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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
FAX 603-271-1953
Citizens Services Line 1-800-339-9900

May 14, 2014

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

REQUESTED ACTION

Authorize the Department of Education to exercise a renewal option to grant funds to Seacoast Youth Services, Seabrook, NH (Vendor Code 203944), originally approved by Governor and Council on 06/08/11, item #144, renewed 06/06/12, item #133, renewed 06/19/13, item #201, to continue to offer extended day programming for youth and their families effective upon Governor and Council approval from July 1, 2014 through June 30, 2015 in an amount not to exceed \$88,782.70. **100% Federal Funds.**

Funding is available in account titled 21st Century Community Learning Center.

FY 15

06-56-56-562010-32770000-072-500577 Grants-Federal

\$88,782.70

Explanation

The United States Department of Education legislation allows for five year 21st Century Community Learning Center grants to serve youth and their families during the out of school time hours. Grants are renewed annually pending the receipt of an Annual Performance Report that indicates sufficient progress and the availability of federal funds.

Her Excellency, Governor Margaret Wood Hassan
and The Honorable Council

Page Two
May 14, 2014

New Hampshire anticipates a FY 2015 grant award in the amount of \$5,643,199.00 from the United States Department of Education under Title IVB, the 21st Century Community Learning Center program. This program provides grants to inner city and rural schools, community based organizations, youth development agencies and other educational agencies to provide expanded learning opportunities outside of regular school hours for children in a safe environment. The programs will offer students a broad array of additional services, programs, and activities such as tutorial services, youth development activities, drug and violence prevention, counseling programs, art, music, recreation programs, and technology education. These programs and services are designed to reinforce and complement the regular academic program of the participating students.

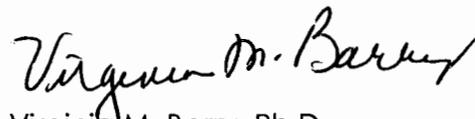
The program services provided by the grant cited above will be coordinated by Seacoast Youth Services in collaboration with the Seabrook School District. This collaborative approach will serve middle school Seabrook School District youth and their families. This program is designed to include access to a wide range of supports which include academic, literacy, enrichment, technology, and recreation programs.

The competition process includes: a Bidders Conference, publication of the RFP, technical support during the proposal writing process, review and scoring of the proposal by three reviewers, and award determinations based on this review process. The reviewers for all proposals include representation from: experienced 21st Century Community Learning Center and school day professionals, higher education, state agencies and community based organizations.

This is the fourth year of a five year grant. The renewal option is included as those selected for funding are eligible for five years of funding based on previous successful progress.

In the event Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Virginia M. Barry, Ph.D.
Commissioner

VMB:SB
Enclosures

PROJECT APPLICATION BUDGET AND DESIGNATION OF APPLICATION MANAGER/ PROJECT MANAGER

PROJECT # _____
CHANGE # _____
PAGE 1 of _____

Federal/State Program Title: 21st Century Community Learning Centers

FROM: Seacoast Youth Services
PO Box 1381
Seabrook, NH 03874

TO: Suzanne Birdsall
NH Department of Education
State Office Park South
101 Pleasant Street
Concord, New Hampshire 03301-3860

SAU/RA: _____

Proposed Project Title: Seabrook Adventure Zone

Project Period: 7/1/2014 to: 6/30/2015

The following information is required for all projects

PROJECT MANAGER:

NAME: Vic Maloney
ADDRESS: 867 Lafayette Rd., Seabrook, NH 03874
E-MAIL ADDRESS: vic@seacoastyouthservices.org

TITLE: Executive Director
TELEPHONE: (603) 474-3332
FAX: (603) 372-0822

FINANCIAL CONTACT:

NAME: Vic Maloney
E-MAIL ADDRESS: vic@seacoastyouthservices.org

TELEPHONE: (603) 474-3332
FAX: (603) 372-0822

The above named person is designated as Project Manager. I hold the Project Manager responsible for implementing the project in accordance with the approved project, for remaining within the budget limitations, for ensuring that only authorized items required to implement the project are charged to the project, and for initiating request to amend the approved project. No services or supplies will be ordered or charged to the project without written approval of the Project Manager.

THE APPLICANT AGENCY AGREES AND CERTIFIES THAT:

- This grant will be administered in accordance with the applicable provisions of the following federal laws and regulations:
 - Education Department General Administrative Regulations (EDGAR) in Title 34 Code of Federal Regulations (CFR), Parts 74, 75, 76, 77, 79, 80, 82, 85, 86; Civil Rights Regulations in 34 CFR, Parts 100 through 106, and specific program laws and regulations.
 - Any amendments in effect on the date of this grant award or to become effective during the project period are incorporated.
- Grant accounting and financial reporting will be in accordance with New Hampshire Department of Education "Federal Funds Financial Management Manual".
- Authorized funds will be obligated and expended only for the purpose described in the approved project proposal and budget.
- Audits will be in compliance with the Single Audit Act Amendments of 1996 (P.L. 104-156) and U.S. Office of Management and Budget (OMB) Circulars.
- Project approval, if given, will be on the condition that full funding of the Approved Budget and payment by the grantor are contingent upon the availability of a Federal Grant and Appropriation Authority approved by the General Court of New Hampshire or the Governor and Council of this State for this purpose. Neither the State nor the Department of Education shall be liable for payments under this grant except from such funds.

FISCAL AGENT - MAKE CHECKS PAYABLE TO:

Seacoast Youth Services
The Provident Bank
003176 211374020 27 728318

APPROVED INDIRECT COST RATE: 3.8 %

Vic Maloney

PRINT NAME AND TITLE OF SAU SUPERINTENDENT OF SCHOOLS
or RA/CHIEF FINANCIAL OFFICER

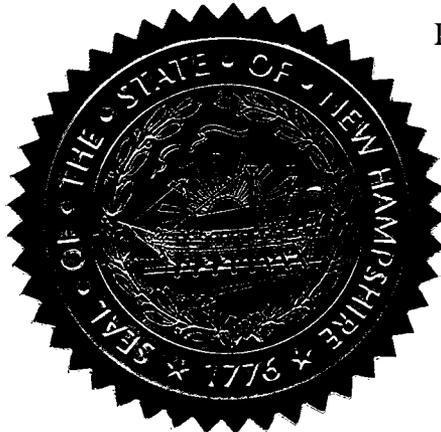
Vic Maloney
SIGNATURE SAU SUPERINTENDENT OF SCHOOLS
or RA/CHIEF FINANCIAL OFFICER

5-21-14
DATE

State of New Hampshire Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that Compass Health Analytics, Inc. a(n) Maine corporation, is authorized to transact business in New Hampshire and qualified on July 14, 2008. I further certify that all fees and annual reports required by the Secretary of State's office have been received.



