



Lori Shibinette
Commissioner

Patricia M. Tilley
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF PUBLIC HEALTH SERVICES
29 HAZEN DRIVE, CONCORD, NH 03301
603-271-4501 1-800-852-3345 Ext. 4501
Fax: 603-271-4827 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

August 24, 2021

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court and

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

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Health and Human Services, Division of Public Health Services, to accept and expend federal funds in the amount of \$847,458 from the Centers for Disease Control and Prevention (CDC) to fund the Strengthening STD Prevention and Control program as mandated by the American Rescue Plan effective upon date of approval by the Fiscal Committee and Governor and Council through June 30, 2023, and further authorize the funds to be allocated as follows. 100% Federal Funds.
2. Contingent upon approval of Requested Action #1, pursuant to RSA 124:15, authorize the Department of Health and Human Services, Division of Public Health Services to create five (5) new positions for Strengthening STD Prevention purposes effective upon Fiscal Committee and Governor and Executive Council approvals through June 30, 2023. 100% Federal Funds.

05-95-90-902510-2496-HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF INFECTIOUS DISEASE CONTROL, ARP - STD PREVENTION

SFY2022 Class/Object	Class Title	Current Authorized Budget	This Request	Adjusted Budget
Revenue				
000-404183	Federal Funds	\$ -	\$ 847,458	\$ 847,458
	General Funds	\$ -		\$ -
Total Revenue:			\$ 847,458	\$ 847,458
Expense				
018-500106	Overtime	\$ -	\$ 113,597	\$ 113,597
020-500200	Current Expenses	\$ -	\$ 46,603	\$ 46,603
030-500311	Equipment	\$ -	\$ 90,114	\$ 90,114
037-500173	Technology-Hardware	\$ -	\$ 12,000	\$ 12,000
038-500175	Technology-Software	\$ -	\$ 16,200	\$ 16,200
039-500188	Telecommunications	\$ -	\$ 3,000	\$ 3,000
041-500801	Audit Fund Set Aside	\$ -	\$ 1,000	\$ 1,000
042-500620	Post Retirements Benefits	\$ -	\$ 18,846	\$ 18,846
059-500117	Temp Full Time	\$ -	\$ 224,360	\$ 224,360
060-500601	Benefits	\$ -	\$ 126,495	\$ 126,495
070-500704	In State Travel Reimb	\$ -	\$ 3,975	\$ 3,975
080-500714	Out of State Travel Reimb	\$ -	\$ 1,475	\$ 1,475
102-500731	Contracts for Program Services	\$ -	\$ 189,793	\$ 189,793
Total Expense:		\$ -	\$ 847,458	\$ 847,458

EXPLANATION

This request is being made to accept additional grant funds available for the STD Prevention and Control program. On March 11, 2021, the President signed into law the American Rescue Plan Act of 2021 (Public Law 117-2). This act provides additional relief to address the continued impact of the COVID-19 pandemic on the economy; public health; and state and local governments. To support the governmental public health response to COVID-19, the Centers for Disease Control and Prevention (CDC) created a Supplement to CDC-RFA-PS19-1901. CDC intends to make these resources available over a five-year period. At this time, CDC is awarding funding totaling \$1,000,000 to New Hampshire to hire and support Disease Intervention Specialists (DIS) to strengthen the capacity of State, Tribal, Local and Territorial (STLT) public health departments to mitigate the spread of COVID-19 and other infections. These funds are in addition to, and separate from, funds CDC previously awarded to these 59 jurisdictions through CDC-RFA-PS19-1901 on January 1, 2021.

The funds are to be budgeted as follows:

- Class 018 Disease Investigators need to be available seven days a week and during non-business hours. The funds will be used to pay for Overtime costs if necessary.
- Class 020 The funds will be used to pay for current expense items such as printing, copying, basic office supplies for staff, postage, advertising and pamphlets.
- Class 030 The funds will be used to purchase equipment for the laboratory to increase STD testing capacity and efficiency.
- Class 037 The funds will be used to purchase computer equipment for personnel hired for the positions requested with these funds.
- Class 038 The funds will be used to purchase software including for tracking purposes for the STD staff.
- Class 039 The funds will be used for cell phones for personnel working on STD COVID Workforce Development activities.
- Class 041 The funds will be used to pay for audit fund set aside.
- Class 042 The funds will be used to pay for post-retirement expense for the new positions.
- Class 059 The funds will be used to pay for the 5 full time temporary positions requested.

