read:  
2.5.4.16. The Contractor shall provide TA for the interpretation of the 2019 Young Adult Assessment data to the Department and the Regional Public Health Networks.
7. Modify Exhibit A-Amendment #3, Scope of Services, Section 2.5 Partnership for Success, 2.5.4. Young Adult Strategies, by adding 2.5.4.17 to read:  
2.5.4.17. The Contractor shall collaborate with the Department to produce a marketing campaign and dissemination plan no later than May 1, 2021, for presentation of the 2019 Young Adult Assessment data to a variety of audiences no later than May 15, 2021.
8. Modify Exhibit A-Amendment #3, Scope of Services, Section 2.6 by adding Paragraph 2.6.4, to

JSI Research & Training Institute d/b/a  
Community Health Institute

RFP-2019-BDAS-03-ALCOH-01-A05

Page 1 of 5

Contractor Initials

Date 3/31/2021

read:

- 2.6.4. The Contractor shall collaborate with the Department to ensure that all websites within this agreement are designed, created, and managed according to all NH DoIT website requirements and that any protected health information (PHI), personal information (PI), or other confidential information solicited, will not be stored or captured on the website and shall not be further disclosed except as provided by contract. Unless notice is clearly provided on the website, the Contractor agrees that website visitation will not be monitored and recorded for website analytics or marketing.
9. Modify Exhibit A-Amendment #3, Scope of Services, Section 2.6 by adding Paragraph 2.6.4. to read:
- 2.6.5. The Contractor shall collaborate with the Department to develop an end-of-contract plan that includes, but is not limited to developing a process for compiling an electronic file of all final products produced through this contract for submission to the Department within 30 days of the contract completion.
10. Add Exhibit B, Methods and Conditions Precedent to Payment, Section 4., Subsection 4.1., Paragraph 4.1.2 to read:
- 4.1.2. Payment for activities referenced in Exhibit A, Amendment #3, Scope of Services, Section 2, Scope of Services Subsection 2.5, Partnership for Success, shall be on a cost reimbursement basis for allowable activities incurred through June 30, 2021.
11. Modify Exhibit B, Methods and Conditions Precedent to Payment, Section 4., Subsection 4.2., Paragraph 4.2.1., Subparagraph 4.2.1.3., to read:
- 4.2.1.3. Exhibit B-20 Amendment #5 Budget (SFY 21)
12. Add Exhibit B, Methods and Conditions Precedent to Payment, Section 4, Subsection 4.2, Paragraph 4.2.1, Subparagraph 4.2.1.4. to read:
- 4.2.1.4 Exhibit B-29 Amendment #5 Budget (SFY 22)
13. Modify Exhibit B, Methods and Conditions Precedent to Payment, Section 4., Subsection 4.5., to read:
- 4.5 The Contractor shall maintain accurate accounting and records for all services billed, payments received and overpayments, if any, refunded and shall provide such records upon the request of the Department.
14. Modify Exhibit B-20, Amendment #4, Master AOD Continuum of Care Systems Supports Budget by replacing it in its entirety with Exhibit B-20, Amendment #5 Budget, which is attached hereto and incorporated by reference herein.
15. Modify Exhibit B-24, Amendment #4, PFS Media Budget by replacing it in its entirety with Exhibit B-24, Amendment #5 Budget, which is attached hereto and incorporated by reference herein.
16. Modify Exhibit B-27, Amendment #4, Cost Effectiveness Reporting for Prevention Budget by replacing it in its entirety with Exhibit B-27, Amendment #5 Budget, which is attached hereto and incorporated by reference herein..
17. Add Exhibit B-29, Amendment #5, Master AOD Continuum of Care Systems Support Budget, which is attached hereto and incorporated by reference herein.
18. Add Exhibit B-30, Amendment #5, Public Awareness & Education Campaign Budget, which is attached hereto and incorporated by reference herein.
19. Add Exhibit B-31, Amendment #5, Service to Science Budget, which is attached hereto and incorporated by reference herein.
20. Add Exhibit B-32, Amendment #5, Governor's Commission on Alcohol and Other Drugs Support

Budget, which is attached hereto and incorporated by reference herein.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below.

State of New Hampshire  
Department of Health and Human Services

4/5/2021  
Date

DocuSigned by:  
Katja Fox  
Name: Katja Fox  
Title: Director

JSI Research & Training Institute d/b/a Community Health  
Institute

3/31/2021  
Date

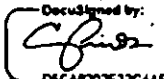
DocuSigned by:  
Katie Robert  
Name: Katie Robert  
Title: Director

DocuSign Envelope ID: 275808E0-FC68-4DEB-84C1-95244E630595

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

4/6/2021  
Date

DocuSigned by:  
  
DEC4803E13C44E  
Name: Catherine Pinos  
Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: \_\_\_\_\_ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name:  
Title:

## Exhibit B-20, Amendment #3

New Hampshire Department of Health and Human Services  
COMPLETE ONE BUDGET FORM FOR EACH BUDGET PERIOD

Contractor Name: J21 Research and Training Institute Inc.

Budget Request for: Monitor AOD Continuum of Care Systems Support Budget

Budget Period: SFY21 (7/1/20-6/30/21)

Line Item	Total Program Cost			Contractor Share / Match			Funded by DHS contract share		
	Direct	Indirect	Total	Direct	Indirect	Total	Direct	Indirect	Total
1. Total Salary/Fringe	324,824.87	-	324,824.87	-	-	-	324,824.87	-	324,824.87
2. Employee Benefits	132,144.85	-	132,144.85	-	-	-	132,144.85	-	132,144.85
3. Consultants	-	-	-	-	-	-	-	-	-
4. Equipment	1,547.37	-	1,547.37	-	-	-	1,547.37	-	1,547.37
Material	-	-	-	-	-	-	-	-	-
Repair and Maintenance	-	-	-	-	-	-	-	-	-
Software/Depreciation	-	-	-	-	-	-	-	-	-
5. Office Supplies	12,343.54	-	12,343.54	-	-	-	12,343.54	-	12,343.54
Subcontract	-	-	-	-	-	-	-	-	-
Lab	-	-	-	-	-	-	-	-	-
Pharmacy	-	-	-	-	-	-	-	-	-
Medical	-	-	-	-	-	-	-	-	-
Office	-	-	-	-	-	-	-	-	-
6. Travel	8,500.00	-	8,500.00	-	-	-	8,500.00	-	8,500.00
7. Occupancy	44,574.08	-	44,574.08	-	-	-	44,574.08	-	44,574.08
8. Current Expenses	35,872.40	-	35,872.40	-	-	-	35,872.40	-	35,872.40
Telephone	-	-	-	-	-	-	-	-	-
Postage	-	-	-	-	-	-	-	-	-
Subscriptions	-	-	-	-	-	-	-	-	-
Auto and Legal	-	-	-	-	-	-	-	-	-
Insurance	-	-	-	-	-	-	-	-	-
Board Expenses	-	-	-	-	-	-	-	-	-
9. Salaries	4,641.18	-	4,641.18	-	-	-	4,641.18	-	4,641.18
10. Marketing/Communications	-	-	-	-	-	-	-	-	-
11. Staff Education and Training	7,644.77	-	7,644.77	-	-	-	7,644.77	-	7,644.77
12. Subcontract Agreements	160,748.44	-	160,748.44	-	-	-	160,748.44	-	160,748.44
13. Other (continued from attached program survey)	-	-	-	-	-	-	-	-	-
	79,820.00	-	79,820.00	-	-	-	79,820.00	-	79,820.00
	4,000.00	-	4,000.00	-	-	-	4,000.00	-	4,000.00
Included As A Line Item	-	118,811.38	118,811.38	-	-	-	-	118,811.38	118,811.38
<b>TOTAL</b>	837,884.71	43,374.66	881,259.37	-	-	-	837,884.71	43,374.66	881,259.37
Included As A Percent of Direct		7.4%							

## Exhibit B-24 Amendment #5

New Hampshire Department of Health and Human Services  
COMPLETE ONE BUDGET FORM FOR EACH BUDGET PERIOD

Contractor Name: JSI Research and Training Institute, Inc.

