



STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF LONG TERM SUPPORTS AND SERVICES

Lori A. Shibinette
Commissioner

Melissa A. Hardy
Director

105 PLEASANT STREET, CONCORD, NH 03301
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September 21, 2022

The Honorable Karen Umberger, 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 the provisions of RSA 14:30-a, authorize the Department of Health and Human Services, Division of Long Term Supports and Services to accept and expend funds from the Centers for Medicare & Medicaid Services, entitled Money Follows the Person Rebalancing Demonstration, in the amount of \$1,353,567 effective upon Fiscal Committee and Governor and Executive Council approvals through June 30, 2023. Funding source: 100% Federal Funds.
2. Pursuant to the provisions of RSA 124:15 and contingent upon approval of Requested Action #1, authorize the Department of Health and Human Services, Division of Long Term Supports and Services, to establish two (2) temporary full-time positions, an Administrator IV (LG 33 – Position #9T3276) and a Business Systems Analyst I (LG 28 – Position #9T3277) effective upon Fiscal Committee and Governor and Executive Council approvals through June 30, 2023. Funding source: 100% Federal Funds.

05-095-048-481010-89200000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS; HHS: DLTSS-ELDERLY&ADULT SVCS; GRANTS FOR SOCIAL SVC PROG; MONEY FOLLOWS THE PERSON

| <u>Class/Object</u> | <u>Class Title</u> | <u>Current Adjusted Authorized Budget</u> | <u>Increase / (Decrease) Amount</u> | <u>Revised Budget</u> |
|-----------------------|----------------------|---|-------------------------------------|-----------------------|
| <u>Revenue</u> | | | | |
| 000-400146 - 16 | Federal Funds | \$0 | \$1,353,567 | \$1,353,567 |
| | General Funds | \$0 | \$0 | \$0 |
| Total Revenue | | \$0 | \$1,353,567 | \$1,353,567 |
| <u>Expense</u> | | | | |
| 020 - 500200 | Current Expenses | \$0 | \$3,520 | \$3,520 |
| 037 - 500173 | Technology Hardware | \$0 | \$7,800 | \$7,800 |
| 038 - 500175 | Technology Software | \$0 | \$400 | \$400 |
| 039 - 500188 | Telecommunications | \$0 | \$6,400 | \$6,400 |
| 041 - 500801 | Audit Fund Set Aside | \$0 | \$1,464 | \$1,464 |

| | | | | |
|---------------|-------------------------------|-----|-------------|-------------|
| 042 - 500620 | Additional Fringe Benefits | \$0 | \$17,790 | \$17,790 |
| 059 - 500117 | Temp Full Time | \$0 | \$205,908 | \$205,908 |
| 060 - 500601 | Benefits | \$0 | \$96,201 | \$96,201 |
| 070 - 500705 | In State Travel Reimbursement | \$0 | \$3,584 | \$3,584 |
| 074 - 500589 | Grants for Pub Asst and Rel | \$0 | \$1,000,000 | \$1,000,000 |
| 080- 500710 | Out Of State Travel Reimb | \$0 | \$10,500 | \$10,500 |
| Total Expense | | \$0 | \$1,353,567 | \$1,353,567 |

EXPLANATION

This request is being made to accept and expend awarded grant funds to administer the Money Follows the Person (MFP) Rebalancing Demonstration Program. The Department of Health and Human Services (DHHS), Bureau of Elderly and Adult Services (BEAS) submitted a proposal to receive funding under a new opportunity titled Money Follows the Person Demonstration Expansion. On August 16, 2022, BEAS was notified funding would be available to New Hampshire for a planning phase with an anticipated start date of September 1, 2022. BEAS will begin with the Planning Phase during which BEAS will work with an MFP Stakeholder Consultative Group to design and develop an MFP Demonstration that supports and strengthens the home and community based system of care for New Hampshire's older adults and adults with chronic illnesses. BEAS will also have the opportunity to implement capacity building initiatives during and after the Planning Phase. Funding has been made available for planning and capacity building for up to \$5 million through the project period that ends September 30, 2026. The authority for the MFP Demonstration is section 6071 of the Deficit Reduction Act of 2005.

