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Virginia M. Barry, Ph.D.
Commissioner of Education
Tel. 603-271-3144

Paul 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

May 26, 2015

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

REQUESTED ACTION

Authorize the Department of Education to grant funds to A.C.C.E.S.S. Inc., Winchester, NH (Vendor Code 264582), to offer extended day programming for youth and their families, effective upon Governor and Council approval for the period of July 1, 2015 through June 30, 2016 in an amount not to exceed \$84,908.50. 100% Federal Funds.

Funding is available in the account entitled 21st Century Community Learning Center for FY 15/16 as follows pending legislative approval of the next biennium budget:

	<u>FY 16</u>
06-56-56-563010-75380000-072-500577 Grants-Federal	\$84,908.50

Subject to Governor and Council approval and pending approval of the next biennium budget, authorize the Department of Education to exercise a renewal option on this grant for up to three additional fiscal years.

Explanation

This is the second year of a five year grant awarded to the partnership between A.C.C.E.S.S. Inc. and the Winchester School District. Because the Winchester School District acted as the fiscal agent for FY 14/15 (while A.C.C.E.S.S. Inc., a nonprofit organization formed March 4, 2014, established sound fiscal management and Good Standing with the State of New Hampshire), per federal EDGAR regulations, there was no need to proceed through the process of obtaining approval from the Governor and Executive Council. However, for FY 15/16, it has been determined that A.C.C.E.S.S. Inc., a non-Local Education Authority (LEA), will act as the fiscal agent which requires approval from the Governor and Executive Council.

Her Excellency, Governor Margaret Wood Hassan
and The Honorable Council

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The United States Department of Education legislation allows for five year 21st Century Community Learning Center grants to serve youth and their families during the out of school time hours. Grants are annually pending the receipt of an Annual Performance Report that indicates sufficient progress and the availability of federal funds.

New Hampshire anticipates a FY 2016 grant award in the amount of \$5,643,198.00 from the United States Department of Education under Title IVB, the 21st Century Community Learning Center program. This program provides grants to inner city and rural schools, community based organizations, youth development agencies and other educational agencies to provide expanded learning opportunities outside of regular school hours for children in a safe environment. The programs will offer students a broad array of additional services, programs, and activities such as tutorial services, youth development activities, drug and violence prevention, counseling programs, art, music, recreation programs, and technology education. These programs and services are designed to reinforce and complement the regular academic program of the participating students.

The program services provided by the grant cited above will be coordinated by A.C.C.E.S.S. Inc. in collaboration with the Winchester School District. This collaborative approach will serve elementary and middle school Winchester School District youth and their families.

The competition process included: an announcement of the Bidders Conference in December 2013 to Superintendents, Title I Managers, Community and Faith Based Organization Directors, a Bidder's Conference and the publication of the RFP on January 7, 2014, technical support during the proposal writing process, review and scoring of the proposal by three reviewers, and award determinations based on this review process. The reviewers for all proposals included representation from: experienced 21st Century Community Learning Center and school day professionals, higher education, state agencies and community based organizations. 14 proposals were received and six were awarded based on scoring rank and the availability of funds. (See Attachment A).

This is the second year of a five year grant. We request a renewal option for three additional fiscal years since those selected for funding are eligible for five years of funding based on previous successful progress.

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

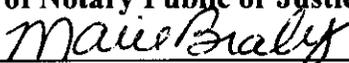
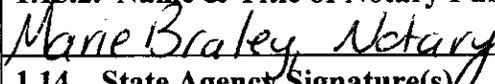
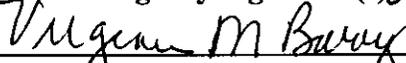
VMB:SBS
Enclosures

GRANT AGREEMENT

The State of New Hampshire and the Grantee hereby
Mutually agree as follows:

GENERAL PROVISIONS

1. Identification and Definitions.

1.1. State Agency Name NH Department of Education		1.2. State Agency Address 101 Pleasant Street Concord, NH 03301	
1.3. Grantee Name All Children Cared for Educated Supported & Successful Town/City of : Winchester, NH VC# 264582		1.4. Grantee Address 10 Back Ashuelot Rd. Winchester, NH 03470	
1.5. Effective Date G&C Approval	1.6. Completion Date 6.30.16	1.7. Audit Date N/A	1.8. Grant Limitation \$ 84,908.50
1.9. Grant Officer for State Agency Suzanne Birdsall-Stone		1.10. State Agency Telephone Number 603-520-6263	
"By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Grantee Signature 1 		1.12. Name & Title of Grantee Signor 1 Jeremy S. Miller; Chief Executive Officer	
Grantee Signature 2		Name & Title of Grantee Signor 2	
Grantee Signature 3		Name & Title of Grantee Signor 3	
1.13. Acknowledgment: State of New Hampshire, County of Cheshire, Town of Winchester on 06 /10 /2015, before the undersigned officer, personally appeared the person identified in block 1.12., known to me (or satisfactorily proven) to be the person whose name is signed in block 1.11., and acknowledged that he/she executed this document in the capacity indicated in block 1.12.			
1.13.1. Signature of Notary Public or Justice of the Peace (Seal) 			
1.13.2. Name & Title of Notary Public or Justice of the Peace  			
1.14. State Agency Signature(s) 		1.15. Name & Title of State Agency Signor(s) VIRGINIA M. BARRY, Commissioner	
1.16. Approval by Attorney General (Form, Substance and Execution) By:  Assistant Attorney General, On: 6/11/15			
1.17. Approval by Governor and Council By: _____ On: / /			

2. SCOPE OF WORK: In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), pursuant to RSA 21-P:36, the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT A (the scope of work being hereinafter referred to as "the Project").

3. AREA COVERED. Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the State of New Hampshire.
4. EFFECTIVE DATE: COMPLETION OF PROJECT.
- 4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date in block 1.5 or on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire whichever is later (hereinafter referred to as "the effective date").
- 4.2. Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.6 (hereinafter referred to as "the Completion Date").
5. GRANT AMOUNT: LIMITATION ON AMOUNT: VOUCHERS: PAYMENT.
- 5.1. The Grant Amount is identified and more particularly described in EXHIBIT B, attached hereto.
- 5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT B.
- 5.3. In accordance with the provisions set forth in EXHIBIT B, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.
- 5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.
- 5.5. Notwithstanding anything 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 Grant limitation set forth in block 1.8 of these general provisions.
6. COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS. In connection with the performance of the Project, the Grantee shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits.
7. RECORDS and ACCOUNTS.
- 7.1. Between the Effective Date and the date three (3) years after the Completion Date the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.
- 7.2. Between the Effective Date and the date three (3) years after the Completion Date, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these general provisions.
8. PERSONNEL.
- 8.1. The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.
- 8.2. The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.
- 8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.
9. DATA: RETENTION OF DATA: ACCESS.
- 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,

- 9.2. computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.
- 9.3. Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.
- 9.4. No data shall be subject to copyright in the United States or any other country by anyone other than the State.
- 9.5. On and after the Effective Date 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, whichever shall first occur.
- 9.6. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.
10. CONDITIONAL NATURE OR AGREEMENT. Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those 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 Grantee notice of such termination.
11. EVENT OF DEFAULT: REMEDIES.
- 11.1. Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):
- 11.1.1 Failure to perform the Project satisfactorily or on schedule; or
- 11.1.2 Failure to submit any report required hereunder; or
- 11.1.3 Failure to maintain, or permit access to, the records required hereunder; or
- 11.1.4 Failure to perform any of the other covenants and conditions of this Agreement.
- 11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
- 11.2.1 Give the Grantee 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 Grantee notice of termination; and
- 11.2.2 Give the Grantee 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 Grant Amount which would otherwise accrue to the grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and
- 11.2.3 Set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and
- 11.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.
12. TERMINATION.
- 12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.
- 12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.
- 12.3. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.
- 12.4. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.
13. CONFLICT OF INTEREST. No officer, member of employee of the Grantee, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or

MARIE A BRALEY
 Notary Public-New Hampshire
 My Commission Expires
 January 28, 2020

- approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
14. GRANTEE'S RELATION TO THE STATE. In the performance of this Agreement the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.
15. ASSIGNMENT AND SUBCONTRACTS. The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit A without the prior written consent of the State.
16. INDEMNIFICATION. The Grantee 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 on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee or Subcontractor, or subgrantee or other agent of the Grantee. 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 shall survive the termination of this agreement.
- 17.1 INSURANCE AND BOND.
The Grantee shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:
- 17.1.1 Statutory workmen's compensation and employees liability insurance for all employees engaged in the performance of the Project, and
- 17.1.2 Comprehensive public liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$2,000,000 for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and
- 17.2. The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice thereof has been received by the State.
18. 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, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver 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 default on the part of the Grantee.
19. 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 first above given.
20. 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 Council of the State of New Hampshire.
21. CONSTRUCTION OF AGREEMENT AND TERMS. This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intend of the parties hereto.
22. 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.
23. 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.
24. SPECIAL PROVISIONS. The additional provisions set forth in Exhibit C hereto are incorporated as part of this agreement.



PROJECT APPLICATION BUDGET AND DESIGNATION OF APPLICATION MANAGER/ PROJECT MANAGER

Federal/State Program Title: ACCESS

FROM: ACCESS
PO Box 92
Winchester, NH 03470

TO: Suzanne Birdsall-Stone
NH Department of Education
State Office Park South
101 Pleasant Street
Concord, New Hampshire 03301-3860

SAURA: 94
 Proposed Project Title: ACCESS

****The following information is required for all projects****

PROJECT MANAGER: Jeremy Miller
 NAME: Jeremy Miller
 ADDRESS: PO Box 92 Winchester, NH 03470
 E-MAIL ADDRESS: jmillier@accessprograms.org

FINANCIAL CONTACT: Jean Thayer
 NAME: Jean Thayer
 E-MAIL ADDRESS: jthayer@accessprograms.org

PROJECT #	
CHANGE #	
PAGE 1 of	2
TYPE OF CHANGE	
BUDGET	
FUND AUTH	
FISCAL AGENT	
X	OTHER
Project Period:	7/1/2015 to: 6/30/2016

TITLE: CEO
 TELEPHONE: 603-903-2823
 FAX: 603-239-4968

TELEPHONE: 603-239-4381 x268
 FAX: 603-239-4968

The above named person is designated as Project Manager. I hold the Project Manager responsible for implementing the project in accordance with the approved project, for remaining within the budget limitations, for ensuring that only authorized items required to implement the project are charged to the project, and for initiating request to amend the approved project. No services or supplies will be ordered or charged to the project without written approval of the Project Manager.

THE APPLICANT AGENCY AGREES AND CERTIFIES THAT:

- This grant will be administered in accordance with the applicable provisions of the following federal laws and regulations:
 - Education Department General Administrative Regulations (EDGAR) in Title 34 Code of Federal Regulations (CFR), Parts 74, 75, 76, 77, 79, 80, 82, 85, 86, Civil Rights Regulations in 34 CFR,
 - Parts 100 through 106, and specific program laws and regulations.
 - Any amendments in effect on the date of this grant award or to become effective during the project period are incorporated.
- Grant accounting and financial reporting will be in accordance with New Hampshire Department of Education "Federal Funds Financial Management Manual".
- Authorized funds will be obligated and expended only for the purpose described in the approved project proposal and budget.
- Audits will be in compliance with the Single Audit Act Amendments of 1996 (P.L. 104-156) and U.S. Office of Management and Budget (OMB) Circulars.
- Project approval, if given, will be on the condition that full funding of the Approved Budget and payment by the grantor are contingent upon the availability of a Federal Grant and Appropriation Authority approved by the General Court of New Hampshire or the Governor and Council of this State for this purpose. Neither the State nor the Department of Education shall be liable for payments under this grant except from such funds.

