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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
OFFICE OF HUMAN SERVICES

Jeffrey A. Meyers  
Commissioner  
  
Christine Tappan  
Associate Commissioner

129 PLEASANT STREET, CONCORD, NH 03301-3857  
603-271-9546 1-800-852-3345 Ext. 9546  
Fax: 603-271-4912 TDD Access: 1-800-735-2964  
www.dhhs.nh.gov

September 29, 2017

The Honorable Neal M. Kurk, Chairman  
Fiscal Committee of the General Court

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

  
Approved by Fiscal Committee Date

**REQUESTED ACTION**

Pursuant to the provisions of RSA 14:30-a, VI, authorize the Department of Health and Human Services, Division of Child Support Services to accept and expend Federal Incentive Funds in the amount of \$775,000 from the Federal Office of Child Support Services for purposes of maintaining and operating the New England Child Support Enforcement System 2.0 (NECSSES 2.0), as well as providing necessary funds for the Payments to Providers account, effective upon date of Fiscal Committee and Governor and Executive Council approval through June 30, 2018, and further authorize the allocation of these funds in the accounts below 100% Other Funds.

05-95-42-427010-7929 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND SOCIAL SERVICES,  
HHS: DIVISION OF CHILD SUPPORT SERVICES, CHILD SUPPORT SERVICES  
SFY18

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Budget
<b>SFY18</b>				
000-403955	Federal Funds	\$ 7,103,268		\$ 7,103,268
	General Funds	\$ 3,220,067		\$ 3,220,067
009-407126	Other Funds	\$ 550,220	\$ 775,000	\$ 1,325,220
	<b>TOTAL REVENUE</b>	<b>\$ 10,873,555</b>	<b>\$ 775,000</b>	<b>\$ 11,648,555</b>
010 - 500100	Personal Serv - Classified	\$ 5,667,898		\$ 5,667,898
012 - 500128	Personal Serv - Unclassified	\$ 101,835		\$ 101,835
018 - 500106	Overtime	\$ 1		\$ 1
020 - 500200	Current Expenses	\$ 139,868		\$ 139,868

022 - 500255	Rents-Leases Other	\$	9,759	\$	9,759
024 - 500225	Maintenance Other than Bldg	\$	1	\$	1
026 - 500251	Organizational Dues	\$	1,500	\$	1,500
030 - 500301	Equipment New Replacement	\$	12,000	\$	12,000
037 - 500168	Technology-Hardware	\$	1	\$	1
038 - 500175	Technology-Software	\$	1	\$	1
039 - 500188	Telecommunications	\$	2,230	\$	2,230
040 - 500800	Indirect Costs	\$	125,000	\$	125,000
041 - 500801	Audit Fund Set Aside	\$	7,695	\$	7,695
042 - 500620	Additional Fringe Benefits	\$	731,545	\$	731,545
049 - 500294	Transfer to Other State Agency	\$	177,361	\$	177,361
050 - 500109	Personal Serv - Temp/Part Time	\$	268,220	\$	268,220
057 - 500535	Books, Periodicals, Subscriptions	\$	1	\$	1
060 - 500601	Benefits	\$	3,111,843	\$	3,111,843
066 - 500546	Employee Training	\$	1	\$	1
070 - 500704	In State Travel Reimbursement	\$	80,000	\$	80,000
080 - 500716	Out of State Travel Reimbursement	\$	3,000	\$	3,000
102 - 500731	Contracts for Program Services	\$	373,795	\$	750,000
502 - 500891	Payments to Providers	\$	60,000	\$	25,000
	<b>TOTAL EXPENSES</b>	\$	10,873,555	\$	775,000
				\$	11,648,555

Source of funds for this request is 100% Other (Federal Incentive Funds)

### EXPLANATION

The amount requested, \$775,000, represents 100% Federal Incentive Funds earned by the NH Child Support program for past years' performance. The Federal authority is Section 458 of the Social Security Act (previously 458A) which governs incentive payments made to State IV-D child support agencies. Section (f) provides that a State shall expend the full amount of the payment to supplement, and not supplant, other funds used by the State to carry out the State plan or for any activity which may contribute to improving the effectiveness or efficiency of the State program. In SFY 18, the anticipated award for the current period was budgeted. However, prior year awards were not fully expended. Therefore, this request is to bring forward prior year unspent dollars. Prior year unspent awards can only be used for Child Support activities.

