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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF CORRECTIONS  
DIVISION OF ADMINISTRATION

William L. Wrenn  
Commissioner  
Robin H. Maddaus  
Director

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www.nh.gov/nhdcc

March 24, 2017

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

**REQUESTED ACTION**

The New Hampshire Department of Corrections requests that the following be placed on the Consent Calendar. Authorize the New Hampshire Department of Corrections, in accordance with RSA 4:8, Gifts to the State, to accept a nonmonetary donation from Children’s Literacy Foundation (CLiF), Duncan McDougall, Executive Director, 1536 Loomis Hill Road, Waterbury Center, Vermont, of three literacy seminars for residents, two family storytelling events for parents and children, 1,250 books for participants to give or send to their children, and postage and envelopes for mailing books with a total value of \$15,500.00, for use by the population at the Northern NH Correctional Facility located in Berlin, NH.

**EXPLANATION**

The NH Department of Corrections has received a donation from Children’s Literacy Foundation that will help to improve the literacy of our residents and foster a love of reading in their children. The seminars and storytelling events are aimed at building the participants’ confidence to read to their children, even if they are not strong readers themselves. These events also strengthen and maintain the relationships between fathers and their children. The children can pick out books to take home after an event, and their parent can also mail them books at a later date. According to CLiF, “Studies show that participation in storybook programs helps keep families together and increases the chances of a parent staying at home once he or she is released from prison.”

Your favorable consideration of this request would be greatly appreciated.

Respectfully submitted,

William L. Wrenn  
Commissioner

## New Hampshire Department of Corrections

Name & Address	Description	Market Value
Duncan McDougall, Exec. Director Children's Literacy Foundation 1536 Loomis Hill Rd Waterbury Center VT 05677	3 literacy seminars for residents; 2 storytelling events for participants & children; 1,250 books for fathers to give or send to their children; postage and envelopes for mailing books	\$15,500.00
	<b>TOTAL</b>	<b>\$15,500.00</b>



# The Family Connections Center

of the NH Department of Corrections  
Concord Berlin Goffstown

138 East Milan Road, Berlin NH 03570  
(603) 752-0397

[FCCBerlin@nhdoc.state.nh.us](mailto:FCCBerlin@nhdoc.state.nh.us)  
[www.nh.gov/nhdoc/fcc](http://www.nh.gov/nhdoc/fcc)

March 6, 2017

**To: Fiscal**

**From: Tiffani Arsenault, Family Connections Center at NCF**

**Re: Children's Literacy Foundation of VT Book Donation**

To Whom It May Concern:

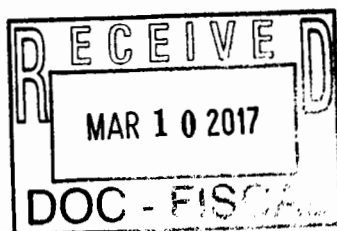
Attached is a donation form from the Children's Literacy Foundation for books. The intention of these books includes: stocking the NCF visiting room and FCC libraries; being mailed to inmate's children as part of FCC activities; seminars for inmates; and a family literacy event for inmates and their families. The donation is for all fathers of minor children at NCF with some events just for fathers in FCC. This donation will cover the remainder of 2017. The books will be sent in multiple mailings before each event. This donation is similar to the one received in 2016.

If you have any questions please contact myself, Tiffani Arsenault, at 603-752-0397 or [Tiffani.Arsenault@doc.nh.gov](mailto:Tiffani.Arsenault@doc.nh.gov); or, my supervisor, Kristina Toth, at 603-271-2255 or [KToth@doc.nh.gov](mailto:KToth@doc.nh.gov).

Thank you,

A handwritten signature in black ink that reads "Tiffani Arsenault, MS". The signature is written in a cursive style.

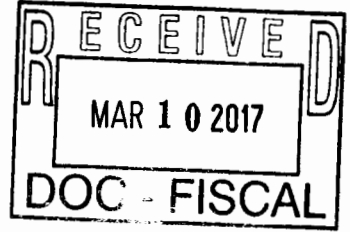
Tiffani Arsenault, MS  
Correctional Counselor/Case Manager  
Family Connections Center  
Northern NH Correctional Facility





STATE OF NEW HAMPSHIRE  
DEPARTMENT OF CORRECTIONS

William L. Wrenn  
Commissioner  
Bob Mullen  
Director



DONATION RECORD  
(All information must be filled in)

Donor/Contact Name:  Mr. \_\_\_\_\_  
 Mrs. \_\_\_\_\_  
 Mrs. Duncan McDougall  
 (Circle one title or write out title(s) with name on line above)

Donor Organization/Business: Children's Literacy Foundation

Donor's Street Address: 1536 Wamis Hill Road

Donor's Mailing Address (if different from above): \_\_\_\_\_

City: Waterbury Center State VT Zip 05677

Donor's Phone Number: \_\_\_\_\_

Donor's Relationship to DOC:

Volunteer  Support Group or Organization  
 Employee  Other: \_\_\_\_\_  
 (Do not leave blank)

Intended Area of Use by DOC:

NHSP/M - FCC  NCF - FCC  
 NHSP/Women - FCC  THU/TWC: CHM, NEH, SFHC, TWC (Circle One)

QUANTITY	DETAILED DESCRIPTION OF ITEM	INTENDED USE	ESTIMATED \$ VALUE*
3	literacy seminars for inmates	to help inmates read to their children	\$3,000.00
2	family storytelling events for inmates & children	to connect families through stories & books	\$2,000.00
	Postage for mailing books & envelopes	" "	\$3,000.00
1250	Books for inmates to give to their children	" "	\$7,500.00
			\$15,500.00

\*IRS Publication 561 *Determining the Value of Donated Property* indicates that the donor determines the value; DOC staff members shall not do this. Each donation MUST include a dollar value, no matter how small.

Delivered by: [Signature]

Date: 2/21/17

Received by: [Signature]

Date: 3/14/17

Staff signature above verifies that the donor is NOT a family member of, or on the visitor list of, any inmate.

DOC contact for information regarding this donation:

Name: Tiffany Arsenault

Phone: 752-0397