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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION FOR CHILDREN, YOUTH & FAMILIES

Lori A. Shibanette  
Commissioner

Joseph E. Ribsam, Jr.  
Director

129 PLEASANT STREET, CONCORD, NH 03301-3857  
603-271-4451 1-800-852-3345 Ext. 4451  
Fax: 603-271-4729 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 10, 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 Children, Youth and Families, to enter into a **Sole Source** amendment to an existing contract with the New Hampshire Coalition Against Domestic and Sexual Violence (VC#155510-B001), Concord, NH for the continued provision of improved support of victims of domestic violence and their children, by increasing the price limitation by \$2,444,088 from \$5,646,629 to \$8,090,717 and by extending the completion date from September 30, 2021 to June 30, 2023 effective July 1, 2021 or upon Governor and Council approval, whichever is later. 100% Federal Funds.

The original contract was approved by Governor and Council on June 10, 2015, item #11. It was subsequently amended with Governor and Council approval on June 15, 2016, item #9E, June 21, 2017, item #24, and June 19, 2019, item #70; as amended with Governor approval on May 11, 2020 and presented to the Executive Council on June 10, 2020, informational item J; and most recently amended with Governor approval on October 27, 2020 and presented to the Executive Council on November 18, 2020, informational item C.

Funds are anticipated to be available in the following accounts for State Fiscal Years 2022 and 2023 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 the Department is seeking to extend the agreement beyond the completion date and there are no renewal options available. Further, the New Hampshire Coalition Against Domestic and Sexual Violence is the only entity in the state positioned to support this statewide effort between each local DCYF office and each local crisis center. The Contractor has successfully provided these services for several years and continues to build its network of domestic violence programs and cooperative relationships with independent community-based agencies. With the Contractor's assistance, the Department has made great strides in addressing the domestic violence issues that impact the children and families served by the Department. Given the Contractor's past performance and plans for ongoing improvement of this program, the Department fully supports extending this agreement.

The purpose of this request is for the Contractor to continue providing the services of fourteen (14) embedded Family Violence Prevention Specialists who work with families and the Department in cases where there is risk for domestic violence. When a child protective case

indicates the potential for or presence of domestic violence, the Department calls upon the expertise of the Family Violence Prevention Specialists to begin working with the family. The Contractor also consults with the Department's Child Protective Service Workers to assist them with crafting case plans that best respond to family needs that may be associated with domestic violence experiences. Additionally, the Contractor provides limited case consultation services to Department staff when they identify the potential for or presence of domestic violence in a family receiving financial assistance to needy families. This funding also includes the ability to continue supporting the availability of full-time Family Violence Prevention Specialists to respond to the domestic violence referrals received from the Department. Family Violence Prevention Specialists work with families and the Department in cases where there may be domestic violence issues.

Approximately 13,987 individuals will be served from July 1, 2021 to June 30, 2023.

This agreement satisfies the Family Violence Prevention and Services Act requirement of providing a complete description of the process and procedures used to involve the State Domestic Violence Coalition and others in the State planning process. The agreement also meets the requirement of providing complete documentation of consultation with and participation of the State Domestic Violence Coalition in the administration and distribution of Family Violence Prevention and Services Act grant funds awarded to the State.

Should the Governor and Council not authorize this request, the number of domestic violence related referrals to the Division for Children, Youth and Families' central intake may not be adequately addressed, leaving the increasing number of victims of domestic violence and their families without the resources they need.

Area served: Statewide

Source of Funds: CFDA#93.671, FAIN #2101NHFVC; CFDA#93.556, FAIN #2101NHFPSS; CFDA#96.645, FAIN #2101NHCWSS

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

Respectfully submitted,



Lori A. Shibinette  
Commissioner

**05-95-95-950010-56760000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:  
COMMISSIONER'S OFFICE, OFFICE OF THE COMMISSIONER, OFFICE OF BUSINESS OPERATIONS**

**100% Federal Funds**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ (Decreased) Amount	Revised Budget
2016	102-502664	Contracts for Program Services	95010997	\$0.00	\$0.00	\$0.00
2017	102-502664	Contracts for Program Services	95010997	\$0.00	\$0.00	\$0.00
2018	102-502664	Contracts for Program Services	95010997	\$0.00	\$0.00	\$0.00
2019	102-502664	Contracts for Program Services	95010997	\$0.00	\$0.00	\$0.00
2020	102-502664	Contracts for Program Services	95010997	\$ 300,000	\$0.00	\$ 300,000
2021	102-502664	Contracts for Program Services	95010997	\$0.00	\$0.00	\$0.00
2022	102-502664	Contracts for Program Services	95010997	\$0.00	\$0.00	\$0.00
2023	102-502664	Contracts for Program Services	95010997	\$0.00	\$0.00	\$0.00
			Subtotal	\$ 300,000	\$0.00	\$ 300,000

**05-95-42-421010-29590000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, DOMESTIC VIOLENCE PROGRAMS**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ (Decreased) Amount	Revised Budget
2016	102-500734	Contracts for Program Services	42105902	\$ 806,514	\$0.00	\$ 806,514
2017	102-500734	Contracts for Program Services	42105902	\$ 806,514	\$0.00	\$ 806,514
2018	102-500734	Contracts for Program Services	42105902	\$ 888,536	\$0.00	\$ 888,536
2019	102-500734	Contracts for Program Services	42105902	\$ 888,536	\$0.00	\$ 888,536
2020	102-500734	Contracts for Program Services	42105902	\$ 900,964	\$0.00	\$ 900,964
2021	102-500734	Contracts for Program Services	42105902	\$ 900,964	\$0.00	\$ 900,964
2022	102-500734	Contracts for Program Services	42105902	\$0.00	\$ 920,000	\$ 920,000
2023	102-500734	Contracts for Program Services	42105902	\$0.00	\$ 920,000	\$ 920,000
			Subtotal	\$ 5,192,028	\$ 1,840,000	\$ 7,032,028

**05-95-42-421010-29730000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, PROMOTING SAFE AND STABLE FAMILIES**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ (Decreased) Amount	Revised Budget
2016	102-500734	Contracts for Program Services	42107302	\$ 2,044	\$0.00	\$ 2,044
2017	102-500734	Contracts for Program Services	42107302	\$ 2,044	\$0.00	\$ 2,044
2018	102-500734	Contracts for Program Services	42107302	\$ 2,044	\$0.00	\$ 2,044
2019	102-500734	Contracts for Program Services	42107302	\$ 2,044	\$0.00	\$ 2,044
2020	102-500734	Contracts for Program Services	42107302	\$ 2,044	\$0.00	\$ 2,044

2021	102-500734	Contracts for Program Services	42107302	\$ 2,044	\$ 0.00	\$ 2,044
2022	102-500734	Contracts for Program Services	42107302	\$ 0.00	\$ 2,044	\$ 2,044
2023	102-500734	Contracts for Program Services	42107302	\$ 0.00	\$ 2,044	\$ 2,044
			Subtotal	\$ 12,264	\$ 4,088	\$ 16,352

**05-95-42-421010-29670000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, CHILD WELFARE SVC IV B**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ (Decreased) Amount	Revised Budget
2016	102-500734	Contracts for Program Services	TBD	\$ 0.00	\$ 0.00	\$ 0.00
2017	102-500734	Contracts for Program Services	TBD	\$ 0.00	\$ 0.00	\$ 0.00
2018	102-500734	Contracts for Program Services	TBD	\$ 0.00	\$ 0.00	\$ 0.00
2019	102-500734	Contracts for Program Services	TBD	\$ 0.00	\$ 0.00	\$ 0.00
2020	102-500734	Contracts for Program Services	TBD	\$ 0.00	\$ 0.00	\$ 0.00
2021	102-500734	Contracts for Program Services	TBD	\$ 0.00	\$ 0.00	\$ 0.00
2022	102-500734	Contracts for Program Services	TBD	\$ 0.00	\$ 300,000	\$ 300,000
2023	102-500734	Contracts for Program Services	TBD	\$ 0.00	\$ 300,000	\$ 300,000
			Subtotal	\$ 0.00	\$ 600,000	\$ 600,000

**05-95-42-421010-29590000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, DOMESTIC VIOLENCE PROGRAMS**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ (Decreased) Amount	Revised Budget
2016	103-502507	Contracts for Program Services	42105906	\$ 0.00	\$ 0.00	\$ 0.00
2017	103-502507	Contracts for Program Services	42105906	\$ 0.00	\$ 0.00	\$ 0.00
2018	103-502507	Contracts for Program Services	42105906	\$ 0.00	\$ 0.00	\$ 0.00
2019	103-502507	Contracts for Program Services	42105906	\$ 0.00	\$ 0.00	\$ 0.00
2020	103-502507	Contracts for Program Services	42105906	\$ 0.00	\$ 0.00	\$ 0.00
2021	103-502507	Contracts for Program Services	42105906	\$ 113,870	\$ 0.00	\$ 113,870
2022	103-502507	Contracts for Program Services	42105906	\$ 28,467	\$ 0.00	\$ 28,467
2023	103-502507	Contracts for Program Services	42105906	\$ 0.00	\$ 0.00	\$ 0.00
			Subtotal	\$ 142,337	\$ 0.00	\$ 142,337
			Contract Total	\$ 5,646,629	\$ 2,444,088	\$ 8,090,717

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

This Amendment to the Statewide Program to Improve Responses to Domestic Violence contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and New Hampshire Coalition Against Domestic and Sexual Violence ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 10th, 2015 (Item #11), as amended on June 15, 2016, (Item #9E); on June 21, 2017, (Item #24); on June 19, 2019, (Item #70); as amended and approved by the Governor on May 11, 2020, as presented to the Executive Council on June 10, 2020 (Informational Item #J); and as amended and approved by the Governor on October 27, 2020, as presented to the Executive Council on November 18, 2020 (Informational Item #C), 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, and Exhibit C-1, Revisions to General Provisions, Paragraph 4, the Contract may be amended and extended upon written agreement of the parties and appropriate state approval; 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:  
\$8,090,717
3. Modify Exhibit B, Methods and Conditions Precedent to Payment, Section 2, to read:
  2. This Agreement is funded with 100% Federal Funds from the Catalogue for Domestic Assistance (CFDA) as follows:
    - 2.1. 75.28% CFDA #93.671 U.S. Department of Health and Human Services, Administration for Children and Families, Family Violence Prevention and Services/State Domestic Violence Coalitions/FAIN # 2101NHFVPS.
    - 2.2. 24.55% CFDA#96.645, Department of Health and Human Services, Administration for Children and Families, Stephanie Tubbs Jones Child Welfare Services Program, IVB Subpart 1. FAIN #2101NHCWSS
    - 2.3. 0.17% CFDA #93.556 U.S. Department of Health and Human Services, Administration for Children and Families, Promoting Safe and Stable Families/FAIN # 2101NHFPSS.
4. Modify Exhibit B, Methods and Conditions Precedent to Payment, Section 5, Subsection 5.1, to read:
  - 5.1. Payment shall be on a cost reimbursement basis for actual expenditures incurred in the fulfillment of this Agreement, and shall be in accordance with the approved line item, as specified in Exhibits B-1, Budget through Exhibit B-9 Amendment #6, Budget.
5. Modify Exhibit B-6 Amendment #5 Budget by replacing in its entirety with Exhibit B-6 Amendment #6 Budget which is attached hereto and incorporated by reference herein.
6. Add Exhibit B-7 Amendment #6, Budget Sheet, which is attached hereto and incorporated by

reference herein.

7. Add Exhibit B-8 Amendment #6, Budget, which is attached hereto and incorporated by reference herein.
8. Add Exhibit B-9 Amendment #6, 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 #6 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

5/21/2021.  
\_\_\_\_\_  
Date

DocuSigned by:  
**Joseph E. Ribsam, Jr.**  
\_\_\_\_\_  
Name: Joseph E. Ribsam, Jr.  
Title: Director

New Hampshire Coalition Against Domestic and Sexual  
Violence

5/21/2021  
\_\_\_\_\_  
Date

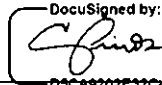
DocuSigned by:  
*Lyn M. Schollett*  
\_\_\_\_\_  
Name: Lyn M. Schollett  
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

5/25/2021

Date

DocuSigned by:  


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-6 Amendment #6 Budget

**New Hampshire Department of Health and Human Services**

Contractor name **New Hampshire Coalition Against Domestic  
and Sexual Violence**

Budget Request for: **SS-2015-DCYF-02-STATE**

Budget Period: **July 1, 2021 through June 30, 2022**

Line Item	Direct Incremental	Indirect Fixed	Total
1. Total Salary/Wages	\$ 17,500.00		\$ 17,500.00
2. Employee Benefits	\$ 3,250.00		\$ 3,250.00
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	\$ 882,258.00		\$ 882,258.00
13. Other (specific details mandatory):			\$ -
Direct Assistance to DV Survivors			\$ -
Memberships			\$ -
Organizational Development			\$ -
<b>TOTAL</b>	<b>\$ 903,008.00</b>	<b>\$ -</b>	<b>\$ 903,008.00</b>

Indirect As A Percent of Direct

0.0%

Contractor Initials DS  
LS

Date 5/21/2021

Exhibit B-7 Amendment #6 Budget

New Hampshire Department of Health and Human Services			
Contractor name New Hampshire Coalition Against Domestic and Sexual Violence			
Budget Request for: SS-2015-DCYF-02-STATE-01-A05 (Improve Responses to DV)			
Budget Period: July 1, 2021 through June 30, 2022 (Additional Funds)			
Line Item	Direct Incremental	Indirect Fixed	Total
1. Total Salary/Wages	\$ 2,500.00		\$ 2,500.00
2. Employee Benefits	\$ 500.00		\$ 500.00
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	\$ 297,000.00		\$ 297,000.00
13. Other (specific details mandatory):			\$ -
			\$ -
			\$ -
			\$ -
<b>TOTAL</b>	<b>\$ 300,000.00</b>	<b>\$ -</b>	<b>\$ 300,000.00</b>