In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 3rd day of April, A.D. 2014

A handwritten signature in black ink, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State

**WORKERS COMPENSATION AND EMPLOYERS LIABILITY
INSURANCE POLICY**



AR INFORMATION PAGE

175 Berkeley Street Boston, MA 02116

Issued by **LM INSURANCE CORPORATION** **27243**

Policy Number **WC5-31S-602203-014** Issuing Office **016C**
NEW BUSINESS NEW Issue Date **03-11-14**
 Account Number **1-602203** Sub Account **0000**

1. Insured and Mailing Address
SEACOAST YOUTH SERVICES

PO BOX 1381

SEABROOK, NH 03874

Status **04 - NON-PROFIT ORG.**

Other workplaces not shown above: SEE ITEM 4. PREMIUM - EXTENSION OF INFORMATION PAGE

2. Policy Period: The policy period is from **02-27-2014** to **02-27-2015** 12:01 A.M. standard time at the Insured's mailing address.

3. Coverage

A. Workers Compensation Insurance: Part One of the policy applies to the Workers Compensation Law of the states listed here: **NH**

B. Employers Liability Insurance: Part Two of the policy applies to work in each state listed in Item 3.A. The limits of our liability under Part Two are:

Bodily Injury by Accident	\$	100,000	each accident
Bodily Injury by Disease	\$	500,000	policy limit
Bodily Injury by Disease	\$	100,000	each employee

C. Other States Insurance: Part Three of the policy applies to the states, if any, listed here:

REFER TO RESIDUAL MARKET LIMITED OTHER STATES INSURANCE ENDORSEMENT WC 00 03 26A

D. This policy includes these endorsements and schedules: SEE EXTENSION OF INFORMATION PAGE

4. Premium: The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans. All information required below is subject to verification and change by audit.

Classifications	Code Number	Premium Basis Total Estimated Annual Remuneration	Rate per \$100 of Remuneration	Estimated Annual Premium
See Extension of Information Page				
Minimum Premium	\$	377 (NH)	Total Estimated Annual Premium \$	1,697
Premium will be billed	ANNUAL			

Producer **0004-022465**
BEAN INSURANCE AGENCY INC
151 WINNACUNNET RD
HAMPTON NH 03842

**MISCELLANEOUS MEDICAL PROFESSIONAL LIABILITY AND GENERAL LIABILITY
(INCLUDING PRODUCTS LIABILITY) INSURANCE**

DECLARATIONS

THIS IS A CLAIMS MADE AND REPORTED POLICY. SUBJECT TO ITS TERMS, THIS POLICY APPLIES ONLY TO ANY CLAIM FIRST MADE AGAINST THE INSURED DURING THE POLICY PERIOD OR ANY OPTIONAL EXTENSION PERIOD, IF PURCHASED. AMOUNTS INCURRED AS CLAIMS EXPENSES SHALL REDUCE AND MAY EXHAUST THE LIMIT OF LIABILITY AND ARE APPLIED TO THE DEDUCTIBLE. THE UNDERWRITERS ARE NOT LIABLE FOR CLAIMS EXPENSES OR DAMAGES ONCE THE LIMIT OF LIABILITY IS EXHAUSTED. PLEASE READ THIS POLICY CAREFULLY.

These Declarations along with the completed and signed Application and the Policy with endorsements shall constitute the contract between the Insureds and Underwriters.

Underwriter: Syndicate 2623/623 at Lloyd's.

Policy Number: W14534130101

Authority Ref. Number: B6012BUSANMSL1301

This insurance is effected with Certain
UNDERWRITERS AT LLOYD'S OF LONDON (not incorporated).

The company issuing this policy has not been licensed by the state of New Hampshire and the rates charged have not been approved by the commissioner of insurance. If the company issuing this policy becomes insolvent, the New Hampshire Insurance Guaranty Fund shall not be liable for any claims made against the policy.

Item 1 **Named Insured:** Seacoast Youth Services
Address: 867 Lafayette Road
Seabrook, NH 03874

Item 2 **Policy Period:** From: 17-Oct-2013

To: 17-Oct-2014

(Both days at 12.01 a.m. Local Standard time at the address shown in Item 1 above)

Item 3 Limits of Liability:

The total Limit of Liability of the Underwriters, including Damages and Claims Expenses, for all Claims first made against the Insured and reported in writing to the Underwriters during the Policy Period shall not exceed:

- | | | | |
|-----|----|-------------|---|
| (a) | US | \$1,000,000 | Each Claim |
| (b) | US | \$3,000,000 | Term Aggregate – all coverages combined |

Item 4 Deductible:

The Deductible amount shall be separately applicable to each Claim first made against the Insured during the Policy Period and shall apply to Damages and Claims Expenses:

US \$2,500 Each Claim without aggregate

Seacoast Youth Services
Balance Sheet
As of April 2, 2014

	<u>Apr 2, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
Provident Bank	41,595.45
Petty Cash	400.00
Total Checking/Savings	<u>41,995.45</u>
Accounts Receivable	
Accounts Receivable	22,446.26
Total Accounts Receivable	<u>22,446.26</u>
Other Current Assets	
Prepaid Rent	34,186.00
Total Other Current Assets	<u>34,186.00</u>
Total Current Assets	98,627.71
Fixed Assets	
Fixed Assets	
A/D - Leasehold Improvements	-2,832.00
A/D - Office Equipment	-2,788.00
A/D - Vans	-10,295.00
Leasehold Improvements	14,682.64
Office Equip.	3,397.82
Vans	26,450.00
Total Fixed Assets	<u>28,615.46</u>
Total Fixed Assets	<u>28,615.46</u>
TOTAL ASSETS	<u><u>127,243.17</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	96,538.59
Net Income	30,704.58
Total Equity	<u>127,243.17</u>
TOTAL LIABILITIES & EQUITY	<u><u>127,243.17</u></u>

**Seacoast Youth Services Board of Directors
January 2014**

Janine L. Richards/Chairperson

Outreach Coordinator-SAU 90
5 Beech Court
Stratham, NH 03855
(603) 501-1849

Erica Ethier/Development-Fundraising

Branch Manager
Provident Bank
1 Provident Way
Seabrook, NH 03874
(603) 474-7300

Dawn Emerick/Secretary

Taurus Marketing
861 Lafayette Rd.
Hampton, NH 03842
(603) 926-8316

Marcia Gloddy/Program Committee

Office Manager-The Masiello Group
408 Lafayeete Rd.
Hampton, NH 03842
(603) 926-4466

Derek Scialdone/Treasurer

Branch Manager
The Provident Bank
1 Provident Way
Seabrook, NH 03874
Phone 603-760-1501

Carol Bostic/ Fundraising

Health Coach and Certified Hypnotist
2 Main Avenue
South Hampton, NH 03827

Elaine Ahearn/ Fundraising-Development

State Representative
195 Exeter Rd.,
Hampton Falls, NH
(603) 772-7069

John McCarthy/ Marketing

Realtor-The Masiello Group
408 Lafayette Rd.
Hampton, NH 03842
(603) 926-4466

Jerome Fuller Jr./ Marketing

General Manager
Staples
536 Lafayette Rd.
Seabrook, NH 03874
(603) 474-8511

Attorney Alan Ganz/ Marketing

Ganz Law Office
779 Lafayette Rd.
Seabrook, NH 03874
603-474-2737

Board positions are non-compensatory

**Seacoast Youth Services Mission Statement
January 2014**

Seacoast Youth Services supports young people and their families in coastal New Hampshire communities. By teaching and mentoring healthy communication and life skills, Seacoast Youth Services empowers those we serve to make positive choices for happier, healthier, and brighter futures.

