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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

Lori A. Weaver
Interim Commissioner

Katja S. Fox
Director

129 PLEASANT STREET, CONCORD, NH 03301
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May 10, 2023

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, on behalf of the Governor's Commission on Alcohol and Other Drugs, to enter into a **Sole Source** amendment to an existing contract with JSI Research & Training Institute, Inc. (VC#161611-B0001), Bow, New Hampshire for to continue providing administrative support to the Governor's Commission on Alcohol and Other Drugs, Service to Science Program, and Substance Misuse Prevention Public Awareness and Education, by increasing the price limitation by \$600,000 from \$7,714,076 to \$8,314,076 and by extending the completion date from June 30, 2023 to June 30, 2024, effective July 1, 2023, upon Governor and Council approval. 100% Other Funds (Governor's Commission).

The original contract was approved by Governor and Council on October 17, 2018, Item #6, and was amended on December 5, 2018, Item #20, August 28, 2019, Item #12, June 24, 2020, Item #34, November 18, 2020, Item #21, April 21, 2021, Item #15, September 15, 2021, Item #15a, and most recently on June 15, 2022, Item #38.

Funds are available in the following accounts for State Fiscal Year 2023, and are anticipated to be available in State Fiscal Year 2024, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

See attached fiscal details.

EXPLANATION

This request is **Sole Source** because the Department is seeking to extend the contract beyond the completion date, as directed by the Governor's Commission on Alcohol and Other Drugs (Governor's Commission), and there are no renewal options available. The Contractor is uniquely qualified, proven to provide quality and expert administrative support and technical assistance to the Governor's Commission, in accordance with RSA 12-J, the Service to Science Program, and Substance Misuse services in accordance with Substance Abuse and Mental Health Services Administration's (SAMHSA).

The purpose of this request is for the Contractor to continue providing administrative support and technical assistance to the Governor's Commission, the Service to Science Program, and Substance Misuse Prevention Public Awareness and Education for a range of programs related to New Hampshire's Alcohol and Other Drugs (AOD) Continuum of Care System.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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The Contractor will continue to support the AOD Continuum of Care System and Governor's Commission with efforts to mitigate substance misuse and its consequences for NH citizens by:

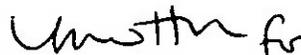
- Providing support and consultation that guide the development of promising, evidence-informed prevention programs in NH.
- Implementing statewide substance misuse prevention messaging and education to support comprehensive statewide campaigns that provide information and resources related to prevention and reducing the progression of substance misuse, and other behavioral health issues related to substance misuse.
- Providing administrative support and technical assistance to the Governor's Commission in accordance with RSA 12 J.

The Department will continue monitoring services through reviewing monthly written progress reports that include a summary of the key work performed during the monthly period, key issues, and mitigation strategies that include a schedule of work to be completed for the upcoming reporting period.

Should the Governor and Council not authorize this request, the Governor's Commission will lack the administrative support necessary to carry out the functions delineated in RSA 12-J. Additionally, there will be a lack in coordination of comprehensive substance misuse prevention campaigns to inform and educate youth, families and communities on the risks and consequences associated with substance misuse. The Governor's Commission and the Department will also be unable to evaluate substance misuse prevention programs, policies, and practices and to identify evidenced-based or informed approaches.

Area served: Statewide.

Respectfully submitted,



Lori A. Weaver
Interim Commissioner

Fiscal Details

RFP-2019-BDAS-05-ALCOH-01-A08

05-95-92-920510-25590000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, OPIOID STR GRANT (100%
Federal Funds CFDA #93.788 FAIN T1080246)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92052559	\$50,000	\$0	\$50,000
2020	102- 500731	Contracts for Program Services	92052559	\$0	\$0	\$0
			<i>Subtotal</i>	<i>\$50,000</i>	<i>\$0</i>	<i>\$50,000</i>

**05-95-92-920510-33820000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, GOVERNOR COMMISSION
FUNDS (100% Other Funds)**

05-95-92-	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102-500731	Contracts for Program Services	92058501	\$599,676	\$0	\$599,676
2019	102-500731	Contracts for Program Services	92058502	\$599,676	\$0	\$599,676
2020	102-500731	Contracts for Program Services	92058501	\$324,676	\$0	\$324,676
2020	102-500731	Contracts for Program Services	92058502	\$806,518	\$0	\$806,518
2021	102-500731	Contracts for Program Services	92058501	\$75,000	\$0	\$75,000
2021	102-500731	Contracts for Program Services	92058502	\$550,000	\$0	\$550,000
2022	102-500731	Contracts for Program Services	92058501	\$150,000	\$0	\$150,000
2022	102-500731	Contracts for Program Services	92058502	\$500,000	\$0	\$500,000
2023	102-500731	Contracts for Program Services	92058502	\$600,000	\$0	\$600,000
2024	102-500731	Contracts for Program Services	92058502	\$0	600,000	600,000
			<i>Subtotal</i>	\$4,205,546	\$600,000	\$4,805,546