Budget Request for: PFS Media Budget

Budget Period: 3FY21 (7/1/20 - 6/30/21)

Line Item	Total Program Cost			Contractor Share / Match			Funded by DHHS contract share		
	Direct	Indirect	Total	Direct	Indirect	Total	Direct	Indirect	Total
1. Total Salary/Wages	\$ 50,000.00		\$ 50,000.00	\$ -		\$ -	\$ 50,000.00		\$ 50,000.00
2. Employee Benefits	\$ 18,600.00		\$ 18,600.00	\$ -		\$ -	\$ 18,600.00		\$ 18,600.00
3. Consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4. Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repair and Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchase/Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5. Office Supplies	\$ 1,750.00		\$ 1,750.00	\$ -		\$ -	\$ 1,750.00		\$ 1,750.00
Expendable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lab	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pharmacy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Medical	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6. Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7. Occupancy	\$ 5,600.00		\$ 5,600.00	\$ -		\$ -	\$ 5,600.00		\$ 5,600.00
8. Current Expenses	\$ 4,500.00		\$ 4,500.00	\$ -		\$ -	\$ 4,500.00		\$ 4,500.00
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Audit and Legal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Board Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9. Software	\$ 650.00		\$ 650.00	\$ -		\$ -	\$ 650.00		\$ 650.00
10. Marketing/Communications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11. Staff Education and Training	\$ 1,000.00		\$ 1,000.00	\$ -		\$ -	\$ 1,000.00		\$ 1,000.00
12. Subcontracted/Agreements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12. Other (specify details necessary)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marketing & Marketing Travel	\$ 15,000.00		\$ 15,000.00	\$ -		\$ -	\$ 15,000.00		\$ 15,000.00
Promotion of YAA Results	\$ 10,000.00		\$ 10,000.00	\$ -		\$ -	\$ 10,000.00		\$ 10,000.00
Indirect As A Line Item	\$ -	\$ 14,800.00	\$ 14,800.00	\$ -	\$ -	\$ -	\$ -	\$ 14,800.00	\$ 14,800.00
<b>TOTAL</b>	\$ 141,140.00	\$ 14,800.00	\$ 155,940.00	\$ -	\$ -	\$ -	\$ 141,140.00	\$ 14,800.00	\$ 155,940.00

Indirect As A Percent of Direct: 10.4%

## Exhibit B-77 Amendment #5

**New Hampshire Department of Health and Human Services**  
**COMPLETE ONE BUDGET FORM FOR EACH BUDGET PERIOD**

Contractor Name: JSI Research and Training Institute, Inc

Budget Request for: PFS Program Support Budget

Budget Period: SFY21 (7/1/20 - 6/30/21)

Line Item	Total Program Cost			Contractor Share / Match			Funded by DHHS contract share		
	Direct	Indirect	Total	Direct	Indirect	Total	Direct	Indirect	Total
1. Total Salary/Wages	\$ 81,250.00	\$ -	\$ 81,250.00	\$ -	\$ -	\$ -	\$ 81,250.00	\$ -	\$ 81,250.00
2. Employee Benefits	\$ 26,975.00	\$ -	\$ 26,975.00	\$ -	\$ -	\$ -	\$ 26,975.00	\$ -	\$ 26,975.00
3. Contract staff	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4. Equipment:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rents	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repairs and Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchase/Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5. Office Supplies:	\$ 2,843.75	\$ -	\$ 2,843.75	\$ -	\$ -	\$ -	\$ 2,843.75	\$ -	\$ 2,843.75
Educational	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lab	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pharmacy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Medical	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6. Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7. Occupancy	\$ 9,100.00	\$ -	\$ 9,100.00	\$ -	\$ -	\$ -	\$ 9,100.00	\$ -	\$ 9,100.00
8. Current Expenses	\$ 7,312.50	\$ -	\$ 7,312.50	\$ -	\$ -	\$ -	\$ 7,312.50	\$ -	\$ 7,312.50
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Audit and Legal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Board Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9. Software	\$ 1,056.25	\$ -	\$ 1,056.25	\$ -	\$ -	\$ -	\$ 1,056.25	\$ -	\$ 1,056.25
10. Marketing/Communications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11. Staff Education and Training	\$ 1,625.00	\$ -	\$ 1,625.00	\$ -	\$ -	\$ -	\$ 1,625.00	\$ -	\$ 1,625.00
12. Subcontract/agreements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13. Other (specify details mandatory)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 130,762.50	\$ 24,212.50	\$ 154,975.00	\$ -	\$ -	\$ -	\$ 130,762.50	\$ 24,212.50	\$ 154,975.00
Indirect As A Percent of Direct		18.5%							

## Exhibit B-29 Amendment #3

New Hampshire Department of Health and Human Services  
COMPLETE ONE BUDGET FORM FOR EACH BUDGET PERIOD

Contractor Name: J3I Research and Training Institute d/b/a Community Health Institute

Budget Request for: Monitor ADO Contracts of Care Systems Support Budget

Budget Period: SFY23 (7/1/14-7/30/23)

Line Item	Total Program Cost			Contractor Share / Match			Funded by DHHS contract share		
	Direct	Indirect	Total	Direct	Indirect	Total	Direct	Indirect	Total
1. Total Salary/Wages	\$ 170,325.00	\$ -	\$ 170,325.00	\$ -	\$ -	\$ -	\$ 170,325.00	\$ -	\$ 170,325.00
2. Employee Benefits	\$ 36,814.00	\$ -	\$ 36,814.00	\$ -	\$ -	\$ -	\$ 36,814.00	\$ -	\$ 36,814.00
3. Consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4. Equipment:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repair and Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchase/Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5. Supplies:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Educational	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lab	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pharmacy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Medical	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6. Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7. Occupancy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8. Current Expenses:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Audit and Legal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Board Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9. Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10. Marketing/Communications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11. Staff Education and Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12. Subcontracts/Agreements	\$ 180,000.00	\$ -	\$ 180,000.00	\$ -	\$ -	\$ -	\$ 180,000.00	\$ -	\$ 180,000.00
13. Other (specific detail mandatory):	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Partnership Materials & Promotion	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00
Subject Matter Experts	\$ 8,000.00	\$ -	\$ 8,000.00	\$ -	\$ -	\$ -	\$ 8,000.00	\$ -	\$ 8,000.00
Indirect As A Line Item	\$ -	\$ 98,861.00	\$ 98,861.00	\$ -	\$ -	\$ -	\$ -	\$ 98,861.00	\$ 98,861.00
TOTAL	\$ 403,139.00	\$ 98,861.00	\$ 500,000.00	\$ -	\$ -	\$ -	\$ 403,139.00	\$ 98,861.00	\$ 500,000.00

Indirect As A Percent of Direct

24.5%

Exhibit B-30 Amendment #3

**New Hampshire Department of Health and Human Services  
COMPLETE ONE BUDGET FORM FOR EACH BUDGET PERIOD**

Contractor name: JSA Research and Training Institute d/b/a Community Health Institute

Budget Request for: Public Awareness &amp; Education Campaign Budget

Budget Period: SFY23 (7/1/21-6/30/22)

Line Item	Total Program Cost			Contractor Share / Match			Funded by Bid4S contract share		
	Direct	Indirect	Total	Direct	Indirect	Total	Direct	Indirect	Total
1. Total Salary/Wages	\$ 47,368.00	\$ -	\$ 47,368.00	\$ -	\$ -	\$ -	\$ 47,368.00	\$ -	\$ 47,368.00
2. Employee Benefits	\$ 15,728.00	\$ -	\$ 15,728.00	\$ -	\$ -	\$ -	\$ 15,728.00	\$ -	\$ 15,728.00
3. Consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4. Equipment:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repair and Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchase/Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5. Supplies:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Educational	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lab	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pharmacy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Medical	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6. Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7. Occupancy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8. Current Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Audit and Legal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Board Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9. Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10. Marketing/Communications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11. Staff Education and Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12. Subcontracts/Agreements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13. Other (specific detail mandatory):	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Partnership Materials & Promotion	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00
Indirect As A Line Item	\$ -	\$ 26,906.00	\$ 26,906.00	\$ -	\$ -	\$ -	\$ -	\$ 26,906.00	\$ 26,906.00
<b>TOTAL</b>	<b>\$ 73,894.00</b>	<b>\$ 26,906.00</b>	<b>\$ 100,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 73,894.00</b>	<b>\$ 26,906.00</b>	<b>\$ 100,000.00</b>

Indirect As A Percent of Direct

36.2%

Exhibit B-31 Amendment #5

**New Hampshire Department of Health and Human Services**  
**COMPLETE ONE BUDGET FORM FOR EACH BUDGET PERIOD**

Contractor name: JSI Research and Training Institute d/b/a Community Health Institute

Budget Request for: Services to Schools Budget

Budget Period: 5/1/22 (11/11-4/30/23)

Line Item	Total Program Cost			Contractor Share / Match			Funded by DHHS contract share		
	Direct	Indirect	Total	Direct	Indirect	Total	Direct	Indirect	Total
1. Total Salary/Wages	\$ 45,263.00	\$ -	\$ 45,263.00	\$ -	\$ -	\$ -	\$ 45,263.00	\$ -	\$ 45,263.00
2. Employee Benefits	\$ 15,027.00	\$ -	\$ 15,027.00	\$ -	\$ -	\$ -	\$ 15,027.00	\$ -	\$ 15,027.00
3. Consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4. Equipment:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repair and Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchase/Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5. Supplies:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Educational	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lab	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pharmacy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Medical	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6. Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7. Occupancy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8. Current Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Audit and Legal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Board Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9. Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10. Marketing/Communications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11. Staff Education and Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12. Subcontracts/Agreements	\$ 160,000.00	\$ -	\$ 160,000.00	\$ -	\$ -	\$ -	\$ 160,000.00	\$ -	\$ 160,000.00
13. Other (specific details mandatory):	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subject Matter Experts	\$ 4,000.00	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -	\$ 4,000.00	\$ -	\$ 4,000.00
Indirect As A Line Item	\$ -	\$ 25,710.00	\$ 25,710.00	\$ -	\$ -	\$ -	\$ -	\$ 25,710.00	\$ 25,710.00
<b>TOTAL</b>	<b>\$ 224,290.00</b>	<b>\$ 25,710.00</b>	<b>\$ 250,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 224,290.00</b>	<b>\$ 25,710.00</b>	<b>\$ 250,000.00</b>

