



Lori A. Shibinette
Commissioner

Kerrin A. Rounds
Chief Financial Officer

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
FINANCIAL SERVICES

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September 1, 2020

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

His Excellency, Governor Christopher T. Sununu
and Honorable Council
State House
Concord, NH 03301

INFORMATIONAL ITEM

Pursuant to RSA 21-P:43; RSA 4:45; RSA 4:47 and Executive Order 2020-04 as extended by Executive Order 2020-05, 2020-08, 2020-09, 2020-10, 2020-14, 2020-15 and 2020-16, Governor Sununu has authorized the Department of Health and Human Services, Long Term Care Ombudsman, to accept and expend a federal grant in the amount of \$100,000 from the Federal (OMC3) CARES Act for Ombudsman Program under Title VII of the Older American Act to respond to the public health emergency as a result of the Novel Coronavirus 2019 outbreak effective upon approval through September 30, 2021, and further authorized the allocation of these funds in the accounts below. 100% Federal funds.

05-95-95-952010-66360000 HEALTH AND SOCIAL SERVICES; DEPARTMENT OF HEALTH AND HUMAN SERVICES; HHS: OFFICE OF THE COMMISSIONER; OFFICE OF PROGRAM SUPPORT; LONG TERM CARE OMBUDSMAN

| Class/Object | Class Title | Current Authorized Budget | This Request | Adjusted Budget |
|--------------|----------------|---------------------------|--------------|-----------------|
| Revenue | | | | |
| 000-404476 | Federal Funds | \$376,801 | \$100,000 | \$476,801 |
| | General Funds | \$249,483 | | \$249,483 |
| | Total Revenue: | \$626,284 | \$100,000 | \$726,284 |

| Class/Object | Class Title | Current Authorized Budget | This Request | Adjusted Budget |
|----------------|-------------------------|---------------------------|--------------|-----------------|
| Expense | | | | |
| 010-500100 | Personal Services Perm | \$337,090 | \$ - | \$337,090 |
| 020-500200 | Current Expenses | \$5,506 | \$ - | \$5,506 |
| 022-500257 | Rents-Leases Other Th | \$1,579 | \$ - | \$1,579 |
| 026-500251 | Organizational Dues | \$540 | \$ - | \$540 |
| 030-500301 | OfficeEquip&Furn(New | \$500 | \$ - | \$500 |
| 039-500180 | Telecommunications | \$2,400 | \$ - | \$2,400 |
| 041-500801 | Audit Fund Set Aside | \$382 | 100 | \$482 |
| 042-500620 | Additional Fringe Ben | \$16,284 | \$ - | \$16,284 |
| 060-500601 | Benefits | \$171,261 | \$ - | \$171,261 |
| 066-500544 | Employee Training | \$1,500 | | \$1,500 |
| 070-500704 | In-State Travel | \$29,520 | | \$29,520 |
| 080-500714 | Out of State Travel | \$5,000 | \$ - | \$5,000 |
| 102-500731 | Contracts for Program S | \$54,722 | \$99,900 | \$154,622 |
| Total Expense: | | \$626,284 | \$100,000 | \$726,284 |

EXPLANATION

This request is being made to accept additional grant funds available for SFY 2020-2022 to administer the Coronavirus Aid, (OMC3) CARES Act for Ombudsman Program under Title VII of the Older Americans Act. Funds are being budgeted in Program Contracts (Class 103) to provide funding to support preventing, preparing for and responding to Coronavirus Disease 2019 as well as to provide administrative relief for recipients and applicants of Federal Financial Assistance Directly Impacted by the Novel Coronavirus (COVID-19). Funds are also being budgeted for Audit costs (class 041) per state requirements.

Area Served: Statewide.

Source of Funds: 100% Federal from the OMC3 CARES Act for Ombudsman Program under Title VII of the Older Americans Act.

In the event that federal funds become no longer available, general funds will not be requested to support the program expenditures.

