

1-0 YB



GOVERNOR Margaret Wood Hassan  
CHAIRMAN Debra M. Douglas  
COMMISSIONER Paul J. Holloway  
COMMISSIONER David L. Gelinas  
EXECUTIVE DIRECTOR Charles R. McIntyre

May 6, 2016

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

**REQUESTED ACTION**

The New Hampshire Lottery Commission requests authorization to enter into an Educational Tuition Agreement and to pay costs not to exceed \$888.00 as follows:

**INSTITUTION:** NHTI  
Concord's Community College  
31 College Drive  
Concord, New Hampshire

**COURSE:** Intermediate Accounting I

**COURSE DATE:** August 29, 2016 – December 16, 2016

**EMPLOYEE:** Tiffani McIntosh  
Senior Accounting Technician

**DISTRIBUTION CODE:** Funds to be encumbered from the following  
account: New Hampshire Lottery Commission, Lottery  
Division  
06-083-083-830013-10290000  
Training 066-500544

**TOTAL COURSES COST:** \$888.00

**STATE SHARE:** \$888.00

**SOURCE OF FUNDS:** Lottery funds

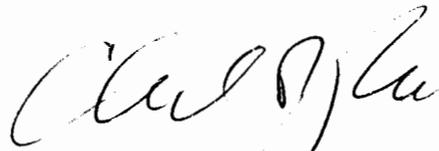


**EXPLANATION**

Tiffani McIntosh is currently the Senior Accounting Technician at the New Hampshire Lottery Commission.

The Intermediate Accounting I course will provide Tiffani with additional knowledge needed for her position as an Accounting Technician and will improve her skills in accounting data that contributes directly to higher productivity. Topic areas of review of the overall accounting cycle, and in-depth study of accounting concepts and FASB statements dealing with topics to include balance sheets, income statements, receivables, inventories and cash flows. These topics will help her learn techniques for becoming a more effective accountant. The Intermediate Accounting I course will add to Tiffani's continued growth and performance in her current position as Senior Accounting Technician at the New Hampshire Lottery. The employee will be attending the course on her own personal time and will be responsible for payment of required books and other materials.

Respectfully submitted,



Charles McIntyre,  
Executive Director

CM:dc  
Enclosure



Over \$1.7 billion to education

# EDUCATION TUITION AGREEMENT

Agreement dated this 6 day of May 2016 by and through the New Hampshire Lottery Commission (hereinafter referred to the "State" and Tiffani McIntosh hereinafter referred to as the "Recipient").

The State and the Recipient do hereby mutually agree as follows:

1. The State shall pay to the named institution the sum of \$888.00, which monies shall be used for the purpose of enrolling the Recipient in: **Intermediate Accounting I**, which course (s) is being offered by NHTI and which course (s) shall commence on August 29, 2016 and terminate on December 16, 2016.
2. The Recipient shall complete and achieve a passing grade in each course named in paragraph 1.
3. Should the recipient fail to complete or achieve a grade of B or better in each course named in paragraph 1, the Recipient shall pay to the State the sum set forth in paragraph 1, provided, however, that if more than one course is named in paragraph 1, the amount which shall be paid to the State shall be calculated on a pro rata basis.
4. Upon the satisfactory completion of the courses named in paragraph 1, the Recipient shall continue to be an employee of the State in his/her current position (or in such other position, at equal or greater compensation, to which he/she may be assigned) for a period of 12 months.
5. Should the recipient breach any of the conditions set forth in the paragraphs above, the Recipient shall pay to the State a sum equal to all monies previously paid by the State for the Recipient pursuant to the Agreement, provided, however, that the Recipient shall receive a credit for each month in which he/she is employed by the State subsequent to the date upon which the named course (s) are satisfactorily completed, the value of said credit to be calculated on a pro rata basis.
6. The Recipient shall not raise any setoff or counterclaim against the State in any action brought by the State to collect any amount due under this agreement.
7. Should any amount be found to be due the State in any action brought against the Recipient pursuant to this Agreement, the State shall, in addition to said amount, be entitled to an award of costs and a reasonable amount in "attorney" fees.

**IN WITNESS WHEREOF** the representative of the State, in his/her official capacity only, and without personal liability, and the Recipient, has hereunto set their hands on the date first above written.

Tiffani McIntosh  
RECIPIENT

[Signature]  
STATE OF NEW HAMPSHIRE

STATE OF NEW HAMPSHIRE COUNTY OF Merrimack

On this the 1<sup>st</sup> day of June, 2016, before me, Tiffani McIntosh the undersigned officer, personally appeared, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he/she executed the same for the purposes herein contained.

In witness whereof I hereunto set my hand and official seal.

Leigh A. Tilton  
Notary Public/Justice of the Peace



LEIGH A. TILTON, Notary Public  
My Commission Expires May 23, 2017