Indirect As A Percent of Direct

11.5%

**Exhibit B-22 Amendment #3**

Contractor name **F3I Research and Training Institute @U's Community Health Institute**

**Budget Request for Governor's Commission on Alcohol and Other Drug Support Budget**

**Budget Period: SFY22 (7/1/21-6/30/22)**

**Indirect As A Formant of Christ**

JSA Research Training Institute of the Community Health Institute  
RFP-2019-0245-05-ALCOA-01-ACS  
Exhibit B-32 Amendment #3  
Page 1 of 1

Contractor Initials 62  
Date 3/31/70

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21 mac



Lori A. Skidmore  
Commissioner

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
GOVERNOR'S COMMISSION ON ALCOHOL & OTHER DRUGS

129 PLEASANT STREET, CONCORD, NH 03301  
603-271-9564 1-800-804-0909  
Fax: 603-271-6105 TDD Access: 1-800-735-2964 www.dhhs.nh.gov/dhca/bdas

October 14, 2020

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

**REQUESTED ACTION**

Authorize the Department of Health and Human Services, Division for Behavioral Health, on behalf of the Governor's Commission on Alcohol and Other Drugs, to amend an existing Sole Source agreement with JSI Research & Training Institute d/b/a Community Health Institute, (Vendor #161611-B001), Bow, New Hampshire for website maintenance to provide additional support for the Alcohol and Other Drug Continuum of Care System Supports, by increasing the price limitation by \$31,500 from \$6,307,576 to \$6,339,076 with no change to the contract completion date of June 30, 2021 effective upon Governor and Council approval. 66% Federal Funds, 34% General Funds.

The original contract was approved by Governor and Council on October 17, 2018, item #6. It was subsequently amended with Governor and Council approval on December 5, 2018, item #18, and most recently amended with Governor and Council approval on June 24, 2020, item #34.

Funds are available in the following accounts for State Fiscal Year 2021, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

Please attached fiscal details

**EXPLANATION**

This request is Sole Source because a previous action was approved as sole source and MOP 150 requires any subsequent amendments to be labelled as sole source. The services and contractor were requested, authorized and approved by the Governor's Commission on Alcohol and other Drugs (Commission) on January 10, 2020 and March 5, 2020.

The purpose of this request is to provide website maintenance and content management services for the Treatment Locator (<https://nh.treatment.org/>) and New Hampshire Recovery Hub (<http://nhrecoveryhub.org/>) websites. The additional scope supports and expands existing treatment and recovery listings, website content and educational materials.

The Contractor will host each website and ensure the websites function properly while updating and uploading content, as requested by providers and the Department. The Contractor will maintain each website and ensure directory listings are current by improving coordination of edits and new provider listings as well as identifying key providers and organizations.

The Department will monitor additional contracted services by reviewing monthly written progress reports that include a summary of the key work performed during the monthly period.

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His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
Page 2 of 2

The Contractor will identify foreseeable key issues and include mitigation strategies with a schedule of work to be completed for the upcoming reporting period.

As referenced in Exhibit C-1 of the original contract, the parties have the option to extend the agreement for up to two (2) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and Governor and Council approval. The Department is not exercising its option to renew at this time.

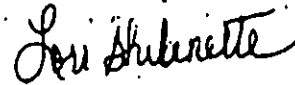
Should the Governor and Council not authorize this request the Department will not be able to maintain the websites that offer vital information in support of the statewide Substance Use Treatment and Recovery efforts.

Area served: Statewide

Source of Funds: CFDA #93.243 FAIN SP020786; CFDA #93.959 FAIN TI083041; General Funds; and Other Funds (Governor Commission Funds).

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

Respectfully submitted,



Lori A. Shabinette  
Commissioner

**Fiscal Details**

**05-95-92-920510-25590000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, OPIOID STR GRANT-(100% Federal Funds CFDA #93.788 FAIN T1080246)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program	92052559	\$50,000	\$0	\$50,000
2020	102- 500731	Contracts for Program	92052559	\$0	\$0	\$0
			<i>Subtotal</i>	\$50,000	\$0	\$50,000

**05-95-92-920510-33820000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, GOVERNOR COMMISSION FUNDS (100% Other Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92058501	\$599,676	\$0	\$599,676
2019	102- 500731	Contracts for Program Services	92058502	\$599,676	\$0	\$599,676
2020	102- 500731	Contracts for Program Services	92058501	\$324,676	\$0	\$324,676
2020	102- 500731	Contracts for Program Services	92058502	\$806,518	\$0	\$806,518
2021	102- 500731	Contracts for Program Services	92058501	\$75,000	\$0	\$75,000
2021	102- 500731	Contracts for Program Services	92058502	\$550,000	\$0	\$550,000
			<i>Subtotal</i>	\$2,955,546	\$0	\$2,955,546

**05-95-92-920510-33840000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, CLINICAL SERVICES (66% Federal Funds CFDA #93.959 FAIN T1010035 and 34% General Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2020	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2021	102- 500731	Contracts for Program Services	92057501	\$0	\$31,500	\$31,500
			<i>Subtotal</i>	<i>\$600,000</i>	<i>\$31,500</i>	<i>\$631,500</i>

**05-95-92-920510-33950000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, PFS2 GRANT (100% Federal Funds CFDA #93.243 FAIN SP020796 )**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92052407	\$240,000	\$0	\$240,000
2019	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2020	102- 500731	Contracts for Program Services	92052407	\$265,000	\$0	\$265,000
2020	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2021	102- 500731	Contracts for Program Services	92052407	\$150,000	\$0	\$150,000
2021	102- 500731	Contracts for Program Services	92052408	\$150,000	\$0	\$150,000
			<i>Subtotal</i>	<i>\$955,000</i>	<i>\$0</i>	<i>\$955,000</i>

**05-95-92-920510-69350000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, MAT GRANT (100% Federal Funds CFDA #93.243 FAIN T1026741)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92056935	\$108,800	\$0	\$108,800
2020	102- 500731	Contracts for Program Services	92056935	\$133,800	\$0	\$133,800
			<i>Subtotal</i>	<i>\$242,600</i>	<i>\$0</i>	<i>\$242,600</i>

**05-95-92-920510-70400000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, STATE OPIOID RESPONSE GRANT (100% Federal Funds CFDA #93,788 FAINT1081685)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92057040	\$500,000	\$0	\$500,000
2020	102- 500731	Contracts for Program Services	92057040	\$400,000	\$0	\$400,000
			<i>Subtotal</i>	<i>\$900,000</i>	<i>\$0</i>	<i>\$900,000</i>

**05-95-47-470010-79480000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: MEDICAID & BUSINESS POLICY OFFICE, OFFICE OF MEDICAID AND BUSINESS POLICY MEDICAID CARE MANAGEMENT (100% General Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	47000554	\$162,562	\$0	\$162,562
2020	102- 500731	Contracts for Program Services	47000554	\$441,868	\$0	\$441,868
			<i>Subtotal</i>	<i>\$604,430</i>	<i>\$0</i>	<i>\$604,430</i>
			<i>Grand Total</i>	<i>\$6,307,576</i>	<i>\$31,500</i>	<i>\$6,339,076</i>

**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports**



**State of New Hampshire  
Department of Health and Human Services  
Amendment #4 to the Alcohol and Other Drug (AOD)  
Continuum of Care System Supports**

This 4<sup>th</sup> Amendment to the Alcohol and Other Drug (AOD) Continuum of Care System Supports contract (hereinafter referred to as "Amendment #4") is by and between the State of New Hampshire, Department of Health and Human Services (hereinafter referred to as the "State" or "Department") and JSI Research & Training Institute d/b/a Community Health Institute, (hereinafter referred to as "the Contractor"), a domestic nonprofit corporation a place of business at 501 South Street, 2<sup>nd</sup> Floor, Bow, NH 03304.

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on October 17, 2018, (Item #6), as amended on December 5, 2018, (Item #20), August 28, 2019, (Item #12) and June 24, 2020, (Item #34), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:  
\$6,339,076.
2. Modify Exhibit A-Amendment #3, Scope of Services, Section 2, Scope of Services, Subsection 2.6, Department Collaboration, Meetings, Websites, by adding Paragraph 2.6.2 to read:
  - 2.6.2. The Contractor shall collaborate with the Department to update and maintain the New Hampshire Treatment Locator website (<https://nhtreatment.org>) through December 31, 2020, by conducting activities that include, but are not limited to:
    - 2.6.2.1. Hosting the website.
    - 2.6.2.2. Ensuring the website functions properly.
    - 2.6.2.3. Updating and uploading edits to listings within 48 hours of the requested action from providers and as requested by the Department.
3. Modify Exhibit A-Amendment #3, Scope of Services, Section 2, Scope of Services, Subsection 2.6, Department Collaboration, Meetings, Websites, by adding Paragraph 2.6.3 to read:
  - 2.6.3. The Contractor shall collaborate with the Department to update and maintain the New Hampshire Recovery Hub website (<http://nhrecoveryhub.org>) through December 31, 2020, by conducting activities that include, but are not limited to:
    - 2.6.3.1. Hosting the website.
    - 2.6.3.2. Ensuring the website functions properly.
    - 2.6.3.3. Updating and uploading content in collaboration with and as requested by the Department.
3. Modify Exhibit B, Amendment #3, Methods and Conditions Precedent to Payment, Section 3,

**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports**



Subsection 3.2, Paragraph 3.2.1. to read:

3.2.1. Substance Abuse Prevention & Treatment Block Grant (SAPT) CFDA #93.959 is available for SFY2019, SFY2020 and SFY 2021 FAIN # TI010035.

