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**ATTORNEY GENERAL
DEPARTMENT OF JUSTICE**

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOHN M. FORMELLA
ATTORNEY GENERAL



JANE E. YOUNG
DEPUTY ATTORNEY GENERAL

July 19, 2021

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

Your Excellency and Members of the Council:

Authorize the Department of Justice to enter into a grant agreement with Media Power Youth, Manchester NH, (Vendor #167350), **retroactive** to July 1, 2021, in an amount not to exceed \$100,000, to support the continued efforts and implementation of violence prevention through media literacy education programming in schools upon the approval of the Governor and Executive Council approval through June 30, 2023. 100% General Funds.

Funding is available as follows:

02-20-20-200010-2601	Fiscal	Fiscal
Attorney General	Year	Year
073-500581, Grants to Nonprofits	<u>2022</u>	<u>2023</u>
	\$50,000	\$50,000

EXPLANATION

This request is **retroactive** because the funding for this grant was added late in the 2022-2023 budget process. Therefore, the contract paperwork was not received in hardcopy form in time to meet the deadline for the June 30, 2021 Governor and Executive Council meeting.

The NH Department of Justice is requesting approval to award funding to the non-profit organization, Media Power Youth, to support the continuation of violence prevention efforts and programming through media literacy education.

Extensive research evidence indicates that children's exposure to media violence can contribute to aggressive behavior, desensitization to violence, nightmares, and fear of being harmed. Studies have shown that media education can help to reduce violent/ aggressive

His Excellency, Governor Christopher T. Sununu

and the Honorable Council

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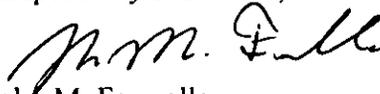
behavior in children and help them develop pro-social behaviors including respect, empathy, compassion and engagement with peers, family and community.

Media Power Youth, a 501 (c)(3) organization based in Manchester, New Hampshire, provides media education using evidence-based curriculum which is available to teachers and school professionals for implementation in their schools. The grant will enable Media Power Youth to continue to provide programming in school districts. District representation includes commitments from the southeastern, southwestern, central and northern regions of the State of New Hampshire. Media Power Youth will offer training, both in person and on-line, to teachers and other education professionals on media literacy and the implementation of the curriculum.

Additionally, Media Power Youth will identify communities committed to providing a continuum of media literacy for adults and will continue to work with model communities to implement middle school, high school, community and parent programming over the grant period.

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

Respectfully submitted,



John M. Formella
Attorney General

#3240799

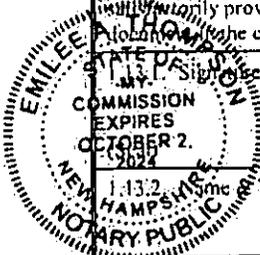
GRANT AGREEMENT

The State of New Hampshire and the Subrecipient hereby
Mutually agree as follows:

GENERAL PROVISIONS

1. Identification and Definitions.

1.1. State Agency Name New Hampshire Department of Justice		1.2. State Agency Address 33 Capitol Street, Concord, NH 03301	
1.3. Subrecipient Name Media Power Youth		1.4. Subrecipient Address 1245 Elm Street, Manchester, NH 03101	
1.5 Subrecipient Phone # 603-222-1200	1.6. Account Number 02-20-201510-2601-073-500581	1.7. Completion Date 6/30/2023	1.8. Grant Limitation \$ 100,000.00
1.9. Grant Officer for State Agency Kathleen Carr		1.10. State Agency Telephone Number (603) 271-3658	
"By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Subrecipient Signature 1 <i>Heather Ingart</i>		1.12. Name & Title of Subrecipient Signor 1 Heather Ingart, Executive Director	
Subrecipient Signature 2 If Applicable		Name & Title of Subrecipient Signor 2 If Applicable	
1.13. Acknowledgment: State of New Hampshire, County of Hillsborough on 24 JUNE 2021 before the undersigned officer, personally appeared the person identified in block 1.12., known to me (or duly sworn to be the person whose name is signed in block 1.11., and acknowledged that he/she executed this document in the capacity indicated in block 1.12.			
1.13.1. Signature of Notary Public or Justice of the Peace <i>Emille Thompson</i>			
1.13.2. Title of Notary Public or Justice of the Peace Ms. Emille Thompson			
1.14. State Agency Signature(s) <i>Kathleen Carr</i>		1.15. Name & Title of State Agency Signor(s) Kathleen Carr, Director of Admin.	
1.16. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) By: <i>Takhmina Rakhmatova</i> Assistant Attorney General, On: 7/16/2021			
1.17. Approval by Governor and Council (if applicable) By: _____ On: / /			



2. SCOPE OF WORK: In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), the Subrecipient identified in block 1.3 (hereinafter referred to as "the Subrecipient"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT A (the scope of work being hereinafter referred to as "the Project").