**05-95-92-920510-33840000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, CLINICAL SERVICES (66% Federal
Funds CFDA #93.959 FAIN TI010035 and 34% General Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2020	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2021	102- 500731	Contracts for Program Services	92057501	\$31,500	\$0	\$31,500
			<i>Subtotal</i>	<i>\$631,500</i>	<i>\$0</i>	<i>\$631,500</i>

**05-95-92-920510-33950000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, PFS2 GRANT (100% Federal
Funds CFDA #93.243 FAIN SP020796)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92052407	\$240,000	\$0	\$240,000
2019	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2020	102- 500731	Contracts for Program Services	92052407	\$265,000	\$0	\$265,000
2020	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2021	102- 500731	Contracts for Program Services	92052407	\$275,000	\$0	\$275,000
2021	102- 500731	Contracts for Program Services	92052408	\$150,000	\$0	\$150,000
			<i>Subtotal</i>	<i>\$1,080,000</i>	<i>\$0</i>	<i>\$1,080,000</i>

**05-95-92-920510-69350000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, MAT GRANT (100% Federal
Funds CFDA #93.243 FAIN TI026741)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92056935	\$108,800	\$0	\$108,800
2020	102- 500731	Contracts for Program Services	92056935	\$133,800	\$0	\$133,800
			<i>Subtotal</i>	<i>\$242,600</i>	<i>\$0</i>	<i>\$242,600</i>

**05-95-92-920510-70400000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, STATE OPIOID RESPONSE
GRANT (100% Federal Funds CFDA #93,788 FAINTI081685)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92057040	\$500,000	\$0	\$500,000
2020	102- 500731	Contracts for Program Services	92057040	\$400,000	\$0	\$400,000
			<i>Subtotal</i>	<i>\$900,000</i>	<i>\$0</i>	<i>\$900,000</i>

**05-95-47-470010-79480000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF,
HHS: MEDICAID & BUSINESS POLICY OFFICE, OFFICE OF MEDICAID AND BUSINESS POLICY
MEDICAID CARE MANAGEMENT (100% General Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	47000554	\$162,562	\$0	\$162,562
2020	102- 500731	Contracts for Program Services	47000554	\$441,868	\$0	\$441,868
			<i>Subtotal</i>	<i>\$604,430</i>	<i>\$0</i>	<i>\$604,430</i>
			Grand Total	\$7,714,076	\$600,000	\$8,314,076

**State of New Hampshire
Department of Health and Human Services
Amendment #8**

This Amendment to the Alcohol and Other Drug (AOD) Continuum of Care System Supports contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and JSI Research & Training Institute, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on October 17, 2018, (Item #6), as amended on December 5, 2018, (Item #20), August 28, 2019, (Item #12), June 24, 2020, (Item #34), November 18, 2020, (Item #21), April 21, 2021, (Item #15), September 15, 2021, (Item #15a), and most recently amended June 15, 2022, (Item #38), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.7, Completion Date, to read:
June 30, 2024
2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:
\$8,314,076
3. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:
Robert W. Moore, Director.
4. Modify Exhibit B Amendment Methods and Conditions Precedent to Payment. Section 4. Subsection 4.2. Paragraph 4.2.2. by adding Subparagraph 4.2.2.3. to read:

4.2.2.3. Exhibits B-1 through Amendment 04. Governor's Commission Support Budget. SFY 2021. through Exhibit B-39, Amendment #8, Governor's Commission on AOD Support Budget.
5. Add Exhibit B-37, Amendment #8, Public Awareness and Education Campaign Budget, which is attached hereto and incorporated by reference herein.
6. Add Exhibit B-38, Amendment #8, Service to Science Budget, which is attached hereto and incorporated by reference herein.
7. Add Exhibit B-39, Amendment #8, Governor's Commission on AOD Support Budget, which is attached hereto and incorporated by reference herein.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective July 1, 2023, upon Governor and Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

5/16/2023

Date

DocuSigned by:

Katja S. Fox

ED0005204C83442

Name: Katja S. Fox

Title: Director

JSI Research & Training Institute, Inc.