4. Modify Exhibit B, Amendment #3, Methods and Conditions Precedent to Payment, Section 3, by adding Subsection 3.3. to read:

3.3. General Funds.

5. Modify Exhibit B, Amendment #3, Methods and Conditions Precedent to Payment, Section 4, Subsection 4.1, by adding Paragraph 4.1.1 to read:

4.1.1. Payment for activities referenced in Exhibit A-Amendment #3, Scope of Services, Section 2, Scope of Services, Subsection 2.6, Department Collaboration, Meetings, Websites, Paragraphs 2.6.2 through 2.6.3 shall be on a cost reimbursement basis for allowable activities incurred through December 31, 2020.

6. Modify Exhibit B, Amendment #3, Methods and Conditions Precedent to Payment, Section 4, Subsection 4.2, Paragraph 4.2.1, Subparagraph 4.2.1.3. to read:

4.2.1.3. Exhibit B-20 Amendment #4 (SFY 21).

7. Modify Exhibit B, Amendment #3, Methods and Conditions Precedent to Payment, Section 4, Subsection 4.2, Paragraph 4.2.2, Subparagraph 4.2.2.2. to read:

4.2.2.2. Exhibits B-21, Amendment #4, Governor's Commission Support Budget, SFY 2021, through Exhibit B-28, Amendment #4, Website Management Services Budget.

8. Modify Exhibit B-20, Amendment #3, Master AOD Continuum of Care Systems Supports Budget by replacing in its entirety with Exhibit B-20, Amendment #4, Master AOD Continuum of Care Systems Supports Budget, which is attached hereto and incorporated by reference herein.

9. Modify Exhibit B-21, Amendment #3, Governor's Commission Support Budget by replacing in its entirety with Exhibit B-21, Amendment #4, Governor's Commission Support Budget, which is attached hereto and incorporated by reference herein.

10. Modify Exhibit B-22, Amendment #3, PFS SEOW Budget by replacing in its entirety with Exhibit B-22, Amendment #4, PFS SEOW Budget, which is attached hereto and incorporated by reference herein.

11. Modify Exhibit B-23, Amendment #3, PFS Program Support Budget by replacing in its entirety with Exhibit B-23, Amendment #4, PFS Program Support Budget, which is attached hereto and incorporated by reference herein.

12. Modify Exhibit B-24, Amendment #3, PFS Media Budget by replacing in its entirety with Exhibit B-24, Amendment #4, PFS Media Budget, which is attached hereto and incorporated by reference herein.

13. Modify Exhibit B-25, Amendment #3, Service to Science Budget by replacing in its entirety with Exhibit B-25, Amendment #4, Service to Science Budget, which is attached hereto and incorporated by reference herein.

14. Modify Exhibit B-26, Amendment #3, Prevention Awareness and Education Campaign Budget in its entirety with Exhibit B-26, Amendment #4, Prevention Awareness and Education Campaign Budget, which is attached hereto and incorporated by reference herein.

15. Modify Exhibit B-27, Amendment #3, Cost Effectiveness Reporting for Prevention Budget by replacing in its entirety with Exhibit B-27, Amendment #4, Cost Effectiveness Reporting for

KL

**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports**



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Prevention Budget, which is attached hereto and incorporated by reference herein.

16. Add Exhibit B-28, Amendment #4, Website Maintenance Services, which is attached hereto and incorporated by reference herein.

**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports**



All terms and conditions of the Contract and prior amendments not inconsistent with this Amendment #4 remain in full force and effect. This amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below.

State of New Hampshire  
Department of Health and Human Services

10/8/2020

Date

Decided by:

Katja Fox

(signature)

Name: Katja Fox

Title: director

JSI Research & Training Institute d/b/a  
Community Health Institute

10/8/2020

Date

Decided by:

Katie Robert

(signature)

Name: Katie Robert

Title: director

**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports**



The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

**OFFICE OF THE ATTORNEY GENERAL**

10/13/2020

Date

Digitized by:

A handwritten signature in black ink, appearing to read "C. Pinos".

Name: Catherine Pinos

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: \_\_\_\_\_ (date of meeting)

**OFFICE OF THE SECRETARY OF STATE**

Date

Name:

Title:



Lori A. Strickland  
Commissioner

JUN 12 '20 11:49 DRS

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
GOVERNOR'S COMMISSION ON ALCOHOL & OTHER DRUGS  
139 PLEASANT STREET, CONCORD, NH 03301  
603-271-9344 1-800-804-0909  
Fax: 603-271-4105 TDD Access: 1-800-735-3964 www.dhhs.nh.gov/drugs/bodas

June 10, 2020

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

**REQUESTED ACTION**

Authorize the Department of Health and Human Services, Division for Behavioral Health, to amend an existing sole source agreement with JSI Research & Training Institute d/b/a Community Health Institute, (Vendor #161811-8001), 501 South Street, 2nd Floor Bow, NH 03304, to provide assistance and support to the New Hampshire Governor's Commission on Alcohol and Other Drugs (Commission), and Partnership for Success programs; provide public information relative to alcohol and other drugs, including opioids; and to provide reporting and evaluation relative to HB1626 by exercising a contract renewal option by increasing the price limitation by \$925,000 from \$5,382,576 to \$6,307,576 and extending the completion date from June 30, 2020 to June 30, 2021, effective July 1, 2020 or upon Governor and Executive Council approval, whichever is later. 32.43% Federal Funds and 67.57% Other (Governor Commission) Funds.

This agreement was originally approved by the Governor and Council on October 17, 2018 (Item #6) and subsequently amended on December 5, 2018 (Item # 18) and August 28, 2019 (Item #12).

Funds are available in the following accounts for state fiscal years 2020 and 2021, with the authority to adjust amounts within the price limitation and adjust encumbrances between state fiscal years through the Budget Office, if needed and justified.

*Fiscal Details are attached*

**EXPLANATION**

This request is sole source because the previous action on the contract increased the funding of the contract by greater than ten percent (10%). The services and contractor were requested, authorized and approved by the Governor's Commission on Alcohol and other Drugs (Commission) on January 10, 2020 and March 5, 2020.

The Vendor currently provides services to the Commission, the Department, and contractors receiving Partnership for Success federal grant funding statewide. By renewing and amending this contract, critical work will continue to collectively improve practices and skills and to increase the information needed and collected to make decisions about mitigating alcohol and other drug misuse and its social, health, and behavioral consequences such as overdoses, lost wages and strain on public resources like criminal justice and healthcare.

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
Page 2 of 2

Funding in this amendment will be used to provide services including, but not limited to:

- Providing administrative support, technical assistance to the Commission as requested and directed by the Commission;
- Designing and publishing reports in accordance with RSA12-J:4;
- Implementing statewide messaging to increase community knowledge of risk and protective factors related to substance misuse and to increase connection to community resources for substance misuse prevention per the direction of the Commission;
- Employing NH's Service to Science process to support and guide promising NH prevention programs in becoming a NH-endorsed, evidence-informed programs and to provide consultation assistance and support to prevention organizations who are seeking to improve the quality of their programs or practices;
- Assisting the State Epidemiological Outcomes Workgroup (SEOW), Governor's Commission Data and Evaluation Task Force and reporting relative to RSA12-J:4;
- Supporting the Department and sub-grantees funded through the Substance Abuse and Mental Health Services Administration's Partnership for Success (PFS) grant. PFS programs are designed to address underage drinking among individuals who are 12 through 19 years of age and prescription drug misuse and abuse among individuals who are 12 through 24 years of age; and
- Conducting activities related to compiling and submitting the Cost-Effectiveness and Outcomes Report for NH Prevention programs in accordance with HB1626.

The Contractor's progress toward meeting the contract goals will be reviewed and measured through monthly progress reports.

The original agreement, included language in Exhibit C-1, Revisions to General Provisions, Section 3 that allows the Department to renew the contract for up to two (2) years, subject to the continued availability of funding, satisfactory performance of service, parties' written authorization and approval from the Governor and Executive Council. The Department is in agreement with renewing services for one (1) year of the two (2) years available at this time.


Should the Governor and Council not authorize this request, the Governor's Commission would be unable to fulfill reporting requirements in accordance with RSA 12-J:4 and 12-J:5, which would put the State out of compliance with NH Laws; NH prevention programs may not have the support and guidance needed to address substance use disorders of youth and young adults in their communities; and NH citizens may not have access to consistent messaging around risk and protective factors and connection to community resources for substance misuse prevention.

Area served: Statewide

Source of Funds: 32.43% Federal Funds from DHHS, Substance Abuse & Mental Health Services Admin, Center for Substance Abuse Prevention, CIOA #93.243 FAIN SP020796; and 67.57% Other Funds from Governor Commission Funds.

