



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

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Nicholas A. Toumpas
Commissioner

Maggie Bishop
Director

April 17, 2013

SOLE SOURCE

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Children, Youth and Families to exercise a renewal option (Purchase Order # 1016932) with the New Hampshire Coalition Against Domestic and Sexual Violence, 4 South State Street, Concord, New Hampshire 03301 (Vendor #155510 B001), by increasing the price limitation by \$989,546.00 from \$1,010,000.00 to \$1,999,546.00 for the provision of a statewide domestic violence prevention program and by amending the end date from June 30, 2013 to June 30, 2015 to be effective July 1, 2013. Governor and Council approved the original agreement on May 25, 2011 (Item # 72). Funds to support this request are anticipated to be available in the following accounts in SFY 2014 and SFY 2015 upon the availability and continued appropriation of funds in the future operating budgets, with authority to adjust amounts within the price limitation and amend the related terms of the contract without further approval from Governor and Executive Council.

30.3% FED 69.1% OTHER (Marriage Licenses) .6% GEN

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

| <u>Class/ Object</u> | <u>Title</u> | <u>Activity Code</u> | <u>State Fiscal Year</u> | <u>Current Modified Budget</u> | <u>Increase/ Decrease</u> | <u>Revised Modified Budget</u> |
|--------------------------|----------------------------------|--------------------------|----------------------------------|--|-------------------------------|--|
| 073-500581 | Grants to Non-Profits - State | 40130218 | 2012 | \$505,000.00 | \$0 | \$505,000.00 |
| | | 40130218 | 2013 | \$505,000.00 | \$0 | \$505,000.00 |
| | | 40130024 | 2014 | \$0 | \$494,773.00 | \$494,773.00 |
| | | 40130024 | 2015 | \$0 | \$494,773.00 | \$494,773.00 |
| | | | Total: | \$1,010,000.00 | \$989,546.00 | \$1,999,546.00 |

EXPLANATION

This request seeks approval to renew a sole source agreement with the New Hampshire Coalition Against Domestic and Sexual Violence. The Coalition is the only program in the State working with victims of domestic and sexual violence and continues to be uniquely qualified to provide these services. As such the Coalition is designated by the Department as the coordinator to administer the domestic violence grant program as specified in NH RSA 173-B:18. This request seeks approval to enter into an agreement with the New Hampshire Coalition Against Domestic and Sexual Violence to administer the mandated domestic violence grant program.

Chapter 223 of the Laws of 1981 (NH RSA 173-B:16) mandates a Domestic Violence Program. A special receipt account funded by an assessment against marriage licenses issued was established as the source of funds to support this service. These funds provide grant money to New Hampshire programs that provide aid and assistance to

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council

April 17, 2013

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victims of domestic and sexual violence. The assessment is proposed to be forty-three dollars per marriage license in SFY14-15.

Domestic violence grant funds are disbursed by the New Hampshire Coalition Against Domestic and Sexual Violence to twelve local organizations around the State and are used to fund such services as 24-hour crisis telephone lines, emergency transportation, shelters, community outreach, and education and support services to thousands of victims of sexual and domestic violence each year. To ensure that potential providers have competitive access to deliver these services at the local level, the New Hampshire Coalition Against Domestic and Sexual Violence solicits proposals from local agencies and awards sub-contracts to perform these services throughout the state.

The New Hampshire Coalition Against Domestic and Sexual Violence has successfully carried out the mandates set forth in RSA 173-B:18 for the past several years. Their work has included: delivering multiple training programs multiple times throughout each year; holding a variety of outreach/awareness events; ensuring that 100% of NH's communities have access to a local domestic violence agency; consistent provision of a 24-hour crisis telephone service; and ensuring that victims have access to emergency shelter at all times. In addition, hundreds of people receive emergency transportation and thousands are provided legal and social services advocacy. Other services include operating domestic violence support groups, and publishing and distributing fact sheets, brochures, stickers, ribbons, etc. to promote awareness of domestic violence issues.

