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New Hampshire  
Department of Agriculture,  
Markets & Food

Shawn N. Jasper, Commissioner

May 16, 2019

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

**REQUESTED ACTION**

Authorize the NH State Conservation Committee (SCC) to enter into a **sole source** contract with Deirdre Brickner-Wood LLC, 1 Colony Cove Road, Durham, New Hampshire, 03824 (Vendor Code # 164712) for the period of July 1, 2019 through June 30, 2021, with the option to renew for an additional two year period, in the amount of \$76,000.00 to provide grant coordination services for the State Conservation Committee conservation number plate (moose plate) program. 100% Other Funds – State Conservation Committee.

Funding is available in account, Soil Conservation, as follows with the authority to adjust encumbrances in each of the State fiscal years through the Budget Office if needed and justified, pending FY 20 & 21 budget approval.

Funding is available in the Conservation Number Plate account as follows:

**02-18-18-184500-28600000 SOIL CONSERVATION**

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>FY 20</u>	<u>FY 21</u>	<u>TOTAL</u>
102-500731	Contract – Program Services	\$38,000	\$38,000	\$76,000

**EXPLANATION**

The State Conservation Committee (SCC) in fulfillment of its responsibilities under RSA 432:11 and RSA 261:97-c, III wishes to renew a sole source contract with Deirdre Brickner-Wood LLC to perform certain tasks as enumerated in attachment Exhibit A, including SCC grant administrative support, grant assistance to county conservation districts, administration and outreach of the conservation plate grants program and other activities as identified in Exhibit A.

This is a sole source contract as Ms. Brickner-Wood has performed exemplary work as the SCC grant administrator over the past years and she has a vast knowledge pertaining to grant administration, as well as knowledge of agriculture. These services provided by Ms. Brickner-Wood will help to ensure that the grant paperwork is processed in a timely way and will focus on the actual projects. Ms. Brickner-Wood has performed exemplary work as the SCC grant administrator during the present biennium. She coordinated a review of the grant program and implemented new processes to clarify and improve grant application and administrative procedures. The process of grant improvement is still in progress. She understands the projects that have current grant awards and has established good relationships with grant recipients. Renewing her contract results in lower operational cost through both program and process consistency. At its regular quarterly meeting on May 16, 2019, the SCC voted unanimously to approve the contract with Deirdre Brickner-Wood LLC.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Shawn N. Jasper". The signature is written in a cursive style with a long horizontal stroke at the end.

Shawn N. Jasper  
Commissioner

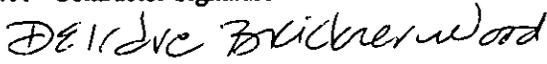
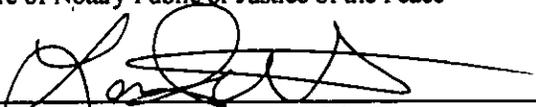
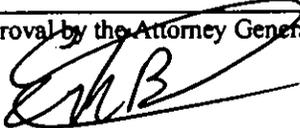
**Notice:** This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

**AGREEMENT**

The State of New Hampshire and the Contractor hereby mutually agree as follows:

**GENERAL PROVISIONS**

**1. IDENTIFICATION.**

1.1 State Agency Name Department of Agriculture, Markets & Food, SCC		1.2 State Agency Address PO Box 2042, Concord, NH 03302	
1.3 Contractor Name Deirdre Brickner-Wood, LLC      VC #164712		1.4 Contractor Address 1 Colony Cove Rd., Durham, NH 03824	
1.5 Contractor Phone Number 603-868-6112	1.6 Account Number 28600000-500731	1.7 Completion Date June 30, 2021	1.8 Price Limitation \$76,000
1.9 Contracting Officer for State Agency Linda Brownson, Chair, State Conservation Committee		1.10 State Agency Telephone Number 271-3551	
1.11 Contractor Signature 		1.12 Name and Title of Contractor Signatory Deirdre Brickner-Wood	
1.13 Acknowledgement: State of <u>New Hampshire</u> , County of <u>Stratford</u> On <u>3/22/19</u> , before the undersigned officer, personally appeared the person identified in block 1.12, or satisfactorily proven to be the person whose name is signed in block 1.11, and acknowledged that s/he executed this document in the capacity indicated in block 1.12.			
1.13.1 Signature of Notary Public or Justice of the Peace  [Seal]			
1.13.2 Name and Title of Notary Public or Justice of the Peace Justice of the Peace My Commission Expires March 23, 2021			
1.14 State Agency Signature  Date:		1.15 Name and Title of State Agency Signatory Shawn N. Jasper, Commissioner	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: _____ Director, On: _____			
1.17 Approval by the Attorney General (Form, Substance and Execution) (if applicable) By:  On: <u>6/3/2019</u>			
1.18 Approval by the Governor and Executive Council (if applicable) By: _____ On: _____			

**2. EMPLOYMENT OF CONTRACTOR/SERVICES TO BE PERFORMED.** The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT A which is incorporated herein by reference ("Services").

**3. EFFECTIVE DATE/COMPLETION OF SERVICES.**

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement as indicated in block 1.18, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.14 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

**4. CONDITIONAL NATURE OF AGREEMENT.**

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Contractor notice of such termination. The State shall not be required to transfer funds from any other account to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

**5. CONTRACT PRICE/PRICE LIMITATION/PAYMENT.**

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT B which is incorporated herein by reference.

5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8.

**6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.**

6.1 In connection with the performance of the Services, the Contractor shall comply with all statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal opportunity laws. This may include the requirement to utilize auxiliary aids and services to ensure that persons with communication disabilities, including vision, hearing and speech, can communicate with, receive information from, and convey information to the Contractor. In addition, the Contractor shall comply with all applicable copyright laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.

6.3 If this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all the provisions of Executive Order No. 11246 ("Equal Employment Opportunity"), as supplemented by the regulations of the United States Department of Labor (41 C.F.R. Part 60), and with any rules, regulations and guidelines as the State of New Hampshire or the United States issue to implement these regulations. The Contractor further agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

**7. PERSONNEL.**

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this

Agreement. This provision shall survive termination of this Agreement.

7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.

#### 8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

8.1.1 failure to perform the Services satisfactorily or on schedule;

8.1.2 failure to submit any report required hereunder; and/or

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

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

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

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 treat the Agreement as breached and pursue any of its remedies at law or in equity, or both.

#### 9. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

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

9.2 All data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

9.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.

10. **TERMINATION.** In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination Report shall be identical to those of any Final Report described in the attached EXHIBIT A.

11. **CONTRACTOR'S RELATION TO THE STATE.** In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. **ASSIGNMENT/DELEGATION/SUBCONTRACTS.** The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written notice and consent of the State. None of the Services shall be subcontracted by the Contractor without the prior written notice and consent of the State.

13. **INDEMNIFICATION.** The Contractor shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based or resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Contractor. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

#### 14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate; and

14.1.2 special cause of loss coverage form covering all property subject to subparagraph 9.2 herein, in an amount not less than 80% of the whole replacement value of the property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9, or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than thirty (30) days prior to the expiration date of each of the insurance policies. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference. Each certificate(s) of insurance shall contain a clause requiring the insurer to provide the Contracting Officer identified in block 1.9, or his or her successor, no less than thirty (30) days prior written notice of cancellation or modification of the policy.

**15. WORKERS' COMPENSATION.**

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("*Workers' Compensation*").

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. Contractor shall furnish the Contracting Officer identified in block 1.9, or his or her successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

**16. WAIVER OF BREACH.** No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event of Default, or any subsequent Event of Default. No express failure to enforce any Event of Default shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other Event of Default on the part of the Contractor.

**17. NOTICE.** Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

**18. AMENDMENT.** This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire unless no

such approval is required under the circumstances pursuant to State law, rule or policy.