We believe that effective support begins with direct engagement. That's why we connect with the youth where they learn and socialize in addition to offering individual and group counseling, outreach, and educational programs at our facility. Our goal is to reach all those who can benefit from our programs, including youth and family members who typically do not receive services.

SAZ Position Salaries and Benefits

Program Director: Forrest E Carter Jr.

Salary: 36,235.89

Benefits: 6391.27

Site-Coordinator: Cassandra Carter

Salary: 18,292.16

Benefits: 1657.85

5th/6th Teacher: TBA

Salary: 3300.84

Benefits: 299.16

7th/8th Teacher: TBA

Salary: 3300.84

Benefits: 299.16

Group Leader 1: TBD

Salary: 5198.82

Benefits: 471.18

Group Leader 2: TBA

Salary: 5198.82

Benefits: 471.17

Salary Total: 71527.37

Benefits Total: 9589.79

Forrest E. Carter Jr.

P.O. Box 873
Seabrook, NH 03874

(603)997-1909
forrest@seacoastyouthservices.org

CAREER OBJECTIVE Obtain a position working with youth and adolescents focusing on leadership and intertwining recreation, community, the arts, and socially beneficial activities for the purpose of creating a more positive and rewarding life experience for those involved with the program.

EDUCATION

Plymouth State College Plymouth, NH
Masters in Education: Physical Education, Adventure Education Concentration
May, 2014

University Of Massachusetts Lowell Lowell, MA
Bachelors in Liberal Arts: Psychology
(Spanish Concentration Requirement)
December, 2008

EXPERIENCE

2011 – Current

Program Director, Seabrook Adventure Zone (21st Century CCLC)

Collaboration between Seabrook Middle School, Seacoast Youth Services, and other Community Partners in Seabrook, NH 03874

Responsible for program design, management, implementation, and evaluation of an academic and positive social development after school program with foundations based on both the 4-H values and Project Adventure paradigm of leadership.

- **ACROSS NH DHHS Afterschool Master Professional Workshop Trainer**
- **Advisory Board Leadership** during monthly/bi-monthly meetings and maintaining effective collaboration with partners and board members.
- **Summer Planning Team** responsible for organizing and creating the Summer Conference for all 21st Century programs in New Hampshire.
- **American Red Cross Certified Trainer of 1st Aid & CPR w/AED**
- **Project Adventure Certified (84 Hours)** incorporating team building, leadership skill cultivation, self-esteem boosting, and conflict resolution.
- **Evaluation** of program goals by using the on-line and data base programs of Youth Services, Cayen, I4See, and Performance Pathways.
- **Budget** management for all program needs, including staff salary, professional development, and all program expenses associated with the Seabrook Adventure Zone.
- **Human Resource Management** responsible for hiring, evaluating, and managing all SAZ personnel, volunteers, and community partners.

2009 – Current

Youth Program Director, Seacoast Youth Services (non profit)

Seacoast Youth Services - 867 Lafayette Rd., Seabrook, NH 03874

Responsible for implementation of after school, weekend, evening, and summer programming for at-risk middle and high school aged youth and adolescents in the New Hampshire seacoast area.

- **Outreach** in seacoast area middle schools and high schools including classroom presentations of programs, faculty integration and involvement, and parent and family involvement and awareness.
- **4-H Certified Leader**
- **Project Alert Certified** to educate youth and adolescents in alcohol and substance abuse with interactive and integrative lessons.
- **Overnight Trips** consisting of four two day overnights with 24 adolescents and 3 staff, project adventure team building and leadership activities, high adventure, and structured itinerary.
- **Grant Writing** skills successful in obtaining several major grants, including the 21st CCLC grant that supports the Seabrook Adventure Zone.

2008-2010

Coordinator, Teen Leadership Adventures Program (non profit)

Seabrook Community Center, Seabrook, NH 03874

Designed, proposed, and implemented the program successfully.

Responsibilities include offering adventure based activities, free tutoring, and leadership trainings to adolescents in the town of Seabrook, NH at low, subsidized costs. Other duties include volunteer management, allocating program funding, leadership public training, and organizing adventure trips.

- **Volunteer Management** and scheduling for 35 volunteers that assist various program activities, including volunteer tutors, chaperones, and leadership training instructors.
- **Leadership Trainings** held monthly focusing on sculpting adolescents into strong, independent future leaders by offering lecture and service learning opportunities of selected topics. Training topics have included organization skills, games and modifications workshop, 1, 2, 3 Magic, and several diversity awareness trainings.
- **Donations/Contributions of Funding** were allocated through direct contacts and networking within and outside of the community. Official letters, interviews, and sponsorships were attained by numerous methods, including e-mail, letters, telephone, and internet.

VOLUNTEER/COMMUNITY SERVICE

2011-2014	6 Flags Read 2 Succeed Event w/SAZ & SMS
2011-2014	“Teens For Jeans” with Aeropostale
2010-2014	United Way Day of Caring
2013	SAZ & SMS Challenge Course Community Clean-Up
2013	SAZ & SMS Outdoor Classroom w/Seabrook PTO
2009 & 2010	Servapalooza Volunteer Day
2000 – 2011, 2012	New Hampshire Food Drive
2005, 2006, 2008 , 2009	Christmas Fundraiser for Community Action in Seabrook, NH
2005 & 2006 & 2009	Literacy and Reading Fundraiser Challenge
2007, 2008, 2009	Care Package Fundraiser for US Army
2004, 2007 - 2013	SPCA Fundraiser and Food Drive
2007&2011	“Walk-the-Walk” Event in Seabrook, NH, Assisted Organization of event

MEMBERSHIPS/AFFILIATIONS

Seabrook Recreation Commission Member At Large
ACROSS Master Professional Workshop Trainer
4-H Organizational Leader
American Red Cross Instructor Certified in 1st Aid/CPR/AED
Association of Experiential Education Member

TECHNOLOGY

Power point, Print Shop, Digital Photos, IPhoto, Microsoft Word, Apple Works, Microsoft Excel, Microsoft Office Publisher, SPSS, Adobe Workshop

Cassandra Carter

26 Washington St.
Seabrook, NH 03874

(603)997-1749
Kcjul@msn.com

CAREER OBJECTIVE To work in the Youth Services or Criminal Justice Field with a major emphasis on Government Agencies and Corporations, and working with individual youth, adults, and families.

EDUCATION

Saint Josephs College of Maine Standish, ME
Bachelors Degree: Criminal Justice
*May 2015

Northern Essex Community College Haverhill, MA
Associates in Criminal Justice
June, 2013

EXPERIENCE

2012 – Current

Site-Coordinator, Seabrook Adventure Zone (21st Century CCLC)

Collaboration between Seabrook Middle School, Seacoast Youth Services, and other Community Partners in Seabrook, NH 03874

Responsible for program design, management, implementation, and evaluation of an academic and positive social development after school program with foundations based on both the 4-H values and Project Adventure paradigm of leadership.