Agreement Terms

The agreement secures the New Hampshire Coalition Against Domestic and Sexual Violence's services for two years and includes a provision to renew the agreement for up to two additional years, based on continued availability of funds, satisfactory completion of services, and Governor and Council approval. The amount of funds supporting this program have been reduced this year. Despite this challenge, the New Hampshire Coalition Against Domestic and Sexual Violence will continue to administer the program with only 10% of the funding and opt instead to send 90% of the grant funds onto local agencies delivering domestic violence services, including advocacy, safe shelter and financial support.

In the event that this contract is not approved by the Governor and Executive Council, the New Hampshire Coalition Against Domestic and Sexual Violence's ability to provide required domestic violence prevention will be greatly diminished.

Geographic area served: Statewide

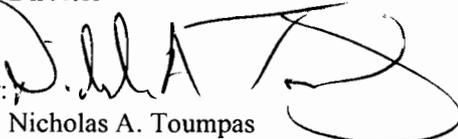
Source of funds: The special fund for domestic violence programs established by RSA 173-B:15. 69.1% Other (Marriage License Fees), 30.3% Federal Funds, 0.6% General Funds. In the event that the Other funds become no longer available, General funds will not be requested to support this program.

Respectfully submitted,


Maggie Bishop

Director

Approved by:


Nicholas A. Toumpas
Commissioner



**State of New Hampshire
Department of Health and Human Services
Amendment 1 to the *Statewide Domestic Violence Prevention Contract***

This **1st** Amendment to the ***Statewide Domestic Violence Prevention Program*** contract (hereinafter referred to as "Amendment 1") dated this **17th** day of **April 2013**, is by and between the State of New Hampshire, Department of Health and Human Services (hereinafter referred to as the "State" or "Department") and ***New Hampshire Coalition Against Domestic and Sexual Violence*** (hereinafter referred to as "the Contractor"), a ***non-profit*** company with a place of business at ***4 South State Street, Concord, NH 03301***.

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

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

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

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

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree as follows:

To amend as follows:

- Form P-37, Item 1.7, Completion Date shall be amended to read "June 30, 2015"
- Form P-37, Item 1.8, Price Limitation, shall be amended to read "\$1,999,546.00"
- Exhibit A, Scope of Services, shall be amended to read "July 1, 2011 - June 30, 2015"
- Exhibit B, Method, Schedule, and Conditions Precedent to Payment, shall be amended to read "January 1, 2011 – June 30, 2015".
- Exhibit B, Method, Schedule, and Conditions Precedent to Payment, Section 1, shall be amended to read "\$1,999,546.00".



This amendment shall be effective upon the date of Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

4/25/13
Date

State of New Hampshire
Department of Health and Human Services
Nicholas A. Toumpas
Nicholas A. Toumpas
Commissioner

Date

New Hampshire Coalition Against Domestic and Sexual Violence
Robin Christopherson
Robin Christopherson
Chair, Board of Directors

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

Signature of Notary Public or Justice of the Peace

Karen Ashton Notary Public
Name and Title of Notary or Justice of the Peace



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

OFFICE OF THE ATTORNEY GENERAL

29 April 2013
Date

James E. Herrick
Name: James P. Herrick
Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:
Title:

CERTIFICATE OF VOTE

(Corporation without Seal)

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

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

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

statewide domestic violence services.

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

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

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

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

of the Corporation.

Suzanne Harvey
(Signature of Clerk of the Corporation)

STATE OF NEW HAMPSHIRE

County of Merrimack

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

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

Karen Ashman
(Notary Public Justice of the Peace)

(NOTARY SEAL)

Commission Expires: August 24, 2016

New Hampshire Department of Health and Human Services
Bidder/Program Name: NHCADSV - Prevention
Budget Request for: State Fiscal Year 2015
(Name of RFP)
Budget Period: 7/1/14 to 6/30/15

