



NEW HAMPSHIRE
COUNCIL ON
DEVELOPMENTAL DISABILITIES

JUL 29 '22 AM 10:45 RCVD

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July 28, 2022

His Excellency, Governor Christopher T. Sununu
And the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the NH Council on Developmental Disabilities (DD Council) to hold an organized meeting in December 2023, at the Grappone Conference Center in Concord, NH for an Award Ceremony with a cost not to exceed \$5,445.00 for the purpose of hosting the "Winter Awards Ceremony", held annually. Effective upon Governor and Council approval through December 31, 2023. 100% Federal Funds

Funding to support this request is available in the following account for State Fiscal Years 2023 and are anticipated to be available in Fiscal Year 2024, upon the continued appropriation of funds in the future operating budget with the authority to adjust encumbrances between fiscal years within the price limitation throughout the Budget Office, if needed and justified.

01-97-97-970010-71350000 – Developmental Disabilities Council	
FY2023 Class 22 – 500248 Rent	\$800.00
FY2024 Class 22 – 500248 Rent	\$4645.00

EXPLANATION

The NH Council on Developmental Disabilities will host this annual event recognizing individuals who have demonstrated strong support and advocacy for the developmental disabilities' community.

This event provides an opportunity to bring stakeholders together from communities throughout NH to celebrate outstanding commitment and action for this population.

The Award Ceremony will include (some components may be pre-recorded):

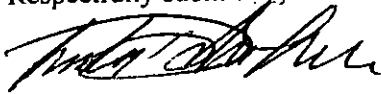
- Keynote Presentation/Pre-recorded content to discuss the work being done by the DD Council and the value of the contributions being made by individuals
- Remarks from the Chair and Executive Director of the DD Council
- Messages from state political representatives
- Introductions from DD Council members/staff
- Remarks from award recipients

BUDGET NARRATIVE

Items	Class	Object	Description	Cost
Room and Hall fees	22	500248	Rent-Other Than State	\$800.00
Equipment (AV, etc)	22	500255	Rent/Lease Office Equip	\$25.00
Supplies and Materials	20	500200	Supplies	\$200.00
Photocopying/Printing	20	500217	Supplies	\$320.00
Postage	20	500216	Supplies	\$400.00
Food/staff and gratuities	20	500207	Supplies	\$2,500.00
ASL Interpreters/CART	46	500464	Consultants	\$400.00
Awards	20	500200	Supplies	\$300.00
Cash Awards	72	500575	Fed Grants	\$500.00
TOTAL				\$5,445.00

In the event that federal funds become no longer available, general funds will not be used to support this contract.

Respectfully submitted,



Isadora Rodriguez-Legendre
Executive Director

Estimate of Charges

Account:	New Hampshire Council on Developmental Disabilities	Event Date:	Thursday, December 14, 2023
Post As:	NHCDD Winter Awards	Contact:	Vanessa Blais
Address:		Phone:	603-271-7040
		Email:	vanessa.a.blais@ddc.nh.gov
		Onsite Contact:	
Method Of Payment:	Payment in Advance	Booked By:	Jodi Attridge
Folio #:			

Date	Time	Function	Room	Agr	Gtd
Thu, Dec 14	10:30 AM - 11:00 AM	Registration	Pre-function Area	100	
Thu, Dec 14	11:00 AM - 3:00 PM	Reception	State Rooms	100	
Thu, Dec 14	12:00 PM - 12:30 PM	Welcome	State Rooms	100	
Thu, Dec 14	12:30 PM - 1:00 PM	Awards Ceremony	State Rooms	100	
Thu, Dec 14	1:00 PM - 2:00 PM	Reception	State Rooms	100	

Quantity	Item	Price	Amount
1	DEPOSIT REQUIRED TO CONFIRM DATE	\$800.00	\$800.00
		Subtotal:	\$800.00
		Total:	\$800.00

CHECKS CAN BE MADE PAYABLE TO: Grappone Conference Center, 70 Constitution Avenue, Concord, NH 03301