3. **AREA COVERED.** Except as otherwise specifically provided for herein, the Subrecipient shall perform the Project in, and with respect to, the State of New Hampshire.
4. **EFFECTIVE DATE; COMPLETION OF PROJECT.**
- 4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire if required (block 1.17), or upon signature by the State Agency as shown in block 1.14 ("the effective date").
- 4.2. Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirely prior to the date in block 1.7 (hereinafter referred to as "the Completion Date").
5. **GRANT AMOUNT; LIMITATION ON AMOUNT; VOUCHERS; PAYMENT.**
- 5.1. The Grant Amount is identified and more particularly described in EXHIBIT B, attached hereto.
- 5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT B.
- 5.3. In accordance with the provisions set forth in EXHIBIT B, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Subrecipient the Grant Amount. The State shall withhold from the amount otherwise payable to the Subrecipient under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 807 through 7-c.
- 5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Subrecipient for all expenses, of whatever nature, incurred by the Subrecipient in the performance hereof, and shall be the only, and the complete, compensation to the Subrecipient for the Project. The State shall have no liabilities to the Subrecipient other than the Grant Amount.
- 5.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.3 of these general provisions.
6. **COMPLIANCE BY SUBRECIPIENT WITH LAWS AND REGULATIONS.** In connection with the performance of the Project, the Subrecipient shall comply with all statutes, laws, regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Subrecipient, including the acquisition of any and all necessary permits.
7. **RECORDS and ACCOUNTS.**
- 7.1. Between the Effective Date and the date three (3) years after the Completion Date the Subrecipient shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills, and other similar documents.
- 7.2. Between the Effective Date and the date three (3) years after the Completion Date, at any time during the Subrecipient's normal business hours, and as often as the State shall demand, the Subrecipient shall make available to the State all records pertaining to matters covered by this Agreement. The Subrecipient shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Subrecipient" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Subrecipient in block 1.3 of these provisions.
8. **PERSONNEL.**
- 8.1. The Subrecipient shall, at its own expense, provide all personnel necessary to perform the Project. The Subrecipient warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.
- 8.2. The Subrecipient shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.
- 8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.
9. **DATA; RETENTION OF DATA; ACCESS.**
- 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, paper, and documents, all whether finished or unfinished.
- 9.2. Between the Effective Date and the Completion Date the Subrecipient shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.
- 9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State.
- 9.4. On and after the Effective Date 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, whichever shall first occur.
- 9.5. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.
10. **CONDITIONAL NATURE OF AGREEMENT.** Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Subrecipient notice of such termination.
11. **EVENT OF DEFAULT; REMEDIES.**
- 11.1. Any one or more of the following acts or omissions of the Subrecipient shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):
- 11.1.1 Failure to perform the Project satisfactorily or on schedule; or
- 11.1.2 Failure to submit any report required hereunder; or
- 11.1.3 Failure to maintain, or permit access to, the records required hereunder; or
- 11.1.4 Failure to perform any of the other covenants and conditions of this Agreement.
- 11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
- 11.2.1 Give the Subrecipient 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 Subrecipient notice of termination; and
- 11.2.2 Give the Subrecipient 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 Grant Amount which would otherwise accrue to the Subrecipient during the period from the date of such notice until such time as the State determines that the Subrecipient has cured the Event of Default shall never be paid to the Subrecipient; and
- 11.2.3 Set off against any other obligation the State may owe to the Subrecipient any damages the State suffers by reason of any Event of Default; and
- 11.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.
12. **TERMINATION.**
- 12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Subrecipient shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.
- 12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Subrecipient to receive that portion of the Grant amount earned to and including the date of termination.
- 12.3. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Subrecipient from any and all liability for damages sustained or incurred by the State as a result of the Subrecipient's breach of its obligations hereunder.
- 12.4. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice of default has been given to the Subrecipient hereunder, the Subrecipient, may terminate this Agreement without cause upon thirty (30) days written notice.
13. **CONFLICT OF INTEREST.** No officer, member or employee of the Subrecipient, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her

- personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
14. **SUBRECIPIENT'S RELATION TO THE STATE.** In the performance of this Agreement the Subrecipient, its employees, and any subcontractor or subgrantee of the Subrecipient are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Subrecipient nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.
15. **ASSIGNMENT AND SUBCONTRACTS.** The Subrecipient shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Subrecipient other than as set forth in Exhibit A without the prior written consent of the State.
16. **INDEMNIFICATION.** The Subrecipient 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 on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Subrecipient or subcontractor, or subgrantee or other agent of the Subrecipient. 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 shall survive the termination of this agreement.
17. **INSURANCE AND BOND.**
- 17.1 The Subrecipient shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:
- 17.1.1 Statutory workmen's compensation and employees liability insurance for all employees engaged in the performance of the Project, and
- 17.1.2 Comprehensive public liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and
- 17.2. The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice thereof has been received by the State.
18. **WAIVER OF BREACH.** No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Subrecipient.
19. **NOTICE.** Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.
20. **AMENDMENT.** This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire, if required or by the signing State Agency.
21. **CONSTRUCTION OF AGREEMENT AND TERMS.** This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.
22. **THIRD PARTIES.** The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.
23. **ENTIRE AGREEMENT.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.
24. **SPECIAL PROVISIONS.** The additional provisions set forth in Exhibit C hereto are incorporated as part of this agreement.

