



Lori A. Shiblinette
Commissioner

Katja S. Fox
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

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May 20, 2022

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, on behalf of the Governor's Commission on Alcohol and Other Drugs, to enter into a memorandum of understanding with Department of Military Affairs and Veteran Services (DMAVS), Concord, New Hampshire, in the amount of \$500,000 for a Wellness and Physical Fitness Initiative ("Initiative") to provide services to military involved members statewide, with the option to renew for up to two (2) additional years, effective upon Governor and Council approval through June 30, 2023. 100% Other Funds (Governor's Commission).

Funds are available in the following account for State Fiscal Years 2022 and 2023, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

05-95-92-920510-33820000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, GOVERNOR COMMISSION FUNDS

State Fiscal Year	Class/ Account	Class Title	Job Number	Total Amount
2022	102-500731	Contracts for Prog. Svc.	92058502	\$100,000
2023	102-500731	Contracts for Prog. Svc.	92058502	\$400,000
			Total	\$500,000

EXPLANATION

The purpose of this request is to provide funding to support the implementation of the Wellness and Physical Fitness Reimbursement Initiative statewide. The Contractor will seek vendors through a competitive bid process to implement the Wellness and Physical Fitness Initiative to provide services to military-involved members. Services will include, but are not limited to:

- Conducting outreach and enrolling military-involved members to participate in the Initiative statewide;
- Providing memberships to fitness facilities for individuals involved in the military; and
- Providing stipends for military-involved individuals to reimburse for purchases of at-home fitness equipment in situations where access to a fitness facility is limited.

Approximately 20,000 individuals will be served during State Fiscal Years 2022 and 2023.

Rigorous schedules and frequent deployment can add stressors to the lives of NH military personnel resulting in behavioral health issues such as depression, anxiety and substance misuse. Studies indicate that military personnel and veterans face unique stressors and often don't seek help for behavioral health issues due to stigma and shame. Among military personnel age 18 to 25 the rates of binge drinking are high compared to the general population. www.drugabuse.gov/related-topics/substance-abuse-in-military-life

Research from the Springer Institute shows physical activity may affect alcohol and/or substance use through various psychological mechanisms, such as an acute reduction in cravings and urges, an increase in positive affect, and a chronic improvement in co-morbid depression and anxiety which may moderate outcomes related to alcohol and substance use.

<https://link.springer.com/article/10.1186/s13643-018-0674-0>

The intent of this initiative is to implement a system that provides for increased access and affordability of fitness center memberships, equipment and wellness activities that are conducive to the rigorous schedules of the military members. Through this Initiative, the Contractor will select fitness and wellness providers to provide affordable and convenient programs that military involved individuals can access to engage in regular physical fitness and wellness activities.

The Department will monitor services by:

- Reviewing agreements between the Contractor and service providers;
- Approving an implementation plan, to be developed by the Contractor, which shall include measurable deliverables and the dates that they will be achieved by; and
- Reviewing quarterly summaries on the progress of the use of funds against the implementation plan.

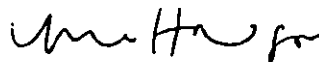
The NH Department of Military Affairs and Veteran Services will provide the Department with an evaluation plan for this project including performance measures with baseline data. As referenced in Section 2, Term, Subsection 2.2, Duration of the attached agreement, the parties have the option to extend the agreement for up to two (2) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties, and Governor and Council approval.

Should the Governor and Council not authorize this request, service men and women may not have access to physical fitness and wellness programs to support their physical and behavioral health and well-being.

Area served: Statewide

In the event that the Other Funds (Governor's Commission become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Lori A. Shibinette
Commissioner

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES**



AND

THE NEW HAMPSHIRE DEPARTMENT OF MILITARY AFFAIRS AND VETERANS SERVICES

MOU-2022-BDAS-02-WELLN-01

1. GENERAL PROVISIONS

- 1.1. This Memorandum of Understanding (MOU) is between the New Hampshire Department of Health and Human Services ("DHHS"), Division for Behavioral Health, Bureau of Drug and Alcohol Services, 129 Pleasant Street, Concord, NH 03301 and the New Hampshire Department of Military Affairs and Veterans Services ("DMAVS"), 4 Pembroke Road, Concord, New Hampshire 03301 (referred to as the "Parties").
- 1.2. The purpose of this MOU is to set forth the roles and responsibilities of DHHS and DMAVS for the use of funds from the Governor's Commission on Alcohol and Other Drugs (Commission). Funds will support the Wellness and Physical Fitness Reimbursement Initiative to provide an opportunity to military personnel to have stipends to procure wellness and physical fitness programs and equipment.
- 1.3. In connection with the performance of this MOU, DHHS and DMAVS shall comply with all applicable laws and regulations.

