

51 *AW*



STATE OF NEW HAMPSHIRE
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
OFFICE of the COMMISSIONER

172 Pembroke Road P.O. Box 1856 Concord, New Hampshire 03302-1856

June 26, 2014

603-271-2411
FAX: 603-271-2629

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

*Retroactive
Sole Source*

REQUESTED ACTION

Authorize the Department of Resources and Economic Development, Office of Workforce Opportunity to amend a **retroactive** and **sole source** contract (#1011909) with Southern NH Services, Inc. (VC#177198) Manchester, NH by increasing the contract amount from \$3,510,698.18 to \$7,421,896.18 (an increase of \$3,911,198.00), and extending the end date from June 30, 2014 to September 30, 2016 for these additional funds only; for the delivery of Workforce Investment Act (WIA) On-the-Job (OJT) employment and training services. The original contract was approved by the Governor and Executive Council on October 20, 2010, Item #32; amended on September 28, 2011, Item #59 amended on May 9, 2012, Item #55 and on November 14, 2012, Item #72. All other terms and conditions remain unchanged. 100% Federal NEG Workforce Investment Act funds.

Funding is available in account titled, Workforce Opportunity as follows and pending approval for FY 2016:

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
03-35-35-350010-53360000-102-500731 Contract for Program Services	\$3,411,198.00	\$450,000.00	\$50,000.00

EXPLANATION

This amendment request represents a budget adjustment in response to the receipt of additional NEG OJT funds awarded by USDOL based on successfully achieving goals set forth in earlier grant awards. Funds awarded through this contract agreement are for the purpose of continuing the nationally recognized On-the-Job training opportunities statewide for long-term and other unemployed workers. Therefore, SNHS shall use these additional funds to continue the current OJT program through June 30, 2016 consistent with the modified grant implementation plan and project timeline approved by USDOL effective July 1, 2014.

This contract is **retroactive** due to the timing of the federal award; notice of award for continuing the OJT project was received on June 26, 2014 therefore, G&C approval prior to the current contract end date of June 30, 2014 was not possible.

This contract amendment is **sole source** consistent with the original contract for services. However, an RFP for the purpose of identifying a WIA Project Operator, including all NEG projects was issued in 2011. Based on that RFP process SNHS was awarded a four year contract agreement. Therefore, in executing its responsibilities as the Administrative Entity for Workforce Investment Act (WIA), DRED's Office of Workforce Opportunity in consultation with the State Workforce Investment Board has designated specific operational and fiscal responsibilities for the administration of all WIA local program funds to Southern NH Services (SNHS) in accordance with RFP #02DREDOWOWIA dated June 2011.

The Attorney General's Office has approved this contract amendment as to form, substance and execution.

Respectfully submitted,

Jeffrey J. Rose
Jeffrey J. Rose
Commissioner

**MODIFICATION OF CONTRACT WITH RESPECT TO THE IMPLEMENTATION OF NEG
WORKFORCE INVESTMENT ACT (WIA) OJT SERVICES**

The Department of Resources and Economic Development, Office of Workforce Opportunity and Southern NH Services, Inc. (SNHS), Manchester, NH (VC#177198, B006) hereby mutually agree to amend their contract (# 1011909) for NEG OJT Services, which was originally approved by the Governor and Executive Council on October 20, 2010 (Item #32), amended on September 28, 2011 (Item #59) and May 9, 2012 (Item #55) and November 14, 2012 (Item # 72) with a completion date of June 30, 2014. This modification of an existing agreement is hereby incorporated by reference to the existing agreement by the parties and must be attached to the said agreement.

1. Increase contract amount of \$3,510,698.18 to \$7,421,721.18 (an increase of \$3,911,198.00 CFDA #17.277).
2. Funds to be used: \$3,604,795.00 for program services and \$306,403.00 for administrative costs.
3. Extend the contract end date from June 30, 2014 to September 30, 2016 for these additional funds only.
4. Expand the Statement of Work to include the project goals as approved in the JD NEG application as approved by USDOL.
5. All other terms and conditions of this contract shall remain the same in full force and effect as originally set forth; and
6. This amendment is subject to approval by the Governor and Executive Council.

IN WITNESS WHEREOF, the parties hereto have set their hands as of the day and year written below.



Gale Hennessy,
SNHS Executive Director

6-27-14
Date

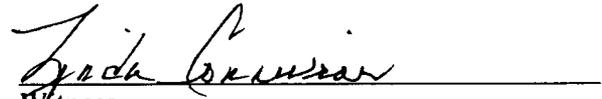
^{AM}


Jeffrey J. Rose,
DRED Commissioner

6/27/14
Date

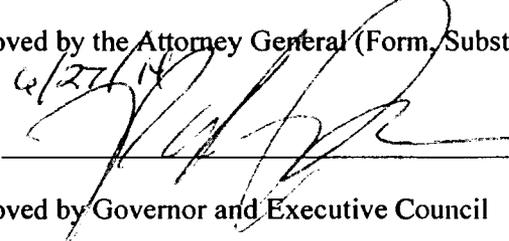


Witness

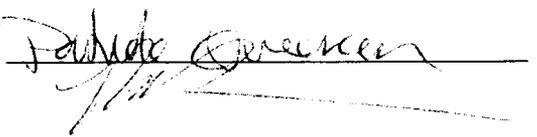


Witness

Approved by the Attorney General (Form, Substance and Execution)

6/27/14


Date:

By: 

Approved by Governor and Executive Council

Date: _____

Item _____

CERTIFICATE OF VOTE
(Corporate Authority)

I Jill McLaughlin, Secretary of Southern New Hampshire Services, Inc.
(name) (corporation name)

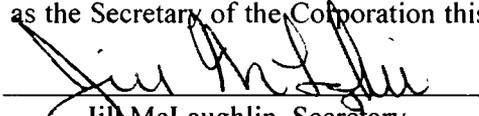
(hereinafter the "Corporation"), a New Hampshire corporation, hereby certify that: (1) I am the duly
(state)
elected and acting Secretary of the Corporation; (2) I maintain and have custody and am familiar with the
minute books of the Corporation; (3) I am duly authorized to issue certificates with respect to the contents of
such books; (4) that the Board of Directors of the Corporation have authorized, on September 30, 2013,
(date)
such authority to be in force and effect until September 30, 2016.
(contract termination date)

The person(s) holding the below listed position(s) to execute and deliver on behalf of the Corporation any
contract or other instrument for the sale of products and services:

<u>Gale F. Hennessy</u>	<u>Executive Director</u>
<u>Michael O'Shea</u>	<u>Fiscal Officer</u>
<u>Denise Vallancourt</u>	<u>Accounting Manager</u>

(5) the meeting of the Board of Directors was held in accordance with New Hampshire
(state of incorporation)
law and the by-laws of the Corporation; and (6) said authorization has not been modified, amended or rescinded
and continues in full force and effect as of the date hereof.

IN WITNESS WHEREOF, I have hereunto set my hand as the Secretary of the Corporation this 27th day of
June, 2014.

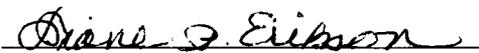


Jill McLaughlin, Secretary

STATE OF New Hampshire
COUNTY OF Hillsborough

On this the 27th day of June, 2014, before me, Diane P. Erikson the
undersigned Officer, personally appeared, Jill McLaughlin who acknowledged herself to be the
Secretary of Southern New Hampshire Services, Inc., a corporation, and that she as
such Secretary being authorized to do so, executed the foregoing instrument for the purposes
therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.



Notary Public

Commission Expiration Date: **DIANE P. ERIKSON, Notary Public**
My Commission Expires May 23, 2019



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/3/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER FIAI/Cross Insurance 1100 Elm Street Manchester NH 03101	CONTACT NAME: Karen Shaughnessy PHONE (A/C No. Ext.): (603) 669-3218 FAX (A/C No.): (603) 645-4331 E-MAIL ADDRESS: kshaughnessy@crossagency.com	
	INSURER(S) AFFORDING COVERAGE NAIC #	
INSURED Southern NH Services P.O. Box 5040 Manchester NH 03108	INSURER A: Philadelphia Ins Co	
	INSURER B: MEMIC Indemnity Company 11030	
	INSURER C:	
	INSURER D:	
	INSURER E:	
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 13-14 All lines **REVISION NUMBER:**

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			PHPK959421	12/31/2013	12/31/2014	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 10,000
	<input checked="" type="checkbox"/> Employee Benefits						PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> Professional Liab			GENERAL AGGREGATE \$ 2,000,000			PRODUCTS - COM/POP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						\$
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						\$
A	AUTOMOBILE LIABILITY			PHPK959421	12/31/2013	12/31/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
				Underinsured motorist \$ 1,000,000			
A	<input checked="" type="checkbox"/> UMBRELLA LIAB			PHUB406269	12/31/2013	12/31/2014	EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE \$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			3102801290 (3a.) ME & NH All officers included	12/31/2013	12/31/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below:						E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Crime			PHPK959421	12/31/2013	12/31/2014	Fidelity \$250,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Refer to policy for exclusionary endorsements and special provisions.

CERTIFICATE HOLDER NH Department of Resources & Economic Dev Office of Workforce Opportunity 172 Pembroke Road PO Box 1856 Concord, NH 03302-1856	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Laura Perrin/JSC <i>Laura Perrin</i>

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 SOUTHERN NEW HAMPSHIRE SERVICES INC. is a New Hampshire nonprofit corporation formed May 28, 1965. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.



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 cursive script, appearing to read "Wm Gardner".

William M. Gardner
Secretary of State



G+C 11/14/12 # 72

STATE OF NEW HAMPSHIRE
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
OFFICE OF THE COMMISSIONER

172 Pembroke Road P.O. Box 1856 Concord, New Hampshire 03302-1856

PO # 1011909

October 11, 2012

His Excellency Governor John H Lynch
And the Honorable Executive Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Resources and Economic Development, Office of Workforce Opportunity to amend a sole source contract (#1011909) with Southern NH Services, Inc. (VC#177198) Manchester, NH by increasing the contract amount from \$1,548,071.18 to \$3,510,698.18 (an increase of \$1,962,627.00), and extending the end date from June 30, 2013 to June 30, 2014 for these additional funds only; for the delivery of Workforce Investment Act (WIA) On-the-Job (OJT) employment and training services. The original contract was approved by the Governor and Executive Council on October 20, 2010, Item #32; amended on September 28, 2011, Item #59 and on May 9, 2012, Item #55. All other terms and conditions remain unchanged. 100% Federal NEG Workforce Investment Act funds.

Funding is available in account titled, Workforce Opportunity as follows and pending approval for FY 2014:

	<u>FY13</u>	<u>FY14</u>
03-35-35-350010-53360000-102-500731 Contract for Program Services	\$1,700,000.00	\$262,627.00

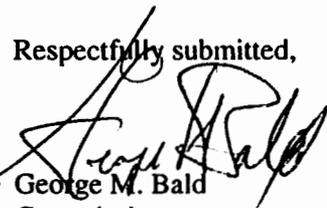
EXPLANATION

This amendment request represents a budget adjustment in response to the receipt of additional NEG OJT funds awarded by USDOL based on successfully achieving goals set forth in earlier grant awards. Funds awarded through this contract agreement are for the purpose of the ongoing development of On-the-Job training opportunities statewide for long-term unemployed workers. Therefore, SNHS shall use funds to continue the current OJT program through June 30, 2014 consistent with modified implementation plan and project timeline approved by USDOL.

This contract amendment is sole source consistent with the original contract for services. However, an RFP for the purpose of identifying a WIA Project Operator, including all NEG projects was issued in 2011. Based on that RFP process SNHS was awarded a four year contract agreement. Therefore, in executing its responsibilities as the Administrative Entity for Workforce Investment Act (WIA), DRED's Office of Workforce Opportunity in consultation with the State Workforce Investment Board has designated specific operational and fiscal responsibilities for the administration of all WIA local program funds to Southern NH Services (SNHS) in accordance with RFP #02DREDOWOWIA dated June 2011.

The Attorney General's Office has approved this contract amendment as to form, substance and execution.

Respectfully submitted,


George M. Bald
Commissioner

**MODIFICATION OF CONTRACT WITH RESPECT TO THE IMPLEMENTATION OF NEG
WORKFORCE INVESTMENT ACT (WIA) OJT SERVICES**

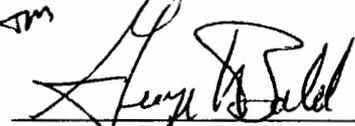
The Department of Resources and Economic Development, Office of Workforce Opportunity and Southern NH Services, Inc. (SNHS), Manchester, NH (VC#177198, B006) hereby mutually agree to amend their contract (# 1011909) for NEG OJT Services, which was originally approved by the Governor and Executive Council on October 20, 2010 (Item #32), amended on September 28, 2011 (Item #59) and May 9, 2012 (Item #55) with a completion date of June 30, 2013. This modification of an existing agreement is hereby incorporated by reference to the existing agreement by the parties and must be attached to the said agreement.

1. Increase contract amount of \$1,548,071.18 to \$3,510,698.18 (an increase of \$1,962,627.00, CFDA #17.277).
2. Funds to be used: \$1,817,247.00 for program services and \$145,380.00 for administrative costs.
3. Extend the contract end date from June 30, 2013 to June 30, 2014 for these additional funds only.
4. All other terms and conditions of this contract shall remain the same in full force and effect as originally set forth; and
5. This amendment is subject to approval by the Governor and Executive Council.

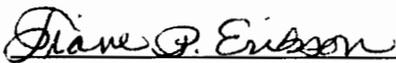
IN WITNESS WHEREOF, the parties hereto have set their hands as of the day and year written below.



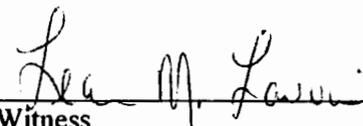
Gale Hennessy, SNHS Executive Director
Date: 10-17-12

SM


George M. Bald, DRED Commissioner
Date: 10-16-12



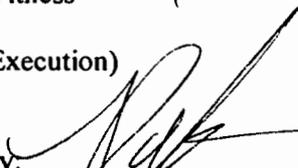
Diane P. Erisson
Witness
Date: 10/11/12



Lee M. Lavin
Witness

Approved by the Attorney General (Form, Substance and Execution)

Date: 10/11/12

By: 

Approved by Governor and Executive Council

Date: 11/14/12

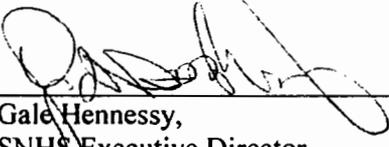
Item # 72

**MODIFICATION OF CONTRACT WITH RESPECT TO THE IMPLEMENTATION OF NEG
WORKFORCE INVESTMENT ACT (WIA) OJT SERVICES**

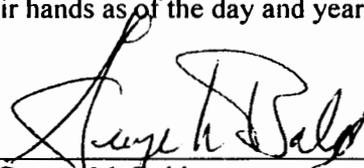
The Department of Resources and Economic Development, Office of Workforce Opportunity and Southern NH Services, Inc. (SNHS), Manchester, NH (VC#177198, B006) hereby mutually agree to amend their contract (# 1011909) for NEG OJT Services, which was originally approved by the Governor and Executive Council on October 20, 2010 (Item #32), amended on September 28, 2011 (Item #59) and May 9, 2012 (Item #55) with a completion date of June 30, 2013. This modification of an existing agreement is hereby incorporated by reference to the existing agreement by the parties and must be attached to the said agreement.

1. Increase contract amount of \$1,548,071.18 to \$3,510,698.18 (an increase of \$1,962,627.00, CFDA #17.277).
2. Funds to be used: \$1,817,247.00 for program services and \$145,380.00 for administrative costs.
3. Extend the contract end date from June 30, 2013 to June 30, 2014 for these additional funds only.
4. All other terms and conditions of this contract shall remain the same in full force and effect as originally set forth; and
5. This amendment is subject to approval by the Governor and Executive Council.

IN WITNESS WHEREOF, the parties hereto have set their hands as of the day and year written below.



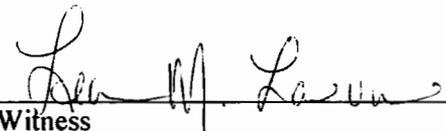
Gale Hennessy,
SNHS Executive Director
Date 10-11-12



George M. Bald,
DRED Commissioner
Date



Witness
10/11/12



Witness

Approved by the Attorney General (Form, Substance and Execution)

Date: 10/19/12

By: 

Approved by Governor and Executive Council

Date: _____

Item _____

CERTIFICATE OF VOTE
(Corporate Authority)

I Nancy Guthrie, Secretary of Southern New Hampshire Services, Inc.
(name) (corporation name)

(hereinafter the "Corporation"), a New Hampshire corporation, hereby certify that: (1) I
(state of incorporation)

am the duly elected and acting Secretary of the Corporation; (2) I maintain and have custody and am familiar with the minute books of the Corporation; (3) I am duly authorized to issue certificates with respect to the contents of such books; (4) that the Board of Directors of the Corporation have authorized, on 9/27/12, such authority to be in force and effect until 6/30/14.
Contract Termination Date

The person(s) holding the below listed position(s) to execute and deliver on behalf of the Corporation any contract or other instrument for the sale of products and services:

<u>Gale F. Hennessy</u>	<u>Executive Director</u>
<u>Michael O'Shea</u>	<u>Fiscal Officer</u>
<u>Denise Vallancourt</u>	<u>Accounting Manager</u>

(5) the meeting of the Board of Directors was held in accordance with New Hampshire
(state of incorporation)

law and the by-laws of the Corporation; and (6) said authorization has not been modified, amended or rescinded and continues in full force and effect as of the date hereof.

IN WITNESS WHEREOF, I have hereunto set my hand as the Secretary of the Corporation this 11th
day of October, 2012

Nancy Guthrie
Nancy Guthrie, Secretary

STATE OF New Hampshire
COUNTY OF Hillsborough

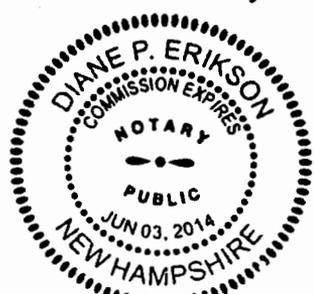
On this the 11th day of October, 2012, before me, Diane P. Erikson
the undersigned officer, personally appeared, Nancy Guthrie who acknowledged herself to be the Secretary
of Southern New Hampshire Services, Inc., a corporation, and that she as
such Secretary being authorized to do so, executed the foregoing instrument for the
purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Diane P. Erikson
Notary Public

SEAL

My Commission expires: June 3, 2014





6 + c 5/9/12
55

STATE OF NEW HAMPSHIRE
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
OFFICE OF THE COMMISSIONER

172 Pembroke Road P.O. Box 1856 Concord, New Hampshire 03302-1856

1011909

NHRECOVERY
putting new hampshire to work

March 30, 2012

His Excellency Governor John H Lynch
And the Honorable Executive Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Resources and Economic Development, Office of Workforce Opportunity to amend a sole source contract (#1011909) with Southern NH Services, Inc. (VC#177198) Manchester, NH by increasing the contract amount from \$1,539,839.00 to \$1,548,071.18 (an increase of \$8,232.18), for the delivery of Workforce Investment Act (WIA) On-the-Job (OJT) employment and training services through June 30, 2013. The original contract was approved by the Governor and Executive Council on October 20, 2010, Item #32; and on September 28, 2011, Item #59. All other terms and conditions remain unchanged. 100% Federal ARRA and NEG Workforce Investment Act funds.