| Line Item | Direct Incremental | Indirect Fixed | Total State Costs | Bidder Match | Total Costs | Allocation Method for Indirect/Fixed Cost |
|---|--------------------|----------------|-------------------|--------------|-------------------|---|
| 1. Total Salary/Wages | \$ 30,000 | \$ | \$ 30,000 | \$ | \$ 30,000 | |
| 2. Employee Benefits | \$ 4,735 | \$ | \$ 4,735 | \$ | \$ 4,735 | |
| 3. Consultants | \$ | \$ | \$ - | \$ | \$ - | |
| 4. Equipment: | \$ | \$ | \$ - | \$ | \$ - | |
| Rental | \$ | \$ | \$ - | \$ | \$ - | |
| Repair and Maintenance | \$ 875 | \$ | \$ 875 | \$ | \$ 875 | |
| Purchase/Depreciation | \$ 750 | \$ | \$ 750 | \$ | \$ 750 | |
| 5. Supplies: | \$ | \$ | \$ - | \$ | \$ - | |
| Educational | \$ | \$ | \$ - | \$ | \$ - | |
| Office | \$ 700 | \$ | \$ 700 | \$ | \$ 700 | |
| 6. Travel | \$ 500 | \$ | \$ 500 | \$ | \$ 500 | |
| 7. Occupancy | \$ 595 | \$ | \$ 595 | \$ | \$ 595 | |
| 8. Current Expenses | \$ | \$ | \$ - | \$ | \$ - | |
| Telephone | \$ 495 | \$ | \$ 495 | \$ | \$ 495 | |
| Postage | \$ 291 | \$ | \$ 291 | \$ | \$ 291 | |
| Subscriptions | \$ 50 | \$ | \$ 50 | \$ | \$ 50 | |
| Audit and Legal and Accounting | \$ 730 | \$ | \$ 730 | \$ | \$ 730 | |
| Insurance | \$ 470 | \$ | \$ 470 | \$ | \$ 470 | |
| Board Expenses | \$ 86 | \$ | \$ 86 | \$ | \$ 86 | |
| 9. Software | \$ | \$ | \$ - | \$ | \$ - | |
| 10. Marketing/Communications | \$ 300 | \$ | \$ 300 | \$ | \$ 300 | |
| 11. Staff Education and Training | \$ 200 | \$ | \$ 200 | \$ | \$ 200 | |
| 12. Subcontracts/Agreements | \$ 453,956 | \$ | \$ 453,956 | \$ | \$ 453,956 | |
| 13. Other (specific details mandatory): | | \$ | \$ | \$ | \$ | |
| TOTAL | \$ 494,733 | \$ - | \$ 494,733 | \$ - | \$ 494,733 | |

Indirect As A Percent of Direct 0

Contractor Initials: RPC
 Date: 4/23/13

NEW HAMPSHIRE COALITION AGAINST
DOMESTIC AND SEXUAL VIOLENCE

AUDITED FINANCIAL STATEMENTS

June 30, 2012 and 2011

SINGLE AUDIT REPORTS

June 30, 2012

Rowley & Associates P.C.

Certified Public Accountants

NEW HAMPSHIRE COALITION AGAINST
DOMESTIC AND SEXUAL VIOLENCE

AUDITED FINANCIAL STATEMENTS

June 30, 2012 and 2011

SINGLE AUDIT REPORTS

June 30, 2012

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ROWLEY & ASSOCIATES, P.C.

CERTIFIED PUBLIC ACCOUNTANTS
6A HILLS AVENUE
CONCORD, NEW HAMPSHIRE 03301
TELEPHONE (603) 228-5400
FAX # (603) 226-3532

MEMBER
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS

MEMBER OF THE PRIVATE
COMPANIES PRACTICE SECTION

INDEPENDENT AUDITOR'S REPORT

Board of Directors
New Hampshire Coalition
Against Domestic and Sexual Violence

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

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated September 21, 2012, on our consideration of the New Hampshire Coalition Against Domestic and Sexual Violence's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grants agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.



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

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

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

See Independent Auditors' Report and Notes to Financial Statements

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

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

See Independent Auditors' Report and Notes to Financial Statements

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

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

See Independent Auditors' Report and Notes to Financial Statements

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

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

See Independent Auditors' Report and Notes to Financial Statements

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

NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

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

Significant Accounting Policies

The financial statements of the Coalition have been prepared in conformity with Generally Accepted Accounting Principles (GAAP) as applied to not-for-profits. The Financial Accounting Standards Board (FASB) is the accepted standard-setting body for establishing accounting and financial reporting principles for not-for-profits. The more significant of the FASB's generally accepted accounting principles applicable to the Coalition, and the Coalition's conformity with such principles, are described below. These disclosures are an integral part of the Coalition's financial statements.