Indirect As A Percent of Direct

0.0%

## Exhibit B-8 Amendment #6 Budget

## New Hampshire Department of Health and Human Services

Contractor name New Hampshire Coalition Against Domestic  
and Sexual Violence

Budget Request for: SS-2015-DCYF-02-STATE

Budget Period: July 1, 2022 through June 30, 2023

Line Item	Direct Incremental	Indirect Fixed	Total
1. Total Salary/Wages	\$ 17,500.00		\$ 17,500.00
2. Employee Benefits	\$ 3,250.00		\$ 3,250.00
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	\$ 882,258.00		\$ 882,258.00
13. Other (specific details mandatory):			\$ -
Direct Assistance to DV Survivors			\$ -
Memberships			\$ -
Organizational Development			\$ -
<b>TOTAL</b>	<b>\$ 903,008.00</b>	<b>\$ -</b>	<b>\$ 903,008.00</b>

Indirect As A Percent of Direct

0.0%

Exhibit B-9 Amendment #6 Budget

New Hampshire Department of Health and Human Services			
Contractor name New Hampshire Coalition Against Domestic and Sexual Violence			
Budget Request for: SS-2015-DCYF-02-STATE-01-A05 (Improve Responses to DV)			
Budget Period: July 1, 2022 through June 30, 2023 (Additional Funds)			
Line Item	Direct Incremental	Indirect Fixed	Total
1. Total Salary/Wages	\$ 2,500.00		\$ 2,500.00
2. Employee Benefits	\$ 500.00		\$ 500.00
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	\$ 297,000.00		\$ 297,000.00
13. Other (specific details mandatory):			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<b>TOTAL</b>	<b>\$ 300,000.00</b>	<b>\$ -</b>	<b>\$ 300,000.00</b>

Indirect As A Percent of Direct 0.0%

# State of New Hampshire

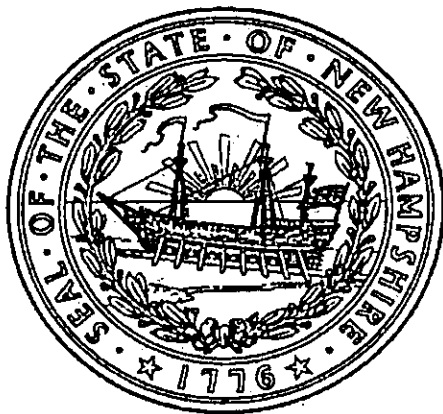
## Department of State

### CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that NEW HAMPSHIRE COALITION AGAINST DOMESTIC AND SEXUAL VIOLENCE is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on April 30, 1981. 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: 63838

Certificate Number: 0005338757



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed  
the Seal of the State of New Hampshire,  
this 2nd day of April A.D. 2021.

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

William M. Gardner  
Secretary of State

**CERTIFICATE OF AUTHORITY**

I, Lindsay Nadeau, hereby certify that:  
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Chairperson/Officer of the NH Coalition Against Domestic and Sexual Violence \_\_\_\_\_.  
(Corporation/LLC Name)

2. The following is a true copy of a vote taken at a meeting of the Board of Directors/shareholders, duly called and held on December 10, 2019\_\_, at which a quorum of the Directors/shareholders were present and voting.  
(Date)

**VOTED:** That Lyn M. Schollett, Executive Director (may list more than one person)  
(Name and Title of Contract Signatory)

is duly authorized on behalf of the NH Coalition Against Domestic and Sexual Violence to enter into contracts or  
(Name of Corporation/ LLC)

agreements with the State of New Hampshire and any of its agencies or departments and further is authorized to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

3. I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract/contract amendment to which this certificate is attached. This authority **remains valid for thirty (30) days** from the date of this Certificate of Authority. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

Dated: May 21, 2021



Signature of Elected Officer

Name: Lindsay Nadeau

Title: Chairperson, Board of Directors





## NHCADSV Vision and Mission

### Vision

All New Hampshire communities provide safety for every person.

### Mission

The New Hampshire Coalition Against Domestic and Sexual Violence creates safe and just communities through advocacy, prevention and empowerment of anyone affected by sexual violence, domestic violence and stalking.

Note: The language below will be used in grant applications and other documents to provide further clarification of what the Coalition does.  
The statement above is the actual Mission Statement.

This mission is accomplished by the Coalition, which includes 13 independent community-based member programs, a Board of Directors and a central staff working together to:

- Influence public policy on the local, state and national levels;
- Ensure that quality services are provided to victims;
- Promote the accountability of societal systems and communities for their responses to sexual violence, domestic violence and stalking;
- Prevent violence and abuse before they occur.

Approved April 2011

New Hampshire Coalition Against Domestic & Sexual Violence • PO Box 353 • Concord, NH 03302 • 603.224.8893

**NHCADSV.ORG**



**NEW HAMPSHIRE COALITION AGAINST  
DOMESTIC AND SEXUAL VIOLENCE**

**AUDITED FINANCIAL STATEMENTS**

June 30, 2020 and 2019

**SINGLE AUDIT REPORTS**

June 30, 2020

## Table of Contents

	Page
<b>INDEPENDENT AUDITOR'S REPORT</b>	1-2
<b>FINANCIAL STATEMENTS</b>	
Statements of Financial Position, June 30, 2020 and 2019	3
Statement of Activities, Year Ended June 30, 2020 With Comparative Totals for Year Ended June 30, 2019	4
Statement of Functional Expenses, Year Ended June 30, 2020 With Comparative Totals for Year Ended June 30, 2019	5
Statements of Cash Flows, Years Ended June 30, 2020 and 2019	6
Notes to Financial Statements	7-16
<b>GOVERNMENT AUDITING STANDARDS AND SINGLE AUDIT ACT REPORTS AND SCHEDULES</b>	
INDEPENDENT AUDITOR'S REPORT on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	17-18
INDEPENDENT AUDITOR'S REPORT on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance	19-20
<b>Schedule of Findings and Questioned Costs</b>	
Section I – Summary of Auditor's Results	21
Section II - Financial Statement Findings – None	21
Section III – Federal Award Findings and Questioned Costs – None	21
Schedule of Expenditures of Federal Awards	22
Notes to Schedule of Expenditures of Federal Awards	23

## ROWLEY & ASSOCIATES, P.C.

CERTIFIED PUBLIC ACCOUNTANTS  
46 N. STATE STREET  
CONCORD, NEW HAMPSHIRE 03301  
TELEPHONE (603) 228-5400  
FAX # (603) 226-3532

MEMBER  
AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

MEMBER OF THE PRIVATE  
COMPANIES PRACTICE SECTION

### INDEPENDENT AUDITOR'S REPORT

Board of Directors  
New Hampshire Coalition  
Against Domestic and Sexual Violence  
Concord, New Hampshire

#### Report on the Financial Statements

We have audited the accompanying financial statements of New Hampshire Coalition Against Domestic and Sexual Violence (a nonprofit organization), which comprise the statement of financial position as of June 30, 2020 and the related statement of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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 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 financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the 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 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 financial statements.

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

#### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of New Hampshire Coalition Against Domestic and Sexual Violence as of June 30, 2020 and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Report on Summarized Comparative Information**

We have previously audited the New Hampshire Coalition Against Domestic and Sexual Violence's 2019 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 4, 2019. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2019, is consistent, in all material respects, with the audited financial statements from which it has been derived.

### **Other Matters**

#### *Other information*

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated February 23, 2021, on our consideration of New Hampshire Coalition Against Domestic and Sexual Violence's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the New Hampshire Coalition Against Domestic and Sexual Violence's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering New Hampshire Coalition Against Domestic and Sexual Violence's internal control over financial reporting and compliance.



Rowley & Associates, P.C.  
Concord, New Hampshire  
February 23, 2021

New Hampshire Coalition Against Domestic and Sexual Violence  
 Statements of Financial Position  
 June 30, 2020 and June 30, 2019  
 See Independent Auditors' Report

ASSETS	2020	2019
<b><u>CURRENT ASSETS</u></b>		
Cash and Cash Equivalents	\$ 48,920	\$ 54,183
Restricted Cash and Cash Equivalents	89,537	46,760
Certificates of Deposit, Short-Term	145,968	142,197
Grants Receivable	1,968,260	1,881,645
Prepaid Expenses	22,979	19,916
<b>Total Current Assets</b>	<b>2,275,664</b>	<b>2,144,701</b>
<b><u>PROPERTY AND EQUIPMENT</u></b>		
Equipment	14,654	14,654
Leasehold Improvements	37,719	27,719
	52,373	42,373
Less Accumulated Depreciation	(15,887)	(9,494)
<b>Total Property and Equipment, Net</b>	<b>36,486</b>	<b>32,879</b>
<b><u>OTHER ASSETS</u></b>		
Cash and Cash Equivalents Designated for Long-Term Investment	-	350,655
Long-term Investments	347,689	-
Certificates of Deposit, Long-Term	207,016	167,665
Security Deposit	6,213	6,213
<b>Total Other Assets</b>	<b>560,918</b>	<b>524,533</b>
<b>Total Assets</b>	<b>\$ 2,873,068</b>	<b>\$ 2,702,113</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b><u>CURRENT LIABILITIES</u></b>		
Grants and Accounts Payable	\$ 1,520,941	\$ 1,587,493
Accrued Expenses	79,223	103,664
Federal Taxes Payable	-	1,428
<b>Total Current Liabilities</b>	<b>1,600,164</b>	<b>1,692,585</b>
<b><u>OTHER LIABILITIES</u></b>		
SBA Paycheck Protection Program Loan	175,000	-
<b><u>NET ASSETS</u></b>		
Without Donor Restrictions	1,008,367	962,768
With Donor Restrictions	89,537	46,760
<b>Total Net Assets</b>	<b>1,097,904</b>	<b>1,009,528</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 2,873,068</b>	<b>\$ 2,702,113</b>

**New Hampshire Coalition Against Domestic and Sexual Violence**  
**Statements of Activities and Changes in Net Assets**  
**Year Ended June 30, 2020, With Comparative Totals for Year Ended June 30, 2019**  
**See Independent Auditors' Report**

	Net Assets Without Donor Restrictions	Net Assets With Donor Restrictions	2020	2019
<b><u>SUPPORT AND REVENUE</u></b>				
Grant Revenue	\$ 8,740,482	\$ 717,245	\$ 9,457,727	\$ 7,580,413
Contributions	281,953	-	281,953	204,789
Donated Services	66,758	-	66,758	106,680
Interest Income	6,156	-	6,156	5,074
Miscellaneous Income	45,055	-	45,055	31,108
Total Contributions and Support	<u>9,140,404</u>	<u>717,245</u>	<u>9,857,649</u>	<u>7,928,064</u>
Gain on Sale of Property and Equipment	-	-	-	19,018
Investment Dividends	7,763	-	7,763	-
Unrealized and Realized Gain on Investments	10,603	-	10,603	-
Investment Fees	(1,272)	-	(1,272)	-
Net Investment Gains and Earnings	<u>17,094</u>	<u>-</u>	<u>17,094</u>	<u>19,018</u>
<b>Total Support and Revenue</b>	<u>9,157,498</u>	<u>717,245</u>	<u>9,874,743</u>	<u>7,947,082</u>
Net Assets Released from Donor Imposed Restrictions	<u>674,468</u>	<u>(674,468)</u>	<u>-</u>	<u>-</u>
<b><u>EXPENSES</u></b>				
Program Services	9,650,552	-	9,650,552	7,783,527
Management and General	114,833	-	114,833	112,718
Fundraising	20,982	-	20,982	29,689
<b>Total Expenses</b>	<u>9,786,367</u>	<u>-</u>	<u>9,786,367</u>	<u>7,925,934</u>
<b>INCREASE IN NET ASSETS</b>	45,599	42,777	88,376	21,148
<b>NET ASSETS AT BEGINNING OF YEAR</b>	<u>962,768</u>	<u>46,760</u>	<u>1,009,528</u>	<u>988,380</u>
<b>NET ASSETS AT END OF YEAR</b>	<u>\$ 1,008,367</u>	<u>\$ 89,537</u>	<u>\$ 1,097,904</u>	<u>\$ 1,009,528</u>

**New Hampshire Coalition Against Domestic and Sexual Violence**  
**Statement of Functional Expenses**  
**Year Ended June 30, 2020**  
**With Comparative Totals for Year Ended June 30, 2019**  
**See Independent Auditors' Report**

	Program Services	Management & General	Fundraising	Total 2020	Total 2019
Salaries	\$ 1,063,125	\$ 71,862	\$ 12,972	\$ 1,147,959	\$ 1,055,205
Payroll taxes	86,478	5,846	1,055	93,379	85,048
Health and Dental Insurance	95,014	6,423	1,159	102,596	99,126
Other Employee Benefits	37,760	2,552	461	40,773	34,290
Professional Services	131,289	8,874	1,602	141,765	137,545
Contract/Grant Services	6,906,436	-	-	6,906,436	5,749,544
Survivor Grants	562,698	-	-	562,698	253,628
Rental Assistance	150,967	-	-	150,967	-
Memberships	5,130	347	63	5,540	4,328
Publications	1,317	89	16	1,422	1,288
Advertising/Public Awareness	5,552	375	68	5,995	3,697
Copying	3,667	248	45	3,960	3,402
Office Supplies	35,937	2,429	438	38,804	41,733
Postage	4,300	291	52	4,643	5,853
Printing	1,921	130	23	2,074	7,890
Equipment & Moving	1,098	74	13	1,185	3,421
Maintenance & Repair	46,915	3,171	572	50,658	45,840
Rent Expense	79,089	5,346	965	85,400	82,775
Interest	-	-	-	-	515
Parking	7,751	524	95	8,370	7,157
Insurance	6,047	409	74	6,530	8,197
PMC Partial Reimbursement	-	-	-	-	1,450
Staff Development	13,042	882	159	14,083	25,755
Travel	41,482	2,804	506	44,792	51,567
Telephone	34,690	2,345	423	37,458	50,881
Technology	88,147	-	-	88,147	-
Utilities	-	-	-	-	376
AVAP Miscellaneous Expense	39,117	-	-	39,117	59,891
AVAP Member Training/Education	2,102	-	-	2,102	4,621
Direct Training	44,919	-	-	44,919	48,589
Community Education	136,462	-	-	136,462	30,441
Depreciation Expense	5,921	400	72	6,393	7,584
Accounting Fees	12,179	823	149	13,151	12,869
Federal Taxes Expense (Benefit)	-	(1,411)	-	(1,411)	1,428
<b>Total Expenses</b>	<b>\$ 9,650,552</b>	<b>\$ 114,833</b>	<b>\$ 20,982</b>	<b>\$ 9,786,367</b>	<b>\$ 7,925,934</b>