Funding is available in account titled, Workforce Opportunity as follows:

03-35-35-350010-53360000-102-500731 Contract for Program Services	FY 12 \$8,232.18
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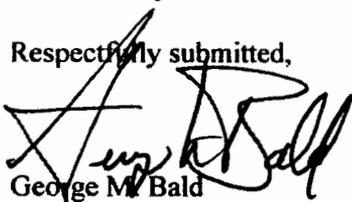
EXPLANATION

This amendment request represents a budget adjustment to ensure the maximum allowable funds are available for expenditure on the local level. All funds awarded through this contract agreement are for the sole purpose of developing On-the-Job training opportunities statewide for long-term unemployed workers. SNHS shall use funds to continue the current OJT program through June 30, 2013 consistent with the implementation plan and project timeline approved by USDOL. 47% of total funds available are ARRA funds with the remaining 53% being National Emergency Grant funds.

This contract amendment is sole source consistent with the original contract for services. However, in executing its responsibilities as the Administrative Entity for Workforce Investment Act (WIA), DRED's Office of Workforce Opportunity in consultation with the State Workforce Investment Board has designated specific operational and fiscal responsibilities for the administration of all WIA local program funds to Southern NH Services (SNHS) in accordance with RFP #02DREDOWOWIA dated June 2011.

The Attorney General's Office has approved this contract amendment as to form, substance and execution.

Respectfully submitted,

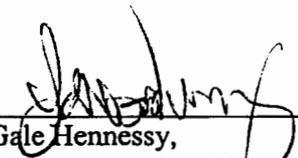

George M. Bald
Commissioner

**MODIFICATION OF CONTRACT WITH RESPECT TO THE IMPLEMENTATION OF
ARRA AND NEG WORKFORCE INVESTMENT ACT (WIA) OJT SERVICES**

The Department of Resources and Economic Development, Office of Workforce Opportunity and Southern NH Services, Inc. (SNHS), Manchester, NH (VC#177198, B006) hereby mutually agree to amend their contract (# 1011909) for ARRA and NEG OJT Services, which was originally approved by the Governor and Executive Council on October 20, 2010 (Item #32) and on September 28, 2011 (Item #59) with a completion date of June 30, 2013. This modification of an existing agreement is hereby incorporated by reference to the existing agreement by the parties and must be attached to the said agreement.

1. Increase contract amount of \$1,539,839.00 to \$1,548,071.18 (an increase of \$8,232.18; of which \$3,879.07 are ARRA NEG OJT funds, CFDA #17.26; and \$4,353.11 are NEG OJT funds, CFDA #17.277).
2. Additional funds are for program services only.
3. The original end date of June 30, 2012 shall remain in effect for the expenditure of the ARRA funds. The original contract end date of June 30, 2013 shall remain in effect for the expenditure of non-ARRA NEG OJT funds.
4. All other terms and conditions of this contract shall remain the same in full force and effect as originally set forth; and
5. This amendment is subject to approval by the Governor and Executive Council.

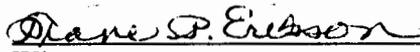
IN WITNESS WHEREOF, the parties hereto have set their hands as of the day and year written below.



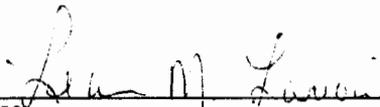
Gale Hennessy, SNHS Executive Director
Date 3-27-12



George M. Balf, DRED Commissioner
Date 4/2/12



Witness



Witness

Approved by the Attorney General (Form, Substance and Execution)

Date: 4/11/12

By 

Approved by Governor and Executive Council

Date: 5/9/12

Item #55 

CERTIFICATE OF VOTE
(Corporate Authority)

I Mary M. Moriarty, Secretary of Southern New Hampshire Services, Inc.
(name) (corporation name)

(hereinafter the "Corporation"), a New Hampshire corporation, hereby certify that: (1) I
(state of incorporation)

am the duly elected and acting Secretary of the Corporation; (2) I maintain and have custody and am familiar with the minute books of the Corporation; (3) I am duly authorized to issue certificates with respect to the contents of such books; (4) that the Board of Directors of the Corporation have authorized, on September 22, 2011, such authority to be in force and effect until June 30, 2013.
Contract Termination Date

The person(s) holding the below listed position(s) to execute and deliver on behalf of the Corporation any contract or other instrument for the sale of products and services:

<u>Gale F. Hennessy</u>	<u>Executive Director</u>
<u>Michael O'Shea</u>	<u>Fiscal Officer</u>
<u>Denise Vallancourt</u>	<u>Accounting Manager</u>

(5) the meeting of the Board of Directors was held in accordance with New Hampshire
(state of incorporation)

law and the by-laws of the Corporation; and (6) said authorization has not been modified, amended or rescinded and continues in full force and effect as of the date hereof.

IN WITNESS WHEREOF, I have hereunto set my hand as the Secretary of the Corporation this 27th
day of March, 2012.

Mary M. Moriarty
Mary M. Moriarty, Secretary

STATE OF New Hampshire
COUNTY OF Hillsborough

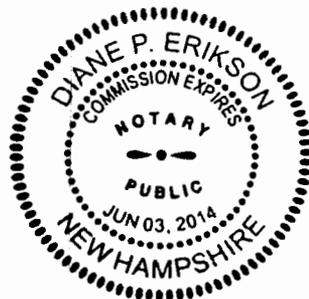
On this the 27th day of March, 2012, before me, Diane P. Erikson
the undersigned officer, personally appeared, Mary M. Moriarty who acknowledged herself to be the Secretary of Southern New Hampshire Services, Inc., a corporation, and that she as such Secretary being authorized to do so, executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Diane P. Erikson
Notary Public

SEAL

My Commission expires:





STATE OF NEW HAMPSHIRE *G+C 9/28/11*
 DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
 OFFICE OF THE COMMISSIONER *#59*

172 Pembroke Road P.O. Box 1856 Concord, New Hampshire 03302-1856

CFDA# 17.279

August 25, 2011

His Excellency Governor John H Lynch
 And the Honorable Executive Council
 State House
 Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Resources and Economic Development, Office of Workforce Opportunity to amend a sole source contract (#1011909) with Southern NH Services, Inc. (VC#177198) Manchester, NH by increasing the original contract amount from \$878,025.00 to \$1,539,839.00 (an increase of \$661,814.00); and extending the contract end date from June 30, 2012 to June 30, 2013, for the delivery of Workforce Investment Act (WIA) On-the-Job (OJT) employment and training services. The original contract was approved by the Governor and Executive Council on October 20, 2010, Item #32. All other terms and conditions remain unchanged. 100% Federal Workforce Investment Act funds.

Funding is available in account titled, Workforce Opportunity as follows:

	FY12	FY13
03-35-35-350010-53360000-102-500731 Contract for Program Services	\$636,814.00	\$25,000.00

EXPLANATION

All funds awarded through this contract agreement are for the sole purpose of developing On-the-Job training opportunities statewide for long-term unemployed workers. SNHS shall use funds to continue the current OJT program through June 30, 2013 consistent with the revised implementation plan and project timeline as approved by USDOL. These additional funds are not ARRA funds.

This contract amendment is sole source consistent with the original contract for services. In executing its responsibilities as the Administrative Entity for Workforce Investment Act (WIA) Adult and Dislocated Worker funds, DRED's Office of Workforce Opportunity in consultation with the State Workforce Investment Board has designated specific operational and fiscal responsibilities for the administration of all WIA local program funds to Southern NH Services (SNHS) in accordance with RFP #02DREDOWOWIA dated June 2011. As a condition of this agreement, Southern NH Services assumes responsibility for the specific operational, fiscal, and monitoring responsibilities cited in the contract for the purpose of delivering services to WIA eligible customers, and agrees to carry out these duties consistent with all the conditions and terms of this contract, and all applicable federal and state laws, regulations and requirements.

The Attorney General's Office has approved this contract amendment as to form, substance and execution.

Respectfully submitted,

George M. Bald
 Commissioner

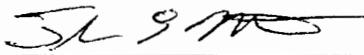
MODIFICATION OF CONTRACT WITH RESPECT TO THE IMPLEMENTATION OF
WORKFORCE INVESTMENT ACT (WIA) OJT SERVICES

The Department of Resources and Economic Development, Office of Workforce Opportunity and Southern NH Services, Inc. (SNHS) 40 Pine Street, Manchester, NH 03103 (VC#177198) hereby mutually agree to amend their contract (#1011909) (CFDA #17.260) for WIA OJT services, which was originally approved by the Governor and Executive Council on October 20, 2010 with a completion date of June 30, 2012. This modification of an existing agreement is hereby incorporated by reference to the existing agreement by the parties and must be attached to the said agreement. Please note that the CFDA number for the additional (non-ARRA) OJT funds is CFDA#17.277.

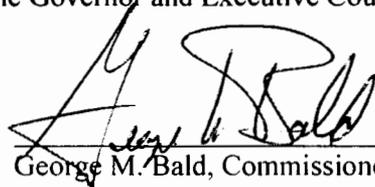
The purpose of this modification is to accomplish the following:

1. Increase the original contract amount of \$878,025.00 to \$1,539,839.00 (addition of \$661,814 in OJT funds).
2. Adjust the line item budget to include additional funds.
3. Extend the original contract end date from June 30, 2012 to June 30, 2013 for these additional funds only.
4. The original contract end date of June 30, 2012 shall remain in effect for the expenditure of ARRA funds.

All other terms and conditions of this contract shall remain the same in full force and effect as originally set forth. This amendment is subject to approval by the Governor and Executive Council.



Witness

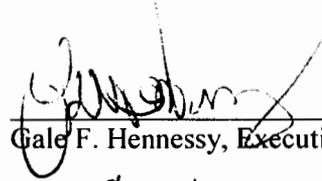


George M. Bald, Commissioner

Date



Witness



Gale F. Hennessy, Executive Director SNHS, Inc.
9-7-11

Date

IN WITNESS WHEREOF, the parties hereto have set their hands as of the day and year above written.

Approved as to form, substance, and execution:



Sr. Asst. Attorney General

9/13/2011

Date

Approved by Governor and Executive Council:
At the 9/28/11 meeting. Item # #59

CERTIFICATE OF VOTE
(Corporate Authority)

I Mary M. Moriarty, Secretary of Southern New Hampshire Services, Inc.
(name) (corporation name)

(hereinafter the "Corporation"), a New Hampshire corporation, hereby certify that: (1) I
(state of incorporation)

am the duly elected and acting Secretary of the Corporation; (2) I maintain and have custody and am familiar with the minute books of the Corporation; (3) I am duly authorized to issue certificates with respect to the contents of such books; (4) that the Board of Directors of the Corporation have authorized, on September 30, 2010, such authority to be in force and effect until June 30, 2015.
Contract Termination Date

The person(s) holding the below listed position(s) to execute and deliver on behalf of the Corporation any contract or other instrument for the sale of products and services:

<u>Gale F. Hennessy</u>	<u>Executive Director</u>
<u>Michael O'Shea</u>	<u>Fiscal Officer</u>
<u>Denise Vallancourt</u>	<u>Accounting Manager</u>

(5) the meeting of the Board of Directors was held in accordance with New Hampshire
(state of incorporation)

law and the by-laws of the Corporation; and (6) said authorization has not been modified, amended or rescinded and continues in full force and effect as of the date hereof.

IN WITNESS WHEREOF, I have hereunto set my hand as the Secretary of the Corporation this 16th day of August, 2011.

Mary M. Moriarty
Mary M. Moriarty, Secretary

STATE OF New Hampshire
COUNTY OF Hillsborough

On this the 16th day of August, 2011, before me, Diane P. Erikson the undersigned officer, personally appeared, Mary M. Moriarty who acknowledged herself to be the Secretary of Southern New Hampshire Services, Inc., a corporation, and that she as such Secretary being authorized to do so, executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Diane P. Erikson
Notary Public

SEAL

My Commission expires:





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/7/2011

PRODUCER (603) 669-3218 FAX: (603) 645-4331
 Ferdinando Insurance
 Laura Perrin
 637 Chestnut Street
 Manchester NH 03104
 INSURED
 Southern NH Services
 Michael O'Shea
 P.O. Box 5040
 Manchester NH 03108

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.

INSURERS AFFORDING COVERAGE NAIC #
 INSURER A: Philadelphia Ins Co
 INSURER B: Maine Employers Mutual Ins
 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 LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY				EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
A	CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	PHPK633562	10/1/2010	12/31/2011	MED EXP (Any one person) \$ 10,000
	<input checked="" type="checkbox"/> Employee Benefits				PERSONAL & ADV INJURY \$ 1,000,000
					GENERAL AGGREGATE \$ 2,000,000
					PRODUCTS - COMPIOP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:				
	<input checked="" type="checkbox"/> POLICY	PRO-JECT	LOC		
	AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO				
A	ALL OWNED AUTOS	PHPK633562	10/1/2010	12/31/2011	BODILY INJURY (Per person) \$
	SCHEDULED AUTOS				
	<input checked="" type="checkbox"/> HIRED AUTOS				BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT \$
	ANY AUTO				OTHER THAN EA ACC \$
					AUTO ONLY AGG \$
	EXCESS / UMBRELLA LIABILITY				EACH OCCURRENCE \$ 5,000,000
	<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE \$ 5,000,000
A	DEDUCTIBLE	PHUB323599	10/1/2010	12/31/2011	\$
	<input checked="" type="checkbox"/> RETENTION \$ 10,000				\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATUTORY LIMITS OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below	Y/N <input type="checkbox"/> 3102801290	12/31/2010	12/31/2011	E.L. EACH ACCIDENT \$ 500,000
					E.L. DISEASE - EA EMPLOYEE \$ 500,000
					E.L. DISEASE - POLICY LIMIT \$ 500,000
A	OTHER Crime	PHPK633562	10/1/2010	12/31/2011	Money & Securities 25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 Refer to policy for exclusionary endorsements and special provisions.

CERTIFICATE HOLDER

Office of WorkForce Opportunity
 Dept of Resources & Economic
 Development
 172 Pembroke Road
 PO Box 1856
 Concord, NH 03302

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 DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
 Laura Perrin/KS5

Laura Perrin



Approved 10/20/10 # 32

STATE OF NEW HAMPSHIRE
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
OFFICE of the COMMISSIONER
172 Pembroke Road P.O. Box 1856 Concord, New Hampshire 03302-1856

GEORGE M. BALD
Commissioner

603-271-2411
FAX: 603-271-2629
george.bald@dred.state.nh.us



CFDA# 17.260
OJT Contract
1011909

September 27, 2010

His Excellency Governor John H Lynch
And the Honorable Executive Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Resource and Economic Development, Office of Workforce Opportunity to enter into a sole source contract with Southern NH Services (VC#177198), Manchester, NH in the amount of \$878,025.00 for the delivery of Workforce Investment Act (WIA) re-employment services retroactive effective July 1, 2010 through June 30, 2012. 100% federal WIA National Emergency Grants (NEG) for On-the-Job Training (OJT) ARRA funds.

Funding is available in account titled, Workforce Opportunity as follows and pending budget approval for FY 2012:

	<u>FY11</u>	<u>FY12</u>
03-35-35-350510-53360000-102-500731 Contracts for Program Services	\$778,000.00	\$100,025.00

EXPLANATION

In executing its responsibilities as the Administrative Entity for Workforce Investment Act (WIA) Adult and Dislocated Worker funds the State Workforce Board, through the Office of Workforce Opportunity, DRED has designated specific operational and fiscal responsibilities for WIA funds to Southern NH Services (SNHS) through a contract. As a condition of this agreement, Southern NH Services assumes responsibility for the specific operational, fiscal and monitoring responsibilities cited in the contract for the purpose of delivering services to WIA eligible dislocated workers enrolled in the NEG OJT project, and agrees to carry out these duties consistent with all the conditions and terms of this contract, and all applicable federal and state laws, regulations and requirements.

This contract is retroactive due to a delay on the part of USDOL in releasing these funds until final approval of the states implementation plan. The plan is approved and funds are available retroactive to July 1, 2010. This contract is sole source based on the existing infrastructure necessary to support the rapid deployment of these funds. For major WIA service contracts, efficiency in operation is a paramount policy consideration for the State Workforce Board, as disruption in service would adversely affect program clientele. Funds are allocated for the purpose of operating a standardized statewide "program" that requires significant training and program management experience and understanding, along with sufficient resources to reimburse the state for any disallowed costs incurred as a result of erroneous eligibility determinations. WIA Formula and ARRA funds allocated to the state grant recipient (DRED) are for the development of a "one-stop system" for the delivery of WIA services. Program year 2010 completes the final year of the previous bid process. A new procurement process for all primary service delivery contracts held by the Board will begin in September 2010 at which time an RFP for program service delivery activities will be issued for WIA program year 2011 through 2014.

The Attorney General's Office has approved this contract as to form, substance and execution.

Respectfully submitted,


George M. Bald
Commissioner

Subject: SNHS NEG OJT ARRA Contract for Services - WIA Funds FORM NUMBER P-37 (version 1/09)

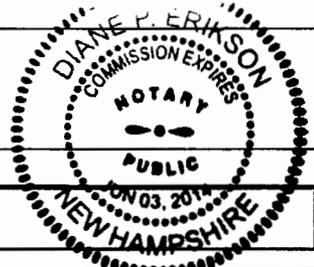
AGREEMENT

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATION.

1.1 State Agency Name NH Department of Resources & Economic Development, Office		1.2 State Agency Address 172 Pembroke Road, Concord, NH 03302	
1.3 Contractor Name Southern NH Services, Inc.		1.4 Contractor Address 40 Pine Street, PO Box 5040, Manchester, NH 03103	
1.5 Contractor Phone Number (603) 668-8010	1.6 Account Number 03-35-35-350510-53360000	1.7 Completion Date June 30, 2012	1.8 Price Limitation \$878,025.00
1.9 Contracting Officer for State Agency George M. Bald, Commissioner DRED		1.10 State Agency Telephone Number (603) 271-2411	
1.11 Contractor Signature 		1.12 Name and Title of Contractor Signatory Gale F. Hennessy, Executive Director	
1.13 Acknowledgement: State of NH , County of Hillsborough On 9/28/10 , before the undersigned officer, personally appeared the person identified in block 1.12, or satisfactorily proven to be the person whose name is signed in block 1.11, and acknowledged that s/he executed this document in the capacity indicated in block 1.12.			
1.13.1 Signature of Notary Public or Justice of the Peace <i>Diane P. Erikson, Notary Public</i> [Seal]			
1.13.2 Name and Title of Notary or Justice of the Peace Diane P. Erikson, Administrative Assistant			
1.14 State Agency Signature 		1.15 Name and Title of State Agency Signatory George M. Bald, Commissioner NH DRED	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: _____ Director, On: _____			
1.17 Approval by the Attorney General (Form, Substance and Execution) By: On: 10/1/2010			
1.18 Approval by the Governor and Executive Council By: _____ On: _____			



8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

- 8.1.1 failure to perform the Services satisfactorily or on schedule;
- 8.1.2 failure to submit any report required hereunder; and/or
- 8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

- 8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;
- 8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;
- 8.2.3 set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or
- 8.2.4 treat the Agreement as breached and pursue any of its remedies at law or in equity, or both.

9. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

9.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

9.2 All data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

9.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.

10. TERMINATION. In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination

Report shall be identical to those of any Final Report described in the attached EXHIBIT A.

11. CONTRACTOR'S RELATION TO THE STATE. In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS. The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the N.H. Department of Administrative Services. None of the Services shall be subcontracted by the Contractor without the prior written consent of the State.

13. INDEMNIFICATION. The Contractor shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based or resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Contractor. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$250,000 per claim and \$2,000,000 per occurrence; and

14.1.2 fire and extended coverage insurance covering all property subject to subparagraph 9.2 herein, in an amount not less than 80% of the whole replacement value of the property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9, or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than fifteen (15) days prior to the expiration date of each of the insurance policies. The certificate(s) of insurance and any renewals thereof shall be

Contractor Initials AK
Date 6-22-10

EXHIBIT A

Statement of Work



TERM & EXTENSION

This cost reimbursement agreement for services between Southern NH Services, Inc. (SNHS) (DUNS #088584065) and NH Department of Resources & Economic Development, Office of Workforce Opportunity (OWO) will be for a term beginning **July 1, 2010** and terminating on **June 30, 2012**. **Total payments under this agreement shall not exceed: \$878,025** and shall be expended consistent with Exhibit B of this agreement. These funds are made available through the National Emergency Grants (NEG) Program in accordance with the Workforce Investment Act (NEG OJT), Section 173; the NEG regulations at 20CFR Part 671; the NEG application guidelines and subsequent policy guidance; and funds appropriated for Program Year (PY) 2009 and in accordance with the American Recovery Act and Reinvestment Act of 2009.

STATEMENT OF WORK

In executing its responsibilities as the Administrative Entity for Workforce Investment Act (NEG OJT) Adult and Dislocated Worker funds the OWO has designated specific operational and fiscal responsibilities for NEG OJT funds to SNHS through a cooperative agreement contract. The period of this cooperative agreement is from July 1, 2010 through June 30, 2012.

As a condition of this agreement, SNHS assumes responsibility for the specific operational, fiscal and monitoring responsibilities cited in this agreement for the purpose of delivering services to NEG OJT eligible customers, and agrees to carry out these duties consistent with all the conditions and terms of this contract, the OJT NEG Grants Implementation Plan Narrative incorporated by reference as part of this agreement and all applicable federal and state laws, regulations and requirements.

The purpose of this contract is to establish the relationship between the OWO as the administrative agency of NEG OJT funds and SNHS as the NEG OJT service delivery sub-recipient and to identify specific operational, fiscal and monitoring responsibilities for each party to this agreement specific to the implementation of the NEG OJT project as defined in the NEG application approved by USDOL effective July 1, 2010.

In order to ensure the proper execution of the responsibilities held at both the state and local level, the OWO and SNHS will maintain systems to assure the appropriate use and integrity of NEG OJT funds as administered by each party. Consistent with the intent of this cooperative agreement, SNHS, and the NH Community Action Association it represents, agrees to foster the

8. Ensure that all established reporting requirements identified in this contract are accurate and submitted to the OWO by no later than the deadlines stipulated in this agreement.

G. Subcontracting Responsibilities/Requirements

1. Ensure that the appropriate documents are developed for the award and payment of NEG OJT Dislocated Worker funds to local service providers, vendors and/or sub recipients (i.e., Community Action Agencies) as necessary and appropriate, prior to authorizing any payments.
2. Provide technical assistance for vendors/sub recipients around NEG OJT issues, rules and regulations.
3. Ensure that no assignment or subcontracting of any of the rights or responsibilities assigned to SNHS under this contract shall be initiated unless approved in writing by the OWO or unless clearly described in the Statement of Work. SNHS is authorized to contract with the five Community Action Programs that make up the NH Community Action Association for the delivery of NEG OJT support services. Contracts negotiated by SNHS with the other Community Action Programs must be consistent with the terms and conditions stipulated in this original agreement.

H. Policy and Procedures Process

1. Ensure the development of appropriate operational and fiscal policies, and reporting procedures as necessary and/or needed to ensure federal and state goals, objectives and performance measures for the NEG OJT project are met.
2. Ensure that all NEG OJT staff are fully trained in operational policies and reporting procedures.
3. Ensure that staff in each NH Works local office has access to both hard copy and electronic copies of all policies and procedures developed.
4. Ensure that NEG OJT policy and procedures are developed consistent with both NEG OJT and NH Works system process and philosophy. SNHS is encouraged to engage other NH Works partners in developing new policy and procedures that impact how NEG OJT services are delivered in the NH Works Center.

I. Monitoring

1. Ensure that SNHS conducts comprehensive internal monitoring of NEG OJT program operations annually to ensure program compliance; including the monitoring of any vendors/sub recipient's relationships. SNHS shall submit a complete copy of each monitoring report to OWO.

1. Comply with mutually agreed upon fair share allocation of funds (as described in the MOU and/or any other formal NH Works Consortium agreement) to support the co-location of NEG OJT funded staff in the NH Works centers, when applicable.

M. Customer Grievance Procedures/Customer Complaints

1. Ensure that all registrants for NEG OJT services receive a written grievance procedure notice, and that a signed copy attesting to the receipt of this information is included in each registrants "official" hard copy file.
2. Ensure that all staff is trained in the grievance procedure process, and that copies of all grievance policy and procedures are available in each NH Works office.
3. Ensure that the Council EO Officer is informed immediately of all formal complaints.
4. Ensure that all oral or informal e-mail "complaints" received directly, or forwarded by the OWO are responded to within two days from receipt of the complaint.

Office of Workforce Opportunity (OWO)

OWO will assign a staff person to serve as the cooperative agreement manager and primary liaison between the OWO and SNHS regarding this contract. Duties in relationship to this contract will include, but are not limited to, the provision of ongoing technical assistance, state level program monitoring, coordination of staff training on the state level, and working with SNHS/CAP to design and implement program evaluation/continuous improvement strategies to ensure proper and timely program implementation, program compliance and performance achievement.

Operational and oversight responsibilities held by the OWO shall include, but not be limited to the following:

A. Technical Assistance/Continuous Improvement/System Capacity Building

1. Provide ongoing technical assistance to SNHS to ensure compliance with the terms and conditions of this agreement and/or to promote program effectiveness.
2. Develop state level operational and fiscal policies, and reporting procedures as necessary and/or needed to ensure federal and state goals, objectives and performance measures for NEG OJT Dislocated Workers are met. Prior to implementation, policies will be shared with SNHS for review and comment.
3. Serve as the primary contact with the US Department of Labor in addressing all NEG OJT related issues.
4. Develop and/or coordinate with SNHS the development and implementation of continuous improvement strategies to improve NEG OJT services and/or promote customer satisfaction.
5. Provide a state level forum to promote coordination of the NEG OJT services outlined in this agreement with NH Works partner services.

4. The OWO reserves the right to randomly monitor individual participant electronic case management files entered in the e-Teams system, and/or generate ad hoc participant reports (e.g., demographics, characteristics, service, activities, eligibility, etc.) as the OWO deems necessary and appropriate. SNHS will be notified immediately regarding any negative performance findings resulting from random monitoring.

Performance Goals and Reporting Requirements

A. Participant - Performance Goals and Reporting Requirements

1. SNHS shall be responsible for achieving performance goals/measures for all Dislocated Workers served with NEG OJT funds as stipulated in the NEG OJT grant application. The specific performance goals for the NEG OJT project are as follows: Entered Employment Rate of 88%, Retention Rate of 87% and Average Earning goal of \$15,000
2. SNHS shall be responsible for conducting follow up services for all NEG OJT participant exiters and reporting on results as defined by NEG OJT regulation.
3. SNHS shall be responsible for managing the recruitment and delivery of services to NEG OJT eligible Dislocated Workers sufficient to achieve full enrollment consistent with allocated funds.
4. SNHS shall be responsible for achieving the program-end Performance Measures assigned by US DOL for NEG OJT Dislocated Workers served with funds authorized under this contract. SNHS is responsible for pro-actively monitoring and managing end of program performance outcome projections on the local level and making timely program and/or service delivery system adjustments as needed to achieve the outcomes desired.
5. SNHS will utilize e-Teams to the fullest extent for all NEG OJT and related case management and client tracking and reporting functions.
6. SNHS will work in concert with the NH Economic and Labor Market Information (ELMI) agency (the State designated Performance Accountability and Customer Information Agency (PACIA), to populate the Workforce Investment Act Standard Record (WIASRD) through e-Teams and to assure that the appropriate data is collected and tracked by the CAPs so that ELMI may process the quarterly and annual information on all individuals participating in the NEG OJT project.
7. SNHS may collect supplemental data for customers that will not be included in the UI Wage Data. Supplemental data must be documented and verified by SNHS. All data will be captured and reported according to the NEG OJT regulations, DOL Training and Employment Guidance Letters (TEGL), the Laws and Regulations of the State of New Hampshire, and other Federal and State Laws as appropriate and related to the reporting procedures.
8. SNHS will work with ELMI to verify the completeness and accuracy of the reports and will work through any differences in interpretations.

EXHIBIT B



PRICE LIMITATION

Total agreement not to exceed \$878,025.00

The total WIA ARRA NEG funds awarded to the NH Department of Resources & Economic Development under this grant is **\$972,474.00**. Funds allocated from the total award via this contract agreement for the purpose of implementing the ARRA Dislocated Worker OJT NEG project total **\$878,025.00**. This amount is further defined by funding cost categories as follows:

WIA ARRA NEG Dislocated Worker Funds

Program Funding	\$800,228.00
Administration	\$77,797.00
TOTAL DISLOCATED WORKER FUNDS	\$878,025.00

TERMS OF PAYMENT

For expenses related to these services, from June 30, 2010 through June 30, 2012, SNHS shall be paid up to **\$878,025.00** in WIA ARRA NEG Funds, to serve long-term Dislocated Workers consistent with the Exhibit A of this contract agreement.

SNHS shall be limited to expending no more than \$90,000 of the total amount awarded via this contract agreement (\$878,025.00) between July 1, 2010 and September 30, 2010.

Upon presentation of an invoice for such services and related expenses, which shall be billed quarterly (at a minimum) the amount of the invoice shall be payable to SNHS in accordance with the State 30 day minimum payment schedule. *Invoices must include the Award and CDFA number identified in the header of this document to ensure proper tracking and reporting for this grant.*

In addition to the administration and program cost limitations, SNHS shall expend funds consistent with the agreed upon line item budget for NEG OJT project expenses. Any deviation over 10% within any line time cost category must be approved in writing by the Director of the Office of Workforce Opportunity.

EXHIBIT C
Additional Terms



WIA ASSURANCES AND CERTIFICATIONS

1. This agreement is funded under the National Emergency Grants (NEG) Program in accordance with the Workforce Investment Act (NEG OJT), Section 173: the NEG regulations at 20CFR Part 671: the NEG application guidelines and subsequent policy guidance; and funds appropriated for Program Year (PY) 2009 and in accordance with the American Recovery Act and Reinvestment Act of 2009. In the event that such funding is reduced, suspended or terminated for any reason, or if NEG OJT grant terms are significantly changed, the OWO or SNHS shall have the right to terminate this agreement, to de-obligate funds or to negotiate appropriate modifications to this agreement.
2. Nothing contained in this agreement shall be deemed to constitute a waiver of sovereign immunity of the State of New Hampshire, which immunity is hereby reserved to the State, its agencies and officials.
3. The following are incorporated by reference and are a part of this agreement:
 - 29 CFR Part 93 Restrictions on Lobbying
 - 29 CFR Part 98 Requirements for a Drug Free Workplace
 - 29 CFR Part 98 Certification Regarding Debarment and Suspension
 - 29 CFR Part 37 Nondiscrimination and Equal Opportunity Requirements
 - OMB Circular A-133 Audits of States, Local Governments and Non-Profit Organizations
 - 29 CFR Part 97 Uniform Administrative Requirements for State, Local and Indian Tribal Governments (subject to the exceptions at 20 CFR Part 667~ Subpart B)
 - OMB Circular A-87 Cost Principles for State, Local and Indian Tribal Governments
 - 29 CFR Parts 96 and 99, Audit Requirements
 - The Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, 42 U.S.C. 12101-12213 and 47 U.S.C. 225 and 611)

Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 as amended, on the basis of drug abuse under the Drug Abuse Office and Treatment Act of 1972 as amended, programs and activities funded or otherwise financially assisted in whole or in part under this Act are considered to be programs and activities receiving Federal financial assistance.

- 2) No individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with any such program because of race, color, religion, sex, national origin, ethnicity, age, handicap, political affiliation or belief, citizenship status as a lawfully admitted immigrant authorized to work in the United States, drug or alcohol abuse, or alcoholism.
- 3) With respect to terms and conditions affecting, or the rights of individuals who are participants in activities supported by funds provided under WIA, such individuals shall not be discriminated against because of their participant status.
- 4) Participation in programs and activities financially assisted in whole or in part under WIA shall be open to citizens and nationals of the United States, lawfully admitted permanent resident aliens, lawfully admitted refugees and parolees, and other individuals authorized by the Attorney General to work in the United States.

B. Equal Employment Opportunity

As a condition to the award of financial assistance under WIA from the Office of Workforce Opportunity, both parties assure, with respect to operation of the WIA funded program or activity, that they will comply fully with the nondiscrimination and equal opportunity provisions of Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Title IX of the Education Amendments of 1972 as amended; and with all applicable requirements imposed by or pursuant to regulations implementing those laws, including but not limited to 29 CFR part 37.

5. This Agreement and Exhibits A, B, and C constitute the entire agreement between the OWO, DRED and SNHS, and supersedes all prior agreements and understandings.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.

The Community Action Agency for Hillsborough County

Mailing Address: P.O. Box 5040, Manchester, NH 03108

40 Pine Street, Manchester, NH 03103

Telephone: (603) 668-8010 Fax: (603) 645-6734

List of Key Administrative Personnel

As of: March 2010			This Contract	
Title	Name	Annual Salary	Percentage	Amount
Executive Director	Gale Hennessy	156,993	0.00%	0
Deputy Director/Fiscal Officer	Michael O'Shea	112,003	0.00%	0
Program Operations Director Workforce Development Operations Administrator	Deborah Gosselin	89,999	0.00%	0
	Christine Beauvais	65,265	0.00%	0

GALE F. HENNESSY
8 Weymouth Drive
Bedford, New Hampshire 03110

EXPERIENCE

January 1976 - Present

**CEO & Executive Director - Southern New Hampshire Services, Inc.
Community Action Agency for Hillsborough County, NH**

Responsible for overall Agency administration, including fiscal, program development and implementation, evaluation, grants development, public relations coordination, liaison with community groups, public and private agencies as well as interaction with advisory committees and the Board of Directors.

State, Regional and National Activities:

President – NH Community Action Association – 1981 - Present

Representative of the State of New Hampshire on the Executive Committee of the New England Community Action Association – 1976 - Present

Representative of the New England Community Action Association to the Board of Directors of the National Community Action Partnership -- 1978 - Present

Chairman of the New England Community Action Association Conference Committee – 1975 - 1988

Member - Board of Directors, CAPLAW -- 1994 - Present

January 1968 - 1976

Deputy Director - Southern New Hampshire Services, Inc.

Responsible for overall Agency administration, including fiscal, program development and implementation, evaluation, grants development, public relations coordination, liaison with community groups, public and private agencies as well as interaction with advisory committees and the Board of Directors.

March 1967 - 1968

Operation HELP Director

Responsible for operating the largest self-help, information referral and direct service program funded by OEO in Hillsborough County, Operation HELP including staff direction, program implementation and development, grants development, and coordination of Board of Directors as well as evaluation of the needs of the poor of Hillsborough County.

- 1967 **Acting Director Operation HELP**
Responsible for implementation of the first OEO funded local initiative program in Hillsborough County, Operation HELP. Participated in the concept, design and implementation of this first anti-poverty activity. Established the first outreach office in Milford, followed by a second office in Nashua. Participated in the recruitment, selection and training of the original Operation HELP staff. Supervised the staff in contacting of local officials, OEO outreach activities as well as establishing mini-offices in the twenty-nine towns of Hillsborough County.
- 1964 - 1965 **Assistant Principal, Wilton High School**
Responsible for the administration of a medium size New Hampshire high school including scheduling, curriculum development, audio-visual program development, and overall educational administration.
- 1962 -1966 **Chairman, Social Studies Department, Wilton High School**
Responsible for the overall supervision of the Social Studies Department including curriculum design and implementation of modern educational techniques, staff coordination and evaluation of the entire social studies department.
- Teacher-Coach, Wilton High School**
Responsible for developing social studies curriculum grades 8 - 12 as well as implementation of modern educational techniques. Served as coach for baseball and basketball teams as well as coordination and scheduling of those and other athletic events.
- 1961-1962 **Teacher and Assistant Principal, Cornish School**
Responsible for school administration, recreation and athletic programs, discipline throughout the educational complex, class scheduling and supervision of staff members. Worked with staff and local school board on updating curriculum, evaluation and assessing current staff.

EDUCATION

Graduated Peterborough, NH High School 1956
BA Degree in Government, University of New Hampshire 1961
Graduate Work: University of New Hampshire and Keene State College
Certified Community Action Professional – Community Action Partnership 1993

Page 3
Gale F. Hennessy

AFFILIATIONS

New England Community Action Association - Member, Board of Directors
Community Action Partnership – Member, Board of Directors
New Hampshire Community Action Association - President
CAPLAW, Inc. - Member, Board of Directors

MICHAEL O'SHEA
280 Smyth Road
Manchester, NH 03104

EXPERIENCE

- 1976 - Present **Southern New Hampshire Services, Inc.**
Community Action Agency for Hillsborough County, N H
Fiscal Officer / Deputy Director
Responsible for overseeing all organization fiscal operations, including general ledgers, budget preparation, purchasing, insuring fiscal accountability, monitoring cash management systems, contracting independent annual audits, and insuring acceptable accounting standards and procedures. Responsible for maintaining fiscal and accounting practices in accordance with funding source requirements and policies of the SNHS Board of Directors.
- 1973 - 1976 **Accountant**
Assistant to comptroller in all agency accounting functions. Programs included: CETA - Department of Labor; Elderly Nutrition - State Council on Aging; Head Start - Dept. of Health, Education and Welfare; Administration, Office of Economic Opportunity; and various other Federal and State grants.

Major responsibilities included reporting to management as well as the various Government agencies on all fiscal affairs. Duties included monthly financial reports, budgets, general ledger, accounts payable, receivable, and payroll.
- 1973 - 1974 **Social Worker**
Helped with running of food co-op. Distributed surplus foods. Certified needy people for fuel loans. Placed high scholars in jobs through Rent-A-Kid.
- 1969 - 1973 **Jordan Marsh, Portland, Maine**
Shuttle driver responsible for passengers and mail from Portland to Boston and return. Stock boy.