- **Data Entry** of crucial and confidential information for youth and staff in the Seabrook Adventure Zone, including attendance, survey results, evaluation materials, and demographics.
- **Curriculum Design & Activity Development** for after school and weekend programming for 120 middle school youth throughout the academic year.
- **Evaluation** of program goals by using the on-line and data base programs of Youth Services, I4See, and Performance Pathways.
- **Financial Reporting** of budgeted items including snack, supplies, and personnel salary.
- **Human Resource Management** responsible for evaluating and managing all SAZ personnel, volunteers, and community partners.

2011 – Current

Program Manager, Seabrook Community Center

311 Lafayette Rd., Seabrook, NH 03874

Responsible for implementation of after school, weekend, evening, and summer programming for at-risk middle and high school aged youth and adolescents in the New Hampshire seacoast area.

- **Summer Program Director** in seacoast area middle schools and high schools including classroom presentations of programs, faculty integration and involvement, and parent and family involvement and awareness.
- **4-H Certified Leader**
- **American Red Cross 1st Aid & CPR w/AED Certified**
- **Front Office Supervisor** to educate youth and adolescents in alcohol and substance abuse with interactive and integrative lessons.

2011-2011

Office Administrator, McDonald's

652 Lafayette Road Seabrook, NH 03874

Responsible for recording Daily, and Monthly inventory. Completing daily payroll sheets, updating computer information; weekly Figures, as well as monthly figures, and making daily bank deposits. Made weekly staff schedules/

2010-2011

Visa Processor, National Visa Center

31 Rochester Avenue Portsmouth, NH 03801

Responsible for data entry and organized and timed mail filing.

- **Mail File Clerk** for filing immigrant petitions. Organizing files, and making new files for new petitions.
- **Visa Processing Agent** for creating petitions, and entering them into the computer systems

- **Quality Control Visa Processing Agent** responsible for Analyzing Immigrant Petitions, and checking them to make sure they are valid.

VOLUNTEER/COMMUNITY SERVICE

2011-2014	6 Flags Read 2 Succeed Event w/SAZ & SMS
2011-2014	“Teens For Jeans” with Aeropostale
2013	SAZ & SMS Challenge Course Community Clean-Up
2013	SAZ & SMS Outdoor Classroom w/Seabrook PTO
2010, 2012	Community Food Drive
2010	Scotty Lago Olympic Event
2000 – 2011	New Hampshire Food Drive
2006, 2008, 2009	Christmas Fundraiser for Community Action in Seabrook, NH
2008	Care Package Fundraiser for US Army
2007 - 2012	SPCA Fundraiser and Food Drive
2005-2006	Toys For Tots

TECHNOLOGY

Power point, Print Shop, Digital Photos, IPhoto, Microsoft Word, Apple Works, Microsoft Excel, Microsoft Office Publisher, Quick Books, Adobe Workshop

Log 26-14

FOR INFORMATION ONLY

G & C Letter # _____

G & C Date 6-19-13

APPROVED: _____

Page # on-line grant

Item # _____

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
FAX 603-271-1953
Citizens Services Line 1-800-339-9900

May 15, 2013

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

REQUESTED ACTION

Authorize the Department of Education to exercise a renewal option to grant funds to Seacoast Youth Services, Seabrook, NH (Vendor Code 203944), approved 06/08/11, item #144, renewed 06/06/13, item #133 to offer extended day programming for youth and their families pending legislative approval of the next biennial budget. This grant will be in effect upon Governor and Council approval from July 1, 2013 through June 30, 2014. Further authorize unencumbered payment of said grant with internal accounting control within the Department of Education. This grant will not exceed \$118,075.11. 100% Federal Funds.

Funding for this request is available from:

FY 14

06-56-56-562010-32770000-072-500577

\$118,075.11

Department of Education, Division of Instruction,
21st Century Community Learning Center Program

Explanation

The United States Department of Education legislation allows for five year 21st Century Community Learning Center grants to serve youth and their families during the out of school time hours. Grants are renewed annually pending the receipt of an Annual Performance Report that indicates sufficient progress and the availability of federal funds.

New Hampshire anticipates a FY 2014 grant award in the amount of \$5,348,665.00 from the United States Department of Education under the 21st Century Community Learning Center program. This program provides grants to inner city and rural schools, community based organizations, youth development agencies and other educational agencies to provide expanded learning opportunities outside of regular school hours for children in a safe environment.

Her Excellency, Governor Margaret Wood Hassan
and The Honorable Council

Page Two

May 15, 2013

The programs will offer students a broad array of additional services, programs, and activities such as tutorial services, youth development activities, drug and violence prevention, counseling programs, art, music, recreation programs, and technology education. These programs and services are designed to reinforce and complement the regular academic program of the participating students.

The program services provided by the grant cited above will be coordinated by Seacoast Youth Services in collaboration with the Seabrook School District. This collaborative approach will serve middle school Seabrook School District youth and their families. This program is designed to include access to a wide range of supports which include academic, literacy, enrichment, technology, and recreation programs.

This is the third year of a five year grant. In the event Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,


Virginia M. Barry, Ph.D.
Commissioner

VMB:SB
Enclosures

Log 5-13



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
FAX 603-271-1953
Citizens Services Line 1-800-339-9900

FOR INFORMATION ONLY
G & C Letter # _____
G & C Date 6-6-12
APPROVED: _____
Page # _____
Item # _____

May 01, 2012

His Excellency Governor John H. Lynch
and the Honorable Council
State House
Concord, NH 03301

*G&C Date approved
6/6/12
Item 133*

REQUESTED ACTION

Authorize the Department of Education to exercise a renewal option to grant funds to Seacoast Youth Services, Seabrook, NH (Vendor Code 203944), approved 06/08/11, item #144 to offer extended day programming for youth and their families pending legislative approval of the next biennial budget. This grant will be in effect from July 1, 2012 through June 30, 2013. Further authorize unencumbered payment of said grant with internal accounting control within the Department of Education. This grant will not exceed \$122,075.11. 100% Federal Funds.

Funding for this request is available from:

	<u>FY 13</u>
06-56-56-562010-32770000-072-500577	\$122,075.11
Department of Education, Division of Instruction, 21st Century Community Learning Center Program	

Explanation

The United States Department of Education legislation allows for five year 21st Century Community Learning Center grants to serve youth and their families during the out of school time hours.. Grants are annually renewed pending the receipt of an Annual Performance Report that indicates sufficient progress and the availability of federal funds.

New Hampshire anticipates a FY 2013 grant award in the amount of \$5,643,199.00 from the United States Department of Education under the 21st Century Community Learning Center program. This program provides grants to inner city and rural schools, community based organizations, youth development agencies and other educational agencies to provide expanded learning opportunities outside of regular school hours for children in a safe environment. The programs will offer students a broad array of additional services, programs, and activities such as tutorial services, youth development activities, drug and violence prevention, counseling programs, art, music, recreation programs, and technology education. These programs and services are designed to reinforce and complement the regular academic program of the participating students.

His Excellency Governor John Lynch
and The Honorable Council

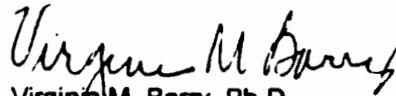
Page Two
May 01, 2012

technology education. These programs and services are designed to reinforce and complement the regular academic program of the participating students.