Notes to Financial Statements

**New Hampshire Coalition Against Domestic and Sexual Violence**  
**Statements of Cash Flows**  
**Years Ended June 30, 2020 and 2019**  
**See Independent Auditors' Report**

	<u>2020</u>	<u>2019</u>
<b><u>CASH FLOWS FROM OPERATING ACTIVITIES</u></b>		
Increase in Net Assets	\$ 88,376	\$ 21,148
Adjustments to Reconcile Increase in Net Assets to Net Cash Provided by Operating Activities		
Depreciation	6,393	7,584
Gain on Sale of Property and Equipment	-	(19,018)
Unrealized and Realized Gain on Investments	(10,603)	-
(Increase) Decrease in Operating Assets:		
Grants Receivable	(86,615)	(354,188)
Prepaid Expenses	(3,063)	505
Increase (Decrease) in Operating Liabilities:		
Accounts Payable	(66,552)	357,113
Accrued Expenses	(24,441)	(1,493)
Federal Taxes Payable	(1,428)	1,428
<b>NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>	<u>(97,933)</u>	<u>13,079</u>
<b><u>CASH FLOWS FROM INVESTING ACTIVITIES</u></b>		
Net Proceeds on Sale of Property and Equipment	-	228,390
Acquisition of Property and Equipment	(10,000)	-
(Purchase) Maturity of Certificates of Deposit	(43,122)	65,318
Proceeds on Sales of Investments	82,264	-
Purchases of Investments	(419,350)	-
<b>NET CASH PROVIDED (USED) BY INVESTING ACTIVITIES</b>	<u>(390,208)</u>	<u>293,708</u>
<b><u>CASH FLOWS FROM FINANCING ACTIVITIES</u></b>		
Repayment of Long-Term Debt	-	(37,862)
Net Proceeds from SBA Payroll Protection Program Loan	175,000	-
<b>NET CASH PROVIDED (USED) BY FINANCING ACTIVITIES</b>	<u>175,000</u>	<u>(37,862)</u>
<b>NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	(313,141)	268,925
<b>CASH AND CASH EQUIVALENTS, AT BEGINNING OF YEAR</b>	<u>451,598</u>	<u>182,673</u>
<b>CASH AND CASH EQUIVALENTS, AT END OF YEAR</b>	<u>\$ 138,457</u>	<u>\$ 451,598</u>
<b><u>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</u></b>		
Cash paid during the year for:		
Interest	<u>\$ -</u>	<u>\$ 515</u>
Donated Services	<u>\$ 66,758</u>	<u>\$ 106,680</u>



**New Hampshire Coalition Against Domestic and Sexual Violence**

**Notes to Financial Statements**

**Years Ended June 30, 2020 and 2019**

**NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES**

**Nature of Activities**

The Coalition is a private, non-profit, tax-exempt organization committed to ending domestic and sexual violence. The Coalition serves as a coordinating organization for its 13 member agency crisis centers that in turn provide services to survivors of sexual assault, domestic violence, human trafficking, and stalking. Twelve of the Coalition's member agencies are autonomous, private, non-profit organizations with their own mission, structure, and board of directors; one is a university-based program. The Coalition receives 96% of its funding from federal and state agencies and less than 1% from private fundraising.

**The Vision of the Coalition is:**

All New Hampshire communities provide safety for every person.

**The Mission of the Coalition is:**

The New Hampshire Coalition Against Domestic & Sexual Violence creates safe and just communities through advocacy, prevention and empowerment of anyone affected by sexual violence, domestic violence and stalking.

This mission is accomplished by the Coalition, which includes 13 independent community-based member programs, a board of directors and a central staff working together to:

- Influence public policy on the local, state and national levels;
- Ensure that quality services are provided to victims;
- Promote the accountability of societal systems and communities for their responses to sexual violence, domestic violence and stalking;
- Prevent violence and abuse before they occur.

To elaborate on the above mission and vision statements, the Coalition supports member agency staff with specialized training, resources and technical assistance; convenes member agency staff to facilitate shared learning and peer support; and collects and disseminates best practices and current information. The Coalition supports the development of new services and serves as a statewide clearinghouse and coordinating organization related to victim services. It administers state and federal contracts that provide funding for its member programs.

Coalition staff provide education and training to court and law enforcement officials and attorneys, and collaborate with legal assistance organizations that provide lawyers for survivors and their families. Coalition staff work to promote cross-system collaboration with child protective services and child advocacy centers to assure safety for children exposed to or who have experienced domestic and sexual violence, and for their parents. Coalition staff participate on numerous statewide boards and commissions to advocate for effective responses to victims.

The Coalition's Public Affairs staff work closely with other advocacy groups, legislators and survivors to draft legislation, organize testimony, and advocate for policy changes throughout the legislative session. The Coalition either takes an active role in or tracks close to 150 bills each legislative session. These bills address a wide range of issues including domestic and sexual violence; stalking; family law; divorce and child custody/visitation/support; reproductive rights; law enforcement and courts; privacy and personal information; healthcare; and economic justice.

Coalition staff also provide resources and sources for responsible news media and reporting. Coalition staff create and distribute statewide communications materials to raise awareness about sexual assault, domestic violence, prevention and services available to victims.

**New Hampshire Coalition Against Domestic and Sexual Violence**

**Notes to Financial Statements**

**Years Ended June 30, 2020 and 2019**

**NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES, (continued)**

**Nature of Activities (Continued)**

The Coalition plays a key leadership role in efforts to prevent domestic and sexual violence throughout New Hampshire. Coalition staff collaborate with state and local entities to support policies and practices to advance effective prevention education. Coalition staff are proactive in educating the public about the causes and effects of domestic and sexual violence and stalking and as well as services available across the state. The Coalition has sponsored research on the prevalence of violence in New Hampshire.

The Coalition also manages several specific programs to assist its member crisis centers and the public. The following are three distinct programs that directly affect survivors of domestic violence, sexual violence and stalking:

**AmeriCorps Victim Assistance Program (AVAP)**

The AmeriCorps Victim Assistance Program (AVAP) founded in 1994 is a multi-agency collaboration housed by the Coalition that ensures that direct services are available to victims of domestic and sexual violence and stalking throughout New Hampshire. AVAP is part of AmeriCorps, a national service program that offers opportunities to Americans who are interested in making a substantial commitment to serve their country through national service.

Members of the AmeriCorps Victim Assistance Program are placed throughout New Hampshire at member agencies, police departments, prosecutor offices, the New Hampshire Department of Corrections, and child advocacy centers to offer support and information to victims of domestic and sexual violence and stalking. Currently, AVAP members are focusing their advocacy efforts on providing financial literacy and housing services to survivors of domestic violence, sexual assault, and stalking. AVAP members are trained in the AllState Foundation's Moving Ahead through Financial Management curriculum which they use in one-on-one sessions and in financial literacy workshops focused on an array of topics from basic budgeting to checking a credit report. Members also provide information and facilitate referrals to local financial and housing services.

**Sexual Assault Nurse Examiner (SANE) Program**

A Sexual Assault Nurse Examiner (SANE) is a Registered Nurse who has been specially trained to provide comprehensive care to sexual assault survivors, who demonstrates competency in conducting medical/forensic examinations and who has the ability to be a witness in a sexual assault prosecution. Coalition staff are responsible for training and working with registered SANEs and medical professionals across the state to ensure that sexual assault victims receive consistent and professional care during forensic exams.

**The Family Violence Prevention Specialist Program**

Research shows a high correlation (40-60%) between the perpetration of domestic violence and the perpetration of child abuse and neglect in the same family. The Family Violence Prevention Specialist Program was built on the principle that abused and neglected children are best served when they can remain in a safe household with a non-violent parent.

**New Hampshire Coalition Against Domestic and Sexual Violence**

**Notes to Financial Statements**

**Years Ended June 30, 2020 and 2019**

**NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES, (continued)**

The Family Violence Prevention Specialist program began in 1998 as a coordinated effort between the Coalition and the Division for Children, Youth, and Families (DCYF). Family Violence Prevention Specialists (FVPSs) are employed by local member agencies of the Coalition, and are co-located at local DCYF District Offices. The FVPSs are a source of assistance and training to child protective service workers while providing advocacy services to victims of domestic violence involved with DCYF. This program results in more effective assistance to victims through the development of interventions that recognize the adult victim's need for support and advocacy in order to improve safety outcomes for children.

**Significant Accounting Policies**

The financial statements of the Coalition have been prepared in conformity with Generally Accepted Accounting Principles (GAAP) as applied to not-for-profits. The Financial Accounting Standards Board (FASB) is the accepted standard-setting body for establishing accounting and financial reporting principles for not-for-profits. The more significant of the FASB's generally accepted accounting principles applicable to the Coalition, and the Coalition's conformity with such principles, are described below. These disclosures are an integral part of the Coalition's financial statements.

**Basis of Presentation**

The Coalition reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

Net assets without donor restrictions - These net assets generally result from revenues generated by receiving contributions that have no donor restrictions, providing services, and receiving interest from operating investments, less expenses incurred in providing program-related services raising contributions, and performing administrative functions.

Net assets with donor restrictions - These net assets result from gifts of cash and other assets that are received with donor stipulations that limit the use of the donated assets, either temporarily or permanently, until the donor restriction expires, that is until the stipulated time restriction ends or the purpose of the restriction is accomplished.

**Basis of Accounting**

The financial statements of the Coalition have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables and other liabilities.

**Grants Receivable and Promises to Give**

Contributions are recognized when the donor makes a promise to give to the Coalition that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions.

**New Hampshire Coalition Against Domestic and Sexual Violence****Notes to Financial Statements****Years Ended June 30, 2020 and 2019****NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES, (continued)****Contributed Services**

During the Years Ended June 30, 2020 and 2019, the value of contributed services relating to printing, community education, direct training and professional fees were \$83,144 and \$106,680, respectively.

In addition, many individuals volunteer their time and perform a variety of tasks that assist the Coalition; these amounts have not been recognized in the accompanying statement of activities because the criteria for recognition as contributed services has not been met.

**Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**Compensated Absences**

Employees of the Coalition are entitled to paid vacation depending on job classification, length of services, and other factors. The statement of financial position reflects accrued vacation earned, but unpaid as of June 30, 2020 and 2019 in the amounts of \$70,244 and \$63,255, respectively.

**Allocation of Expenses**

The costs of providing the various programs and other activities have been summarized on a functional basis in the statements of activities and functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited based on estimates that are based on their relationship to those activities. Those expenses include payroll and payroll related expenses and occupancy costs. Occupancy costs are allocated based on square footage. Payroll and payroll related expenses are based on estimates of time and effort. Other cost allocations are based on the relationship between the expenditure and the activities benefited.

**Property and Equipment**

It is the Coalition's policy to capitalize property and equipment over \$2,500 and all expenditures for repairs, maintenance, renewals and betterments that prolong the useful lives of assets. Lesser amounts are expensed. Purchased property and equipment is capitalized at cost. Donations of property and equipment are recorded as contributions at their estimated fair value. Such donations are reported as contributions without donor restriction unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted contributions. Absent donor stipulations regarding how long those donated assets must be maintained, the Coalition reports expiration of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. The Coalition reclassifies net assets with donor restrictions to net assets without donor restrictions at that time. Property and equipment are depreciated using the straight-line method. The ranges of useful lives are as follows:

Improvements	39 Years
Equipment	3-7 Years

Depreciation expense recorded by the Coalition for the Years Ended June 30, 2020 and 2019 was \$6,393 and \$7,584, respectively.

**New Hampshire Coalition Against Domestic and Sexual Violence****Notes to Financial Statements**

Years Ended June 30, 2020 and 2019

**NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES, (continued)****Income taxes**

The Coalition has been notified by the Internal Revenue Service that it is exempt from federal income tax under Section 501(c) (3) of the Internal Revenue Code. The Coalition is further classified as an organization that is not a private foundation under Section 509(a)(3) of the Code. The most significant tax positions of the Coalition are its assertion that it is exempt from income taxes and its determination of whether any amounts are subject to unrelated business tax (UBIT). The Coalition follows the guidance of Accounting Standards Codification (ASC) 740, Accounting for Income Taxes, related to uncertain income taxes, which prescribes a threshold of more likely than not for recognition of tax positions taken or expected to be taken in a tax return.

**Cash and Cash Equivalents**

For purposes of the statements of cash flows, the Coalition considers all highly liquid investments (short-term investments such as certificates of deposits and money market accounts) with an initial maturity of three months or less to be cash equivalents. The following table provides a reconciliation of cash and cash equivalents reported within the statement of financial position to the sum of the corresponding amounts within the statement of cash flows as of June 30:

	<u>2020</u>	<u>2019</u>
Cash and Cash Equivalents	\$ 48,920	\$ 54,183
Restricted Cash and Cash Equivalents	89,537	46,760
Cash and Cash Equivalents Designated for Long-Term Investment	-	<u>350,655</u>
Total	<u>\$138,457</u>	<u>\$451,598</u>

**Certificates of Deposit**

Certificates of deposit are reported on the accompanying statement of financial position. The certificates bear interest ranging from 1.50% to 3.50% as of June 30, 2020. Maturities range from six months to four years.

**Segregation of Accounts**

Under Title 1, New Hampshire, The State and Its Government, Chapter 15 Lobbyist Section 15:1-a, the Coalition is required to physically and financially separate state funds from any non-state funds that may be used for the purposes of lobbying or attempting to influence legislation, participate in political activity, or contribute funds to any entity engaged in these activities. The Coalition has established and maintains a separate bank account for this purpose. The account balances were \$3,450 and \$2,061 at June 30, 2020 and 2019, respectively.

**Concentration of Credit Risk**

The Coalition maintains cash balances in several accounts at local banks. These accounts are insured by the Federal Deposit Insurance Corporation up to \$250,000. At various times throughout the year, the Coalition may have cash balances at the financial institution that exceeds the insured amount. Management does not believe this concentration of cash results in a high level of risk for the Coalition. At June 30, 2020 and 2019 the Coalition had uninsured cash balances of \$85,316 and \$0, respectively.

