

13 mac



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH SERVICES

29 HAZEN DRIVE, CONCORD, NH 03301
603-271-4524 1-800-852-3345 Ext. 4524
Fax: 603-271-8705 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

Jeffrey A. Meyers
Commissioner

Lisa M. Morris
Director

July 1, 2019

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court, and

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

REQUESTED ACTION

1. Pursuant to the provisions of RSA 14:30-a, VI, Additional Revenues, authorize the Department of Health and Human Services, Division of Public Health Services, to **retroactively** accept and expend federal funds in the amount of \$137,500 from the Administration for Children and Families to fund the Community Collaborations to Strengthen and Preserve Families in NH effective upon date of approval by the Fiscal Committee and Governor and Council for the period July 1, 2019 through September 30, 2019 and further authorize the funds to be allocated as follows. 100% Federal Funds.

05-95-90-902010-7047 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF COMMUNITY AND HEALTH SERVICES, COMMUNITY COLLABORATIONS SFY 2020

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Budget
000-400146	Federal Funds	\$0	\$137,500	\$137,500
Total Revenue		\$0	\$137,500	\$137,500

020-500200	Current Expense	\$0	\$1,999	\$1,999
030-500301	Equipment	\$0	\$125	\$125
039-500188	Telecommunications	\$0	\$150	\$150
041-500801	Audit Fund Set Aside	\$0	\$138	\$138
042-500620	Add'l Fringe Benefits	\$0	\$1,043	\$1,043
059-500117	Temporary Full Time	\$0	\$14,189	\$14,189
060-500602	Benefits	\$0	\$7,198	\$7,198
070-500707	In State Travel Reimbursement	\$0	\$1,500	\$1,500
080-500717	Out-of-State Travel Reimbursement	\$0	\$3,698	\$3,698
102-500731	Contracts for Program Services	\$0	\$107,460	\$107,460
Total Expenses		\$0	\$137,500	\$137,500

2. Pursuant to the provisions of NH RSA 124:15, Positions Restricted, and subject to the approval of item 1 above, authorize the Department of Health and Human Services, Division of Public Health Services, to **retroactively** amend Fiscal Item #19-025 approved on January 4, 2019 and Governor and Council Item #28 approved on January 23, 2019 to establish a full-time temporary (Class 059) position at the following level: one Program Specialist IV, labor grade 25 utilizing funds from the Administration for Children and Families to fund the Community Collaborations to Strengthen and Preserve Families in NH by extending the end date from June 30, 2019 to September 30, 2019 effective upon date of approval by the Fiscal Committee and Governor and Council.

EXPLANATION

Retroactive approval is requested to fund the full-time temporary position as of July 1, 2019. The funding and authority for this position expired on June 30, 2019. This funding is not available under the Continuing Resolution

The Community Collaborations to Strengthen and Preserve Families (CCSPF) program will establish integrated community planning and evidence-based services to reduce child maltreatment, reduce entry into foster care, improve parent-child interactions, improve skills for regulating behavior and coping adaptively and facilitate improved coordination of services and referrals for high risk families with children ages 0-8. As determined by the Federal cooperative agreement, planning and family support services will be located in the City of Manchester and the Winnepesaukee Public Health Region (Belmont, Franklin, Laconia and Tilton). These communities were selected due to increased rates of poverty, child maltreatment, and other appropriate measures of social vulnerability. Funds from the CCSPF will enable the two communities, with guidance from the Department of Health and Human Services, to develop Community Implementation Teams (CITs) using the Boundary Spanning Leadership Model. These CITs will then coordinate the planning and implementation of evidence based family strengthening and community planning services.