EXHIBIT A

-SCOPE OF SERVICES-

1. Media Power Youth as Subrecipient shall receive a grant from the New Hampshire Department of Justice (DOJ) for expenses incurred for the delivery of violence prevention education.
2. The Subrecipient shall be reimbursed by the DOJ based on budgeted expenditures described in Exhibit B. The Subrecipient shall submit incurred expenses for reimbursement on the state approved expenditure reporting form as provided. Expenditure reports shall be submitted on a quarterly basis, within fifteen (15) days following the end of the current quarterly activities. Expenditure reports submitted later than thirty (30) days following the end of the quarter will be considered late and out of compliance. *For example, with an award that begins on January 1, the first quarterly report is due on April 15th or 15 days after the close of the first quarter ending on March 31.*
3. Subrecipients are required to maintain supporting documentation for all grant expenses both state funds and match if provided and to produce those documents upon request of this office or any other state or federal audit authority. Grant project supporting documentation should be maintained for at least 3 years after the close of the project.
4. Subrecipients will be required to submit an annual application to this office for review and compliance.
5. Subrecipient shall be subject to periodic desk audits and program reviews by DOJ. Such desk audits and program reviews shall be scheduled with Subrecipient and every attempt shall be made by Subrecipient to accommodate the schedule.
6. All correspondence and submittals shall be directed to:
Emily N. Horlick
NH Department of Justice
33 Capitol Street
Concord, NH 03301
603-271-8473 or Emily.N.Horlick@doj.nh.gov

Initials HI
Date 6/28/21

EXHIBIT B

State of New Hampshire P-37 Grant Agreement

-SCHEDULE/TERMS OF PAYMENT-

1. The Subrecipient shall receive reimbursement in exchange for approved expenditure reports as described in EXHIBIT A.
2. The Subrecipient shall be reimbursed within thirty (30) days following the DOJ's approval of expenditures. Said payment shall be made to the Subrecipient's account receivables address per the Financial System of the State of New Hampshire.
3. The State's obligation to compensate the Subrecipient under this Agreement shall not exceed the price limitation set forth in form P-37 section 1.8.

3a -The Subrecipient shall be awarded \$50,000.00 of the total Grant Limitation from 7/1/21 through 6/30/22, with approved expenditure reports. This shall be contingent on continued availability of State funds and program performance.

3b -The Subrecipient shall be awarded \$50,000.00 of the total Grant Limitation from 7/1/22 through 6/30/23, with approved expenditure reports. This shall be contingent on continued availability of State funds and program performance.

Initials HJ
Date 6/28/21

EXHIBIT C

-SPECIAL PROVISIONS-

1. Subrecipients shall also be compliant with the terms, conditions and specifications detailed in the Media Power Youth Grant Guidelines and Special Conditions as Appendix 1 which is subject to annual review.

Initials HE

Date 6/28/12

MEDIA POWER YOUTH GRANT PROGRAM
GRANT PROGRAM GUIDELINES AND CONDITIONS: APPENDIX 1

I, the below-named individual, on behalf of the Media Power Youth Program (hereinafter referred to as "sub-recipient"), am legally authorized to submit and accept grants on behalf of the applicant agency, and hereby certify that the grant program outlined in this application package, if funded by state funds, will adhere to the following guidelines and conditions:

1. The sub-recipient agrees to implement this project within sixty (60) days following the grant award date or provide a letter outlining reasons for the delay. Grant programs not started within (90) days of the original grant award date must provide a reason for the delay and are subject to automatic cancellation of the grant. Evidence of project implementation must be outlined in the first quarterly federal expenditure report.
2. The sub-recipient assures that funds received for this grant program **will not** be used to supplant state or local funds that would otherwise be available for the program's purpose, unless specific approval from the NH Department of Justice is obtained. The sub-recipient further assures that the grant funds will be expended only for purposes and activities covered by the sub-recipient's approved application.
3. The sub-recipient agrees to provide information on the program supported grant funds as requested by the New Hampshire Department of Justice, Grants Management Unit and to retain grant-related documentation for a period of at least three (3) years after the close of the grant award period.
4. The sub-recipient authorizes representatives from the New Hampshire Department of Justice to access and examine all records, books, papers, and/or documents related to this program. Further, the sub-recipient agrees to submit to performance monitoring visits by the New Hampshire Department of Justice on a periodic basis.
5. The sub-recipient agrees to maintain detailed time and attendance records for personnel positions partially funded with these grant funds. The sub-recipient agrees to maintain payroll records and to complete semi-annual certifications, in a form approved by the NH Department of Justice, for any personnel positions fully funded with these grant funds. The NH Department of Justice may approve the expanded use of semi-annual certifications in some cases.
6. The sub-recipient agrees that all grant funds will be expended on program allowable activities. The sub-recipient must obtain prior written approval from the New Hampshire Department of Justice in order to make any changes in program activities, designs, budget plans or the grant start and ending dates, which were set forth in the sub-recipient's application.

