



STATE OF NEW HAMPSHIRE
DEPARTMENT of CULTURAL RESOURCES

State Council on the Arts, Division of Historical Resources
State Library, Film & Television Office,
Commission on Native American Affairs (administratively attached)

20 Park Street
Concord, New Hampshire 03301



VAN McLEOD
Commissioner
Van.McLeod@dcr.nh.gov

TEL: 603-271-2540
FAX: 603-271-6826
www.nh.gov/nhculture

August 13, 2014

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

REQUESTED ACTION

The Department of Cultural Resources, Division of the Arts, requests permission to award a Public Value Partnership Grant in the amount of \$13,000.00 to the Children’s Museum of New Hampshire (Vendor code 155571) to strengthen their capacity for affordable diverse arts programs to New Hampshire residents and visitors, effective upon Governor and Council approval through June 30, 2015.
100% General Funds.

Funds are available in the account titled State Arts Development as follows:

	<u>FY 2015</u>
01-34-34-341010-1250000-073-500581 Grants Non-Federal	\$13,000.00

EXPLANATION

Public Value Partnerships are awarded to nonprofit arts organizations, with a minimum of 5 years of continuous arts programming and professional staffing, to strengthen their capacity for offering affordable, diverse arts program to New Hampshire’s residents and visitors. Grant categories and deadlines are advertised through the divisions’ website, social media and electronic newsletters.

At a recent meeting, the Arts Council Board unanimously voted to accept the Arts Division’s Public Value Partnership Review Panel’s recommendations for the partnerships based on its funding priority ranking within a competitive review. The six-member peer panel, facilitated by an Arts Councilor, considered 17 criteria to arrive at a consensus ranking for each application. Each panelist is advised, both individually and collectively, of their obligation to disclose any conflict of interest and themselves from assessment if a conflict is present. The evaluative criteria range from the administrative capacity of the organization, artistic quality, strategic planning, to community impact and accessibility.

Respectfully submitted,

Van McLeod
Commissioner



NEW HAMPSHIRE STATE COUNCIL ON THE ARTS GRANT AGREEMENT

This agreement between the State of New Hampshire, New Hampshire State Council on the Arts (hereinafter "Council") and The Childrens Museum of NH (hereinafter "Grantee") is to witness receipt of funds subject to the following conditions:

- GRANT PERIOD: FY2015**
- OBLIGATIONS OF THE GRANTEE:**
 - The Grantee agrees to accept **\$13,000.00** and apply it to the program(s) described in the grant application and approved budget referenced above. In the performance of this grant agreement, the Grantee is in all respects an independent contractor and is neither an agent nor employee of the State.
 - Funding credit including Council logo must appear in all programs, publicity, and promotional materials. The following wording and Council logo should be used:

The Childrens Museum of NH is supported in part by a grant from the New Hampshire State Council on the Arts & the National Endowment for the Arts.
 - The Grantee agrees to provide up to two (2) complimentary tickets/admissions as requested for site visits by appropriate Council staff/evaluators.
 - The Grantee agrees to abide by the limitations, conditions and procedure outlined herein and in the attached appendices. If appropriated funds for this grants program are reduced or terminated, all payments under this grant may cease. That determination rests within the sole discretion of the Council.
- PAYMENT** will be made following the receipt and execution of all required documents and approval of the Governor and Executive Council
- FINAL REPORT:** The Grantee agrees to submit a final financial and narrative report on a form provided by the Council no more than 30 days after the end of the grant period. **Failure to submit the final report will render the Grantee ineligible for Council funding for two years.**
- SOVEREIGN IMMUNITY:** No provision of this contract is to be deemed a waiver of sovereign immunity by the State of New Hampshire.

COUNCIL APPROVAL

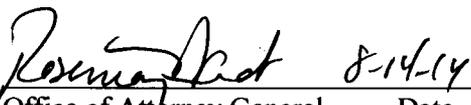
Contracting Officer for State Agency

 Signature _____ Date 8.12.14
 Name, Title: Virginia Lupi, Director

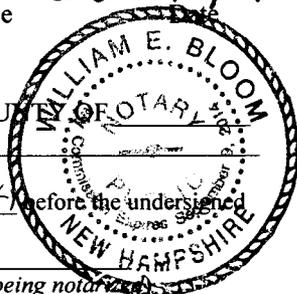
GRANTEE SIGNATURE

Org/ Name: **The Childrens Museum of NH**
 Address: 6 Washington St., Dover NH
Jane Bard
 Printed Name of Authorized Official for Grantee
Jane Bard, President 8/5/14
 Authorized Official's Signature & Title

APPROVED BY ATTORNEY GENERAL

as to form, substance and execution:

 Office of Attorney General _____ Date 8-14-14

NOTARIZATION REQUIRED:

STATE OF NEW HAMPSHIRE, COUNTY OF STAFFORD
 On the 5TH day of August 2014 before me the undersigned officer, personally appeared JANE BARD
 (Print name of person whose signature is being notarized)
 or satisfactorily proven to be the person whose name appears above, and acknowledged that s/he executed this document in the capacity indicated.


