

42 (A)



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
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Nicholas A. Toumpas
Commissioner

Maggie Bishop
Director

April 17, 2013

SOLE SOURCE

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 exercise a renewal option (Purchase Order #1000067) with the New Hampshire Coalition Against Domestic and Sexual Violence, Concord, New Hampshire (Vendor #155510 B001), by increasing the price limitation by \$1,617,116.00 from \$3,571,112.00 to \$5,188,228.00 for the provision of a statewide program to improve responses to domestic violence and by amending the end date from June 30, 2013 to June 30, 2015 to be effective July 1, 2013. Governor and Council approved the original sole source agreement on June 17, 2009 (item #119) and subsequently amended the agreement on May 5, 2011 (Item # 70). Funds to support this request are anticipated to be available in the following accounts in SFY 2014 and SFY 2015 upon the availability and continued appropriation of funds in future operating budgets, with authority to adjust amounts within the price limitation and amend the related terms of the contract without further approval from Governor and Executive Council.

100% FED

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

<u>Class/ Object</u>	<u>Title</u>	<u>Activity Code</u>	<u>State Fiscal Year</u>	<u>Current Modified Budget</u>	<u>Increase/ Decrease</u>	<u>Revised Modified Budget</u>
102-500734	Social Service Contracts	40130003	2010	\$792,778.00	\$0	\$792,778.00
			2011	\$792,778.00	\$0	\$792,778.00
			2012	\$890,734.00	\$0	\$890,734.00
			2013	\$890,734.00	\$0	\$890,734.00
			2014	\$0	\$806,514.00	\$806,514.00
			2015	\$0	\$806,514.00	\$806,514.00
			Total:	\$3,367,024.00	\$1,613,028.00	\$4,980,052.00

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

<u>Class/ Object</u>	<u>Title</u>	<u>Activity Code</u>	<u>State Fiscal Year</u>	<u>Current Modified Budget</u>	<u>Increase/ Decrease</u>	<u>Revised Modified Budget</u>
102-500734	Social Service Contracts	40130007	2010	\$50,000.00	\$0	\$50,000.00
			2011	\$50,000.00	\$0	\$50,000.00
			2012	\$2,044.00	\$0	\$2,044.00
			2013	\$2,044.00	\$0	\$2,044.00
			2014	\$0	\$2,044.00	\$2,044.00
			2015	\$0	\$2,044.00	\$2,044.00
			Total:	\$104,088.00	\$4,088.00	\$108,176.00

05-95-40-404010-5853 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: CHILDREN AND YOUTH, FEDERAL GRANT PROGRAMS, CHILD ABUSE PREVENTION CAPTA

<u>Class/ Object</u>	<u>Title</u>	<u>Activity Code</u>	<u>State Fiscal Year</u>	<u>Current Modified Budget</u>	<u>Increase/ Decrease</u>	<u>Revised Modified Budget</u>
102-500734	Social Service Contracts	40130011	2010	\$50,000.00	\$0	\$50,000.00
			2011	\$50,000.00	\$0	\$50,000.00
			Total:	\$100,000.00	\$0	\$100,000.00
			Grand Total:	\$3,571,112.00	\$1,617,116.00	\$5,188,228.00

EXPLANATION

This request seeks approval to exercise a renewal option to an existing **sole source** agreement with the New Hampshire Coalition Against Domestic and Sexual Violence. The New Hampshire Coalition Against Domestic and Sexual Violence is a statewide network of fourteen independent programs working with victims of domestic and sexual violence. As the only agency providing these services on a statewide basis, it is uniquely qualified to provide these services and as such is designated by the Department as the coordinator to administer the domestic violence program. This agreement will 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 above action is requested to improve New Hampshire's statewide response to domestic violence through the resources provided within this agreement. The amendment is supported with Federal funds provided through the Family Violence Prevention and Services Act. The services are consistent with grant requirements and improve the Division's ability to continue to access these funds. This program augments services and funds provided for in NH RSA 173-B:13 and 173-B:18, in that they include direct service programs that are targeted to adults, adolescents, and children who may need advocacy and emergency services due to the presence of domestic violence.

The New Hampshire Coalition Against Domestic and Sexual Violence 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 New Hampshire Coalition Against Domestic and Sexual Violence'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 New Hampshire Coalition Against Domestic and Sexual Violence's past performance and plans for ongoing improvement of this program, the Division fully supports this agreement.

Program Components

The agreement provides the services of Domestic Violence Specialists to work with families dealing with domestic violence. The New Hampshire Coalition Against Domestic and Sexual Violence will sub-contract with local domestic violence agencies to secure the specialists and to ensure that each is formally connected to a local agency that specializes in providing domestic violence services. To maximize access to the specialists, they will be stationed at the Department's eleven district offices.

When a child protective case indicates the potential for or presence of domestic violence, the Division for Children, Youth and Families 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 for Children, Youth and Families Child Protective Service Workers and New Hampshire Coalition Against Domestic and Sexual Violence, 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.

Through maintenance of a district office presence, specialists are available to consult with other Departmental staff, further building awareness of domestic violence and improving staff ability to identify its presence in families served by the Department. The agreement also supports the provision of general statewide domestic violence services, such as supporting the growth and development of community-based programs, working to effect policy and procedural changes that improve institutional responses to domestic violence, and conducting needs assessments to document gaps in current response and prevention efforts.

Agreement Terms

The original contract and G&C letter secured the New Hampshire Coalition Against Domestic and Sexual Violence services for two years. The original contract and Governor and Executive Council request included provisions for the Divisions to renew the contract for up to four additional years, subject to continued availability of funds, satisfactory performance of services, and approval by the Governor and Executive Council. This request renews the contract for the last two years of the four years.