\$750,000 of this request is being made in order to provide support and maintenance for the Department's NECSES 2.0 Child Support system. NECSES 2.0 is the state's business application tool which enables DCSS to carry out its case management, locate, legal order establishment, enforcement and financial requirements in order to provide child support services to more than 36,000 families. Total child support payments distributed through NECSES 2.0 is approximately \$83 million per year.

The Division of Child Support Services (DCSS) implemented an upgraded NECSES 2.0 system under a capital budget project in SFY '16-'17. Ongoing work, including a number of enhancements, such as a Child Support Customer Portal, is contingent upon the availability of funds to support an existing contract through September 2019. DCSS had requested Capital Funds for the current biennium to support the ongoing maintenance and operation of NECSES however, due its placement on the DoIT prioritized list, the request did not make it through the Governor's phase. Therefore, this request is

being made in order to secure other funds, specifically federal incentive funds that are available only to the Child Support program, to address the shortfall. If use of these funds is not approved, DCSS would not be able to provide the necessary resources to support its NECSES system and, as a result, would be at risk for failing to meet federal certification requirement.

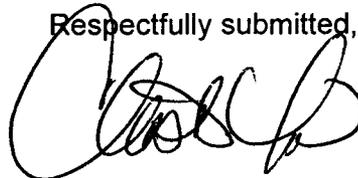
An additional \$25,000 is being requested in order to address a shortfall in the Division of Child Support Services (DCSS) operating budget to cover NH Sheriff's fees associated with service of process notifications to child support obligors. This service is necessary in order for DCSS to carry out its duties in establishing child support orders through the NH Family Courts. The function performed by NH Sheriffs ensures that due process is provided as required under law.

Area served: statewide.

Source of Funds: 0% Federal, 0% General Funds, 100% Other (Federal Incentive Funds)

If Incentive Funds become no longer available, General Funds will not be requested to support the program expenditures.

Respectfully submitted,



Christine Tappan  
Associate Commissioner

Approved by:



Jeffrey A. Meyers  
Commissioner

AO Ledger grant year 2017 Amt = (\$ 2,895,588)  
 (10/1/16 - 12/31/16)  
 Subacct = IV-D ✓



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Grants Management 330 C Street, S.W. Washington, DC 20201

October 01, 2016

New Hampshire Dept of Health and Human Services  
 129 Pleasant Street  
 Concord, NH 03301-3857

AO Ledger grant year 2017  
 Subacct = INC  
 Amt = \$300,000  
 Description: Incentives  
 QE 12/2016

10/1/16  
 pm

Dear Grantee:

The following amount is being awarded for the Federal share of expenditures for the fiscal quarter indicated for the Child Support Enforcement - States Program under Title IV-D of the Social Security Act. The enclosed "Computation of Grant Award" explains the calculation of the award amount.

<b>Award Amount:</b>	<b>\$2,895,588</b>
<b>Fiscal Quarter:</b>	<b>10/01/2016 - 12/31/2016</b>

Catalog of Federal Domestic Assistance (CFDA) Program Number:	83.563
Entity Identification Number (EIN):	1-026000618-83

By accepting this award, you agree to use these funds in accordance with the provisions of the approved plan for this program, to abide by all applicable Federal laws, regulations and policies, financial reporting requirements, and other terms and conditions governing this program and the use of Federal funds. You also agree to diligently meet the requirement to properly identify, monitor and treat sub recipients of Federal funds as described in the program terms and conditions. Any expenditure made in violation of Federal requirements is subject to disallowance by this agency, including the imposition of interest charges under 45 CFR 30.13 and 30.14.