Listed below are answers to standard questions required of all Fiscal Committee item requests, related to RSA 9:16-a, "Transfers authorized", RSA 14:30-a, VI "Expenditure of funds over \$100,000 from any Non State Source", or RSA 124:15, "Positions Authorized", or both, and all Emergency requests pursuant to " Chapter 145, subparagraph I, (a), Laws of 2019, making temporary appropriations for the expenses and encumbrances of the State of New Hampshire":

1. Is the action required of this request a result of the Continuing Resolution for FY 2020?

Yes, this program was not included in the SFY18-19 budget (HB144) as the Department was awarded HRSA funding for the project period as of 9/30/2018, which was the first year of a five (5) year grant. As such this funding is not part of the 3/12th base that the Continuing Resolution is calculated from.

2. If this request is retroactive what is the significance and importance of the action being effective from an earlier date?

This retroactive request is necessary to support the cost of staff salary and benefits.

3. Is this a previously funded and ongoing program established through Fiscal Committee and Governor and Executive Council action?

Yes. Please see attached. Federal Funds were accepted to expend by the Fiscal Committee on January 4, 2019 and Governor and Executive Council on January 23, 2019.

4. Was funding for this program included in the FY 2018-2019 enacted Budget or requested and denied?

No, The Department was awarded Federal Funds through the Community Collaborations to Strengthen and Preserve Families grant in October 2018.

5. Is this program in total or in part, included in the vetoed FY 2020-2021 Operating Budget proposal currently pending for your department, or was it requested and denied?

Yes, this program in total was included in the vetoed FY 2020-2021 Operating Budget proposal currently pending for this department.

6. Does this program include, either positions or consultants, and if so are the positions filled, vacant, or have offers pending? (Please provide details for each position and note whether consultant contracts have been awarded.)

The grant provides funds for the creation of a filled position within the Division of Public Health Services identified in item 2 above. The Program Specialist IV has the responsibility for administrative and program operations of the Community Collaboration to Strengthen and Preserve Families in NH program, and be the point-of-contact for all activities at NH DHHS. Evaluation will be conducted by an existing contract with the University of New Hampshire's Institute on Disability, which was awarded on April 17, 2019.

7. What would be the effect should this program be discontinued or not initiated as a result of this request being denied?

Should the Governor and Executive Council not authorize this request, New Hampshire children and their families may not receive prevention activities within the targeted communities identified as needing the greatest prevention supports and services. The currently filled position to manage oversight of the community collaborations to strengthen and preserve families federal grant activities will be impacted as well as the timeline of activities for the grant will be impacted. The two contract vendors will be further delayed in fully implementing parental assistance programming with outcomes focused on reducing the number of child protection referrals for abuse and neglect as well as decreasing the amount of children entering foster care. The goal of these contracts is to provide services that strengthen and preserve families, prior to entering the child welfare system, and implement a community-based approach to responding to the needs families have through increasing "protective factors" such as, parental resilience, increasing social connections, concrete supports in times of need, knowledge of parenting and child development, and increasing social and emotional competence. When present, these "protective factors" can help to mitigate risk and can increase health and overall well-being for families and children.

Funds are budgeted as follows:

Class 020 - Current Expenses for the purchase of office supplies, program materials to include print documents, brochures for program reports, presentations and postage.

Class 030 - Equipment for the purchase of desk equipment.

Class 039 - Telecommunications to pay for service for the Program Specialist IV.

Class 041 - Audit Fund Set Aside per state requirements.

Class 042 - Additional Fringe Benefits for post-retirement benefits.

Class 059 - Full Time Temporary Personnel and Class 060 - Benefits if approved in item 2, to support a Program Specialist IV to oversee the grant.

Class 070 - In-State Travel to cover travel expenses staff incurs while performing their duties.

Class 080 - Out-of-State Travel to cover travel expenses for meetings mandated by the funder, including an annual grantee meeting as well as three site visits to well-performing jurisdictions.

Class 102 - Contracts for Program Services to fund contracts with the two communities and the evaluator to support the grant objectives.

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

- 1) List of personnel involved:

Temporary Full-Time Program Specialist IV, LG 25, Position #9T2954

- 2) Nature, need and duration:

The Program Specialist IV has the responsibility for administrative and program operations of the Community Collaboration to Strengthen and Preserve Families in NH program, and be the point-of-contact for all activities at NH DHHS.