DocuSigned by:

Katie Robert

F850C21E46E0439

5/16/2023

Date

Name: Katie Robert

Title: Director

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

5/16/2023

Date

DocuSigned by:
Robyn Guarino
748734844941480...

Name: Robyn Guarino

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

New Hampshire Department of Health and Human Services	
Contractor Name:	JSI Research & Training Institute, Inc.
Budget Request for:	Alcohol and Other Drug (AOD) Continuum of Care System Supports - Public Awareness and Education
Budget Period	SFY 2024, July 1, 2023 - June 30, 2024
Indirect Cost Rate (if applicable)	20.48%
Line Item	Program Cost - Funded by DHHS
1. Salary & Wages	\$54,444
2. Fringe Benefits	\$25,556
3. Consultants	\$0
4. Equipment Indirect cost rate cannot be applied to equipment costs per 2 CFR 200.1 and Appendix IV to 2 CFR 200.	\$0
5.(a) Supplies - Educational	\$0
5.(b) Supplies - Lab	\$0
5.(c) Supplies - Pharmacy	\$0
5.(d) Supplies - Medical	\$0
5.(e) Supplies Office	\$0
6. Travel	\$0
7. Software	\$0
8. (a) Other - Marketing/ Communications	\$0
8. (b) Other - Education and Training	\$0
8. (c) Other - Other (specify below)	
Other (please specify)	
Other (please specify)	\$0
Other (please specify)	\$0
Other (please specify)	\$0
9. Subrecipient Contracts	\$3,000
Total Direct Costs	\$83,000
Total Indirect Costs	\$17,000
TOTAL	\$100,000

Contractor Initials DS
ER

New Hampshire Department of Health and Human Services	
Contractor Name: <i>JSI Research & Training Institute, Inc.</i>	
Budget Request for: <i>Alcohol and Other Drug (AOD) Continuum of Care System Supports - NH Service to Science Program</i>	
Budget Period <i>SFY 2024, July 1, 2023 - June 30, 2024</i>	
Indirect Cost Rate (if applicable) <u>7.82%</u>	
Line Item	Program Cost - Funded by DHHS
1: Salary & Wages	\$51,287
2: Fringe Benefits	\$24,074
3: Consultants	\$0
Indirect cost rate cannot be applied to equipment costs per 2 CFR 200.1 and	\$0
5.(a) Supplies - Educational	\$0
5.(b) Supplies - Lab	\$0
5.(c) Supplies - Pharmacy	\$0
5.(d) Supplies - Medical	\$0
5.(e) Supplies Office	\$0
6: Travel	\$0
7: Software	\$0
8. (a) Other - Marketing/ Communications	\$0
8. (b) Other - Education and Training	\$0
8. (c) Other - Other (specify below)	
Expert Panel Stipends	\$10,000
<i>Other (please specify)</i>	\$0
<i>Other (please specify)</i>	\$0
<i>Other (please specify)</i>	\$0
9: Subrecipient Contracts	\$146,500
Total Direct Costs	\$231,861
Total Indirect Costs	\$18,139
TOTAL	\$250,000

Contractor Initials

LR

New Hampshire Department of Health and Human Services	
Contractor Name: <i>JSI Research & Training Institute, Inc.</i>	
Alcohol and Other Drug (AOD) Continuum of Care System Supports -	
Budget Request for: <i>Governor's Commission on AOD Technical Assistance</i>	
Budget Period <i>SFY 2024, July 1, 2023 - June 30, 2024</i>	
Indirect Cost Rate (if applicable) <i>21.25%</i>	
Line Item	Program Cost - Funded by DHHS
1. Salary & Wages	\$139,028
2. Fringe Benefits	\$65,259
3. Consultants	\$0
4. Equipment Indirect cost rate cannot be applied to equipment costs per 2 CFR 200.1 and Appendix IV to 2 CFR 200.	\$0
5.(a) Supplies - Educational	\$0
5.(b) Supplies - Lab	\$0
5.(c) Supplies - Pharmacy	\$0
5.(d) Supplies - Medical	\$0
5.(e) Supplies Office	\$0
6. Travel	\$0
7. Software	\$0
8. (a) Other - Marketing/ Communications	\$0
8. (b) Other - Education and Training	\$0
8. (c) Other - Other (specify below)	
accessibility services	\$1,001
food for extended task force meetings	\$900
Other (please specify)	\$0
Other (please specify)	\$0
9. Subrecipient Contracts	
Total Direct Costs	\$206,188
Total Indirect Costs	\$43,814
TOTAL	\$250,000

Contractor Initials JSI

State of New Hampshire

Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that JSI RESEARCH & TRAINING INSTITUTE, INC. is a Massachusetts Nonprofit Corporation registered to transact business in New Hampshire on February 17, 2016. 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: 739507

Certificate Number: 0006112344



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 9th day of February A.D. 2023.

