



STATE OF NEW HAMPSHIRE  
DEPARTMENT OF CORRECTIONS  
DIVISION OF ADMINISTRATION

P.O. BOX 1806  
CONCORD, NH 03302-1806

603-271-5610 FAX: 603-271-5639  
TDD Access: 1-800-735-2964

William L. Wrenn  
Commissioner

Robin H. Maddaus  
Director

27 Edm  
FIS 16 749

August 19, 2016

The Honorable Neal M. Kurk, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

*[Signature]* 9/10/14  
Approved by Fiscal Committee Date

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

**REQUESTED ACTION**

1. Pursuant to the provisions of Chapter 276:219 Laws of 2015, the New Hampshire Department of Corrections respectfully requests permission to transfer appropriations in the amount of \$2,407.00 and establish new class lines in the Adult Basic Education account in support of the Corrections School District high school equivalency program, effective upon Fiscal Committee and Governor and Executive Council approval through June 30, 2017. 100% Agency Income, (Federal Funds at origin).
2. Authorize the NH Department of Corrections to accept and expend funds made available through the Adult Basic Education (NHDOE Project #77015) in the amount of \$3,697.00 which will be utilized for instructional materials in support of the Corrections Special School District student high school equivalency program, effective upon the Governor and Executive Council approval through June 30, 2017. 100% Agency Income, (Federal Funds at origin).

Funds are to be budgeted in an account, Adult Basic Ed Grant: 02-46-46-460510-5962 Department of Corrections, Corrections Grant, Adult Basic Ed Grant as follows:

Project Name: Projects in Adult Basic Education Granite State High School  
 Grant Title: Adult Basic Ed

Account:	Description:	SFY 2017 CURRENT	SFY 2017 ACTION #1	SFY 2017 ACTION #2	SFY 2017 ADJUSTED
020-500201	Current Expense	2,713.00	(2,213.00)	-	500.00
038-500175	Technology Software	-	-	1,275.00	1,275.00
050-500109	Part Time Salaries	37,551.00	(180.00)	-	37,371.00
057-500531	Books		2,407.00	2,422.00	4,829.00
060-500611	FICA (Temporary)	2,873.00	(14.00)	-	2,859.00
		43,137.00	-	3,697.00	46,834.00
Source of Funds:					
009-408153	Agency Income	(43,137.00)	-	(3,697.00)	(46,834.00)

### EXPLANATION

The NH Department of Corrections (NHDOC) was awarded a SFY17 Adult Basic Education grant (ABE) administered through the NH Department of Education. The SFY17 ABE grant is being utilized to fund a part-time instructor and instructional materials in support of offenders at the Department's minimum security housing units, with the goal of achieving high school equivalency certificates. The Department of Corrections minimum Security housing units for male offenders encompass the Transitional Work Center and the North End House in Concord, NH and the Calumet House in Manchester, NH. Female minimum security offenders housed at the Shea Farm House in Concord, will also be supported by this academic program. The Corrections Special School District has seen an increase of students in the minimum security housing units attending the high school equivalency preparatory classes over the prior program year. The high school equivalency program will continue to provide both group and one-on-one instruction to student offenders in pursuit of obtaining a high school equivalency certificate or high school diploma. As a result of the Department of Education's change from the former GED exam to the new HiSET exam, the Corrections Special School District will purchase instructional and resource materials which aligns with the common core standards and the HiSET exam.

Also, as relates to the mission of the Granite State High School, Corrections Special School District, it is via the availability of educational opportunities for incarcerated individuals, that the New Hampshire Department of Corrections hopes to reduce recidivism within the State of New Hampshire. Therefore, this project will benefit not only the community within the prison, but the community at large as well.

The NH Department of Corrections included Adult Basic Education appropriations in the amount of \$43,137.00 in the SFY17 budget in anticipation of a sub grant from the NH Department of Education. NHDOC received a SFY17 ABE award in the amount of \$46,834.00. This request to transfer appropriations between classes and an additional \$3,697.00 in Adult Basic Education appropriations will align the budget with the SFY17 ABE award.

The requested revised funds are to be expended as follows:

#### Class 038 – Technology Software

- HiSET Preparation Software

#### Class 057 – Books

- Classic Books for low level readers, resume and basic accounting skills

The NH Department of Corrections Adult Basic Education grant award budget does not include Indirect Costs as this cost is not identified as part of the sub-grant award. Audit Fee Set Aside is not included in the grant budget as it is the responsibility of the direct recipient of the federal grant (NHDOE) to include Audit Fee Set Aside as part of their agency's budget. A Post Retirement class is not included in the NHDOC budget as personnel for this grant is a part time position and as such, a retirement pension is not a fringe benefit.

Source of Funds: 100% Agency Income - Pass-through grant from NH Department of Education.

In the event that these grant funds no longer become available state general funds will not be requested to support this program. A copy of the Grant Approval Memo is attached.

Respectfully Submitted,



William L. Wrenn  
Commissioner

**Fiscal Situation**  
**Adult Basic Ed (Grant Project # 77015)**  
**Accounting Unit 02-46-46-460510-5962**

	Grant
Total SFY 2017 ABE Sub Grant Authorized	\$46,834.00
LESS: SFY 2017 Current Appropriations	<u>43,137.00</u>
ABE Grant Authorization Available	\$3,697.00
This Request	<u>3,697.00</u>
 SFY 2017 Revised Appropriations	 \$46,834.00



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  
Bureau of Adult Education  
Tel. 603-271-6698

**GRANT APPROVAL MEMO**

DATE: July 1, 2015

SAU/RA#: 517

CFDA#: 84.002/State

PROJECT #: 77015

TO: NH Department of Corrections  
105 Pleasant Street, 3rd Floor  
PO Box 1806  
Concord, NH 03302-1806

FROM: Bureau of Adult Education  
21 South Fruit Street, Suite #20  
Concord, NH 03301

PROJECT TITLE: ADULT BASIC EDUCATION AT GRANITE STATE HIGH SCHOOL

PROJECT PERIOD: Upon G&C approval through June 30, 2017

APPROVED AMOUNT: \$46,834.10

ART ELLISON, ADMINISTRATOR  
BUREAU OF ADULT EDUCATION

Please enter the narrative and budget on the Grants Management System.

If you have any questions please do not hesitate to call.

AE:jc