Respectfully submitted,



For
Lori A. Shibinette
Commissioner



Notice of Award

Title of Program: (OMC3) CARES Act for Ombudsman Program under Title VII of the Older Americans Act

Award Authority: P.L. 116-136 (CARES Act) under P.L. 116-131 (OAA)

Grantee:
New Hampshire
Dept of Health and Human Services
Office of Family Services Elderly & Adult Services
Director
129, Pleasant St.
CONCORD, NEW HAMPSHIRE 03301

Date: April 20, 2020

Grant No.: 2001NHOMC3-00
Award Instrument: Grant (Formula)
Project Period: 04-01-2020 - 09-30-2021
Budget Period: 04-01-2020 - 09-30-2021

EIN: 1026000618B1
DUNS#: 011040545

CFDA: 93.042

Object Class Code: 41.15

| Appropriation | CAN | Award This Action | Cumulative Grant Award to Date |
|---------------|--------------|-------------------|--------------------------------|
| 75-2021-0142 | 2020,299C3OM | \$100,000.00 | \$100,000.00 |
| | Total | \$100,000.00 | \$100,000.00 |

ACL Contact Information:

Please find your assigned ACL programmatic and fiscal contacts on ACL's website at <https://www.acl.gov/grants/acl-mandatory-grants-programmatic-and-fiscal-contacts>.


Tanielle Chandler
ACL Grants Officer

Terms and Conditions:

1. This formula grant award is issued under the authority of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, P.L. 116-136 for activities authorized under Title VII of the Older Americans Act of 1965, as amended through P.L. 116-131, enacted March 25, 2020. The terms and conditions of this Notice of Award (NoA) and other requirements have the following order of precedence: (1) statute; (2) executive order; (3) program regulation; (4) administrative regulation found in 45 CFR Part 75; (5) agency policies; and (6) Any additional terms and conditions and remarks on NoA.

Please visit ACL's website at <https://www.acl.gov/grants/managing-grant> to view some of these terms and conditions such as:

- SAM.gov / DUNS Requirement

ACL Title of Program: CARES Act for Ombudsman Program under Title VII of the Older Americans Act
Grant No.: 2001NHOMC3-00
Date: April 20, 2020

- National Policies including Trafficking Victims Protection Act, Whistleblower Protections, and DOMA: Implementation of Same-Sex Spouses/Marriages
- Federal Funding Accountability and Transparency Act (FFATA)
- Federal Awardee Performance and Integrity Information System (FAPIIS)

2. By requesting or receiving funds under this award, the recipient assures that it will carry out the project/program described in its approved state plan(s) and will comply with the terms and conditions and other requirements of this award.

3. **SF-425 Financial Reporting:** Grantee is required to submit SF-425s on a semi-annual basis. Beginning with this FFY2020 grant, the SF-425 shall be submitted using the HHS' Payment Management System (PMS). PMS website is located at: <https://pms.psc.gov>. Reports are due within 30 days for the periods ending March 31 and September 30 (i.e., due April 30 and October 30), through September 30, 2021, a final PMS drawdown and a final SF-425 are due within 90 days after September 30, 2021 (i.e., due December 30, 2021). If a final SF-425 report will be submitted December 30, 2021, a semi-annual report is not required to be filed for report ending September 30, 2021.

4. **Federal Cash Reporting:** On the SF-425 form, lines 10 a. through c. are reported on a quarterly calendar year basis (for the periods ending 12/31, 3/31, 6/30, 9/30) at the HHS' Payment Management System (PMS). PMS website is located at: <https://pms.psc.gov>. Reconciliation of advances and disbursements is required for each quarter and the report must be completed within 30 days of the end of each quarter (i.e., by 1/30, 4/30, 7/30, 10/30). This reporting requirement is separate from completing the entire SF-425 as denoted in the financial reporting term.

Remarks:

1. The grant award for this program to your state under the approved plan of the state agency has been approved for the project period listed above. The period for liquidation of the obligations is through December 30, 2021.

2. Payment under this award will be made available through the HHS Departmental Payment Management System (PMS). PMS provides instructions for making withdrawals of Federal funds. When requesting payment from PMS, please use your P account login and reference the Grant No. listed above for payment. Instructions regarding payments can be obtained at <https://pms.psc.gov/training/pms-user-guide.html#Request>, or contact your PSC Account Liaison; 1-877-614-5533; PMSSupport@psc.gov.

3. This Notice of Award provides one-time funding to support preventing, preparing for and responding to Coronavirus Disease 2019 (COVID-19), as outlined in the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020, P.L. 116-123. Additionally, as provided for in Office of Management and Budget Memorandum M-20-11 – Administrative Relief for Recipients and Applicants of Federal Financial Assistance Directly Impacted by the Novel Coronavirus (COVID-19), ACL authorizes recipients to incur pre-award costs prior to the effective date of this award dating back to January 20, 2020.