Infectious Disease Care Coordinator

This position will develop internal policies and programs and provide highly specialized public health infectious disease control investigation, activities and education with identified high-risk populations.

Infectious Disease Care Coordinator:

This position will provide highly specialized public health infectious disease control with identified high-risk populations through investigation, education, and development of programs and policies.

Compliance Specialist:

This position will evaluate fiscal and programmatic requirements of the Infectious Disease Prevention Investigation and Care Services Section (IDPICSS) in order to provide technical assistance to ensure contractor compliance with state and federal policies.

Public Health Detailing Specialist:

The Public Health Detailing Specialist will develop and implement program policies, procedures, and prevention program activities related to COVID-19, sexually transmitted infections (STIs), human immunodeficiency virus (HIV), and other infectious diseases with the goal of statewide dissemination of best-practice prevention strategies among pharmacists and other healthcare professionals.

Public Health Education Specialist:

The Public Health Education Specialist will develop and implement program policies, procedures, and prevention program educational activities related to prevention of the spread of COVID-19, sexually transmitted infections (STIs), human immunodeficiency virus (HIV), and other infectious diseases with the goal of increasing access to best-practice prevention and disease intervention among the public health workforce, community-based healthcare and other professionals.

- Class 060 The funds will be used to pay for benefits for the above positions.
- Class 070 The funds will be used to pay for In-State travel for staff traveling to interview COVID-19 and STD clients, attend in-state meetings and contractor site visits

- Class 080 The funds will be used to pay for staff to attend virtual conferences on HIV/AIDS.
Class 102 The funds will be used to contract with Nashua and Manchester Health Departments to provide highly specialized public health infectious disease control with identified high-risk populations through investigation, education, clinical testing, targeted outreach to include field work and education to prevent and control Sexually Transmitted Diseases and COVID-19.

The following information is provided in accordance with the comptroller's instructional memorandum dated September 21, 1981:

1. List of personnel involved: 5 new positions will be created utilizing this funding including 2 Infectious Disease Care Coordinators; 1 Compliance Specialist; 1 Public Health Detailing Specialist and 1 Public Health Workforce Development Specialist (all Program Specialist IV's).
2. Nature, Need, and Duration: Creation of these positions will support the COVID-19 response by bolstering the Disease Investigation Workforce in New Hampshire, which is a key part of infectious disease outbreaks and pandemics.
3. Relationship to existing agency programs: This new funding will support the evolving needs of the COVID-19 pandemic response and enhancement of infectious disease public health workforce.
4. Has a similar program been requested of the legislature and denied? No
5. Why wasn't funding included in the agency's budget request? At the time of budget submission it was not known that this ARPA COVID-19 funding would be available.
6. Can portions of the grant funds be utilized? All grant dollars are being used for this request.
7. Estimate the funds required to continue this position:

Positions (Salary & Benefits)	<u>FY 2022</u>	<u>FY 2023</u>
5 Program Specialist IV's (70,171 each)	\$350,855	\$460,063

In response to the anticipated two-part question, "Can these funds be used to offset General Funds?" and "What is the compelling reason for not offsetting General Funds?" the Division offers the following information: The funds are provided for a specified purpose by the CDC as defined in the Notice of Grant Award and cannot be used to offset general funds. These funds will not change the program eligibility levels. No new program will be established with the acceptance of these funds.

- Area served: Statewide

Source of Funds: 100% Federal Funds from the Centers for Disease Control and Prevention (CDC). The notice of the supplemental funds awarded was received on June 21, 2021. The funds were not added to the operating budget because these are new funds recently granted to the State to assist in the public health Coronavirus response and were not anticipated at the time the budget was developed.

If Federal Funds become no longer available, General Funds will not be requested to support the program expenditures.

Respectfully submitted,


Lori A. Shibinette
Commissioner



State Of New Hampshire
DIVISION OF PERSONNEL
Department of Administrative Services
54 Regional Drive, Suite 5
Concord, New Hampshire 03301

CHARLES M. ARLINGHAUS
Commissioner
(603) 271-3201

LORRIE A. RUDIS
Director of Personnel
(603) 271-3261

August 26, 2021

Ms. Marilyn G. Doe, Interim Director
Department of Health & Human Services
129 Pleasant Street
Concord, NH 03301

Regarding: Request to establish five (5) full-time temporary Program Specialist IV, LG 25 pay schedule A000 – position #9T3152, #9T3153, #9T3154, #9T3155 and #9T3156:

Dear Ms. Doe,

The Division of Personnel approves your request received on August 25, 2021 for the Department of Health & Human Services to establish five (5) positions #9T3152, #9T3153, #9T3154, #9T3155 and #9T3156 as full-time temporary Program Specialist IV, LG 25; pending approval of funding.