- 3) Relationship to existing agency programs:

The activities will enhance existing agency programming as well as help align cross Department work.

- 4) Has similar program been requested of the Legislature and denied?

No

- 5) Why wasn't funding included in the agency's budget request?

These funds were requested in DHHS's budget for the FY20-FY21 biennium.

- 6) Can portions of the grant funds be utilized for other purposes?

Federal funds allocated to the state cannot be used for other purposes.

7) Estimate the funds required to continue this position:

<u>Position (Salary & Benefits)</u>	<u>FY 2020</u>
Program Specialist IV	\$21,387

In response to the anticipated two-part question, "Can these funds be used to offset General Funds?" and "What is the compelling reason for not offsetting General Funds?" the Division offers the following information: These funds may not be used to offset General Funds as they are specifically granted to the State for the purpose of providing the services described above.

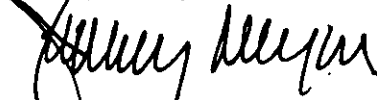
These funds will not change the program eligibility levels.

Area served: City of Manchester and the Winnipesaukee Public Health Region

Source of funds: These funds are 100% Federal from the Administration for Children and Families to fund the Community Collaborations to Strengthen and Preserve Families in NH.

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

Respectfully submitted,



Jeffrey A. Meyers
Commissioner



Jeffrey A. Meyers
Commissioner

Lisa M. Morris
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH SERVICES

29 HAZEN DRIVE, CONCORD, NH 03301
603-271-4524 1-800-852-3345 Ext. 4524
Fax: 603-271-8705 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

28 FIS 19 025

max

December 31, 2018

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court, and

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

Approved by Fiscal Committee Date

G&C Approval Date: 1/23/2019
G&C item Number: 28

REQUESTED ACTION

1. Pursuant to the provisions of RSA 14:30-a, VI, Additional Revenues, authorize the Department of Health and Human Services, Division of Public Health Services, to accept and expend federal funds in the amount of \$550,000 from the Administration for Children and Families to fund the Community Collaborations to Strengthen and Preserve Families in NH effective retroactive to January 1, 2019 upon approval by the Fiscal Committee and Governor and Council, through June 30, 2019, and further authorize the funds to be allocated as follows. Grants funds awarded for periods after SFY 2019 will be included in the operating budgets for SFY 2020 and SFY 2021. 100% Federal Funds.

05-95-90-900010-7047 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF COMMUNITY AND HEALTH SERVICES, COMMUNITY COLLABORATIONS

SFY 2019

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Budget
000-400146	Federal Funds	\$0	\$550,000	\$550,000
Total Revenue		\$0	\$550,000	\$550,000

020-500200	Current Expense	\$0	\$5,500	\$5,500
030-500301	Equipment	\$0	\$500	\$500
037-500173	Technology-Hardware	\$0	\$1,700	\$1,700
038-500175	Technology-Software	\$0	\$800	\$800

039-500188	Telecommunications	\$0	\$600	\$600
041-500801	Audit Fund Set Aside	\$0	\$550	\$550
042-500620	Add'l Fringe Benefits	\$0	\$4,171	\$4,171
059-500117	Temporary Full Time	\$0	\$56,755	\$56,755
060-500602	Benefits	\$0	\$28,792	\$28,792
070-500707	In State Travel Reimbursement	\$0	\$6,000	\$6,000
080-500717	Out-of-State Travel Reimbursement	\$0	\$14,792	\$14,792
102-500731	Contracts for Program Services	\$0	\$429,840	\$429,840
Total Expenses		\$0	\$550,000	\$550,000

2. Pursuant to the provisions of NH RSA 124:15, Positions Restricted, and subject to the approval of item 1 above, authorize the Department of Health and Human Services, Division of Public Health Services, to establish a full-time temporary (Class 059) position at the following level: one Program Specialist IV, labor grade 25-utilizing funds from the Administration for Children and Families to fund the Community Collaborations to Strengthen and Preserve Families in NH, effective upon date of approval by the Fiscal Committee and Governor and Council, through June 30, 2019. The attached letter from Division of Personnel approved the establishment of this position.

