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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF COMMUNITY BASED CARE SERVICES  
BUREAU OF ELDERLY & ADULT SERVICES

Nicholas A. Toumpas  
Commissioner

Diane Langley  
Director

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August 26, 2014

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

**Requested Action**

100% Federal funds

Authorize the Department of Health and Human Services, Division of Community Based Care Services, Bureau of Elderly and Adult Services to pay the National Association of States United for Aging and Disabilities (NASUAD), 1201 15<sup>th</sup> Street, NW #350, Washington, D.C. 20005, vendor #169354, \$6,897 for annual membership dues, effective **retroactive** to July 1, 2014, through June 30, 2015. Funds to support this request are available in the following account for State Fiscal Year 2015:

05-95-48-480510-8930 HEALTH AND SOCIAL SERVICES, DEPT. OF HEALTH AND HUMAN SVCS, HHS: ELDERLY AND ADULT SERVICES, PROGRAM OPERATIONS, LONG TERM CARE OMBUDSMAN OFFICE.

<u>Class/Object</u>	<u>Class Title</u>	<u>Activity Code</u>	<u>FY 2015</u>
026-0251	Organizational Dues	48416001	\$6,897.00

**Explanation**

The purpose of this request is to pay annual membership dues to the National Association of States United for Aging and Disabilities for the period July 1, 2014 through June 30, 2015. This request is retroactive due to the invoice being set aside during SFY14 close, which was the priority. Membership in the National Association of States United for Aging and Disabilities benefits the Bureau of Elderly and Adult Services and the State of New Hampshire through the varied services it provides that relate to aging, disability and care giving issues. These services include representation, policy analysis, information, brokering of resources, consultation, training and promotion.

This is an annual renewal of a membership begun in 1978 and has occurred annually. This did not go out to bid, as it is the only organization of its kind.

Listed below are answers to standard questions required for Governor and Council organization dues and membership approval submissions:

1. How long has this organization been in existence and how long has this agency been a member of this organization?

The National Association of States United for Aging and Disabilities has been in existence since 1964. The Bureau of Elderly and Adult Services has been a member since 1978.

2. Is there any other organization which provides the same or similar benefits which your agency belongs to?  
No.
3. How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?  
Membership includes 56 State and territorial agencies on aging and disabilities. No other New Hampshire state agencies are members of this association.
4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc)  
A standard fee for membership is established for all states.
5. What benefit does the state receive from participating in this membership?  
Membership provides technical assistance in policy development and program implementation, timely federal legislative updates, survey results from other states on issues impacting aging and disabilities services in New Hampshire, research, and advocacy regarding federal program funding and program requirements. Membership provides the Department with informational and program resources which far exceed the annual costs.
6. Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.  
Yes. These include hard copies of reports, surveys, and studies, information about changes happening on the federal level, proposed legislation. Much of this is also available on a members-only website. The National Association of States United for Aging and Disabilities has also undertaken research on behalf of a member State on budget or programmatic issues by polling the other members.
7. Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.  
No.
8. Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership-supported trips.  
Travel is usually not included in the membership fee, although the organization does provide some meals associated with meetings, which are usually held twice a year. A single staff member usually attends these meetings, which are generally held in the Baltimore-DC area. Meetings are held to conduct policy briefings, introduce new program initiatives related to long term care, technical

assistance, and to formulate recommendations for federal legislation impacting long term care for elderly and adults with disabilities.

9. Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization).

Department of Health and Human Services Chief Financial Officer Sheri L. Rockburn and Diane Langley, Director of the Bureau of Elderly and Adult Services are voting members of the association.

10. Explain in detail any negative impact to the state if the Agency did not belong to this organization.

New Hampshire would be the only state that is not a member of this organization. Consequently, New Hampshire would not have a voice at the table to communicate the viewpoints and concerns of the states aging and disability population to Congress, federal agencies and other national organizations. It would severely limit the state's ability to affect national legislation in the aging and disability field, join in collaborative efforts with other states, and bring about efforts to streamline and simplify federal aging and disability programs and regulations. In addition, it would deprive New Hampshire of a valuable resource for current knowledge in aging, disability and related fields as well as technical assistance.

This is a renewal membership. There is an increase in the annual membership dues from last year.

Area served: statewide

Source of funds: 100% Federal Funds.

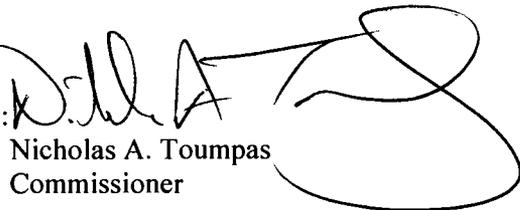
In the event that the Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Diane Langley  
Director

Approved by:



Nicholas A. Toumpas  
Commissioner



# INVOICE

INVOICE NO: 55655

DATE: June 17, 2014

FROM: Lora Connolly, Treasurer

FEDERAL TAX ID NO: 39-6095459

TO: Sheri Rockburn  
Acting Associate Commissioner  
New Hampshire Department of Health and Human Services  
Brown Building - 129 Pleasant Street  
Concord, New Hampshire 03301

ATTENTION: Sheri Rockburn

PERIOD COVERED	DESCRIPTION	AMOUNT
July 1, 2014– June 30, 2015	2015 State Aging Management Institute Assessment	\$6,897.00
<b>TOTAL DUE</b>		<b>\$6,897.00</b>

Please Remit Payment to:  
NASUAD  
1201 15<sup>th</sup> Street, NW #350  
Washington, D.C. 20005