EDUCATION

- 1972 - 1974 New Hampshire College, Manchester, NH
B.S. Accounting. Major courses in Accounting and Math.
- 1970 - 1972 Andover Institute of Business, Portland, Maine
A. S. Accounting. Major courses in Accounting and Math.

DEBORAH A GOSSELIN

289 Smyth Road
Manchester, NH 03104

Home Phone: (603) 669-9141
Email: debbie@snhs.org

EXPERIENCE

**Southern New Hampshire Services, Inc.,
(1979 – Present)
Manchester, NH**

Director of Program Operations (1997 – Present)

- Coordinate the operations of more than two dozen current programs and implement new programs, all providing services for economically disadvantaged population
- The diverse component programs which require an integrating factor for effective management, targeting of resources and fiscal responsibility to the agency, to each other and to the general community
- Work with developmental staff to start-up, integrate with other component program through initial orientation of new Program Directors
- Facilitate meetings
- Develop partnerships with community agencies who can lend support
- Serve as resource person for development and implementation of management skills, techniques and trainings.

Head Start/Child Development Director (1994 – 1997)

- Administered federally funded Head Start Program
- Duties included Grant writing, program planning implementation, evaluation responsible for development and coordination of the major components of the Head Start program; education, health, mental health, social services, parent involvement, nutrition, disabilities and transportation.

Family Services Director (1982 – 1994)

- Administered several federally funded energy programs
- Duties included program planning, implementation, evaluation
- Designed programs with private sector which included: Neighbor Helping Neighbor, Residential Low Income Conservation and Residential Space Heating Programs
- Developed strong relationships with community organizations and funding sources
- Served as the state chairperson of New Hampshire's Fuel Assistance Directors Association
- Acted as liaison between Community Action Agencies and the Governor's Office of Energy and Planning
- Also provided supervision and training to program coordinator, oversaw the budget, approved final selection of staff for Accompanied Transportation and Parent Aide Programs.

Field Coordinator (1980 – 1983)

- Assisted the Director of the Fuel Assistance Program
- Trained, supervised and evaluated staff
- Implemented program outreach activities
- Wrote public service announcements and press releases.

Community Liaison (1979 – 1983)

- Established social service network through Hillsborough County
- Informed the general public about agency services and program criteria
- Started Citizen's Advisory Council.

Head Start Lead Teacher/Family Coordinator (1977 – 1979)

Nashua and Manchester, NH

- Responsible for classroom management of pre-school children and daily planning geared towards individual needs
- Conducted parenting skills workshops and home visits
- Developed a Parent Advisory Council and coordinator of the Curriculum Committee.

EDUCATION & TRAINING

- Bachelor of Science, Early Childhood Education – Cum Laude
University of New Hampshire, Durham, NH
- Southern New Hampshire University Graduate School of Business
Non-Profit Management for Community Development Organizations
- Head Start Program In-Service Training
Rivier College, Nashua, NH
Perspectives of Parenting and Multi-culturism
- NH Office of Alcohol and Drug Prevention
Life Balance and Stress Solutions
National Business Women's Leadership Association
National Seminars Group, Rockhurst College
- UNH Continuing Education, Nashua, NH
Whole Language in the Early Years (K-3)
- Notre Dame College, Manchester, NH
Diagnostic and Remedial Reading
- NH Office of Alcohol and Drug Prevention
Parenting Conference

COMMUNITY INVOLVEMENT / RECOGNITIONS

- CCAP, Certified Community Action Professional
- Governor's Task Force to Study Temporary Assistance to Needy (TANF) HB1461
Served as Sub-committee – Transportation, Chairperson
- NH Works Operator Consortium Committee, Member
- New Hampshire Employment Program, Oversight Team Member
- Seniors Count Coordinating Committee, Member
- Greater Manchester Association of Social Agencies (GMASA), Executive Committee Member
- James B. Sullivan Services Leadership Award

COMMUNITY INVOLVEMENT PAST

- Seniors Count Home Maintenance Committee
- Manchester Community Resource Center, Board of Directors
- Kiwanis International

CHRISTINE A. BEAUVAIS
16 Kokokehas Circle Litchfield, NH 03052
home (603) 424-4021 work (617) 727-8158

SUMMARY

A creative, competent program manager and career and organization development professional with extensive experience in both private and public sector environments. Proficient in designing, implementing and managing programs and training interventions, consulting with individuals and organizations, and providing career development services. Committed to teamwork, collaboration, and valuing differences.

WORK EXPERIENCE AND ACCOMPLISHMENTS

2003 - Present Southern New Hampshire Services, Inc., Manchester, NH

Workforce Development Operations Administrator

- Manage the complex implementation and oversight of the NH Community Action Association (NHCAA) WIA Program in a highly coordinated interagency environment; proficient in workforce development program operations, WIA laws and regulations, case management, customer service, continuous improvement principles, and management reporting and planning consistent with the goals and objectives set forth by the Office of Workforce Opportunity.
- Provide direct supervision to all SNHS WIA funded staff; exercise oversight of the day-to-day activities of the Workforce Development Coordinators; develop, plan and direct ongoing staff training and development.
- Manage annual \$3-4 million statewide budget including funds for WIA Adult, Dislocated Worker and Special Projects; manage \$3 million statewide budget from ARRA funds; contract with and provide ongoing technical assistance to the other five NH Community Action Agencies whose staff provide direct services to customers.
- Design and implement National Emergency Grants and Special Projects for large company closures such as Jac Pac Foods, Wausau Papers and Ethan Allen; provide ongoing oversight including establishment of Worker Assistance Centers, budget development and management, staffing and training, and required reporting.
- Plan, organize and administer policies and procedures for the WIA Program; ensure administrative and operational goals, objectives and performance measures are met; increase productivity; maximize return on investment..
- Manage, monitor the WIA service delivery system consistent with established goals and performance standards; implement continuous improvement recommendations and/or corrective action plans to improve system performance.
- Collaborate and regularly consult with staff, NH Works partner agencies and businesses to discuss and resolve issues and coordinate activities to improve service delivery to customers to maximize customer satisfaction.

1992 - 2003 Commonwealth Corporation, Boston, MA

Program Manager, National Reserve Account (NRA)/National Emergency Grants (NEG) – Operations

- Wrote, submitted and provided program management and operational oversight for \$38 million in U.S. Department of Labor NRA/NEG Grants for dislocated workers including proposal development and submission, project design and implementation, and assurance of program effectiveness and integrity.
- Delivered ongoing project specific and statewide technical assistance including facilitation of multi-operator project coordination meetings and advisory boards, policy development, and design and delivery of statewide staff development training. Represented Massachusetts on the USDOL NEG National Workgroup.
- Collaborated and communicated on project design, implementation and oversight with stakeholders/partners including USDOL/ETA, Workforce Investment Boards, Lead Elected Officials, project operators and political entities.
- Functioned as Fund/Budget Manager for NRA grants; supervised NRA staff; managed a cross-functional team to facilitate and foster communication and ensure high quality program management.
- Wrote and managed \$16 million in NRA/NEG grants to train and reemploy dislocated fishermen; facilitated a statewide management team to develop policies, unique program design, and synergistic solutions.
- Managed and oversee the Gloucester Fishermen Center including direct management of a \$1.2 million annual budget, direct supervision and staff development, design and implementation of unique, individualized re-employment strategies for customers, and assurance of federal regulatory compliance.
- Participated in annual planning process for JTPA/WIA formula funds including plan review and response.

Program Manager, Special Projects – Operations/Entrepreneurial Group

- Provided program management, design, and oversight to Extended Care Career Ladder Initiative program; developed RFP, conducted bidders' conferences; provided technical assistance and statewide training to project operators.
- Co-designed and provided program management and oversight to training programs in fields including Computer Software, Biotechnology, Adult Basic Education, ESOL and CNC Machining.
- Provided program management, consultation and oversight to JTPA funded and operated Entrepreneurial Training Programs; prepared and issued RFPs; designed and implemented program evaluation process.
- Developed and implemented systems and methods for sharing best practices among program operators; collaborated with project staff to design and implement new initiatives and investigate funding sources.
- Designed and facilitated a field-based statewide Quality Improvement Steering Committee to meet corporate and federal objectives for continuous quality improvement of service delivery to customers.

Training Program Manager – Training and Education Department (TRED)

- Designed and implemented unique, non-traditional training programs for dislocated workers; managed RFP process to fund innovative programs; collaborated with training vendors and industry councils.
- Developed and evaluated training program curriculum; designed and delivered over 20 different workshops for dislocated workers including Team Building, Communication Skills, and the Myers-Briggs Type Indicator; performed individual assessment, career consulting, job development and job clubs for customers.
- Facilitated project teams to create synergy and excellence in program direction and operation.
- Developed SCANS curriculum for unique demonstration training programs for dislocated workers; consulted with staff to integrate ABE, SCANS and Occupational Training to ensure program quality.

Springfield College, School of Human Services, Manchester, NH**1991 - 2003 Adjunct Faculty Member**

- Designed and delivered core undergraduate course: Personal Growth and Development.

1990 – Present Christine Beauvais Consulting, Litchfield, NH

- Designed and delivered training including Team Building, Myers-Briggs, and Career Development
- Provided career development and consulting services; facilitated job search groups for the unemployed.

Digital Equipment Corporation, Maynard, MA**1987 - 1990 Human Resources/Transition Manager**

- Co-developed Inplacement Career Centers for redeployed employees; provided transition management training and consultation to senior management; created a temporary job/skills matching process.
- Co-developed Transition Management Forum to facilitate worker reemployment; facilitated placement and eliminated hiring barriers through participation in Career Development Sourcing Consortium.
- Managed over fifty redeployed employees in transition including performance management, salary planning and employee relations; delivered career planning, placement services and workshops.
- Designed and implemented FOCUS, an innovative, self-managing work/support group which was successful in empowering and motivating transition clients in their career change and job search.
- Provided consultation, curriculum design and training to clients in the area of Valuing Differences.

1984 - 1987 Senior Project Specialist**1981 - 1984 Senior Business Systems Analyst****1976 - 1981 Senior Order Administration Specialist/Credit Manager****EDUCATION****M.B.A. cum laude; concentration in Organization Development. Rivier College, Nashua, NH 1991****Organization Development Track Certificate, National Training Labs (NTL Institute), Alexandria, VA 1991
Myers-Briggs Type Indicator Qualification. Otto Kroeger Associates, Fairfax, VA 1989****B.A. English; President of English Honor Society. Glassboro State College, Glassboro, NJ 1971**



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/3/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER FIAI/Cross Insurance 1100 Elm Street Manchester NH 03101	CONTACT NAME: Karen Shaughnessy
	PHONE (A/C No. Ext): (603) 669-3218 FAX (A/C No.): (603) 645-4331 E-MAIL ADDRESS: kshaughnessy@crossagency.com
INSURED Southern NH Services P.O. Box 5040 Manchester NH 03108	INSURER(S) AFFORDING COVERAGE
	INSURER A Philadelphia Ins Co
	INSURER B MEMIC Indemnity Company 11030
	INSURER C:
	INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: 13-14 All lines REVISION NUMBER:

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY		PHPK959421	12/31/2013	12/31/2014	EACH OCCURRENCE \$ 1,000,000	
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 10,000	
	<input checked="" type="checkbox"/> Employee Benefits					PERSONAL & ADV INJURY \$ 1,000,000	
	<input checked="" type="checkbox"/> Professional Liab					GENERAL AGGREGATE \$ 2,000,000	
	GENL AGGREGATE LIMIT APPLIES PER:					PRODUCTS - COM/POP AGG \$ 2,000,000	
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					\$	
A	AUTOMOBILE LIABILITY		PHPK959421	12/31/2013	12/31/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000	
	<input checked="" type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$	
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$	
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident) \$	
						Undennsured motorist \$ 1,000,000	
A	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR	PHUB406269	12/31/2013	12/31/2014	EACH OCCURRENCE \$ 5,000,000	
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$	
	DED	RETENTION \$				\$	
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		3102801290	12/31/2013	12/31/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N				(3a.) ME & NH	E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				All officers included	E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Crime		PHPK959421	12/31/2013	12/31/2014	Fidelity \$250,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) Refer to policy for exclusionary endorsements and special provisions.

CERTIFICATE HOLDER

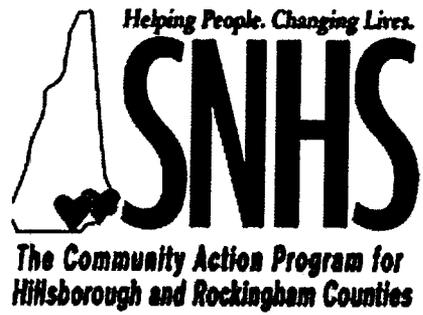
NH Department of Resources & Economic Dev
Office of Workforce Opportunity
172 Pembroke Road
PO Box 1856
Concord, NH 03302-1856

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Laura Perrin/JSC *Laura Perrin*



SOUTHERN NEW HAMPSHIRE SERVICES, INC.

**COMBINED FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION**

FOR THE YEARS ENDED JULY 31, 2013 AND 2012

SOUTHERN NEW HAMPSHIRE SERVICES, INC.

FINANCIAL STATEMENTS

JULY 31, 2013 AND 2012

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OUELLETTE & ASSOCIATES, P.A.
CERTIFIED PUBLIC ACCOUNTANTS

Keith H. Allen, C.P.A., M.S.T.
Mark R. Carrier, C.P.A., C.V.A.
George A. Roberge, C.P.A.

Gary A. Wigant, C.P.A.
C. Joseph Wolverton, C.P.A., C.V.A.

Independent Auditor's Report

To the Board of Directors
Southern New Hampshire Services, Inc.
Manchester, New Hampshire

Report on the Financial Statements

We have audited the accompanying financial statements of Southern New Hampshire Services, Inc. (a nonprofit organization) which comprise the statement of financial position as of July 31, 2013, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. 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 involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Organization's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Southern New Hampshire Services, Inc. as of July 31, 2013, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

The financial statements of Southern New Hampshire Services, Inc. as of July 31, 2012, were audited by other auditors and are presented for comparative purposes. Those auditors expressed an unmodified opinion on those financial statements in their report dated April 30, 2013.

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The combining schedule of financial position and the combining schedule of activities are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated April 30, 2014 on our consideration of Southern New Hampshire Services, Inc.'s internal control over financial reporting and on our tests on its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of this report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. The report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Southern New Hampshire Services, Inc.'s internal control over financial reporting and compliance.

Ouellette & Associates, P.A.
Certified Public Accountants

April 30, 2014
Lewiston, Maine

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 COMBINED STATEMENTS OF FINANCIAL POSITION
 FOR THE YEARS ENDED JULY 31, 2013 AND 2012

<i>ASSETS</i>		
	<i>2013</i>	<i>2012</i>
CURRENT ASSETS		
Cash	\$ 5,903,425	\$ 6,278,621
Investments	5,132,222	2,560,800
Contracts receivable (net)	3,267,955	3,544,555
Accounts receivable (net)	171,722	38,961
Prepaid expenses	156,403	286,022
Total current assets	14,631,727	12,708,959
FIXED ASSETS		
Land	6,174,907	6,110,865
Buildings and improvements	74,682,375	64,963,007
Vehicles and equipment	2,266,784	2,054,043
Construction in progress	-	3,130,363
Total fixed assets	83,124,066	76,258,278
Less - accumulated depreciation	(20,615,347)	(18,512,172)
Net fixed assets	62,508,719	57,746,106
OTHER ASSETS		
Restricted cash	3,949,332	3,690,350
Miscellaneous other assets	428,401	438,349
Total other assets	4,377,733	4,128,699
TOTAL ASSETS	\$ 81,518,179	\$ 74,583,764
<i>LIABILITIES AND NET ASSETS</i>		
CURRENT LIABILITIES		
Accounts payable	\$ 357,265	\$ 534,375
Accrued payroll and payroll taxes	725,726	489,653
Accrued compensated absences	623,845	700,421
Accrued other liabilities	588,848	538,991
Deferred revenue	2,036,804	2,955,714
Over applied overhead	115,916	402,758
Tenant security deposits	283,073	272,432
Current portion of long-term debt	288,892	185,875
Total current liabilities	5,020,369	6,080,219
LONG-TERM LIABILITIES		
Long-term debt, less current portion	5,522,103	5,812,225
Capital advances	66,264,647	59,363,943
Total long-term liabilities	71,786,750	65,176,168
TOTAL LIABILITIES	76,807,119	71,256,387
NET ASSETS		
Unrestricted	4,711,059	3,327,377
TOTAL LIABILITIES AND NET ASSETS	\$ 81,518,178	\$ 74,583,764

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC
 COMBINED STATEMENTS OF ACTIVITIES
 FOR THE YEARS ENDED JULY 31, 2013 AND 2012

	<i>2013</i>	<i>2012</i>
REVENUES		
Grant and contract support	\$ 35,821,702	\$ 39,204,276
Program service fees	658,277	773,869
Local funding	380,790	261,222
Rental income	6,979,990	6,455,382
Gifts and contributions	387,790	211,906
Interest and dividend income	65,515	5,229
Unrealized gain on investments	506,268	16,620
Transfer from RCA Acquisition	-	(99,592)
Miscellaneous	2,142,561	1,792,784
TOTAL REVENUES	46,942,893	48,621,696
EXPENSES		
Program services:		
Child Development	6,673,078	6,407,361
Community Services	1,244,487	1,401,685
Economic and Workforce Development	7,883,459	10,547,632
Energy	13,577,165	16,080,759
Hispanic-Latino Community Services	657,522	664,332
Housing and Homeless	234,137	229,264
Nutrition and Health	2,245,555	2,527,568
Special Projects	1,745,817	666,624
Volunteer Services	142,073	116,397
SNHS Management Corporation	2,181,224	1,728,474
Housing Corporations	7,424,231	6,586,162
Total program services	44,008,748	46,956,258
Support services:		
Management and general	1,550,463	1,716,731
TOTAL EXPENSES	45,559,211	48,672,989
CHANGE IN NET ASSETS	1,383,682	(51,293)
NET ASSETS - AUGUST 1, AS RESTATED	3,327,377	3,378,670
NET ASSETS - JULY 31	\$ 4,711,059	\$ 3,327,377

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 COMBINED STATEMENT OF FUNCTIONAL EXPENSES
 FOR THE YEAR ENDED JULY 31, 2013

