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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF HUMAN SERVICES
DIVISION FOR CHILDREN, YOUTH & FAMILIES

Jeffrey A. Meyers
Commissioner

Lorraine Bartlett
Director

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NOV 03 11 27 AM '16

November 2, 2016

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

REQUESTED ACTION

Approval is requested to accept and expend private and public funds for Spark NH, Early Childhood Advisory Council. This request is **retroactive** as a portion of the funds (19%, or \$12,075 of \$62,075) will be used to pay for expenses incurred prior to the Governor and Executive Council's approval due to the lateness of the award dates relative to the timing of the activities. Governor and Executive Council approval is required as a stipulation of Executive Order 2011-03. The Department of Health and Human Services is required by the Order to submit requests on behalf of Spark NH, Early Childhood Advisory Council. This request is in the amount of \$62,075 comprised of six (6) separate awards as listed in the table below. Acceptance of all six (6) awards is to be effective upon Governor and Executive Council approval. 99.2% Other (Private Grant) Funds, .8% Federal Funds.

Source & Purpose	Amount	Award Date
New Hampshire Charitable Foundation (Gubernatorial Forum)(GF)	\$ 2,000	July 21, 2016
HNH Foundation (GF)	\$ 1,500	August 29, 2016
Child and Family Services (GF)	\$ 500	August 5, 2016
State of New Hampshire Juvenile Justice Task Force (GF)	\$ 499	August 2, 2016
Manchester Community Health Center (Project LAUNCH)	\$ 7,576	August 1, 2016
Endowment for Health (Council operating costs)	\$50,000	September 30, 2016
Total	\$62,075	

EXPLANATION

This request is **retroactive** because the award letters were not received sufficiently in advance of the Forum and Project LAUNCH activities for the Department of Health and Human Services to submit a timely request for approval to Governor and Executive Council. The Department of Health and Human Services seeks approval on behalf of Spark NH, Early Childhood Advisory Council to accept

and expend private and public funds in the amount of \$62,075 from the six (6) sources as listed in the table above. Spark NH is a federally mandated, Governor appointed early childhood advisory council established on September 7, 2011 by Governor John Lynch by Executive Order 2011-03, An Order Establishing the Early Childhood Advisory Council (attached). Item six stipulates that: "The Council shall be allowed to accept grants and other assistance to support its work upon the approval of the Governor and Council. Any such items shall be brought forward by the Department of Health and Human Services on behalf of the Council." Early Learning NH is a private, non-profit organization designated by Governor John Lynch as the coordinating body for Spark NH and serves as fiscal sponsor for the Council.

The funds will be used to cover the costs in the amount of \$4,499 for a bipartisan Gubernatorial Forum on Young Children held on August 30, 2016, (funding for the Gubernatorial forum was not used for lobbying or direct campaign expenses) and \$7,576 to cover the costs of Spark NH's Project LAUNCH expenses for July and August, 2016. In anticipation of these awards (i.e., verbal notification by funders to Spark NH that funds would be forthcoming), costs for the Gubernatorial Forum and Project LAUNCH were paid for up front by Early Learning NH at the time the activities occurred. Therefore the funds in this request will be used to reimburse them. The date of award for all six grants is listed in the table on page 1.

The Gubernatorial Forum was designed to educate candidates about early childhood issues in New Hampshire as identified in the Spark NH Framework for Action for New Hampshire's Young Children. The Project LAUNCH (Linking Actions for Unmet Needs in Children's Health) expenses include support for staff (Young Child Wellness Coordinator) and operational costs, including meetings and supplies. Project LAUNCH activities are designed to build state and local capacity to address the social-emotional development of young children so that they are prepared to succeed in school and beyond.

The remaining \$50,000 in funds will be used to cover the costs of core operations for Spark NH, including staff salaries and basic expenses such as printing, from January 1 through December 31, 2017. Copies of the grant award letters are attached.

