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

Jeffrey A. Meyers  
Commissioner

Lorraine Bartlett  
Director

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January 25, 2017

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

**REQUESTED ACTION**

Approval is requested to accept and expend private funds for Spark NH, Early Childhood Advisory Council. This request is **retroactive** as a portion of the funds (50%, or \$10,000 of \$20,000) will be used to pay for expenses incurred prior to the Governor and Executive Council's approval due to the lateness of the award date relative to the timing of the expenses. Governor and Executive Council approval is required as a stipulation of Executive Order 2011-03. The Department of Health and Human Services is required by the Order to submit requests on behalf of Spark NH, Early Childhood Advisory Council. This request is in the amount of \$20,000 comprised of two (2) separate awards of \$10,000 each from the New Hampshire Charitable Foundation. Acceptance of the two (2) awards is to be effective upon Governor and Executive Council approval. 100% Other (Private Grant) Funds.

**EXPLANATION**

The Department of Health and Human Services seeks approval on behalf of Spark NH, Early Childhood Advisory Council, to accept and expend private funds in the amount of \$20,000 from the New Hampshire Charitable Foundation. Spark NH is a federally mandated, Governor appointed early childhood advisory council established on September 7, 2011 by Governor John Lynch by Executive Order 2011-03, An Order Establishing the Early Childhood Advisory Council (attached). Item six stipulates that: "The Council shall be allowed to accept grants and other assistance to support its work upon the approval of the Governor and Council. Any such items shall be brought forward by the Department of Health and Human Services on behalf of the Council." Early Learning NH is a private, non-profit organization designated by Governor John Lynch as the coordinating body for Spark NH and serves as fiscal sponsor for the Council.

The funds will be used for two specific purposes. First to cover the costs in the amount of \$10,000 of a communications consultant to enhance Spark NH's capacity for evidence-based early childhood public awareness messaging. The communications consultant will assist the Council in designing effective public awareness messages and activities to educate the public about early childhood issues in New Hampshire as identified in the Spark NH Framework for Action for New Hampshire's Young Children.

The additional \$10,000 is to cover retroactively an unanticipated shortfall in Spark NH's core operations funding for 2016. This retroactive request for the \$10,000 in funds is necessary to cover the loss in funding for 2016 when DHHS's Maternal and Child Health Section was unsuccessful in securing a Federal grant from the US Department of Health and Human Services Administration for Children and Families entitled "Early Childhood Comprehensive Systems (ECCS)" that had been funding the Council for several years. Upon receiving notification in late summer 2016 that the ECCS grant was not awarded to NH, Spark NH applied to the New Hampshire Charitable Foundation to cover the loss in core operations funds. The New Hampshire Charitable Foundation approved the grant request on November 16, 2016 and the Department received the information on the grant award from Spark NH in December 14, 2016. This award and supporting documentation was not forthcoming sufficiently in advance of Spark NH's need for core operations funds in November and December for the Department of Health and Human Services to submit a timely request for approval to Governor and Executive Council. The \$10,000 funds for Spark NH core operations will include staff salaries for the last two months of 2016.

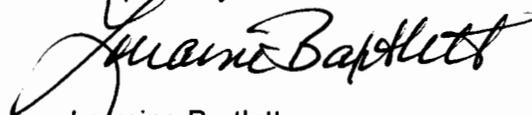
Should Governor and Executive Council determine not to approve this request, Spark NH will be unable to engage in public awareness messaging and activities on the importance of the early childhood years in ensuring that young children are prepared to succeed in school and in life, and will be unable to cover core operating costs incurred during the last two months of 2016.

Geographic area served: Statewide.

Source of Funds: 100% Private Grants

If private funds become no longer available, general funds will not be requested to support the program expenditures.

