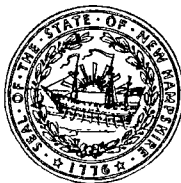


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HS 17 033



Virginia M. Barry, Ph.D.
Commissioner of Education
Tel. 603-271-3144

Paul K. Leather
Deputy Commissioner of Education
Tel. 603-271-3801

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX 603-271-1953

January 4, 2017

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301


Approved by Fiscal Committee Date 2/21/17

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

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the New Hampshire Department of Education to accept and expend System of Care (SOC) Grant funds in the amount of \$3,000,000.00 from the United States Department of Health and Human Services to support the New Hampshire Families and Systems Together (Fast) Forward 2020 program, effective the dates of Fiscal Committee and Governor and Council approval through June 30, 2017. The budget for fiscal year 2017 is listed below. The balance of the \$12,000,000.00 grant which is \$9,000,000.00 will be incorporated into the next two biennial budgets. (100% Federal Funds)
2. Pursuant to the provisions of RSA 124:15, authorize the Department of Education to establish the two full-time temporary positions in class 059, for the purpose of supporting program activities, effective upon Fiscal Committee and Governor and Council approval through June 30, 2017. (100% Federal Funds)

<u>No.</u>	<u>Title</u>	<u>Labor Grade</u>	<u>Salary Range</u>
1	Education Consultant I (1.0 FTE)	26	(\$50,583 - \$68,406)
2	Program Specialist III (1.0 FTE)	23	(\$44,479 - \$60,099)

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

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

January 4, 2017

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Funds will be budgeted as follows:

System of Care
06-56-56-562010-50600000
RSRC: 400374

Class/ Object	Descriptions	Fiscal Year 2017
020/500200	CURRENT EXPENSE	\$6,500
027/582703	TRANSFER TO OIT	\$7,000
028/582814	TRANSFER TO GENERAL SERVICES	\$7,000
029/500290	INTRA-AGENCY TRANSFERS	\$2,000
030/500300	EQUIPMENT NEW/REPLACEMENT	\$2,500
037/500165	TECHNOLOGY-HARDWARE	\$2,500
038/500176	TECHNOLOGY-SOFTWARE	\$2,000
039/500192	TELECOMMUNICATION	\$2,000
040/500800	INDIRECT COST	\$29,545
041/500801	AUDIT FUND SET ASIDE	\$3,000
042/500620	ADDITIONAL FRINGE BENEFITS	\$7,605
049/584992	TRANSFER-OTHER STATE AGENCY	\$244,586
050/500109	PERSONNEL SVC-TEMP/APPOINTE	\$79,743
059/500117	TEMP - FULL TIME	\$95,062
060/500601	BENEFITS	\$57,857
066/500543	EMPLOYEE TRAINING	\$1,000
067/500557	PROFESSIONAL DEVELOPMENT	\$1,000
070/500704	TRAVEL IN-STATE	\$9,000
072/500577	GRANTS FEDERAL	\$1,924,854
080/500714	TRAVEL OUT-OF-STATE	\$19,683
102/500731	CONTRACTS FOR PROGRAM SVCS	\$495,565
	TOTAL	\$3,000,000

Source of Funds:

000 FEDERAL	\$3,000,000
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The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court

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

January 4, 2017

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The primary goal of the System of Care (SOC) Grant funds is to support the expansion and sustainability of NH Families and Systems Together (FAST) Forward for Children and Youth 2020 for children, youth, and their families. The resulting infrastructure will expand the array of supports for children/youth with a diagnosable serious emotional disturbance (SED).

NH FAST Forward 2020 will serve children and youth aged 0-21 with an emotional, socio-emotional, behavioral or mental health disorder diagnosable under the Diagnostic and Statistical Manual 5 (DSMV) who meet the criteria for SED and their families. The catchment area of this project is statewide with particular focus in the following Local Education Agencies (LEA): Laconia School District, Franklin School District, Winnisquam Regional School District, Berlin School District, White Mountains Regional School District, and SAU #7 (Stewartstown, Colebrook and Pittsburg). These districts were chosen after meeting the selection criteria and demonstrating readiness to engage in the required activities, as well as willingness to work collaboratively with the State in the development and implementation of comprehensive plan.