Over the past two decades, DHHS has leveraged multiple federal funding opportunities to advance long term supports and services (LTSS) system reform, including earlier rounds of MFP funding to establish the NH Community Passport Program (CPP) in 2007. CPP helped nearly 300 individuals transition from nursing homes to community settings between 2007-2015. Today, the Choices for Independence waiver program, which helps older adults and adults with chronic illnesses to continue living independently, continues CPP's focus to provide the necessary services and supports for people to age in place.

The Project Director will convene an MFP Consultative Group of internal and external stakeholders to support the planning and implementation of the MFP Demonstration. The Department will contract with The Center on Aging and Community Living (CACL) at the University of New Hampshire (UNH) to support the system assessment and gap analysis of home and community-based services (HCBS) and facilitate a process to develop an MFP Operational Protocol (OP). The OP will be a clear plan for using funds to advance state rebalancing strategies, including direct service workforce challenges, i.e., workforce capacity, recruitment, retention, and training needs. The OP will also outline a strategy for identifying and enrolling participants, including partnering with and training transition coordination and housing support providers. The OP will outline how BEAS will collaborate with providers and ensure services are delivered in a person-centered, coordinated fashion and will leverage cross-agency collaboration with state and local housing agencies, community-based organizations, social service agencies, aging/disability networks, and HCBS beneficiaries.

During the planning phase, DHHS will use MFP funds to engage technical experts and build its capability to assess HCBS system capacity, nursing facility bed needs and capacity, and determine what additional providers or services are needed, particularly for self-directed services and equitable care for historically underserved communities. This process will include identifying racial, ethnic, and other disparities and developing partnerships and strategies to address them. BEAS will also contract with CACL for technical

support with data and evaluation throughout the grant, including implementing the National Core Indicators – Aging and Disability.

The funds are to be budgeted as follows:

Funds in class 020, Current Expense, are for supplies and postage.

Funds in class 037, Technology Hardware, are for the purchase of computer equipment associated with the positions.

Funds in class 038, Technology Software, are for the purchase of software associated with the positions.

Funds in class 039, Telecommunications, are for telecommunication expenses associated with the positions.

Funds in class 041, Audit Fund Set Aside, for financial and compliance audits.

Funds in class 042, Additional Fringe Benefits, for payments to retirees' health insurance.

Funds in class 059, Temp Full Time, are needed to pay for two (2) full-time temporary positions titled Administrator IV (LG 33 – Position #9T3276) and Business Systems Analyst I (LG 28 – Position #9T3277).

Funds in class 060, Benefits, are needed to pay benefits costs associated with the full-time temporary staffing.

Funds in class 070, In State Travel Reimbursement, are for local travel to convene MFP Consultative Group comprised of key stakeholders from within DHHS and those external to the state agency.

Funds in class 74, Grants for Pub Asst and Rel, are to contract with the CACL at UNH to provide project support. BEAS has a successful history of working with CACL on related projects. CACL is well-positioned to support the MFP process, leveraging its effective relationships with a range of stakeholders. In addition, funds will be used to competitively procure a vendor to perform a system assessment and gap analysis that looks at a range of demographic data, including race and ethnicity, age, and gender at the state and county levels.

Funds in class 080, Out Of State Travel Reimbursement, are for out of state travel for staff to attend the national HCBS Conference. The purpose of the HCBS Conference is to share practices and policies that improve state systems delivering LTSS for all ages and abilities.

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

1) *List of personnel involved:* Two (2) full-time temporary positions titled Administrator IV (LG 33 – Position #9T3276) and Business Systems Analyst I (LG 28 – Position #9T3277).

2) *Nature, Need, and Duration:* BEAS will hire two full time Personnel, a Project Director and a Data Quality Analyst. The Project Director (Administrator IV) will be responsible for the overall operation of the MFP project, including overseeing the implementation of project activities, coordinating with other departments within DHHS and external to the state agency, and conducting meetings. The Project Director will oversee the planning phase, including convening the MFP Consultative Group, collecting and analyzing data, engaging stakeholders, and designing the operations protocol. Also, the Project Director will have the authority to ensure necessary reports/documentation are submitted to CMS. Finally, the Project Director will supervise the MFP Data and Quality Analyst. The Data and Quality Analyst (Business Systems Analyst I) will design and manage the gathering, tabulating, and interpreting of required data needed for the system assessment and gap analysis and reporting to CMS at required intervals. The proposed grant funding for these positions ends on September 30, 2026.

3) *Relationship to existing agency programs:* Over the past two decades, DHHS has leveraged multiple federal funding opportunities to advance LTSS system reform, including earlier rounds of MFP funding.