MEDIA POWER YOUTH GRANT PROGRAM
GRANT PROGRAM GUIDELINES AND CONDITIONS: APPENDIX 1

7. Equipment purchased with state grant funds shall be listed by the sub-recipient on the agency inventory. The inventory must include the item description, serial number, cost, location, and percentage of grant funds.

8. The sub-recipient agrees that the title to any equipment purchased with grant funds will revert back to the New Hampshire Department of Justice, Grants Management Unit, when it is no longer being used for criminal justice purposes for which it was acquired. The NH Department of Justice may waive this requirement upon request.

9. The sub-recipient shall submit a copy of any audit reports and their management letters if completed to the New Hampshire Department of Justice, Grants Management Unit.

10. The sub-recipient assures that in the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination within the three years prior to the receipt of the state financial assistance and after a due process hearing against the sub-recipient on the grounds of race, color, religion, national origin, sex, age, or disability, a copy of the finding will be submitted to the New Hampshire Department of Justice, Grants Management Unit.

11. The sub-recipient must take reasonable steps in ensuring that Limited English Proficiency persons have meaningful access to any services provided by this program. National origin discrimination includes discrimination on the basis of limited English proficiency (LEP). Meaningful access may entail providing language assistance services, including oral interpretation and written translation when necessary. The U.S. Department of Justice has issued guidance for grantees to help them comply with these requirements. The guidance document can be accessed on the Internet at www.lep.gov.

12. The sub-recipient agrees to complete and keep on file, as appropriate, the Immigration and Naturalization Service Employment Eligibility Form (I-9). This form is to be used by the sub-recipient to verify that persons employed by the sub-recipient are eligible to work in the U.S.

13. Grants are funded for the grant award period noted on the grant award document. No guarantee is given or implied of subsequent funding in future years. All awards are based on the availability of funds and there is no guarantee of future finding.

MEDIA POWER YOUTH GRANT PROGRAM
GRANT PROGRAM GUIDELINES AND CONDITIONS: APPENDIX 1

Head of Agency Heather Inyast Date: 6/28/21

Financial Officer Donna Orzeki Date: 6/28/21

NEW HAMPSHIRE DEPARTMENT OF JUSTICE



**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the U.S. Department of Justice ("Department") determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by 31 U.S.C. § 1352, as implemented by 28 C.F.R. Part 69, the Applicant certifies and assures (to the extent applicable) the following:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If the Applicant's request for Federal funds is in excess of \$100,000, and any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the Applicant shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities" in accordance with its (and any DOJ awarding agency's) instructions; and

(c) The Applicant shall require that the language of this certification be included in the award documents for all subgrants and procurement contracts (and their subcontracts) funded with Federal award funds and shall ensure that any certifications or lobbying disclosures required of recipients of such subgrants and procurement contracts (or their subcontractors) are made and filed in accordance with 31 U.S.C. § 1352.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

A. Pursuant to Department regulations on nonprocurement debarment and suspension implemented at 2 C.F.R. Part 2867, and to other related requirements, the Applicant certifies,

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6/28/21

with respect to prospective participants in a primary tier "covered transaction," as defined at 2 C.F.R. § 2867.20(a), that neither it nor any of its principals—

(a) is presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) has within a three-year period preceding this application been convicted of a felony criminal violation under any Federal law, or been convicted or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, tribal, or local) transaction or private agreement or transaction;

violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects its (or its principals') present responsibility;

(c) is presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, tribal, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and/or

(d) has within a three-year period preceding this application had one or more public transactions (Federal, State, tribal, or local) terminated for cause or default.

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application. Where the Applicant or any of its principals was convicted, within a three-year period preceding this application, of a felony criminal violation under any Federal law, the Applicant also must disclose such felony criminal conviction in writing to the Department (for OJP Applicants, to OJP at Ojpcompliancereporting@usdoj.gov; for OVW Applicants, to OVW at OVW.GFMD@usdoj.gov; or for COPS Applicants, to COPS at AskCOPSRC@usdoj.gov), unless such disclosure has already been made.

3. FEDERAL TAXES

A. If the Applicant is a corporation, it certifies either that (1) the corporation has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to the Department (for OJP Applicants, to OJP at Ojpcompliancereporting@usdoj.gov; for OVW Applicants, to OVW at OVW.GFMD@usdoj.gov; or for COPS Applicants, to COPS at AskCOPSRC@usdoj.gov).