The project will provide direct service to at least 256 children: 30 in year 1, 96 in year 2, and 130 in years 3 and 4. Participation in NH FAST Forward 2020 will improve clinical outcomes and functioning in home, school and community for NH's youth by creating regional systems of care, building strong collaboration between schools, families and youth, and community-based behavioral health providers, and using evidence-based framework to deliver high quality support and services.

There are 6 measurable objectives in FAST Forward 2020: 1) Create Regional Systems of Care collaborative teams in 3 regions of the state. Teams will be linked to the state-level SOC infrastructure in the NH Department of Education, the NH Department of Health and Human Services (NH DHHS) and will create cross-agency collaboration and improve timely access to research-based interventions and supports; 2) Provide individualized wraparound planning and an expanded array of services to the highest need children and youth with SED and their families in all three SOC regions by linking to the systems, practices, financing, and workforce development resources developed by NH DHHS System of Care; 3) Involve families and youth in all aspects of the SOC, including at the state policy and system level; at the regional policy, system, and service delivery level in schools; and with individual youth and family teams; 4) Improve the transition from pre-school to kindergarten and 1st grade for young children with or at risk of developing an SED and their families through the creation formal linkages for screening, workforce development, and service coordination between the early childhood programs and the school districts in each region; 5) Improve the educational and social/emotional outcomes for children and youth with SED by implementing the Safe Schools/Healthy Students framework and NH's Multi-Tiered Systems of Support model (blending school mental health with Positive Behavior Intervention Supports (PBIS) in the schools in each region, and, 6) Ensure that systems, supports, and policies are aligned with National Culturally and Linguistically Appropriate Services (CLAS) standards by providing training and data collection at all levels of the SOC and in each region.

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

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

January 4, 2017

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APPROPRIATION EXPLANATION

The following appropriation authorities are being requested:

- Class 020 (Current Expenses) – To cover materials and supplies that will be used by staff.
- Class 027 (Transfer to OIT) – To cover the cost of data integration with other State agencies data systems.
- Class 028 (Transfer to General Services) – Appropriation for staff work areas cost.
- Class 029 (Intra-Agency Transfers) – To provide for intra-agency transfers for Database systems.
- Class 030 (Equipment new/replacement) – To provide an appropriation for new equipment for staff under the grant.
- Class 037 (Technology ~ Hardware) – To provide computer hardware for staff under this grant.
- Class 038 (Technology ~ Software) – To provide required computer software for staff under this grant.
- Class 039 (Telecommunication) – Appropriation for staffs wireless communication.
- Class 040 (Indirect Cost) – Appropriation for this class is based on 3.6 percent.
- Class 041 (Audits) – Appropriation for this class is based on 1 percent.
- Class 042 (Additional Fringe) – Appropriation for this class is based on 8.75 percent.
- Class 049 (Transfer – other state agency) – Appropriation for administrative cost for this grant.
- Class 050 (Personnel Services-Temporary) – Appropriation for a part time positions
- Class 059 (Temp -Full Time) – Appropriation to fund the requested positions of the grant.
- Class 060 (Benefits) – Appropriation for this class is based on cost of health and dental insurances and FICA.
- Class 066 (Employee Training) – Appropriation for the professional development required of the grant.
- Class 067 (Professional Development) - Educational Training
- Class 070 (In-State Travel) – Appropriation for in-state meetings and presentations.

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

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
January 4, 2017

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Class 072 (Grants to Federal) – Appropriation to flow through funds to Franklin School District, Berlin School District, SAU #7, Laconia School District, Claremont School District, Winnisquam Regional School District and White Mountain Regional School District.

Class 080 (Out-of-State Travel) – Appropriation for staff to attend out-of-state meetings and presentations.