FISCAL AGENT - MAKE CHECKS PAYABLE TO:
All Children Cared for Educated Supported & Successful
 PO Box 92
 Winchester, NH 03470

APPROVED INDIRECT COST RATE: 0 %

Jeremy S. Miller CEO
 PRINT NAME AND TITLE OF SAU SUPERINTENDENT OF SCHOOLS
 or RA/CHIEF FINANCIAL OFFICER

SIGNATURE SAU SUPERINTENDENT OF SCHOOLS
 or RA/CHIEF FINANCIAL OFFICER

15-Mar-15
 DATE

**New Hampshire Department of Education
21st Century Community Learning Center Program
2014 Competition Reviewers**

Name	Organization/Role
Caroline Butler	Somersworth School District, Title I and Retired Principal
Scot Foster	DHHS, Physical Activity Coordinator
Christine Gingerella	Laconia School District, 21st CCLC Program Director
Elyse Harris	World Affairs Council of NH, Program Coordinator
Janice Hastings	New Heights, Director of Marketing and Development
Debra Hathaway	VT 21st CCLC Program Director
Katrina Kretschmar	Health and Safety Council of Strafford County, 21st CCLC Site Director
Tessa McDonnell	Granite State College, Retired Dean of Learner Services
Jen Rainone	RI 21st CCLC Program Director
Jenn Steinfeld	RI 21st CCLC Program Director
Lisa Strout	Rivier University, Instructor and Faculty Advisor
Hilary Swank	Plymouth State University, Assistant Professor of Education

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 All Children Cared for Educated Supported & Successful is a New Hampshire nonprofit corporation formed March 4, 2014. 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 3rd day of March A.D. 2015

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

William M. Gardner
Secretary of State



PO Box 92
Winchester, NH 03470
www.accessprograms.org

June 10, 2015

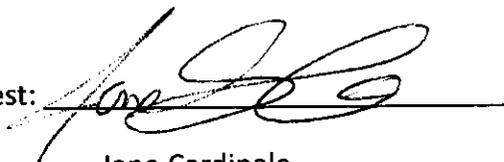
To whom it may concern:

I, Jane Cardinale, hereby certify that I am duly elected Clerk/Secretary of the Board of Directors for All Children Cared for Educated Supported & Successful. I hereby certify that the board of directors voted Jeremy S. Miller as the Chief Executive Officer of our organization effective July 1, 2014. This vote was taken at our June 2014 meeting of the Board of Directors. This vote was unanimous. With this vote he has been authorized to enter into contracts or agreements on behalf of All Children Cared for Educated Supported & Successful with the State of New Hampshire and any of its agencies or departments and further is authorized to execute any documents which may in his judgment be desirable or necessary to affect the purpose of that vote.

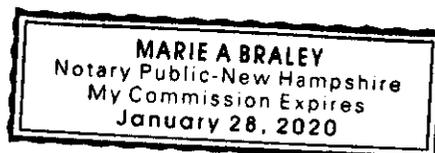
I hereby certify that said vote has not been amended nor repealed and remains in full force and effect as of the date of the contract to which this certificate is attached. I further certify that it is understood that the State of New Hampshire rely on this certificate as evidence that the person listed above, Jeremy S. Miller, currently occupies the position indicated and he has full authority to bind the corporation.

To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

Dated: 6/10/2015

Attest: 

Jane Cardinale
Secretary
Board of Directors



Marie Braley 6/10/15



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/3/2015

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).