A handwritten signature in black ink, appearing to read "David M. Scanlan".

David M. Scanlan
Secretary of State

CERTIFICATE OF AUTHORITY

I, **Margaret M. Crotty**, of JSI Research & Training Institute, Inc. hereby certify that:

1. I am a duly elected **President & CEO** of **JSI Research & Training Institute, Inc.**
2. The following is a true copy of a vote taken at a meeting of the Board of Directors/shareholders, duly called and held on the **2ND of May, 2023**, at which a quorum of the Directors/shareholders were present and voting.

VOTED: That **Katie Robert** as **Director of JSI Research & Training Institute, Inc., d/b/a Community Health Institute** is duly authorized on behalf of **JSI Research & Training Institute, Inc.** to enter into contracts or agreements with the State of New Hampshire and any of its agencies or departments and further is authorized to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

3. I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract/contract amendment to which this certificate is attached. This authority **remains valid for thirty (30) days** from the date of this Certificate of Authority. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

Dated: May 3, 2023



Signature of Elected Officer
Name: **Margaret M. Crotty**
Title: **President & CEO**

JSI Research and Training Institute Inc.

Mission Statement

JSI Research and Training Institute was incorporated in 1987 as a 501©3 non-profit organization in the Commonwealth of Massachusetts. Our mission is to alleviate public health problems both in the United States and in developing countries around the world through applied research, technical assistance and training. JSI maintains offices in Boston, Massachusetts; Washington, D.C.; Denver, Colorado and Bow, New Hampshire; as well as seven overseas offices in developing nations. Since its inception, JSI has successfully completed more than 400 contracts in the health and human service fields.

Community Health Institute

Mission Statement

The Community Health Institute's mission is to support and strengthen New Hampshire's health care system by providing coordinated information dissemination and technical assistance resources to health care providers, managers, planners, and policy makers, statewide. Our success translates into improved access to quality health and social services for all New Hampshire residents.

**Consolidated Financial Statements and
Report of Independent Certified Public
Accountants and Reports in
Compliance with Uniform Guidance**

**JSI Research and Training Institute, Inc. and
Affiliates**

September 30, 2021

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Boston, MA 02109

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REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS

Board of Directors
JSI Research and Training Institute, Inc.

Report on the financial statements

Opinion

We have audited the consolidated financial statements of JSI Research and Training Institute, Inc. (a nonprofit organization) and affiliates (the "Entity"), which comprise the consolidated statement of financial position as of September 30, 2021, and the related consolidated statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Entity as of September 30, 2021, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for opinion

We conducted our audit of the consolidated financial statements in accordance with auditing standards generally accepted in the United States of America (US GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Entity and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of management for the financial statements

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

In preparing the consolidated financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Entity's ability to continue as a going concern for one year after the date the financial statements are available to be issued.



Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with US GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the consolidated financial statements.

In performing an audit in accordance with US GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the consolidated financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Entity's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary information

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures. These additional procedures included comparing and reconciling such information



directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with US GAAS. In our opinion, the accompanying supplementary information is fairly stated, in all material respects, in relation to the consolidated financial statements as a whole.

Other reporting required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 24, 2022 on our consideration of the Entity's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Entity's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Entity's internal control over financial reporting and compliance.

Grant Thornton LLP

Boston, Massachusetts
June 24, 2022

JSI Research and Training Institute, Inc. and Affiliates
CONSOLIDATED STATEMENT OF FINANCIAL POSITION

September 30, 2021

ASSETS

Current assets

Cash and cash equivalents	\$ 96,415,811
Receivables for program work	44,323,084
Field advances - program	166,700
Employee advances	96,355
Inventory	85,451,482
Prepaid expenses	<u>2,356,305</u>

Total current assets 228,809,737

Property and equipment, net

2,722,747

Other assets

494,706

Total assets \$ 232,027,190

LIABILITIES AND NET ASSETS

Current liabilities

Accounts payable and payroll withholdings	\$ 77,042,213
Accrued vacation	2,128,990
Advances for program work	<u>86,189,016</u>

Total current liabilities 165,360,219

Net assets

Without donor restrictions	66,118,555
With donor restrictions	<u>548,416</u>

Total net assets 66,666,971

Total liabilities and net assets \$ 232,027,190

The accompanying notes are an integral part of this consolidated financial statement.