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application.

HJ
6/28/21

4. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, as implemented at 28 C.F.R. Part 83, Subpart F, for grantees, as defined at 28 C.F.R. §§ 83.620 and 83.650:

A. The Applicant certifies and assures that it will, or will continue to, provide a drug-free workplace by—

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about—

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the award, the employee will—

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of the employee's conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the Department, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title of any such convicted employee to the Department, as follows:

For COPS award recipients - COPS Office, 145 N Street, NE, Washington, DC, 20530;
For OJP and OVW award recipients - U.S. Department of Justice, Office of Justice Programs,
ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531.

Notice shall include the identification number(s) of each affected award;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

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- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

If you are unable to sign this certification, you must attach an explanation to this certification.

Heather Inyart, Executive Director

Name and Title of Head of Agency

Heather Inyart

Signature

6/28/21

Date

Media Power Youth, 1245 Elm Street

Name and Address of Agency

Manchester, NH 03101

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CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three. If recipient completes Section A or C and sub-grants a single award over \$500,000, in addition, please complete Section D.

Recipient's Name: Media Power Youth	
Address: 1245 Elm Street, Manchester, NH 03101	
Is agency a: <input type="checkbox"/> Direct or <input checked="" type="checkbox"/> Sub recipient of OJP, OVW or COPS funding?	Law Enforcement Agency? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
DUNS Number: 016742986	Vendor Number (only if direct recipient)
Name and Title of Contact Person: Heather Inyart, Executive Director	
Telephone Number: 603-222-1200	E-Mail Address: heather.inyart@mediapoweryouth.org

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply.

- Less than fifty employees. Indian Tribe Medical Institution.
 Nonprofit Organization Educational Institution Receiving a single award(s) less than \$25,000.

I, Heather Inyart [responsible

official], certify that Media Power Youth

[recipient] is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R § 42.302.

I further certify that Media Power Youth [recipient] will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

If recipient sub-grants a single award over \$500,000, in addition, please complete Section D

Heather Inyart, Executive Director

Heather Inyart

6/28/21

Print or Type Name and Title

Signature

Date

Section B—Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review

If a recipient agency has fifty or more employees and is receiving a single award or, subaward, of \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to the OCR for review as long as it certifies the following (42 C.F.R. § 42.305):

I, _____ [responsible

official], certify that _____

[recipient], which has fifty or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E. I further certify that within the last twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:

[organization],

[address].

Print or Type Name and Title

Signature

Date

Section C—Declaration Stating that an EEOP Short Form Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award, or subaward, of \$500,000 or more, then the recipient agency must send an EEOP Short Form to the OCR for review.

I, _____ [responsible

official], certify that _____

[recipient], which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

If recipient sub-grants a single award over \$500,000, in addition, please complete Section D

Print or Type Name and Title

Signature

Date

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INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

AUG 21 2007

MEDIA POWER YOUTH
1245 ELM ST
MANCHESTER, NH 03101

Employer Identification Number:

26-0197349

DLN:

17053212039017

Contact Person:

YVONNE LIGGETT

ID# 31296

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

June 30

Public Charity Status:

170(b)(1)(A)(vi)

Form 990 Required:

Yes

Effective Date of Exemption:

March 28, 2007

Contribution Deductibility:

Yes

Advance Ruling Ending Date:

June 30, 2011

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

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MEDIA POWER YOUTH

Sincerely,

A handwritten signature in black ink that reads "Robert Choi". The signature is written in a cursive, slightly slanted style.

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Information for Organizations Exempt Under Section 501(c)(3)
Statute Extension

Letter 1045 (DO/CG)

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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 MEDIA POWER YOUTH is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on March 28, 2007. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 574996

Certificate Number: 0005385863



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 23rd day of June A.D. 2021.

A handwritten signature in cursive script, appearing to read "William Gardner".

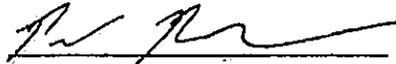
William M. Gardner
Secretary of State

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Certificate of Authority

I, Paul S. Reuland, Esq., Chairman of the Board of Directors of Media Power Youth, do hereby certify that:

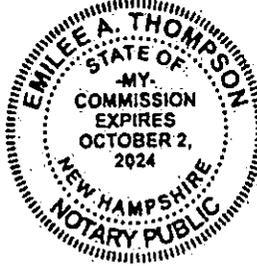
1. I am the Chairman of the Board of Directors of Media Power Youth.
2. Heather Inyart, the Executive Director, has been authorized, on behalf of Media Power Youth to enter into the Grant Agreement with the State of New Hampshire - Department of Justice, and to execute any and all documents, agreements and other Instruments, and any amendments, revisions, or modifications thereto, as she may deem necessary, desirable or appropriate.
3. The forgoing authorization has not been revoked and remains in full force and effect as of the June 24, 2021.
4. Heather Inyart is the Executive Director of Media Power Youth.