EXPLANATION

Retroactive approval is requested as funds are needed for federally mandated travel on January 14 - 17, 2019. The Community Collaborations to Strengthen and Preserve Families (CCSPF) program will establish integrated community planning and evidence-based services to reduce child maltreatment, improve parent-child interactions, improve skills for regulating behavior and coping adaptively and facilitate improved coordination of services and referrals for high risk families with children ages 0-8. As determined by the Federal cooperative agreement, planning and family support services will be located in the City of Manchester and the Winnepesaukee Public Health Region (Belmont, Franklin, Laconia and Tilton). These communities were selected due to increased rates of poverty, child maltreatment, and other appropriate measures of social vulnerability.

Funds from the CCSPF will enable the two communities, with guidance from the Department of Health and Human Services, to develop Community Implementation Teams (CITs) using the Boundary Spanning Leadership Model. These CITs will then coordinate the planning and implementation of evidence based family strengthening and community planning services. Evaluation will be conducted by a contract with the University of New Hampshire's Institute on Disability. The grant provides funds for the creation of a position within the Division of Public Health Services identified in item 2 above. Two existing positions, one in the Division for Children Youth and Families and one position in the Commissioner's Office will provide support to the project and ensure Department-wide planning of integrated prevention and family support efforts.

Funds are budgeted as follows:

Class 020 - Current Expenses for the purchase of office supplies, program materials to include print documents, brochures for program reports, presentations and postage.

Class 030 - Equipment for the purchase of desk equipment.

Class 037 - Technology-Hardware and Class 038 Technology-Software for the purchase of a laptop computer, docking station, printer, and software such as Microsoft Office and MacAfee license for the Program Specialist IV.

Class 039 - Telecommunications to pay for service for the Program Specialist IV.

Class 041 - Audit Fund Set Aside per state requirements.

Class 042 - Additional Fringe Benefits for post-retirement benefits.

Class 059 - Full Time Temporary Personnel and Class 060 - Benefits if approved in item 2, to support a Program Specialist IV to oversee the grant.

Class 070 - In-State Travel to cover travel expenses staff incurs while performing their duties.

Class 080 - Out-of-State Travel to cover travel expenses for meetings mandated by the funder, including an annual grantee meeting as well as three site visits to well-performing jurisdictions.

Class 102 - Contracts for Program Services to fund contracts with the two communities and the evaluator to support the grant objectives.

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

- 1) List of personnel involved:

Temporary Full-Time Program Specialist IV, LG 25, Position #9T2954

- 2) Nature, need and duration:

The Program Specialist IV will have responsibility for administrative and program operations of the Community Collaboration to Strengthen and Preserve Families in NH program, and be the point-of-contact for all activities at NH DHHS.

- 3) Relationship to existing agency programs:

The activities will enhance existing agency programming as well as help align cross Department work.

- 4) Has similar program been requested of the Legislature and denied?

No

- 5) Why wasn't funding included in the agency's budget request?

These funds were awarded September 27, 2018. It was not known that these funds would be available at the time the agency established its SFY 2018-2019 biennial budget.

- 6) Can portions of the grant funds be utilized for other purposes?

Federal funds allocated to the state cannot be used for other purposes.

- 7) Estimate the funds required to continue this position:

<u>Position (Salary & Benefits)</u>	<u>FY 2020</u>	<u>FY 2021</u>
Program Specialist IV	\$85,547	\$87,354

In response to the anticipated two-part question, "Can these funds be used to offset General Funds?" and "What is the compelling reason for not offsetting General Funds?" the Division offers the following information: These funds may not be used to offset General Funds as they are specifically granted to the State for the purpose of providing the services described above.

