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ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

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CONCORD, NEW HAMPSHIRE 03301-6397

JOHN M. FORMELLA
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March 23, 2022

His Excellency, Governor Christopher Sununu
And the Honorable Council
State House
Concord, New Hampshire 03301

Your Excellency and Members of the Council:

REQUESTED ACTION

Authorize the Department of Justice to conduct a four-day Victim Assistance Academy training to be held May 16-19, 2022 at the New Hampshire National Guard Training Facility in Pembroke, New Hampshire at a cost not to exceed \$3,465.52 upon Governor and Executive Council approval through May 20, 2022. 27% Federal Funds, 73% Agency Income.

Funding is available as follows:

02-20-20-200510-26160000, Victim Witness	<u>SFY 2022</u>
102-500731, Contracts for Program Services	\$2,510.52
02-20-20-201510-2906, Sexual Assault Regional Training	
067-500557 Training of Providers	<u>\$ 955.00</u>
Total:	<u>\$3,465.52</u>

EXPLANATION

The Department of Justice (DOJ) is committed to providing high quality, low cost training opportunities to New Hampshire victim service providers. The 2022 State Victim Assistance Academy (SVAA) provides a thorough learning experience for early-career victim service providers throughout the state. The Department held its inaugural academy virtually in 2021 and, while feedback was positive, students felt that an in-person academy would be more effective.

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The DOJ reviewed several locations that provided training space and cost-effective overnight accommodations. The New Hampshire National Guard training facility was chosen as it is centrally located within the state and provides adequate training space. In addition, the Department is able to provide overnight accommodations, for all participants in the academy, for \$5 per night.

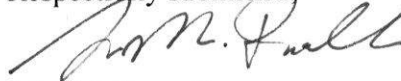
In an effort to maximize the time allotted for instruction, the Department will be providing students with a continental breakfast, lunch, and light refreshments mid-morning, mid-afternoon and evening. After reviewing several options, the committee chose In A Pinch Café to provide a continental breakfast and lunch for the duration of the training. For cost-efficiency, DOJ will also purchase light refreshments for mid-morning, mid-afternoon and evening portions of the event.

The training agenda and costs are detailed in the attached documentation. This includes the facility rental, overnight accommodations, food and other training related expenses.

In the event that federal funds or agency income become no longer available, General Funds will not be requested to support this conference.

Please let me know if you have any questions concerning this request. Your consideration is greatly appreciated.

Respectfully submitted,



John M. Formella
Attorney General

#3499748

2022 New Hampshire Victim Assistance Academy

May 16-19, 2022

DRAFT AGENDA		
Day 1	10:30 am -5:00 pm	<ul style="list-style-type: none"> • Welcome/Orientation • Communication Skills • Vicarious Trauma/Building Resilience
Day 2	8:30 am -5:00 pm	<ul style="list-style-type: none"> • History of Victims' Rights • Advocacy & Working with Marginalized Survivors • Adult and Community Trauma • Child Trauma
Day 3	8:30 am -5:00 pm	<ul style="list-style-type: none"> • Ethics in Victim Services • Victim Compensation • Intersection of Substance Abuse, Mental Health in Victimization • Navigating Difficult Situations
Day 4	8:30 am – 5:00 pm	<ul style="list-style-type: none"> • The Legal System • Personnel Safety • Wrap-up/Graduation

BUDGET	
Supplies – name tags, certificates, binders, flipcharts, etc.	\$175.00
National Guard Training Facility:	
Room rental (\$60 x 4 days = \$240)	\$780.00
Overnight accommodations (\$5/day x 30 people x 3 nights = \$450)	
Continental breakfast and lunch provided by In-A-Pinch	\$2,205.52
Waters and other light refreshments provided by DOJ	\$305.00
Total	\$3,465.52