The program services provided by the grant cited above will be coordinated by Seacoast Youth Services in collaboration with the Seabrook School District. This collaborative approach will serve middle school Seabrook School District youth and their families. This program is designed to include access to a wide range of supports which include academic, literacy, enrichment, technology, and recreation programs.

In the event Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Virginia M. Barry, Ph.D.
Commissioner

VMB:SB
Enclosures

LEG 115-11



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
FAX 603-271-1953
Citizens Services Line 1-800-339-9900

FOR INFORMATION ONLY
G & C Letter # _____
G & C Date 6/8/11
APPROVED: _____
Page # _____
Item # _____

May 25, 2011

G & C Approved 6/8/11
Item 144
EB

His Excellency Governor John H. Lynch
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

- 1. Authorize the Department of Education to grant funds to the Seacoast Youth Services, Seabrook, NH (Vendor Code 203944), to offer extended day programming for youth and their families pending legislative approval of the next biennial budget. This grant will be in effect from July 1, 2011 through June 30, 2012. Further authorize unencumbered payment of said grant with internal accounting control within the Department of Education. This grant will not exceed \$105,068.28. 100% Federal Funds.

Funding for this request is available from:

FY 12
06-56-56-562010-32770000-072-500575 \$105,068.28
Department of Education, Division of Instruction,
21st Century Community Learning Center Program

- 2. Subject to Governor and Council approval, authorize the Department of Education to exercise a renewal option on this grant for up to four additional fiscal years.

Explanation

The United States Department of Education legislation allows for five year 21st Century Community Learning Center grants to serve youth and their families during the out of school time hours.. Grants are annually renewed pending the receipt of an Annual Performance Report that indicates sufficient progress and the availability of federal funds.

New Hampshire anticipates a FY 2012 grant award in the amount of \$5,714,213.00 from the United States Department of Education under the 21st Century Community Learning Center program. This program provides grants to inner city and rural schools, community based organizations, youth development agencies and other educational agencies to provide expanded learning opportunities outside of regular school hours for children in a safe environment. The programs will offer students a broad array of additional services, programs, and activities such as tutorial services, youth development activities, drug and violence prevention, counseling programs, art, music, recreation programs, and

His Excellency Governor John Lynch
and The Honorable Council

Page Two
May 25, 2011

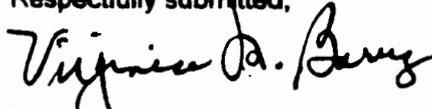
technology education. These programs and services are designed to reinforce and complement the regular academic program of the participating students.

The program services provided by the grant cited above will be coordinated by Seacoast Youth Services in collaboration with the Seabrook School District. This collaborative approach will serve middle school Seabrook School District youth and their families. This program is designed to include access to a wide range of supports which include academic, literacy, enrichment, technology, and recreation programs.

Funding for this grant is provided by the 21st Century Community Learning Center program under Part B of Title IV of the Elementary and Secondary Education Act (ESEA) of 1965, as amended. In January 2011 the New Hampshire Department of Education issued a Request for Proposals (RFP) soliciting proposals for these funds. School Districts, Community Based Organizations, and Extended Day Programs were notified through e-mail about the Bidders' Conference and publication of the online RFP. The projects funded demonstrated that partnerships between school districts and community based organizations have promise to help youth improve academic achievement. Eighteen proposals were received and seven were funded based on a peer review process. Peer Reviewers worked in teams of three to rate proposals based on the RFP's matrix criteria. Each team had an experienced 21st Century Community Learning Center member to help steer the review and two other experienced professionals to create well-balanced teams. The fifteen peer reviewers were represented by experienced 21st Century Community Learning Center and school day professionals, higher education, the Department of Health and Human Services, and community based organizations. In order to minimize the potential for a conflict of interest we also included 21st Century Community Learning Center program directors from out of state. A list of reviewers is included in this packet.

Seacoast Youth Services, in collaboration with the Seabrook School District, was one of the seven proposals selected for funding through a competitive process using standard state procedures. We request a renewal option for four additional fiscal years since those selected for funding are eligible for five years of funding based on previous successful progress.

Respectfully submitted,



Virginia M. Barry, Ph.D.
Commissioner

VMB:SB
Enclosures

**21st Century Community Learning Center
2011 Competition Results**

21st Century Community Learning Center Applicant	Complete Application (5)	Priority Points (5)	Need (10)	Program Design (25)	Resources (15)	Management (15)	Evaluation (15)	Budget (15)	TOTAL (105)	Award Amount
Newfound	5	5	9	24.33	13.33	11.33	12.33	14	94.33	\$ 81,000.00
Hillsboro-Deering	5	5	8	21.33	14.67	13.67	9.67	15	92.34	\$ 88,750.00
Seabrook	5	5	8.67	21	14	11.33	12.33	10.33	87.66	\$ 105,068.28
Manchester	5	5	9.67	19.67	13.67	13.67	9.67	10.33	86.68	\$ 282,250.00
Raymond	5	5	9	18.67	12	12.67	12.67	11.67	86.68	\$ 324,736.25
Jaffrey-Rindge	5	5	8	17.67	13	12	12.67	13	86.33	\$ 330,000.00
Monadnock	5	5	7.67	18.67	12.33	12.67	9.67	14	85.01	\$ 110,000.00
Conway	5	5	8.33	18.67	11	12	11.33	12.33	83.67	
Warren	5	0	8.33	20.33	13	13.33	6	11	76.99	
Newport	5	0	7.67	18	11.33	13	8.33	12.67	76	
Pittsfield	4	5	7.67	15.33	11	12.33	9.33	10	74.66	
Concord	5	5	6	16.33	10	9.33	9	12.67	73.33	
Franklin	5	5	6	16.67	11.67	8.67	8.67	9.67	71.35	
Thornton	4	0	8.67	16.00	12.00	6.00	8.33	13.00	68	
Claremont	3	5	7.67	15.67	11.33	10.33	9	6.33	68.33	
Portsmouth	2	5	4.67	14.33	9.33	9.67	6.33	7.33	58.66	
Allenstown	3	5	4.67	9.67	6.67	9.67	7.67	9.67	56.01	
Goshen-Lempster	3	5	4.67	6.67	7.67	7.33	6.67	8.33	49.34	

PROJECT APPLICATION BUDGET AND DESIGNATION OF APPLICATION MANAGER/ PROJECT MANAGER

PROJECT # _____
CHANGE # _____
PAGE 1 of _____

Federal/State Program Title: 21st Century Community Learning Centers

FROM: Seacoast Youth Services
PO Box 1381
Seabrook, NH 03874

TO: Suzanne Birdsall
NH Department of Education
State Office Park South
101 Pleasant Street
Concord, New Hampshire 03301-3860

SAU/RA: _____

Proposed Project Title: Seabrook Adventure Zone

Project Period: 7/1/2011 to: 6/30/2012

The following information is required for all projects

PROJECT MANAGER:

NAME: Vic Maloney
ADDRESS: 867 Lafayette Rd., Seabrook, NH 03874
E-MAIL ADDRESS: vic@seacoastyouthservices.org

TITLE: Executive Director
TELEPHONE: (603) 474-3332
FAX: (603) 372-0822

FINANCIAL CONTACT:

NAME: Vic Maloney
E-MAIL ADDRESS: vic@seacoastyouthservices.org

TELEPHONE: (603) 474-3332
FAX: (603) 372-0822

The above named person is designated as Project Manager. I hold the Project Manager responsible for implementing the project in accordance with the approved project, for remaining within the budget limitations, for ensuring that only authorized items required to implement the project are charged to the project, and for initiating request to amend the approved project. No services or supplies will be ordered or charged to the project without written approval of the Project Manager.