Class 102 (Contracts for Program Services) – Appropriation to provide evaluations of the grant.

The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981:

1. List All Personnel involved:

Class 50 Personnel Services: Temporary: These funds are available in support of expanded or new program activities not previously budgeted. Employee support from existing NHDOE programs will be used to conduct activities under this grant. No new positions will be created. These funds will be used to supplant funding for the following positions, which are currently budgeted, unless federal funds are not available.

	<u>Title</u>	<u>LG</u>	<u>Amount</u>
1	Principal Investigator (.30 FTE)	29	\$19,764
2	Communication Coordinator (.40 FTE)	23	\$23,000
3	Program Assistant (.850 FTE)	15	\$36,979

Class 59 Personnel Services: Full Time Temporary:

	<u>Title</u>	<u>LG</u>	<u>Salary Range</u>
1	Education Consultant I (1.0 FTE)	26	(\$50,583 – 68,406)
2	Program Specialist III (1.0 FTE)	23	(\$44,479 – 60,099)

2. Nature, Need and Duration:

These positions will provide leadership and support for the grant. The positions in this request will be funded until June 30, 2017 when the program will be continued with the Biennium Budget process. The positions will be funded by and support the NH Families and Systems Together (FAST) Forward for Children and Youth 2020 (SOC grant).

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

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

January 4, 2017

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3. Relationship to Existing Agency Programs:

This grant will be corporation with Department of Education's grants: Safe Schools/Healthy Students and Project AWARE. And with Department of Health and Human Services grant's: Project Launch, FastForward System of Care, and State Youth Treatment Planning.

4. Has a Similar Program been Requested of the Legislature and Denied?

No.

5. Why wasn't this Funding Included in the Agency's Budget Request?

At the time the State's Operating Budget was being prepared the Request For Proposal for the Grant had not been made public.

6. Can any Portion of the Grant Funds Be Utilized?

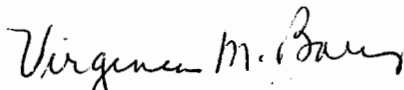
No. The positions request are necessary to fulfill the intent of the Grant proposal that was accepted by the Granting Authority.

7. Estimate the Funds Required to Continue the Positions(s):

Salary and benefits for the two full-time temporary positions are expected to be \$152,919 for FY18.

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

Respectfully submitted,



Virginia M. Barry, Ph.D.
Commissioner of Education

MS:TS

Attachments:

SOC Grant Award
Personnel Packets



Virginia M. Barry, PH.D.
Commissioner Of Education
Tel. 603-271-3144

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX 603-271-1953
Citizens Services Line 1-800-339-9900

October 7, 2016

FISCAL SITUATION

US Department of Health and Human Services Grant Award 1H79SM063393-0	12,000,000.00
Less this Action Fiscal Year 17	(3,000,000.00)
Reserved for Fiscal Year 18, 19, 20	
Fiscal Year 2018	3,000,000.00
Fiscal Year 2019	3,000,000.00
Fiscal Year 2020	<u>3,000,000.00</u>
Total	9,000,000.00



Notice of Award

SOC Expansion and Sustainability Coop
Department of Health and Human Services
Substance Abuse and Mental Health Services Administration

Issue Date: 08/31/2016

Center for Mental Health Services

Grant Number: 1H79SM063393-01

FAIN: SM063393

Program Director: Mary Steady

Project Title: NH FastForward 2020 (SOC Expansion and Sustainability Cooperative Agreement)

Grantee Address	Business Address
NEW HAMPSHIRE STATE DEPT OF EDUCATION Mary Steady NH Dept. of Ed 101 Pleasant St Concord, NH 033013852	Lisa Morrisette Business Administrator NH Department of Education 101 Pleasant St. Concord, NH 033013852

Budget Period: 09/30/2016 – 09/29/2017

Project Period: 09/30/2016 – 09/29/2020

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$3,000,000 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to NEW HAMPSHIRE STATE DEPT OF EDUCATION in support of the above referenced project. This award is pursuant to the authority of Sections 561-565 of the PHS, as amended and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Award recipients may access the SAMHSA website at www.samhsa.gov (click on "Grants" then SAMHSA Grants Management), which provides information relating to the Division of Payment Management System, HHS Division of Cost Allocation and Postaward Administration Requirements. Please use your grant number for reference.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact your Grants Management Specialist and your Government Project Officer listed in your terms and conditions.