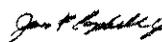
PRODUCER Clark - Mortenson Insurance P.O. Box 606 Keene NH 03431	CONTACT NAME: PHONE (A/C. No. Ext): 603-352-2121 E-MAIL: csr24@clark-mortenson.com ADDRESS:	FAX (A/C. No): 603-357-8491
	INSURER(S) AFFORDING COVERAGE	
INSURED ACCESS A.C.C.E.S.S. Inc. PO Box 92 Winchester NH 03470	INSURER A: Essex Insurance Company	
	INSURER B: FirstComp	
	INSURER C: Mount Vernon Fire Insurance	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER: 188948415** **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			617110	5/5/2014	5/5/2015	EACH OCCURRENCE	\$1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$50,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$1,000
	<input checked="" type="checkbox"/> 1,000						PERSONAL & ADV INJURY	\$1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE	\$2,000,000
POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC							PRODUCTS - COMP/OP AGG	\$2,000,000
AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT (Ea accident)	\$
ANY AUTO							BODILY INJURY (Per person)	\$
ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS							BODILY INJURY (Per accident)	\$
HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS							PROPERTY DAMAGE (Per accident)	\$
								\$
UMBRELLA LIAB <input type="checkbox"/> OCCUR							EACH OCCURRENCE	\$
EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE							AGGREGATE	\$
DED <input type="checkbox"/> RETENTION \$								\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC015410101	5/5/2014	5/5/2015	<input type="checkbox"/> WC STATU-TORY LIMITS	<input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N					E.L. EACH ACCIDENT	\$500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. DISEASE - EA EMPLOYEE	\$500,000
								E.L. DISEASE - POLICY LIMIT
C	Directors & Officers Employment Practices			NDO2553829	5/5/2014	5/5/2015	Limit	\$2,000,000
								Limit

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER State of New Hampshire Department Of Education 101 Pleasant Street Concord NH 03301-3494	CANCELLATION 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 

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ACCESS
Profit & Loss
July 2014 - March 2015

Jul '14 - Mar 15

Ordinary Income/Expense

Income

Grants income

CACFP Grant Reimbursement	2,283.70
DFC Grant Reimbursement	103,624.11
21C Grant Reimbursement	1,049.12
Total Grants income	106,956.93

Total Other Income 48,837.76

Total Income **155,794.69**

Expense

Total Program Expense 294.00

Total 500 Transportation 48,173.73

Total Travel 1,491.57

Total Other Expenses 16,925.13

Total 300 Contract Services 45,618.02

Total 600 Supplies/Operations 9,516.28

Total Telephone, Telecommunications 944.29

100/200 Payroll Expenses

 200 - Health, Medical, & Dental 2,336.97

 200 Retirement 0.00

 200 Fed WH, Med., SS 6,168.21

 200 FUTA 2.70

 200 SUTA 0.00

 100 Wages/Personnel 49,131.27

 100/200 Payroll Expenses - Other 51,268.21

Total 100/200 Payroll Expenses **108,907.36**

Total Expense **231,870.38**

Net Ordinary Income **-76,075.69**



PO Box 92

Winchester, NH 03470

603.903.2823

www.accessprograms.org

<https://www.facebook.com/WinchesterACCESS>

Board of Directors
January 2015

Signature and Name

1. Stephanie Worcester (President/Acting Treasurer)
2. Jane Cardinale (Secretary)
3. Jim Lewis, CAGS
4. Ellen Mendelson

Phone

[REDACTED]

Post Office Address

[REDACTED]

*None of the Board of Directors are compensated for their role on this Board.



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Mission Statement

The object for which this corporation is established is:

To engage exclusively in one or more of the purposes as specified in § 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, including but not limited to developing, supporting, sustaining and promoting formal and informal educational/enrichment & community service opportunities, as well as including for such purposes the making of distributions to organizations that qualify as exempt organizations under § 501(c)(3).

The Corporation will be an organization that both knows the quality of life of the community's children, youth & families and in turn catalyzes strategies, partnerships, resources, programs, and services that lead to an increased quality of life for children, youth & families in the communities we serve.



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Key Personnel
FY 2016

Admin & Management:

21CCLC Program Director: Jeremy Miller

Salary: \$20,000
 Benefits: \$ 1,530

21CCLC Site Coordinator Joseph McGarvey

Salary: \$18,000
 Benefits: \$ 1,377

Seasonal Staff:

Homework Leaders: To be Hired by Sept 8

Salaries: \$ 7,500
 AM HW: \$12.50/hr x 4hrs/wk x 30 weeks = \$1,500
 PM HW: \$12.50/hr x 8hrs/wk x 30 weeks x 2 leaders = \$6,000
 Benefits: \$ 574

Club Leaders/Program Staff: To be hired by Sept 1

Salaries: \$27,500
 AM Leader: \$12.00/hr x 3hrs/day x 180 days = \$6,480
 AM Staff: \$10.00/hr x 1.5hrs/day x 180 days x 1 staff = \$2,700
 PM Staff: \$10.00/hr x 3.25hrs/day x 180 days x 3 staff = \$17,500
 Specialist: \$10.25/hr x 40 weeks x 2 hours/week = \$820
 Benefits: \$2,103.50

Jeremy S. Miller



Objective

To add value to each individual's life by helping them discover their own qualities and strengths.