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council

April 17, 2013

Page 4

Geographic area served: Statewide

Source of funds: 100% Federal Funds from the United States Department of Health and Human Services.

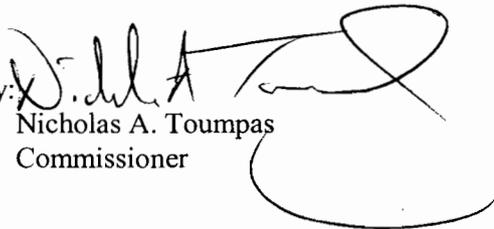
In the event that the Federal funds become no longer available, General funds will not be requested to support this program.

Respectfully submitted,



Maggie Bishop
Director

Approved by:



Nicholas A. Toumpas
Commissioner



**State of New Hampshire
Department of Health and Human Services
Amendment *NR* to the *Statewide Program to Improve Response to Domestic Violence Contract***

This **2nd** Amendment to the ***Statewide Program to Improve Response to Domestic Violence*** contract (hereinafter referred to as "Amendment **2**") dated this **17th** day of April 2013, is by and between the State of New Hampshire, Department of Health and Human Services (hereinafter referred to as the "State" or "Department") and ***New Hampshire Coalition Against Domestic and Sexual Violence*** (hereinafter referred to as "the Contractor"), a ***non-profit*** company with a place of business at ***4 South State Street, Concord, NH 03301***.

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on **June 17, 2009 (Item #119)**, and amended by an agreement (Amendment 1 to the Contract) approved on **May 25, 2011 (Item #70)**, the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

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

WHEREAS, pursuant to the General Provisions, Paragraph 18 and ***Exhibit C-1, section 1***, the State may at its sole discretion, ***renew the contract for up to four additional years*** by written agreement of the parties;

WHEREAS ***the State and Contractor have agreed that a two-year extension of the contract is agreeable to the parties;***

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 as follows:

To amend as follows:

- Form P-37, Item 1.7, Completion Date shall be amended to read "June 30, 2015";
- Form P-37, Item 1.8, Price Limitation, shall be amended to read "5,188,228.00"
- Exhibit A, Scope of Services, shall be amended to read "July 1, 2011 – June 30, 2015"
- Exhibit B, Method, Schedule, and Conditions Precedent to Payment, shall be amended to read "July 1, 2011 – June 30, 2015"
- Exhibit B, Method, Schedule, and Conditions Precedent to Payment, Section 1, shall be amended to read " for a total of 5,188,228.00"



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,

4/25/13
Date

State of New Hampshire
Department of Health and Human Services

Nicholas A. Toumpas
Nicholas A. Toumpas
Commissioner

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

Robin Christopherson
Robin Christopherson
Chair, Board of Directors

Date

Acknowledgement:

State of New Hampshire, County of Merrimack on Apr. 23, 2013, before the undersigned officer, personally appeared the person identified above, or satisfactorily proven to be the person whose name is signed above, and acknowledged that s/he executed this document in the capacity indicated above.

Signature of Notary Public or Justice of the Peace

Karin Ashum, Notary Public
Name and Title of Notary or Justice of the Peace



New Hampshire DHHS

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

OFFICE OF THE ATTORNEY GENERAL

29 April 2013
Date

James P. Herrick
Name: James P. Herrick
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:

CERTIFICATE OF VOTE

(Corporation without Seal)

I, Suzanne Harvey, do hereby certify that:
(Name of Clerk of the Corporation; cannot be contract signatory)

1. I am a duly elected Clerk of NH Coalition Against Domestic & Sexual Violence.
(Corporation Name)
2. The following are true copies of two resolutions duly adopted at a meeting of the Board of Directors of the Corporation duly held on April 23 2013.
(Date)

RESOLVED: That this Corporation enter into a contract with the State of New Hampshire, acting through its Department of Health and Human Services, DCYF, for the provision of

statewide family violence services.

RESOLVED: That the Board of Directors Chairperson
(Title of Contract Signatory)

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

3. The forgoing resolutions have not been amended or revoked, and remain in full force and effect as of the 23 day of April, 2013.
(Date Contract Signed)

4. Robin Christopherson is the duly elected Chairperson, Board of Directors
(Name of Contract Signatory) (Title of Contract Signatory)

of the Corporation.

Suzanne Harvey
(Signature of Clerk of the Corporation)

STATE OF NEW HAMPSHIRE

County of Merrimack

The forgoing instrument was acknowledged before me this 23~~th~~ day of April, 2013.

By Suzanne Harvey.
(Name of Clerk of the Corporation)

Karen Ashton
(Notary Public/Justice of the Peace)

(NOTARY SEAL)

Commission Expires: August 24, 2016

New Hampshire Department of Health and Human Services
Bidder/Program Name: NHCADSV
Budget Request for: State Fiscal Year 2014
(Name of RFP)
Budget Period: 7/1/2013-6/30/2014

Line Item	Direct Incremental	Indirect Fixed	Total State Costs	Bidder Match	Total Costs	Allocation Method for Indirect/Fixed Cost
1. Total Salary/Wages	\$ 6,500		\$ 6,500	\$ 1,625	\$ 8,125	
2. Employee Benefits	\$ 500		\$ 500	\$ 125	\$ 625	
3. Consultants	\$	\$	\$	\$	\$	
4. Equipment:	\$	\$	\$	\$	\$	
Rental	\$	\$	\$	\$	\$	
Repair and Maintenance	\$	\$	\$	\$	\$	
Purchase/Depreciation	\$	\$	\$	\$	\$	
5. Supplies:	\$	\$	\$	\$	\$	
Educational	\$	\$	\$	\$	\$	
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	\$ 799,514	\$	\$ 799,514	\$ 199,879	\$ 999,393	
13. Other (specific details mandatory):	\$	\$	\$	\$	\$	
TOTAL	\$ 806,514	\$ -	\$ 806,514	\$ 201,629	\$ 1,008,143	

Indirect As A Percent of Direct 0

Contractor Initials: RPC
 Date: 4/23/13

NEW HAMPSHIRE COALITION AGAINST
DOMESTIC AND SEXUAL VIOLENCE

AUDITED FINANCIAL STATEMENTS

June 30, 2012 and 2011

SINGLE AUDIT REPORTS

June 30, 2012

Rowley & Associates P.C.