	Program Services						Nutrition and Health
	Child Development	Community Services	Economic Workforce Development	Energy	Hispanic-Lat. Community Services	Housing and Homeless	
Payroll	\$ 3,959,212	\$ 745,436	\$ 2,428,233	\$ 1,454,628	\$ 374,012	\$ 103,890	\$ 985,597
Payroll taxes	409,538	66,982	233,804	148,681	41,032	10,520	96,576
Fringe benefits	929,261	84,874	354,882	284,221	37,199	11,809	165,184
Workers comp. insurance	29,186	3,579	6,678	7,088	2,433	1,232	12,529
Retirement benefits	207,343	55,452	116,693	71,561	7,150	4,306	53,826
Consultant and contractual	32,008	9,131	1,293,726	1,332,302	41,041	25,847	15,658
Travel and transportation	73,072	22,397	68,873	47,847	16,937	6,337	56,221
Conferences and meetings	596	15,498	4,700	6,102	4,106	150	690
Occupancy	471,197	27,029	839,883	109,710	49,206	-	113,483
Advertising	1,791	-	6,932	344	-	-	5,489
Supplies	200,700	56,561	52,798	62,897	5,989	43	63,751
Equip. rentals and maintenance	10,853	5,861	185,691	19,483	12,643	-	19,503
Insurance	12,655	30,155	4,322	11,262	1,485	-	5,314
Telephone	57,564	29,411	40,062	45,013	8,102	766	35,554
Postage	4,667	423	2,529	35,357	212	-	7,118
Printing and publications	7,554	3,319	479	1,258	1,156	-	8
Subscriptions	35	1,839	109	54	-	-	-
Program support	-	33,080	8,558	-	4,475	4,050	-
Interest	15,521	-	-	-	-	-	-
Depreciation	58,851	2,708	6,533	13,116	5,643	-	14,631
Assistance to clients	12,535	4,952	1,688,804	9,923,493	8,342	64,900	279,547
Other direct expense	124,642	32,107	538,091	1,906	-	280	312,319
Miscellaneous	53,561	13,693	1,079	842	36,359	7	2,557
In-kind	1,477,987	-	-	-	-	-	-
Loss on disposal of assets	736	-	-	-	-	-	-
SUBTOTAL	\$ 8,151,065	\$ 1,244,487	\$ 7,883,459	\$ 13,577,165	\$ 657,522	\$ 234,137	\$ 2,245,555
Over applied indirect costs	-	-	-	-	-	-	-
Eliminations	(1,477,987)	-	-	-	-	-	-
TOTAL	\$ 6,673,078	\$ 1,244,487	\$ 7,883,459	\$ 13,577,165	\$ 657,522	\$ 234,137	\$ 2,245,555

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 COMBINED STATEMENT OF FUNCTIONAL EXPENSES
 FOR THE YEAR ENDED JULY 31, 2013

	Program Services						Total Program Services	Support Services		Total Expenses
	Special Projects	Volunteer Services	SNHS		Housing Corporations	Management Corporation		Management and General	General	
Payroll	\$ 90,034	\$ 88,776	\$ 358,451	\$ 1,414,854	\$ 12,003,123	\$ 1,184,977	\$ 13,188,100		\$ 13,188,100	
Payroll taxes	8,512	8,490	40,498	140,825	1,205,458	100,143	1,305,601		1,305,601	
Fringe benefits	11,949	11,655	75,199	253,502	2,219,735	149,888	2,369,623		2,369,623	
Workers comp. insurance	1,121	187	35,530	41,374	140,937	7,348	148,285		148,285	
Retirement benefits	6,649	4,203	23,391	94,275	644,849	100,709	745,558		745,558	
Consultant and contractual	1,539,448	239	285,309	634,971	5,209,680	170,886	5,380,566		5,380,566	
Travel and transportation	3,614	935	109,805	17,981	424,019	14,729	438,748		438,748	
Conferences and meetings	8,369	1,630	45,009	2,097	88,947	2,450	91,397		91,397	
Occupancy	7,235	-	148,955	2,493,111	4,259,809	64,516	4,324,325		4,324,325	
Advertising	-	-	-	2,676	17,232	-	17,232		17,232	
Supplies	488	13,248	8,361	49,437	514,273	38,454	552,727		552,727	
Equip. rentals and maintenance	789	152	11,607	3,886	270,468	912	271,380		271,380	
Insurance	101	977	17,162	356,154	439,587	6,102	445,689		445,689	
Telephone	2,011	1,738	8,011	70,962	299,194	16,273	315,467		315,467	
Postage	1	1,172	3,853	6,807	62,139	23,270	85,409		85,409	
Printing and publications	4,950	1,343	1,064	-	21,131	7	21,138		21,138	
Subscriptions	-	-	24	-	2,061	27	2,088		2,088	
Program support	-	-	609,817	-	659,980	-	659,980		659,980	
Interest	-	-	47,574	180,614	243,709	-	243,709		243,709	
Depreciation	6,000	-	248,100	1,962,663	2,318,245	3	2,318,248		2,318,248	
Assistance to clients	51,389	1,032	51,616	-	12,086,610	-	12,086,610		12,086,610	
Other direct expense	2,761	689	300	11,454	1,024,549	684	1,025,233		1,025,233	
Miscellaneous	396	5,607	15,749	9,155	139,005	1,027	140,032		140,032	
In-kind	-	-	-	-	1,477,987	-	1,477,987		1,477,987	
Loss on disposal of assets	-	-	12,920	134,657	148,313	-	148,313		148,313	
SUBTOTAL	\$ 1,745,817	\$ 142,073	\$ 2,158,305	\$ 7,881,455	\$ 45,921,040	\$ 1,882,405	\$ 47,803,445		\$ 47,803,445	
Over applied indirect costs	-	-	-	-	22,919	-	(309,023)		(309,023)	
Eliminations	-	-	-	(457,224)	(1,935,211)	-	(1,935,211)		(1,935,211)	
TOTAL	\$ 1,745,817	\$ 142,073	\$ 2,181,224	\$ 7,424,231	\$ 44,008,748	\$ 1,550,463	\$ 45,559,211		\$ 45,559,211	

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 COMBINED STATEMENT OF FUNCTIONAL EXPENSES
 FOR THE YEAR ENDED JULY 31, 2012

	Program Services						
	Child Development	Community Services	Economic Workforce Development	Energy	Hispanic-Lat. Community Services	Housing and Homeless	Nutrition and Health
Payroll	\$ 3,825,074	\$ 787,269	\$ 2,143,949	\$ 1,546,141	\$ 421,040	\$ 91,718	\$ 1,159,479
Payroll taxes	398,437	70,054	203,063	158,256	48,567	9,885	120,138
Fringe benefits	890,191	109,347	320,183	325,680	40,891	13,275	183,241
Workers comp. insurance	31,080	3,260	4,504	8,675	2,496	934	14,818
Retirement benefits	191,077	62,962	107,908	82,722	8,433	833	51,764
Consultant and contractual	75,795	56,713	4,100,891	3,369,661	39,896	27,638	50,755
Travel and transportation	70,247	12,042	70,790	74,137	24,722	5,330	73,996
Conferences and meetings	2,329	16,569	3,999	15,544	3,217	-	939
Occupancy	444,161	34,853	876,462	97,122	21,829	4,518	131,349
Advertising	1,559	-	2,400	310	259	-	4,250
Supplies	169,401	10,460	30,241	46,386	9,687	-	79,612
Equip. rentals and maintenance	32,047	14,387	208,001	19,127	(219)	1	11,207
Insurance	20,692	52,303	3,770	27,856	113	-	10,285
Telephone	57,683	32,917	49,721	43,737	7,144	1,074	44,620
Postage	5,838	1,175	5,807	41,881	447	423	5,883
Printing and publications	8,958	585	1,039	43	2,149	-	-
Subscriptions	-	2,318	-	-	-	-	-
Program support	-	44,710	4,755	-	4,250	39,227	-
Interest	15,706	-	-	-	-	-	-
Depreciation	26,746	2,708	5,857	20,338	2,608	-	14,444
Amortization	-	-	-	-	-	-	-
Assistance to clients	5,770	-	2,103,841	10,164,607	200	29,543	247,078
Other direct expense	98,570	33,741	299,220	37,491	-	-	319,809
Miscellaneous	36,000	53,312	1,231	1,045	26,603	4,865	3,901
In-kind	1,151,924	-	-	-	-	-	-
Loss on disposal of assets	-	-	-	-	-	-	-
SUBTOTAL	\$ 7,559,285	\$ 1,401,685	\$ 10,547,632	\$ 16,080,759	\$ 664,332	\$ 229,264	\$ 2,527,568
Over applied indirect costs	-	-	-	-	-	-	-
Eliminations	(1,151,924)	-	-	-	-	-	-
TOTAL	\$ 6,407,361	\$ 1,401,685	\$ 10,547,632	\$ 16,080,759	\$ 664,332	\$ 229,264	\$ 2,527,568

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 COMBINED STATEMENT OF FUNCTIONAL EXPENSES
 FOR THE YEAR ENDED JULY 31, 2012

	Program Services						Management and General	Total Expenses
	Special Projects	Volunteer Services	SNHS		Housing Corporations	Total Program Services		
			Management Corporation	Corporation				
Payroll	\$ 94,033	\$ 82,042	\$ 371,332	\$ 1,341,642	\$ 11,863,719	\$ 1,081,576	\$ 12,945,295	
Payroll taxes	8,789	7,658	37,975	133,346	1,196,168	90,219	1,286,387	
Fringe benefits	5,875	14,437	80,227	277,691	2,261,038	145,437	2,406,475	
Workers comp. insurance	912	172	5,812	38,192	110,855	6,401	117,256	
Retirement benefits	8,035	4,290	27,788	89,313	635,125	92,451	727,576	
Consultant and contractual	463,876	237	230,704	604,923	9,021,089	114,264	9,135,353	
Travel and transportation	4,188	706	111,389	20,336	467,883	18,969	486,852	
Conferences and meetings	15,102	-	49,899	3,975	111,573	4,889	116,462	
Occupancy	7,736	-	303,213	2,312,369	4,233,612	70,232	4,303,844	
Advertising	-	-	-	1,782	10,560	-	10,560	
Supplies	1,027	1,978	8,877	35,200	392,869	33,998	426,867	
Equip. rentals and maintenance	765	128	(20,715)	2,049	266,778	1,359	268,137	
Insurance	-	936	30,877	382,291	529,123	9,705	538,828	
Telephone	1,950	2,110	11,571	64,062	316,589	14,375	330,964	
Postage	28	971	1,333	6,420	70,206	19,258	89,464	
Printing and publications	4,880	350	685	-	18,689	-	18,689	
Subscriptions	-	-	295	-	2,613	-	2,613	
Program support	-	-	105,285	-	198,227	-	198,227	
Interest	-	-	48,355	205,972	270,033	-	270,033	
Depreciation	6,000	-	230,651	1,411,375	1,720,727	626	1,721,353	
Amortization	-	-	-	6,808	6,808	-	6,808	
Assistance to clients	42,309	106	44,948	-	12,638,402	-	12,638,402	
Other direct expense	-	152	349	15,841	805,173	1,381	806,554	
Miscellaneous	1,119	124	13,735	5,336	147,271	22,639	169,910	
In-kind	-	-	-	-	1,151,924	-	1,151,924	
Loss on disposal of assets	-	-	33,889	56,501	90,390	-	90,390	
SUBTOTAL	\$ 666,624	\$ 116,397	\$ 1,728,474	\$ 7,015,424	\$ 48,537,444	\$ 1,727,779	\$ 50,265,223	
Over applied indirect costs	-	-	-	(429,262)	(1,581,186)	(11,048)	(11,048)	
Eliminations	-	-	-	6,586,162	\$ 46,956,258	\$ 1,716,731	(1,581,186)	
TOTAL	\$ 666,624	\$ 116,397	\$ 1,728,474	\$ 6,586,162	\$ 46,956,258	\$ 1,716,731	\$ 48,672,989	

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 COMBINED STATEMENTS OF CASH FLOWS
 FOR THE YEARS ENDED JULY 31, 2013 AND 2012

	<i>2013</i>	<i>2012</i>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 1,383,682	\$ (51,293)
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	2,318,248	1,721,353
Amortization	-	6,808
Loss on disposal of assets	148,313	90,390
Unrealized gain on investments	(506,268)	(16,620)
(Increase) decrease operating assets:		
Contracts receivable	276,600	1,660,191
Accounts receivable	(132,761)	293,924
Prepaid expenses	129,619	37,031
Increase (decrease) in operating liabilities:		
Accounts payable	(177,107)	(108,207)
Accrued payroll and payroll taxes	236,075	(30,413)
Accrued comp. absences	(76,575)	(57,606)
Accrued other liabilities	49,858	266,479
Deferred revenue	(918,912)	(441,061)
Over applied overhead	(286,842)	14,159
Tenant security deposits	10,642	7,096
Total adjustments	<u>1,070,890</u>	<u>3,443,524</u>
NET CASH FLOWS FROM OPERATING ACTIVITIES	<u>2,454,572</u>	<u>3,392,231</u>
 CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of fixed assets	(7,229,171)	(8,082,032)
Purchase of investments	(2,065,154)	(345,888)
Deposit to restricted cash accounts	(258,995)	(627,723)
Other financing activities	9,947	(146,310)
NET CASH FLOWS FROM INVESTING ACTIVITIES	<u>(9,543,368)</u>	<u>(9,201,953)</u>
 CASH FLOWS FROM FINANCING ACTIVITIES		
Proceeds from long-term debt	-	7,787,152
Payments on long-term debt	(187,105)	(1,126,123)
Net proceeds from capital advances	6,900,704	-
NET CASH FLOWS FROM FINANCING ACTIVITIES	<u>6,713,599</u>	<u>6,661,029</u>
 CHANGE IN CASH AND CASH EQUIVALENTS	(375,197)	851,307
 CASH AND CASH EQUIVALENTS - AUGUST 1	<u>6,278,621</u>	<u>5,427,314</u>
 CASH AND CASH EQUIVALENTS - JULY 31	<u>\$ 5,903,424</u>	<u>\$ 6,278,621</u>
 SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION		
Cash paid during the year for:		
Interest	<u>\$ 243,709</u>	<u>\$ 270,033</u>

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.

NOTES TO COMBINED FINANCIAL STATEMENTS

JULY 31, 2013 AND 2012

NOTE 1: ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of the Organization

Southern New Hampshire Services, Inc. is an umbrella corporation that offers an array of services to the elderly, disabled, and low-income households in New Hampshire's Hillsborough County and Rockingham County. The Organization's programs provide assistance in the areas of education, child development, employment, energy and its conservation, housing and homelessness prevention. The organization is committed to providing respectful support service and assisting individuals and families in achieving self-sufficiency by helping them overcome the causes of poverty. The primary source of revenues is derived from governmental contracts. Services are provided through:

Southern New Hampshire Services, Inc.
SNHS Management Corporation
SNHS Elderly Housing, Inc.
SNHS Elderly Housing II, Inc.
SNHS Elderly Housing III, Inc.
SNHS Elderly Housing IV, Inc.
SNHS Elderly Housing V, Inc.
SNHS Elderly Housing VI, Inc.
SNHS Elderly Housing VII, Inc.
SNHS Elderly Housing VIII, Inc.
SNHS Elderly Housing IX, Inc.
SNHS Elderly Housing X, Inc.

SNHS Elderly Housing XI, Inc.
Rural Housing for the Elderly, Inc.
Rural Housing for the Elderly II, Inc.
Sundial Elderly Housing, Inc.
SNHS Ashland Elderly Housing, Inc.
SNHS Farmington Elderly Housing, Inc.
SNHS Greenfield Elderly Housing, Inc.
SNHS North Berwick Elderly Housing, Inc.
SNHS Northwood Elderly Housing, Inc.
SNHS Pittsburg Elderly Housing, Inc.
SNHS Raymond Elderly Housing, Inc.

Basis of Presentation

The Organization prepares its combined financial statements in accordance with accounting principles generally accepted in the United States of America, which involves the application of accrual accounting; consequently, revenues and gains are recognized when earned, and expenses and losses are recognized when incurred. Net assets, revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

Unrestricted net assets – Unrestricted net assets of the Organization are net assets that are neither permanently restricted nor temporarily restricted by donor-imposed restrictions.

Temporarily restricted net assets – Temporarily restricted net assets are net assets resulting from contributions and other inflows of assets whose use by the Organization is limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the Organization pursuant to those stipulations.

Permanently restricted net assets – Permanently restricted net assets are net assets resulting from contributions and other inflows of assets whose use by the Organization is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the Organization.

The Organization has no temporarily restricted or permanently restricted net assets at July 31, 2013 and 2012.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.

NOTES TO COMBINED FINANCIAL STATEMENTS

JULY 31, 2013 AND 2012

NOTE 1: ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Combined Financial Statements

All significant intercompany items and transactions have been eliminated from the basic combined financial statements. The combined financial statements include the accounts of the following corporations because Southern New Hampshire Services, Inc. controls more than 50% of the voting power.

Southern New Hampshire Services, Inc.
SNHS Management Corporation
SNHS Elderly Housing, Inc.
SNHS Elderly Housing II, Inc.
SNHS Elderly Housing III, Inc.
SNHS Elderly Housing IV, Inc.
SNHS Elderly Housing V, Inc.
SNHS Elderly Housing VI, Inc.
SNHS Elderly Housing VII, Inc.
SNHS Elderly Housing VIII, Inc.
SNHS Elderly Housing IX, Inc.
SNHS Elderly Housing X, Inc.

SNHS Elderly Housing XI, Inc.
Rural Housing for the Elderly, Inc.
Rural Housing for the Elderly II, Inc.
Sundial Elderly Housing, Inc.
SNHS Ashland Elderly Housing, Inc.
SNHS Farmington Elderly Housing, Inc.
SNHS Greenfield Elderly Housing, Inc.
SNHS North Berwick Elderly Housing, Inc.
SNHS Northwood Elderly Housing, Inc.
SNHS Pittsburg Elderly Housing, Inc.
SNHS Raymond Elderly Housing, Inc.

Use of Estimates

The preparation of combined financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reported period. Actual results may differ from these amounts.

Cash and Cash Equivalents

For the purpose of the combined statements of cash flows, the Organization considers all unrestricted highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

Revenue Recognition

The Organization's revenue is recognized primarily from federal and state grants and contracts generally structured as reimbursed contracts for services and therefore revenue is recognized based on when their individual allowable budgeted expenditures occur. Federal and state grant revenue comprised 73% and 79% of total revenue in the fiscal years ended July 31, 2013 and 2012, respectively.

Accounts and Contracts Receivable

All accounts and contracts receivable are stated at the amount management expect to collect from balances outstanding at year-end. Receivables are recorded on the accrual basis of accounting primarily based on reimbursable contracts, grants and agreements. Balances outstanding after management has used reasonable collection efforts are written off through a charge to bad debt expense and a credit to the applicable accounts receivable. Management does not believe an allowance for uncollectible accounts receivable is necessary at July 31, 2013 and 2012.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
NOTES TO COMBINED FINANCIAL STATEMENTS
(Continued)

JULY 31, 2013 AND 2012

NOTE 1: ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Contributions and In-Kind Donations

Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a 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 combined statements of activities as net assets released from restrictions. In-kind revenues and expenses represent fair market value of volunteer services and non-paid goods which were donated to the Organization during the current fiscal year. All in-kind revenues in the fiscal year 2013 and 2012 were generated through the Head Start programs.

Investments

The Organization carries investments in marketable securities with readily determinable fair values and all investments in debt securities at their fair values in the combined statements of financial position. Unrealized gains and losses are included in the change in net assets in the accompanying combined statements of activities.