 Notary Public/ Justice of the Peace
 Printed Name: William Bloom
 My Commission expires: 9-9-14

CERTIFICATION OF BOARD RESOLUTION

Authorization to Enter into Contracts with
New Hampshire State Council on the Arts

Important: To expedite your payment these steps must be followed in this order:

* Resolution date must occur on or before the Grant Agreement is signed.

** Certificate on bottom of page must be signed and notarized on the same date or after the grant agreement is signed.

1. *Resolution:

THIS IT TO CERTIFY that the following is a true and correct copy of excerpts from resolutions adopted at a meeting of the Board of Directors

Children's Museum of N.H. August 4, 2014
(name of organization)

at which time a quorum was present and voted, and further that said resolution has not been rescinded, altered or amended and is still in full force and effect.

"Be it resolved that Jane Bard is hereby authorized
(Printed name of authorizing official)

on behalf of this Corporation to enter into contracts with the State of New Hampshire and to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, as (s)he may deem necessary, desirable or appropriate."

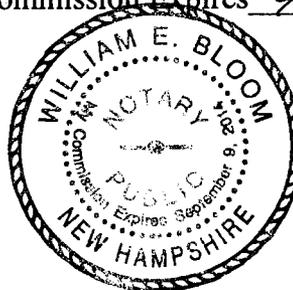
Signed: Delise West
(Signature of Clerk/Secretary to the board)
Printed Name Delise West

2. **Certificate

STATE OF NEW HAMPSHIRE
COUNTY OF STAFFORD

On the 5TH day of AUGUST, 2014 before the undersigned officer, personally appeared DELISE WEST, or satisfactorily proven to be the person whose name appears
(print name of person whose signature is being notarized)
above, and acknowledged s/he executed this document in the capacity indicated.

[Signature]
Notary Public/ Justice of the Peace
Printed Name: William M. Bloom
My Commission Expires 9-9-14



Vitae

Jane E. Bard
4 Wildwood Lane
Kittery, ME 03904
207.439.5211
jeb1990@myfairpoint.net

EDUCATION

University of New Hampshire, M.Ed. Elementary Education, 1993. Special interest in children's literacy and teaching science.

University of New Hampshire, Bachelor of Arts, English/Journalism and Communication, 1990. Focus on writing for the media, television and radio production, and public speaking.

EMPLOYMENT HISTORY

President (September 2013 - present). The Children's Museum of New Hampshire. Lead the overall strategic direction and operations of the institution, supervising all department heads and remaining the head of the Education department.

Associate Director & Education Director (February 2009 – April 2011). The Children's Museum of New Hampshire. Manage all aspects of daily museum operations, including visitor services, exhibits and education departments. Maintain role and responsibilities as Education Director.

Director of Education (March 1996 – August 2013). The Children's Museum of Portsmouth and New Hampshire. Develop, schedule, market, evaluate and orchestrate a variety of museum programs, special events and outreach offerings.

Museum Manager and Outreach Coordinator (November 1994 – March 1996). The Children's Museum of Portsmouth. Oversee the museum's daily operations, supervise a staff of volunteers, interns and paid staff. Promote and teach all outreach programs, plan daily activities.

Classroom teacher (September 1993 – June 1994). 3rd & 4th multi-grade classroom. Village Elementary School, York, ME.

RELATED EXPERIENCE & SKILLS

New England Museum Association (NEMA) Board of Directors Nominating Committee (Summer 2010 - 2012).

- ◆ Reviewed applicants for NEMA Board of Directors positions and conferred with museum professionals throughout New England to nominate candidates.

Budget Creation and Management (1995 – 2012).

- ◆ Create and manage annual Programs budget
- ◆ Create and manage budgets for grant-funded programs and special events
- ◆ Analyze cost-effectiveness of programs and modify as needed

Donor Cultivation Tours During The Museum's Capital Campaign (2007 – 2008).