Financial Statement Presentation

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

Grants Receivable and Promises to Give

Contributions are recognized when the donor makes a promise to give to the Coalition that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.

Contributed Services

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

In addition, many individuals volunteer their time and time and perform a variety of tasks that assist the Coalition, these amounts have not been recognized in the accompanying statement of activities because the criterion for recognition of such volunteer effort is that services must be specialized skills, which would be purchased if not donated.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

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

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

Allocation of Expenses

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

Property and Equipment

It is the Coalition's policy to capitalize property and equipment over \$500 and all expenditures for repairs, maintenance, renewals and betterments that prolong the useful lives of assets. Lesser amounts are expensed. Purchased property and equipment is capitalized at cost. Donations of property and equipment are recorded as contributions at their estimated fair value. Such donations are reported as unrestricted contributions unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted contributions. Absent donor stipulations regarding how long those donated assets must be maintained, the Coalition reports expiration of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. The Coalition reclassifies temporarily restricted net assets to unrestricted net assets at that time. Property and equipment are depreciated using the straight-line method. The ranges of useful lives are as follows:

| | |
|---------------------------|-----------|
| Building and Improvements | 39 Years |
| Equipment | 3-7 Years |

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

Income Taxes

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

Investments

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

Cash and Cash Equivalents

For purposes of the Statements of Cash Flows, the Coalition considers all highly liquid investments (short-term investments such as certificates of deposits and money market accounts) with an initial maturity of three months or less to be cash equivalents. There were no cash equivalents as of June 30, 2012 and 2011.

Under Title 1, New Hampshire, The State and Its Government, Chapter 15 Lobbyist Section 15:1-a, the Coalition is required to physically and financially separate state funds from any non-state funds that may be used for the purposes of lobby or attempt to influence legislations, participate in political activity, or contribute funds to any entity engaged in these activities. The Coalition has established and maintains a separate bank account for this purpose. The account balances were \$453 and \$1,929 at June 30, 2012 and 2011, respectively.

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

NOTE B – RESTRICTIONS ON NET ASSETS

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

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

NOTE C – LONG-TERM NOTES

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

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

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

Years ending June 30:

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

NOTE D – LINE OF CREDIT

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

NOTE E – CONCENTRATION OF CREDIT RISK

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

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

NOTE F – DESCRIPTION OF LEASING ARRANGEMENTS

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

NOTE G – PENSION PLAN

The Coalition has a 403(b) savings plan for the benefit of its employees. The plan covers substantially all employees after one year of service. During their budgeting process, the Board of Directors determines the amount to be contributed annually. Employer contributions for the years ended June 30, 2012 and 2011 totaled \$13,270 and \$18,347, respectively.

NOTE H - TAX EXEMPT STATUS

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

NOTE I - SUBSEQUENT EVENT

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

NOTE J - FAIR VALUE MEASUREMENTS

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

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

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

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MEMBER OF THE PRIVATE
COMPANIES PRACTICE SECTION

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Directors
New Hampshire Coalition
Against Domestic and Sexual Violence

We have audited the financial statements of the New Hampshire Coalition Against Domestic and Sexual Violence (a nonprofit organization) as of and for the year ended June 30, 2012, and have issued our report thereon dated September 21, 2012. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

INTERNAL CONTROL OVER FINANCIAL REPORTING

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of significant deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

COMPLIANCE AND OTHER MATTERS

As part of obtaining reasonable assurance about whether the New Hampshire Coalition Against Domestic and Sexual Violence's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts.

However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

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



Rowley & Associates, PC

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

ROWLEY & ASSOCIATES, P.C.

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

Board of Directors
New Hampshire Coalition
Against Domestic and Sexual Violence

COMPLIANCE

We have audited New Hampshire Coalition Against Domestic and Sexual Violence's compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of New Hampshire Coalition Against Domestic and Sexual Violence's major federal programs for the year ended June 30, 2012. New Hampshire Coalition Against Domestic and Sexual Violence major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of the New Hampshire Coalition Against Domestic and Sexual Violence's management. Our responsibility is to express an opinion on the New Hampshire Coalition Against Domestic and Sexual Violence's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the New Hampshire Coalition Against Domestic and Sexual Violence's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the New Hampshire Coalition Against Domestic and Sexual Violence's compliance with those requirements.