Respectfully submitted:



Lorraine Bartlett  
Director



Approved by:  
Jeffrey Meyers  
Commissioner



NEW HAMPSHIRE  
CHARITABLE FOUNDATION

UP TO THE PROMISE

November 16, 2016

Ms. Jacquelyn Cowell  
Executive Director  
Early Learning NH  
Two Delta Drive  
Concord, NH 03301

RE: Grant ID: 104521

Dear Ms. Cowell:

Congratulations! I am pleased to inform you that a \$10,000.00 grant has been awarded to Early Learning NH for 2016 operating support for SPARK-NH. This grant is made possible by gifts from the following fund(s): New Hampshire Tomorrow Fund.

Please review the enclosed Terms of Award and save it with the award letter. This document, along with the deposit of the grant check, signifies your acceptance of the award and your agreement to comply with its terms. It also includes information about filing reports and request for revisions to the grant. In addition, it serves as our receipt for this payment. (If a grant award check is not included in this letter, it will be sent to your organization within one week of this letter.) Finally, please reference the above Grant ID in any communications with the Foundation.

We encourage you to publicize your work; please refer to our Press Kit ([www.nhcf.org/publicity](http://www.nhcf.org/publicity)) for guidelines, logos, etc. – and please share your story with us so we can help publicize your good work!

If you have any questions about this grant or its terms, please contact Deborah Schachter. We wish you success in your efforts and look forward to learning about your results.

Sincerely,

Katie Merrow  
Vice President of Community Impact



NEW HAMPSHIRE  
CHARITABLE FOUNDATION

UP TO THE PROMISE

December 7, 2016

Ms. Jacquelyn Cowell  
Executive Director  
Early Learning NH  
Two Delta Drive  
Concord, NH 03301

RE: Grant ID: 104906

Dear Ms. Cowell:

Congratulations! I am pleased to inform you that a \$10,000.00 grant has been awarded to Early Learning NH for SPARK NH communications consultant capacity to enhance research-based early childhood messaging. This grant is made possible by gifts from the following fund(s): Coit House Fund, New Hampshire Tomorrow Fund.

Please review the enclosed Terms of Award and save it with the award letter. This document, along with the deposit of the grant check, signifies your acceptance of the award and your agreement to comply with its terms. It also includes information about filing reports and request for revisions to the grant. In addition, it serves as our receipt for this payment. (If a grant award check is not included in this letter, it will be sent to your organization within one week of this letter.) Finally, please reference the above Grant ID in any communications with the Foundation.

We encourage you to publicize your work; please refer to our Press Kit ([www.nhcf.org/publicity](http://www.nhcf.org/publicity)) for guidelines, logos, etc. – and please share your story with us so we can help publicize your good work!

If you have any questions about this grant or its terms, please contact Deborah Schachter. We wish you success in your efforts and look forward to learning about your results.

Sincerely,

Katie Merrow  
Vice President of Community Impact

**State of New Hampshire  
By His Excellency  
John H. Lynch, Governor**

**Executive Order 2011-03**

**An Order Establishing the Early Childhood Advisory Council**

**WHEREAS**, the healthy development of children provides a strong foundation for competent adulthood, responsible citizenship, economic productivity, strong communities and a prosperous New Hampshire; and

**WHEREAS**, our youngest citizens represent the future of our economy, and their talents are essential for our state to remain competitive in today's global, knowledge-based economy; and

**WHEREAS**, success in high school, college, and career is directly related to a healthy and engaging early childhood; and

**WHEREAS**, New Hampshire has long worked to ensure all of our youngest citizens are given the opportunities to develop to their fullest potential, laying the foundation for their success in school and in life; and

**WHEREAS**, in 2011, New Hampshire was named the best state in the country in which to raise children for the fourth year in a row; and

**WHEREAS**, the federal Improving Head Start for School Readiness Act of 2007, Public Law 110-134, requires establishment of a state advisory council on early childhood education and care to carry out the duties as enumerated in the Act;

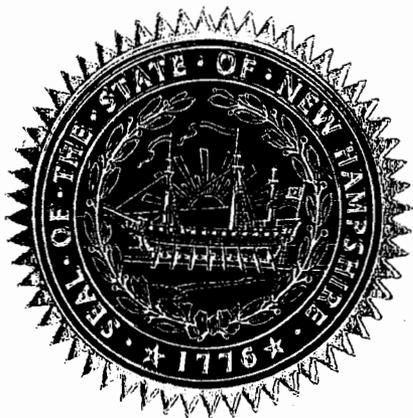
**NOW, THEREFORE, I, JOHN H. LYNCH, GOVERNOR OF THE STATE OF NEW HAMPSHIRE**, by the authority vested in me by part II, Article 41 of the New Hampshire Constitution, do hereby order the following:

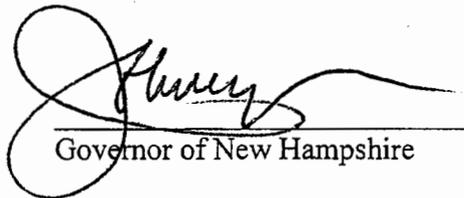
1. There is established the New Hampshire's Early Childhood Advisory Council ("the Council").
2. That the Council shall advise, make recommendations and undertake the following:
  - a) Strengthening New Hampshire's early childhood infrastructure;
  - b) Coordination of the development and implementation of an integrated and comprehensive strategic plan for early childhood in New Hampshire;
  - c) Development of a framework to evaluate the Council's outcomes/impacts and the progress of New Hampshire's young children and their families; and
  - d) Fostering public awareness of, promoting access to, and building commitment for quality early childhood programs and services.
3. That the members of the Council shall include the following members to be appointed by the Governor and shall serve at the pleasure of the Governor:

- a) Administrator of the Child Development Bureau, Department of Health and Human Services (DHHS)
  - b) Specialist from the Office of Early Childhood Education, Department of Education (DOE)
  - c) State Director of Head Start Collaboration
  - d) Title V Administrator for the Maternal and Child Health Section, DHHS
  - e) Chair of the NH Interagency Coordinating Council or designee
  - f) Chair of the NH Child Care Advisory Council or designee
  - g) President of Family Support NH or designee
  - h) President of the NH Association for Infant Mental Health or designee
  - i) A representative of Early Learning NH recommended by that organization
  - j) A representative of the DOE responsible for programs under section 619 of the Individuals with Disabilities Education Act recommended by the Department
  - k) A representative of DHHS responsible for programs under part C of the Individuals with Disabilities Education Act recommended by the Department
  - l) A representative of a local educational agency recommended by the NH Association of School Principals
  - m) A representative of higher education recommended by the NH College and University Council
  - n) A representative of a Head Start agency recommended by NH Head Start Directors Association
  - o) A representative of the Children's Alliance of NH recommended by that organization
  - p) A parent recommended by the NH Head Start State Parent Advisory Council
  - q) A parent recommended by the NH Parent Information Center
  - r) Member of the NH House of Representatives or Senate recommended by the Executive Committee of this Council
  - s) A representative of local providers of early childhood education and development services recommended by the Executive Committee of this Council from a regional interdisciplinary group
  - t) A representative of the NH philanthropic community recommended by the Executive Committee of this Council.
4. The members of the Council shall hold an organizational meeting prior to October 1, 2011. At their November meeting they shall designate a chairman and a vice chairman from among them. Vacancies on the Council shall be filled in the same manner as original appointments.
  5. The members of the Council may appoint an Executive Committee as well as such subcommittees, task forces and work groups as necessary to carry out their duties.

6. The Council shall be allowed to accept grants and other assistance to support its work upon the approval of the Governor and Executive Council. Any such items shall be brought forward by the Department of Health and Human Services on behalf of the Council.
7. All meetings of the Council, its Executive Committee, and any subcommittee, task force or work group established shall be open to the public and noticed in accordance with RSA 91-A.
8. The Council shall submit annually by October 1<sup>st</sup> beginning in 2012 a report to the Governor, Commissioner of Education and Commissioner of Health and Human Services on its activities, recommendations and plans.
9. The Council is authorized to adopt such additional governing procedures that are consistent with this Order and the Act.

Given under my hand and seal at  
the Executive Chambers in Concord,  
this 7<sup>th</sup> day of September, in the year  
of our Lord, two thousand and eleven.



  
Governor of New Hampshire