2. TERM

- 2.1. Effective Date: This MOU is effective upon approval by the Governor and Executive Council.
- 2.2. Duration: The duration of this MOU is from the Effective Date through June 30, 2023. The parties may extend this MOU for up to two (2) years at any time by mutual written agreement, subject to the continued availability of funds, satisfactory performance of responsibilities, and Governor and Council approval.
- 2.3. Modification: The parties may modify this MOU by mutual written agreement at any time, subject to review by the Office of the Attorney General and approval from the Governor and Executive Council.
- 2.4. Termination: Either party may unilaterally terminate this MOU upon written notice to the other party, in which case the termination shall be effective thirty (30) days after the date of that notice or at a later date specified in the notice. In the event of an early termination of this MOU for any other reason than the completion of services, DMAVS shall deliver to DHHS, not later than thirty (30) days after the termination, a "Termination Report" describing in detail all activities performed and the MOU funds used up to and including the date of termination. In the event the services and/or prescribed outcomes described within this MOU are not met to the satisfaction of DHHS, DHHS reserves the right to terminate this Agreement and any remaining funds will be forfeited. Such termination shall be submitted in writing to DMAVS and will require DMAVS to deliver a final Termination Report as described above.

3. RESPONSIBILITIES OF THE NEW HAMPSHIRE DEPARTMENT OF MILITARY AFFAIRS AND VETERANS SERVICES

- 3.1. DMAVS agrees to:
 - 3.1.1. Use the funding provided by DHHS from the Commission to support the implementation of the Wellness and Physical Fitness Reimbursement Initiative ("Initiative") statewide. DMAVS shall:

**Memorandum of Understanding Between DHHS and DMAVS
MOU-2022-BDAS-02-WELLN-01**



- 3.1.1.1. Seek vendor(s) through competitive bid to implement the Initiative to provide services to military involved members ensuring statewide coverage.
- 3.1.1.2. Select and enter into agreements with vendor(s) to implement the Initiative and reimburse vendor(s) for expenses incurred.
- 3.1.1.3. Conduct outreach and enroll military involved members to participate in the Initiative statewide;
- 3.1.1.4. Ensure selected vendors establish a point of contact to be a liaison to DMAVS and NHDHHS to address any program or financial questions or concerns related to the Initiative.
- 3.1.1.5. Develop and implement an evaluation plan to be approved by the Department.
- 3.1.1.6. Provide quarterly summaries on the progress of the use of funds to the Commission and DHHS. Any data provided in these summaries shall be aggregated and not include any personally identifiable information or other confidential information.
- 3.1.1.7. Take appropriate steps to accept and expend the funds provided within the project period. At the conclusion of the Fiscal Year, the unspent balance must be reported to DHHS. DMAVS agrees to submit quarterly invoices to DHHS by the 21st business day of the following month for costs incurred. Invoices must include a description of services and associated costs.
- 3.1.2. Mail, or email, invoices to:
invoicesforcontracts@dhhs.nh.gov
DHHS DBH-BDAS Finance
129 Pleasant Street
Concord, NH 03301
(603) 271-6112

4. RESPONSIBILITIES OF THE DEPARTMENT OF HEALTH AND HUMAN SERVICES

- 4.1. DHHS agrees to:
 - 4.1.1. Provide funding to DMAVS to support the implementation of the Wellness and Physical Fitness Initiative in the total amount of \$500,000 in State Fiscal Years 2022 and 2023 for the projects obligated in State Fiscal Year 2023.
 - 4.1.2. Pay DMAVS within thirty (30) days of receipt of the approved invoices.
 - 4.1.3. Monitor the expenditure of funds within this MOU by reviewing quarterly summaries and associated invoices provided to DHHS by DMAVS.

5. IT IS FURTHER UNDERSTOOD AND AGREED BETWEEN THE PARTIES:

- 5.1. Notwithstanding any provision of this MOU to the contrary, all obligations of DHHS hereunder are contingent upon the availability and continued availability of funds from the Commission. DHHS shall not be required to transfer funds from any other source in the event that such funds become unavailable. DHHS may adjust encumbrances



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- between State Fiscal Years within the price limitation through the Budget Office, if needed and justified.
- 5.2. Disputes arising under this MOU, which cannot be resolved between the agencies, shall be referred to the New Hampshire Department of Justice for review and resolution.
 - 5.3. This MOU shall be construed in accordance with the laws of the State of New Hampshire.
 - 5.4. In the event any of the provisions of this MOU are held to be contrary to any state or federal law, the remaining provisions of this Memorandum of Understanding will remain in full force and effect.
 - 5.5. This MOU, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire Memorandum of Understanding and understandings between the parties, and supersedes all prior Memoranda of Understanding and understandings relating hereto.
 - 5.6. Nothing herein shall be construed as a waiver of sovereign immunity, such immunity being hereby specifically preserved.