- ◆ Ability to clearly articulate the museum's purpose and mission, answer a wide variety of questions, and engage in positive interactions with possible donors

Exhibit Development (1996 – 2008).

- ◆ Member of the Exhibit Team instrumental in the creation of the *Kids World Café*, *Pattern Palace* and *Dino Detective* exhibits
- ◆ Co-developer of *Primary Place: An Early Learning Landscape* for the new Children's Museum of New Hampshire

Grant Writing and Sponsorship Proposals (1995 – 2012).

- ◆ Sought out and wrote a variety of grants and sponsorship proposals throughout museum career to fund various program initiatives and exhibits including ones to Ronald McDonald House Charities, The Honda Foundation, Howard Hughes Medical Institute, Art Builds Community, Irving Oil, Wentworth-Douglass Hospital, The Roger R. and Theresa S. Thompson Endowment Fund

Fundraisers (2006 – 2012).

- ◆ Assisted with several themed museum galas, leadership role in the planning and execution of the *Ramp It Up* gala held at the Rye Airfield Park in 2006
- ◆ Developed and implemented the museum's *Pizza Fest and Silent Auction* fundraiser 2009 - 2011

Public Relations (1996 – 2010).

- ◆ Media appearances on *NH Chronicle*, New Hampshire Public Television, New Hampshire Public Radio, Comcast and Metrocast cable access programs, newspaper and online media venues

Research and Planning For The New Museum (2006 – 2008).

- ◆ Site visits and interviews with museum professionals throughout New England, studies of best practices in museums
- ◆ Program planning & space allocation, classroom design, purchasing equipment
- ◆ Evaluating current programs and modifying for new museum

Co-Chair of New England Museum Association's Children's Museum Professional Affinity Group (January 2004 – 2008).

- ◆ Plan and facilitate yearly professional workshops and informal meetings. Represent the needs of children's museums to the greater museum community.

Board Member (September 2001 – June 2003).

- ◆ Little Blessings Preschool and Daycare, Portsmouth, NH.

Teaching Internship (September 1992 – May 1993).

- ◆ 1st & 2nd multi-grade and 3rd & 4th multi-grade. Village Elementary School. York, ME.

PROGRAMS DEVELOPED FOR THE CHILDREN'S MUSEUM

***Dover Mini Maker Faire* (2013).** Spear-headed a community festival of hands-on science, invention and creativity for all ages. Featured over 50 makers and attended by 1300 visitors.

***Summer Library Outreach* (2012).** Developed to reach new audiences and bring affordable programming to libraries.

***Cochecosystems Curriculum Development* (2009).** In an effort to reach out to teachers throughout the state and change the perception that the museum is only for young visitors, a comprehensive curriculum was written and published to enhance our *Cochecosystems* exhibit and provide teachers with in-depth lesson plans relating the importance of NH's rivers in the state's history, as well as the life sciences

***Books Alive! Literacy Program* (2006).** Piloted in the spring of 2006, this initiative brings children's literature to life by combining storytelling and literacy activities with the excitement of meeting larger-than-life book characters

***Museum Learning in Afterschool Program* (2004).** A series of traveling outreach kits designed to extend the museum's reach to under-served schools throughout the state. During its three year run, 21st Century Learning schools in the towns of Portsmouth, Dover, Seabrook, Kittery, Newmarket, Manchester, Nashua, Gorham, Berlin, Hillsboro/Deering and Winchester participated in this 36-week curriculum project.

***Experience Counts* (2004).** This multi-faceted program was created with three goals in mind: welcome grandparents facing challenging financial circumstances to visit the museum for free with their grandchildren, make the museum a welcoming place for seniors looking for volunteer opportunities and provide groups of seniors in assisted living facilities with the chance to interact with children and families. Secured a Rotary Club grant to fund this program.

***Focused Group Visit Program* (2001).** Responding to the needs to teachers who requested more in-depth museum visits, focused group visits were introduced to meet teacher's curriculum needs and align with state proficiency standards. Developed collaborative programs with The Music Hall and Seacoast Science Center

to reach new school audiences.

Kids Create At The Community Campus (1999). Partnered with at-risk teens from New Heights, the Portsmouth Public Library, and the Head Start program at Portsmouth's Community Campus, facilitated a year-long program in which the teens conducted research, designed and built an interactive exhibit for use by the Head Start program and Community Childcare Center families at the Community Campus. Secured an Arts Build Community grant to fund this program.