Should Governor and Executive Council determine not to approve this request, Spark NH will be unable to reimburse Early Learning NH, the fiscal sponsor for upfront expenditures for the Gubernatorial Forum on Young Children and Project LAUNCH activities, and will be unable to cover operating costs in 2017, including staff salaries and basic expenses.

Geographic area served: Statewide.

Source of Funds: 99.2% % Private Grant, .8% Federal.

If private funds become no longer available, general funds will not be requested to support the program expenditures.

Respectfully submitted:



Lorraine Bartlett
(KEB)

Lorraine Bartlett
Director

Approved by:



Jeffrey Meyers
Commissioner



**NEW HAMPSHIRE
CHARITABLE FOUNDATION**

UP TO THE PROMISE

July 21, 2016

Ms. Jackie Cowell, Executive Director
Early Learning NH
Two Delta Drive
Concord, NH 03301

Grant ID#: 103275

Dear Ms. Cowell:

Congratulations! I am pleased to inform you that a \$2,000.00 grant has been approved to your organization from the Neil and Louise Tillotson Fund, one of the Foundation's advised funds. The grant is to help support a bipartisan gubernatorial forum on young children and communication and public awareness activities.

A Terms of Award information sheet which explains the terms and conditions of the grant accompanies this letter. Please review this document carefully. Deposit of the enclosed grant check signifies your acceptance and intent to comply with the terms of the award; it also serves as our receipt for this payment.

We encourage you to publicize your work and if you do so, please check that you make reference to the support provided by the Neil and Louise Tillotson Fund of the New Hampshire Charitable Foundation. We also encourage you to share your story with us so we can help publicize your good work. If you would like additional information about the Foundation's publicity guidelines, including logos, please visit our website at <http://www.nhcf.org/page.aspx?pid=807>.

Our best wishes for the success of your programs.

Sincerely,

Amy Langille
Donor Services Manager

If you have any questions, please contact donorservices@nhcf.org or call (603) 225-6641 and select the *donor services* option from our phone directory.

PLEASE NOTE: By accepting this gift, the grant recipient acknowledges that the entire value of this contribution is for charitable purposes and no goods, services or benefits were provided to any individuals affiliated with said donor advised fund.



**HNH
FOUNDATION**
Healthy Kids. Healthy Places.

August 29, 2016

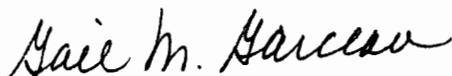
Laura J Milliken, Esq.
Director, SPARK NH
C/o Early Learning NH
2 Delta Drive
Concord, NH 03301

Dear Ms. Milliken:

The HNH Foundation is pleased to provide \$1500 to sponsor the 2016 NH Gubernatorial Forum on Young Children. These funds are unrestricted and may be used to support expenses related to the forum. However, funding may not be used for lobbying or direct campaign expenses.

Thank you for your effort on behalf of young children in New Hampshire. I look forward to the Forum on August 30, 2016.

Sincerely,



Gail M. Garceau
President

Enclosure

Cc: Jackie Cowell, Executive Director, Early Learning NH

August 5, 2016

Re: Gubernatorial Forum

To: Katie Brissette
Deputy Director
Spark NH
Two Delta Drive
Concord, NH 03301

Katie,

A check in the amount of \$500 is for Spark NH. The check is Child and Family Services contribution for the cost of holding the Gubernatorial Forum to be held on August 30, 2016.

Thank you,

A handwritten signature in black ink, appearing to read 'K. Kuenning', with a large, stylized flourish at the end.

Keith Kuenning
CFS



State of New Hampshire
**State Advisory Group
On Juvenile Justice**

Eddie Edwards
Dover
Chair

August 2, 2016

Joseph Diament
Newfields
Vice Chair
Programs Committee

Katie Brissette
Deputy Director
Spark NH
2 Delta Drive
Concord, NH 03301

Judge Cliff Kinghorn
Amherst
Vice Chair
Community Relations

Dear Ms. Brissette:

The NH State Advisory Group on Juvenile Justice has approved the amount of \$499 to Spark NH to assist with non-food costs for the New Hampshire Gubernatorial forum.