A copy of the General Terms and Conditions governing mandatory grant programs and additional program-specific requirements for this program are available at <https://www.acf.hhs.gov/grants/terms-and-conditions>.

In addition, you agree to comply with the provisions of the Cash Management Improvement Act (31 CFR Part 205) that limit the amount and timing of requests to draw Federal funds to only the amount necessary to meet actual and immediate program needs. Funds included in this award may not be drawn down prior to the first day of the fiscal quarter indicated above; withdrawals may not exceed the total amount authorized in this and previous awards and unused award authority may be carried forward and used in subsequent quarters. Failure to adhere to funds withdrawal and reporting requirements may result in the unobligated portion of your letter-of-credit being revoked.

Grant funds are made available through the HHS Payment Management System (PMS). Questions concerning payments should be directed to: Division of Payment Management, PO Box 6021, Rockville, Maryland 20852 (<http://www.dpm.psc.gov>) or to the PMS Help Desk at (877) 614-5533. Other questions should be directed to the Regional Grants Officer, Administration for Children and Families.

Sincerely,  
  
 Michael H. Bratt  
 Acting Director  
 Division of Mandatory Grants

Enclosure

11.8.16

Estimate 2017 / 1  
 Batch No. 1 - Rcpt 0  
 EIN: 1-026000618-B3

### Computation of Grant Award

93.563 Page 1 of 1  
 09/28/2016 14:45:17  
 Issued On 10/01/2016

Child Support Enforcement - States  
 New Hampshire

Federal Share of Expenditures

Admin	Program Incentives	Development	TOTAL
-------	--------------------	-------------	-------

1. Allowable Grantee Claims  
 Quarter Ended 06-30-2016
  - a. Current Quarter Claims
  - b. Prior Quarter Adjustments
  - c. Reinstatements
  - d. Deferrals And Disallowances
  - e. Fees And Collections
  - f. Previously Awarded Expenditure
- g. Net Claim ((1a+1b+1c) - (1d+1e+1f))
2. Funds Advanced to Grantee for  
 Quarter Ended 06-30-2016
3. Other Adjustments
4. Expenditure Awarded This Action ((1g-2)+3)

=====	0	0	0	0	0
=====	=====	=====	=====	=====	=====

- Federal Share of Estimates**
5. Funds being Advanced to Grantee for  
 Quarter Beginning 10-01-2016
    - a. Next Quarter Estimate
    - b. Collections
    - c. Previously Awarded Estimate
  6. Estimate Awarded this Action ((5a-5b)-5c)
  7. Total Certified for Grant Award (4+6)

2,809,795	300,000	316,731	3,426,526
530,938			530,938
2,278,857	300,000	316,731	2,895,588
=====	=====	=====	=====
\$2,278,857	\$300,000	\$316,731	\$2,895,588
=====	=====	=====	=====

**Accounting Data**

Appropriation	CAN	Grant Document	Amount
75-X-1501	2017 G9917CJ	1704NHCSSES	\$300,000
75-X-1501	2017 G9917CS	1704NHCSSES	\$2,595,588

Remarks

RECEIVED

JAN 17 2017



DCSS - Admin

New Hampshire Dept of Health and Human Services  
129 Pleasant Street  
Concord, NH 03301-3857

ADMINISTRATION FOR

# CHILDREN & FAMILIES

Office of Grants Management 330 C Street, S.W. Washington, DC 20201

January 01, 2017

AO Ledger grant year 2017 (1/1/17-3/31/17)

IV-D AMT = \$ 2,779,040 X  
INC AMT = \$ 300,000

RECEIVED  
JAN 19 2017

AO Ledger grant year 2016

QE 9/16 Settlement  
AMT = \$ 27,018  
X

Re: Notice of Grant Award  
Child Support Enforcement - States Program  
FY 2017

Handwritten initials and date: 1/17/17

Dear Grantee:

The following amount is being awarded for the Federal share of expenditures for the fiscal quarter indicated for the Child Support Enforcement - States Program under Title IV-D of the Social Security Act. The enclosed "Computation of Grant Award" explains the calculation of the award amount.