Paul S. Reuland, Esq.
Board Chair, Media Power Youth

STATE OF NEW HAMPSHIRE
County of Hillsborough

The forgoing instrument was acknowledged before me on June 24, 2021 by Paul S. Reuland, Esq.


Signature of Notary Public of Justice of Peace

Ms. Emilee Thompson
Name and title of Notary Public of Justice of Peace



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/24/2021

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 have ADDITIONAL INSURED provisions or 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: Robin McAfee, ACSR, AA PHONE (A/C, No, Ext): (603) 669-3218 FAX (A/C, No): (603) 645-4331 E-MAIL ADDRESS: manch.certs@crossagency.com	
INSURED MEDIA POWER YOUTH INC DBA MEDIA POWER YOUTH 1245 ELM ST MANCHESTER NH 03101		INSURER(S) AFFORDING COVERAGE INSURER A: Hanover Ins Co. NAIC # 22292 INSURER B: NorGuard Ins Co. 31470 INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: 20-21 WC 21-22 GL 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.

INSTR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			OHV5314876	03/18/2021	03/18/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			OHV5314876	03/18/2021	03/18/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	MEWC197215 (3a.) NH	08/28/2020	08/28/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER NH Department of Justice 33 Capitol Street Concord NH 03301	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 <i>Robin McAfee</i>
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Empowering Media Smart Youth and Communities

**Media Power Youth
Board of Directors 2021**

Paul Reuland – Board Chair
Sheehan Phinney Bass and Green
Attorney
Manchester, NH

Jeffrey Jolton
News Journalist and Producer
Manchester, NH

Donna Onacki – Board Treasurer
The Society of St. Vincent de Paul Exeter
Volunteer Coordinator
Hampton Falls, NH

Lisa Landry
Gravity Group
Marketing Strategist
Auburn, NH

James Graichen – Board Secretary
Amoskeag Health
IT System Administrator
Nashua, NH

Vandna Sharma
Northeast Delta Dental
Developer
Bedford, NH

Judith Haskell
Retired Library Director, Hampton Falls Free Library
Exeter, NH



Empowering Media Smart Youth and Communities

Media Power Youth • Education Program Manager Job Description

Mission:

Media Power Youth inspires young people to engage with media in thoughtful and constructive ways that support their physical and mental well-being. We partner with schools and communities to invest in youth and sustain them in their journey to find balance in their technology use, such that it enriches rather than compromises their success in school and in life.

Responsibilities:

Reporting to the Executive Director, the Education Program Manager is responsible for the design, development and dissemination of media literacy education programs and training for professionals, parents, caregivers and youth.

- Manage the creation and delivery of curricula and workshops from initial concept through execution
- Develop and track program evaluations
- Present at educational seminars, events and conferences
- Outreach to schools, child-care centers, public health programs and youth-serving organizations to cultivate program and training opportunities
- Collaborate with functional experts and consultants on the development of lessons plans, educational resources and website content
- Develop and facilitate online learning opportunities
- Develop community relationships to advance MPY's mission
- Write educational content for MPY website, social media, newsletter and other marketing materials
- Assist Executive Director in identifying and managing grant opportunities related to educational programming

Qualifications:

- Passion for media literacy education and its power to impact overall well-being and positive youth development
- Experience in education, instructional design and development of online content
- Understanding of prevention practices for at-risk behaviors and social-emotional learning approaches
- Strong communication skills both oral and written
- Working knowledge of graphic design and media production tools and software
- Experience in utilizing traditional media, social media, games and apps to enhance learning
- Some evenings may be required for implementing educational programs
- BA and/or Masters in education, public health, media, or related experience

CLAIRE GARAND

WORK HISTORY

- 2019 to Current **Education Program Manager**
Media Power Youth – Manchester, NH
Manages development and facilitation of educational programs for youth, educators, and parents.
- Created 16 new youth programs that support social-emotional learning, positive mental health, student collaboration, safe internet use, and substance misuse prevention.
 - Facilitates youth enrichment programs, leading groups of 10-15 youth in hands-on activities as well as moderating group discussions on difficult topics.
 - Develops educator professional development on current curricula as well as media topics such as remote learning strategies, news literacy, and media analysis.
 - Implements workshops to groups of healthcare professionals, after-school staff, and parents, on media literacy, communication, and mental health.
- 2018 to 2019 **Paraprofessional**
Hampton School District – Hampton, NH
Provided one-on-one support for students with diverse learning needs.
- Created daily routines and practices to assist specific student needs and behaviors.
 - Supported students through daily academic work.
 - Supported classroom educators in instruction and classroom management.
- 2017 **Admissions Coordinator**
New York Film Academy– New York, NY
Coordinated outreach and support for students interested in attending the university.
- Developed organizational processes for the collection and organization of student data.
 - Coordinated outreach to prospective national and international undergraduate and graduate students.
 - Planned admissions travel and recruitment events.
- 2016 **Technical Assistant**
New York Film Academy – New York, NY
Led and mentored groups of students through the production process of filmmaking.
- Taught students how to effectively frame images and capture audio to support youth creative voice.
 - Filmed students' acting projects for use in auditioning and instruction.
 - Edited students' projects using Adobe Premiere.
- 2015 to 2016 **Freelance Graphic Designer**
Self-Employed – Exeter, NH
Created brand identities and cross-platform assets for a variety of clients.
- Created brand identity for local musicians which has expanded across their merchandise and platforms.
 - Supplied clients with a range of assets to be used across multiple platforms including merchandise, social media, marketing, and display vehicles.