These positions are being established to increase capacity in the Bureau of Infectious Disease Control. The positions will support the prompt response to outbreaks and efforts to prevent infectious disease, including COVID-19.

Of the five requests, two of the Program Specialist IV positions will function as Infectious Disease Care Coordinators. These positions will utilize specialized knowledge to provide disease intervention services for cases of HIV/STD, HCV, and COVID-19. Duties include case investigations, contact tracing and provision of technical assistance to medical providers.

The Program Specialist IV, Compliance Specialist will evaluate fiscal and programmatic requirements of the Infectious Disease Prevention Investigation and Care Services section, assuring contractor compliance with state and federal policy.

The Program Specialist IV, Public Health Detailing Specialist will develop and implement a prevention program, its policies and procedures for infectious diseases including COVID-19, HIV, and other sexually transmitted infections. A goal of this position is to disseminate preventive best-practices to healthcare professional and pharmacists statewide.

Program Specialist IV, Public Health Workforce Training Specialist will develop and implement a prevention program its policies and procedures for infectious diseases including COVID-19, HIV and other sexually transmitted infections. A goal of this position is to disseminate preventive and intervention best-practices among the professionals in public health and community-based healthcare.

These position numbers will be inactive until you receive funding approval from the Fiscal Committee per RSA 124:15.

It will be your responsibility to bring the request for funding before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify the Division of Personnel, Operations Section at CentralHRProcessing@nh.gov so that we may process the Work Units and approved SJDs.

Sincerely,

A handwritten signature in cursive script that reads "Marianne Rechy". The signature is written in dark ink and is positioned above the printed name and title.

Marianne Rechy
Classification & Compensation Administrator

Cc: Lorrie Rudis, Director of Personnel
Laurie Spring, Assistant Director
Rita Mann, Senior Human Resources Technician



DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

Notice of Award

Award# 6 NH25PS005159-03-01

FAIN# NH25PS005159

Federal Award Date: 06/21/2021

Recipient Information

1. Recipient Name

HEALTH AND HUMAN SERVICES, NEW HAMPSHIRE DEPT OF
129 Pleasant St
Public Health Services
Concord, NH 03301-3852

2. Congressional District of Recipient

02

3. Payment System Identifier (ID)

1026000618B5

4. Employer Identification Number (EIN)

026000618

5. Data Universal Numbering System (DUNS)

011040545

6. Recipient's Unique Entity Identifier

7. Project Director or Principal Investigator

Ms. Lisa M. Morris
Director
lisa.morris@dhhs.nh.gov
603-271-4110

8. Authorized Official

Ms. Richelle Swanson
AO / Financial Administrator
Richelle.Swanson@dhhs.nh.gov
603-271-4613

Federal Agency Information

CDC Office of Financial Resources

9. Awarding Agency Contact Information

Rhonda Burton
bgr2@cdc.gov
770-488-2757

10. Program Official Contact Information

Ms. Bianca Perri
fn5@cdc.gov
404.718.7678

Federal Award Information

11. Award Number

6 NH25PS005159-03-01

12. Unique Federal Award Identification Number (FAIN)

NH25PS005159

13. Statutory Authority

This Program is authorized under section 318 of the Public Health Service Act (42 U.S.C. Section 247c, as amended)

14. Federal Award Project Title

New Hampshire STD Prevention and Control

15. Assistance Listing Number

93.977

16. Assistance Listing Program Title

Preventive Health Services_Sexually Transmitted Diseases Control Grants

17. Award Action Type

Supplement

18. Is the Award R&D?

No

Summary Federal Award Financial Information

Table with 2 columns: Description and Amount. Rows include Budget Period Start Date, Total Amount of Federal Funds Obligated, Authorized Carryover, Offset, Total Amount of Federal Funds Obligated this budget period, Total Approved Cost Sharing or Matching, Total Federal and Non-Federal Approved this Budget Period, Project Period Start Date, and Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period.