Certified Public Accountants

NEW HAMPSHIRE COALITION AGAINST
DOMESTIC AND SEXUAL VIOLENCE

AUDITED FINANCIAL STATEMENTS

June 30, 2012 and 2011

SINGLE AUDIT REPORTS

June 30, 2012

Table of Contents

	Page
INDEPENDENT AUDITOR'S REPORT	1
FINANCIAL STATEMENTS	
Statements of Financial Position	2
Statements of Activities	3
Statements of Functional Expenses	4
Statements of Cash Flows	5
Notes to Financial Statements	6-9
GOVERNMENT AUDITING STANDARDS AND SINGLE AUDIT ACT REPORTS AND SCHEDULES	
INDEPENDENT AUDITOR'S REPORT on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	10-11
INDEPENDENT AUDITOR'S REPORT on Compliance with Requirements Applicable to Each Major Program and on Internal Control Over Compliance in Accordance with OMB Circular A- 133	12-13
Summary of Findings and Questioned Costs	14
Notes to Schedule of Expenditures of Federal Awards	15-16

ROWLEY & ASSOCIATES, P.C.

CERTIFIED PUBLIC ACCOUNTANTS
6A HILLS AVENUE
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

We have audited the accompanying statement of financial position of the New Hampshire Coalition Against Domestic and Sexual Violence (a nonprofit organization) as of June 30, 2012, and the related statement of activities, functional expenses, and cash flows, for the year then ended. These financial statements are the responsibility of the Organization's management. Our responsibility is to express an opinion on these financial statements based on our audit. The prior year summarized comparative information has been derived from New Hampshire Coalition Against Domestic and Sexual Violence's June 30, 2011 financial statements and, in our report dated October 5, 2011; we expressed an unqualified opinion on those statements.

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 audits to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the New Hampshire Coalition Against Domestic and Sexual Violence as of June 30, 2012, and the changes in its net assets and cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 21, 2012, on our consideration of the 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 grants agreements and other matters. The purpose of that report is 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 internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

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 is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic 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 schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.



Rowley & Associates, P.C.
Concord, New Hampshire
September 21, 2012

New Hampshire Coalition Against Domestic and Sexual Violence
 Statements of Financial Position
 June 30, 2012 and 2011

ASSETS	<u>2012</u>	<u>2011</u>
<u>CURRENT ASSETS</u>		
Cash and Cash equivalents	\$ 254,997	\$ 174,432
Cash and Cash equivalents, temporarily restricted	68,179	46,781
Grants Receivable	842,592	1,195,077
Prepaid Expenses	11,256	12,148
Total Current Assets	<u>1,177,024</u>	<u>1,428,438</u>
<u>PROPERTY AND EQUIPMENT</u>		
Land	52,143	52,143
Building	267,592	267,592
Equipment	106,511	106,283
Building Improvements	25,736	25,736
	<u>451,982</u>	<u>451,754</u>
Less Accumulated Depreciation	(181,148)	(166,893)
Total Property and Equipment, Net	<u>270,834</u>	<u>284,861</u>
Total Assets	<u><u>1,447,858</u></u>	<u><u>1,713,299</u></u>
LIABILITIES AND NET ASSETS		
<u>CURRENT LIABILITIES</u>		
Current Portion of Long-Term Debt	4,418	4,161
Accounts Payable	723,608	997,002
Accrued Expenses	59,807	57,857
Total Current Liabilities	<u>787,833</u>	<u>1,059,020</u>
<u>LONG-TERM LIABILITIES</u>		
Long-Term Debt, Net of Current Portion	<u>65,192</u>	<u>69,606</u>
<u>NET ASSETS</u>		
Unrestricted	526,654	537,892
Temporarily Restricted	68,179	46,781
Total Net Assets	<u>594,833</u>	<u>584,673</u>
Total Liabilities and Net Assets	<u><u>\$ 1,447,858</u></u>	<u><u>\$ 1,713,299</u></u>

See Independent Auditors' Report and Notes to Financial Statements

New Hampshire Coalition Against Domestic and Sexual Violence
 Statements of Activities
 June 30, 2012 and 2011

	<u>2012</u>	<u>2011</u>
<u>UNRESTRICTED NET ASSETS</u>		
Support and Revenue:		
Grant Revenue	\$ 4,694,296	\$ 5,742,516
Contributions	219,951	215,811
Donated Services	127,083	66,926
Miscellaneous income	36,442	48,974
Total Support and Revenue	<u>5,077,772</u>	<u>6,074,227</u>
<u>NET ASSETS RELEASED FROM RESTRICTIONS</u>		
Restrictions Satisfied by Payments	<u>79,327</u>	<u>42,633</u>
<u>EXPENSES</u>		
Program Services	4,665,244	5,396,607
Management and General	487,368	523,572
Fundraising	15,725	16,890
Total expenses	<u>5,168,337</u>	<u>5,937,069</u>
 Increase (Decrease) in Unrestricted Net Assets	 (11,238)	 179,791
<u>TEMPORARILY RESTRICTED NET ASSETS</u>		
Grant Revenue	100,725	68,000
Restrictions Satisfied by Payments	<u>(79,327)</u>	<u>(42,633)</u>
 Increase in Temporarily Restricted Net Assets	 <u>21,398</u>	 <u>25,367</u>
 INCREASE IN NET ASSETS	 10,160	 205,158
 NET ASSETS AT BEGINNING OF YEAR	 <u>584,673</u>	 <u>379,515</u>
 NET ASSETS AT END OF YEAR	 <u>\$ 594,833</u>	 <u>\$ 584,673</u>