VOLUNTEER

- New Hampshire Film Festival Young Filmmakers Workshop Co-Producer** - support youth development and technical skills through a yearly three-day intensive filmmaking workshop
New Hampshire Media Makers - engage in a monthly collaborative meet-up of local artists
Avalon North Women's Club - organized and facilitated community enrichment events

EDUCATION

- Bachelor of Fine Arts, Film Studies, Class of 2015**
University of Colorado Boulder – Boulder, CO
- Served on the executive staff of CU Student Government as Director of Multimedia, creating cohesive marketing assets for various initiatives and working closely with the Director of Communication on student outreach.
 - Received awards for Women Who Make a Difference and Excellence in Internal Affairs for contributions to student government.
 - Developed recommendations on new school policies as a member of the White House Task Force on Sexual Assault
 - Produced, directed, and edited three short film projects, including an original musical production.

Exeter High School, Class of 2011 - Exeter, NH

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Empowering Media Smart Youth and Communities

**Media Power Youth • Executive Director
Job Description**

Mission:

Media Power Youth inspires young people to engage with media in thoughtful and constructive ways that support their physical and mental well-being. We partner with schools and communities to invest in youth and sustain them in their journey to find balance in their technology use, such that it enriches rather than compromises their success in school and in life.

Responsibilities:

Reporting to the Board of Directors, the Executive Director has overall strategic and operational responsibility for Media Power Youth's staff, programs and execution of its mission. The Executive Director also provides thought leadership on the field of media literacy to communities and institutions that support, protect and educate youth.

- Ensure ongoing local programmatic excellence
- Actively engage and energize MPY staff, board members, volunteers and partnering organizations
- Lead the development and marketing of innovative new educational curricula, products and services
- Build strong relationships at the local, regional, state and national levels
- Be a visible presence through public speaking, media and partnership building
- Manage revenue generation activities including fundraising, grant writing, donor solicitation and earned income
- Support board activities including meetings, operations, financial reporting, and strategic planning

Qualifications:

- Passion for media literacy education and its power to impact overall well-being and positive youth development
- Strong track record in nonprofit and/or business management including operations, coaching staff, managing budgets, and marketing
- Past success in program planning and launching new products or services
- Experience in education and public health initiatives, including violence and substance use prevention
- Expertise in resource development including fundraising, grant writing and donor relations
- Strong interpersonal skills with the ability to engage a wide range of stakeholders
- Excellent written, oral and media communication skills
- Bachelor's degree required (master's preferred) with a minimum of 7 years of leadership

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HEATHER KOEHLER INYART

PROFESSIONAL SUMMARY

Adaptable leader with extensive experience with both nonprofit and for-profit organizations. Strong track record of building impactful programs, marketing campaigns, and capacity-building initiatives. Natural collaborator who inspires teamwork across diverse groups. Easily transitions from vision and strategy to hands-on implementation.

SKILLS

- Team leadership
- Strategic planning
- Innovation and change management
- Marketing campaign development
- Budgeting and financial analysis
- Program development and evaluation
- Training and facilitation
- Event planning and execution
- Social media outreach
- Copy and grant writing

WORK HISTORY

2018 to Current

Executive Director

Media Power Youth – Manchester, NH

Leads organization in its mission to inspire youth to engage with media in thoughtful and constructive ways that support well-being. Manages operations, community engagement, and fundraising activities.

- Collaborates with educators, health professionals, researchers and government agencies in developing in-school and out-of-school curricula in support of substance use prevention and mental health initiatives.
- Significantly expanded portfolio of youth development opportunities to help young people develop their social-emotional, critical-thinking, and advocacy skills.
- Established the organization's first youth and educator advisory boards to identify opportunities for new learning experiences and educational resources.
- Partnered with Board of Directors to develop a strategic framework for growth to build organization's capacity to sustainably expand its media literacy programs.
- Serves on Prevention Task Force of the NH Governor's Commission on Alcohol and Other Drugs.