The Honorable Karen Umberger, Chairman
His Excellency, Governor Christopher T. Sununu
September 21, 2022
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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?* These funds were unanticipated at the time the budget was created.

6) *Can portions of the grant funds be utilized?* Grant funds are being utilized for these positions.

7) *Estimate the funds required to continue this position:* Funds for these positions are estimated at \$1,469,513 for the entire 5 year grant period, which will be fully grant funded for the duration.

Area served: Statewide.

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

September 15, 2022

Ms. Christine Alexander – Director
Bureau of Human Services, DHHS
129 Pleasant Street
Concord, NH 03301

Regarding: Request to establish a full time Business Systems Analyst I, pay schedule A000 – position #9T3277

Dear Ms. Alexander,

The Division of Personnel approves your request received on 09/14/2022 for the Department of Health and Human Services, Division of Public Health Services, and Bureau of Health Protection to establish position #9T3277 as a full-time temporary Business Systems Analyst I, LG28; pending approval of funding. This position is being established in response to The Department of Health and Human Services, Bureau of Elderly and Adult Services (BEAS) being awarded a \$5,000,000.00 planning grant from the Centers for Medicare and Medicaid Services (CMS) to participate in *Medicaid's Money Follows the Person* demonstration program. This award will support BEAS in evaluating, developing and implementing expanded improvement and access to home and community based care and the States long term supports and services system of access. This position will design, collect, and analyze the required data needed for the system assessment, gap analysis, and reporting to CMS.

This position number 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.

Thank you.

Sincerely,

Marianne Rechy
Classification & Compensation Administrator

Cc: Lorrie Rudis, Director of Personnel
Joanne Lydick, Administrator III



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

September 15, 2022

Ms. Christine Alexander – Director
Bureau of Human Services, DHHS
129 Pleasant Street
Concord, NH 03301

Regarding: Request to establish a full time Administrator IV, pay schedule A000 – position #9T3276

Dear Ms. Alexander,

The Division of Personnel approves your request received on 09/14/2022 for the Department of Health and Human Services, Division of Public Health Services, and Bureau of Health Protection to establish position #9T3276 as a full-time temporary Administrator IV, LG33; pending approval of funding. This position is being established in response to The Department of Health and Human Services, Bureau of Elderly and Adult Services (BEAS) being awarded a \$5,000,000.00 planning grant from the Centers for Medicare and Medicaid to participate in *Medicaid's Money Follows the Person* demonstration program. This award will support BEAS in evaluating, developing and implementing expanded improvement and access to home and community based care and the States long term supports and services system of access. This position as Project Director will oversee the planning phase, including convening the MFP Consultative Group, collecting and analyzing data, engaging stakeholders, and designing the operations protocol.

This position number 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.

Thank you.