THE APPLICANT AGENCY AGREES AND CERTIFIES THAT:

- This grant will be administered in accordance with the applicable provisions of the following federal laws and regulations:
 - Education Department General Administrative Regulations (EDGAR) in Title 34 Code of Federal Regulations (CFR), Parts 74, 75, 76, 77, 79, 80, 82, 85, 86; Civil Rights Regulations in 34 CFR, Parts 100 through 106, and specific program laws and regulations.
 - Any amendments in effect on the date of this grant award or to become effective during the project period are incorporated.
- Grant accounting and financial reporting will be in accordance with New Hampshire Department of Education "Federal Funds Financial Management Manual".
- Authorized funds will be obligated and expended only for the purpose described in the approved project proposal and budget.
- Audits will be in compliance with the Single Audit Act Amendments of 1996 (P.L. 104-156) and U.S. Office of Management and Budget (OMB) Circulars.
- Project approval, if given, will be on the condition that full funding of the Approved Budget and payment by the grantor are contingent upon the availability of a Federal Grant and Appropriation Authority approved by the General Court of New Hampshire or the Governor and Council of this State for this purpose. Neither the State nor the Department of Education shall be liable for payments under this grant except from such funds.

FISCAL AGENT - MAKE CHECKS PAYABLE TO:

Seacoast Youth Services
The Provident Bank
003176 211374020 27 728318

APPROVED INDIRECT COST RATE: 3.8 %

Vic Maloney
PRINT NAME AND TITLE of SAU SUPERINTENDENT OF SCHOOLS
or RA/CHIEF FINANCIAL OFFICER

Vic Maloney
SIGNATURE SAU SUPERINTENDENT OF SCHOOLS
or RA/CHIEF FINANCIAL OFFICER
4/25/11
DATE

Seacoast Youth Services

Mission Statement

Seacoast Youth Services' mission is to offer education, prevention and timely intervention programs concerning alcohol and other drug abuse, as well as other at-risk behaviors for youth and families in the lower seacoast area of Rockingham County, N.H.

Seacoast Youth Services Board of Directors

Dawn Emerick/Chairperson

Taurus Marketing
861 Lafayette Rd.
Hampton, NH 03842
(603) 926-4477

Rev. Deborah Knowlton/Secretary

Minister-First Congregational Church
127 Winnacunnet Rd.
Hampton, NH 03842
(603) 926-2837

Bruce Pierce/Treasurer

Chaplain-Seabrook Police Department
Minister-Church of Christ
867 Lafayette Rd.
Seabrook, NH 03874
(603) 474-2660

Mary Markham/Development-Fundraiser

Realtor
ERA Masiello
Hampton, NH 03842
(603) 926-4466

Steve Portrie/Development-Fundraiser

Portrie Flooring
Lafayette Rd.
Rye, NH 03870
(603) 926-2887

Erica Ethier/Development-Fundraiser

Branch Manager
Provident Bank
1 Provident Way
Seabrook, NH 03874

(603) 474-7300

Janine L. Strebel/Program Committee

Commercial Loan Specialist
Beech Commercial Capital, LLC
One New Hampshire Avenue, Suite 305
Portsmouth, NH 03801
(603) 431-4700

Marcia Gloddy/Program Committee

Office Manager
ERA Masiello
Hampton, NH 03842
(603) 926-4466

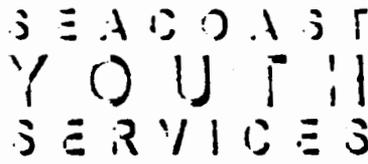
Stephen Ells, Atty.

47 Winnacunnet Rd.
Hampton, NH 03842
(603) 926-6162

Carol Bostic

Life Coach
2 Main St.
South Hampton, NH 03827
(603) 944-2398

*Board Positions are non-compensatory



SAZ Position Salaries and Benefits

Program Director: Forrest E Carter Jr.
Salary: 37,440.00
Benefits: 6808.75

Program Assistant: To Be Hired
Salary: 13,200.00
Benefits: 1481.79

Teacher: To Be Hired
Salary: 6300.00
Benefits: 707.20

Group Leader 1: To Be Hired
Salary: 4590.00
Benefits: 515.27

Group Leader 2: To Be Hired
Salary: 4590.00
Benefits: 515.27

Salary Total: 66,120.00
Benefits Total: 10,028.28

A handwritten signature in black ink, appearing to read "Viamary", is located below the salary and benefits summary.

Forrest E. Carter Jr.

26 Washington St.
P.O. Box 873
Seabrook, NH 03874

(603)997-1909
focarte81@yahoo.com

CAREER OBJECTIVE Obtain a position working with youth and adolescents focusing on leadership and intertwining recreation, community, the arts, and socially beneficial activities for the purpose of creating a more positive and rewarding life experience for those involved with the program.

EDUCATION

Capella University Masters in Human Services: Non-Profit Management *Current – December, 2010	Minneapolis, MN
University Of Massachusetts Lowell Bachelors in Liberal Arts: Psychology (Spanish Concentration Requirement) December, 2008	Lowell, MA
Northern Essex Community College Associates in Liberal Arts: Psychology December, 2005	Haverhill, MA

EXPERIENCE

2009 – Current

Program Director, Seacoast Youth Services (non profit)
Seacoast Youth Services - 867 Lafayette Rd., Seabrook, NH 03874
Responsible for implementation of after school, weekend, evening, and summer programming for at-risk middle and high school aged youth and adolescents in the New Hampshire seacoast area.

- **Outreach** in seacoast area middle schools and high schools including classroom presentations of programs, faculty integration and involvement, and parent and family involvement and awareness.
- **4-H Certified Leader**
- **American Red Cross Certified Trainer of 1st Aid & CPR w/AED**
- **Project Alert Certified** to educate youth and adolescents in alcohol and substance abuse with interactive and integrative lessons.
- **Project Adventure Certified (26 Hours)** incorporating team building, leadership skill cultivation, self-esteem boosting, and conflict resolution.
- **Overnight Trips** consisting of four two day overnights with 24 adolescents and 3 staff, project adventure team building and leadership activities, high adventure, and structured itinerary.

2008 – Current

Substitute Teacher
SAU 21, Hampton, NH 03842

- **NH Teacher Certification Eligible**

2010 – Current

Drama Director
Seabrook Middle School, Seabrook, New Hampshire 03874

2008-2010

Coordinator, Teen Leadership Adventures Program (non profit)
Seabrook Community Center, Seabrook, NH 03874
Designed, proposed, and implemented the program successfully.
Responsibilities include offering adventure based activities, free tutoring, and leadership trainings to adolescents in the town of Seabrook, NH at low.

subsidized costs. Other duties include volunteer management, allocating program funding, leadership public training, and organizing adventure trips.