**19. CONSTRUCTION OF AGREEMENT AND TERMS.**

This Agreement shall be construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party.

**20. THIRD PARTIES.** The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

**21. HEADINGS.** The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

**22. SPECIAL PROVISIONS.** Additional provisions set forth in the attached EXHIBIT C are incorporated herein by reference.

**23. SEVERABILITY.** In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

**24. ENTIRE AGREEMENT.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire Agreement and understanding between the parties, and supersedes all prior Agreements and understandings relating hereto.

## Exhibit A Services

The work under this proposed contract will include the following:

- Issuing annual requests for proposals developed in coordination with the Committee;
- Conducting outreach to constituents annually to provide program information to potential applicants;
- Coordinating and facilitating the application review process;
- Developing state grant agreements and preparing paperwork for approval by the Commissioner of Agriculture, Markets & Food or the Governor and Council as appropriate;
- Attending Governor and Council meetings, quarterly meetings of the State Conservation Committee;
- Conducting communications with potential project applicants and current grantees to assure grant money is used efficiently and appropriately, and to provide assistance in resolving difficult or complex issues;
- Representing the State Conservation Committee on the State Conservation Number Plate Advisory Committee and preparing the annual report for the conservation plate advisory committee;
- Tracking work performed by grant recipients and assuring that project milestones are met and invoiced correctly;
- Maintaining a computerized financial record of expenditures and revenues received by the grant program;
- Reporting on the status of the grants program at quarterly SCC meetings;
- Maintaining the grant portion of the SCC website;
- Promoting and marketing the program, including posting moose plate signs at project sites; developing press releases and other media materials; and representing the State Conservation Committee in Moose Plate marketing; and
- Assisting the county conservation districts and UNH Cooperative Extension agriculture and natural resources program staff in developing grant proposals.

## Exhibit B

### Contract Price, Method of Payment, and Terms of Payment

The contractor will submit a monthly invoice accounting for time and expenses incurred in performing services listed in Exhibit A, at the following rates: \$55 per hour, indirect expenses not to exceed \$2,000 per year, copying and other expenses reimbursed at cost, and standard IRS mileage rates.

The contractor shall detail the specific nature of the work performed when submitting time and expense invoices for payment. Payments will be made within two weeks of receipt of each invoice.

Total payments shall not exceed \$38,000 per State fiscal year (July 1 to June 30). Prior written approval from the State Conservation Committee will be required to include tasks other than those listed in Exhibit A.

Contractor Initials DBW  
Date 3/22/19

**Exhibit C  
Insurance**

The contractor is self-employed/self-insured working out of her home office. Consequently, the provisions of paragraph 14 regarding insurance are hereby waived.

**Renewal**

Upon satisfactory completion of the duties described in Exhibit A, and the recommendation of the State Conservation Committee, this contract may be renewed for an additional two year period with the approval of Governor and Executive Council.

Contractor Initials DBW  
Date 3/22/19

**Certificate of Authority**

I, Deirdre Brickner-Wood, Sole Member/Owner of the Deirdre Brickner-Wood LLC  
(name) (title) (business/organization)

do hereby certify that:

1. I have the authority to enter into this contract with the State of New Hampshire on behalf of Deirdre Brickner-Wood LLC;  
(business/organization)
2. this authorization has not been revoked, annulled, or amended in any manner whatsoever, and remains in full force and effect as of the date hereof;

IN WITNESS WHEREOF, I have hereunto set my hand as the Sole Member/Owner of the  
(Title)  
Deirdre Brickner-Wood LLC this 22 day of March, 2019  
(Business/organization)

Deirdre Brickner-Wood

Printed Name: Deirdre Brickner-Wood

State of New Hampshire  
County of Stafford

On this 22 day of March, 2019, before me Lorrie Pitt  
Deirdre Brickner-Wood LLC the  
undersigned officer, personally appeared 2 who  
acknowledged him/herself to be the Sole Owner of the Deirdre Brickner-Wood LLC  
being authorized so to do, executed the forgoing instrument for  
the purpose therein contained.