**Advertising Costs**

The Coalition follows the policy of charging the production costs of advertising to expense as incurred. Advertising expense at June 30, 2020 and 2019 was \$5,995 and \$3,697 respectively.

**New Hampshire Coalition Against Domestic and Sexual Violence**

**Notes to Financial Statements**

Years Ended June 30, 2020 and 2019

**NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES, (continued)**

**Comparative Financial Information**

The financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Coalition's financial statements for the year ended June 30, 2019, from which the summarized information was derived.

**Financial Instruments**

The carrying value of cash and cash equivalents, certificates of deposit, grants receivable, prepaid expenses, accounts payable and accrued expenses are stated at carrying cost at June 30, 2020 and 2019, which approximates fair value due to the relatively short maturity of these instruments. Other financial instruments held at year-end are investments, which are stated at fair value.

**Reclassifications**

Certain financial statement and note information from the prior year financial statements has been reclassified to conform with current year presentation format.

**Subsequent Event**

Management has evaluated subsequent events through February 23, 2021, the date on which the financial statements were available to be issued to determine if any are of such significance to require disclosure. It has been determined that no other subsequent events matching this criterion occurred during this period.

**Newly Adopted Accounting Pronouncement**

During the year ended June 30, 2019, the Coalition adopted the requirements of the Financial Accounting Standards Board's Accounting Standards Update No. 2016- 14—Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities (ASU 2016- 14). This Update addresses the complexity and understandability of net asset classification, deficiencies in information about liquidity and availability of resources, and the lack of consistency in the type of information provided about expenses and investment return between not-for-profit entities. A key change required by ASU 2016-14 is the net asset classes used in these financial statements. Amounts previously reported as unrestricted net assets are now reported as net assets without donor restrictions and amounts previously reported as temporarily restricted net assets and permanently restricted net assets are now reported as net assets with donor restrictions.

**Recent Accounting Pronouncements**

In June 2018, the FASB issued ASU 2018-08, Not-for-Profit Entities (Topic 958)—Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made. The FASB issued this ASU to clarify and improve the scope and the accounting guidance for contributions received and contributions made. The amendments in this ASU 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 (reciprocal) transactions subject to other guidance and (2) determining whether a contribution is conditional.

In May 2014, the FASB issued ASU 2014-09, Revenue Recognition (Topic 606)—Revenue from Contracts with Customers. This ASU introduces a new five-step revenue recognition model in which an entity should recognize revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services.

**New Hampshire Coalition Against Domestic and Sexual Violence****Notes to Financial Statements**

Years Ended June 30, 2020 and 2019

**NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES, (continued)****Recent Accounting Pronouncements (Continued)**

In February, 2016, the FASB issued ASU 2016-02, Leases (Topic 842). Under the new guidance, a lessee will be required to recognize assets and liabilities for leases with lease terms of more than twelve months. Consistent with current GAAP, the recognition, measurement, and presentation of expenses and cash flows arising from a lease by a lessee primarily will depend on its classification as a finance or operating lease. However, unlike current GAAP—which requires only capital leases to be recognized on the statement of financial position—the new ASU will require both types of leases to be recognized on the statement of financial position.

The Coalition is presently evaluating the effects that these ASUs will have on its future financial statements, including related disclosures. ASUs above are effective for fiscal years beginning after December 15, 2019 and the Coalition will be required to adopt them in the year ending June 30, 2021.

**NOTE B – NET ASSETS WITH DONOR RESTRICTIONS**

Net assets with donor restrictions consist of funds received by the Coalition, restricted as to use or time. The restrictions are considered to expire when payments are made. As of June 30, 2020 and 2019 respectively, the net assets with donor restrictions are available for the following purpose:

	<u>2020</u>	<u>2019</u>
Housing Assistance to Survivors	\$ 24,615	\$ 20,310
Data Assessment	-	5,500
Direct support to Survivors	19,200	-
Technology Improvement	5,117	-
Human Trafficking Services	20,574	-
Economic Support to Survivors	<u>20,031</u>	<u>20,950</u>
Total	<u>\$ 89,537</u>	<u>\$ 46,760</u>

Net assets in the amount of \$674,468 and \$79,440 were released from donor restrictions by incurring expenses satisfying the restricted purpose during the years ended June 30, 2020 and 2019, respectively.

**NOTE C – DESCRIPTION OF LEASING ARRANGEMENTS**

The Coalition presently leases office equipment under short-term operating lease agreements.

The Coalition entered a ten-year lease agreement for office space and parking spaces on March 1, 2018, expiring in 2028. Annual rent was \$74,556 with 4% annual escalations each year on the anniversary of the lease term. Annual parking was \$7,800 with no more than 2% annual increases. The future minimum lease payments on this agreement as of June 30 are:

2021	\$ 96,343
2022	99,611
2023	103,011
2024	106,546
2025	110,223
Thereafter	<u>312,566</u>
Total	<u>\$ 828,300</u>

Rent expense related to the lease was \$85,400 and \$82,777 for the years ended June 30, 2020 and 2019 respectively. Rent paid for parking spaces totaled \$7,800 during the years ended June 30, 2020 and 2019, respectively, and are included in parking expense on the statement of financial expenses.

**New Hampshire Coalition Against Domestic and Sexual Violence****Notes to Financial Statements**

Years Ended June 30, 2020 and 2019

**NOTE D – PENSION PLAN**

The Coalition has a 403(b) savings plan for the benefit of its employees. The plan covers substantially all employees after one year of service. During their budgeting process, the Board of Directors determines the amount to be contributed annually. Employer contributions for the Years Ended June 30, 2020 and 2019 totaled \$25,850 and \$22,960, respectively.

**NOTE E – FAIR VALUE MEASUREMENTS**

In accordance with FASB ASC 820, *Fair Value Measurements and Disclosures*, the Coalition is required to disclose certain information about its financial assets and liabilities. Fair values of assets measured on a recurring basis at June 30 were as follows:

	Fair Value	Quoted Prices In Active Markets For Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)
<u>2020</u>			
Investments	\$ 347,689	\$ 347,689	\$ -
Certificates of Deposit	352,984	352,984	-
Grants Receivable	<u>1,968,260</u>	-	<u>1,968,260</u>
	<u>\$2,668,933</u>	<u>\$ 700,673</u>	<u>\$1,968,260</u>
<u>2019</u>			
Certificates of Deposit	\$ 309,862	\$ 309,862	\$ -
Grants Receivable	<u>1,881,645</u>	-	<u>1,881,645</u>
	<u>\$2,191,507</u>	<u>\$ 309,862</u>	<u>\$1,881,645</u>

Fair values for investments were determined by reference to quoted market prices and other relevant information generated by market transactions. The fair value of grants receivable are estimated at the present value of expected future cash flows.

**NOTE F – BOARD DESIGNATED NET ASSETS**

The Coalition has net assets designated for various future needs. These funds are comprised of the following as of June 30:

	<u>2020</u>	<u>2019</u>
Fund for Grace	\$ 62,762	\$ 72,386
Operating Reserve	<u>148,665</u>	<u>148,665</u>
	<u>\$ 211,427</u>	<u>\$ 221,051</u>

**NOTE G – LIQUIDITY & AVAILABILITY OF FINANCIAL ASSETS**

The Coalition has a policy to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due. The Coalition's primary source of support is grants. That support is held for the purpose of supporting the Coalition's budget. The Coalition had the following financial assets that could be readily made available within one year to fund expenses without limitations:

	<u>2020</u>	<u>2019</u>
Cash and Cash Equivalents	\$ 138,457	\$ 100,943
Certificates of deposit, short-term	145,968	142,197
Grants Receivable, net of Grants Payable	474,001	302,985
Less Amounts: With Donor Imposed Restriction	<u>(89,537)</u>	<u>(46,760)</u>
	<u>\$ 668,889</u>	<u>\$ 499,365</u>



**New Hampshire Coalition Against Domestic and Sexual Violence****Notes to Financial Statements**

Years Ended June 30, 2020 and 2019

**NOTE H – INVESTMENTS**

Investments are presented in the financial statements at fair-market value. Investments at June 30, 2020 and 2019 are composed of the following:

	2020		2019	
	<u>Cost</u>	<u>Market</u>	<u>Cost</u>	<u>Market</u>
Equity mutual funds	\$ 70,241	\$ 72,830	\$ -	\$ -
Mutual funds	121,377	123,897	-	-
Money market	24,488	24,488	-	-
Exchange traded funds	121,479	126,474	-	-
Total	<u>\$ 337,585</u>	<u>\$ 347,689</u>	<u>\$ -</u>	<u>\$ -</u>

FASB Accounting Standards Codification Topic 820-10 *Fair Value Measurements* defines fair value, requires expanded disclosures about fair value measurements, and establishes a three-level hierarchy for fair value measurements based on the observable inputs to the valuation of an asset or liability at the measurement date. Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. It prioritizes the inputs to the valuation techniques used to measure fair value by giving the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurement) and the lowest priority to measurements involving significant unobservable inputs (Level 3 measurement).

Under Topic 820-10, the three levels of the fair value hierarchy are as follows:

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities that the Coalition has the ability to access at the measurement date.

Level 2 inputs are inputs other than quoted prices included in Level 1 that are either directly or indirectly observable for the assets or liabilities.

Level 3 inputs are unobservable inputs for the assets or liabilities.

The level in the fair value hierarchy within which a fair measurement in its entirety falls is based on the lowest level input that is significant to the fair value measurement in its entirety.

All investments are measured at Level 1. Inputs to the valuation methodology are unadjusted quoted prices for identical assets in active markets.

The individual investments contain net assets without donor restrictions. Investments in marketable equity securities and marketable debt securities are carried at fair market value determined by “quoted market prices” per unit (share) as of the statement of financial position date. All other investments are stated at cost. Donated investments are recorded at the mean of the high and low price as of the date of receipt. Gains and losses on investments are reported as increases or decreases in net assets without donor restrictions, unless their use is restricted by explicit donor stipulation or by law.

**Spending Policy**

Each fiscal year the Coalition is authorized to withdraw up to 5% of the total market value of the total portfolio of the Fund. The amount available to be withdrawn in a fiscal year will be up to 5% of the Fund market value as of the last business day of the fiscal third quarter of the preceding fiscal year. Only with the approval of a majority vote of the Board of Directors, present at a meeting duly called for such purpose, may the Coalition exceed the 5% spending cap.

**New Hampshire Coalition Against Domestic and Sexual Violence**

**Notes to Financial Statements**

**Years Ended June 30, 2020 and 2019**

**NOTE H – INVESTMENTS, (continued)**

**Investment Return Objectives, Risk Parameters and Strategies**

The Coalition Board of Directors is responsible for developing policies that govern investment of the assets of the Coalition. The purpose of the following Investment Policy, which is to be reviewed annually by the Finance Committee of the Coalition are to:

Establish the investment objectives, policies, guidelines and eligible securities relating to investments owned or controlled by the Coalition through a third-party investment advisor.

Identify the criteria against which the investment performance of the Coalition's investments will be measured.

Communicate the objectives to the Board of Directors, investment managers and funding sources that may have involvement.

Serve as a review document to guide the ongoing oversight of the management of the Coalition's investments.

**NOTE I – LINE OF CREDIT**

The Coalition has a one-year \$150,000 revolving line of credit agreement with Merrimack County Savings Bank. The credit line matures on May 20, 2021 and automatically renews annually. Interest is stated at the Wall Street Journal prime rate plus .5%, which resulted in interest rates of 4.75% and 5.50% as of June 30, 2020 and 2019, respectively. The line of credit is secured by all business assets. There were no borrowings against the line as of June 30, 2020 and 2019.

**NOTE J – SBA PAYROLL PROTECTION PROGRAM LOAN**

On April 23, 2020 the Coalition received approval of a loan from The U.S. Small Business Administration as part of the Paycheck Protection Program in the amount of \$175,000. This loan calls for interest fixed at 1%. No payments are required for six months from the date of the loan. This note will mature two years from the date of first disbursement of the loan. It is likely that this loan will be forgiven under the provisions of Section 1106 of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) (P.L. 116-136).

**NOTE K – RISKS AND UNCERTAINTIES – COVID-19**

As a result of the spread of the COVID-19 coronavirus, economic uncertainties have arisen which may negatively impact future financial performance. The potential impact of these uncertainties is unknown and cannot be estimated at the present time.

**ROWLEY & ASSOCIATES, P.C.**

CERTIFIED PUBLIC ACCOUNTANTS

46 N. STATE STREET  
CONCORD, NEW HAMPSHIRE 03301  
TELEPHONE (603) 228-5400  
FAX # (603) 226-3532

MEMBER  
AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

MEMBER OF THE PRIVATE  
COMPANIES PRACTICE SECTION

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Directors  
New Hampshire Coalition  
Against Domestic and Sexual Violence  
Concord, New Hampshire

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of New Hampshire Coalition Against Domestic and Sexual Violence (a nonprofit organization), which comprise the statement of financial position as of June 30, 2020, and the related statements of activities and changes in net assets and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated February 23, 2021.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered New Hampshire Coalition Against Domestic and Sexual Violence's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of New Hampshire Coalition Against Domestic and Sexual Violence's internal control. Accordingly, we do not express an opinion on the effectiveness of New Hampshire Coalition Against Domestic and Sexual Violence's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements, on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

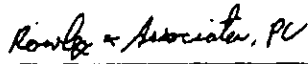
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether New Hampshire Coalition Against Domestic and Sexual Violence's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Rowley & Associates, P.C.  
Concord, New Hampshire  
February 23, 2021

## ROWLEY & ASSOCIATES, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

46 N. STATE STREET  
CONCORD, NEW HAMPSHIRE 03301  
TELEPHONE (603) 228-5400  
FAX # (603) 226-3532

MEMBER  
AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

MEMBER OF THE PRIVATE  
COMPANIES PRACTICE SECTION

### INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Board of Directors  
New Hampshire Coalition  
Against Domestic and Sexual Violence  
Concord, New Hampshire

#### **Report on Compliance for Each Major Federal Program**

We have audited New Hampshire Coalition Against Domestic and Sexual Violence's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of New Hampshire Coalition Against Domestic and Sexual Violence's major federal programs for the year ended June 30, 2020. New Hampshire Coalition Against Domestic and Sexual Violence's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

#### **Management Responsibility**

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

#### **Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for each of New Hampshire Coalition Against Domestic and Sexual Violence's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about New Hampshire Coalition Against Domestic and Sexual Violence's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of New Hampshire Coalition Against Domestic and Sexual Violence's compliance.