JSI Research and Training Institute, Inc. and Affiliates

CONSOLIDATED STATEMENT OF ACTIVITIES

Year ended September 30, 2021

NET ASSETS WITHOUT DONOR RESTRICTIONS

Support and revenue:

Public support:

Global Fund	\$ 424,622,326
Government grants and contracts:	
U.S. Government	149,829,898
Commonwealth of Massachusetts	7,341,579
Other grants and contracts	69,804,737
Program income	96,124
Contributions	261,599
Net assets released from restriction	78,524
Gain on forgiveness of debt	1,074,400
In-kind project contributions	1,834,514
Other income	1,999
Interest income	97,932

Total support and revenue	655,043,632
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Expenses:

Program services:

International programs	580,625,338
Domestic programs	29,137,111

Total program services	609,762,449
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Supporting services:

Management and general	34,127,773
Fundraising	1,080,428

Total supporting services	35,208,201
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Other expenses:

Unallowable costs	345,188
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Total expenses	645,315,838
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Change in net assets without donor restrictions	9,727,794
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NET ASSETS WITH DONOR RESTRICTIONS

Contributions, net of net asset releases of \$78,524	229,766
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CHANGES IN NET ASSETS	9,957,560
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Net assets at beginning of year	56,709,411
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Net assets at end of year	\$ 66,666,971
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The accompanying notes are an integral part of this consolidated financial statement.

JSI Research and Training Institute, Inc. and Affiliates

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

Year ended September 30, 2021

	Program Services			Supporting Services		
	International Programs	Domestic Programs	Total	Management and General	Fundraising	Total
Commodities	\$ 374,776,813	\$ -	\$ 374,776,813	\$ -	\$ -	\$ 374,776,813
Freight costs	34,169,444	-	34,169,444	-	-	34,169,444
Salaries	28,610,134	14,840,513	43,450,647	10,036,241	893,143	54,380,031
Consultants	16,418,084	7,634,972	24,053,056	2,125,852	30,687	26,209,595
Cooperating national salaries	38,458,259	273,800	38,732,059	395,260	-	39,127,319
Travel	3,609,187	187,076	3,796,263	39,083	-	3,835,346
Allowance and training	3,801,160	132,510	3,933,670	531,959	-	4,465,629
Subgrants	18,307,467	700,914	19,008,381	50,553	42,873	19,101,807
Subcontracts	25,529,700	3,313,466	28,843,166	-	-	28,843,166
Equipment, material and supplies	3,024,350	129,075	3,153,425	78,439	1,986	3,233,850
Other costs	30,461,762	1,924,785	32,386,547	20,054,427	111,739	52,552,713
Information technology	950	-	950	469,309	-	470,259
Non-commodity	1,606,244	-	1,606,244	-	-	1,606,244
Quality assurance	17,270	-	17,270	-	-	17,270
In-kind project expenses	1,834,514	-	1,834,514	-	-	1,834,514
Depreciation	-	-	-	346,650	-	346,650
Total expense	\$ 580,625,338	\$ 29,137,111	\$ 609,762,449	\$ 34,127,773	\$ 1,080,428	\$ 644,970,650

The accompanying notes are an integral part of this consolidated financial statement.

JSI Research and Training Institute, Inc. and Affiliates

CONSOLIDATED STATEMENT OF CASH FLOWS

Year ended September 30, 2021

Cash flows from operating activities:	
Change in net assets	\$ 9,957,560
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Gain on forgiveness of debt	(1,074,400)
Loss on disposal of property and equipment	87,708
Depreciation	346,650
Changes in operating assets and liabilities:	
Increase in receivables for program work	(14,705,893)
Decrease in field advances - program	3,691,792
Increase in employee advances	(92,113)
Increase in prepaid expenses	(348,177)
Increase in other assets	(229,776)
Increase in inventory	(8,230,710)
Decrease in accounts payable and payroll withholdings	(10,600,522)
Decrease in accrued vacation	(84,561)
Increase in advances for program work	<u>36,330,138</u>
Net cash provided by operating activities	<u>15,047,696</u>
NET INCREASE IN CASH AND CASH EQUIVALENTS	15,047,696
Cash and cash equivalents at beginning of year	<u>81,368,115</u>
Cash and cash equivalents at end of year	<u>\$ 96,415,811</u>

The accompanying notes are an integral part of this consolidated financial statement.