Award Amount:	<del>\$3,106,058</del>
Fiscal Quarter:	01/01/2017 - 03/31/2017

Catalog of Federal Domestic Assistance (CFDA) Program Number:	83.563
Entity Identification Number (EIN):	1-026000618-B3

By accepting this award, you agree to use these funds in accordance with the provisions of the approved plan for this program, to abide by all applicable Federal laws, regulations and policies, financial reporting requirements, and other terms and conditions governing this program and the use of Federal funds. You also agree to diligently meet the requirement to properly identify, monitor and treat sub recipients of Federal funds as described in the program terms and conditions. Any expenditure made in violation of Federal requirements is subject to disallowance by this agency, including the imposition of interest charges under 45 CFR 30.13 and 30.14.

A copy of the General Terms and Conditions governing mandatory grant programs and additional program-specific requirements for this program are available at <https://www.acf.hhs.gov/grants/terms-and-conditions>.

In addition, you agree to comply with the provisions of the Cash Management Improvement Act (31 CFR Part 205) that limit the amount and timing of requests to draw Federal funds to only the amount necessary to meet actual and immediate program needs. Funds included in this award may not be drawn down prior to the first day of the fiscal quarter indicated above; withdrawals may not exceed the total amount authorized in this and previous awards and unused award authority may be carried forward and used in subsequent quarters. Failure to adhere to funds withdrawal and reporting requirements may result in the unobligated portion of your letter-of-credit being revoked.

Grant funds are made available through the HHS Payment Management System (PMS). Questions concerning payments should be directed to: Division of Payment Management, PO Box 6021, Rockville, Maryland 20852 (<http://www.dpm.psc.gov>) or to the PMS Help Desk at (877) 614-5533. Other questions should be directed to the Regional Grants Officer, Administration for Children and Families.

Sincerely,  
  
Michael H. Bratt  
Acting Director  
Division of Mandatory Grants

Enclosure

Handwritten initials and date: 1-25-17

### Computation of Grant Award

Child Support Enforcement - States

New Hampshire

Complete 2017 / 2  
 Batch No. 6 - Rcpt 0  
 EIN: 1-026000618-83

#### Federal Share of Expenditures

Admin	Program Incentives	Development	TOTAL
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1. Allowable Grantee Claims
  - Quarter Ended 09-30-2016
  - a. Current Quarter Claims 2,910,849 153,774 3,064,623
  - b. Prior Quarter Adjustments 20,638 525 21,163
  - c. Reinstatements
  - d. Deferrals And Disallowances
  - e. Fees And Collections 348,042 348,042
  - f. Previously Awarded Expenditure

g. Net Claim ((1a+1b+1c) - (1d+1e+1f)) 2,583,445 154,299 2,737,744

2. Funds Advanced to Grantee for  
 Quarter Ended 09-30-2016 2,136,304 300,000 574,422 3,010,726

#### 3. Other Adjustments

4. Expenditure Awarded This Action ((1g-2)+3) 447,141 0 (420,123) 27,018

#### Federal Share of Estimates

5. Funds being Advanced to Grantee for  
 Quarter Beginning 01-01-2017

- a. Next Quarter Estimate 2,969,393 300,000 156,866 3,426,259
- b. Collections 347,219 347,219
- c. Previously Awarded Estimate

6. Estimate Awarded this Action ((5a-5b)-5c) 2,622,174 300,000 156,866 3,079,040

7. Total Certified for Grant Award (4+6) \$3,069,315 \$300,000 (\$263,257) \$3,106,058

#### Accounting Data

Appropriation	CAN	Grant Document	Amount
75-X-1501	2017 G9917CJ	1704NHCEST	\$300,000
75-X-1501	2017 G9917CS	1604NHCESE	\$27,018
75-X-1501	2017 G9917CS	1704NHCESE	\$2,779,040