#### **Opinion on Each Major Federal Program**

In our opinion, New Hampshire Coalition Against Domestic and Sexual Violence complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2020.

## Report on Internal Control over Compliance

Management of New Hampshire Coalition Against Domestic and Sexual Violence is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered New Hampshire Coalition Against Domestic and Sexual Violence's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of New Hampshire Coalition Against Domestic and Sexual Violence's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

  
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Rowley & Associates, P.C.  
Concord, New Hampshire  
February 23, 2021

**New Hampshire Coalition Against Domestic and Sexual Violence  
Schedule of Findings and Question Costs  
Year Ended June 30, 2020**

**SECTION I – SUMMARY OF AUDITOR’S RESULTS**

1. The auditor’s report expresses an unmodified opinion on whether the financial statements of the New Hampshire Coalition Against Domestic and Sexual Violence were prepared in accordance with GAAP.
2. No reportable conditions relating to the audit of the financial statements are reported in the Independent Auditor’s Report. No material weaknesses are reported.
3. No instances of noncompliance material to the financial statements of New Hampshire Coalition Against Domestic and Sexual Violence, which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.
4. No significant deficiencies in internal control over major federal award programs are reported in the Independent Auditor’s Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance. No Material weaknesses are reported.
5. The auditor’s report on compliance for the major federal award programs for New Hampshire Coalition Against Domestic and Sexual Violence expresses an unmodified opinion on all major federal programs.
6. Audit findings that are required to be reported in accordance with 2 CFR section 200.516(a) are reported in this Schedule.
7. The programs tested as a major programs were:

Victims of Crime Act	16.575
Family Violence Prevention Service Act	93.671

8. The threshold for distinguishing Types A and B Programs was: \$750,000.
9. The New Hampshire Coalition Against Domestic and Sexual Violence was determined to be a low-risk auditee.

**SECTION II – FINDINGS: FINANCIAL STATEMENT AUDIT**

No matters were reported.

**SECTION III – FINDINGS AND QUESTIONED COSTS: FEDERAL AWARD PROGRAMS  
AUDIT**

No matters were reported.

**New Hampshire Coalition Against Domestic and Sexual Violence**  
**Schedule of Expenditures of Federal Awards**  
**For the Year Ended June 30, 2020**

<u>Program Title</u>	<u>Federal CFDA Number</u>	<u>Pass-Through Entity Identifying Number</u>	<u>Passed Through to Subrecipients</u>	<u>Federal Expenditures</u>
<u>U.S. Department of Housing and Urban Development:</u>				
Pass-Through Programs from State of NH Department of HHS: Continuum of Care Program	14.267	102-500731	173,408	184,703
<u>U.S. Department of Justice:</u>				
Direct Program - Violence Against Women Act of 2000	16.556		-	38,500
Direct Program - Violence Against Women Act of 2000	16.556		-	196,943
Pass-Through Programs from State of NH Department of Justice:				
VAWA, SASP	16.017	2019SASP01	334,456	334,456
VAWA, SASP	16.017	2020SASP01	337	337
OVC Human Trafficking	16.320		-	32,766
VOCA, Technology Improvement	16.575		-	39,767
VOCA, Data Projects Coordinator	16.575		-	5,668
VOCA, SA	16.575	2018VOC49	126,164	478,318
VOCA, CA	16.575	2018VOC47	-	75,181
VOCA, DV	16.575	2018VOC48	532,682	569,043
VOCA, Supplemental	16.575	2019VOC59	304,742	327,678
VOCA, TECH	16.575	2020VOC31	-	197,819
VOCA, PMC Subcontracts	16.575	2020VOC31	2,333,945	2,333,945
VOCA, Training	16.575	2020VOC31	-	14,236
VAWA, STOP	16.588	2019W090	-	76,183
VAWA, STOP	16.588	2020VAW16	-	78,349
Total Pass-Through Programs			3,632,326	4,563,746
TOTAL U.S. DEPARTMENT OF JUSTICE			3,632,326	4,799,189
<u>U.S. Department of Health and Human Services:</u>				
Direct Program - Family Violence Prevention Services Act	93.591		-	55,913
Direct Program - Family Violence Prevention Services Act	93.591		-	200,984
Pass-Through Programs from State of NH Department of HHS:				
Sexual Violence Prevention	93.136	102-500731	216,485	303,796
Family Violence Prevention Services Act	93.671	155510 B001	857,173	877,923
Total Pass-Through Programs			1,073,658	1,181,719
TOTAL U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES			1,073,658	1,438,616
<u>Corporation for National &amp; Community Services:</u>				
Pass-Through from Volunteer NH!				
AmeriCorps Victim Assist Program	94.006		-	225,379
TOTAL EXPENDITURES OF FEDERAL AWARDS			\$ 4,879,392	\$ 6,647,887



**New Hampshire Coalition Against Domestic and Sexual Violence**  
**Notes to Schedule of Expenditures of Federal Awards**  
**Year Ended June 30, 2020**

**NOTE A – BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal grant activity of New Hampshire Coalition Against Domestic and Sexual Violence under programs of the federal government for the year ended June 30, 2020. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of New Hampshire Coalition Against Domestic and Sexual Violence, it is not intended to and does not present the financial position, changes in net assets, or cash flows of New Hampshire Coalition Against Domestic and Sexual Violence.

**NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

1. Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, *Cost Principles for Non-profit Organizations*, wherein certain types of expenditures are not allowable or are limited as to reimbursement.
2. Pass-through entity identifying numbers are presented where available.

**NOTE C – SUBRECIPIENTS**

The New Hampshire Coalition Against Domestic and Sexual Violence provide federal awards to subrecipients as follows:

<u>Program Title</u>	<u>Federal CFDA #</u>	<u>Amount Provided</u>
Rapid Re-Housing Program	14.267	\$ 173,408
Sexual Assault Services Program	16.017	334,793
Victims of Crime Act	16.575	3,297,533
Sexual Violence Prevention	93.136	216,485
Family Violence Prevention Services Act	93.671	<u>857,173</u>
		<u>\$ 4,879,392</u>

**NOTE D – INDIRECT COST RATE**

The New Hampshire Coalition Against Domestic and Sexual Violence has not elected to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.



Chairperson

Lindsay Nadeau  
Attorney  
Orr & Reno

Deb Mozden  
Executive Director  
Turning Points Network

Vice Chair

Amy Vorenberg  
Professor  
UNH School of Law

Julia Williams  
Director  
Mass General Brigham

Treasurer

Susan Nooney  
Accountant  
Susan Nooney CPA

Kathy Beebe  
Executive Director  
HAVEN

Clerk

Suzanne Carmichael  
Mentor Program Coordinator  
John Stark Regional High School

Krista Dupre  
Tax Manager  
Nathan Wechsler & Co

Michael Hauptly-Pierce  
Owner  
Lithermans Limited Brewery

Brian Harlow  
Community Activist

Tina Smith  
Nurse  
Concord Pediatrics

David Bellman  
President  
Bellman Jewelers

New Hampshire Coalition Against Domestic & Sexual Violence • PO Box 353 • Concord, NH 03302 • 603.224.8893

## Lyn M. Schollett

### CAREER SYNOPSIS

#### **Seasoned sexual assault coalition General Counsel**

- In-depth knowledge of anti-rape movement and direct services of rape crisis centers and domestic violence shelters. Provide technical assistance to ICASA member rape crisis programs on legal issues and statewide rape crisis service standards.
- Familiarity with funding opportunities and challenges facing state coalitions, as well as role of coalition as a pass-through organization.
- Coordinate drafting and filing of amicus briefs on issues including statute of limitations and application of the rape shield law. Assist centers' pro bono counsel to protect the privacy of victims' records.

#### **Experienced public policy advocate**

- Drafted and successfully advocated for the passage of more than 50 significant policy changes impacting rape victims in Illinois in the past 16 years. Initiatives include expanding the healthcare and privacy rights of victims with disabilities, implementing a strip club tax to fund rape crisis centers, creating a statutory foundation for the state's first pilot SANE programs and implementing criminal consequences and healthcare standards related to drug-facilitated sexual assault.
- Represented the sexual assault community in drafting portions of the 2013 Violence Against Women Act.

#### **Highly skilled communicator**

- Train Sexual Assault Nurse Examiners, prosecutors, law enforcement, and judges on topics including sexual violence, criminal and civil procedure, rape crisis center staff as expert witnesses, confidentiality and health care for victims. Mentor sexual assault coalition attorneys throughout the country.
- Skilled at crafting and delivering media messages and advocating with state agency and elected officials.

#### **Accomplished non-profit manager**

- Legal counsel to 32-member ICASA board, which utilizes consensus decision-making.
- Through elected leadership positions on local, regional and national governing bodies for Planned Parenthood, actively pursued the sustainability of a national network of women's health centers. Successfully implemented governance reformulation for national board. Spearheaded membership adoption of national core healthcare services for all Planned Parenthood affiliates in the United States.

#### **Efficient and effective manager**

- Adept at managing complex projects including strategically conceptualizing the overall structure for a project, supervising diverse groups of individuals, identifying and assigning tasks, setting deadlines and insuring high quality work product.
- Supervise the Sexual Assault Justice Project, one of the fist sexual-assault specific legal clinics in the country.

### EMPLOYMENT

2013-Present	<b>NH Coalition Against Domestic &amp; Sexual Violence</b>	Concord, NH
	Direct and lead a statewide organization that is a national leader in the movement to end violence against women. Effectively supervise staff in their function to provide funding, training, technical assistance, public policy advocacy, community outreach and development, and forums for resource sharing and networking of the NHCADSV in line with its mission, strategic plan and community needs.	

1996 to 2013	<b>Illinois Coalition Against Sexual Assault</b> <u>General Counsel</u> for statewide coalition of 32 sexual assault centers. Advise board on governance and non-profit matters. Provide technical assistance to member programs on wide range of legal issues impacting the provision of rape crisis services. Train and advise representatives of the criminal justice system. Represent coalition to elected officials, statewide stakeholders and media.	Springfield, IL
2005 to 2006	<b>Southern Illinois University School of Medicine</b> <u>Adjunct Faculty</u> Taught Studies in Medical-Legal Aspects of Obstetrics and Gynecology course to MD/JD joint degree students.	Springfield, IL
1994 to 1996 and summer of 1992	<b>Sachnoff &amp; Weaver, Ltd.</b> <u>Associate</u> , Litigation Department Drafted motions and trial briefs and presented appellate oral argument in securities fraud case; defended case-dispositive motions; prepared discovery; defended and took depositions; tried commercial leasing case; drafted articles regarding sexual harassment for client advisory newsletter; investigated and resolved potential conflicts of interest for law firm.	Chicago, IL
1993 to 1994	<b>The Honorable Harold A. Baker, U.S. District Court, C.D. Ill.</b> <u>Law Clerk</u> Conducted legal research and drafted bench memoranda in preparation for hearings and trials; drafted legal opinions.	Danville, IL

**VOLUNTEER LEADERSHIP**

2006 - 2012	<b>Planned Parenthood Federation of America</b> <u>Member and Officer</u> , Board of Directors Assumed wide range of volunteer leadership roles for national reproductive health care organization, including strategic planning for service provision, reformulating board governance structure, spearheading membership adoption of core service standards for all affiliates, grassroots leadership development and political advocacy related to women's health. Served as vice chair for three years.
2008 - 2012	<b>Planned Parenthood of Illinois</b> <u>Member</u> , Board of Directors
1997-2003	<b>Planned Parenthood, Springfield Area</b> <u>Member</u> , Board of Directors Engaged in strategic planning, fundraising and direction for reproductive health clinic. Chaired committee to open new self-sustaining clinic. Served as board chair.
1997 - present	<b>Springfield Bicycle Club</b> <u>Volunteer and Board Member</u> . Organize and lead cycling events for riders of all ages and experience levels; advocate for funding and public policies to support safe cycling.