Education/Credentials

New Hampshire Afterschool Program Credentials, 2012

- Master Professional: Faculty, Trainer, Program Consultant, Individual Mentor
- Administrator: Level 4
- Direct Service: Level 4

M.Ed., Antioch University New England, 2006

Bachelor's Degree, Zion Bible Institute, 2000

Major – Bible Minors - Administration & Education

Diploma, Evangelical Training Association, 2000

Diploma, Susquenita High School, 1996

Work History

Adjunct Faculty, Keene State College

2013 – Present

I am currently teaching two weekly sections of Integrated Quantitative Literacy (IQL). This course introduces

students to quantitative reasoning skills and habits of mind to understand and apply quantitative information to their lives. Students investigate questions or problems and analyze data.

Trainer/Consultant, ACROSS NH

2012 – Present

I have provided Trainings on the following trainings to individuals ranging from Administrators and staff to advisors and volunteers including NH AmeriCorps members:

- Credentialing Work Session
- After School Basics 1-3
- Succession Planning: It's more than you think!

CEO, ACCESS

2005 – Present

In this position I oversee a non-profit organization that implements programs serving families through drug prevention work, out-of-school enrichment, alternative high school experiences, homelessness support and recreational activities that are run on a regular basis. More specifically, I am responsible for program development, assessment & evaluation, sustainability, resource development, and financial management. Our program has collaborated with 75+ partners to benefit children and families of the Winchester, Monadnock, Hinsdale & Jaffrey/Rindge School Districts by developing nine federally and privately funded enrichment programs. All of the programs that have been founded continue as sustained initiatives. I am currently leading ACCESS through the process of attaining its 501©3 status and the analysis of the Teen Assessment Project tool for Winchester School.

Elementary Site Director/Educator, Winchester (ACCESS)**2004 – 2005**

Being the Site Director for the Winchester Elementary School I directly managed a program of 50 students and 10+ staff members. I was charged with developing and implementing an educational curriculum that meets the needs of the students we service. The curriculum is coordinated with classroom subjects and the modes of education are developed with the understanding that each activity is to be developmentally appropriate and must promote learning for the whole child. I was also responsible for managing and coordinating enrollment, parent/child relations, marketing and public relations, recruiting and personnel, staff development, licensing and compliance. However, my main focus was the development and education of each individual child.

Summer Camp Director, The Winchester Learning Center**2004**

As the Director of the Summer Camp I was commissioned to develop and implement an educational, play-based curriculum that met the needs of the community in the areas of drama, music, sports, science, history, cultural diversity, and community awareness. I was also responsible for managing and coordinating enrollment, parent/child relations, marketing and public relations, recruiting and personnel, staff development, & licensing and compliance, while contributing and participating in WLC board meetings when necessary.

I also assumed the task of establishing a Counselor In Training program with the goal of establishing leadership and teamwork skills for our future generation. I also recruited volunteers from the community that enhanced our curriculum through their natural and various talents.

Educator, Dayspring Christian Academy**2002 - 2004**

In the 2002 – 2003 school year I taught 5th grade science, math, social studies, language arts, intro to Spanish, and Bible. I was an advisor for Mock Trial and Math Olympics.

In the 2003 – 2004 school year I worked to develop a new 9th grade in collaboration with a colleague and the principal. I was responsible for the development of curriculums for early 19th century American History, Literature, Grammar, Leadership, & Bible/Theology. I was also an advisor for Mock Trial and Yearbook Club.