#### Remarks

agrees with Settlement worksheet

agrees to 396 A form QE 9/16, next quarter estimates.

agrees to 396 A form QE 9/16, next QE estimates,

AO Ledger grant year 2017 AMT = \$ 2,735,586  
(4/1/17-6/30/17)



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Grants Management 330 C Street, S.W. Washington, DC 20201

RECEIVED

April 01, 2017

APR 10 2017

New Hampshire Dept of Health and Human Services  
129 Pleasant Street  
Concord, NH 03301-3857

Div. for Children Youth and Families  
State Office

AO Ledger grant year 2017  
QE 12/31/16

Re: Notice of Grant Award  
Child Support Enforcement - States Program  
FY 2017

Dear Grantee:

"Settlement" AMT = \$ 67,581

The following amount is being awarded for the Federal share of expenditures for the fiscal quarter indicated for the Child Support Enforcement - States Program under Title IV-D of the Social Security Act. The enclosed "Computation of Grant Award" explains the calculation of the award amount.

Award Amount:	\$3,103,167
Fiscal Quarter:	04/01/2017 - 06/30/2017

Catalog of Federal Domestic Assistance (CFDA) Program Number: 93.563

Entity Identification Number (EIN): 1-026000618-B3

By accepting this award, you agree to use these funds in accordance with the provisions of the approved plan for this program, to abide by all applicable Federal laws, regulations and policies, financial reporting requirements, and other terms and conditions governing this program and the use of Federal funds. You also agree to diligently meet the requirement to properly identify, monitor and treat sub recipients of Federal funds as described in the program terms and conditions. Any expenditure made in violation of Federal requirements is subject to disallowance by this agency, including the imposition of interest charges under 45 CFR 30.13 and 30.14.

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Sincerely,

*Patrick A. Wells*  
Patrick A. Wells  
Director  
Division of Mandatory Grants

AO Ledger grant year  
2017

Enclosure (4/1/17-6/30/17)

Subacct = INC AMT = \$ 300,000

DE  
4/21/17

### Computation of Grant Award

Child Support Enforcement - States

New Hampshire

Federal Share of Expenditures	Admin	Program Incentives	Development	TOTAL
1. Allowable Grantee Claims				
Quarter Ended 12-31-2016				
a. Current Quarter Claims	2,611,149		363,237	2,974,386
b. Prior Quarter Adjustments	(347)	0		(347)
c. Reinstatements				
d. Deferrals And Disallowances				
e. Fees And Collections	310,870			310,870
f. Previously Awarded Expenditure				
9. Net Claim ((1a+1b+1c) - (1d+1e+1f))	2,299,932		363,237	2,663,169
2. Funds Advanced to Grantee for		300,000		
Quarter Ended 12-31-2016	2,278,857	316,731		2,895,588
3. Other Adjustments				
4. Expenditure Awarded This Action ((19-2)+3)	21,075	0	46,506	67,581

Settlement QE 12/16

### Federal Share of Estimates

5. Funds being Advanced to Grantee for				
Quarter Beginning 04-01-2017				
a. Next Quarter Estimate	2,663,659	300,000	370,538	3,334,197
b. Collections	298,611			298,611
c. Previously Awarded Estimate				
6. Estimate Awarded this Action ((5a-5b)-5c)	2,365,048	300,000	370,538	3,035,586
7. Total Certified for Grant Award (4+6)	\$2,386,123	\$300,000	\$417,044	\$3,103,167

\$ 2,735,586 QE 6/30/17

300,000 = Inc.

