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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
Citizens Services Line 1-800-339-9900

March 21, 2014

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

REQUESTED ACTION

Authorize the Department of Education to enter into a contract with Maureen K. Gross (vendor code 258342), as a *Professional Development Trainer for the Volunteer Educational Surrogate Parent and Facilitated IEP Meeting Facilitator Programs*: responsible to develop and provide training for new educational surrogate parents and volunteer facilitators. The contract will be effective upon Governor and Council approval for the period effective July 1, 2014 through June 30, 2016, in an amount not to exceed \$20,000.00. 100% Federal funds.

Funding for this request is available in account titled IDEA Federal Funds, pending legislative approval of the next biennium budget as follows:

	<u>FY'15</u>	<u>FY'16</u>
06-56-56-562510-41100000-102-500731	\$10,000.00	\$10,000.00
Contracts Program Services		

EXPLANATION

The Department of Education is responsible for training and appointing volunteer educational surrogate parents for those educationally disabled students whose parents are unable to be located, are unknown, the child is under legal guardianship of DCYF, a court has issued a written order for an educational surrogate parent, or a child is found to be homeless in accordance with the McKinney Vento Act. The Educational Surrogate Parent Program serves infants and toddlers ages 0 to 3 years and students up to the age of 21 years.

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March 21, 2014

Page 2

The Department of Education is responsible for the training of volunteer IEP facilitators to be assigned to facilitate special education team meetings in which both the family and school district are in agreement to trying this lowest level of Alternative Dispute Resolution. Generally, an IEP facilitator is requested when parents and school district personnel are experiencing difficulties communicating and reaching agreement about a student's needs. Ms. Gross will be responsible for: 1) developing/revising training manuals for the Educational Surrogate Parent Program and the Facilitated IEP Meeting Program; 2) schedule and provide six trainings to train new volunteers to become certified educational surrogate parents in accordance with Ed 1115; and 3) schedule and provide trainings for new volunteer facilitators in effective communication and listening skills, use of strong meeting facilitation techniques and conflict resolution strategies

The Department of Education prepared and published a Request for Proposals (RFP) for an individual to develop and provide the required professional development and training for the New Hampshire Volunteer Educational Surrogate Parent Program per Ed 1115 and Facilitated IEP Meeting Program listed under RSA 186-C:23 Alternative Dispute Resolutions, in the Manchester Union Leader, for the period October 17th, 18th and 20th; as well as posted on the Department website. Two (2) proposals were received by the deadline. One (1) proposal met the criteria of the Request for Proposal (see rubric).

The Department of Education, Bureau of Special Education would like to contract with Maureen Gross as she is knowledgeable in 1) State and federal Special Education laws; 2) the Education Surrogate Parent Program and the role of an educational surrogate parent; and, 3) knowledge and skills in positive meeting facilitation strategies and effective interactive professional development training strategies.

In the event 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

Professional Development Trainer for Volunteer Educational Surrogate Parent and Facilitated IEP Meeting Program Scoring Rubric

Name of Applicants	8.2.1 Significance of Proposal – Description of applicant’s abilities to meet or exceed the Minimum Requirements (4.0), including a description of their volunteer and work experience and educational background. This will include a review of the letter of interest, letters of recommendation and resume. (40 points)	Describe how you will accomplish the Services including activities and strategies. Identify roles, responsibilities and partners to be involved in the various activities.(40 points); 8.2.2 Quality of Services to be Provided – the applicant’s ability to accomplish the Services to be Provided (1.0) as evidenced through the documentation submitted, including any products that may demonstrate your level of expertise and experience. 8.2.2(a) Content knowledge, including but not limited to, State and federal Special Education laws, knowledge of the Educational Surrogate Parent Program and the role of an educational surrogate parent, knowledge and skills in positive meeting facilitation strategies , knowledge of effective interactive professional development training strategies and knowledge that supports the accomplishment of the Services to be Provided. (30 points)	8.2.2(b) Technical Skills, including but not limited to, facilitation, leadership, collaboration, communication, and report writing. (30 points)	Total Score
Linda Potter	22.75	20.75	20.00	63.5
Maureen Gross	33.25	25.00	26.25	84.5

The committee members responsible for review of the Statewide Parent Involvement and Post School Outcome Surveys proposals include the following

- individuals:
- Bridget Brown – Education Consultant – Special Education
 - Mary Lane - Education Consultant – Special Education
 - Donna Couture – Program Specialist III – Special Education
 - Amy Jenks – Program Specialist III – Special Education

The scoring for this proposal was conducted employing a consensus model.