- **Volunteer Management** and scheduling for 35 volunteers that assist various program activities, including volunteer tutors, chaperones, and leadership training instructors.
- **Leadership Trainings** held monthly focusing on sculpting adolescents into strong, independent future leaders by offering lecture and service learning opportunities of selected topics. Training topics have included organization skills, games and modifications workshop, 1, 2, 3 Magic, and several diversity awareness trainings.
- **Donations/Contributions of Funding** were allocated through direct contacts and networking within and outside of the community. Official letters, interviews, and sponsorships were attained by numerous methods, including e-mail, letters, telephone, and internet.
- **Web-Site** was constructed for the program, teenleadershipadventures.edublogs.org, and maintained on a daily/weekly basis with links to future trips, important forms, and communication elements.

2003 – 2009

Site-Director, Seabrook YMCA School's Out Program (non profit)

Southern District YMCA – Camp Lincoln, Kingston, NH 03848

Responsibilities include offering a quality after school program for children grades K-6, organizing and implementing activities, tutoring children with homework, supervising and managing staff members and pay roll sheets, as well as parent correspondence.

- **Community Service Project Organizing & Implementation** including Army Care Package Fundraisers, SPCA Food Drives, Literacy Events, and Community Partnership Events.
- **Family Events** monthly focusing on multi-cultural exploration and family/community importance by intertwining games, arts, and food.
- **Leaders-In-Training Program** organization implemented to give adolescents purpose and the tools to be strong, positive leaders in their community. Evaluations, incentives, and structured off-campus learning events are used in this program.

2006-2009

Director, Summer Leadership Program

Seabrook Recreation Department, Seabrook, NH 03874

Responsibilities include organizing and implementing leadership strategies and learning tools for adolescents' grades six through eight.

- **Field Trip Organizing.**
- **Community Based Events** usually off campus including elderly complexes, beach clean-ups, and off-campus teen leadership trips.
- **Calendars & Newsletters** that explain with detail and creativity to basis of the program as well as incentives and goals for the adolescents.

VOLUNTEER/COMMUNITY SERVICE

2010

United Way Day of Caring

2009 & 2010

Servapalooza Volunteer Day

2000 – 2010

New Hampshire Food Drive

2005, 2006, 2008, 2009

Christmas Fundraiser for Community Action in Seabrook, NH

2005 & 2006 & 2009

Literacy and Reading Fundraiser Challenge

2007, 2008, 2009

Care Package Fundraiser for US Army

2004, 2007 - 2010

SPCA Fundraiser and Food Drive

2007

“Walk-the-Walk” Event in Seabrook, NH, Assisted Organization of event

TECHNOLOGY

Power point, Print Shop, Digital Photos, IPhoto, Microsoft Word, Apple Works, Microsoft Excel, Microsoft Office Publisher, SPSS, Adobe Workshop

SEACOAST YOUTH SERVICES

FINANCIAL STATEMENTS

December 31, 2008

CONTENTS

	<u>Page</u>
Independent Auditors' Report	1
Statement of Financial Position	2
Statement of Activities-Unrestricted Net Assets	3
Statement of Cash Flows	4
Statement of Functional Expenses	5
Notes to Financial Statements	6-7

FRITZ DEGUGLIELMO LLC
CERTIFIED PUBLIC ACCOUNTANTS

23 MIDDLE STREET
NEWBURYPORT, MASSACHUSETTS 01950
(978) 462-2161 FAX: (978) 462-8005
WWW.FD-CPA.COM

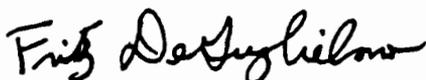
INDEPENDENT AUDITORS' REPORT

Board of Directors
Seacoast Youth Services
Seabrook, New Hampshire

We have audited the accompanying statement of financial position of Seacoast Youth Services, (a nonprofit organization) as of December 31, 2008 and the related statements of activities, functional expenses, and cash flows for the year then ended. These financial statements are the responsibility of the Organization's management. Our responsibility is to express an opinion on these financial statements based on our audit. The prior year summarized comparative information has been derived from the Organization's 2007 audited financial statements whose report dated June 12, 2008 expressed an unqualified opinion on those statements.

We conducted our audits in accordance with generally accepted auditing standards in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Seacoast Youth Services as of December 31, 2008 and the changes in its net assets and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.



Certified Public Accountants

June 18, 2009

SEACOAST YOUTH SERVICES
STATEMENT OF FINANCIAL POSITION
December 31, 2008
(with comparative totals for December 31, 2007)

	<u>2008</u>	<u>2007</u>
ASSETS		
Current Assets		
Cash	\$ -	\$ 12,370
Accounts receivable	14,653	24,228
Total Current Assets	<u>14,653</u>	<u>36,598</u>
Property, Plant and Equipment		
Motor Vehicles	8,900	15,000
Equipment and Furniture	3,398	2,283
Leasehold Improvements	8,284	8,284
	<u>20,582</u>	<u>25,567</u>
Accumulated Depreciation	(4,830)	(2,954)
Net Property and Equipment	<u>15,752</u>	<u>22,613</u>
Total Assets	<u>\$ 30,405</u>	<u>\$ 59,211</u>
LIABILITIES AND NET ASSETS		
Current Liabilities		
Cash overdraft	\$ 394	\$ -
Accounts payable	2,514	848
Deferred revenue	5,847	9,592
Total Current Liabilities	<u>8,755</u>	<u>10,440</u>
Net Assets		
Unrestricted Net Assets	<u>21,650</u>	<u>48,771</u>
Total Liabilities and Net Assets	<u>\$ 30,405</u>	<u>\$ 59,211</u>

See auditors' report and accompanying notes to financial statements.

SEACOAST YOUTH SERVICES
STATEMENT OF ACTIVITIES
For the year ended December 31, 2008
(with comparative totals for the year ended December 31, 2007) .

	Unrestricted	
	2008	2007
Support and Revenue		
Grants and Contracts	\$ 125,153	\$ 96,569
Contributions	28,706	46,650
Fundraising	98,330	76,871
Fees For Services	56,083	42,435
Total Support and Revenue	308,272	262,525
Expenses		
Program Services	205,947	132,482
Fundraising	76,655	60,447
General and Administrative	52,791	33,682
Total Expenses	335,393	226,611
Increase (Decrease) in Net Assets	(27,121)	35,914
Net Assets at beginning of year	48,771	12,857
Net Assets at end of year	\$ 21,650	\$ 48,771

See auditors's report and accompanying notes to financial statements.