JSI Research and Training Institute, Inc. and Affiliates
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

September 30, 2021

NOTE A - ORGANIZATION AND NATURE OF ACTIVITIES

JSI Research and Training Institute, Inc. (the "Organization") was incorporated in the Commonwealth of Massachusetts on April 11, 1979. JSI Research and Training Institute, Inc. provides education and research primarily to non-profit health and human service agencies both in the United States and abroad. Current funding is principally from the United States Agency for International Development ("AID") and the United States Department of Health and Human Services.

JSI Research and Training Institute, Inc. is the sole member of World Education, Inc. and The Partnership for Supply Chain Management, Inc. ("Affiliates"). JSI Research and Training Institute, Inc. is accorded with such powers as are typical for a sole member including the power of appointment and removal of the Affiliates' board of trustees, the right to approve amendments to the bylaws and certificate of incorporation, and the right to approve any merger, consolidation, dissolution or transfer of substantial assets of Affiliates.

World Education, Inc. was founded in 1951 and incorporated in the state of New Jersey. Working in partnership with community, national, and international agencies in Asia, Africa, and the United States, it provides professional assistance in the design and implementation of non-formal adult education programs. These programs integrate functional education with relevant problem-solving aspects of individual growth and national development such as health, nutrition, family planning, childcare, refugee education, agricultural practices, literacy, and income generation. World Education, Inc.'s financial data is consolidated utilizing its fiscal year-end financial statements, as of and for the year ended June 30, 2021.

The Partnership for Supply Chain Management ("PfSCM") was incorporated on February 14, 2005, under the laws of Massachusetts. PfSCM began operations on October 1, 2005 as a non-profit organization established by JSI Research and Training Institute, Inc. and Management Sciences for Health, Inc. On October 11, 2018, Management Sciences for Health, Inc. discontinued their relationship with PfSCM and JSI Research and Training Institute, Inc. became the sole member of PfSCM.

JSI Research and Training Institute, Inc. and its affiliates are tax exempt organizations under 501(c)(3) of the Internal Revenue Code ("IRC") and file separate unconsolidated tax returns.

NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Principles of Consolidation

The consolidated financial statements include the accounts of JSI Research and Training Institute, Inc. as well as World Education, Inc. and PfSCM, its affiliates (collectively referred to as the Organization). Significant intra-entity accounts and transactions have been eliminated in consolidation.

Basis of Accounting

The consolidated financial statements of the Organization have been prepared utilizing the accrual basis of accounting and include the accounts of JSI Research and Training Institute, Inc. and its affiliates in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Net assets, revenues, and expenses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the Organization and the changes thereof are classified and reported as follows:

Net Assets Without Donor Restrictions - Net assets that are not subject to donor-imposed restrictions.

Net Assets With Donor Restrictions - Contributions, grants, and income whose use by the Organization has been limited by donors or grantors to a specific time period or purpose.

JSI Research and Training Institute, Inc. and Affiliates

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

September 30, 2021

Use of Estimates

The preparation of consolidated financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

Cash and Cash Equivalents

The Organization considers all monies in banks and highly liquid investments with maturity dates of three months or less to be cash equivalents. The carrying value of cash and cash equivalents approximates fair value because of the short maturities of those financial instruments. Total cash held in foreign accounts was \$3,461,909 at September 30, 2021.

Property and Equipment

Property and equipment owned by the organization are reported on the basis of cost less accumulated depreciation. Acquisitions of property and equipment in excess of \$5,000 are capitalized. Depreciation is computed using the straight-line method calculated to extinguish the book value of the respective assets over their estimated useful lives (5 - 7 years) of the related assets. Property and equipment purchased with grant funds where ownership rests with the donor is expensed at the time of purchase and is returned to the donor or disposed of in accordance with the terms of the grant and/or donor permissions at the conclusion of the grant period.

Recent Adopted Accounting Pronouncements

In fiscal year 2021, the Organization adopted ASU 2014-09, *Revenue from Contracts with Customers*, which outlines a single comprehensive revenue model for entities to use in accounting for revenue arising from contracts with customers. The guidance supersedes most current revenue recognition guidance, including industry-specific guidance, and ensures that entities appropriately reflect the consideration to which they expect to be entitled in exchange for goods and services, by allocating transaction price to identified performance obligations, and recognizing that revenue as performance obligations are satisfied. The Organization applied the standard using the modified retrospective transition method resulting in a \$2,275,600 reduction of net assets without restrictions as of the adoption date (October 1, 2020).