**EDUCATION**

J.D., 1993	<b>Northwestern University School of Law</b> Juris Doctor	Chicago, IL
B.Ph., 1989	<b>Miami University</b> Bachelor of Philosophy in Constitutional Law and Women's Issues	Oxford, OH

**Caitlyn Kearney - Finn**

**Education**

**Master of Public Health** **May 2020**  
University of New Hampshire, Manchester, NH

**Bachelor of Science, Mental Health Psychology** **May 2014**  
Plymouth State University, Plymouth NH  
Child Welfare and Family Studies Minor, Linguistics Minor

**Experience**

**Training and Programs Coordinator** **October 2019 – Present**  
New Hampshire Coalition Against Domestic and Sexual Violence

- Coordinate and assist with implementation of statewide programs and initiatives
- Develop and provide training for NHCADSV programs and allied professionals
- Attend and represent NHCADSV at statewide meetings and committees
- Research, analyze and synthesize emerging issues regarding domestic and sexual violence; provide technical assistance to member programs and allies

**Family Violence Prevention Specialist** **September 2015- September 2019**  
HAVEN, Portsmouth, NH

- Consult with DCYF to address co-occurrence of domestic and sexual violence and child abuse
- Provide crisis intervention, support, advocacy and referrals to service users
- Assist in training and education of staff and community; provide support utilizing best practices
- Supervise AmeriCorps member

**Data Specialist** **July 2014 – August 2016**  
Voices Against Violence, Plymouth, NH

- Responsible for data entry, synthesis and analysis; and preparation of statistical reports
- Trained staff and volunteers on data collection, definitions and best practices

**AmeriCorps Victim Assistance Program Member** **September 2014 – September 2015**  
Voices Against Violence, Plymouth, NH

- Provided direct service to service users; in person, on the phone and in the community at court, hospitals, police
- Educated service users on financial literacy, housing, legal procedures and local resources

**Sustainability Coordinator** **September 2011 – May 2014**  
Office of Environmental Sustainability, Plymouth, NH

- Coordinated sustainable initiatives for college campus and community
- Applied for and received grants to fund sustainable projects
- Responsible for data collection and reporting for national energy programs
- Supported the Climate Action Plan to achieve carbon neutrality on campus

## KEY ADMINISTRATIVE PERSONNEL

NH Department of Health and Human Services

**Contractor Name:** New Hampshire Coalition Against Domestic & Sexual Violence

**Name of Program:** Statewide Program to Improve Responses to Domestic Violence

BUDGET PERIOD: SFY 22				
NAME	JOB TITLE	SALARY	PERCENT PAID FROM THIS CONTRACT	AMOUNT PAID FROM THIS CONTRACT
Lyn M. Schollett	Executive Director	\$107,500	16.28%	\$17,500.00
Caitlyn Finn	Training & Resources Coordinator	\$43,650	5.73%	\$2,500.00
		\$0	0.00%	\$0.00
		\$0	0.00%	\$0.00
		\$0	0.00%	\$0.00
		\$0	0.00%	\$0.00
<b>TOTAL SALARIES (Not to exceed Total/Salary Wages, Line Item 1 of Budget request)</b>				<b>\$20,000.00</b>

BUDGET PERIOD: SFY 23				
NAME	JOB TITLE	SALARY	PERCENT PAID FROM THIS CONTRACT	AMOUNT PAID FROM THIS CONTRACT
Lyn M. Schollett	Executive Director	\$110,725	15.80%	\$17,500.00
Caitlyn Finn	Training & Resources Coordinator	\$44,960	5.56%	\$2,500.00
		\$0	0.00%	\$0.00
		\$0	0.00%	\$0.00
		\$0	0.00%	\$0.00
		\$0	0.00%	\$0.00
<b>TOTAL SALARIES (Not to exceed Total/Salary Wages, Line Item 1 of Budget request)</b>				<b>\$20,000.00</b>

OCT 30 '20 PM 3:17 DAS

C  
MOC

Loel A. Shibiavette  
Commissioner

Joseph E. Ribzom, Jr.  
Director

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
*DIVISION FOR CHILDREN, YOUTH & FAMILIES*

129 PLEASANT STREET, CONCORD, NH 03301-3857  
603-271-4451 1-800-852-3345 Ext. 4451  
Fax: 603-271-4729 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

October 28, 2020

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

**INFORMATIONAL ITEM**

Pursuant to RSA 4:45, RSA 21-P:43, and Section 4 of Executive Order 2020-04 as extended by Executive Orders 2020-05, 2020-08, 2020-09, 2020-10, 2020-14, 2020-15, 2020-16, 2020-17, 2020-18, and 2020-20, Governor Sununu authorized the Department of Health and Human Services, Division for Children, Youth and Families, to enter into a **Retroactive, Sole Source** amendment to an existing contract with the New Hampshire Coalition Against Domestic and Sexual Violence (VC#155510-B001), Concord, NH, for the provision of improved support for victims of domestic violence and their children during the COVID-19 pandemic, by increasing the price limitation by \$142,337 from \$5,504,292 to \$5,646,629, and by extending the completion date from June 30, 2021, to September 30, 2021, effective retroactive to March 27, 2020. 100% Federal Funds.

The original contract was approved by Governor and Council on June 10, 2015, item #11. It was subsequently amended with Governor and Council approval on June 15, 2016, item #9E; on June 21, 2017, item #24; on June 19, 2019, item #70; and most recently amended with Governor approval on May 11, 2020, and presented to the Executive Council on June 10, 2020 (Informational Item #J).

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.

**See attached fiscal details.**

**EXPLANATION**

This amendment is **Retroactive** because the federal project period for the CARES Act funding began March 27, 2020; however, the Department did not receive the notification of the CARES Act federal funding award until May 11, 2020, and additional time was needed to negotiate and finalize the budget prior to the Contractor accepting the terms of this amendment. This amendment is **Sole Source** because the contract was originally approved as sole source and MOP 150 requires any subsequent amendment to be labeled as sole source. The Contractor is also designated by the Department as the coordinator to administer the domestic violence program as specified in NH RSA 173-B:18 and continues to be uniquely qualified to provide these services.

The purpose of this amendment is to provide CARES Act funding to ensure the availability of full-time Family Violence Prevention Specialists to respond to the increase of domestic violence referrals received during the COVID-19 pandemic. Family Violence Prevention Specialists work with families and the Department in cases where there may be domestic violence issues.

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

This program serves individuals and their families in which there is the potential for or presence of domestic violence. Approximately 800 individuals will be served from March 27, 2020, to September 30, 2021.

When a child protective case indicates the potential for or presence of domestic violence, the Department calls upon the expertise of Family Violence Prevention Specialists to begin working with the family as the family faces this difficult issue. The Contractor also consults with the Department's Child Protective Service Workers in order to assist them with creating case plans that best respond to family needs that may be associated with domestic violence experiences. Additionally, the Contractor provides limited case consultation services to Department staff when they identify the potential for or presence of domestic violence in a family receiving Temporary Assistance to Needy Families.

This agreement satisfies the Family Violence Prevention and Services Act requirement of providing a complete description of the process and procedures used to involve the State Domestic Violence Coalition and others in the State planning process. The agreement also meets the requirement of providing complete documentation of consultation with and participation of the State Domestic Violence Coalition in the administration and distribution of Family Violence Prevention and Services Act grant funds awarded to the State.

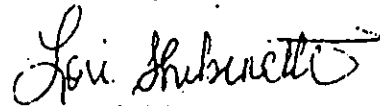
The Contractor has successfully provided these services for several years and continues to build its network of domestic violence programs and cooperative relationships with independent community-based agencies. With the Contractor's assistance, the Department has made great strides in addressing the domestic violence issues that impact the children and families served by the Department. Given the Contractor's past performance and plans for ongoing improvement of this program, the Department fully supports renewing this agreement.

Area served: Statewide

Source of Funds: CFDA #93.671, FAIN #2001 NHFVC3; CFDA #93.556, FAIN #2001 NHFPSS

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

Respectfully submitted,



Lori A. Shabinette  
Commissioner



Fiscal Details  
 Statewide Program to Improve Responses to Domestic Violence  
 Amendment #5

**New Hampshire Coalition Against Domestic and Sexual Violence**

**05-95-95-950010-56760000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:  
 COMMISSIONER'S OFFICE, OFFICE OF THE COMMISSIONER, OFFICE OF BUSINESS OPERATIONS**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ (Decreased) Amount	Revised Budget
2016	102-502664	Contracts for Program Services	95010997	\$ -	\$ -	\$ -
2017	102-502664	Contracts for Program Services	95010997	\$ -	\$ -	\$ -
2018	102-502664	Contracts for Program Services	95010997	\$ -	\$ -	\$ -
2019	102-502664	Contracts for Program Services	95010997	\$ -	\$ -	\$ -
2020	102-502664	Contracts for Program Services	95010997	\$ 300,000	\$ -	\$ 300,000
2021	102-502664	Contracts for Program Services	95010997	\$ -	\$ -	\$ -
			Subtotal	\$ 300,000	\$ -	\$ 300,000

**05-95-42-421010-29590000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:  
 HUMAN SERVICES, CHILD PROTECTION, DOMESTIC VIOLENCE PROGRAMS**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ (Decreased) Amount	Revised Budget
2016	102-500734	Contracts for Program Services	42105902	\$ 806,514	\$ -	\$ 806,514
2017	102-500734	Contracts for Program Services	42105902	\$ 806,514	\$ -	\$ 806,514
2018	102-500734	Contracts for Program Services	42105902	\$ 888,536	\$ -	\$ 888,536
2019	102-500734	Contracts for Program Services	42105902	\$ 888,536	\$ -	\$ 888,536
2020	102-500734	Contracts for Program Services	42105902	\$ 900,964	\$ -	\$ 900,964
2021	102-500734	Contracts for Program Services	42105902	\$ 900,964	\$ -	\$ 900,964
			Subtotal	\$ 5,192,028	\$ -	\$ 5,192,028

**Fiscal Details**  
**Statewide Program to Improve Responses to Domestic Violence**  
**Amendment #5**

<b>05-95-42-421010-29730000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, PROMOTING SAFE AND STABLE FAMILIES</b>						
State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ (Decreased) Amount	Revised Budget
2016	102-500734	Contracts for Program Services	42107302	\$ 2,044	\$ -	\$ 2,044
2017	102-500734	Contracts for Program Services	42107302	\$ 2,044	\$ -	\$ 2,044
2018	102-500734	Contracts for Program Services	42107302	\$ 2,044	\$ -	\$ 2,044
2019	102-500734	Contracts for Program Services	42107302	\$ 2,044	\$ -	\$ 2,044
2020	102-500734	Contracts for Program Services	42107302	\$ 2,044	\$ -	\$ 2,044
2021	102-500734	Contracts for Program Services	42107302	\$ 2,044	\$ -	\$ 2,044
			Subtotal	\$ 12,264	\$ -	\$ 12,264

<b>05-95-42-421010-29590000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, DOMESTIC VIOLENCE PROGRAMS</b>						
State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase/ (Decreased) Amount	Revised Budget
2016	103-502507	Contracts for Program Services	42105906	\$ -		\$ -
2017	103-502507	Contracts for Program Services	42105906	\$ -		\$ -
2018	103-502507	Contracts for Program Services	42105906	\$ -		\$ -
2019	103-502507	Contracts for Program Services	42105906	\$ -		\$ -
2020	103-502507	Contracts for Program Services	42105906	\$ -		\$ -
2021	103-502507	Contracts for Program Services	42105906	\$ -	\$ 113,870	\$ 113,870
2022	103-502507	Contracts for Program Services	42105906	\$ -	\$ 28,467	\$ 28,467
			Subtotal	\$ -	\$ 142,337	\$ 142,337
			Contract Total	\$ 5,504,292	\$ 142,337	\$ 5,646,629



**New Hampshire Department of Health and Human Services  
Statewide Program to Improve Responses to Domestic Violence**

**State of New Hampshire  
Department of Health and Human Services  
Amendment #5 to the  
Statewide Program to Improve Responses to Domestic Violence Contract**

This 5<sup>th</sup> Amendment to the Statewide Program to Improve Responses to Domestic Violence contract (hereinafter referred to as "Amendment #5") is by and between the State of New Hampshire, Department of Health and Human Services (hereinafter referred to as the "State" or "Department") and the New Hampshire Coalition Against Domestic and Sexual Violence, (hereinafter referred to as "the Contractor"), a nonprofit corporation with a place of business at 1 Eagle Square, Suite 300, Concord, New Hampshire, 03301.

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 10, 2015 (Item #11), as amended on June 15, 2016 (Item #9E), as amended on June 21, 2017 (Item #24), as amended on June 19, 2019 (Item #70), and as amended and approved by the Governor on May 11, 2020 pursuant to RSA 4:45, RSA 4:47, and Section 4 of the Executive Order 2020-04 as extended by Executive Orders 2020-05 and 2020-08 as presented to the Executive Council on June 10, 2020 (Informational Item # J), 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, and Exhibit C-1, Revisions to General Provisions, Paragraph 4, the Contract may be amended and extended upon written agreement of the parties and appropriate State approval; 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:  
September 30, 2021.
2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:  
\$5,646,629.
3. Modify Exhibit B Amendment #3, Methods and Conditions Precedent to Payment, Section 2, to read:
  2. This Agreement is funded with 5% General Funds, pursuant to Emergency Order #22 Pursuant to Executive Order 2020-04, and 95% Federal Funds from the Catalog for Domestic Assistance (CFDA).
    - 2.1 CFDA #93.671 U.S. Department of Health and Human Services, Administration for Children and Families, Family Violence Prevention and Services/State Domestic Violence Coalitions/FAIN #2001NHFVC3.
    - 2.2 CFDA #93.556 U.S. Department of Health and Human Services, Administration for Children and Families, Promoting Safe and Stable Families/FAIN #2001NHFPS5.
4. Modify Exhibit B Amendment #3, Methods and Conditions Precedent to Payment, Section 5., Paragraph 5.1., to read:
  - 5.1. Payment shall be on a cost reimbursement basis for actual expenditures incurred in the fulfillment of this Agreement, and shall be in accordance with the approved line item, as specified in Exhibit B-1 through Exhibit B-6 - Amendment #5 Budget.

**New Hampshire Department of Health and Human Services  
Statewide Program to Improve Responses to Domestic Violence**

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5. Modify Exhibit B-5 Amendment #4 Budget by deleting it in its entirety and replacing it with Exhibit B-5 Amendment #5 Budget, which is incorporated by reference and attached herein.
6. Add Exhibit B-6 Amendment #5 Budget, which is incorporated by reference and attached herein.



**New Hampshire Department of Health and Human Services  
Statewide Program to Improve Responses to Domestic Violence**

All terms and conditions of the Contract and prior amendments not inconsistent with this Amendment #5 remain in full force and effect. This amendment shall be effective retroactive to March 27, 2020, upon the Governor's approval issued under the Executive Order 2020-04 as extended by Executive Orders 2020-05, 2020-08, 2020-09, 2020-10, 2020-14, and 2020-15.

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

10/2/2020

Date

DocuSigned by:

Joseph E. Ribsam, Jr.

Name: Joseph E. Ribsam, Jr.

Title: Director

New Hampshire Coalition Against Domestic  
And Sexual Violence

9.25.2020

Date

Name:  
Title:

*[Handwritten Signature]*  
WYN/M. SCHOLLETT  
EXECUTIVE DIRECTOR

**New Hampshire Department of Health and Human Services  
Statewide Program to Improve Responses to Domestic Violence**



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

OFFICE OF THE ATTORNEY GENERAL

10/7/2020

Date

DocuSigned by:

Name: Catherine Pinos

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor approval issued under the Executive Order 2020-04 as extended by Executive Orders 2020-05, 2020-08, 2020-09, 2020-10, 2020-14, and 2020-15.