Sincerely yours,
Roger George
Grants Management Officer
Division of Grants Management

See additional information below

SECTION I – AWARD DATA – 1H79SM063393-01**Award Calculation (U.S. Dollars)**

Salaries and Wages	\$135,129
Fringe Benefits	\$78,367
Personnel Costs (Subtotal)	\$213,496
Supplies	\$15,500
Consortium/Contractual Cost	\$998,130
Travel Costs	\$23,683
Other	\$1,725,420
 Direct Cost	 \$2,976,229
Indirect Cost	\$23,771
Approved Budget	\$4,000,000
Federal Share	\$3,000,000
Non-Federal Share	\$1,000,000
Cumulative Prior Awards for this Budget Period	\$0
 AMOUNT OF THIS ACTION (FEDERAL SHARE)	 \$3,000,000

SUMMARY TOTALS FOR ALL YEARS	
YR	AMOUNT
1	\$3,000,000
2	\$3,000,000
3	\$3,000,000
4	\$3,000,000

*Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

Fiscal Information:

CFDA Number:	93.104
EIN:	1026000618B2
Document Number:	16SM63393A
Fiscal Year:	2016

IC	CAN	Amount
SM	C96J558	\$3,000,000

IC	CAN	2016	2017	2018	2019
SM	C96J558	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000

SM Administrative Data:

PCC: CMHI / OC: 4145

SECTION II – PAYMENT/HOTLINE INFORMATION – 1H79SM063393-01

Payments under this award will be made available through the HHS Payment Management System (PMS). PMS is a centralized grants payment and cash management system, operated by the HHS Program Support Center (PSC), Division of Payment Management (DPM). Inquiries regarding payment should be directed to: The Division of Payment Management System, PO Box 6021, Rockville, MD 20852, Help Desk Support – Telephone Number: 1-877-614-5533.

The HHS Inspector General maintains a toll-free hotline for receiving information concerning

fraud, waste, or abuse under grants and cooperative agreements. The telephone number is: 1-800-HHS-TIPS (1-800-447-8477). The mailing address is: Office of Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington, DC 20201.

SECTION III – TERMS AND CONDITIONS – 1H79SM063393-01

This award is based on the application submitted to, and as approved by, SAMHSA on the above-title project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 75 as applicable.
- d. The HHS Grants Policy Statement.
- e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

Treatment of Program Income: Additional Costs

In accordance with the regulatory requirements provided at 45 CFR 75.113 and Appendix XII to 45 CFR Part 75, recipients that have currently active Federal grants, cooperative agreements, and procurement contracts with cumulative total value greater than \$10,000,000 must report and maintain information in the System for Award Management (SAM) about civil, criminal, and administrative proceedings in connection with the award or performance of a Federal award that reached final disposition within the most recent five-year period. The recipient must also make semiannual disclosures regarding such proceedings. Proceedings information will be made publicly available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)). Full reporting requirements and procedures are found in Appendix XII to 45 CFR Part 75.

SECTION IV – SM Special Terms and Conditions – 1H79SM063393-01

REMARKS:

As a reminder all SAMHSA official notifications will be electronically mailed to your organization's Business Official address as identified in the HHS Checklist, Part C.