As part of the adoption of the ASU, the Organization elected to use the following transition practical expedients: (i) completed contracts that begin and end in the same annual reporting period have not been restated; (ii) the Organization used the known transaction price for completed contracts; (iii) to exclude disclosures of transaction prices allocated to remaining performance obligations when the Organization expects to recognize such revenue for all periods prior to the date of initial application of the ASU; and (iv) the company has reflected the aggregate of all contract modifications that occurred prior to the date of initial application when identifying the satisfied and unsatisfied performance obligations, determining the transaction price, and allocating the transaction price.

Revenue Recognition

Grants and Contracts

The majority of the Organization's revenues are derived from contracts, cooperative agreements, and grants with The Global Fund to Fight AIDS Tuberculosis and Malaria (the Global Fund), and U.S. government agencies, primarily USAID and the United States Department of Health and Human Services.

The Organization recognizes revenue from external organizations for services provided under exchange and non-exchange grants and contracts. Unconditional grants, contracts, and contributions are recognized as revenue in the period received in the appropriate net asset category, based on the existence or absence

JSI Research and Training Institute, Inc. and Affiliates
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

September 30, 2021

of donor imposed restrictions. If donor imposed restrictions are present, the associated revenue is reported as an increase in net assets with donor restrictions and are reclassified to net assets without donor restrictions when the restrictions are met. Grants and contracts revenues whose restrictions are met in the same reporting period are reported as net assets without donor restriction.

Revenues from non-exchange transactions may be subject to conditions in the form of both a barrier to entitlement and a refund of amounts paid (and a release from obligation to make future payments). The Organization recognizes revenue earned from conditional non-exchange grants and contracts as these conditions are satisfied. At September 30, 2021, the Organization had \$247,832,020 of conditional grants and contracts not recognized as revenue in the statements of activities.

Revenues from exchange transactions are recognized as the Organization satisfies performance obligations, which in some cases, mirrors the timing of when related costs are incurred. In the case of the procurement and delivery of commodities revenues are recognized upon receipt by the customer. As of September 30, 2021, the Organization has \$57,626,102 of deferred revenue related to exchange transactions which will be recognized as revenue upon completion of delivery of commodities and receipt by the customer. This deferred revenue is included within advances for program work in the accompanying statement of financial position.

Donated Materials and Services

Donated materials and services are recorded as in-kind project contributions at their estimated fair market value as of the date of receipt and as an expense in the accompanying consolidated statements of activities. Donated services are recognized if the services received create or enhance non-financial assets or require specialized skills that are provided by individuals possessing those skills and would typically need to be purchased if not provided by donation.

Income Taxes

The Organization is exempt from income taxes under Section 501(c)(3) of the IRC and is not a private foundation as described in Section 509. Accordingly, no provision for income taxes is included in the accompanying consolidated financial statements.

The Organization has evaluated its tax positions and believes that there would be no material changes to the results of its operations or financial position as a result of an audit by the applicable taxing authorities, federal or state. The Organization has filed all of its known and required returns in a timely manner including as permitted allowed extensions.

JSI Research and Training Institute, Inc., World Education, Inc. and PfSCM file separate unconsolidated tax returns. JSI Research and Training Institute, Inc. and PfSCM file tax returns based on a September 30 year end and World Education, Inc. files its tax return based on a June 30 year end.

Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the consolidated statements of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Each functional classification includes all expenses related to the underlying operations by natural classification. Natural expenses attributable to more than one functional expense category are allocated using a variety of cost allocation techniques.

JSI Research and Training Institute, Inc. and Affiliates
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

September 30, 2021

Foreign Currency Transactions

Expenses of international operations are measured generally using local currency. Expenses are translated to USD using the first in, first out method of exchange based on the bank rate assigned at transfer. As a result, foreign currency transaction gains and losses are negligible and are included as direct program expenses.

Receivables for Program Work

Receivables for program work are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectable amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to accounts receivable. The allowance for doubtful accounts at September 30, 2021 was \$0. Included in receivables for program work is \$34,790,746 of amounts billed and \$9,532,337 of amounts unbilled.