These funds will not change the program eligibility levels.

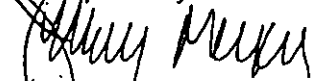
Area served: City of Manchester and the Winnepesaukee Public Health Region

Source of funds: These funds are 100% Federal from the Administration for Children and Families to fund the Community Collaborations to Strengthen and Preserve Families in NH.

Attached are the Division of Personnel authorization, Notice of Grant Award and Award History. Notice of these funds was received on September 27, 2018. They were not added to the operating budget because these are new funds recently granted to the State and were not anticipated at the time the budget was developed.

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

Respectfully submitted,



Jeffrey A. Meyers
Commissioner

JAM/LM/ecl



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

CHARLES M. ARLINGHAUS
Commissioner
(603) 271-3201

LORRIE A. RUDIS
Director of Personnel
(603) 271-3261

November 30, 2018

Marilyn G. Doe, Administrator
Bureau of Human Resources
Department of Health and Human Services
129 Pleasant Street
Concord, NH 03301

Regarding: Request to establish a full-time temporary Program Specialist IV, labor grade 25

Dear Ms. Doe:

The Division of Personnel approves the New Hampshire Department of Health and Human Services' request to establish a #9T position for a full-time temporary Program Specialist, Labor Grade 25, pending approval of funding. This position is being established to support the Community Collaboration to Strengthen and Preserve Families (CCSPF) Program and has been assigned position number 9T2954.

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

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

Very truly yours,

Marianne R. Rechy
Classification & Compensation Administrator

Cc: Lorrie A. Rudis, Director of Personnel

SUPPLEMENTAL JOB DESCRIPTION**PROPOSED**

CLASSIFICATION: Program Specialist IV

Function Code: 712600

POSITION TITLE: Community Collaboration Program
Manager

Date Established: 11/26/18

POSITION NUMBER: 9T2954

Date last Amendment:

SCOPE OF WORK: To evaluate work procedures and to plan the development and modification of data, policies and procedures from National and State sources for use in planning and development of the Community Collaboration to Strengthen and Preserve Families (CCSPF) Program and other child maltreatment prevention programs within the Maternal and Child Health Section and coordinated with the Division for Children Youth and Families (DCYF).

ACCOUNTABILITIES:

- Prepares and submits programmatic grant applications and progress reports relative to child maltreatment prevention and family support programs including, Community Collaboration to Strengthen and Preserve Families (CCSPF). Uses public health and child welfare informatics in developing, implementing, evaluating, and improving policies, programs, and services.
- In partnership with DCYF, coordinates child maltreatment prevention program implementation including service implementation, systems building activities, data collection and evaluation. Facilitates communication among individuals, groups, and organizations.
- Develops new program initiatives, procedures, standards, and guidelines relative to child maltreatment prevention, based on evidence-based practices in collaboration with state and federal experts. Program initiatives may include statewide and regional child maltreatment prevention systems building, research-based parent education and home visiting programs, family support, and childhood trauma professional development.
- Prepares and reviews proposals and contracts for the delivery of the required services of Community Collaboration to Strengthen and Preserve Families or other child maltreatment prevention activities.
- Provides technical assistance and training in child maltreatment prevention and family support topics to contracting agencies and other community initiatives as needed. Supports community and diverse perspectives in developing, implementing, and evaluating policies, programs, and services.
- Monitors Community Collaboration to Strengthen and Preserve Families program budget and, in collaboration with DCYF and MCH, determines resource allocation to community agencies. Monitors expenditures of program funds at the state and community level to maintain fiscal accountability.
- Acts as liaison with Federal partners and project officers. Represents child maltreatment prevention programs on relevant state, regional and national committees.
- Supervises professional and support staff including hiring, firing, interviewing, performance evaluation, task delegation and overseeing individual work responsibilities to ensure optimum staff performance.