David Mara
Bedford
Co-Chair
Racial Ethnic Disparities
Committee

Thank you for the opportunity to provide a voice for the children and youth of New Hampshire at this very important event.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eddie Edwards', written over a horizontal line.

Eddie Edwards
Chair
NH State Advisory Group

J. Ted Kirkpatrick
Durham
Vice Chair
Planning and Research

Pamela Sullivan
Juvenile Justice Specialist
Division for Children,
Youth & Families
625-5471 x366

Guiding Principles:

"No child is beyond reach"
"Constructive consequences are opportunities for change"
"Children and families must be treated fairly and with respect"



August 1, 2016

Laura J. Milliken, Esq, Director
Spark NH, Early Childhood Advisory Council
2 Delta Drive
Concord, NH 03301

Dear Ms. Milliken:

Manchester Community Health Center was granted \$7,576.00 from the Endowment for Health to cover some of Spark NH's Project LAUNCH expenses for July and August. Please invoice us for the expenditures during those time frames. Thank you for your continued work on behalf of Project LAUNCH.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kris McCracken', is written over a horizontal line.

Kris McCracken, President/CEO



One Pillsbury Street, Suite 301
Concord NH 03301
(603) 228-2448

September 20, 2016

Spark NH
Jackie Cowell, Executive Director
Early Learning New Hampshire
2 Delta Drive
Concord, NH 03301

Dear Ms. Cowell,

I am pleased to announce that an Early Childhood Operating Grant of \$50,000 was approved by the Endowment for Health Board of Directors to fund core support to Spark NH.

Enclosed is our *Terms of Award* that define in detail the relationship between the Endowment for Health and Early Learning New Hampshire throughout the duration of the grant. Please read this document carefully before signing. Your grant payment will be paid upon receipt of a signed copy of the enclosed *Terms of Award*.

Kim Firth is available to work with you throughout the grant period. She is a resource to you and I encourage you to contact her at any time if you have questions or concerns. Kim Firth can be reached at (603) 228-2448 X 316 or Kfirth@endowmentforhealth.org

We look forward to working with you as a partner to improve the health and reduce the burden of illness of the people of New Hampshire.

Sincerely,

Yvonne Goldsberry, PhD
President
Endowment for Health

Note: In some circumstances, grant awards from private foundations can have certain adverse tax consequences for grantees that are in the public charity category. We do not want our grant of private funds to adversely affect your organization's tax status. We encourage you to review this matter to ensure that your organization will not suffer an adverse impact.

**State of New Hampshire
By His Excellency
John H. Lynch, Governor**

Executive Order 2011-03

An Order Establishing the Early Childhood Advisory Council

WHEREAS, the healthy development of children provides a strong foundation for competent adulthood, responsible citizenship, economic productivity, strong communities and a prosperous New Hampshire; and

WHEREAS, our youngest citizens represent the future of our economy, and their talents are essential for our state to remain competitive in today's global, knowledge-based economy; and

WHEREAS, success in high school, college, and career is directly related to a healthy and engaging early childhood; and

WHEREAS, New Hampshire has long worked to ensure all of our youngest citizens are given the opportunities to develop to their fullest potential, laying the foundation for their success in school and in life; and

WHEREAS, in 2011, New Hampshire was named the best state in the country in which to raise children for the fourth year in a row; and

WHEREAS, the federal Improving Head Start for School Readiness Act of 2007, Public Law 110-134, requires establishment of a state advisory council on early childhood education and care to carry out the duties as enumerated in the Act;