The role of the committee members was advisory in nature. They provided information, analysis, and recommendations that were present to the Commissioner of Education.

The Commissioner of Education reviews the information provided and makes the final decision regarding the award of such grants.

Subject: PD Trainer for Volunteer ED Surrogate Parent/Facilitated IEP Meeting Program **FORM NUMBER P-37 (version 1/09)**

AGREEMENT

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

GENERAL PROVISIONS

1. IDENTIFICATION.

1.1 State Agency Name NH State Department of Education, Bureau of Special Ed		1.2 State Agency Address 101 Pleasant Street, Concord, New Hampshire 03301	
1.3 Contractor Name Maureen K. Gross		1.4 Contractor Address 32 Foxcross Circle, Concord, New Hampshire 03301	
1.5 Contractor Phone Number 603-491-9280	1.6 Account Number See Exhibit B	1.7 Completion Date June 30, 2016	1.8 Price Limitation \$20,000.000
1.9 Contracting Officer for State Agency Santina Thibedeau, Administrator, Bureau of Special Ed		1.10 State Agency Telephone Number 603-271-6693	
1.11 Contractor Signature <i>Maureen K. Gross</i>		1.12 Name and Title of Contractor Signatory Maureen K. Gross	
1.13 Acknowledgement: State of <u>New Hampshire</u> County of <u>Merrimack</u> On <u>2/20/14</u> , before the undersigned officer, personally appeared the person identified in block 1.12, or satisfactorily proven to be the person whose name is signed in block 1.11, and acknowledged that s/he executed this document in the capacity indicated in block 1.12.			
1.13.1 Signature of Notary Public or Justice of the Peace <i>Linda Proctor</i> [Seal]		MY COMMISSION EXPIRES SEPTEMBER 19, 2017	
1.13.2 Name and Title of Notary or Justice of the Peace <u>Linda Proctor Notary</u>			
1.14 State Agency Signature <i>VIRGINIA M. BARRY</i> <i>Commissioner of Education</i>		1.15 Name and Title of State Agency Signatory <i>Virginia M Barry</i>	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: <i>Sarah J. Hughes</i> Director, On: <u>4/1/14</u>			
1.17 Approval by the Attorney General (Form, Substance and Execution) By: <i>[Signature]</i> On: <u>4/4/14</u>			
1.18 Approval by the Governor and Executive Council By: On:			

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

3. EFFECTIVE DATE/COMPLETION OF SERVICES.
3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, this Agreement, and all obligations of the parties hereunder, shall not become effective until the date the Governor and Executive Council approve this Agreement ("Effective Date").
3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

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

5. CONTRACT PRICE/PRICE LIMITATION/PAYMENT.
5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT B which is incorporated herein by reference.
5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.
5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

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

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.
6.1 In connection with the performance of the Services, the Contractor shall comply with all statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal opportunity laws. In addition, the Contractor shall comply with all applicable copyright laws.
6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.
6.3 If this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all the provisions of Executive Order No. 11246 ("Equal Employment Opportunity"), as supplemented by the regulations of the United States Department of Labor (41 C.F.R. Part 60), and with any rules, regulations and guidelines as the State of New Hampshire or the United States issue to implement these regulations. The Contractor further agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

7. PERSONNEL.
7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.
7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this Agreement. This provision shall survive termination of this Agreement.
7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.

Contractor Initials *MKG*
Date *2/18/14*

8. EVENT OF DEFAULT/REMEDIES.

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

- 8.1.1 failure to perform the Services satisfactorily or on schedule;
- 8.1.2 failure to submit any report required hereunder; and/or
- 8.1.3 failure to perform any other covenant, term or condition of this Agreement.

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

- 8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;
- 8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;
- 8.2.3 set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or
- 8.2.4 treat the Agreement as breached and pursue any of its remedies at law or in equity, or both.

9. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

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

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

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

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

Report shall be identical to those of any Final Report described in the attached EXHIBIT A.

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

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

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

14. INSURANCE.

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

14.1.1 comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$250,000 per claim and \$2,000,000 per occurrence; and

14.1.2 fire and extended coverage insurance covering all property subject to subparagraph 9.2 herein, in an amount not less than 80% of the whole replacement value of the property.

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

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9, or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than fifteen (15) days prior to the expiration date of each of the insurance policies. The certificate(s) of insurance and any renewals thereof shall be

Contractor Initials *MKL*
Date *2/18/14*

attached and are incorporated herein by reference. Each certificate(s) of insurance shall contain a clause requiring the insurer to endeavor to provide the Contracting Officer identified in block 1.9, or his or her successor, no less than ten (10) days prior written notice of cancellation or modification of the policy.

15. WORKERS' COMPENSATION.

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

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

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

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

18. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire.

19. CONSTRUCTION OF AGREEMENT AND TERMS.

This Agreement shall be construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns. The wording used in this Agreement is the wording chosen by the parties to express their mutual

intent, and no rule of construction shall be applied against or in favor of any party.

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

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

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

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

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

Contractor Initials MKJ
Date 2/18/14

Exhibit A

SCOPE OF SERVICES

Maureen Gross will provide the following annual services to the New Hampshire Department of Education (NHDOE), Bureau of Special Education for the period July 1, 2014 through June 30, 2015 (FY'15) and July 1, 2015 through June 30, 2016 (FY'16):

- Develop/revise a training manual to be approved by the NHDOE, Bureau of Special Education to be used to provide trainings for the volunteer educational surrogate parents in accordance with Ed 1115. This training manual will include, as appropriate, training materials or tools available from the Consortium for Appropriate Dispute Resolutions in Special Education.
 - Schedule and provide up to six trainings (9 hours in length) in various regions of the State each year to train new volunteers to become certified educational surrogate parents in accordance with Ed 1115.
 - Develop short trainings or webinars to be approved by the NHDOE, Bureau of Special Education for existing educational surrogate parents on refresher information on rules and procedures and/or hot topic areas (one to two times a year).
 - Develop/revise training flyer, application, materials and marketing ideas to be approved by the NHDOE, Bureau of Special Education for the educational surrogate parent training opportunities.

- Develop/revise a training manual to be approved by the NHDOE, Bureau of Special Education to be used to provide trainings for the volunteer facilitators for the Facilitated IEP Meetings Program available to schools and families when they have difficulties communicating effectively or cannot come to an agreement at a special education team meeting. This training manual will include, as appropriate, training materials or tools available from the Consortium for Appropriate Dispute Resolutions in Special Education.
 - Schedule and provide, at least one training per year for new volunteer facilitators for the Facilitated IEP Program that includes effective communication and listening skills, use of strong meeting facilitation techniques, and conflict resolution strategies.
 - Develop training flyer, application, materials and marketing ideas to be approved by the NHDOE, Bureau of Special Education for the Facilitated IEP Meeting Program training opportunities.

- Monthly Reporting to be submitted with each invoice requesting payment, that outlines the professional development trainings provided and number of people in attendance, and provide electronic copies of training manuals and materials developed and used in the trainings and marketing of the two volunteer programs.

Initial MG
Date 2/18/14

Exhibit B

Budget

Account number: 06-56-56-562510-41100000-102-500731

Professional Services (\$50.00 per hour)
(Including travel time)

July 1, 2014-June 30, 2015 (FY'15)

July 1, 2015-June 30, 2016 (FY'16)

\$10,000.000

\$10,000.000

Limitation on Price: Upon mutual agreement between the state contracting officer and the contractor, the total budget shall not exceed the price limitation of \$20,000.00.

Method of Payment:

Payment will be made on the basis of monthly invoices that are received by the 10th of the following month which are supported by a summary of activities that have taken place in accordance with the terms of the contract.

Amy Jenks, Program Specialist
Educational Surrogate Parent Program
NH Department of Education
101 Pleasant Street
Concord, NH 03301

Initial AMJ
Date 2/18/14

Exhibit C

Authorize the Department of Education to waive the insurance section of the agreement; Section 14, 14.1 and 14.1.1. The provisions of items 14.1, 14.1.1, and 14.1.2 of the general provisions are not applicable.