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

Respectfully submitted,

  
Lori A. Shibette  
Commissioner

**Fiscal Details****05-95-92-920510-25590000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, OPIOID STR GRANT (100% Federal Funds CFDA #93.788 FAIN T1080246)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program	92052559	\$50,000	\$0	\$50,000
2020	102- 500731	Contracts for Program	92052559	\$0	\$0	\$0
			<i>Subtotal</i>	\$50,000	\$0	\$50,000

**05-95-92-920510-33820000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, GOVERNOR COMMISSION FUNDS (100% Other Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92058501	\$599,676	\$0	\$599,676
2019	102- 500731	Contracts for Program Services	92058502	\$599,676	\$0	\$599,676
2020	102- 500731	Contracts for Program Services	92058501	\$324,676	\$0	\$324,676
2020	102- 500731	Contracts for Program Services	92058502	\$806,518	\$0	\$806,518
2021	102- 500731	Contracts for Program Services	92058501	\$0	\$75,000	\$75,000
2021	102- 500731	Contracts for Program Services	92058502	\$0	\$550,000	\$550,000
			<i>Subtotal</i>	\$2,330,546	\$625,000	\$2,955,546

**05-95-92-920510-33840000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, CLINICAL SERVICES (66% Federal Funds CFDA #93.959 FAIN T1010035 and 34% General Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2020	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
			<i>Subtotal</i>	<i>\$600,000</i>	<i>\$0</i>	<i>\$600,000</i>

**05-95-92-920510-33950000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, PFS2 GRANT (100% Federal Funds CFDA #93.243 FAIN SP020796)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92052407	\$240,000	\$0	\$240,000
2019	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2020	102- 500731	Contracts for Program Services	92052407	\$265,000	\$0	\$265,000
2020	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2021	102- 500731	Contracts for Program Services	92052407	\$0	\$150,000	\$150,000
2021	102- 500731	Contracts for Program Services	92052408	\$0	\$150,000	\$150,000
			<i>Subtotal</i>	<i>\$655,000</i>	<i>\$300,000</i>	<i>\$955,000</i>

**05-95-92-920510-69350000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, MAT. GRANT (100% Federal Funds CFDA #93.243 FAIN T1026741)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102-500731	Contracts for Program Services	92056935	\$108,800	\$0	\$108,800
2020	102-500731	Contracts for Program Services	92056935	\$133,800	\$0	\$133,800
			<i>Subtotal</i>	<i>\$242,600</i>	<i>\$0</i>	<i>\$242,600</i>

**05-95-92-920510-70400000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, STATE OPIOID RESPONSE GRANT (100% Federal Funds CFDA #93.788 FAINT1081685)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102-500731	Contracts for Program Services	92057040	\$500,000	\$0	\$500,000
2020	102-500731	Contracts for Program Services	92057040	\$400,000	\$0	\$400,000
			<i>Subtotal</i>	<i>\$900,000</i>	<i>\$0</i>	<i>\$900,000</i>

**05-95-47-470010-79480000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: MEDICAID & BUSINESS POLICY OFFICE, OFFICE OF MEDICAID AND BUSINESS POLICY MEDICAID CARE MANAGEMENT (100% General Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102-500731	Contracts for Program Services	47000554	\$162,562	\$0	\$162,562
2020	102-500731	Contracts for Program Services	47000554	\$441,868	\$0	\$441,868
			<i>Subtotal</i>	<i>\$604,430</i>	<i>\$0</i>	<i>\$604,430</i>
			<i>Grand Total</i>	<i>\$5,382,576</i>	<i>\$925,000</i>	<i>\$6,307,576</i>

New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports



State of New Hampshire  
Department of Health and Human Services  
Amendment #3 to the Alcohol and Other Drug (AOD) Continuum of Care  
System Supports Contract

This 3rd Amendment to the Alcohol and Other Drug (AOD) Continuum of Care System Supports contract (hereinafter referred to as "Amendment #3") is by and between the State of New Hampshire, Department of Health and Human Services (hereinafter referred to as the "State" or "Department") and JSI Research & Training Institute d/b/a Community Health Institute, (hereinafter referred to as "the Contractor"), a non-profit corporation with a place of business at 501 South Street, 2nd Floor, Bow, NH 03304.

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on October 17, 2018 (Item #8), as amended and approved on December 5, 2018 (Item #20) and August 28, 2019 (Item #12) the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37, General Provisions, Block 1.7, Completion Date, to read:  
June 30, 2021.
2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:  
\$6,307,576
3. Modify Exhibit A - Amendment #1 Additional Scope of Services by deleting it in its entirety.
4. Modify Exhibit A - Amendment #2, Scope of Services, by replacing it in its entirety with Exhibit A - Amendment #3, which is attached hereto and incorporated by reference herein.
5. Modify Exhibit B Amendment #2, Methods and Conditions Precedent to Payment, by deleting in its entirety and replace with Exhibit B Amendment #3.
6. Add Exhibit B-20, Amendment #3, Master AOD Continuum of Care Systems Supports Budget, which is attached hereto and incorporated by reference herein.
7. Add Exhibit B-21, Amendment #3, Governor's Commission Support Budget, which is attached hereto and incorporated by reference herein
8. Add Exhibit B-22, Amendment #3, PFS SEOW Budget, which is attached hereto and incorporated by reference herein
9. Add Exhibit B-23, Amendment #3, PFS Program Support Budget, which is attached hereto and incorporated by reference herein
10. Add Exhibit B-24, Amendment #3, PFS Media Budget, which is attached hereto and incorporated by reference herein
11. Add Exhibit B-25, Amendment #3, Service to Science Budget, which is attached hereto and incorporated by reference herein.
12. Add Exhibit B-26, Amendment #3, Prevention Awareness and Education Campaign Budget, which

**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports**



is attached hereto and incorporated by reference herein.

13. Add Exhibit B-27, Amendment #3, Cost Effectiveness Reporting for Prevention Budget, which is attached hereto and incorporated by reference herein.

**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports**



All terms and conditions of the Contract and prior amendments not inconsistent with this Amendment #3 remain in full force and effect. This amendment shall be effective July 1, 2020 upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below.

6-11-2020  
Date

State of New Hampshire  
Department of Health and Human Services

[Signature]  
Name: Chris Tappin  
Title: Associate Commissioner

JSI Research & Training Institute d/b/a  
Community Health Institute

6.10.20  
Date

[Signature]  
Name: Katherine Robert  
Title: Director

DocuSign Envelope ID: 276808E0-FC68-4DEB-84C1-95244E630595

DocuSign Envelope ID: 7B73B355-50E6-4270-BC63-B2FE39F98949

**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports**



The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

## OFFICE OF THE ATTORNEY GENERAL

06/11/20

**Date**

Catherine Pinos

**Name:**

**Title:** Catherine Pinos, Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: \_\_\_\_\_ (date of meeting)

## OFFICE OF THE SECRETARY OF STATE

Date \_\_\_\_\_

Name: \_\_\_\_\_

**Title:**

AUG05'19 PM 3:25 DAS



Jeffery A. Almyer  
Commissioner

Karla S. Fox  
Director

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION FOR BEHAVIORAL HEALTH

119 PLEASANT STREET, CONCORD, NH 03301  
603-271-9544 1-800-851-3345 Ext. 9544  
Fax: 603-271-4337 TDD Access: 1-800-735-1966 www.dhhs.nh.gov

July 2, 2019

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

**REQUESTED ACTION**

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into a sole source amendment to an existing contract with JSI Research & Training Institute d/b/a Community Health Institute, Vendor #161611-8001, 501 South Street, 2nd Floor Bow, NH 03304, for the coordination of services provided to the New Hampshire Alcohol and Other Drug (AOD) Continuum of Care System, by increasing the price limitation by \$531,842 from \$4,850,734 to an amount not to exceed \$5,382,576 with no change to the contract completion date of June 30, 2020, effective upon Governor and Executive Council approval. 41.41% Federal Funds, 15.09% General Funds and 43.50% Other (Governor's Commission) Funds.

The original agreement was approved by the Governor and Executive Council on October 17, 2018 (Item #6), and amended on December 5, 2018 (Item #20).

Funds are available in the following accounts for State Fiscal Year (SFY) 2020, with authority to adjust encumbrances between State Fiscal Years through the Budget Office if needed and justified.