This award reflects approval of the budget submitted on April 25, 2016, as part of the application

SPECIAL TERM OF AWARD:

DOMA

On June 26, 2013, in *United States v. Windsor*, the Supreme Court held that section 3 of the Defense of Marriage Act (DOMA), which prohibited federal recognition of same-sex spouses/marriages, was unconstitutional. As a result of that decision, SAMHSA is no longer prohibited from recognizing same sex marriages. Consistent with HHS policy and the purposes of

SAMHSA programs, same-sex spouses/marriages are to be recognized in the Cooperative Agreements for the Expansion and Sustainability of the Comprehensive Community Mental Health Services for Children with Serious Emotional Disturbances (SED). This means that, as a recipient of SAMHSA funding in the Cooperative Agreements for the Expansion and Sustainability of the Comprehensive Community Mental Health Services for Children with SED, you are required to treat as valid the marriages of same-sex couples whose marriage was legal when entered into. This applies regardless of whether the couple now lives in a jurisdiction that recognizes same-sex marriage or a jurisdiction that does not recognize same-sex marriage. Any same-sex marriage legally entered into in one of the 50 states, the District of Columbia, a U.S. territory or a foreign country will be recognized. However, this does not apply to registered domestic partnerships, civil unions or similar formal relationships recognized under state law as something other than a marriage.

Disparity Impact Statement (DIS):

By November 30, 2016, you must:

Submit an electronic copy of a disparity impact statement to the Government Project Officer (GPO) and Grants Management Specialist (GMS) as identified under Contacts on this notice of award. The disparity impact statement should be consistent with information in your application regarding access, *service use and outcomes for the program and include three components as described below. Questions about the disparity impact statement should be directed to your GPO. Examples of disparity impact statements can be found on the SAMHSA website at <http://www.samhsa.gov/grants/grants-management/disparity-impact-statement>.

*Service use is inclusive of treatment services, prevention services as well as outreach, engagement, training and/or technical assistance activities.

The disparity impact statement, in response to the Special Term of Award, consists of three components:

1. Proposed number of individuals to be served by subpopulations in the grant implementation area should be provided in a table that covers the entire grant period. The disparate population(s) should be identified in a narrative that includes a description of the population and rationale for how the determination was made.
2. A quality improvement plan for how you will use your program (GPRA) data on access, use and outcomes to monitor and manage program outcomes by race, ethnicity and LGBT status, when possible. The quality improvement plan should include strategies for how processes and/or programmatic adjustments will support efforts to reduce disparities for the identified sub-populations.
3. The quality improvement plan should include methods for the development and implementation of policies and procedures to ensure adherence to the Enhanced Culturally and Linguistically Appropriate Services (CLAS) Standards and the provision of effective care and services that are responsive to:
 - a. Diverse cultural health beliefs and practices;
 - b. Preferred languages; and
 - c. Health literacy and other communication needs of all sub-populations within the proposed geographic region.

PROGRAMMATIC TERM OF AWARD:

Grantees must agree to participate in any required **national evaluation** being conducted to

determine the effectiveness of grant operations. This will be *in addition* to the required National Outcomes Measures (NOMS) reporting. In anticipation of a National Evaluation, please be sure to have evaluation processes and staff hired and ready to be trained in the Child and Family measures by the National Evaluation team. Your site will be required to begin collecting NOMs and National Evaluation measures within two weeks of participating in mandatory training on each. Your site will also be required to participate in webinar training on the National Evaluation measures and to participate in technical assistance calls with your sites TA liaison. You may discuss your plan in advance with your government project officer.

You will be required to provide reports on your progress achieved, barriers encountered, and efforts to overcome these barriers in a performance assessment report to be submitted twice a year (the dates will be provided by your Government Project Officer). These reports will be reviewed by the Government Project Officer and National Evaluation team to determine progress and compliance with grant requirements.

STANDARD TERMS OF AWARD:

Refer to the following SAMHSA website for Standard Terms of Award:

<http://www.samhsa.gov/grants/grants-management/notice-award-noa/standard-terms-conditions>
(NEW or COOPERATIVE AGREEMENT)

Key staff (or key staff positions, if staff has not been selected) are listed below:

Mary Steady, Principal Investigator @ 30% level of effort (Checklist form)
Michele Myler, Project Coordinator/Director @ 100% level of effort

All changes in key staff including level of effort must be sent electronically to the GPO including a biographical sketch and other documentation and information as stated above who will make a recommendation for approval or disapproval to the assigned Grants Management Specialist. Only the GMO, SAMHSA may approve Key Staff Changes.