Contractor will carry appropriate levels of personal automobile insurance during the term of this contract, per the coverage levels set forth in the attached auto insurance declaration page.

Initial MLK
Date 2/18/14

Note:

Maureen K. Gross, Allstate Fire and Casualty Insurance Company ~ Auto Policy Declarations indicates Policy Period June 24, 2014 to December 23, 2013

Per Ms. Gross:

Attached a copy of my current insurance card; the policy itself is sent every year in June and we pay for half a year at a time. This reflects the current insurance and it will be renewed in June.

Allstate Fire and Casualty Insurance Company

RENEWAL Auto Policy Declarations

Summary

NAMED INSURED(S) and Maureen K Gross	YOUR ALLSTATE AGENT IS Caroline Pellock (603) 226-3300 63 S Main Street Concord NH 03301	YOUR BILL lists your payment options.
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POLICY NUMBER	POLICY PERIOD Dec. 24, 2013 to June 24, 2014 at 12:01 a.m. standard time
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VEHICLES COVERED	VEHICLE ID NUMBER	LIENHOLDER
1. 07 Toyota Camry		None
2		None

Total Premium

Premium for 07 Toyota Camry	\$317.31
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Premium for Additional Coverages	\$67.22
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TOTAL Premium if you pay in full (Includes FullPay Discount)	\$632.29
TOTAL Premium if you pay in installments	\$691.40

If you pay less than the pay in full amount, you will be charged an installment fee(s).

Your Policy Effective Date is Dec. 24, 2013

We are required by New Hampshire regulation to re-order credit reports at least every three years. The premium shown for this renewal offer is based in part on the insurance score we derived from credit information obtained pursuant to this regulation.

Your premium reflects the Gold Protection package

AUTO *010002813103103003220702*



Information as of
October 31, 2013

Page 1
NH01ORBD 06/10

Allstate Fire and Casualty Insurance Company



Allstate.
You're in good hands.

Your Agent: **Caroline Pellock (603) 226-3300**

COVERAGE FOR VEHICLE # 1

2007 Toyota Camry

COVERAGE	LIMITS	DEDUCTIBLE	PREMIUM
Automobile Liability Insurance		Not Applicable	\$144.60
• Bodily Injury	\$250,000 each person \$500,000 each occurrence		
• Property Damage	\$100,000 each occurrence		
Automobile Medical Payments	\$5,000 each person	Not Applicable	\$8.04
Auto Collision Insurance	Actual Cash Value	\$500	\$118.72
(Safe Driving Deductible Reward - deductible reduction amount available is \$300)			
Auto Comprehensive Insurance	Actual Cash Value	\$100	\$31.12
Rental Reimbursement Coverage	up to \$30 per day for a maximum of 30 days	Not Applicable	\$17.25
Total Premium for 07 Toyota Camry			\$319.73

RATING INFORMATION

This vehicle is driven over 7,500 miles per year, 10 - 20 miles to work/school



Additional Coverage

The following policy coverage is also provided.

COVERAGE	LIMITS	PREMIUM
Uninsured Motorists Insurance for Bodily Injury	\$250,000 each person \$500,000 each accident	\$67.22
TOTAL		\$67.22

Your Policy Documents

Your auto policy consists of this Policy Declarations and the documents listed below. Please keep them together.

- New Hampshire AFCIC Insurance Policy form AFA41
- NH Auto Policy Amendatory Endorsement form AFA52

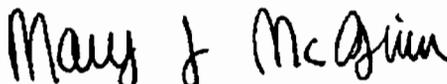
Important Payment and Coverage Information

Your Gold Protection package contains the following features:

- Accident Waiver Enhancement feature
- Safe Driving Deductible Reward feature

IN WITNESS WHEREOF, **Allstate** has caused this policy to be signed by its Secretary and its President at Northbrook, Illinois, and if required by state law, this policy shall not be binding unless countersigned on the Policy Declarations by an authorized agent of **Allstate**.


Steven P. Sorenson
President


Mary J. McGinn
Secretary