MINIMUM QUALIFICATIONS:

Education: Master's degree from a recognized college or university with major study in education, early childhood development, family studies, social work, public health, health education, or a health profession. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: Four years' professional experience in education, family support, social work, public health, health education or a health profession, with responsibilities in program research, planning, monitoring, and evaluation.

OR

Education: Bachelor's degree from a college or university with major study in education, social work, public health, health education or a health profession.

Experience: Five years' professional experience in education, family support, social work, public health, health education or a health profession, with responsibilities in program research, planning, monitoring, and evaluation. Each additional year of approved work experience may be substituted for one year of required formal education.

License/Certification: Valid driver's license and/or access to transportation for use in statewide travel.

SPECIAL REQUIREMENTS: For appointment consideration, Program Specialist IV applicants must successfully participate in a structured interview measuring possession of knowledge, skills and abilities identified as necessary for satisfactory job performance by this class specification. The structured interview is developed and administered, according to Division of Personnel guidelines, by representatives of the state agency in which the vacancy exists.

DISCLAIMER STATEMENT: The supplemental job description lists the essential functions of the position and is not intended to include every job duty and responsibility specific to the position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

SIGNATURES

I have reviewed this job description for content.

Reviewer's Name, Title & Position #: Rhonda Siegel Administrator II, #14792

Reviewer's Signature Date

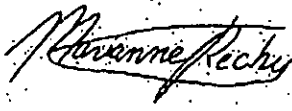
I have reviewed the content of the above job description with my supervisor.

Employee's Name and Signature Date Reviewed

I have discussed the work responsibilities outlined by this job description with the above employee.

Supervisor's Name, Title & Position #: Rhonda Siegel, Administrator II, #14792

Supervisor's Signature Date Reviewed


VH

11/26/18

Division of Personnel Date Approved

AWARD HISTORY
COMMUNITY COLLABORATION TO STRENGTHEN AND PRESERVE FAMILIES IN NH
90CA1858-01-00

A	Community Collaboration to Strengthen and Preserve Families in NH 90CA1858-01-00		
B	Award Ending 09/29/2019	550,000	
C	Expended through 6/30/18		enter as negative number
D	Unobligated Balance Unable to Spend	_____	enter as negative number
E	Award Balance 7/1/18	\$ 550,000	
F	SFY 19 Appropriation **		enter as negative number
G	Balance Forward	_____	enter as negative number
H	Available to Accept in SFY 19	550,000	
I	Amount Requested this Action	<u>550,000</u>	

** SFY 19 Appropriation

010-030-70470000	Current	OYR	Total	This Action	Revised Budget
COMMUNITY COLLABORATION TO STRENGTHEN AND PRESERVE FAMILIES IN NH				550,000	550,000

DEPARTMENT OF HEALTH AND HUMAN SERVICES
 ADMINISTRATION FOR CHILDREN AND FAMILIES
 NOTICE OF AWARD

SAI NUMBER:

PMS DOCUMENT NUMBER:

1. AWARDING OFFICE: ACYF - Children's Bureau		2. ASSISTANCE TYPE: Coop Agreement		3. AWARD NO.: 90CA1858-01-00		4. AMEND. NO. 0	
5. TYPE OF AWARD: Other			6. TYPE OF ACTION: New			7. AWARD AUTHORITY: 42 USC 5101, Sec. 106(a)	
8. BUDGET PERIOD: 09/30/2018 THRU 09/29/2019			9. PROJECT PERIOD: 09/30/2018 THRU 09/29/2023			10. CAT NO.: 93.870	
11. RECIPIENT ORGANIZATION: HEALTH AND HUMAN SERVICES, NEW HAMPSHIRE DEPT OF 129 Pleasant St Concord, NH 03301-3852 Grantee Authorizing Official: Christine Tappan, Associate Commissioner Human Services					12. PROJECT / PROGRAM TITLE: Community Collaboration to Strengthen and Preserve Families in NH: A Prevention, Public Health, Cross-Sector Approach		