05-95-92-920510-25590000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, OPIOID STR GRANT (100% Federal Funds)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92052559	\$50,000	\$0	\$50,000
2020	102- 500731	Contracts for Program Services	92052559	\$0	\$0	\$0
			Subtotal	\$50,000	\$0	\$50,000

05-95-92-920510-33820000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, GOVERNOR COMMISSION FUNDS (100% Other Funds)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
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His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
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2019	102-500731	Contracts for Program Services	92058501	\$599,676	\$0	\$599,676
2019	102-500731	Contracts for Program Services	92058502	\$599,676	\$0	\$599,676
2020	102-500731	Contracts for Program Services	92058501	\$324,676	\$0	\$324,676
2020	102-500731	Contracts for Program Services	92058502	\$324,676	\$481,842	\$806,518
			Subtotal	\$1,848,704	\$481,842	\$2,330,546

05-95-92-920510-33840000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, CLINICAL SERVICES (66% Federal Funds 34% General Funds)

SFY	Class/Account	Class Title	Job Number	Current Amount	Increase/Decrease	Revised Amount
2019	102-500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2020	102-500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
			Subtotal	\$600,000	\$0	\$600,000

05-95-92-920510-33950000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, PFS2 GRANT (100% Federal Funds)

SFY	Class/Account	Class Title	Job Number	Current Amount	Increase/Decrease	Revised Amount
2019	102-500731	Contracts for Program Services	92052407	\$240,000	\$0	\$240,000
2019	102-500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2020	102-500731	Contracts for Program Services	92052407	\$240,000	\$25,000	\$265,000
2020	102-500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
			Subtotal	\$630,000	\$25,000	\$655,000

05-95-92-920510-69350000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, MAT GRANT (100% Federal Funds)

SFY	Class/Account	Class Title	Job Number	Current Amount	Increase/Decrease	Revised Amount
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His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
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2019	102-500731	Contracts for Program Services	82056935	\$108,800	\$0	\$108,800
2020	102-500731	Contracts for Program Services	92056935	\$108,800	\$25,000	\$133,800
			Subtotal	\$217,600	\$25,000	\$242,600

05-95-92-920510-70400000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, STATE OPIOID RESPONSE GRANT (100% Federal Funds)

SFY	Class/Account	Class Title	Job Number	Current Amount	Increase/Decrease	Revised Amount
2019	102-500731	Contracts for Program Services	92057040	\$500,000	\$0	\$500,000
2020	102-500731	Contracts for Program Services	92057040	\$400,000	\$0	\$400,000
			Subtotal	\$900,000	\$00	\$900,000

05-95-47-470010-79480000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: MEDICAID & BUSINESS POLICY OFFICE, OFFICE OF MEDICAID AND BUSINESS POLICY MEDICAID CARE MANAGEMENT (100% General Funds)

SFY	Class/Account	Class Title	Job Number	Current Amount	Increase/Decrease	Revised Amount
2019	102-500731	Contracts for Program Services	47000554	\$162,562	\$0	\$162,562
2020	102-500731	Contracts for Program Services	47000554	\$441,868	\$0	\$441,868
			Subtotal	\$604,430	\$0	\$604,430
			Grand Total	\$4,850,734	\$531,842	\$5,382,576

#### EXPLANATION

This request is sole source because the increase in funding exceeds 10% of the current contract price limitation.

The purpose of this request is to expand the scope of services that the Contractor is currently providing to ensure the State has appropriate and sufficient resources to address the implementation and monitoring of new and existing strategies, including:

- Supporting and expanding existing public awareness and prevention, education campaigns.
- Adding administrative support and technical assistance to the Governor's Commission on Alcohol and Other Drugs.

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
Page 4 of 4

- Adding evaluation for the enhanced care coordination services offered through the MAT-PDOA grant.

New Hampshire prevention, intervention, treatment, and recovery support services providers and agencies across the state are supported by work that is performed by the contractor under this agreement. The training component of this agreement has held forty-one (41) workshops, with a total of 1,138 participants.

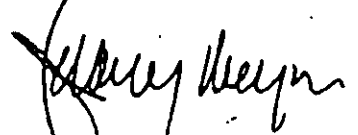
Should the Governor and Executive Council not approve this request, the Department may not have access to necessary information that is collected through services provided under this contract. The collected information is used to make decisions about allocating resources to combat alcohol and drug misuse and the social, health, and behavioral consequences of substance misuse, such as overdoses, lost wages and strain on public resources.

Area served: Statewide.

Source of funds: 41.41% Federal Funds from the DHHS, Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Prevention and Treatment Block Grant, CFDA #93.958 FAIN T11010035, CDFA #93.243, FAIN #T1026741, and CFDA #93.243, FAIN #SP020796, 15.09% General Funds and 43.50% Other Funds from the Governor's Commission Funds.

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

Respectfully submitted,



Jeffrey A. Meyers  
Commissioner



**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports**

**State of New Hampshire  
Department of Health and Human Services  
Amendment #2 to the Alcohol and Other Drug (AOD) Continuum of Care  
System Supports Contract**

This 2<sup>nd</sup> Amendment to the Alcohol and Other Drug (AOD) Continuum of Care System Supports contract (hereinafter referred to as "Amendment #2") is by and between the State of New Hampshire, Department of Health and Human Services (hereinafter referred to as the "State" or "Department") and JSI Research & Training Institute d/b/a Community Health Institute, (hereinafter referred to as "the Contractor"), a non-profit corporation with a place of business at 501 South Street, 2nd Floor, Bow, NH 03304.

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on October 17, 2018 (Item #6), as amended and approved on December 5, 2018 (Item #20) the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, the State and the Contractor have agreed to make changes to the scope of work, payment schedules and terms or conditions of the contract; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the State may modify the scope of work and the payment schedule of the contract upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to increase the price limitation, and modify the scope of services to support continued delivery of these services; and

WHEREAS all terms and conditions of the Contract and prior amendments not inconsistent with this Amendment #2 remain in full force and effect; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:  
\$5,382,576.
2. Delete Exhibit A, Scope of Services, in its entirety and replace with Exhibit A-Amendment #2, Scope of Services.
3. Delete Exhibit B Amendment #1, Methods and Conditions Precedent to Payment in its entirety and replace with Exhibit B Amendment #2, Methods and Conditions Precedent to Payment.
4. Delete Exhibit B-2 Amendment #1, Budget in its entirety and replace with Exhibit B-2 Amendment #2, SFY 2020 Master AOD Continuum of Care System of Supports Budget.
5. Delete Exhibit B-6; Budget in its entirety and replace with Exhibit B-6 Amendment #2, SFY 2020 Technical Assistance Budget.
6. Delete Exhibit B-8, Budget in its entirety and replace with Exhibit B-8 Amendment #2, SFY 2020 Program Evaluation Budget.
7. Delete Exhibit B-12 Budget in its entirety and replace with Exhibit B12 Amendment #2, SFY 2020 Governor's Commission Budget.
8. Delete Exhibit B-16, Budget in its entirety and replace with Exhibit B-16 Amendment #2, SFY 2020 Partnership for Success Budget.
9. Add Exhibit B-19, SFY 2020 Prevention Education Budget.



New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports

This amendment shall be effective upon the date of Governor and Executive Council approval.  
IN WITNESS WHEREOF, the parties have set their hands as of the date written below.

7/29/19  
Date

State of New Hampshire  
Department of Health and Human Services  
[Signature]  
Kathleen Fox  
Director

June 24, 2019  
Date

JSI Research & Training Institute d/b/a  
Community Health Institute  
[Signature]  
Name: Jonathan Stewart  
Title: Regional Director

Acknowledgement of Contractor's signature:

State of New Hampshire, County of Merrimack, on June 24, 2019, before the undersigned officer, personally appeared the person identified directly above, or satisfactorily proven to be the person whose name is signed above, and acknowledged that s/he executed this document in the capacity indicated above.

[Signature]  
Signature of Notary Public or Justice of the Peace  
DEBRA L. LOVE, Notary Public  
My Commission Expires September 5, 2023

Name and Title of Notary or Justice of the Peace

My Commission Expires: 9/5/2023



**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports**

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

**OFFICE OF THE ATTORNEY GENERAL**

8/5/2019  
Date

[Signature]  
Name: William J. St. John  
Title: S. Asst. Attorney General

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: \_\_\_\_\_ (date of meeting)

**OFFICE OF THE SECRETARY OF STATE**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name:  
Title:



Jeffrey A. Meyers  
Commissioner

Nadia S. Fox  
Director

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION FOR BEHAVIORAL HEALTH  
BUREAU OF DRUG AND ALCOHOL SERVICES

105 PLEASANT STREET, CONCORD, NH 03301  
603-271-4119 TDD: 603-271-3343 Ext. 4738  
Fax: 603-271-4105 TDD Access: 1-800-735-2964  
www.dhhs.nh.gov

November 14, 2018

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

**REQUESTED ACTION**

Authorize the Department of Health and Human Services, Bureau of Drug and Alcohol Services, to enter into a sole source amendment to an existing contract with JSI Research & Training Institute d/b/a Community Health Institute, Vendor # 61611-B001, 501 South Street, 2nd Floor Box, NH 03304, for the coordination of services provided to the New Hampshire Alcohol and Other Drug (AOD) Continuum of Care System, by increasing the price limitation by \$1,450,000 from \$3,400,734 to an amount not to exceed \$4,850,734, effective upon Governor and Executive Council approval, with no change to the contract completion date of June 30, 2020. 45.22% Federal Funds, 16.67% General Funds and 38.11% Other Funds.

The original agreement was approved by the Governor and Executive Council on October 17, 2018 (Item #5).

Funds are available in the following accounts for State Fiscal Year (SFY) 2019, and are anticipated to be available in SFY 2020, upon the availability and continued appropriation of funds in the future operating budget, with authority to adjust encumbrances between State Fiscal Years through the Budget Office, without further approval from the Governor and Executive Council, if needed and justified.