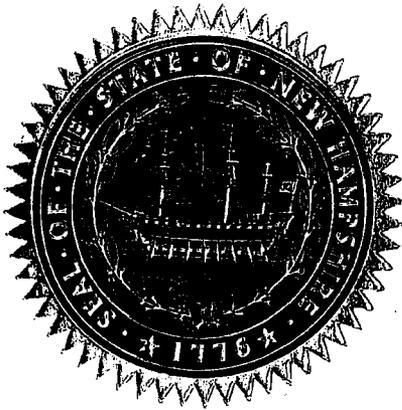
NOW, THEREFORE, I, JOHN H. LYNCH, GOVERNOR OF THE STATE OF NEW HAMPSHIRE, by the authority vested in me by part II, Article 41 of the New Hampshire Constitution, do hereby order the following:

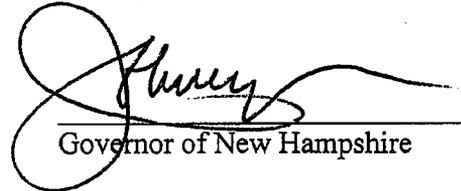
1. There is established the New Hampshire's Early Childhood Advisory Council ("the Council").
2. That the Council shall advise, make recommendations and undertake the following:
 - a) Strengthening New Hampshire's early childhood infrastructure;
 - b) Coordination of the development and implementation of an integrated and comprehensive strategic plan for early childhood in New Hampshire;
 - c) Development of a framework to evaluate the Council's outcomes/impacts and the progress of New Hampshire's young children and their families; and
 - d) Fostering public awareness of, promoting access to, and building commitment for quality early childhood programs and services.
3. That the members of the Council shall include the following members to be appointed by the Governor and shall serve at the pleasure of the Governor:

- a) Administrator of the Child Development Bureau, Department of Health and Human Services (DHHS)
 - b) Specialist from the Office of Early Childhood Education, Department of Education (DOE)
 - c) State Director of Head Start Collaboration
 - d) Title V Administrator for the Maternal and Child Health Section, DHHS
 - e) Chair of the NH Interagency Coordinating Council or designee
 - f) Chair of the NH Child Care Advisory Council or designee
 - g) President of Family Support NH or designee
 - h) President of the NH Association for Infant Mental Health or designee
 - i) A representative of Early Learning NH recommended by that organization
 - j) A representative of the DOE responsible for programs under section 619 of the Individuals with Disabilities Education Act recommended by the Department
 - k) A representative of DHHS responsible for programs under part C of the Individuals with Disabilities Education Act recommended by the Department
 - l) A representative of a local educational agency recommended by the NH Association of School Principals
 - m) A representative of higher education recommended by the NH College and University Council
 - n) A representative of a Head Start agency recommended by NH Head Start Directors Association
 - o) A representative of the Children's Alliance of NH recommended by that organization
 - p) A parent recommended by the NH Head Start State Parent Advisory Council
 - q) A parent recommended by the NH Parent Information Center
 - r) Member of the NH House of Representatives or Senate recommended by the Executive Committee of this Council
 - s) A representative of local providers of early childhood education and development services recommended by the Executive Committee of this Council from a regional interdisciplinary group
 - t) A representative of the NH philanthropic community recommended by the Executive Committee of this Council.
4. The members of the Council shall hold an organizational meeting prior to October 1, 2011. At their November meeting they shall designate a chairman and a vice chairman from among them. Vacancies on the Council shall be filled in the same manner as original appointments.
 5. The members of the Council may appoint an Executive Committee as well as such subcommittees, task forces and work groups as necessary to carry out their duties.

6. The Council shall be allowed to accept grants and other assistance to support its work upon the approval of the Governor and Executive Council. Any such items shall be brought forward by the Department of Health and Human Services on behalf of the Council.
7. All meetings of the Council, its Executive Committee, and any subcommittee, task force or work group established shall be open to the public and noticed in accordance with RSA 91-A.
8. The Council shall submit annually by October 1st beginning in 2012 a report to the Governor, Commissioner of Education and Commissioner of Health and Human Services on its activities, recommendations and plans.
9. The Council is authorized to adopt such additional governing procedures that are consistent with this Order and the Act.

Given under my hand and seal at
the Executive Chambers in Concord,
this 7th day of September, in the year
of our Lord, two thousand and eleven.




Governor of New Hampshire