See Independent Auditors' Report and Notes to Financial Statements

New Hampshire Coalition Against Domestic and Sexual Violence
Statement of Functional Expenses
Year Ended June 30, 2012 with Comparative Totals for Year Ended June 30, 2011

	<u>Program Services</u>	<u>Management & General</u>	<u>Fundraising</u>	<u>Total 2012</u>	<u>Total 2011</u>
Salaries	\$ 730,864	\$ 333,188	\$ 10,748	\$ 1,074,800	\$ 1,149,864
Payroll taxes	55,923	25,494	822	82,239	88,860
Health and Life Insurance	39,650	18,076	583	58,309	68,989
Dental & Other Emp Benefits	37,436	17,066	551	55,053	72,558
Professional Services	70,127	31,970	1,031	103,128	66,486
Contract/Grant Services	3,376,625	-	-	3,376,625	4,065,707
Memberships	2,844	-	-	2,844	3,034
Publications	445	-	-	445	862
Advertising/Recruitment	5,841	2,663	86	8,590	14,282
Copying	3,040	1,386	45	4,471	4,306
Office Supplies	6,773	3,088	99	9,960	19,868
Postage	3,601	1,641	53	5,295	5,578
Printing	4,787	2,182	71	7,040	7,456
Equipment & Moving	105	48	2	155	518
Maintenance & Repair	10,456	4,767	154	15,377	11,942
Rent Expense	102	46	2	150	300
Interest	2,934	1,338	43	4,315	4,238
Parking	1,190	543	17	1,750	4,350
Insurance	4,978	2,270	73	7,321	7,358
Retreats	3,563	-	-	3,563	5,782
PMC Stipend	3,300	-	-	3,300	3,700
Staff Development	4,825	2,199	71	7,095	12,940
Travel	37,253	16,983	548	54,784	64,741
Telephone	18,262	8,325	269	26,856	33,378
Technology	-	-	-	-	5,093
Utilities	3,584	1,634	53	5,271	5,456
Miscellaneous	9,088	4,143	136	13,367	13,168
AVAP Miscellaneous Expense	78,558	-	-	78,558	50,133
Direct Training	121,610	-	-	121,610	98,391
Community Education	9,235	-	-	9,235	20,519
Depreciation Expense	10,985	5,008	162	16,155	16,199
Accounting Fees	7,260	3,310	106	10,676	11,013
Total Expenses	<u>\$ 4,665,244</u>	<u>\$ 487,368</u>	<u>\$ 15,725</u>	<u>\$ 5,168,337</u>	<u>\$ 5,937,069</u>

See Independent Auditors' Report and Notes to Financial Statements

New Hampshire Coalition Against Domestic and Sexual Violence
 Statements of Cash Flows
 Years Ended June 30, 2012 and 2011

	<u>2012</u>	<u>2011</u>
<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>		
Increase in Net Assets	\$ 10,160	\$ 205,158
Adjustments to Reconcile Increase in Net Assets to Net Cash Provided by Operating Activities		
Depreciation	16,155	16,199
(Increase) Decrease in Operating Assets:		
Grants Receivable	352,485	(35,102)
Prepaid Expenses	892	(285)
Increase (Decrease) in Operating Liabilities:		
Accounts Payable	(273,394)	19,702
Accrued Expenses	1,950	3,201
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>108,248</u>	<u>208,873</u>
<u>CASH FLOWS FROM INVESTING ACTIVITIES</u>		
Change in restricted cash	(21,398)	(28,040)
Acquisition of Fixed Assets	(2,128)	(2,164)
NET CASH USED BY INVESTING ACTIVITIES	<u>(23,526)</u>	<u>(30,204)</u>
<u>CASH FLOWS FROM FINANCING ACTIVITIES</u>		
Repayment of Long-Term Debt	(4,157)	(4,237)
NET CASH USED BY FINANCING ACTIVITIES	<u>(4,157)</u>	<u>(4,237)</u>
 NET INCREASE IN UNRESTRICTED CASH	 80,565	 174,432
 UNRESTRICTED CASH AT BEGINNING OF YEAR	 <u>174,432</u>	 <u>-</u>
 UNRESTRICTED CASH AT END OF YEAR	 <u>\$ 254,997</u>	 <u>\$ 174,432</u>
 <u>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</u>		
Cash paid during the year for:		
Interest	<u>\$ 4,315</u>	<u>\$ 4,238</u>
 In-kind contributions	 <u>\$ 127,083</u>	 <u>\$ 66,926</u>

See Independent Auditors' Report and Notes to Financial Statements

New Hampshire Coalition Against Domestic and Sexual Violence
Notes to Financial Statements
Years Ended June 30, 2012 and 2011

NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

The New Hampshire Coalition Against Domestic and Sexual Violence (the Coalition) is a statewide network of 14 independent member programs committed to ending domestic and sexual violence. The Coalition assists its member groups by providing technical assistance and training, support in developing new programs, and by serving as a statewide clearinghouse and coordinating organization. It administers state and federal contracts that provide funding for its member programs.

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.

Financial Statement Presentation

The Coalition is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. In addition, the Coalition is required to present a statement of cash flows. The Coalition additionally maintains a classification of land, building and equipment within its unrestricted net asset statements of activity, which is combined into total unrestricted net assets.

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 unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.

Contributed Services

During the years ended June 30, 2012 and 2011, the value of contributed services relating to printing, community education, direct training and professional fees were \$127,083 and \$66,926, respectively. Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on the existence or nature of any donor restrictions.