2016 to 2018

Membership and Community Relations Manager

New Hampshire Made – Epping, NH

Managed member communications and benefit programs. Facilitated community presentations on buying local and new member recruiting. Provided member support and educational resources for 700+ local businesses.

- Championed the evolution of annual "buy local" publication from a newspaper to a magazine. Developed a new pricing structure to absorb increased production costs and establish a new foundation for future revenue growth. Developed selling materials to entice member participation. Magazine generated a 33% increase in revenue while also creating new distribution opportunities.
- Launched ongoing "Member Stories" program to secure marketing assets for public relations efforts. Developed the process for submitting the materials digitally and managed their collection. These assets provided a low-cost way to deliver in-depth content to NH Made's media partners and promote member businesses.
- Managed NH Made exhibit at the Deerfield Fair (125,000 visitors annually) from application process to exhibit design. Provided onsite support for 40+ members selling their products within the exhibit. Participating members were highly satisfied, with 90% of members returning multiple years.

2014 to 2016

Marketing Director

Lindt & Sprüngli – Stratham, NH

Led 5-person team, overseeing seasonal products (annual sales: \$94 million) and new business development.

- Delivered 11% revenue growth across Christmas and Easter portfolios through new product launches, retailer specific programs and cause marketing partnership with Autism Speaks.
- Developed Lindt corporate digital strategy to drive improvements in the consumer online experience across digital marketing, e-commerce and social media.
- Led strategic planning to open new distribution channel, including opportunity evaluation, organizational readiness assessment, product portfolio development and sales material creation.

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2013 to 2014

Senior Global Business Manager, Skin Care
Energizer Personal Care – Shelton, CT

Managed global strategic planning and innovation for Hawaiian Tropic sunscreen and multi-brand shave gel portfolio (annual sales: \$429 million). 1 direct report.

- Led cross-functional team across 7 new product development initiatives, valued at \$51 million. Established financial goals, including margin requirements, cost targets and volume thresholds to guide decision making.
- Managed the development of new "Sport" product line for US market from initial positioning to final formula and package. The lead sku (SPF 30 lotion) was the best-selling new product in the category in its launch year.
- Secured alignment to new innovation strategy for Skintimate and Edge shave gel brands. Utilized concept optimization research and technical feasibility analysis to assess potential of lead ideas.

2010 to 2013

Senior Brand Manager, Feminine Care
Energizer Personal Care – Shelton, CT

Managed Playtex feminine care global innovation pipeline and US tampon base business (annual sales: \$256 million). P&L ownership. 2 direct reports.

- Led cross-functional team in developing new Playtex Gentle Glide product upgrade from positioning to product readiness. Implementation increased dollar share in US (lead market) by one share point compared to pre-launch period, driving the Playtex franchise to a 3 year share high of 22.2%.
- Established new innovation strategy and product ideation process. The process produced 335 initial product ideas with 45 concepts selected for screening. Validated lead concepts through consumer testing.
- Created first comprehensive customer service training module for international distributors and process for managing regulatory requirements for consumer complaints. Established as a best practice within Energizer.

2006 to 2010

Brand Manager, Razors
Energizer Personal Care – Shelton, CT

Managed base business for Schick Quattro for Women razors and twin blade disposable razors (annual sales: \$116 million). P&L ownership. 1 direct report.

- Led cross-functional team in the launch of TrimStyle, the first razor and bikini trimmer in one. Created and executed multi-channel marketing plan, resulting in a 54% increase in total razor sales.
- Managed global advertising development process for Quattro for Women brand. Campaign drove 25% increase in brand awareness and 113% increase in trial.
- Initiated and led public relations agency pitch process. Selected agency delivered 240 million impressions and helped secure 4 beauty magazine awards in its first year.
- Led partnerships with the Susan G. Komen Breast Cancer Foundation and Roxy fashion brand. Developed in-store marketing and social media programs to drive trial and strengthen brand equity.

2003 to 2006

Brand Manager, Guiltless Gourmet
The Manischewitz Company – Secaucus, NJ

Managed North America marketing and new product development (annual sales: \$11 million). 1 direct report.

- Developed and implemented integrated communication plan, including print advertising, Weight Watchers partnership, e-commerce and store displays. Execution yielded 5% increase in baseline sales.
- Expanded the brand beyond snacks, introducing dessert bowls and frozen convenience foods.
- Managed execution of natural channel trade events, including exhibit design and sampling for Natural Products Expo East and Summer Fancy Food Show.

VOLUNTEER

Center for Women & Enterprise: New Hampshire Advisory Board Member
Portsmouth Rotary Club
FISH of Greater New Haven Food Pantry: Board Member

EDUCATION

Master of Business Administration: Marketing, Leadership and Change Management
New York University - New York, NY

Bachelor of Science: Entrepreneurial Business Management, Chemical Engineering
University of Pennsylvania - Philadelphia, PA

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6/28/21