13. COUNTY: Merrimack		14. CONGR. DIST: 02		15. PRINCIPAL INVESTIGATOR OR PROGRAM DIRECTOR: Sarah Moeckel	
--------------------------	--	------------------------	--	--	--

16. APPROVED BUDGET:				17. AWARD COMPUTATION:					
Personnel.....	\$	0.00		A. NON-FEDERAL SHARE.....	\$	0.00	0%		
Fringe Benefits.....	\$	0.00		B. FEDERAL SHARE.....	\$	550,000.00	100%		
Travel.....	\$	0.00		18. FEDERAL SHARE COMPUTATION:					
Equipment.....	\$	0.00		A. TOTAL FEDERAL SHARE.....	\$	550,000.00			
Supplies.....	\$	0.00		B. UNOBLIGATED BALANCE FEDERAL SHARE.....	\$	0.00			
Contractual.....	\$	0.00		C. FED. SHARE AWARDED THIS BUDGET PERIOD...\$		0.00			
Facilities/Construction.....	\$	0.00		19. AMOUNT AWARDED THIS ACTION:					
Other.....	\$	550,000.00		\$ 550,000.00					
Direct Costs.....	\$	550,000.00		20. FEDERAL \$ AWARDED THIS PROJECT PERIOD:					
Indirect Costs.....	\$	0.00		\$ 550,000.00					
At % of \$				21. AUTHORIZED TREATMENT OF PROGRAM INCOME:					
In Kind Contributions.....	\$	0.00		Additional Costs					
Total Approved Budget.....	\$	550,000.00		22. APPLICANT EIN:		23. PAYEE EIN:		24. OBJECT CLASS:	
				026000618		1026000618B3		41.45	

25. FINANCIAL INFORMATION:							DUNS	011040545
ORGN	DOCUMENT NO.	APPROPRIATION	CAN NO.	NEW AMT.	UNOBLIG.	NONFED %		
	90CA185801	75-18-1536	8-G994150	\$550,000.00				

26. REMARKS: (Continued on separate sheets)

See next page

27. SIGNATURE - ACF GRANTS OFFICER		DATE:		28. SIGNATURE(S) CERTIFYING FUND AVAILABILITY	
Ms. Bridget Shea Westfall		09/27/2018		Nicole Miles	
				09/28/2018	

29. SIGNATURE AND TITLE - PROGRAM OFFICIAL(S)		DATE:	
Mr. Jerry Milner - Associate Commissioner		09/27/2018	

DEPARTMENT OF HEALTH AND HUMAN SERVICES
 ADMINISTRATION FOR CHILDREN AND FAMILIES
 NOTICE OF AWARD

SAJ NUMBER:

PMS DOCUMENT NUMBER:

1. AWARING OFFICE: ACYF - Children's Bureau		2. ASSISTANCE TYPE: Coop Agreement		3. AWARD NO.: 90CA1858-01-00		4. AMEND. NO. 0		
6. TYPE OF AWARD: Other			6. TYPE OF ACTION: New			7. AWARD AUTHORITY: 42 USC 5101, Sec. 106(a)		
8. BUDGET PERIOD: 09/30/2018 THRU 09/29/2019			9. PROJECT PERIOD: 09/30/2018 THRU 09/29/2023			10. CAT NO.: 93.670		
11. RECIPIENT ORGANIZATION: HEALTH AND HUMAN SERVICES, NEW HAMPSHIRE DEPT OF								

26. REMARKS (Continued from previous page)

RESTRICTION PLACED ON FEDERAL FUNDS: Within 30 days of receipt of this award, grantee must submit a signed cooperative agreement as a grant note in GrantSolutions. Grantee and the program office must finalize the terms and conditions of the cooperative agreement.

Grantee must also submit a revised SF424B Assurances for Non-Constructions Programs form signed by the Authorized Official to Grants Management Specialist Monique Weatherspoon at monique.weatherspoon@acf.hhs.gov.

Grantee must also resolve budget concerns with Ms. Weatherspoon.