In addition, many individuals volunteer their time and 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 criterion for recognition of such volunteer effort is that services must be specialized skills, which would be purchased if not donated.

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.

New Hampshire Coalition Against Domestic and Sexual Violence
Notes to Financial Statements
Years Ended June 30, 2012 and 2011

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

Allocation of Expenses

The Coalition allocates expenses among program services, management and general, and fundraising based on direct costs and other factors, including space utilization and time.

Property and Equipment

It is the Coalition's policy to capitalize property and equipment over \$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 unrestricted contributions 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 temporarily restricted net assets to unrestricted net assets at that time. Property and equipment are depreciated using the straight-line method. The ranges of useful lives are as follows:

Building and Improvements	39 Years
Equipment	3-7 Years

Depreciation expense recorded by the Coalition for the years ended June 30, 2012 and 2011 was \$16,155 and \$16,199, respectively.

Income Taxes

The Coalition is a not-for-profit corporation under Section 501(c)(3) of the Internal Revenue Code, is exempt from federal income taxes, and is classified as other than a private foundation. In addition, the Coalition qualifies for the charitable contribution deduction under Section 170(b)(1)(A).

Investments

The Coalition has adopted FASB ASC 958-320, "Accounting for Certain Investments Held by Not-for-Profit Organizations." Under FASB ASC 958-320, investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statement of financial position. Unrealized gains and losses are included in the change in net assets. Investment income and gains restricted by a donor are reported as increase in unrestricted net assets if the restrictions are met (either by passage of time or by use) in the reporting period in which the income and gains are recognized.

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. There were no cash equivalents as of June 30, 2012 and 2011.

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 lobby or attempt to influence legislations, 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 \$453 and \$1,929 at June 30, 2012 and 2011, respectively.

New Hampshire Coalition Against Domestic and Sexual Violence
Notes to Financial Statements
Years Ended June 30, 2012 and 2011

NOTE B – RESTRICTIONS ON NET ASSETS

Temporarily restricted net assets consist of funds received by the Organization, restricted as to use or time. The restrictions are considered to expire when payments are made. As of June 30, 2012 and 2011 respectively, the temporarily restricted net assets are available for the following purpose:

	<u>2012</u>	<u>2011</u>
Delta Prep #22	\$ -	\$ 12,509
NH Charitable Foundation Development	12,803	18,574
NH Charitable Foundation Open Doors Training	-	5,000
Verizon #91	-	5,698
Verizon #92	245	5,000
Women Fund, SANE	5,000	-
Endowment for Health Child Trauma Fund	<u>50,131</u>	<u>-</u>
Total	<u>\$ 68,179</u>	<u>\$ 46,781</u>

NOTE C – LONG-TERM NOTES

As of June 30, 2012 and 2011, long-term debt consists of the following:

	<u>2012</u>	<u>2011</u>
Mortgage Note, Payable to Merrimack County Savings Bank, Interest at 6.00%, with Monthly Payments of \$706 including Principal and Interest, Maturity date is October 8, 2023. Secured by Real Property	\$ 69,610	\$ 73,767
Less Current Portion	<u>4,418</u>	<u>4,161</u>
Total Long Term Debt	<u>\$ 65,192</u>	<u>\$ 69,606</u>

Future scheduled maturities of long-term debt are as follows:

Years ending June 30:

2013	\$ 4,418
2014	4,690
2015	4,980
2016	5,286
Thereafter	<u>50,236</u>
Total	<u>\$ 69,610</u>

NOTE D – LINE OF CREDIT

The Coalition has a \$50,000 revolving line of credit agreement with Merrimack County Savings Bank at 1.00% over Wall Street Journal prime rate. The line of credit is secured by all business assets. There were no borrowings against the line as of June 30, 2012 and 2011.

NOTE E – CONCENTRATION OF CREDIT RISK

The Coalition maintains cash balances in several accounts at a local bank. These accounts are insured by the Federal Deposit Insurance Corporation up to \$250,000. At June 30, 2012 and 2011 the Organization had \$73,126 and \$0- uninsured cash balances, respectively.

New Hampshire Coalition Against Domestic and Sexual Violence
Notes to Financial Statements
Years Ended June 30, 2012 and 2011

NOTE F – DESCRIPTION OF LEASING ARRANGEMENTS

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

NOTE G – 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, 2012 and 2011 totaled \$13,270 and \$18,347, respectively.

NOTE H - TAX EXEMPT STATUS

The Coalition is a public charity exempt from Federal income tax under Section 501 (c) (3) of the Internal Revenue Code. The Coalition does not believe it has done anything during the past year that would jeopardize its tax exempt status at either the state or Federal level. The Coalition reports its activities to the IRS in an annual information return. These filings are subject to review by the taxing authorities and the federal income tax returns for 2011, 2010, and 2009 are subject to examination by the IRS, generally for three years after they were filed.

NOTE I - SUBSEQUENT EVENT

Consideration has been given to determine if any events that occurred subsequent to the financial statement date, June 30, 2012 and prior to the report date, September 21, 2012, of such significance to require disclosure. It has been determined that no subsequent events matching this criterion occurred during this period.

NOTE J - FAIR VALUE MEASUREMENTS

Fair values of assets measured on a recurring basis at June 30, 2012 and 2011 were:

	<u>Fair Value</u>	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)
<u>June 30, 2012</u>			
Cash and cash equivalents	\$ 323,176	\$ 323,176	\$ -
Grants receivable	842,592	-	842,592
Total	<u>\$1,165,768</u>	<u>\$ 323,176</u>	<u>\$ 842,592</u>
<u>June 30, 2011</u>			
Cash and cash equivalents	\$ 221,213	\$ 221,213	\$ -
Grants receivable	1,195,077	-	1,195,077
Total	<u>\$1,416,290</u>	<u>\$ 221,213</u>	<u>\$1,195,077</u>

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

ROWLEY & ASSOCIATES, P.C.