In witness whereof, I have set my hand and official seal

[Signature]  
Justice of the Peace/Notary Public

Commission Expiration Date: 3/23/21

LORRIE L. PITT, Notary Public  
Justice of the Peace  
My Commission Expires March 23, 2021

(Seal)

# 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 DEIRDRE BRICKNER-WOOD, LLC is a New Hampshire Limited Liability Company registered to transact business in New Hampshire on December 12, 2016. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 761346

Certificate Number: 0004373980



IN TESTIMONY WHEREOF,  
I hereto set my hand and cause to be affixed  
the Seal of the State of New Hampshire,  
this 10th day of January A.D. 2019.

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

William M. Gardner  
Secretary of State

## Dea Brickner-Wood

One Colony Cove Road  
Durham, New Hampshire 03824

(603) 868-6112 ~ bluesky24@comcast.net

### **EMPLOYMENT and EXPERIENCE**

#### **Deirdre Brickner-Wood, LLC**

#### **Planning and Land Conservation Consulting**

#### **Durham, New Hampshire**

1993 - present. Provide consulting services to state and regional private non-profit organizations, federal and state public agencies, municipal governments, and private landowners in the areas of planning; land conservation; grant proposal development, evaluation and administration; strategic planning; organizational and program development; and participation program design, training and facilitation.

#### **Active Contracts and Projects**

**Administrator, New Hampshire State Conservation Committee Conservation License Plate Grant Program.** 2009 - present. State of NH, Department of Agriculture, State Conservation Committee, Concord, NH.

#### **Forest Legacy Program Consultant, State of New Hampshire Division of Forest and Lands**

2001 - present. State of NH, Department of Resources and Economic Development, Division of Forest and Lands, Concord, NH.

#### **Great Bay Coordinator, Great Bay Resource Protection Partnership (GBRPP)**

1995 - present. GBRPP fiscal agents The Nature Conservancy, NH Chapter, New Hampshire Audubon, Society for the Protection of NH Forests and Southeast Land Trust of NH.

#### **Completed Projects**

**State of New Hampshire Department of Agriculture, Markets and Foods, Administrator Agricultural Block Grants.** 2015. Department of Agriculture, Markets and Food, Concord, NH.

**Piscataqua Regional Estuaries Partnership, Administrator Land Protection Transaction Grants Program.** 2014 - 2017. PREP-University of New Hampshire, Durham, NH.

#### **State of New Hampshire Fish and Game Department, Conservation Land Transfer Project**

2005 - 2013. NH Fish and Game Department, Concord, NH.

#### **Society for the Protection of NH Forests, Concord, NH**

1993 - 1997. Great Bay Ecoregion Resource Assessment Project, New Hampshire Coastal Initiative Project, and Land Conservation Project Development.

#### **The United Way of the Greater Seacoast Strategic Plan 1998 - 2003**

1997 - 1998. United Way of the Greater Seacoast, Portsmouth, NH.

#### **Wild and Scenic Lamprey River Land Protection Project**

1993 - 1998. U.S. National Park Service, Rivers Program, Boston, MA in partnership with the Lamprey River Advisory Committee and Lamprey River Watershed Association, Durham, NH.

#### **Land Conservation Project Development**

2003 - 2007. Town of Newmarket, NH. Southeast Land Trust of New Hampshire, Exeter NH.

#### **Grant Development, Evaluation and Administration**

1999 - present. Successful proposal development of federal, state and foundation grant proposals, totaling over \$10 million in grant funds, on behalf of public and non-profit entities.