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

Exhibit B-4 Amendment #5 Budget

New Hampshire Department of Health and Human Services COMPLETE ONE BUDGET FORM FOR EACH BUDGET PERIOD Contractor name: New Hampshire Coalition Against Domestic and Sexual Violence			
Budget Request for: SS-2013-DCYF-02-STATE-01-A05 (Improve Responses to DV)			
Budget Period: July 1, 2020 Through June 30, 2021			
Line Item	Direct Incremental	Indirect Fixed	Total
1. Total Salary/Wages	\$ 17,500.00		\$ 17,500.00
2. Employee Benefits	\$ 3,250.00		\$ 3,250.00
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	\$ 996,128.00		\$ 996,128.00
13. Other (specific details mandatory):			\$ -
			\$ -
			\$ -
			\$ -
<b>TOTAL</b>	<b>\$ 1,016,878.00</b>	<b>\$ -</b>	<b>\$ 1,016,878.00</b>
Indirect As A Percent of Direct		0.0%	

Exhibit B-6 Amendment #5 Budget

New Hampshire Department of Health and Human Services COMPLETE ONE BUDGET FORM FOR EACH BUDGET PERIOD Contractor Name New Hampshire Coalition Against Domestic and Sexual Violence			
Budget Request for: SS-2015-DCYF-02-STATE-01-A05 (Improve Responses to DV)			
Budget Period: July 1, 2021 through September 30, 2021			
Line/Item	Direct Incremental	Indirect Fixed	Total
1. Total Salary/Wages	\$		\$
2. Employee Benefits	\$		\$
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	\$ 28,467.00		\$ 28,467.00
13. Other (specific details mandatory):			\$
			\$
			\$
			\$
<b>TOTAL</b>	<b>\$ 28,467.00</b>	<b>\$</b>	<b>\$ 28,467.00</b>

Indirect As A Percent of Direct: 0.0%

Contractor Initials: LMS  
Date: 9.25.2020



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STATE OF NEW HAMPSHIRE 20 PM 2:56 DAS  
 DEPARTMENT OF HEALTH AND HUMAN SERVICES  
 DIVISION FOR CHILDREN, YOUTH & FAMILIES

Lori A. Shilbette  
 Commissioner

Joseph E. Ribsam, Jr.  
 Director

129 PLEASANT STREET, CONCORD, NH 03301-3857  
 603-271-4451 1-800-852-3345 Ext 4451  
 Fax: 603-271-4729 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

May 12, 2020

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

**INFORMATIONAL ITEM**

Pursuant to RSA 4:45, RSA 4:47, and Section 4 of Executive Order 2020-04 as extended by Executive Orders 2020-05 and 2020-08, Governor Sununu has authorized the Department of Health and Human Services, Division for Children, Youth and Families, to amend an existing Sole Source contract with the New Hampshire Coalition Against Domestic and Sexual Violence (VC#155510-B001), Concord, NH for the provision of improved support for victims of domestic violence and their children, by increasing the price limitation by \$1,203,008 from \$4,301,284 to \$5,504,292 and by extending the completion date from June 30, 2020 to June 30, 2021. The original contract was approved by Governor and Council on June 10, 2015, item #11 and most recently amended with Governor and Council approval on June 19, 2019, item #70. 75% Federal Funds. 25% General Funds.

Funds are available in the following accounts for State Fiscal Years 2020 and 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.

05-95-96-950010-56780000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS  
 DEPT OF, HHS: COMMISSIONER'S OFFICE, OFFICE OF THE COMMISSIONER; OFFICE OF  
 BUSINESS OPERATIONS

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increased (Decreased) Amount	Revised Budget
2016	102-502664	Contracts for Prog Svc	95010997	\$0	\$0	\$0
2017	102-502664	Contracts for Prog Svc	95010997	\$0	\$0	\$0
2018	102-502664	Contracts for Prog Svc	95010997	\$0	\$0	\$0
2019	102-502664	Contracts for Prog Svc	95010997	\$0	\$0	\$0
2020	102-502664	Contracts for Prog Svc	95010997	\$0	\$300,000	\$0
2021	102-502664	Contracts for Prog Svc	95010997	\$0	\$0	\$0
			<b>Subtotal</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$300,000</b>

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

**05-95-42-421010-29590000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS  
 DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, DOMESTIC VIOLENCE  
 PROGRAMS**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increased (Decreased) Amount	Revised Budget
2016	102-500734	Contracts for Prog Svc	42105902	\$806,514	\$0	\$806,514
2017	102-500734	Contracts for Prog Svc	42105902	\$806,514	\$0	\$806,514
2018	102-500734	Contracts for Prog Svc	42105902	\$888,536	\$0	\$888,536
2019	102-500734	Contracts for Prog Svc	42105902	\$888,536	\$0	\$888,536
2020	102-500734	Contracts for Prog Svc	42105902	\$900,964	\$0	\$900,964
2021	102-500734	Contracts for Prog Svc	42105902	\$0	\$900,964	\$900,964
			<b>Subtotal</b>	<b>\$4,291,064</b>	<b>\$900,964</b>	<b>\$5,192,028</b>

**05-95-42-421010-29730000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS  
 DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, PROMOTING SAFE AND  
 STABLE FAMILIES**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increased (Decreased) Amount	Revised Budget
2016	102-500734	Contracts for Prog Svc	42107302	\$2,044	\$0	\$2,044
2017	102-500734	Contracts for Prog Svc	42107302	\$2,044	\$0	\$2,044
2018	102-500734	Contracts for Prog Svc	42107302	\$2,044	\$0	\$2,044
2019	102-500734	Contracts for Prog Svc	42107302	\$2,044	\$0	\$2,044
2020	102-500734	Contracts for Prog Svc	42107302	\$2,044	\$0	\$2,044
2021	102-500734	Contracts for Prog Svc	42107302	\$0	\$2,044	\$2,044
			<b>Subtotal</b>	<b>\$10,220</b>	<b>\$2,044</b>	<b>\$12,264</b>
			<b>Contract Total</b>	<b>\$4,301,284</b>	<b>\$1,203,008</b>	<b>\$5,504,292</b>

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

**EXPLANATION**

This item is **Sole Source** because the vendor is the only vendor able to provide the necessary services and the Department has identified an increase in domestic violence related referrals seen throughout the COVID-19 pandemic. The New Hampshire Coalition Against Domestic and Sexual Violence is the only program in the State of New Hampshire working with victims of domestic and sexual violence and continues to be uniquely qualified to provide these services. The Coalition is designated by the Department as the coordinator to administer the domestic violence program as specified in NH RSA 173-B:18. As previously stated, the original contract was approved by Governor and Council on June 10, 2015, Item #11. It was then subsequently amended with Governor and Council approval on June 15, 2016, Item #9E; on June 21, 2017, Item #24; and on June 19, 2019, Item #70.

The purpose of this amendment is to increase part-time Family Violence Prevention Specialists' availability to full-time capacity. Family Violence Prevention Specialists work with families and the Department in cases where there may be domestic violence issues. The Department has seen a rise in domestic violence referrals throughout the COVID-19 Pandemic. Currently, the Family Violence Prevention Specialists only provide twenty (20) hours of services per week.

This program serves individuals and their families in which there is the potential for or presence of domestic violence. Approximately 800 individuals will be served from July 1, 2020 to June 30, 2021.

This agreement satisfies the Family Violence Prevention and Services Act requirement of providing a complete description of the process and procedures used to involve the State Domestic Violence Coalition and others in the State planning process. The agreement also meets the requirement of providing complete documentation of consultation with and participation of the State Domestic Violence Coalition in the administration and distribution of Family Violence Prevention and Services Act grant funds awarded to the State.

The Coalition has successfully provided these services for several years and continues to build its network of domestic violence programs and cooperative relationships with independent community-based agencies. With the Coalition's assistance, the Department has made great strides in addressing the domestic violence issues that impact the children and families served by the Department. Given the Coalition's past performance and plans for ongoing improvement of this program, the Department fully supports renewing this agreement.

Area served: Statewide

Source of Funds: CFDA #93.671, 93.556, FAIN #2001 NHFVPS, 2001 NHFPSS

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

Respectfully submitted,



Len A. Shibinette  
Commissioner

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Jeffrey A. Meyers  
Commissioner

Joseph E. Kibsam, Jr.  
Director

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION FOR CHILDREN, YOUTH & FAMILIES

129 PLEASANT STREET, CONCORD, NH 03301-3857  
603-271-4451 1-800-852-3345 Ext. 4451  
Fax: 603-271-4729 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 4, 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 Children, Youth and Families to exercise a renewal option and amend an existing sole source agreement with the New Hampshire Coalition Against Domestic and Sexual Violence (Vendor #155510-B001), 4 South State Street, Concord, NH 03301, for the provision of a statewide program to improve responses to domestic violence, by increasing the price limitation by \$903,008 from \$3,398,276 to \$4,301,284 and extending the contract completion date from June 30, 2019 to June 30, 2020, effective upon Governor and Executive Council approval. 100% Federal Funds.

The Governor and Executive Council approved the original contract on June 10, 2015 (Item #11), and subsequently on June 15, 2016 (Item #9E) and June 21, 2017 (Item #24).

Funds to support this request are anticipated to be available in the following accounts for State Fiscal Year 2020 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 through the Budget Office, if needed and justified.

05-95-42-421010-29590000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, DOMESTIC VIOLENCE PROGRAMS

SFY	Class/ Object	Title	Activity Code	Amount	Increase/ Decrease	Modified Amount
2016	102-500734	Social Service Contracts	42105902	\$806,514	\$0	\$806,514
2017	102-500734	Social Service Contracts	42105902	\$806,514	\$0	\$806,514
2018	102-500734	Social Service Contracts	42105902	\$888,536	\$0	\$888,536
2019	102-500734	Social Service Contracts	42105902	\$888,536	\$0	\$888,536
2020	102-500734	Social Service Contracts	42105902	\$0	\$900,964	\$900,964
<b>Total:</b>				<b>\$3,390,100</b>	<b>\$900,964</b>	<b>\$4,291,064</b>

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

**05-95-42-421010-29730000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT  
OF, HHS: HUMAN SERVICES, CHILD PROTECTION, PROMOTING SAFE AND STABLE FAMILIES**

SFY	Class/ Object	Title	Activity Code	Amount	Increase/ (Decrease)	Modified Amount
2016	102-500734	Social Service Contracts	42107302	\$2,044	\$0	\$2,044
2017	102-500734	Social Service Contracts	42107302	\$2,044	\$0	\$2,044
2018	102-500734	Social Service Contracts	42107302	\$2,044	\$0	\$2,044
2019	102-500734	Social Service Contracts	42107302	\$2,044	\$0	\$2,044
2020	102-500734	Social Service Contracts	42107302	\$0	\$2,044	\$2,044
<b>Subtotal</b>				<b>\$8,176</b>	<b>\$2,044</b>	<b>\$10,220</b>
<b>Contract Total</b>				<b>\$3,398,276</b>	<b>\$903,008</b>	<b>\$4,301,284</b>

**EXPLANATION**

This request is sole source because the New Hampshire Coalition Against Domestic and Sexual Violence is the only organization within the state working with victims on a statewide basis.

The purpose of this request is to continue providing a Domestic Violence Specialist workforce that collaborates with the Department in order to improve the statewide response to domestic violence in child protective and other cases where domestic violence is identified.

Approximately 600 individuals will be served through contracted services.

The Contractor will continue providing the services through Domestic Violence Specialists who work with families and the Department in cases where there may be domestic violence issues. When a child protective case indicates the potential for or presence of domestic violence, the Department calls upon the expertise of Domestic Violence Specialists to begin working with the family as the family faces this difficult issue. The Contractor also consults with the Department's Child Protective Service Workers in order to assist them with crafting case plans that best respond to family needs that may be associated with domestic violence experiences. Additionally, the Contractor provides limited case consultation services to Department staff when they identify the potential for or presence of domestic violence in a family receiving Temporary Assistance to Needy Families.

This agreement satisfies the Family Violence Prevention and Services Act requirement of providing a complete description of the process and procedures used to involve the State Domestic Violence Coalition and others in the State planning process. The agreement also meets the requirement of providing complete documentation of consultation with and participation of the State Domestic Violence Coalition in the administration and distribution of Family Violence Prevention and Services Act grant funds awarded to the State.

The Coalition has successfully provided these service for several years. It continues to build its network of domestic violence programs and cooperative relationships with independent community-based agencies. With the Coalition's assistance, the Department has made great strides in addressing the domestic violence issues that impact the children and families served by the Department. Given the Coalition's past performance and plans for ongoing improvement of this program, the Department fully supports renewing this agreement.

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

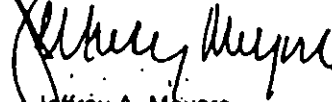
Should Governor and Executive Council not approve this request, it will seriously impact the State's ability to fulfill the Family Violence Prevention and Services Act requirement of providing complete documentation of consultation with and participation of the State Domestic Violence Coalition in the administration and distribution of Family Violence Prevention Services Act grants and grant funds awarded to the State.

Geographic area served: Statewide

Source of funds: 100 % Federal Funds Catalog of Federal Domestic Assistance (CFDA) # 93.556, Federal Agency Department of Health and Human Services, Administration for Children and Families, Promoting Safe and Stable Families and # 93.671, Federal Award Identification Number (FAIN) # 1901NHFPS and Federal Agency Department of Health and Human Services, Administration for Children and Families, Family Violence Prevention and Services/State Domestic Violence Coalitions, Federal Award Identification Number (FAIN) # 1901NHFVPS.

In the event that the federal funds become no longer available, general funds will not be requested to support this program.

Respectfully submitted,



Jeffrey A. Meyers  
Commissioner

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Jeffrey A. Meyers  
Commissioner  
Maureen U. Ryan  
Interim Director

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
OFFICE OF HUMAN SERVICES  
DIVISION FOR CHILDREN, YOUTH & FAMILIES

129 PLEASANT STREET, CONCORD, NH 03301-3857  
603-271-4461 1-800-852-3345 Ext. 4461  
FAX: 603-271-4729 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

May 3, 2017

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 Children, Youth and Families to renew an existing sole source agreement with the New Hampshire Coalition Against Domestic and Sexual Violence (Vendor #155510-B001), 4 South State Street, Concord, NH 03301, for the provision of a statewide program to improve responses to domestic violence, by increasing the price limitation by \$1,781,160 from \$1,617,116 to \$3,398,276 and extending the contract completion date from June 30, 2017 to June 30, 2019, effective upon Governor and Executive Council approval. The Governor and Executive Council approved the original contract on June 10, 2015 (Item #11) on June 15, 2016 (item #9E). 100% Federal Funds.