Fixed Assets

Fixed assets acquired by the Organization are capitalized at cost if purchased or fair value if donated. It is the Organization's policy to capitalize expenditures for these items in excess of \$5,000. Major additions and renewals are capitalized, while repairs and maintenance are expensed as incurred. Depreciation is calculated using the straight-line basis over the estimated useful lives of the assets, which range from three to forty years. Depreciation expense for July 31, 2013 and 2012 was \$2,318,248 and \$1,721,353, respectively.

Fixed assets purchased with grant funds are owned by the Organization while used in the program for which they were purchased or in other future authorized programs. However, the various funding sources have a reversionary interest in the fixed assets purchased with grant funds. The disposition of fixed assets, as well as the ownership of any proceeds is subject to funding source regulations.

Inventory

Inventory is stated at lower of cost or market. Cost is determined generally on the first-in, first-out basis.

Current Vulnerabilities Due to Certain Concentrations

The Organization maintains its cash balances at several financial institutions located in New Hampshire and Maine. The balances are insured by the Federal Deposit Insurance Organization (FDIC) up to \$250,000 per financial institution. In addition, on October 2, 2008, the Organization entered into an agreement with its principal banking partner to collateralize deposits in excess of the FDIC insurance limitation on some accounts. As of July 31, 2013 and 2012, uninsured cash balances amounted to \$120,538 and \$0, respectively. It is the opinion of management that the solvency of the referenced financial institutions is not of particular concern at this time.

Advertising

The Organization uses advertising to promote programs among the people it serves. The production costs of advertising are expensed as incurred.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.

NOTES TO COMBINED FINANCIAL STATEMENTS
(Continued)

JULY 31, 2013 AND 2012

NOTE 1: ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Functional Allocation of Expenses

The costs associated with providing program services and management and general support services are presented by natural classification on the combined statement of functional expenses and have been summarized on a functional basis on the combined statements of activities.

Income Taxes

The Organization qualifies as an organization exempt from income tax under Section 501 (c) (3) of the Internal Revenue Code.

Management has evaluated the Organization's tax positions and concluded that as of July 31, 2013 and 2012, the Organization does not believe that it has taken any tax positions that would require the recording of any additional tax benefits or liabilities within the next twelve months. Since tax matters are subject to some degree of uncertainty, there can be no assurance that the Organization's tax returns will not be challenged by the taxing authorities and that the Organization will not be subject to additional tax, penalties and interest as a result of such challenge. Generally, the Organization's tax returns remain subject to examination for three years after they were filed.

Subsequent Events

Management has made an evaluation of subsequent events through April 30, 2014, which represents the date on which the combined financial statements were available to be issued and determined that any subsequent events that would require recognition or disclosure have been considered in the preparation of these combined financial statements.

Reclassifications

Certain reclassifications have been made to the 2012 combined financial statement presentation to correspond to the current year's format. Net assets and changes in net assets are unchanged due to these reclassifications.

NOTE 2: RESTRICTED CASH

The housing projects are required to set aside amounts for the replacement of property and other expenditures. These amounts are set aside in separate accounts and generally are not available for operating purposes.

The housing projects are also required to put any surplus cash into a separate account. These accounts are also not available for operating purposes.

NOTE 3: FAIR VALUE MEASUREMENTS

FASB ASC 820, *Fair Value Measurements and Disclosures* establish a framework to measuring fair value within generally accepted accounting principles (GAAP). That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurement) and the lowest priority to unobservable inputs (level 3 measurements).

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 NOTES TO COMBINED FINANCIAL STATEMENTS
 (Continued)

JULY 31, 2013 AND 2012

NOTE 3: FAIR VALUE MEASUREMENTS (Continued)

The three levels of the fair value hierarchy under FASB ASC 820 are described as follows:

Level 1: Quoted prices in active markets for identical assets or liabilities.

Level 2: Observable inputs other than Level 1 prices such as quoted prices for similar assets or liabilities; quoted prices in markets that are not active; or other inputs that are observable or can be corroborated by observable market data for substantially the full term of the assets or liabilities. If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3: Unobservable inputs that are supported by little or no market activity and that are significant to the fair value of the assets or liabilities.

The following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at July 31, 2013 and 2012.

Mutual Funds and Money Markets: Valued at the closing price reported on the active market on which the individual securities are traded.

The fair value by level of the Organization's investments consisted of the following as of July 31:

			<u>2013</u>		
			Fair Value at reporting date		
<u>Description</u>	<u>Cost</u>	<u>Fair Value</u>	Quoted prices in active markets for identical assets <u>(Level 1)</u>	Significant other observable inputs <u>(Level 2)</u>	Significant un- observable inputs <u>(Level 3)</u>
Money Market	\$2,000,000	\$2,000,000	\$2,000,000		
Mutual Funds	<u>2,148,867</u>	<u>3,132,222</u>	<u>3,132,222</u>	\$ _____ -	\$ _____ -
Total	<u>\$4,148,867</u>	<u>\$5,132,222</u>	<u>\$5,132,222</u>	\$ _____ -	\$ _____ -
			<u>2012</u>		
			Fair Value at reporting date		
<u>Description</u>	<u>Cost</u>	<u>Fair Value</u>	Quoted prices in active markets for identical assets <u>(Level 1)</u>	Significant other observable inputs <u>(Level 2)</u>	Significant un- observable inputs <u>(Level 3)</u>
Mutual Funds	\$2,087,825	\$2,560,800	\$2,560,800	\$ _____ -	\$ _____ -
Total	<u>\$2,087,825</u>	<u>\$2,560,800</u>	<u>\$2,560,800</u>	\$ _____ -	\$ _____ -

SOUTHERN NEW HAMPSHIRE SERVICES, INC.

NOTES TO COMBINED FINANCIAL STATEMENTS
(Continued)

JULY 31, 2013 AND 2012

NOTE 4: INVESTMENTS

The following is a summary of investments as of July 31:

	2013			2012		
	Cost	Fair Market Value	Unrealized Gains	Cost	Fair Market Value	Unrealized Gains
Money Market	\$2,000,000	\$2,000,000	\$ -	\$ -	\$ -	\$ -
Mutual Funds	<u>2,148,867</u>	<u>3,132,222</u>	<u>983,355</u>	<u>2,087,825</u>	<u>2,560,800</u>	<u>472,975</u>
Total	<u>\$4,148,867</u>	<u>\$5,132,222</u>	<u>\$983,355</u>	<u>\$2,087,825</u>	<u>\$2,560,800</u>	<u>\$472,975</u>

The activities of the Organization's investment account are summarized as follows:

	2013	2012
Fair Value – August 1	\$2,560,800	\$2,198,292
Additions	2,065,154	345,888
Distributions	-	-
Realized gains	-	-
Unrealized gains	<u>506,268</u>	<u>16,620</u>
Fair Value – July 31	<u>\$5,132,222</u>	<u>\$2,560,800</u>

NOTE 5: CONTINGENT LIEN J. BROWN HOMESTEAD PROPERTY

In 1999, the town of Raymond, New Hampshire, conveyed land and buildings to Rockingham Community Acton (RCA) for \$1 and a mortgage lien of \$604,418. The buildings contain four apartments limited to low-income seniors, office space for the Outreach operations, space for the Food Pantry operation, and a common meeting room for use by Town of Raymond organizations. The Town of Raymond included a requirement that the property be used for a social service center for a period of 20 years, called the benefit period, after which this requirement terminates.

RCA granted the Town of Raymond a lien on the property, such lien to be paid from the proceeds of any sale in the event that RCA sells or otherwise conveys the property within 20 years from the date of the mortgage (1999), or if not paid at the time of the sale will run with the land to any subsequent purchaser for the remaining benefit period. This mortgage lien has no scheduled principle or interest payments and is forgivable at a rate of 1/20 each year of the benefit period until it is completely forgiven in year 2019. The value of this lien at July 31, 2013 and 2012 is \$211,547 and \$241,768, respectively.

The appraised value of the land and buildings at the time of the donation was \$220,000. RCA has operated its Raymond Community Action Center at the property since the transfer and plans to continue to do so. Therefore, since RCA has no plans to sell or transfer this property the contingent mortgage lien liability has not been included on these financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
NOTES TO COMBINED FINANCIAL STATEMENTS
(Continued)

JULY 31, 2013 AND 2012

NOTE 6: LONG-TERM DEBT

	<u>2013</u>	<u>2012</u>
<u>SNHS, Inc.</u>		
Mortgage payable to City of Manchester, secured by real estate located in Manchester, NH. A balloon payment of \$11,275 was due on June 30, 2010. Interest is at 0.000%.	\$ 11,275	\$ 11,275
Mortgage payable to bank, secured by real estate located on Temple St., Nashua, NH, payable in fixed monthly principal installments of \$1,833 plus interest through 2020. Interest is at 4.000%.	370,669	392,669
<u>SNHS Management Corporation</u>		
Mortgage payable to bank, secured by real estate located on Allds St., Nashua, NH, payable in monthly installments of \$1,789 including interest through 2013. Interest is at 6.480%.	-	17,879
Mortgage payable to bank, secured by real estate located on Pine St., Manchester, NH, payable in monthly installments of \$2,678 including interest through 2013. Interest is at 6.460%.	-	18,320
Mortgage payable to bank, secured by real estate located on West Pearl St., Nashua, NH. Mortgage will be forgiven only if real estate remains low income housing for 40 years. Interest is at 0.000%.	170,000	170,000
Mortgage payable to bank secured by real estate located on Silver St., Manchester, NH, payable in monthly installments of \$2,731 including interest through 2014. Interest is at 6.030%.	154,688	177,246
Mortgage payable to bank, secured by real estate located on Allds St., Nashua, NH, payable in fixed monthly principal installments of \$2,613 plus interest through 2016. Interest is at 2.996%.	245,625	276,981
Mortgage payable to MH Parsons and Sons Lumber, secured by real estate located in Derry, NH, payable in monthly installments of \$3,715 including interest through 2031. Interest is at 5.500%.	<u>512,740</u>	<u>528,637</u>
Subtotal	<u>\$ 1,464,997</u>	<u>\$1,593,007</u>

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
NOTES TO COMBINED FINANCIAL STATEMENTS
(Continued)

JULY 31, 2013 AND 2012

NOTE 6: LONG-TERM DEBT (Continued)

	<u>2013</u>	<u>2012</u>
Subtotal Carried Forward	\$ 1,464,997	\$1,593,007
<u>Housing Corporations</u>		
Mortgage payable between Key Bank and SNHS Rural Housing for the Elderly, Inc., secured by real estate located in Greenville, NH, payable in monthly installments of \$14,044 including interest through 2040. Interest is at 5.120%.	2,473,538	2,514,282
Mortgage payable between Oppenheimer and SNHS Elderly Housing, Inc., secured by real estate located in Epping, NH, payable in monthly installments of \$5,932 including interest through 2047. Interest is at 3.950%.	1,327,460	1,345,811
Mortgage payable between the Town of Northwood and SNHS Northwood Elderly Housing, Inc., secured by real estate located in Northwood, NH. Mortgage will be forgiven if real estate remains low income housing for 20 years and the entity does not generate residual receipts. Interest is at 0.000%.	95,000	95,000
Mortgage payable between NHHFA and SNHS Greenfield Elderly Housing, Inc., secured by real estate located in Greenfield, NH. Mortgage payments are based upon surplus cash. Remaining balance due in 2040 or upon sale of the property. Interest is at 0.000%.	<u>450,000</u>	<u>450,000</u>
	<u>\$ 5,810,995</u>	<u>\$ 5,998,100</u>
Less: Current Portion	<u>288,892</u>	<u>185,875</u>
Long-term debt, net of current portion	<u>\$ 5,522,103</u>	<u>\$ 5,812,225</u>

Principal maturities for long-term debt for the subsequent fiscal years from July 31, 2013, are as follows:

2014	\$ 288,892
2015	138,160
2016	293,874
2017	115,331
2018	119,923
Thereafter	<u>4,854,815</u>
Total	<u>\$5,810,995</u>

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 NOTES TO COMBINED FINANCIAL STATEMENTS
 (Continued)

JULY 31, 2013 AND 2012

NOTE 7: CAPITAL ADVANCES

	<u>2013</u>	<u>2012</u>
<u>Housing Corporations</u>		
Capital advance between HUD and Rural Housing for the Elderly II, Inc., secured by real estate located in Nashua, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	\$ 3,167,200	\$ 3,167,200
Capital advance between HUD and Sundial Elderly Housing, Inc., secured by real estate located in Nashua, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is 0.000%.	4,081,600	4,086,600
Capital advance between HUD and SNHS Northwood Elderly Housing, Inc., secured by real estate located in Northwood, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	3,460,700	3,460,700
Capital advance between HUD and SNHS Farmington Elderly Housing, Inc., secured by real estate located in Manchester, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	2,827,000	2,827,000
Capital advance between HUD and SNHS Elderly Housing V, Inc., secured by real estate located in Manchester, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	2,948,700	2,948,700
Capital advance between HUD and SNHS Elderly Housing II, Inc., secured by real estate located in Rochester, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%	2,485,859	2,485,859
Capital advance between HUD and SNHS Elderly Housing III, Inc., secured by real estate located in Rochester, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	<u>3,522,500</u>	<u>3,522,500</u>
Subtotal	<u>\$ 22,493,559</u>	<u>\$22,498,559</u>

SOUTHERN NEW HAMPSHIRE SERVICES, INC.

NOTES TO COMBINED FINANCIAL STATEMENTS
(Continued)

JULY 31, 2013 AND 2012

NOTE 7: CAPITAL ADVANCES (Continued)

	<u>2013</u>	<u>2012</u>
Subtotal Carried Forward	\$ 22,493,559	\$22,498,559
Capital advance between HUD and SNHS Elderly Housing II, Inc., secured by real estate located in Rochester, NH. Capital advance will be forgiven in real estate remains low income housing for 40 years. Interest is at 0.000%.	2,966,900	2,966,900
Capital advance between HUD and Rural Housing for the Elderly II, Inc., secured by real estate located in Nashua, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	2,337,800	2,337,800
Capital advance between HUD and SNHS Elderly Housing IV, Inc., secured by real estate located in Nashua, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	4,412,500	4,412,500
Capital advance between HUD and SNHS Raymond Elderly Housing, Inc., secured by real estate located in Raymond, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	1,773,900	1,773,900
Capital advance between HUD and SNHS Pittsburg Elderly Housing, Inc., secured by real estate located in Pittsburg, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	1,481,082	1,479,700
Capital advance between HUD and SNHS North Berwick Elderly Housing, Inc., secured by real estate located in North Berwick, ME. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	2,016,800	2,016,800
Capital advance between HUD and SNHS Greenfield Elderly Housing, Inc., secured by real estate located in Greenfield, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	<u>1,545,300</u>	<u>1,545,300</u>
Subtotal	\$ <u>39,027,841</u>	\$<u>39,031,459</u>

SOUTHERN NEW HAMPSHIRE SERVICES, INC.

NOTES TO COMBINED FINANCIAL STATEMENTS
(Continued)

JULY 31, 2013 AND 2012

NOTE 7: CAPITAL ADVANCES (Continued)

	<u>2013</u>	<u>2012</u>
Subtotal Carried Forward	\$ 39,027,841	\$39,031,459
Capital advance between HUD and Ashland Elderly Housing, Inc., secured by real estate located in Ashland, NH. Capital advance will be forgiven in real estate remains low income housing for 40 years. Interest is at 0.000%.	3,426,100	3,426,100
Capital advance between HUD and SNHS Elderly Housing VI, Inc., secured by real estate located in Bristol, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	2,711,900	2,711,900
Capital advance between HUD and SNHS Elderly Housing VII, Inc., secured by real estate located in Manchester, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	5,143,400	5,143,400
Capital advance between HUD and SNHS Elderly Housing VII, Inc., secured by real estate located in Manchester, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	3,242,700	3,242,700
Capital advance between HUD and SNHS Elderly Housing VII, Inc., secured by real estate located in Manchester, NH. The advance is expected to be converted into a mortgage once construction has been completed. The Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	2,530,404	-
Capital advance between HUD and SNHS Elderly Housing VIII, Inc., secured by real estate located in Campton, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	<u>2,352,500</u>	<u>2,537,080</u>
Subtotal	<u>\$ 58,434,845</u>	<u>\$56,092,639</u>

SOUTHERN NEW HAMPSHIRE SERVICES, INC.

NOTES TO COMBINED FINANCIAL STATEMENTS
(Continued)

JULY 31, 2013 AND 2012

NOTE 7: CAPITAL ADVANCES (Continued)

	<u>2013</u>	<u>2012</u>
Subtotal Carried Forward	\$ 58,434,845	\$56,092,639
Capital advance between HUD and SNHS Elderly Housing IX, Inc., secured by real estate located in Plymouth, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	2,341,700	1,911,105
Capital advance between HUD and SNHS Elderly Housing XI, Inc., secured by real estate located in Lancaster, NH. Capital advance will be forgiven in real estate remains low income housing for 40 years. Interest is at 0.000%.	3,136,902	-
Capital advance between HUD and SNHS Elderly Housing X, Inc., secured by real estate located in Woodstock, NH. Capital advance will be forgiven if real estate remains low income housing for 40 years. Interest is at 0.000%.	<u>2,351,200</u>	<u>1,360,199</u>
Total	<u>\$ 66,264,647</u>	<u>\$ 59,363,943</u>

NOTE 8: OPERATING LEASES

The Organization leases various facilities and equipment under several operating leases. Total lease payments for the years ended July 31, 2013 and 2012 equaled \$834,208 and \$942,574, respectively. The leases expire at various times through August 2015. Some of the leases contain renewal options that are contingent upon federal funding and some contain renewal options subject to renegotiation of lease terms.

The following is a schedule of future minimum lease payments for the operating leases as of July 31, 2013:

2014	\$184,383
2015	124,117
2016	<u>20,322</u>
Total	<u>\$328,822</u>

NOTE 9: ACQUISITION

On July 1, 2011, Rockingham Community Action (RCA), a New Hampshire corporation, was acquired by the Organization. The merger is classified as an acquisition by SNHS of RCA for no monetary consideration. The Organization assumed all the assets, rights, powers, properties, debts, liabilities and obligations of RCA. The acquisition was recorded in two phases, phase one was recorded on July 1, 2011, resulting in a gain on acquisition of \$1,582,641. Phase two was recorded on November 1, 2011 and resulted in a loss on acquisition of \$99,592.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 NOTES TO COMBINED FINANCIAL STATEMENTS
 (Continued)

JULY 31, 2013 AND 2012

NOTE 10: RETIREMENT BENEFITS

The Organization has an Employer-Sponsored 403(b) plan offering coverage to all of its employees. Participating employees must contribute at least 5% of their wages, while the Organization contributes 10% of their wages. The pension expense for the years ended July 31, 2013 and 2012 was \$745,558 and \$727,576, respectively.

NOTE 11: RISKS AND UNCERTAINTIES

The Organization is operated in a heavily regulated environment. The operations of the Organization are subject to the administrative directives, rules and regulations of federal, state and local regulatory agencies. Such administrative directives, rules, and regulations are subject to change by an act of Congress or Legislature. Such changes may occur with little notice or inadequate funding to pay for the related cost, including the additional administrative burden, to comply with a change.