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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

We have audited the financial statements of the New Hampshire Coalition Against Domestic and Sexual Violence (a nonprofit organization) as of and for the year ended June 30, 2012, and have issued our report thereon dated September 21, 2012. 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.

INTERNAL CONTROL OVER FINANCIAL REPORTING

Management of New Hampshire Coalition Against Domestic and Sexual Violence is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered New Hampshire Coalition Against Domestic and Sexual Violence's internal control over financial reporting as a basis for designing our auditing procedures 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 over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over financial reporting.

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 combination of significant 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.

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 financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

COMPLIANCE AND OTHER MATTERS

As part of obtaining reasonable assurance about whether the New Hampshire Coalition Against Domestic and Sexual Violence's financial statements are free of 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 determination of financial statement amounts.

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*.

This report is intended solely for the information and use of management, others within the entity, the Board of Directors, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.



Rowley & Associates, P.C.
Concord, New Hampshire
September 21, 2012

ROWLEY & ASSOCIATES, P.C.

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS THAT COULD HAVE A DIRECT AND MATERIAL EFFECT ON EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Board of Directors
New Hampshire Coalition
Against Domestic and Sexual Violence

COMPLIANCE

We have audited New Hampshire Coalition Against Domestic and Sexual Violence's compliance requirements described in the *OMB Circular A-133 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, 2012. New Hampshire Coalition Against Domestic and Sexual Violence major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of the New Hampshire Coalition Against Domestic and Sexual Violence's management. Our responsibility is to express an opinion on the New Hampshire Coalition Against Domestic and Sexual Violence's compliance based on our audit.

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 OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 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 the 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. Our audit does not provide a legal determination on the New Hampshire Coalition Against Domestic and Sexual Violence's compliance with those requirements.

In our opinion, the New Hampshire Coalition Against Domestic and Sexual Violence complied, in all material respects, with the 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, 2012.

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 requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the New Hampshire Coalition Against Domestic and Sexual Violence's internal control over compliance with the requirements that could have a direct and material effect on a major federal program to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, 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.

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 deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

New Hampshire Coalition Against Domestic and Sexual Violence's response to the findings identified in our audit are described in the accompanying schedule of findings and questioned costs. We did not audit New Hampshire Coalition Against Domestic and Sexual Violence's response and, accordingly, we express no opinion on the responses.

This report is intended solely for the information and use of management, others within the entity, the Board of Directors, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Rowley & Associates, PC

Rowley & Associates, P.C.
Concord, New Hampshire
September 21, 2012

New Hampshire Coalition Against Domestic and Sexual Violence
Summary of Findings and Question Costs
Year Ended June 30, 2011

Summary of Auditor's Results

1. The auditor's report expresses an unqualified opinion on the financial statements of the New Hampshire Coalition Against Domestic and Sexual Violence.
2. No reportable conditions relating to the audit of the financial statements are reported in the Independent Auditor's Report.
3. No instances of noncompliance material to the financial statements of the New Hampshire Coalition Against Domestic and Sexual Violence were disclosed during the audit.
4. No reportable conditions relating to the audit of the major federal award programs are reported in the Independent Auditor's Report on Compliance with Requirements Applicable to Each Major Program and on Internal Control over Compliance in Accordance with OMB Circular A-133.
5. The auditor's report on compliance for major federal award programs for the New Hampshire Coalition Against Domestic and Sexual Violence expresses an unqualified opinion on all major federal programs.
6. Audit finding that are required to be reported in accordance with Section 510(a) of OMB Circular A-133 are reported in the Schedule.
7. The programs tested as a major programs were:

Family Violence Prevention Service Act	93.671
Victims of Crime Act	16.575
Violence Against Women Act	16.588
AmeriCorps Victim Assist Program	94.006

8. The threshold for distinguishing Types A and B Programs was \$300,000.
9. The New Hampshire Coalition Against Domestic and Sexual Violence qualified as a low-risk auditee.

Findings – Financial Statements Audit

None

Findings and Questions Costs – Major Federal Award Programs Audit

No findings and/or questioned costs were identified during the major federal award programs audit.

New Hampshire Coalition Against Domestic and Sexual Violence
Notes to Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2012