SEACOAST YOUTH SERVICES
STATEMENT OF CASH FLOWS
For the year ended December 31, 2008
(with comparative totals for the year ended December 31, 2007)

	<u>2008</u>	<u>2007</u>
Cash Flows from Operating Activities		
Increase (Decrease) in Net Assets	\$ (27,121)	\$ 35,914
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:		
Contribution of motor vehicles	(1,400)	(15,000)
Depreciation	3,376	2,253
Loss on disposal of motor vehicle	6,000	
(Increase) Decrease in accounts receivable	9,575	(24,228)
Increase (Decrease) in accounts payable	1,666	(2,409)
Increase (Decrease) in deferred revenue	(3,745)	9,592
Net Cash (Used) Provided by Operating Activities	<u>(11,649)</u>	<u>6,122</u>
 Cash Flows from Investing Activities		
Purchase of equipment	<u>(1,115)</u>	<u>(1,612)</u>
Net Cash Used by Investing Activities	<u>(1,115)</u>	<u>(1,612)</u>
 Net Increase (Decrease) in Cash	(12,764)	4,510
Cash at Beginning of Year	<u>12,370</u>	<u>7,860</u>
 Cash (Overdraft) at End of Year	<u>\$ (394)</u>	<u>\$ 12,370</u>
 Supplemental Disclosures of Cash Flow Information		
Cash paid during the year for interest	<u>\$ -</u>	<u>\$ 952</u>
Cash paid during the year for income taxes	<u>\$ -</u>	<u>\$ -</u>

See auditors' report and accompanying notes to financial statements.

SEACOAST YOUTH SERVICES
STATEMENT OF FUNCTIONAL EXPENSES
For the year ended December 31, 2008
(with comparative totals for the year ended December 31, 2007)

	<u>Program Services</u>	<u>Fund- raising</u>	<u>General & Administration</u>	<u>2008 Total</u>	<u>2007 Total</u>
Salaries and wages	\$ 128,749	\$ 3,900	\$ 11,700	\$ 144,349	\$ 91,671
Payroll taxes and employee benefits	15,112	1,099	3,294	19,505	13,018
Contract services	15,468	-	-	15,468	13,741
Rent expense	14,000	-	3,500	17,500	15,820
Utilities	5,353	-	1,338	6,691	5,016
Insurance	2,940	-	2,094	5,034	3,610
Supplies	5,735	2,286	6,858	14,879	9,272
Telephone	1,023	171	511	1,705	1,598
Bank fees	-	-	26	26	175
Staff development	-	-	10,305	10,305	277
Depreciation	2,354	-	1,022	3,376	2,253
Professional fees	200	-	7,460	7,660	2,903
Payroll processing fees	-	-	803	803	718
Transportation	5,117	-	1,279	6,396	6,414
Repairs and maintenance	3,737	-	934	4,671	3,044
Licenses and fees	-	-	127	127	495
Special events	-	69,199	-	69,199	54,437
Miscellaneous	1,359	-	340	1,699	2,149
Loss on disposal of motor vehicles	4,800	-	1,200	6,000	-
Total Expenses	\$ 205,947	\$ 76,655	\$ 52,791	\$ 335,393	\$ 226,611

See auditors' report and accompanying notes to financial statements.

SEACOAST YOUTH SERVICES
NOTES TO FINANCIAL STATEMENTS
December 31, 2008

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

Seacoast Youth Services is a nonprofit New Hampshire corporation chartered on December 19, 2001 for the purpose of providing timely intervention and prevention programs regarding alcohol and drug abuse and other “at risk” behaviors to youth and families in the lower Seacoast New Hampshire area. Seacoast Youth Services is exempt from federal and state income taxes under section 501(c)(3) of the US Internal Revenue Code as a public charity.

Seacoast Youth Services prepares its financial statements in accordance with Statement of financial Accounting Standards (SFAS) No. 117, financial Statements of Not-for-Profit Organizations. Under SFAS No. 117, the Organization is required to report information regarding its financial position and activities according to three classes of net assets as defined below:

Unrestricted Net Assets – consist of assets, public support and program revenues, which are available and used for operations and programs. Contributions are considered available for unrestricted use unless specifically restricted by the donor.

Temporarily Restricted Net Assets – include funds with donor-imposed restrictions, which permit the donee organization to expend the assets as specified, and are satisfied either by the passage of time or by actions of the Organization. Resources of this nature originate from gifts, grants, bequests, contracts and investment income earned on restricted funds.

Permanently Restricted Net Assets – include resources, which have a permanent donor-imposed restriction that stipulates that the assets are to be maintained permanently, but permits the Organization to expend part or all of the income derived from the donated assets.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Organization considers all short-term debt securities purchased with a maturity of three months or less to be cash equivalents.

Property and Equipment

Property and equipment are recorded at cost. Depreciation is provided using the straight-line method over estimated useful lives. Depreciation for the years ended December 31, 2008 was \$3,376. Assets are capitalized if their economic useful life exceeds one year.

Revenue Recognition

The Organization reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. All donor restricted contributions and grants whose restrictions are met in the same fiscal year in which the contribution was received are recorded as unrestricted support or revenue.

SEACOAST YOUTH SERVICES
NOTES TO FINANCIAL STATEMENTS
December 31, 2008

NOTE A – continued

Receivables

Receivables consist of contracts and other receivables of the Organization. Management has deemed receivables fully collectible as of December 31, 2008.

Use of Estimates

Management used estimates and assumptions in preparing financial statements in accordance with generally accepted accounting principles. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could vary from the estimates that were used.

NOTE B – DONATED FACILITY AND OPERATING LEASE

The Organization leases its facility from the Church of Christ, for a nominal fee. The five-year lease calls for monthly rent of \$325 with a scheduled increase to \$1,100 beginning in April 2009. The lease expires on March 31, 2011 and the Organization has an option to extend the lease period for an additional five-year period at a rate of \$1,200 per month. The difference between the fair market value of this rental and the amount paid is recorded as an in-kind contribution and rent expense. In-kind rent for the year ended December 31, 2008 aggregated \$13,600.

The following is a schedule by years of future minimum rental payments required under operating leases that have initial or remaining non-cancelable lease terms in excess of one year as of December 31, 2008.

<u>December 31,</u>	
2009	\$ 10,875
2010	13,200
2011	<u>3,300</u>
	\$ <u>27,375</u>

The Organization entered into a sub-lease agreement with the Rockingham Community Action-Head Start program. The Organization will receive \$840 per month through November 2010 with an option to extend the terms for an additional three-year period.

NOTE C – NON-CASH TRANSACTIONS

During the year ended December 31, 2008, a motor vehicle with a fair market value of \$1,400 was donated to the Organization. The motor vehicle is used to assist in the facilitation of the Organization's program services.

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/09/2011

PRODUCER (603)926-3830 FAX (603)926-0283
Bean Insurance Agency, LLC
 151 Winnacunnet Road
 P.O. Box 660
 Hampton, NH 03843-0660

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
Seacoast Youth Services
 PO Box 1381
 Seabrook NH 03874

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: The Hartford	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	ADD'L	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJ-ECT <input type="checkbox"/> LOC	04 SBA PM2914	05/01/2010	05/01/2011	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	04 UEC NW0275	08/11/2010	08/11/2011	COMBINED SINGLE LIMIT (EA accident) \$ 300,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
A		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	04 WEC PB3129	02/20/2010	02/20/2011	<input checked="" type="checkbox"/> WC STAT-LIAB-LIMITS <input type="checkbox"/> OTH-GR E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
		OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Certificate holder is listed as additional insured

CERTIFICATE HOLDER

NH Department of Education
 101 Pleasant Street
 Concord, NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Scott Bean

School Administrative Units