Store Manager, Samsonite/American Tourister**2001 - 2002**

I began working as an Assistant Manager in the N. Dartmouth store where I received sales and management training/experience. From there I was promoted to Assistant Manager at the flagship store in Warren, RI where my responsibilities included not only local store management but “out-of-the-box” sales and marketing. I worked closely with the New England District Manager and was able to learn many new management techniques. He then saw fit to promote me to Store Manager in N. Dartmouth.

Prime Time Coordinator, Barrington YMCA**1996 - 2000**

Over these four years I had the opportunity to see the Kid's Gym program grow leaps and bounds while instituting a Kid's Night Out program that grew from 10 to 100 in attendance. Kid's Gym is an activity-based program that focuses on every aspect of development from fine motor and cognitive development to communication and community building skills. My responsibilities included program development and implementation, enrollment, family relations, public relations and in-house marketing, as well as, staff development and training. I also worked in the “After-Care” program where I tutored students and participated in various activities.

Additional Training & Activity

NH 21st CCLC Annual Conference 2004 – 2012 & 2014
NH Early Childhood & Afterschool Credentialing Ceremony, Speaker, 2013
CADCA Coalition Academy Graduate 2012; Coaching the Van Driver 2012, 2013
Brantwood Camp Panel Discussion 2008 (panelist);
Cheshire County Conversation Presenter: The Positive Impact of Afterschool on the Economy, 2010;
New England 21st CCLC Conference 2006, 2007

Membership

Salt & Light, 2012 - Present (founding member; President/CEO)
Winchester Jr. Explorers Board Member 2013- Present (*founding member, Chairperson*)
Salt & Light Board Member 2013- Present (founding member, President)
Pioneer Boys Leader 2013-Present
New Hampshire Afterschool Network 2012 – Present
Regional Prevention Coordinating Committee on Substance Abuse 2009 - present (founding member)
Cheshire County After school Network 2004 – 2012, (*founding member, Vice Chairperson, 2010-11*);
Community And Schools Together 2004 – present (*Co-facilitator, 2006-2008*);
Grace Community Free Church 2010-present
Winchester Boy Scout Troop Committee Member 2005-Present (*founding member, Chairperson*)
We've Got Your Back (Substance Abuse prevention Coalition) 2009-Present
(*founding member & director of DFC project*);
Monadnock Voices for Prevention (Region G) Strategic Planning Committee Member 2009-2010

Joseph T. McGarvey



Education:

High School Diploma

Grace Academy, Alstead, NH

June 2013

Work Experience:

Americorps Member for Out-of- School Programs

September 2013 - Present

Goodwill Americorps, Granite State Education Corps, Winchester ACCESS, Winchester NH

- Plan and facilitate after school enrichment programs and summer camps.
- Assist Director with various assignments and service projects.
- Work in one on one and group setting with kindergarten through 8th grade students.
- Manage external communications such as the ACCESS website, facebook page, etc.
- Serve as a middle manager between ACCESS Director and core staff members.
- Manage various projects and staff members in a mentor capacity.
- Mentor both elementary and middle grade students during the school day.

Food Service

Camp Spofford, Spofford NH

July 2011 - February 2014

- Assist chef in the preparation of meals.
- Stocking and organizing the store room.
- Maintaining a clean kitchen, freezer and dining room.

Dishwasher

Camp Spofford, Spofford NH

June 2009 - July 2011

- Maintain a clean kitchen and working environment for myself and co-workers.
- Provide clean dishes and utensils for camp dining hall and kitchen.
- Disposing of waste and garbage for kitchen.

Volunteer Experience:

Mentor

October 2014 – Present

Pioneer Boys, Winchester, NH

- Mentor a middle school boy weekly in the activities we participate with the group
- Lead activities in areas where I have expertise to contribute to the group

Housekeeping

September 2009 - January 2011

Camp Spofford, Spofford NH

- Helped to maintain clean living spaces and apartments for guests and staff.
- Stock and clean bathrooms and apartments.

Police Cadet Explorers

September 2008 - September 2013

Alstead PD, Alstead NH

- Helped stop and direct the flow of traffic for town and community events.
- Managed and organized recycling for the town transfer station.
- Learned police procedure.