### Accounting Data

Appropriation	CAN	Grant Document	Amount
75-X-1501	2017 G9917CJ	1704NHCEST	\$300,000
75-X-1501	2017 G9917CS	1704NHCESE	\$2,803,167

### Remarks



Child Support Enforcement (IV-D / AO Ledger) ✓ IV-D ✓  
 grant year 2017 (7/1/17-9/30/17) AMT = \$3,487,467  
 INC = \$300,000 ✓

ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Grants Management 330 C Street, S.W. Washington, DC 20201

RECEIVED

RECEIVED  
 New Hampshire Dept of Health and Human Services  
 129 Pleasant Street  
 Concord, NH 03301-3857  
 JUL 18 2017

July 01, 2017\*

JUL 17 2017

DCSS - admin

"Settlement"  
 grant year 2017 (1/1/17-3/31/17) AMT = \$631,7  
 Div for Children Youth and Families  
 State Office  
 Re: Notice of Grant Award  
 Child Support Enforcement - States Program  
 FY 2017

Dear Grantee:

The following amount is being awarded for the Federal share of expenditures for the fiscal quarter indicated for the Child Support Enforcement - States Program under Title IV-D of the Social Security Act. The enclosed "Computation of Grant Award" explains the calculation of the award amount.

Award Amount:	\$4,419,180 ✓
Fiscal Quarter:	07/01/2017 - 09/30/2017

all  
 POSTED  
 PM 7/1/17

Catalog of Federal Domestic Assistance (CFDA) Program Number: 93.563  
 Entity Identification Number (EIN): 1-026000618-B3

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Sincerely,

*Patrick A. Wells*  
 Patrick A. Wells  
 Director  
 Division of Mandatory Grants

AE  
 8/4/17

Enclosure

\*NOTE: This corrects the earlier Notice of Award, also dated July 1, 2017. The earlier Notice incorrectly printed an amount that was less than the amount computed on the accompanying "Computation of Grant Award". Please note the correct, computed amount was properly and timely transferred to the State's PMS account. This letter is solely to correct the misprint and conform to the amount of computation; no additional funds are being awarded. We apologize for the error.

### Computation of Grant Award

Child Support Enforcement - States  
 New Hampshire

Complete 2017 / 4  
 Batch No. 18 - Rcpt 0  
 EIN: 1-026000618-83

Federal Share of Expenditures	Admin	Program Incentives	Development	TOTAL
<b>1. Allowable Grantee Claims</b>				
Quarter Ended 03-31-2017				
a. Current Quarter Claims	3,023,037		967,948	3,990,985
b. Prior Quarter Adjustments	0	0	0	0
c. Reinstatements				
d. Deferrals And Disallowances				
e. Fees And Collections	580,232			580,232
f. Previously Awarded Expenditure				
<b>g. Net Claim ((1a+1b+1c) - (1d+1e+1f))</b>	<b>2,442,805</b>		<b>967,948</b>	<b>3,410,753</b>
<b>2. Funds Advanced to Grantee for</b>				
Quarter Ended 03-31-2017	2,622,174	300,000	156,866	3,079,040
<b>3. Other Adjustments</b>				
<b>4. Expenditure Awarded This Action ((1g-2)+3)</b>	<b>(179,369)</b>	<b>0</b>	<b>811,082</b>	<b>631,713</b>
<b>Federal Share of Estimates</b>				
<b>5. Funds being Advanced to Grantee for</b>				
Quarter Beginning 07-01-2017				
a. Next Quarter Estimate	3,083,822	300,000	987,404	4,371,226
b. Collections	583,759			583,759
c. Previously Awarded Estimate				
<b>6. Estimate Awarded this Action ((5a-5b)-5c)</b>	<b>2,500,063</b>	<b>300,000</b>	<b>987,404</b>	<b>3,787,467</b>
<b>7. Total Certified for Grant Award (4+6)</b>	<b>\$2,320,694</b>	<b>\$300,000</b>	<b>\$1,798,486</b>	<b>\$4,419,180</b>
<b>Accounting Data</b>				
<b>Appropriation.</b>	<b>CAN</b>	<b>Grant Document</b>	<b>Amount</b>	
75-X-1501	2017 G9917CJ	1704NHCEST	\$300,000	
75-X-1501	2017 G9917CS	1704NHGSES	\$4,119,180	
<b>Remarks</b>				