In our opinion, the New Hampshire Coalition Against Domestic and Sexual Violence complied, in all material respects, with the requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2012.

INTERNAL CONTROL OVER COMPLIANCE

Management of New Hampshire Coalition Against Domestic and Sexual Violence is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the New Hampshire Coalition Against Domestic and Sexual Violence's internal control over compliance with the requirements that could have a direct and material effect on a major federal program to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of New Hampshire Coalition Against Domestic and Sexual Violence's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected and corrected on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

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

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

Rowley & Associates, PC

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

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

Summary of Auditor's Results

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

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

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

Findings – Financial Statements Audit

None

Findings and Questions Costs – Major Federal Award Programs Audit

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

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

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

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

Note A - Basis of Presentation

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

Note B – Subrecipients

The New Hampshire Coalition Against Domestic and Sexual Violence provide federal awards to subrecipients as follows:

| <u>Program Title</u> | <u>Federal CFDA #</u> | <u>Amount Provided</u> |
|---|-----------------------|------------------------|
| Family Violence Prevention Services Act | 93.671 | \$ 841,530 |
| Sexual Violence Prevention | 93.991 | 173,576 |
| Violence Against Women | 16.589 | 44,186 |
| Victims of Crime Act | 16.575 | <u>1,147,525</u> |
| | | <u>\$2,206,817</u> |

NHCADSV Vision and Mission

Vision

All New Hampshire communities provide safety for every person.

Mission

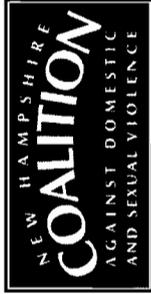
The New Hampshire Coalition Against Domestic and Sexual Violence creates safe and just communities through advocacy, prevention and empowerment of anyone affected by sexual violence, domestic violence and stalking.

Note: The language below will be used in grant applications and other documents to provide further clarification of what the Coalition does. The statement above is the actual Mission Statement.

This mission is accomplished by the Coalition, which includes 14 independent community-based member programs, a Board of Directors and a central staff working together to:

- Influence public policy on the local, state and national levels;
- Ensure that quality services are provided to victims;
- Promote the accountability of societal systems and communities for their responses to sexual violence, domestic violence and stalking;
- Prevent violence and abuse before they occur.

Approved April, 2011



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Robin Christopherson

Executive Director

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Vice Chairperson

Open

Treasurer

Kathy Keller

Executive Director

New Beginnings

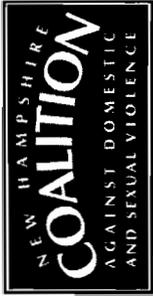
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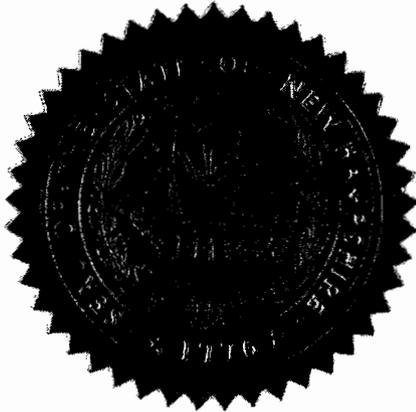
603-271-4061

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State of New Hampshire
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that NEW HAMPSHIRE COALITION AGAINST DOMESTIC AND SEXUAL VIOLENCE is a New Hampshire nonprofit corporation formed April 30, 1981. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.



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

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

William M. Gardner
Secretary of State



CERTIFICATE OF LIABILITY INSURANCE

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

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

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

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

COVERAGES CERTIFICATE NUMBER: 2012 REVISION NUMBER:

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

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

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

CERTIFICATE HOLDER

CANCELLATION

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

AAA
JH



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

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-4451 1-800-852-3345 Ext. 4451
FAX: 603-271-4729 TDD Access: 1-800-735-2964