Sincerely,

Marianne Rechy
Classification & Compensation Administrator

Cc: Lorrie Rudis, Director of Personnel
Joanne Lydick, Administrator III



| Recipient Information | Federal Award Information |
|---|---|
| <p>1. Recipient Name HEALTH AND HUMAN SERVICES, NEW HAMPSHIRE DEPT OF 129 Pleasant St New Hampshire Dept of Health and Human Services Concord, NH 03301-3852 [NO DATA]</p> <p>2. Congressional District of Recipient 02</p> <p>3. Payment System Identifier (ID) 1026000618B5</p> <p>4. Employer Identification Number (EIN) 026000618</p> <p>5. Data Universal Numbering System (DUNS) 011040545</p> <p>6. Recipient's Unique Entity Identifier (UEI) LA2HR1U97VC6</p> <p>7. Project Director or Principal Investigator Ms. Wendi Aultman Wendi.Aultman@dhhs.nh.gov 603-271-9068</p> <p>8. Authorized Official Melissa Hardy Director, Division of Long-Term Support + Services melissa.a.hardy@dhhs.nh.gov 693-271-0643</p> | <p>11. Award Number ILICMS331877-01-00</p> <p>12. Unique Federal Award Identification Number (FAIN) ILICMS331877</p> <p>13. Statutory Authority Section 6071 of the DRA of 2005</p> <p>14. Federal Award Project Title Welcome Home: Expanding Home and Community Based Care for Older Adults in New Hampshire</p> <p>15. Assistance Listing Number 93.791</p> <p>16. Assistance Listing Program Title Money Follows the Person Rebalancing Demonstration</p> <p>17. Award Action Type New</p> <p>18. Is the Award R&D? No</p> |
| <p>Federal Agency Information Office of Acquisitions and Grants Management</p> <p>9. Awarding Agency Contact Information Ms. Courtney Whitten Grants Management Specialist courtney.whitten@cms.hhs.gov 410-786-0362</p> <p>10. Program Official Contact Information Mr. Jeffrey Clopein Project Officer jeffrey.clopein@cms.hhs.gov 410-786-7252</p> | <p style="text-align: center;">Summary Federal Award Financial Information</p> <p>19. Budget Period Start Date 09/01/2022 - End Date 09/30/2026</p> <p>20. Total Amount of Federal Funds Obligated by this Action \$5,000,000.00</p> <p style="padding-left: 20px;">20a. Direct Cost Amount \$4,484,835.00</p> <p style="padding-left: 20px;">20b. Indirect Cost Amount \$515,165.00</p> <p>21. Authorized Carryover \$0.00</p> <p>22. Offset \$0.00</p> <p>23. Total Amount of Federal Funds Obligated this budget period \$0.00</p> <p>24. Total Approved Cost Sharing or Matching, where applicable \$0.00</p> <p>25. Total Federal and Non-Federal Approved this Budget Period \$5,000,000.00</p> <p>26. Period of Performance Start Date 09/01/2022 - End Date 09/30/2026</p> <p>27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance \$5,000,000.00</p> <p>28. Authorized Treatment of Program Income ADDITIONAL COSTS</p> <p>29. Grants Management Officer - Signature Mrs. Monica Anderson Grants Management Officer</p> |
| <p>30. Remarks</p> <p>See Remarks (continuation)</p> | |



Department of Health and Human Services
Centers for Medicare & Medicaid Services

Notice of Award

Award# 1LICMS331877-01-00
FAIN# 1LICMS331877
Federal Award Date: 08/22/2022

| |
|---|
| <p>Recipient Information</p> <p>Recipient Name HEALTH AND HUMAN SERVICES, NEW HAMPSHIRE DEPT OF 129 Pleasant St New Hampshire Dept of Health and Human Services Concord, NH 03301-3852 [NO DATA] 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 (UEI) LA2HRIU97VC6</p> |
| <p>31. Assistance Type Cooperative Agreement</p> <p>32. Type of Award Other</p> |

| | |
|---|----------------|
| 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 | \$945,917.00 |
| b. Fringe Benefits | \$523,596.00 |
| c. Total Personnel Costs | \$1,469,513.00 |
| d. Equipment | \$0.00 |
| e. Supplies | \$23,080.00 |
| f. Travel | \$66,440.00 |
| g. Construction | \$0.00 |
| h. Other | \$30,602.00 |
| i. Contractual | \$2,895,200.00 |
| j. TOTAL DIRECT COSTS | \$4,484,835.00 |
| k. INDIRECT COSTS | \$515,165.00 |
| l. TOTAL APPROVED BUDGET | \$5,000,000.00 |
| m. Federal Share | \$5,000,000.00 |
| n. Non-Federal Share | \$0.00 |

| 34. Accounting Classification Codes | | | | | | | |
|--|--------------|---------------------|--------------|----------|---------------------------------|---------------|--|
| FY-ACCOUNT NO. | DOCUMENT NO. | ADMINISTRATIVE CODE | OBJECT CLASS | CFDA NO. | AMT ACTION FINANCIAL ASSISTANCE | APPROPRIATION | |
| 2-3991736 | MFP331877A | 1LI | 412K | 93.791 | 55,000,000.00 | 75-2023-0516 | |



Department of Health and Human Services

Centers for Medicare & Medicaid Services

Notice of Award

Award# 1LICMS331877-01-00

FAIN# 1LICMS331877

Federal Award Date: 08/22/2022

Remarks (Continuation)

This notice of award approves application dated 05/26/2022 for MFP Expansion Planning Grant funding. The MFP approved budget is \$5,000,000. The total financial assistance for this action and to be funded is \$5,000,000. The recipient has the calendar year awarded plus up to 4 additional fiscal years to expend this funding. An annual budget is required.

The updated CMS Standard Terms and Conditions dated 07.01.2022, the Recipient-specific terms and conditions and the MFP Program Terms and Conditions are attached.