05-95-92-920510-26590000 HEALTH AND SOCIAL SERVICES; DEPT OF HEALTH AND HUMAN SVS, HMS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, OPIOID STR GRANT (100% Federal Funds)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92052559	\$50,000	\$0	\$50,000
2020	102- 500731	Contracts for Program Services	92052559	\$0	\$0	\$0
		Subtotal		\$50,000	\$0	\$50,000

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
Page 2 of 3

**05-96-92-920510-33820000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, GOVERNOR COMMISSION FUNDS (100% Other Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92058501	\$324,676	\$275,000	\$599,676
2019	102- 500731	Contracts for Program Services	92058502	\$324,676	\$275,000	\$599,676
2020	102- 500731	Contracts for Program Services	92058501	\$324,676	\$0	\$324,676
2020	102- 500731	Contracts for Program Services	92058502	\$324,676	\$0	\$324,676
			<b>Subtotal</b>	<b>\$1,298,704</b>	<b>\$550,000</b>	<b>\$1,848,704</b>

**05-95-92-920510-33840000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, CLINICAL SERVICES (66% Federal Funds 34% General Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2020	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
			<b>Subtotal</b>	<b>\$600,000</b>	<b>\$0</b>	<b>\$600,000</b>

**05-95-92-920510-33950000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, PFSZ GRANT (100% Federal Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2018	102- 500731	Contracts for Program Services	92052407	\$240,000	\$0	\$240,000
2019	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2020	102- 500731	Contracts for Program Services	92052407	\$240,000	\$0	\$240,000
2020	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
			<b>Subtotal</b>	<b>\$630,000</b>	<b>\$0</b>	<b>\$630,000</b>

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
Page 3 of 5

**05-95-92-920510-69350000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, MAT GRANT (100% Federal Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92056935	\$108,800	\$0	\$108,800
2020	102- 500731	Contracts for Program Services	92056935	\$108,800	\$0	\$108,800
			Subtotal	\$217,600	\$0	\$217,600

**05-95-92-920510-70400000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, STATE OPIOID RESPONSE GRANT (100% Federal Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92057040	\$0	\$500,000	\$500,000
2020	102- 500731	Contracts for Program Services	92057040	\$0	\$400,000	\$400,000
			Subtotal	\$0	\$900,000	\$900,000

**05-95-47-470010-79480000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: MEDICAID & BUSINESS POLICY OFFICE; OFFICE OF MEDICAID AND BUSINESS POLICY MEDICAID CARE MANAGEMENT (100% General Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	47000554	\$162,562	\$0	\$162,562
2020	102- 500731	Contracts for Program Services	47000554	\$441,868	\$0	\$441,868
			Subtotal	\$604,430	\$0	\$604,430
			Grand Total	\$3,400,734	\$1,450,000	\$4,850,734

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

This request is sole source because the additional funding increases the price limitation by more than ten (10) percent of the original contract value. The purpose of this request is to expand the scope of services that the Contractor is currently providing to include restarting the Anyone/Anytime public advertising campaign. This amendment is in support of the Department's goal to re-align the substance use disorder (SUD) service access system into a streamlined and standardized approach as part of the State Opioid Response (SOR) grant, as awarded by the Substance Abuse and Mental Health Services Administration (SAMHSA). The Department's accepted SOR plan includes a significant investment in the expansion and dissemination of a public messaging campaign around the risk of opioids, safe medication storage, and accessing help for those who are affected by OUD. SOR funds will be used to re-boot and expand the "Anyone Anytime" campaign that the Department launched in 2014 and will expand the campaign to target specific prevention messaging for children and young adults related to OUD risks. This re-boot will also serve to ensure public awareness of new access points established with SOR funding, ensuring that individuals seeking information about SUD/OUD services are directed to the appropriate resources, including calling the newly developed 2-1-1 NH call center, visiting the single website designed to streamline information about services, and contacting their Regional Hub to access services.

This amendment also adds \$150,000 in funds that the Department was directed to add to this contract by the Governor's Commission on Alcohol and other Drugs at their October 2018 meeting. The purpose of the additional funding provided by the Commission is to ensure that the Contractor has sufficient resources to support the administrative and technical assistance functions the Commission requests of them.

Notwithstanding any other provision of the Contract to the contrary, no services shall continue after June 30, 2019, and the Department shall not be liable for any payments for services provided after June 30, 2019, unless and until an appropriation for these services has been received from the state legislature and funds encumbered for the SFY 2020-2021 biennium.

Should the Governor and Executive Council not approve this request, the Department may be unable to ensure that the general public is made aware of the new service delivery access established under the SOR grant, and resources for public awareness campaigns around the dangers and risks of opioids will remain limited. Further, the Department may not be in compliance with the funding directive made by the Governor's Commission on Alcohol and other Drugs.

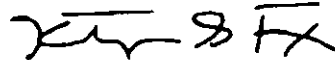
Area served: Statewide.

Source of funds: 45.22% Federal Funds from the DHHS, Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Treatment, Substance Abuse Prevention and Treatment Block Grant, CDA#93.959 FAIN# T1010035, State Targeted Response to the Opioid Crisis (STR) Grant, CDA#93.788 FAIN# T1080246, the Medication-Assisted Treatment (MAT) Grant CDA#93.243 FAIN# T1026741, and the State Opioid Response (SOR) Grant CDA#93.788 FAIN# T1081685 16.67% General Funds, and 38.11% Other Funds from the Governor Commission Funds.

His Excellency, Governor Christopher T. Sununu  
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In the event that the Federal Funds become no longer available, additional General Funds will not be requested to support this program.

Respectfully submitted,



Katja S. Fox

Director

Approved by:



Jeffrey A. Meyers

Commissioner



**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports**

**State of New Hampshire  
Department of Health and Human Services  
Amendment #1 to the Alcohol and Other Drug (AOD) Continuum of Care  
System Supports Contract**

This 1<sup>st</sup> Amendment to the Alcohol and Other Drug (AOD) Continuum of Care System Supports contract (hereinafter referred to as "Amendment #1") dated this 5<sup>th</sup> day of November, 2018, is by and between the State of New Hampshire, Department of Health and Human Services (hereinafter referred to as the "State" or "Department") and JSI Research & Training Institute d/b/a Community Health Institute, (hereinafter referred to as "the Contractor"), a non-profit corporation with a place of business at 501 South Street, 2nd Floor, Bow, NH 03304.

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on October 17, 2018, the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract and in consideration of certain sums specified; and

WHEREAS, the State and the Contractor have agreed to make changes to the scope of work, payment schedules and terms and conditions of the contract; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the State may modify the scope of work and the payment schedule of the contract upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to increase the price limitation, and modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:  
\$4,850,734.
2. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:  
Nathan D. White, Director.
3. Form P-37, General Provisions, Block 1.10, State Agency Telephone Number, to read:  
603-271-9631.
4. Add Exhibit A, Scope of Services, Section 2, Scope of Work, Subsection 2.7, Cost Effectiveness Reporting, Paragraph 2.7.10, to read:  
The Contractor shall provide quarterly reports to the Department detailing the status of Anyone/Anytime media messaging activities, including a comparison of budgeted to expended funds for these activities in the form and format prescribed by the Department.
5. Add Exhibit A Amendment #1 Additional Scope of Services.
6. Delete Exhibit B, Methods and Conditions Precedent to Payment in its entirety and replace with: Exhibit B Amendment #1, Methods and Conditions Precedent to Payment.
7. Delete Exhibit B-1, Budget in its entirety and replace with: Exhibit B-1 Amendment #1, Budget.
8. Delete Exhibit B-2, Budget in its entirety and replace with: Exhibit B-2 Amendment #1, Budget.



**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports**

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9. Delete Exhibit B-11, SFY 2019 Governor's Commission Budget in its entirety and replace with:  
Exhibit B-11 Amendment #1; SFY 2019 Budget, Governor's Commission Funding.
10. Add Exhibit B-17, Budget, SFY 2019 SOR Campaign Funding.
11. Add Exhibit B-18, Budget, SFY 2020 SOR Campaign Funding.

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**New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports**

This amendment shall be effective upon the date of Governor and Executive Council approval.  
IN WITNESS WHEREOF, the parties have set their hands as of the date written below.

State of New Hampshire  
Department of Health and Human Services

11/15/18  
Date

[Signature]  
Name: Kyle S. Fox  
Title: Director

JSI Research & Training Institute d/b/a/  
Community Health Institute

11.12.18  
Date

[Signature]  
Name: Jonathan Stewart  
Title: Regional Director

**Acknowledgement of Contractor's signature:**

State of New Hampshire, County of Merrimack, on November 12, 2018 before the undersigned officer, personally appeared the person identified directly above, or satisfactorily proven to be the person whose name is signed above, and acknowledged that s/he executed this document in the capacity indicated above.

[Signature]  
Signature of Notary Public or Justice of the Peace  
CECILIA L. LOVE, Notary Public  
My Commission Expires September 3, 2023

Name and Title of Notary or Justice of the Peace

My Commission Expires: 9/3/2023



New Hampshire Department of Health and Human Services  
Alcohol and Other Drug (AOD) Continuum of Care System Supports

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

11/16/2020  
Date

*Nancy J. Smith*  
Name: Nancy J. Smith  
Title: Sec Asst Attorney General

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: \_\_\_\_\_ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name:  
Title:

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Jeffery A. Higgins  
CommissionerPublic & Fee  
Director

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION FOR BEHAVIORAL HEALTH  
BUREAU OF DRUG AND ALCOHOL SERVICES

100 PLEASANT STREET, CONCORD, NH 03301  
603-271-4110 1-800-851-3343 Ext. 6738  
Fax: 603-271-4105 TDD Access: 1-800-735-7964  
www.dhhs.nh.gov

September 19, 2018

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

**REQUESTED ACTION**

Authorize the Department of Health and Human Services, Bureau of Drug and Alcohol Services, to enter into a retroactive agreement with JSI Research & Training Institute d/b/a Community Health Institute (Vendor #161611-8001), 501 South Street, 2nd Floor Box, NH 03304, for the coordination of services provided to the New Hampshire Alcohol and Other Drug (AOD) Continuum of Care System, Statewide, in an amount not to exceed \$3,400,734 effective retroactive to October 1, 2018 upon Governor and Executive Council approval through June 30, 2020. 38% Federal Funds, 24% General Funds and 38% Other Funds.