**Evaluation & Administration. Grant Programs:** NH Forest Legacy Grants; SCC Conservation Moose Plate Grants; GBRPP and PREP Land Protection Transaction Grants; NH Department Agriculture Markets and Foods Agricultural Block Grants; Vermont Housing and Community Development Block Grants. **Foundation Service:** New England Grassroots Environmental Foundation (Board, President 2009 – 2013; Grant Review Committee, Chairperson 2004-2008); and New Hampshire Charitable Foundation, Piscataqua Region Grant Review Committee.

**Development, Training, Participation and Facilitation Projects**

1984 - present. Organization and program development, participatory meeting design, professional and volunteer training, and event facilitation for state, municipal, nonprofit, and community organizations.

**Employment**

**Champlain Valley Director, Vermont Land Trust, Inc. Montpelier, Vermont. 1989 - 1992**

**Community Planner, Town and Village of Stowe, Vermont. 1986 - 1989**

**Community Development Specialist, State of Vermont Department of Housing & Community Affairs, Montpelier, Vermont. 1984 - 1986**

**Regional Land Use Planner, Mount Rogers Planning District Commission, Marion, Virginia 1982 - 1983**

**Regional Planner, West Michigan Regional Planning Commission, Grand Rapids, Michigan Environmental Careers Organization, Lower Great Lakes, Chicago, Ill. 1980**

**EDUCATION and PROFESSIONAL DEVELOPMENT**

**Masters of Urban and Regional Planning**

**Virginia Polytechnic Institute and State University, Blacksburg, Virginia. 1981**

**Bachelor of Arts in Geography**

**West Virginia University, Morgantown, West Virginia. 1979**

**Professional Development Seminars in the following areas:** Mediation and Conflict Resolution; Estate Planning; Economic Development Financing, National Development Council; Main Street Revitalization, Downtown Revitalization Institute, National Main Street Center.

**PUBLICATIONS and REPORTS**

Brickner-Wood, D. 2013. U.S. Forest Service Stewardship Financing of Forest Legacy Conservation Easements. U.S. Department of Agriculture, U.S. Forest Service, Northern Area State and Private Forestry, Newtown Square, PA. Publication Number: NA-FR-01-14.

Glode, J. & Brickner-Wood, D. 2012. Crommet Creek Conservation Area Management Plan Prepared for the Great Bay Resource Protection Partnership, NH.

Brickner-Wood, D & Wellenberger, P. 2006. Great Bay National Estuarine Research Reserve Management Plan 2006-2010. Great Bay National Estuarine Research Reserve, NH Fish and Game Department, Durham, NH.

Brickner-Wood D. & Bechtel, D. 2000. Crommet Creek Watershed and Great Bay Management Plan, Great Bay Focus Area, New Hampshire. Prepared for the Great Bay Resource Protection Partnership.

Brickner-Wood, D. 1997, 2000. Great Bay Resource Protection Partnership Habitat Protection Plan; Great Bay New Hampshire Focus Area, Atlantic Coast Joint Venture of the North American Waterfowl Management Plan. Prepared for the Great Bay Resource Protection Partnership, NH.

Brickner-Wood, D. 1997. Resource Protection Partnership: Great Bay Ecoregion Great Bay Resource Protection Project. Prepared for the Great Bay Resource Protection Partnership, NH.



**State Conservation Committee**  
PO Box 2042 • Concord NH 03302-2042

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**MEMORANDUM**

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**TO:** NH DEPARTMENT OF AGRICULTURE, MARKETS, & FOOD

**FROM:** LINDA BROWNSON, CHAIR, NH STATE CONSERVATION COMMITTEE  
STATE CONSERVATION COMMITTEE GRANT COORDINATOR

**SUBJECT:** CONTRACT

**DATE:** MAY 16, 2019

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At the May 16, 2019 quarterly meeting of the NH State Conservation Committee, the proposed contract for the State Conservation Committee "Mooseplate" Grant Coordinator, Ms. Dea Brickner-Wood, was reviewed.

Sabrina Stanwood moved to approve the Grant Coordinator contract with Ms. Dea Brickner-Wood as presented. Jennifer Gornert seconded the motion. The motion carried unanimously.