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Ms. Portia Brewer
Grants Management Officer

30. Remarks

Supplemental funding is awarded in the amount of \$1,000,000.00



DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

Notice of Award

Award# 6 NH25PS005159-03-01

FAIN# NH25PS005159

Federal Award Date: 06/21/2021

Recipient Information	
Recipient Name	
HEALTH AND HUMAN SERVICES, NEW HAMPSHIRE DEPT OF 129 Pleasant St Public Health Services Concord, NH 03301-3852	
Congressional District of Recipient	
02	
Payment Account Number and Type	
1026000618B5	
Employer Identification Number (EIN) Data	
026000618	
Universal Numbering System (DUNS)	
011040545	
Recipient's Unique Entity Identifier	
Not Available	
31. Assistance Type	
Cooperative Agreement	
32. Type of Award	
Other	

33. Approved Budget (Excludes Direct Assistance)	
I. Financial Assistance from the Federal Awarding Agency Only	
II. Total project costs including grant funds and all other financial participation	
a. Salaries and Wages	\$129,166.00
b. Fringe Benefits	\$64,304.00
c. Total Personnel Costs	\$193,470.00
d. Equipment	\$0.00
e. Supplies	\$10,661.00
f. Travel	\$873.00
g. Construction	\$0.00
h. Other	\$1,062,996.00
i. Contractual	\$32,000.00
j. TOTAL DIRECT COSTS	\$1,300,000.00
k. INDIRECT COSTS	\$0.00
l. TOTAL APPROVED BUDGET	\$1,300,000.00
m. Federal Share	\$1,300,000.00
n. Non-Federal Share	\$0.00

34. Accounting Classification Codes						
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	AMT ACTION	FINANCIAL ASSISTANCE	APPROPRIATION
9-939ZRJQ	19NH25PS005159	PS	41.51		\$0.00	75-19-0950
9-939ZRPZ	19NH25PS005159	PS	41.51		\$0.00	75-19-0950
0-9210840	19NH25PS005159	PS	41.51		\$0.00	75-20-0950
0-939ZRPZ	19NH25PS005159	PS	41.51		\$0.00	75-20-0950
1-9210840	19NH25PS005159	PS	41.51		\$0.00	75-21-0950
1-939ZRPZ	19NH25PS005159	PS	41.51		\$0.00	75-21-0950
1-9390H67	19NH25PS005159C3	PS	41.51		\$1,000,000.00	75-X-0140



DEPARTMENT OF HEALTH AND HUMAN SERVICES Notice of Award

Centers for Disease Control and Prevention

Award# 6 NH25PS005159-03-01

FAIN# NH25PS005159

Federal Award Date: 06/21/2021

Direct Assistance

BUDGET CATEGORIES	PREVIOUS AMOUNT (A)	AMOUNT THIS ACTION (B)	TOTAL (A + B)
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

AWARD ATTACHMENTS

HEALTH AND HUMAN SERVICES, NEW HAMPSHIRE DEPT OF

6 NH25PS005159-03-01

1. Terms and Conditions

Notice of Funding Opportunity (NOFO) Number: CDC-RFA-PS19-1901
Grant Number: NH25PS005159

ADDITIONAL AWARD INFORMATION

Supplemental Funding: Additional funding in the amount **\$1,000,000** is approved for the Year 03 budget period, which is **January 01, 2021** through **December 31, 2021**, this award.

Coronavirus Disease 2019 (COVID-19) Funds: A recipient of a grant or cooperative agreement awarded by the Department of Health and Human Services (HHS) with funds made available under the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020 (P.L. 116-123); the Coronavirus Aid, Relief, and Economic Security Act, 2020 (the "CARES Act") (P.L. 116-136); the Paycheck Protection Program and Health Care Enhancement Act (P.L. 116-139); the Consolidated Appropriations Act and the Coronavirus Response and Relief Supplement Appropriations Act, 2021 (P.L. 116-260) and/or the American Rescue Plan of 2021 [P.L. 117-2] agrees, as applicable to the award, to: 1) comply with existing and/or future directives and guidance from the Secretary regarding control of the spread of COVID-19; 2) in consultation and coordination with HHS, provide, commensurate with the condition of the individual, COVID-19 patient care regardless of the individual's home jurisdiction and/or appropriate public health measures (e.g., social distancing, home isolation); and 3) assist the United States Government in the implementation and enforcement of federal orders related to quarantine and isolation.