REPORTING REQUIREMENTS:

Submission of a Programmatic Semi-annual Report is due no later than the dates as follows:

1st Report - Included in the continuation grant application as the Progress report. (Recipients will receive due date notification of submission of continuation application)

2nd Report - October 30, 2017

Please submit your Programmatic Semi-annual Reports to
DGMPProgressReports@samhsa.hhs.gov and copy your Program Official.

(HARD COPIES SUBMISSION IS NOT REQUIRED)

Failure to comply with the above stated terms and conditions may result in suspension, classification as High Risk status, termination of this award or denial of funding in the future.

All responses to special terms and conditions of award and post award requests may be electronically mailed to the Grants Management Specialist and to the Program Official as identified on your Notice of Award.

It is essential that the Grant Number be included in the SUBJECT line of the email.

CONTACTS:

Amy Andre, Program Official
Phone: (240) 276-1132 Email: amy.andre@samhsa.hhs.gov

Gwendolyn Simpson, Grants Specialist
Phone: 240-276-1408 Email: gwendolyn.simpson@samhsa.hhs.gov Fax: 240-276-1430



State Of New Hampshire
DIVISION OF PERSONNEL
Department of Administrative Services
State House Annex – 28 School Street
Concord, New Hampshire 03301

VICKI V. QUIRAM
Commissioner
(603) 271-3201

SARA J. WILLINGHAM
Director of Personnel
(603) 271-3261

January 3, 2017

Sheila Miller
Human Resources Administrator
Department of Education
101 Pleasant St.
Concord, NH 03301

Regarding: Request to establish a full-time temporary Program Specialist III, labor grade 23

Dear Ms. Miller:

The Division of Personnel approves of your request dated November 17, 2016 to establish a full-time temporary Program Specialist III, labor grade 23 for the Division of Educational Improvement – Bureau of Special Education, Substance Abuse and Mental Health Services Administration grant, and have assigned the position number of 9T2895 pending approval of funding.

This position number will be inactive until you receive funding approval from the Fiscal Committee per RSA 124:15, and the Position Profile Form (PPF) is subsequently approved by the Department of Administrative Services Budget Office for funding.

It will be your responsibility to bring the request for funding before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify the Classification Section with documentation. Thank you.

Very truly yours,

Jennifer J. Elberfeld
Classification & Compensation Administrator

Cc: Sara J. Willingham, Director of Personnel



State Of New Hampshire
DIVISION OF PERSONNEL
Department of Administrative Services
State House Annex – 28 School Street
Concord, New Hampshire 03301

VICKI V. QUIRAM
Commissioner
(603) 271-3201

SARA J. WILLINGHAM
Director of Personnel
(603) 271-3261

January 3, 2017

Sheila Miller
Human Resources Administrator
Department of Education
101 Pleasant St.
Concord, NH 03301

Regarding: Request to establish a full-time temporary Education Consultant I, labor grade 26

Dear Ms. Miller:

The Division of Personnel approves of your request dated November 17, 2016 to establish a full-time temporary Education Consultant I, labor grade 26 for the Division of Educational Improvement – Bureau of Special Education, Substance Abuse and Mental Health Services Administration grant, and have assigned the position number of 9T2894 pending approval of funding.

This position number will be inactive until you receive funding approval from the Fiscal Committee per RSA 124:15, and the Position Profile Form (PPF) is subsequently approved by the Department of Administrative Services Budget Office for funding.

It will be your responsibility to bring the request for funding before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify the Classification Section with documentation. Thank you.

Very truly yours,

Jennifer J. Elberfeld
Classification & Compensation Administrator

Cc: Sara J. Willingham, Director of Personnel