Animation Station (1998). Portable animation studio outreach program. Traveled to schools, after school programs and summer camps throughout the state. Students participated in all aspects of short film production from storyboard and script writing, to creating characters, backdrops, editing, adding music and special effects. Collaborated with VSA Arts and Granite State Independent Living's Teen's Coping group to create a short film titled *Same, Not Special* about disability awareness. This film was screened before an audience at the Capitol Center for the Arts and was instrumental in the museum receiving the 2003 Governor's Arts Award for Cultural Access Leadership. Secured a grant from Ronald McDonald House Charities to develop and fund this program's pilot year.

It's A Sensation (1997). In collaboration with the staff at Portsmouth Head Start, created a series of five portable exhibits to supplement student learning and assist with transitions at the beginning and end of each school day.

Creation of New Special Events and Classes In Response to Community Needs, Interests and Museum Mission (1995 – present).

- ◆ First Friends playgroup for children ages 6 months – 2 years
- ◆ Gingerbread House Making Workshop
- ◆ Holiday Gift Making Workshops
- ◆ Junior Science Explorers for children ages 3 – 5 and Science Explorers for Homeschoolers
- ◆ Special Event Days: Mardi Gras, Earth Day, Irish Heritage Day, Cinco De Mayo, Not So Spooky Spectacular, Family Valentine's Dance and New Year's Eve Celebration
- ◆ Summer Fun Week and Mini-Camp summer camp programs
- ◆ Wee Ones' Wednesday, interactive drop-in program for children ages 2 – 4

CONFERENCES

Planned and facilitated the following New England Museum Association Workshops:

“Practical Training For Frontline Staff and Managers,” Fitchburg Art Museum (May 2008)

“Museums As Partners For Literacy,” Providence Children’s Museum (May 2007)

“Connecting With Your Audience: Multiple Intelligences in Museums,” Peabody Essex Museum (May 2006)

“Collaborations & Connections,” Boston Children’s Museum (May 2005)

“Recipes for Success: Best Practices In All Areas of Museum Operations,” Discovery Museums in Acton (May 2004)

Presenter at the New England Museum Association Annual Conference:

“Reaching Under-Served Audiences In Your Community,” Providence, Rhode Island (November 2007)

“Interactive Exhibits: What Works, What Doesn’t,” Burlington, Massachusetts (November 2004)

“The Toddler and the Tween: Peaceful Coexistence,” The Children’s Museum of Portsmouth (November 2001)

PROFESSIONAL MEMBERSHIPS

Association of Children’s Museums, Association of Science and Technology Centers, New England Museum Association

**The Children's Museum of New Hampshire
Board of Directors 2014**

Executive Committee

Jason Kroll, Chair
BANK W Holdings

Joan Marchessault, Vice Chair
Strategic Leadership Consulting

Carolyn Cloutier, Treasurer
Construction Services of New Hampshire

Delise West, Secretary
Human Resource Partners

Eric Gregg, Member at Large
Four Tree Island Advisory LLC

Ava Beaulieu, Strategy Management Services **Rebecca Loehr, Weber Shandwick**

Briana Coakley, Coakley & Hyde **Jennifer McConathy, DDS**

Kevin Donovan, Bottomline Technologies **Tiffany Melanson, Federal Savings Bank**

Susan Entz, University of New Hampshire **Tod O'Dowd, Avery Insurance**

Brian Fecteau, Amesbury Chevrolet **Jonathan Shapleigh, Bank of NH**

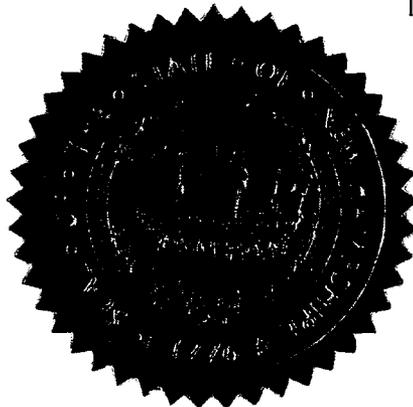
Greg Johnson, Prime, Buchholz & Associates **Diane Stowell, Leone, McDonnell & Roberts**

Sarah Lavoie, Burns, Bryant, Cox, Rockefeller & Durki **Susan Wolowitz**

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 The Children's Museum of New Hampshire is a New Hampshire nonprofit corporation formed December 23, 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 30th day of October A.D. 2013

William M. Gardner

William M. Gardner
Secretary of State