Program Title	Federal CFDA Number	Pass-Through Entity Identifying Number	Federal Expenditures
<u>U.S. Department of Health and Human Services:</u>			
Direct Programs:			
Family Violence Prevention Services Act	93.671	G-1001NHSDVC	\$ 55,510
Family Violence Prevention Services Act	93.671	G-1101NHSDVC	191,119
Family Violence Prevention Services Act	93.592		19,150
Family Violence Prevention Services Act	93.592		81,991
Total Direct Programs			<u>347,770</u>
Pass-Through Programs from State of NH Department of Health & Human Services:			
Family Violence Prevention Services Act	93.671	611370-05	848,530
Sexual Violence Prevention	93.991	010-090-5190-093-0415	173,576
Total Pass-Through Programs			<u>1,022,106</u>
TOTAL U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES			<u>1,369,876</u>
<u>U.S. Department of Justice:</u>			
Direct Program - Violence Against Woman Act of 2000	16.588		13,010
Direct Program - Violence Against Woman Act of 2000	16.588		48,996
Direct Program - Violence Against Woman Act of 2000	16.588		154,611
Total Direct Programs			<u>216,617</u>
Pass-Through Programs from State of NH Department of Justice:			
Victims of Crime Act (VOCA)	16.575	2011010	41,546
Victims of Crime Act (VOCA)	16.575	2012010	1,147,525
VOCA, Training	16.575	2011010	10,229
VOCA, Training	16.575	2012010	2,537
VOCA, Addtl Training	16.575	2011010	5,265
VOCA, Technology & Foundation Project	16.575	2011010	6,526
VOCA, Technology & Foundation Project	16.575	2012010	70,343
VOCA, Technology Solutions	16.575	R2012VA10A	2,300
BYRNE, American Reinvestment and Recovery Act	16.803	09JAR003A	16,343
BYRNE, American Reinvestment and Recovery Act	16.803	09JAR012	44,522
Violence Against Woman Act (VAWA), Rural 2009	16.589	2009WRAX0028	50,096
VAWA, SASP	16.017	2009SASP01	5,061
VAWA, SASP	16.017	2010SASP01	126,610
VAWA, SASP	16.017	2012SASP01	20,781
VAWA, Sexual Assault Examiner	16.588	2011W091	39,208
VAWA, Sexual Assault Examiner	16.588	2012W091	1,717
VAWA, DHHS Trainer	16.588	2010W090	21,871
VAWA, DHHS Trainer	16.588	2012W090	21,369
VAWA, Enhancing Sexual Assault Victim Services	16.588	2011W081B	44,137
VAWA, Enhancing Sexual Assault Victim Services	16.588	2012W081A	34,367
VAWA, Enhancing Sexual Assault Victim Services	16.588	2012W081C	3,000
VAWA, Enhancing Sexual Assault Victim Services	16.588	2012W081B	2,205
Total Pass-Through Programs			<u>1,717,558</u>
TOTAL U.S. DEPARTMENT OF JUSTICE			<u>1,934,175</u>
<u>Corporation for National & Community Services:</u>			
Direct Program - AmeriCorps Victim Assist Program	94.006		48,954
Direct Program - AmeriCorps Victim Assist Program	94.006		374,903
TOTAL CORPORATION FOR NATIONAL & COMMUNITY SERVICES			<u>423,857</u>
TOTAL EXPENDITURES OF FEDERAL AWARDS			<u>\$ 3,727,908</u>

New Hampshire Coalition Against Domestic and Sexual Violence
Notes to schedule of Expenditures of Federal Awards
Year Ended June 30, 2011

Note A - Basis of Presentation

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the New Hampshire Coalition Against Domestic and Sexual Violence and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*. Therefore some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

Note B – 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>
Family Violence Prevention Services Act	93.671	\$ 841,530
Sexual Violence Prevention	93.991	173,576
Violence Against Women	16.589	44,186
Victims of Crime Act	16.575	<u>1,147,525</u>
		<u>\$2,206,817</u>

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 14 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



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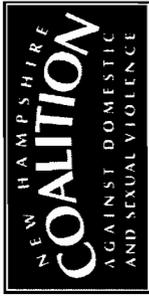
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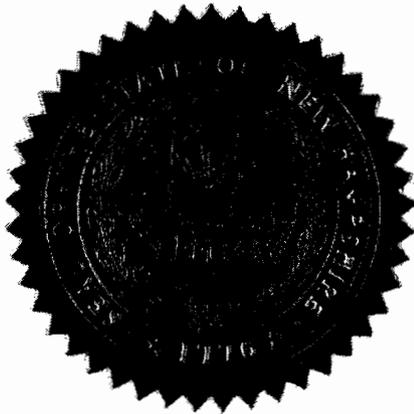
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State of New Hampshire
Department of State

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 formed April 30, 1981. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.



In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 12th day of April A.D. 2013

William M. Gardner

William M. Gardner
Secretary of State



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/16/2013

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

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

PRODUCER E & S Insurance Services LLC 21 Meadowbrook Lane P O Box 7425 Gilford NH 03247-7425		CONTACT NAME: Pat Mack PHONE (A/C No. Ext): (603) 293-2791 FAX (A/C, No): (603) 293-7188 E-MAIL ADDRESS: pat@esinsurance.com	
INSURED NH Coalition Against Domestic and Sexual PO Box 353 Concord NH 03302		INSURER(S) AFFORDING COVERAGE INSURER A: Great American Ins Group INSURER B: First Comp INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: 2012 REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			MAC5464236-11	5/15/2012	5/15/2013	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS			MAC5464236-11	5/15/2012	5/15/2013	COMBINED SINGLE LIMIT (Ea accident) \$ 100,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			UMB8234007-04	5/15/2012	5/15/2013	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC0135293-01	5/15/2012	5/15/2013	WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Re: Statewide Domestic Violence Prevention program and Statewide Program to Improve Response to Domestic Violence

CERTIFICATE HOLDER State of NH, Dept of Health & Human Serv. Division of Children, Youth & Families 129 Pleasant Street Concord, NH 03301	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Pat Mack/PAT <i>Pat Mack</i>
--	--

WJD
C/P



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

Nicholas A. Toumpas
Commissioner

Maggie Bishop
Director

March 28, 2011

G&C Approved

His Excellency, Governor John H. Lynch
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

Date 5/25/11
Item # 70

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Children, Youth and Families to exercise a **sole source** renewal option (Purchase Order #1000067) with the New Hampshire Coalition Against Domestic and Sexual Violence, Concord, New Hampshire (Vendor #155510 B001), by increasing the price limitation by \$1,785,556.00 from \$1,785,556.00 to \$3,571,112 for the provision of a statewide program to improve responses to domestic violence and by amending the end date from from June 30, 2011 to June 30, 2013 to be effective July 1, 2011. Governor and Council approved the original sole source agreement on June 17, 2009 (item #119). Funds to support this request are anticipated to be available in the following accounts in SFY 2012 and SFY 2013 upon the availability and continued appropriation of funds in future operating budgets, with authority to adjust amounts if needed and justified, between State Fiscal Years:

05-95-40-403010-6040 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS:
CHILDREN AND YOUTH, SERV FOR CHILD AND FAMILIES, DOMESTIC VIOLENCE PROGRAMS

<u>Class/ Object</u>	<u>Title</u>	<u>Activity Code</u>	<u>State Fiscal Year</u>	<u>Current Modified Budget</u>	<u>Increase/ Decrease</u>	<u>Revised Modified Budget</u>
102-500734	Social Service Contracts	40130003	2010	\$792,778.00	\$0	\$792,778.00
			2011	\$792,778.00	\$0	\$792,778.00
			2012	\$0	\$890,734.00	\$890,734.00
			2013	\$0	\$890,734.00	\$890,734.00
			Total:	\$1,585,556.00	\$1,781,468.00	\$3,367,024.00

05-95-40-404010-5847 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS:
 CHILDREN AND YOUTH, FEDERAL GRANT PROGRAMS, PROMOTING SAFE-STABLE FAMILIES

<u>Class/ Object</u>	<u>Title</u>	<u>Activity Code</u>	<u>State Fiscal Year</u>	<u>Current Modified Budget</u>	<u>Increase/ Decrease</u>	<u>Revised Modified Budget</u>
102-500734	Social Service Contracts	40130007	2010	\$50,000.00	\$0	\$50,000.00
			2011	\$50,000.00	\$0	\$50,000.00
			2012	\$0	\$2,044.00	\$2,044.00
			2013	\$0	\$2,044.00	2,044.00
			Total:	\$100,000.00	\$4,088.00	\$104,088.00

05-95-40-404010-5853 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS:
 CHILDREN AND YOUTH, FEDERAL GRANT PROGRAMS, CHILD ABUSE PREVENTION CAPTA

<u>Class/ Object</u>	<u>Title</u>	<u>Activity Code</u>	<u>State Fiscal Year</u>	<u>Current Modified Budget</u>	<u>Increase/ Decrease</u>	<u>Revised Modified Budget</u>
102-500734	Social Service Contracts	40130011	2010	\$50,000.00	\$0	\$50,000.00
			2011	\$50,000.00	\$0	\$50,000.00
			Total:	\$100,000.00	\$0	\$100,000.00
			Grand Total:	\$1,785,556.00	\$1,785,556.00	\$3,571,112.00

EXPLANATION

This request seeks approval to exercise a renewal option to an existing **sole source** agreement with the New Hampshire Coalition Against Domestic and Sexual Violence. The New Hampshire Coalition Against Domestic and Sexual Violence is a statewide network of fourteen independent programs working with victims of domestic and sexual violence. As the only agency providing these services on a statewide basis, it is uniquely qualified to provide these services and as such is designated by the Department as the coordinator to administer the domestic violence program. This agreement will 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 above action is requested to improve New Hampshire's statewide response to domestic violence through the resources provided within this agreement. The amendment is supported with Federal funds provided through the Family Violence Prevention and Services Act. The services are consistent with grant requirements and improve the Division's ability to continue to access these funds. This program augments services and funds provided for in NH RSA 173-B:13 and 173-B:18, in that they include direct service programs that are targeted to adults, adolescents, and children who may need advocacy and emergency services due to the presence of domestic violence.

The New Hampshire Coalition Against Domestic and Sexual Violence 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 New Hampshire Coalition Against Domestic and Sexual Violence'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 New Hampshire Coalition Against Domestic and Sexual Violence's past performance and plans for ongoing improvement of this program, the Division fully supports this agreement.

Program Components

The agreement provides the services of Domestic Violence Specialists to work with families dealing with domestic violence. The New Hampshire Coalition Against Domestic and Sexual Violence will sub-contract with local domestic violence agencies to secure the specialists and to ensure that each is formally connected to a local agency that specializes in providing domestic violence services. To maximize access to the specialists, they will be stationed at the Department's eleven district offices.

When a child protective case indicates the potential for or presence of domestic violence, the Division for Children, Youth and Families 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 for Children, Youth and Families Child Protective Service Workers and New Hampshire Coalition Against Domestic and Sexual Violence, 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.

Through maintenance of a district office presence, specialists are available to consult with other Departmental staff, further building awareness of domestic violence and improving staff ability to identify its presence in families served by the Department. The agreement also supports the provision of general statewide domestic violence services, such as supporting the growth and development of community-based programs, working to effect policy and procedural changes that improve institutional responses to domestic violence, and conducting needs assessments to document gaps in current response and prevention efforts.

Agreement Terms

The original contract and G&C letter secured the New Hampshire Coalition Against Domestic and Sexual Violence services for two years. The original contract and Governor and Executive Council request included provisions for the Divisions to renew the contract for up to four additional years, subject to continued availability of funds, satisfactory performance of services, and approval by the Governor and Executive Council. This request renews the contract for two of four possible years.

Geographic area served: Statewide

Source of funds: 100% Federal Funds from the United States Department of Health and Human Services.

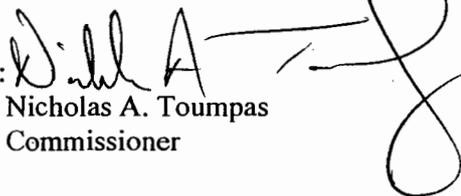
In the event that the Federal funds become no longer available, General funds will not be requested to support this program.

Respectfully submitted,



Maggie Bishop
Director

Approved by:



Nicholas A. Toumpas
Commissioner

NH Department of Health and Human Services

STANDARD EXHIBIT C-1

ADDITIONAL SPECIAL PROVISIONS

1. The Division reserves the right to renew the Contract for up to four additional years, subject to the continued availability of funds, satisfactory performance of services, and approval by the Governor and Executive Council.