NOTE 12: CONTINGENCIES

The Organization receives contract funding from various sources. Under the terms of these agreements, the Organization is required to use the funds within a certain period and for purposes specified by the governing laws and regulations. If expenditures were found not to have been made in compliance with the laws and regulations, the Organization might be required to repay the funds. No provisions have been made for this contingency because specific amounts, if any, have not yet been determined.

NOTE 13: RESTATEMENT OF PRIOR YEAR NET ASSETS

The carrying value of the Capital Advance account, as related to Sundial Elderly Housing, Inc., was reduced to reflect additional information received from HUD subsequent to the issue date of the July 31, 2012 financial statements. The restatement changed the beginning net assets for the year ending July 31, 2012, but did not affect the change in net assets for that year. The restatement is as follows:

Net Assets – July 31, 2011, Previously Reported	\$ 3,187,052
Capital Advance correction	<u>191,618</u>
Net Assets – July 31, 2011, Restated	3,378,670
Change in Net Assets – Reported	<u>(51,293)</u>
Net Assets – July 31, 2012, Restated	<u>\$ 3,327,377</u>

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 COMBINING SCHEDULE OF FINANCIAL POSITION
 JULY 31, 2013

Schedule A

	10/14/15/30/40/ 50/80/81/82/81 0/845/1275			
		105	110	
	SNHS, Inc.	SNHS Management Corporation	Rural Housing for the Elderly II Landing II	Rural Housing for the Elderly
ASSETS				
CURRENT ASSETS				
Cash	\$ 324,607	\$ 4,341,831	\$ 57,957	\$ 131,577
Investments	-	5,132,222	-	-
Contracts receivable (net)	3,101,953	160,854	-	5,088
Accounts receivable (net)	-	171,722	-	-
Prepaid expenses	27,129	17,773	13,641	17,539
Inventory	-	-	-	-
Due from other corporations	2,335,165	869,303	-	-
Total current assets	5,788,854	10,693,705	71,598	154,204
FIXED ASSETS				
Land	219,849	1,320,953	2,898	166,890
Buildings and improvements	1,525,302	4,835,349	3,249,909	3,638,598
Vehicles and equipment	820,345	446,227	20,879	280,036
Construction in progress	-	-	-	-
Total fixed assets	2,565,496	6,602,529	3,273,686	4,085,524
Less - accumulated depreciation	(1,168,580)	(2,430,482)	(1,031,352)	(2,363,231)
Net fixed assets	1,396,916	4,172,047	2,242,334	1,722,293
OTHER ASSETS				
Restricted cash	12,372	202,529	175,234	659,015
Miscellaneous other assets	-	137,555	-	145,918
Total other assets	12,372	340,084	175,234	804,933
TOTAL ASSETS	\$ 7,198,142	\$ 15,205,836	\$ 2,489,166	\$ 2,681,430
LIABILITIES AND NET ASSETS				
CURRENT LIABILITIES				
Accounts payable	\$ 303,805	\$ 7,565	\$ 1,884	\$ 7,429
Accrued payroll and payroll taxes	361,235	312,462	3,180	5,984
Accrued compensated absences	-	623,845	-	-
Accrued other liabilities	239,460	1,757	4,200	24,861
Deferred revenue	2,026,194	-	23	1,525
Over applied overhead	115,916	-	-	-
Tenant security deposits	11,908	11,603	17,607	20,737
Due to other corporations	1,647,126	1,247,837	26,930	59,621
Current portion of long-term debt	24,255	202,913	-	42,697
Total current liabilities	4,729,899	2,407,982	53,824	162,854
LONG-TERM LIABILITIES				
Long-term debt, less current portion	357,690	880,139	-	2,430,841
Capital advances	-	-	3,167,200	-
Total long-term liabilities	357,690	880,139	3,167,200	2,430,841
TOTAL LIABILITIES	5,087,589	3,288,121	3,221,024	2,593,695
NET ASSETS				
Unrestricted	2,110,553	11,917,715	(731,858)	87,735
TOTAL LIABILITIES AND NET ASSETS	\$ 7,198,142	\$ 15,205,836	\$ 2,489,166	\$ 2,681,430

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 COMBINING SCHEDULE OF FINANCIAL POSITION
 JULY 31, 2013

Schedule A (Continued)

	120	130	140	145
	SNHS Elderly Housing	Sundial Elderly Housing	SNHS Northwood Elderly Housing	SNHS Elderly Housing VII
ASSETS				
CURRENT ASSETS				
Cash	\$ 29,642	\$ 73,459	\$ 41,945	\$ 57,935
Investments	-	-	-	-
Contracts receivable (net)	50	10	-	-
Accounts receivable (net)	-	-	-	-
Prepaid expenses	2,541	16,856	4,205	4,482
Inventory	-	-	-	-
Due from other corporations	-	-	-	-
Total current assets	32,233	90,325	46,150	62,417
FIXED ASSETS				
Land	85,542	342,450	75,801	662,211
Buildings and improvements	1,106,277	4,020,210	3,479,774	4,419,703
Vehicles and equipment	30,733	43,109	20,831	35,003
Construction in progress	-	-	-	-
Total fixed assets	1,222,552	4,405,769	3,576,406	5,116,917
Less - accumulated depreciation	(639,024)	(1,689,379)	(661,771)	(373,583)
Net fixed assets	583,528	2,716,390	2,914,635	4,743,334
OTHER ASSETS				
Restricted cash	288,144	259,988	82,684	110,928
Miscellaneous other assets	138,678	-	-	4,028
Total other assets	426,822	259,988	82,684	114,956
TOTAL ASSETS	\$ 1,042,583	\$ 3,066,703	\$ 3,043,469	\$ 4,920,707
LIABILITIES AND NET ASSETS				
CURRENT LIABILITIES				
Accounts payable	\$ 969	\$ 3,391	\$ 1,076	\$ 906
Accrued payroll and payroll taxes	1,849	5,123	1,870	1,628
Accrued compensated absences	-	-	-	-
Accrued other liabilities	6,435	6,435	6,435	13,951
Deferred revenue	640	524	725	1,420
Over applied overhead	-	-	-	-
Tenant security deposits	6,309	26,743	10,356	11,408
Due to other corporations	102,576	39,823	34,300	16,775
Current portion of long-term debt	19,027	-	-	-
Total current liabilities	137,805	82,039	54,762	46,088
LONG-TERM LIABILITIES				
Long-term debt, less current portion	1,308,433	-	95,000	-
Capital advances	-	4,081,600	3,460,700	5,143,400
Total long-term liabilities	1,308,433	4,081,600	3,555,700	5,143,400
TOTAL LIABILITIES	1,446,238	4,163,639	3,610,462	5,189,488
NET ASSETS				
Unrestricted	(403,655)	(1,096,936)	(566,993)	(268,781)
TOTAL LIABILITIES AND NET ASSETS	\$ 1,042,583	\$ 3,066,703	\$ 3,043,469	\$ 4,920,707

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 COMBINING SCHEDULE OF FINANCIAL POSITION
 JULY 31, 2013

Schedule A (Continued)

	146	147	149	150
	OLPH II		OLPH IIA Construction	SNHS Farmington Elderly Housing
ASSETS				
CURRENT ASSETS				
Cash	\$ 41,999	\$ 5,183	\$ 50	\$ 63,426
Investments	-	-	-	-
Contracts receivable (net)	-	-	-	-
Accounts receivable (net)	-	-	-	-
Prepaid expenses	2,779	-	-	2,174
Inventory	-	-	-	-
Due from other corporations	-	-	447,553	-
Total current assets	44,778	5,183	447,603	65,600
FIXED ASSETS				
Land	570,320	-	-	267,538
Buildings and improvements	2,634,254	16,744	2,105,306	2,716,410
Vehicles and equipment	24,100	-	18,124	28,403
Construction in progress	-	-	-	-
Total fixed assets	3,228,674	16,744	2,123,430	3,012,351
Less - accumulated depreciation	(135,950)	-	-	(1,113,223)
Net fixed assets	3,092,724	16,744	2,123,430	1,899,128
OTHER ASSETS				
Restricted cash	67,442	14,971	-	76,847
Miscellaneous other assets	2,222	-	-	-
Total other assets	69,664	14,971	-	76,847
TOTAL ASSETS	\$ 3,207,166	\$ 36,898	\$ 2,571,033	\$ 2,041,575
LIABILITIES AND NET ASSETS				
CURRENT LIABILITIES				
Accounts payable	\$ 191	\$ 559	\$ 37	\$ 2,117
Accrued payroll and payroll taxes	1,696	-	-	2,318
Accrued compensated absences	-	-	-	-
Accrued other liabilities	10,966	557	40,592	22,104
Deferred revenue	386	-	-	-
Over applied overhead	-	-	-	-
Tenant security deposits	7,169	4,912	-	13,329
Due to other corporations	27,895	27,466	-	18,027
Current portion of long-term debt	-	-	-	-
Total current liabilities	48,303	33,494	40,629	57,895
LONG-TERM LIABILITIES				
Long-term debt, less current portion	-	-	-	-
Capital advances	3,242,700	-	2,530,404	2,827,000
Total long-term liabilities	3,242,700	-	2,530,404	2,827,000
TOTAL LIABILITIES	3,291,003	33,494	2,571,033	2,884,895
NET ASSETS				
Unrestricted	(83,837)	3,404	-	(843,320)
TOTAL LIABILITIES AND NET ASSETS	\$ 3,207,166	\$ 36,898	\$ 2,571,033	\$ 2,041,575

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 COMBINING SCHEDULE OF FINANCIAL POSITION
 JULY 31, 2013

Schedule A (Continued)

	155	160	170	175
	SNHS Elderly Housing V	SNHS Elderly Housing II - Roberge	SNHS Elderly Housing III	SNHS Elderly Housing II - Chasse
ASSETS				
CURRENT ASSETS				
Cash	\$ 63,536	\$ 57,954	\$ 68,623	\$ 55,620
Investments	-	-	-	-
Contracts receivable (net)	-	-	-	-
Accounts receivable (net)	-	-	-	-
Prepaid expenses	1,950	-	5,885	5,307
Inventory	-	-	-	-
Due from other corporations	-	-	-	-
Total current assets	<u>65,486</u>	<u>57,954</u>	<u>74,508</u>	<u>60,927</u>
FIXED ASSETS				
Land	150,000	126,045	288,401	7,420
Buildings and improvements	2,731,835	2,479,717	3,333,599	2,977,084
Vehicles and equipment	82,274	31,722	21,327	23,377
Construction in progress	-	-	-	-
Total fixed assets	<u>2,964,109</u>	<u>2,637,484</u>	<u>3,643,327</u>	<u>3,007,881</u>
Less - accumulated depreciation	(549,817)	(1,144,542)	(1,252,726)	(755,422)
Net fixed assets	<u>2,414,292</u>	<u>1,492,942</u>	<u>2,390,601</u>	<u>2,252,459</u>
OTHER ASSETS				
Restricted cash	63,820	125,477	301,994	148,549
Miscellaneous other assets	-	-	-	-
Total other assets	<u>63,820</u>	<u>125,477</u>	<u>301,994</u>	<u>148,549</u>
TOTAL ASSETS	<u>\$ 2,543,598</u>	<u>\$ 1,676,373</u>	<u>\$ 2,767,103</u>	<u>\$ 2,461,935</u>
LIABILITIES AND NET ASSETS				
CURRENT LIABILITIES				
Accounts payable	\$ 1,984	\$ 4,812	\$ 2,177	\$ 727
Accrued payroll and payroll taxes	1,918	2,680	3,532	2,662
Accrued compensated absences	-	-	-	-
Accrued other liabilities	29,044	4,874	6,435	4,175
Deferred revenue	380	482	701	692
Over applied overhead	-	-	-	-
Tenant security deposits	9,392	13,266	17,711	11,755
Due to other corporations	14,398	33,412	32,146	22,818
Current portion of long-term debt	-	-	-	-
Total current liabilities	<u>57,116</u>	<u>59,526</u>	<u>62,702</u>	<u>42,829</u>
LONG-TERM LIABILITIES				
Long-term debt, less current portion	-	-	-	-
Capital advances	2,948,700	2,485,859	3,522,500	2,966,900
Total long-term liabilities	<u>2,948,700</u>	<u>2,485,859</u>	<u>3,522,500</u>	<u>2,966,900</u>
TOTAL LIABILITIES	<u>3,005,816</u>	<u>2,545,385</u>	<u>3,585,202</u>	<u>3,009,729</u>
NET ASSETS				
Unrestricted	<u>(462,218)</u>	<u>(869,012)</u>	<u>(818,099)</u>	<u>(547,794)</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 2,543,598</u>	<u>\$ 1,676,373</u>	<u>\$ 2,767,103</u>	<u>\$ 2,461,935</u>

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
COMBINING SCHEDULE OF FINANCIAL POSITION
JULY 31, 2013

	180	185	190	200
	Rural Housing for the Elderly II - Landing I	SNHS Elderly Housing IV	SNHS Raymond Elderly Housing	SNHS Pittsburg Elderly Housing
ASSETS				
CURRENT ASSETS				
Cash	\$ 47,314	\$ 71,482	\$ 83,848	\$ 15,792
Investments	-	-	-	-
Contracts receivable (net)	-	-	-	-
Accounts receivable (net)	-	-	-	-
Prepaid expenses	10,267	-	-	2,198
Inventory	-	-	-	-
Due from other corporations	-	-	-	-
Total current assets	57,581	71,482	83,848	17,990
FIXED ASSETS				
Land	7,898	163,377	118,481	17,190
Buildings and improvements	2,502,229	4,325,072	1,754,048	1,598,635
Vehicles and equipment	14,382	21,625	29,433	10,472
Construction in progress	-	-	-	-
Total fixed assets	2,524,509	4,510,074	1,901,962	1,626,297
Less - accumulated depreciation	(869,163)	(882,455)	(717,284)	(624,027)
Net fixed assets	1,655,346	3,627,619	1,184,678	1,002,270
OTHER ASSETS				
Restricted cash	140,525	193,295	163,465	69,300
Miscellaneous other assets	-	-	-	-
Total other assets	140,525	193,295	163,465	69,300
TOTAL ASSETS	\$ 1,853,452	\$ 3,892,396	\$ 1,431,991	\$ 1,089,560
LIABILITIES AND NET ASSETS				
CURRENT LIABILITIES				
Accounts payable	\$ 3,619	\$ 1,440	\$ 790	\$ 1,402
Accrued payroll and payroll taxes	3,067	2,790	1,849	1,347
Accrued compensated absences	-	-	-	-
Accrued other liabilities	4,200	25,058	28,610	8,254
Deferred revenue	-	-	-	393
Over applied overhead	-	-	-	-
Tenant security deposits	12,288	15,840	8,397	4,725
Due to other corporations	22,182	20,634	28,517	124,058
Current portion of long-term debt	-	-	-	-
Total current liabilities	45,356	65,762	68,163	140,179
LONG-TERM LIABILITIES				
Long-term debt, less current portion	-	-	-	-
Capital advances	2,337,800	4,412,500	1,773,900	1,481,082
Total long-term liabilities	2,337,800	4,412,500	1,773,900	1,481,082
TOTAL LIABILITIES	2,383,156	4,478,262	1,842,063	1,621,261
NET ASSETS				
Unrestricted	(529,704)	(585,866)	(410,072)	(531,701)
TOTAL LIABILITIES AND NET ASSETS	\$ 1,853,452	\$ 3,892,396	\$ 1,431,991	\$ 1,089,560

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
COMBINING SCHEDULE OF FINANCIAL POSITION
JULY 31, 2013

	210	220	230	235
	SNHS North Berwick Elderly Housing	SNHS Greenfield Elderly Housing	SNHS Ashland Elderly Housing	SNHS Elderly Housing VI
ASSETS				
CURRENT ASSETS				
Cash	\$ 49,947	\$ 38,919	\$ 42,872	\$ 18,047
Investments	-	-	-	-
Contracts receivable (net)	-	-	-	-
Accounts receivable (net)	-	-	-	-
Prepaid expenses	7,314	5,688	3,461	1,412
Inventory	-	-	-	-
Due from other corporations	-	-	-	-
Total current assets	57,261	44,607	46,333	19,459
FIXED ASSETS				
Land	138,744	64,244	295,000	309,800
Buildings and improvements	1,934,264	1,979,799	2,989,901	2,577,277
Vehicles and equipment	32,836	21,466	82,112	20,356
Construction in progress	-	-	-	-
Total fixed assets	2,105,844	2,065,509	3,367,013	2,907,433
Less - accumulated depreciation	(649,780)	(625,940)	(462,566)	(289,812)
Net fixed assets	1,456,064	1,439,569	2,904,447	2,617,621
OTHER ASSETS				
Restricted cash	107,940	178,344	389,911	27,214
Miscellaneous other assets	-	-	-	-
Total other assets	107,940	178,344	389,911	27,214
TOTAL ASSETS	\$ 1,621,265	\$ 1,662,520	\$ 3,340,691	\$ 2,664,294
LIABILITIES AND NET ASSETS				
CURRENT LIABILITIES				
Accounts payable	\$ 1,212	\$ 2,311	\$ 3,079	\$ 555
Accrued payroll and payroll taxes	1,646	1,539	1,542	1,028
Accrued compensated absences	-	-	-	-
Accrued other liabilities	6,435	6,435	25,472	21,529
Deferred revenue	449	-	863	-
Over applied overhead	-	-	-	-
Tenant security deposits	8,608	7,070	9,084	5,762
Due to other corporations	34,565	33,738	15,704	36,543
Current portion of long-term debt	-	-	-	-
Total current liabilities	52,915	51,093	55,744	65,417
LONG-TERM LIABILITIES				
Long-term debt, less current portion	-	450,000	-	-
Capital advances	2,016,800	1,545,300	3,426,100	2,711,900
Total long-term liabilities	2,016,800	1,995,300	3,426,100	2,711,900
TOTAL LIABILITIES	2,069,715	2,046,393	3,481,844	2,777,317
NET ASSETS				
Unrestricted	(448,450)	(383,873)	(141,153)	(113,023)
TOTAL LIABILITIES AND NET ASSETS	\$ 1,621,265	\$ 1,662,520	\$ 3,340,691	\$ 2,664,294