In addition, to the extent applicable, Recipient will comply with Section 18115 of the CARES Act, with respect to the reporting to the HHS Secretary of results of tests intended to detect SARS-CoV-2 or to diagnose a possible case of COVID-19. Such reporting shall be in accordance with guidance and direction from HHS and/or CDC. HHS laboratory reporting guidance is posted at: <https://www.hhs.gov/sites/default/files/covid-19-laboratory-data-reporting-guidance.pdf>.

Further, consistent with the full scope of applicable grant regulations (45 C.F.R. 75.322), the purpose of this award, and the underlying funding, the recipient is expected to provide to CDC copies of and/or access to COVID-19 data collected with these funds, including but not limited to data related to COVID-19 testing. CDC will specify in further guidance and directives what is encompassed by this requirement.

To achieve the public health objectives of ensuring the health, safety, and welfare of all Americans, Recipient must distribute or administer vaccine without discriminating on non-public-health grounds within a prioritized group.

Termination/Non-compliance: This award may be terminated in whole or in part consistent with 45 CFR 75.372. CDC may impose other enforcement actions in accordance with 45 CFR 75.371- Remedies for Noncompliance, as appropriate.

This award is contingent upon agreement by the recipient to comply with existing and future guidance from the HHS Secretary regarding control of the spread of COVID-19. In addition, recipient is expected to flow down these terms to any subaward, to the extent applicable to activities set out in such subaward.

Unallowable Costs:

1. Research
2. Clinical care
3. Publicity and propaganda (lobbying):
4. Other than for normal and recognized executive-legislative relationships, no funds may be used for:
 - a. publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
 - b. the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action; or Executive order proposed or pending before any legislative body o See Additional Requirement (AR) 12 for detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients:
https://www.cdc.gov/grants/documents/AntiLobbying_Restrictions_for_CDC_Gra ntees_July_2012.pdf
5. All unallowable costs cited in CDC-RFA-PS19-1901 remain in effect, unless specifically amended in this guidance, in accordance with 45 CFR Part 75 – Uniform Administrative Requirements, Cost Principles, And Audit Requirements for HHS Awards.

Application Package: The application package must consist of the following documents:

- Application for Federal Assistance 424
- One form for supplemental request - fill out the e-form in GrantSolutions Budget Information 424A
- Total funding request- for supplemental project-provide form as an attachment Workplan and Budget
- Workplan and budget describing activities

Except where otherwise authorized by statute, 45 CFR 75 Subpart E – Cost Principles is applicable.

COVID-19 Funding Budget Revision Requirement: The recipient must submit a revised budget with a narrative justification by uploading into Grant Solutions as an amendment within **60 days** of receipt of the Notice of Award. If the date falls on a weekend or holiday, the submission will be due the following business day. Failure to submit the required information in a timely manner may adversely affect the future funding of this project. If the information cannot be provided by the due date, you are required to contact the GMS/GMO identified in the Awarding Agency Contact Information section on the first page before the due date.

REPORTING REQUIREMENTS

The following is a summary of the reporting requirements:

Progress and Fiscal Reports: Recipients must submit progress updates and fiscal reports every 12 months.

- Progress reports must include status in meeting hiring goals at recipient and sub-recipient levels.

- Fiscal reports must summarize progress in obligating and spending the allotted funds. Reporting templates will be made available.

PAYMENT INFORMATION

The HHS Office of the Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1- 800-447-8477]) for receiving information concerning fraud, waste, or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to hhstips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous.

Payment Management System Subaccount: Funds awarded in support of approved activities have been obligated in a subaccount in the PMS, herein identified as the "P Account". Funds must be used in support of approved activities in the NOFO and the approved application.

The grant document number identified on the bottom of **Page 2** of the Notice of Award must be known to draw down funds.

Document Number: 19NH25PS005159C3

Stewardship: The recipient must exercise proper stewardship over Federal funds by ensuring that all costs charged to your cooperative agreement are allowable, allocable, and reasonable and that they address the highest priority needs as they relate to this program.

All the other terms and conditions issued with the original award remain in effect throughout the budget period unless otherwise changed, in writing, by the Grants Management Officer.

Office of Grants Services Contact:

Rhonda Burton, MSc
Grants Management Specialist
Centers for Disease Control and Prevention (CDC)
Office of Grants Services (OGS)
Email: rburton@cdc.gov
Telephone: (770) 488-1381

PLEASE REFERENCE AWARD NUMBER ON ALL CORRESPONDENCE