Nicholas A. Toumpas
Commissioner

Maggie Bishop
Director

April 22, 2011

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

G&C Approved

Date 5/25/11
Item # 72

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Children, Youth and Families to enter into a **sole source** agreement with the New Hampshire Coalition Against Domestic and Sexual Violence, Concord, New Hampshire (Vendor #155510 B001), for the provision of a statewide domestic violence prevention program, in an amount not to exceed \$1,010,000, effective July 1, 2011 or upon Governor and Council approval, whichever occurs later, through June 30, 2013. Funds to support this request are anticipated to be available in the following accounts in SFY 2012 and SFY 2013 upon the availability and continued appropriation of funds in the future operating budgets, with authority to adjust amounts if needed and justified, between State Fiscal Years:

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

| <u>Class/Object</u> | <u>Title</u> | <u>Activity Code</u> | <u>SFY</u> | <u>Amount</u> |
|---------------------|-------------------------------|----------------------|--------------|-----------------------|
| 073-500581 | Grants to Non-Profits - State | 40130218 | 2012 | \$505,000.00 |
| | | | 2013 | \$505,000.00 |
| | | | Total | \$1,010,000.00 |

EXPLANATION

This request seeks approval to enter into a sole source agreement with the New Hampshire Coalition Against Domestic and Sexual Violence. The Coalition is the only program in the State working with victims of domestic and sexual violence and continues to be uniquely qualified to provide these services. As such the Coalition is designated by the Department as the coordinator to administer the domestic violence grant program as specified in NH RSA 173-B:18. This request seeks approval to enter into an agreement with the New Hampshire Coalition Against Domestic and Sexual Violence to administer the mandated domestic violence grant program.

Chapter 223 of the Laws of 1981 (NH RSA 173-B:16) mandates a Domestic Violence Program. A special receipt account funded by an assessment against marriage licenses issued was established as the source of funds to support this service. These funds provide grant money to New Hampshire programs that provide aid and assistance to victims of domestic and sexual violence. The assessment is currently thirty-eight dollars per marriage license.

His Excellency, Governor John H. Lynch
and the Honorable Executive Council
April 22, 2011
Page 2

Domestic violence grant funds are disbursed by the New Hampshire Coalition Against Domestic and Sexual Violence to twelve local organizations around the State and are used to fund such services as 24-hour crisis telephone lines, emergency transportation, shelters, community outreach, and education and support services to thousands of victims of sexual and domestic violence each year. To ensure that potential providers have competitive access to deliver these services at the local level, the New Hampshire Coalition Against Domestic and Sexual Violence solicits proposals from local agencies and awards sub-contracts to perform these services throughout the state.

The New Hampshire Coalition Against Domestic and Sexual Violence has successfully carried out the mandates set forth in RSA 173-B:18 for the past several years. Their work has included: delivering multiple training programs multiple times throughout each year; holding a variety of outreach/awareness events; ensuring that 100% of NH's communities have access to a local domestic violence agency; consistent provision of a 24-hour crisis telephone service; and ensuring that victims have access to emergency shelter at all times. In addition, hundreds of people receive emergency transportation and thousands are provided legal and social services advocacy. Other services include operating domestic violence support groups, and publishing and distributing fact sheets, brochures, stickers, ribbons, etc. to promote awareness of domestic violence issues.

Agreement Terms

The agreement secures the New Hampshire Coalition Against Domestic and Sexual Violence's services for two years and includes a provision to renew the agreement for up to four additional years, based on continued availability of funds, satisfactory completion of services, and Governor and Council approval. The amount of funds supporting this program have been reduced this year. Despite this challenge, the New Hampshire Coalition Against Domestic and Sexual Violence will continue to administer the program with only 10% of the funding and opt instead to send 90% of the grant funds onto local agencies delivering domestic violence services, including advocacy, safe shelter and financial support.

In the event that this contract is not approved by the Governor and Executive Council, the New Hampshire Coalition Against Domestic and Sexual Violence's ability to provide required domestic violence prevention will be greatly diminished.

Geographic area served: Statewide

Source of funds: The special fund for domestic violence programs established by RSA 173-B:15. 69.8% Other (Marriage License Fees), 30.2% General Funds. In the event that the Other funds become no longer available, General funds will not be requested to support this program.

Respectfully submitted,



Maggie Bishop
Director

Approved by:



Nicholas A. Toumpas
Commissioner

NH Department of Health and Human Services

STANDARD EXHIBIT C-I

ADDITIONAL SPECIAL PROVISIONS

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