Funds to support this request are anticipated to be available in the following accounts for State Fiscal Year 2018 and 2019 upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust encumbrances between state fiscal years through the Budget Office without further Governor and Executive Council approval, if needed and justified.

05-95-42-421010-29590000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, DOMESTIC VIOLENCE PROGRAMS

SFY	Class/ Object	Title	Activity Code	Amount	Increase/ Decrease	Modified Amount
2016	102-500734	Social Service Contracts	42105902	\$806,514	\$0	\$806,514
2017	102-500734	Social Service Contracts	42105902	\$806,514	\$0	\$806,514
2018	102-500734	Social Service Contracts	42105902		\$888,536	\$888,536
2019	102-500734	Social Service Contracts	42105902		\$888,536	\$888,536
<i>Total:</i>				<b>\$1,613,028</b>	<b>\$1,777,072</b>	<b>\$3,390,100</b>

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

**05-95-42-421010-29730000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT  
OF, HHS: HUMAN SERVICES, CHILD PROTECTION, PROMOTING SAFE AND STABLE FAMILIES.**

SFY	Class/ Object	Title	Activity Code	Amount	Increase/ (Decrease)	Modified Amount
2016	102-500734	Social Service Contracts	42107302	\$2,044	\$0	\$2,044
2017	102-500734	Social Service Contracts	42107302	\$2,044		\$2,044
2018	102-500734	Social Service Contracts	42107302		\$2,044	\$2,044
2019	102-500734	Social Service Contracts	42107302		\$2,044	\$2,044
<b>Subtotal</b>				<b>\$4,088</b>	<b>\$4,088</b>	<b>\$8,176</b>
<b>Contract Total</b>				<b>\$1,617,116</b>	<b>\$1,781,160</b>	<b>\$3,398,276</b>

**EXPLANATION**

The purpose of this request is to exercise the Department's option to renew a sole source agreement with the New Hampshire Coalition Against Domestic and Sexual Violence for the continued provision of a Domestic Violence Specialist workforce that collaborates with the Department in child protective and other cases where domestic violence has been identified in order to improve the statewide response to domestic violence.

This is a sole source agreement because the N.H. Coalition Against Domestic and Sexual Violence is the only organization within the state working with victims on a statewide basis.

The vendor will continue providing the services of Domestic Violence Specialists who work with families and the Department in cases where there may be domestic violence issues. When a child protective case indicates the potential for or presence of domestic violence, the Department calls upon the expertise of Domestic Violence Specialists to begin working with the family as the family faces this difficult issue. The vendor also consults with the Department's Child Protective Service Workers in order to assist them with crafting case plans that best respond to family needs that may be associated with domestic violence experiences. Additionally, the vendor provides limited case consultation services to Department staff when they identify the potential for or presence of domestic violence in a family receiving Temporary Assistance to Needy Families.

This agreement satisfies the Family Violence Prevention and Services Act requirement of providing a complete description of the process and procedures used to involve the State Domestic Violence Coalition and others in the State planning process. The agreement also meets the requirement to provide complete documentation of consultation with and participation of the State Domestic Violence Coalition in the administration and distribution of Family Violence Prevention and Services Act grant funds awarded to the State.

The Coalition has successfully provided this service for several years. It continues to build its network of domestic violence programs and cooperative relationships with independent community-based agencies. With the Coalition's assistance, the Department has made great strides in addressing the domestic violence issues that impact the children and families served by the Department. Given the Coalition's past performance and plans for ongoing improvement of this program, the Department fully supports renewing this agreement.



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

The Department is renewing the agreement for two years of the three year optional renewal period.

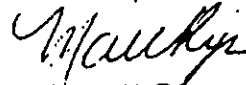
Should Governor and Executive Council not approve this agreement, it will seriously impact the State's ability to fulfill the Family Violence Prevention and Services Act requirement of providing complete documentation of consultation with and participation of the State Domestic Violence Coalition in the administration and distribution of Family Violence Prevention Services Act grants and grant funds awarded to the State.

Geographic area served: Statewide

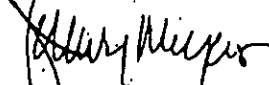
Source of funds: 100 % Federal Funds (CFDA # 93.556, Federal Agency Department of Health and Human Services, Administration for Children and Families, Promoting Safe and Stable Families and # 93.671, Federal Agency Department of Health and Human Services, Administration for Children and Families, Family Violence Prevention and Services/State Domestic Violence Coalitions).

In the event that the federal funds become no longer available, general funds will not be requested to support this program.

Respectfully submitted,



Maureen U. Ryan  
Interim Director



Approved by: Jeffrey A. Meyers  
Commissioner



Jeffrey A. Meyers  
Commissioner

Lorraine Bartlett  
Director

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
OFFICE OF HUMAN SERVICES  
DIVISION FOR CHILDREN, YOUTH & FAMILIES

129 PLEASANT STREET, CONCORD, NH 03301-3857  
603-271-4461 1-800-862-3346 Ext. 4461  
FAX: 603-271-4729 TDD Access: 1-800-736-2964 www.dhhs.nh.gov

May 11, 2015

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

**REQUESTED ACTION**

Authorize the Department of Health and Human Services, Division for Children, Youth and Families to renew an existing sole source agreement with the New Hampshire Coalition Against Domestic and Sexual Violence (Vendor # 155510-B001), 4 South State Street, Concord NH 03301, for the provision of a statewide program to improve responses to domestic violence, by increasing the price limitation by \$808,558 from \$808,558, to \$1,617,116 and extending the completion date from June 30, 2016 to June 30, 2017, effective upon Governor and Executive Council approval. The Governor and Executive Council approved the original contract on June 10, 2015 (Item #11). 100% Federal Funds.

Funds to support this request are available in the following accounts for State Fiscal Year 2016 and 2017 upon the availability and continued appropriation of funds in the future operating budgets, with authority to adjust encumbrances between State Fiscal Years through the Budget Office without further Governor and Executive Council approval, if needed and justified.

05-95-42-421010-29590000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, DOMESTIC VIOLENCE PROGRAMS

SFY	Class/Object	Title	Activity Code	Amount	Increase/ (Decrease)	Modified Amount
2016	102-500734	Social Service Contracts	42105902	\$806,514	\$0	\$806,514
2017	102-500734	Social Service Contracts	42105902	\$0	\$806,514	\$806,515
<b>Subtotal</b>				<b>\$806,514</b>	<b>\$806,514</b>	<b>\$1,613,028</b>

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Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Executive Council  
Page 2 of 3

**05-95-42-421010-29730000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, PROMOTING SAFE AND STABLE FAMILIES**

SFY	Class/Object	Title	Activity Code	Amount	Increase/ (Decrease)	Modified Amount
2016	102-500734	Social Service Contracts	42107302	\$2,044	\$0	\$2,044
2017	102-500734	Social Service Contracts	42107302	\$0	\$2,044	\$2,044
<b>Subtotal</b>				<b>\$2,044</b>	<b>\$2,044</b>	<b>\$4,088</b>
<b>Contract Total</b>				<b>\$808,558</b>	<b>\$808,558</b>	<b>\$1,617,116</b>

**EXPLANATION**

The purpose for this request is to exercise the Department's option to renew a sole source agreement with the New Hampshire Coalition Against Domestic and Sexual Violence for the continued provision of a Domestic Violence Specialist workforce that collaborates with the Department in child protective and other cases where domestic violence has been identified in order to improve the statewide response to domestic violence.

The vendor will continue providing the services of Domestic Violence Specialists who work with families and the Department in cases where there may be domestic violence issues. When a child protective case indicates the potential for or presence of domestic violence, the Department calls upon the expertise of Domestic Violence Specialists to begin working with the family as the family faces this difficult issue. The vendor also consults with the Department's Child Protective Service Workers in order to assist them with crafting case plans that best respond to family needs that may be associated with domestic violence experiences. Additionally, the vendor provides limited case consultation services to Department staff when they identify the potential for or presence of domestic violence in a family receiving Temporary Assistance to Needy Families.

This agreement satisfies the Family Violence Prevention and Services Act requirement of providing a complete description of the process and procedures used to involve the State Domestic Violence Coalition and others in the State planning process. The agreement also meets the requirement to provide complete documentation of consultation with and participation of the State Domestic Violence Coalition in the administration and distribution of Family Violence Prevention and Services Act grant funds awarded to the State.

The Coalition has successfully provided this service for several years. It continues to build its network of domestic violence programs and cooperative relationships with independent community-based agencies. With the Coalition's assistance, the Department has made great strides in addressing the domestic violence issues that impact the children and families served by the Department. Given the Coalition's past performance and plans for ongoing improvement of this program, the Department fully supports renewing this agreement.

The Department is renewing the agreement for one year of the four year optional renewal period. The original contract was awarded on a sole source basis because the N.H.

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Executive Council  
Page 3 of 3

Coalition Against Domestic and Sexual Violence is the only organization within the state working with victims on a statewide basis.

Should Governor and Executive Council not approve this agreement, it will seriously impact the State's ability to fulfill the Family Violence Prevention and Services Act requirement of providing complete documentation of consultation with and participation of the State Domestic Violence Coalition in the administration and distribution of Family Violence Prevention Services Act grants and grant funds awarded to the State.

Geographic area served: Statewide

Source of funds: 100 % Federal Funds (CFDA # 93.556, Federal Agency Department of Health and Human Services, Administration for Children and Families, Promoting Safe and Stable Families and # 93.671, Federal Agency Department of Health and Human Services, Administration for Children and Families, Family Violence Prevention and Services/State Domestic Violence Coalitions).

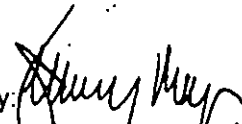
In the event that the federal funds become no longer available, general funds will not be requested to support this program.

Respectfully submitted,



Marilee Nihan, M.B.A.  
Deputy Commissioner

Approved by:



Jeffrey A. Meyers  
Commissioner

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Nicholas A. Toumpas  
Commissioner

Lorraine Bariletti  
Director

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
OFFICE OF HUMAN SERVICES  
DIVISION FOR CHILDREN, YOUTH & FAMILIES

129 PLEASANT STREET, CONCORD, NH 03301-3857  
603-271-4451 1-800-852-3345 Ext. 4451  
FAX: 603-271-4729 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

May 5, 2015

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

**REQUESTED ACTION**

Authorize the Department of Health and Human Services, Division for Children, Youth and Families to enter into a sole source agreement with the New Hampshire Coalition Against Domestic and Sexual Violence (Vendor # 155510-B001), 4 South State Street, Concord NH 03301, for the provision of a statewide program to improve responses to domestic violence, in an amount not to exceed \$808,558, effective July 1, 2015, or Governor and Executive Council approval, whichever is later, through June 30, 2016. *100% Federal Funds*

Funds to support this request are anticipated to be available in the following accounts for State Fiscal Year 2016 upon the availability and continued appropriation of funds in the future operating budgets, with authority to adjust encumbrances between State Fiscal Years through the Budget Office without further Governor and Executive Council approval, if needed and justified.

05-95-42-421010-29590000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS  
DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, DOMESTIC VIOLENCE PROGRAMS

SFY	Class/Object	Title	Activity Code	Amount
2016	102-500734	Social Service Contracts	42105902	\$806,514
<i>Subtotal</i>				\$806,514

05-95-42-421010-29730000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS  
DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, PROMOTING SAFE AND STABLE FAMILIES

SFY	Class/Object	Title	Activity Code	Amount
2016	102-500734	Social Service Contracts	42107302	\$2,044
<i>Subtotal</i>				\$2,044
<b>Grand total</b>				<b>\$808,558</b>

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
Page 2 of 3

### EXPLANATION

This request is sole source because the New Hampshire Coalition Against Domestic and Sexual Violence is the only agency in the State of New Hampshire working with victims of domestic and sexual violence on a statewide basis and continues to be uniquely qualified to provide these services. As such the Coalition is designated by the Department as the coordinator to administer the domestic violence grant program.

The above action is requested to improve New Hampshire's statewide response to domestic violence. The agreement provides the services of Domestic Violence Specialists to work with families and Division personnel when dealing with domestic violence issues. When a child protective case indicates the potential for or presence of domestic violence, Division staff will call upon the expertise of specialists to begin working with the family as they face this difficult issue. The specialists will also consult with the Division's Child Protective Service Workers; to assist them with crafting case plans that best respond to family needs that may be associated with experiencing domestic violence. In addition, specialists will provide limited case consultation services to Division of Family Assistance staff when they identify the potential for or presence of domestic violence in a family receiving Temporary Assistance to Needy Families. This agreement will also satisfy the Family Violence Prevention and Services Act requirement of providing a complete description of the process and procedures used to involve the State Domestic Violence Coalition and others in the State planning process and the requirement to provide complete documentation of consultation with and participation of the State Domestic Violence Coalition in the administration and distribution of Family Violence Prevention and Services Act grants and grant funds awarded to the State.

The Coalition has successfully provided this service for several years. It continues to build its network of domestic violence programs and cooperative relationships with independent community-based agencies. With the Coalition's assistance, the Division has made great strides in addressing the domestic violence issues that impact the children and families served by the Division. Given the Coalition's past performance and plans for ongoing improvement of this program, the Division fully supports this agreement.

The attached agreement calls for the provision of these services for one year and reserves the Division's right to renew the agreement for up to two additional years based on the satisfactory delivery of services, continued availability of supporting funds, and Governor and Executive Council approval.

Should Governor and Executive Council not approve this agreement, it will seriously impact the State's ability to fulfill the Family Violence Prevention and Services Act requirement of providing complete documentation of consultation with and participation of the State Domestic Violence Coalition in the administration and distribution of Family Violence Prevention Services Act grants and grant funds awarded to the State.

**Geographic area served: Statewide**

**Source of funds: 100 % Federal fund from the Catalog of Federal Domestic Assistance (CFDA) # 93.556, Federal Agency Department of Health and Human Services, Administration for Children and Families, Promoting Safe and Stable Families; and # 93.671, Federal Agency Department of Health and Human Services, Administration for Children and Families, Family Violence Prevention and Services/State Domestic Violence Coalitions.**

**In the event that the federal funds become no longer available, general funds will not be requested to support this program.**

Respectfully submitted,



Mary Ann Cooney  
Associate Commissioner

Approved by:



Nicholas A. Toumpas  
Commissioner