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
COMBINING SCHEDULE OF FINANCIAL POSITION
JULY 31, 2013

	240	245	250	255
	SNHS Elderly Housing VIII	SNHS Elderly Housing IX	SNHS Elderly Housing X	SNHS Elderly Housing XI
ASSETS				
CURRENT ASSETS				
Cash	\$ 33,952	\$ 53,023	\$ 26,764	\$ 6,061
Investments	-	-	-	-
Contracts receivable (net)	-	-	-	-
Accounts receivable (net)	-	-	-	-
Prepaid expenses	936	1,203	1,663	-
Inventory	-	-	-	-
Due from other corporations	-	-	-	-
Total current assets	34,888	54,226	28,427	6,061
FIXED ASSETS				
Land	220,000	152,019	150,000	-
Buildings and improvements	2,281,821	2,349,581	2,347,246	-
Vehicles and equipment	19,078	19,200	23,554	-
Construction in progress	-	-	-	-
Total fixed assets	2,520,899	2,520,800	2,520,800	-
Less - accumulated depreciation	(83,176)	(60,303)	(41,759)	-
Net fixed assets	2,437,723	2,460,497	2,479,041	-
OTHER ASSETS				
Restricted cash	33,015	23,639	19,804	2,883
Miscellaneous other assets	-	-	-	-
Total other assets	33,015	23,639	19,804	2,883
TOTAL ASSETS	\$ 2,505,626	\$ 2,538,362	\$ 2,527,272	\$ 8,944
LIABILITIES AND NET ASSETS				
CURRENT LIABILITIES				
Accounts payable	\$ 264	\$ 1,062	\$ 287	\$ 1,365
Accrued payroll and payroll taxes	662	662	682	775
Accrued compensated absences	-	-	-	-
Accrued other liabilities	16,200	15,340	9,034	-
Deferred revenue	970	-	437	-
Over applied overhead	-	-	-	-
Tenant security deposits	4,696	5,713	3,859	2,827
Due to other corporations	7,374	8,880	16,134	9,584
Current portion of long-term debt	-	-	-	-
Total current liabilities	30,166	31,657	30,433	14,551
LONG-TERM LIABILITIES				
Long-term debt, less current portion	-	-	-	-
Capital advances	2,352,500	2,341,700	2,351,200	-
Total long-term liabilities	2,352,500	2,341,700	2,351,200	-
TOTAL LIABILITIES	2,382,666	2,373,357	2,381,633	14,551
NET ASSETS				
Unrestricted	122,960	165,005	145,639	(5,607)
TOTAL LIABILITIES AND NET ASSETS	\$ 2,505,626	\$ 2,538,362	\$ 2,527,272	\$ 8,944

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
COMBINING SCHEDULE OF FINANCIAL POSITION
JULY 31, 2013

	257			
	SNHS Elderly Housing XI - Construction	Sub-Total	Elimination	Totals
ASSETS				
CURRENT ASSETS				
Cash	\$ 60	\$ 5,903,425	\$ -	\$ 5,903,425
Investments	-	5,132,222	-	5,132,222
Contracts receivable (net)	-	3,267,955	-	3,267,955
Accounts receivable (net)	-	171,722	-	171,722
Prepaid expenses	-	156,403	-	156,403
Inventory	-	-	-	-
Due from other corporations	57,042	3,709,063	(3,709,063)	-
Total current assets	57,102	18,340,790	(3,709,063)	14,631,727
FIXED ASSETS				
Land	251,836	6,174,907	-	6,174,907
Buildings and improvements	2,772,431	74,682,375	-	74,682,375
Vehicles and equipment	45,780	2,266,784	-	2,266,784
Construction in progress	-	-	-	-
Total fixed assets	3,070,047	83,124,066	-	83,124,066
Less - accumulated depreciation	-	(20,615,347)	-	(20,615,347)
Net fixed assets	3,070,047	62,508,719	-	62,508,719
OTHER ASSETS				
Restricted cash	10,003	3,949,332	-	3,949,332
Miscellaneous other assets	-	428,401	-	428,401
Total other assets	10,003	4,377,733	-	4,377,733
TOTAL ASSETS	\$ 3,137,152	85,227,242	\$ (3,709,063)	\$ 81,518,179
LIABILITIES AND NET ASSETS				
CURRENT LIABILITIES				
Accounts payable	\$ 250	\$ 357,265	\$ -	\$ 357,265
Accrued payroll and payroll taxes	-	725,726	-	725,726
Accrued compensated absences	-	623,845	-	623,845
Accrued other liabilities	-	588,848	-	588,848
Deferred revenue	-	2,036,804	-	2,036,804
Over applied overhead	-	115,916	-	115,916
Tenant security deposits	-	283,074	-	283,074
Due to other corporations	-	3,709,063	(3,709,063)	-
Current portion of long-term debt	-	288,892	-	288,892
Total current liabilities	250	8,729,433	(3,709,063)	5,020,370
LONG-TERM LIABILITIES				
Long-term debt, less current portion		5,522,103	-	5,522,103
Capital advances	3,136,902	66,264,647	-	66,264,647
Total long-term liabilities	3,136,902	71,786,750	-	71,786,750
TOTAL LIABILITIES	3,137,152	80,516,183	(3,709,063)	76,807,120
NET ASSETS				
Unrestricted	-	4,711,059	-	4,711,059
TOTAL LIABILITIES AND NET ASSETS	\$ 3,137,152	85,227,242	\$ (3,709,063)	\$ 81,518,179

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
COMBINING SCHEDULE OF ACTIVITIES
FOR THE YEAR ENDED JULY 31, 2013

	10/15/30/40/50/ 80/81/82/810/8 45	105	110
	SNHS Management Corporation	Rural Housing for the Elderly II Landing II	Rural Housing for the Elderly
	SNHS, Inc.		
REVENUES			
Grant/contract support	\$ 35,816,556	\$ 5,146	\$ -
Program service fees	183,103	932,398	-
Local funding	25,781	355,009	-
Rental income	12,150	535,044	318,739
Gifts and contributions	337,169	50,621	-
Special events and activities	-	-	-
Memberships	-	-	-
Interest Income	203	63,310	52
Unrealized gain on investments	-	506,268	-
In-kind	1,477,987	-	-
Miscellaneous	867,456	512,163	10,938
TOTAL REVENUES	38,720,405	2,959,959	329,729
EXPENSES			
Program services:			
Child Development	8,151,065	-	-
Community Services	1,244,487	-	-
Economic and Workforce Dev.	7,883,459	-	-
Energy	13,577,165	-	-
Hispanic-Latino Com. Services	657,522	-	-
Housing and Homeless	234,137	-	-
Nutrition and Health	2,245,555	-	-
Special Projects	1,745,817	-	-
Volunteer Services	142,073	-	-
SNHS Management Corporation	-	2,181,224	-
Housing Corporations	-	-	380,463
Total program services	35,881,280	2,181,224	380,463
Support services:			
Management and general	1,550,463	-	-
TOTAL EXPENSES	37,431,743	2,181,224	380,463
CHANGE IN NET ASSETS	1,288,662	778,735	(50,734)
NET ASSETS - AUGUST 1	821,891	11,138,980	(681,124)
NET ASSETS - JULY 31	\$ 2,110,553	\$ 11,917,715	\$ (731,858)
	\$ 87,735		\$ 87,735

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 COMBINING SCHEDULE OF ACTIVITIES
 FOR THE YEAR ENDED JULY 31, 2013

	120	130	140	145
	SNHS Elderly Housing	Sundial Elderly Housing	SNHS Northwood Elderly Housing	SNHS Elderly Housing, VII
REVENUES				
Grant/contract support	\$ -	\$ -	\$ -	\$ -
Program service fees	-	-	-	-
Local funding	-	-	-	-
Rental income	274,037	506,052	242,811	241,573
Gifts and contributions	-	-	-	-
Special events and activities	-	-	-	-
Memberships	-	-	-	-
Interest Income	719	97	27	37
Unrealized gain on investments	-	-	-	-
In-kind	-	-	-	-
Miscellaneous	2,560	21,325	4,943	8,372
TOTAL REVENUES	277,316	527,474	247,781	249,982
EXPENSES				
Program services:				
Child Development	-	-	-	-
Community Services	-	-	-	-
Economic and Workforce Dev.	-	-	-	-
Energy	-	-	-	-
Hispanic-Latino Com. Services	-	-	-	-
Housing and Homeless	-	-	-	-
Nutrition and Health	-	-	-	-
Special Projects	-	-	-	-
Volunteer Services	-	-	-	-
SNHS Management Corporation	-	-	-	-
Housing Corporations	343,354	569,593	349,862	344,213
Total program services	343,354	569,593	349,862	344,213
Support services:				
Management and general	-	-	-	-
TOTAL EXPENSES	343,354	569,593	349,862	344,213
CHANGE IN NET ASSETS	(66,038)	(42,119)	(102,081)	(94,231)
NET ASSETS - AUGUST 1	(337,617)	(1,054,817)	(464,912)	(174,550)
NET ASSETS - JULY 31	\$ (403,655)	\$ (1,096,936)	\$ (566,993)	\$ (268,781)

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 COMBINING SCHEDULE OF ACTIVITIES
 FOR THE YEAR ENDED JULY 31, 2013

	146	147	150	155
	SNHS Elderly Housing, VII	SNHS Elderly Housing, VIIA - Construction	SNHS Farmington Elderly Housing	SNHS Elderly Housing V
REVENUES				
Grant/contract support	\$ -	\$ -	\$ -	\$ -
Program service fees	-	-	-	-
Local funding	-	-	-	-
Rental income	190,924	5,178	304,424	225,894
Gifts and contributions	-	-	-	-
Special events and activities	-	-	-	-
Memberships	-	-	-	-
Interest Income	21	3	42	32
Unrealized gain on investments	-	-	-	-
In-kind	-	-	-	-
Miscellaneous	4,572	-	9,479	5,147
TOTAL REVENUES	195,517	5,181	313,945	231,073
EXPENSES				
Program services:				
Child Development	-	-	-	-
Community Services	-	-	-	-
Economic and Workforce Dev.	-	-	-	-
Energy	-	-	-	-
Hispanic-Latino Com. Services	-	-	-	-
Housing and Homeless	-	-	-	-
Nutrition and Health	-	-	-	-
Special Projects	-	-	-	-
Volunteer Services	-	-	-	-
SNHS Management Corporation	-	-	-	-
Housing Corporations	253,119	1,777	356,141	306,437
Total program services	253,119	1,777	356,141	306,437
Support services:				
Management and general	-	-	-	-
TOTAL EXPENSES	253,119	1,777	356,141	306,437
CHANGE IN NET ASSETS	(57,602)	3,404	(42,196)	(75,364)
NET ASSETS - AUGUST 1	(26,235)	-	(801,124)	(386,854)
NET ASSETS - JULY 31	\$ (83,837)	\$ 3,404	\$ (843,320)	\$ (462,218)

See independent auditor's report and accompanying notes to the financial statements.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 COMBINING SCHEDULE OF ACTIVITIES
 FOR THE YEAR ENDED JULY 31, 2013

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	SNHS Elderly Housing XI	Sub-Total	Elimination	Totals
REVENUES				
Grant/contract support	\$ -	\$ 35,821,702	\$ -	\$ 35,821,702
Program service fees	-	1,115,501	(457,224)	658,277
Local funding	-	380,790	-	380,790
Rental income	5,652	6,979,990	-	6,979,990
Gifts and contributions	-	387,790	-	387,790
Special events and activities	-	-	-	-
Memberships	-	-	-	-
Interest Income	12	65,515	-	65,515
Unrealized gain on investments	-	506,268	-	506,268
In-kind	-	1,477,987	(1,477,987)	-
Miscellaneous	252	2,142,561	-	2,142,561
TOTAL REVENUES	5,916	48,878,104	(1,935,211)	46,942,893
EXPENSES				
Program services:				
Child Development	-	8,151,065	(1,477,987)	6,673,078
Community Services	-	1,244,487	-	1,244,487
Economic and Workforce Dev.	-	7,883,459	-	7,883,459
Energy	-	13,577,165	-	13,577,165
Hispanic-Latino Com. Services	-	657,522	-	657,522
Housing and Homeless	-	234,137	-	234,137
Nutrition and Health	-	2,245,555	-	2,245,555
Special Projects	-	1,745,817	-	1,745,817
Volunteer Services	-	142,073	-	142,073
SNHS Management Corporation	-	2,181,224	-	2,181,224
Housing Corporations	11,479	7,881,455	(457,224)	7,424,231
Total program services	11,479	45,943,959	(1,935,211)	44,008,748
Support services:				
Management and general	-	1,550,463	-	1,550,463
TOTAL EXPENSES	11,479	47,494,422	(1,935,211)	45,559,211
CHANGE IN NET ASSETS	(5,563)	1,383,682	-	1,383,682
NET ASSETS - AUGUST 1	(44)	3,327,377	-	3,327,377
NET ASSETS - JULY 31	\$ (5,607)	\$ 4,711,059	\$ -	\$ 4,711,059

See independent auditor's report and accompanying notes to the financial statements.

OUELLETTE & ASSOCIATES, P.A.
CERTIFIED PUBLIC ACCOUNTANTS

Keith H. Allen, C.P.A., M.S.T.
Mark R. Carrier, C.P.A., C.V.A.
George A. Roberge, C.P.A.

Gary A. Wigant, C.P.A.
C. Joseph Wolverton, C.P.A., C.V.A.

INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

To the Board of Directors of
Southern New Hampshire Services, Inc.
Manchester, New Hampshire

We have compiled the accompanying schedules of revenues and expenses – by contract of Southern New Hampshire Services, Inc. as of July 31, 2013. We have not audited or reviewed the accompanying schedules of revenues and expenses – by contract and, accordingly, do not express an opinion or provide any assurance about whether the schedules of revenues and expenses – by contract are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the schedules of revenues and expenses – by contract in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the schedules of revenues and expenses – by contract.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of schedules of revenues and expenses – by contract without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the schedules of revenues and expenses – by contract.

Ouellette & Associates, P.A.
Certified Public Accountants

April 30, 2014
Lewiston, Maine

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
SCHEDULE OF REVENUES AND EXPENSES - BY CONTRACT
FOR THE YEAR ENDED JULY 31, 2013

State of NH Governor's Office of Energy & Community Services
Headstart Program
For the Period
August 1, 2012 to July 31, 2013
Fund # 305

REVENUES

Program funding	\$ 4,318,481
Other revenue	15,195
In-kind	1,208,138
Allocated corporate unrestricted revenue	16,903
Total revenue	<u>5,558,717</u>

EXPENSES

Payroll	2,353,404
Payroll taxes	249,913
Fringe benefits	633,247
Workers comp. insurance	17,708
Retirement benefits	109,467
Consultant and contractual	24,935
Travel and transportation	47,245
Conference and meetings	494
Occupancy	262,272
Advertising	1,458
Supplies	131,595
Equip. rentals and maintenance	5,987
Insurance	10,691
Telephone	34,206
Postage	1,898
Printing and publications	6,710
Subscriptions	35
Interest	-
Depreciation	7,650
Assistance to clients	12,535
Other direct expense	53,077
Miscellaneous	17,006
In-kind	1,208,138
Administrative costs	369,046
Total expenses	<u>5,558,717</u>

Excess of expenses over revenue	<u>\$ -</u>
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See independent accountant's compilation report.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
 SCHEDULE OF REVENUES AND EXPENSES - BY CONTRACT
 FOR THE YEAR ENDED JULY 31, 2013

State of NH Governor's Office of Energy & Community Services
 LIHEAP Program
 For the Period
 October 1, 2012 to July 31, 2013
 Fund # 630-13

REVENUES

Program funding	\$ 10,495,875
Other revenue	569
In-kind	-
Allocated corporate unrestricted revenue	-
Total revenue	<u>10,496,444</u>

EXPENSES

Payroll	439,100
Payroll taxes	47,818
Fringe benefits	98,175
Workers comp. insurance	923
Retirement benefits	18,686
Consultant and contractual	19,097
Travel and transportation	5,107
Conference and meetings	719
Occupancy	39,211
Advertising	-
Supplies	15,817
Equip. rentals and maintenance	(7,793)
Insurance	791
Telephone	15,587
Postage	19,029
Printing and publications	-
Subscriptions	27
Interest	-
Depreciation	8,678
Assistance to clients	9,779,632
Other direct expense	388
Miscellaneous	316
In-kind	-
Administrative costs	(4,874)
Total expenses	<u>10,496,434</u>

Excess of expenses over revenue	<u>\$ 10</u>
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See independent accountant's compilation report.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
SCHEDULE OF REVENUES AND EXPENSES - BY CONTRACT
FOR THE YEAR ENDED JULY 31, 2013

State of NH Governor's Office of Energy & Community Services
LIHEAP Program
For the Period
August 1, 2012 to September 30, 2012
Fund # 630-12

REVENUES

Program funding	\$	352,180
Other revenue		3
In-kind		-
Allocated corporate unrestricted revenue		-
Total revenue		352,183

EXPENSES

Payroll		120,301
Payroll taxes		10,786
Fringe benefits		23,194
Workers comp. insurance		253
Retirement benefits		4,370
Consultant and contractual		6,354
Travel and transportation		3,877
Conference and meetings		595
Occupancy		6,740
Advertising		-
Supplies		23,461
Equip. rentals and maintenance		10,820
Insurance		-
Telephone		10,302
Postage		2,662
Printing and publications		1,258
Subscriptions		-
Interest		-
Depreciation		-
Assistance to clients		-
Other direct expense		17
Miscellaneous		125
In-kind		-
Administrative costs		127,068
Total expenses		352,183

Excess of expenses over revenue	\$	-
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See independent accountant's compilation report.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
SCHEDULE OF REVENUES AND EXPENSES - BY CONTRACT
FOR THE YEAR ENDED JULY 31, 2013

State of NH Governor's Office of Energy & Community Services
Early Headstart Program
For the Period
August 1, 2012 to July 31, 2013
Fund # 300

REVENUES

Program funding	\$ 1,284,262
Other revenue	4,430
In-kind	269,849
Allocated corporate unrestricted revenue	41,386
Total revenue	<u>1,599,927</u>

EXPENSES

Payroll	697,797
Payroll taxes	68,699
Fringe benefits	142,545
Workers comp. insurance	5,219
Retirement benefits	44,602
Consultant and contractual	3,573
Travel and transportation	8,405
Conference and meetings	102
Occupancy	103,555
Advertising	333
Supplies	32,780
Equip. rentals and maintenance	2,842
Insurance	1,486
Telephone	15,585
Postage	138
Printing and publications	844
Subscriptions	-
Interest	15,521
Depreciation	42,825
Assistance to clients	-
Other direct expense	31,255
Miscellaneous	4,351
In-kind	269,849
Administrative costs	107,621
Total expenses	<u>1,599,927</u>

Excess of expenses over revenue	<u><u>\$ -</u></u>
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See independent accountant's compilation report.

SOUTHERN NEW HAMPSHIRE SERVICES, INC.
SCHEDULE OF REVENUES AND EXPENSES - BY CONTRACT
FOR THE YEAR ENDED JULY 31, 2013

Electric Energy Assistance

For the Period
August 1, 2012 to July 31, 2013
Fund # 665

REVENUES

Program funding	\$ 117,143
Other revenue	582,023
In-kind	-
Allocated corporate unrestricted revenue	3
Total revenue	<u>699,169</u>

EXPENSES

Payroll	387,669
Payroll taxes	41,380
Fringe benefits	79,138
Workers comp. insurance	813
Retirement benefits	13,898
Consultant and contractual	14,982
Travel and transportation	4,807
Conference and meetings	228
Occupancy	45,763
Advertising	78
Supplies	20,372
Equip. rentals and maintenance	3,027
Insurance	380
Telephone	14,578
Postage	13,088
Printing and publications	-
Subscriptions	27
Interest	-
Depreciation	-
Assistance to clients	-
Other direct expense	323
Miscellaneous	243
In-kind	-
Administrative costs	58,375
Total expenses	<u>699,169</u>

Excess of expenses over revenue	<u>\$ -</u>
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See independent accountant's compilation report.