Funds are available in the following accounts for State Fiscal Year (SFY) 2019 and are anticipated to be available in SFY 2020, upon the availability and continued appropriation of funds in the future operating budgets, with authority to adjust amounts within the prior limitation and adjust encumbrances between SFYs through the Budget Office without further approval from Governor and Executive Council, if needed and justified.

05-95-92-920510-25590000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, STR GRANT (100% Federal Funds)

SFY	Class/Account	Class Title	Job Number	Total Amount
2019	102-500731	Contracts for Program Services	92052559	\$50,000
2020	102-500731	Contracts for Program Services	92052559	\$0
			Subtotal	\$50,000

06-95-92-920510-33820000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, GOVERNOR COMMISSION FUNDS (100% Other Funds)

SFY	Class/Account	Class Title	Job Number	Total Amount
2019	102-500731	Contracts for Program Services	92058501	\$324,676
2019	102-500731	Contracts for Program Services	92058502	\$324,676
2020	102-500731	Contracts for Program Services	92058501	\$324,676
2020	102-500731	Contracts for Program Services	92058502	\$324,676
			Subtotal	\$1,298,704

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Hon. Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
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**05-95-92-920510-33840000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HMS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, CLINICAL SERVICES (66% Federal Funds 34% General Funds)**

SFY	Class/Account	Class Title	Job Number	Total Amount
2019	102-500731	Contracts for Program Services	92057501	\$300,000
2020	102-500731	Contracts for Program Services	92057501	\$300,000
			Subtotal	\$600,000

**05-95-92-920510-33950000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HMS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, PFS2 GRANT (100% Federal Funds)**

SFY	Class/Account	Class Title	Job Number	Total Amount
2019	102-500731	Contracts for Program Services	92052407	\$240,000
2019	102-500731	Contracts for Program Services	92052408	\$75,000
2020	102-500731	Contracts for Program Services	92052407	\$240,000
2020	102-500731	Contracts for Program Services	92052408	\$75,000
			Subtotal	\$630,000

**05-95-92-920510-69350000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HMS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, MAT GRANT (100% Federal Funds)**

SFY	Class/Account	Class Title	Job Number	Total Amount
2019	102-500731	Contracts for Program Services	92056935	\$108,800
2020	102-500731	Contracts for Program Services	92056935	\$108,800
			Subtotal	\$217,600

**05-95-47-470010-79480000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HMS: MEDICAID & BUSINESS POLICY OFFICE, OFFICE OF MEDICAID AND BUSINESS POLICY MEDICAID CARE MANAGEMENT (100% General Funds)**

SFY	Class/Account	Class Title	Job Number	Total Amount
2019	101-500729	Contracts for Program Services	TBD	\$162,562
2020	101-500729	Contracts for Program Services	TBD	\$441,868
			Subtotal	\$604,430
			Total	\$3,400,734

Res Executive, Governor Christopher T. Sununu  
and the Executive Council  
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## EXPLANATION

This request is retroactive in order to continue critical work in support of a range of programs relative to New Hampshire's Alcohol and Other Drug Continuum of Care System as described below. This approval also will allow the Contractor to begin a time-sensitive examination of the cost-effectiveness and outcomes of Governor's Commission funded programs.

The purpose of this request is to improve the New Hampshire Alcohol and Other Drug (AOD) Continuum of Care System to ensure the citizens of New Hampshire receive quality prevention, intervention, treatment, and recovery services. This statewide system aligns with the Department's efforts to establish a whole-person centered, community-based provider system that is integrated with primary health care and behavioral health.

In March of 2018, the Governor's Commission on AOD Abuse Prevention, Treatment, and Recovery (Commission) issued their mid-year report (<https://www.dhs.nh.gov/assets/docs/departmental/2018-report>) emphasizing the need to identify and expand support for prevention, early identification, treatment and recovery services, especially for high-risk/high-need populations such as youth, young adults and pregnant women to ensure accessible, integrated services meet demand throughout the State. Approval of this Agreement will result in the provision of training, technical assistance, program evaluation, data analysis and interpretation to support the AOD Continuum of Care System across New Hampshire.

Services within this Agreement will support identified needs and result in the collective improvement of the AOD Continuum of Care System in mitigating substance misuse and its consequences for the citizens of New Hampshire by:

- increasing professional service providers' knowledge, skills and abilities in the use of various outcome-supported and evidence-based programs, policies, and practices;
- improving provider's overall operations as they relate to programs, policies, and practices;
- Supporting the integration of AOD services within primary and behavioral health care;
- Providing technical assistance in the form of consultation and guidance to assist providers in building internal capacity and increasing knowledge and expertise in the changing landscape of healthcare;

- Providing program evaluation to measure outcomes and processes to continually enhance and improve the quality of services delivered;
- Providing data analysis to inform the decision-making process for SUD services; and
- Conducting cost-effectiveness and outcome reporting activities in accordance with HB1626 and specific to the Governor's Commission funded programs (<http://www.gencourt.state.nh.us/bills/2018/bills/20180271.html>).

The outcomes achieved for each of the measures above will be used to determine the effectiveness of the Contractor's efforts.

For 2014-2015 in New Hampshire, an average of 82,000 individuals aged twelve (12) or older (7.2% of all individuals in the age group) reported having a Substance Use Disorder (SUD) within the past year. The Bureau of Drug and Alcohol Services has developed and continues to improve the AOD Continuum of Care System to mitigate alcohol and other drug misuse and to ensure affected citizens of New Hampshire receive quality prevention, intervention, treatment and recovery support services.

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His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
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JSI Research & Training Institute d/b/a Community Health Institute was selected for this project through a competitive bid process. A Request for Proposals was posted on the Department of Health and Human Services' website from May 8, 2018 through July 2, 2018. The Department received one (1) proposal. The proposal was reviewed and scored by a team of individuals with program specific knowledge. The Bid Summary is attached.

As referenced in the Request for Proposals and in the Exhibit C-1, Revisions to General Provisions, of this contract, the Department reserves the option to extend contract services for up to two (2) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and approval of the Governor and Executive Council.

Notwithstanding any other provision of the Contract to the contrary, no services shall continue after June 30, 2019, and the Department shall not be liable for any payments for services provided after June 30, 2019, unless and until an appropriation for these services has been received from the state legislature and funds encumbered for the SFY 2020-2021 biennium.

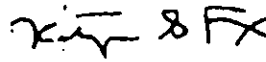
Should the Governor and Executive Council not approve this request, the Department may not be able to meet state and federal requirements including Chapter 302 (HB 1626), New Hampshire Laws of 2018 and the associated federal grants. Additionally, valuable opportunities will be missed to support integrated care, enhance provider skills and abilities, and monitor, evaluate, and improve alcohol and other drug services. All of these elements are imperative to providing effective services and making informed, data-driven decisions related to the mitigation of alcohol and other drug misuse and the social, physical and behavioral health consequences, for New Hampshire citizens and communities.

Area served: Statewide.

Source of funds: 38% Federal Funds from the DHHS, Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Treatment; Substance Abuse Prevention and Treatment Block Grant, COFA#93.959 FAIN# T1010035, State Targeted Response to the Opioid Crisis (STR) Grant, CFDA #93.788 FAIN #T1080246, and the Medication-Assisted Treatment (MAT) Grant CFDA #93.243 FAIN #T1026741, 38% Other Funds from the Governor Commission Funds and 24% General Funds.

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

Respectfully submitted,



Katie S. Fox  
Director

Approved by:



Johnny A. Mayers  
Commissioner

*"The Department of Health and Human Services' Mission is to join communities and families,  
in providing opportunities for citizens to achieve health and independence."*

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**Alcohol and Other Drug (AOD)  
Continuum of Care System Supports**  
RFP Name

**RFP: 7819-BODAS-03-ALCOH**  
RFP Number

Bidder Name	
1.	JSI Research and Training Institute, Inc. d/b/a Community Health Initiatives
2.	
3.	
4.	
5.	
6.	
7.	

Proposed	Maximum Points	Actual Points
	475	500
	475	0
	475	0
	475	0
	475	0
	475	0
	475	0

**Reference Names**

1. Regis Pryor, JAT-PDCA Project  
Coordinator, BOAS
2. Don Hunter, Program Planning &  
Review Section, BOAS
3. Linda Harris, Southern Admin. Sv.  
Director, BOAS
4. Shannon Quinn, Training  
Coordinator-BOAS, BOAS
5. Michael Rogers, Asst.  
Administrator, BWA-HQ, BOAS
6. Marlene Telle, Director of  
Program Planning and Integrity
- 7.
- 8.
- 9.