Recent Accounting Pronouncements

In February 2016, the FASB issued ASU 2016-02, *Leases*, which requires a lessee to recognize a right-of-use asset and lease liability, initially measured at the present value of the lease payments, in its balance sheet/statement of financial position. The guidance also expands the required quantitative and qualitative disclosures surrounding leases. The ASU is effective for fiscal year 2023 for the Organization. The Organization is evaluating the impact of the new guidance on its consolidated financial statements.

NOTE C - CONCENTRATION OF CREDIT RISK

The Organization maintains demand deposits and money market funds at financial institutions. At times, certain balances held in these accounts may not be fully guaranteed by the United States government. The uninsured portions of cash and money market accounts are backed solely by the assets of the financial institution. Therefore, the failure of a financial institution could result in a financial loss to the Organization. However, the Organization has not experienced losses on these accounts in the past and management believes the risk of loss, if any, to be minimal.

NOTE D - PROPERTY AND EQUIPMENT AND ACCUMULATED DEPRECIATION

Property and equipment and accumulated depreciation account balances as of September 30, 2021:

	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net</u>
Furniture and equipment	\$ 592,816	\$ 583,779	\$ 9,037
Leasehold improvements	3,380,365	666,655	2,713,710
	<u>\$ 3,973,181</u>	<u>\$ 1,250,434</u>	<u>\$ 2,722,747</u>

Depreciation expense was \$346,650 for the year ended September 30, 2021.

JSI Research and Training Institute, Inc. and Affiliates
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

September 30, 2021

NOTE E - ADVANCES FOR PROGRAM WORK

Advances for program work consist of the following at September 30, 2021:

Other - non-governmental:	
Bill and Melinda Gates Foundation	\$ 19,139,937
Various donors	17,133,997
Global Fund	48,415,977
Doris Duke Charitable Foundation	<u>1,499,105</u>
	<u>\$ 86,189,016</u>

Advances for program work represent refundable advances of cash related from non-governmental organizations. They are reported as advances because there is typically a barrier placed by the granting organization, as well as a right of return if the funds are not used in accordance with the terms of the arrangement with the funding organization. Once the barriers are overcome and there is no longer a right of return, revenue is recognized.

NOTE F - DEBT

Citizens Bank

World Education, Inc. has a revolving line of credit with a bank with a borrowing limit of up to \$500,000. The revolving line of credit was renewed on August 17, 2021. The loan is payable on demand. Interest is charged by utilizing a fluctuating rate based on the LIBOR (Advantage) rate plus 2.50%. The line of credit remains in effect until May 31, 2022 and annually thereafter is contingent upon performance. The loan is collateralized by a first priority interest in all the assets of World Education, Inc. No funds were borrowed during 2021 and as a result, as of September 30, 2021, the outstanding balance is \$0 and no interest was incurred on this loan during the year ended September 30, 2021.

John Snow, Inc.

World Education, Inc. has an unsecured revolving line of credit with John Snow, Inc. (a related party) with a borrowing limit of up to \$1,000,000. The loan was renewed on July 1, 2019. Interest is charged by utilizing a fluctuating rate based on the current prime rate plus 0.25%. The loan is payable on demand and, in any event, on or prior to June 30, 2022. The loan is not collateralized. No funds were borrowed during the year and as a result, as of June 30, 2021, the outstanding balance is \$0. No interest was incurred on this loan during the year ended June 30, 2021.

Loan Payable - Paycheck Protection Act

In April, 2020, World Education, Inc. ("WEI") was granted a loan (the "Loan") in the aggregate amount of \$1,074,400, pursuant to the Paycheck Protection Program (the "PPP") under Division A, Title I of the CARES Act.

The Loan, which was in the form of a Note dated April 23, 2020, was scheduled to mature on April 23, 2022 and bore interest at a rate of 1.00% per annum, payable monthly commencing in February 2020. Under the terms of the PPP, the Loan was fully forgiven as of June 15, 2021, which is reflected as gain on forgiveness of debt in the accompanying statement of activities.

JSI Research and Training Institute, Inc. and Affiliates

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

September 30, 2021

NOTE G - CONTINGENCIES

In accordance with the terms of its federal and state grants and contracts, the records of the Organization are subject to audit. The Organization is, therefore, contingently liable for any disallowed costs. Management believes that any adjustment, which might result from such an audit, would be immaterial to the consolidated financial statements.

JSI Research and Training Institute, Inc. is a co-borrower (with a related party) of a demand loan with no balance due at September 30, 2021.

Provisional indirect cost rates are negotiated with the AID on an annual basis. As of September 30, 2021, actual indirect cost rates have been approved by AID for JSI Research and Training Institute, Inc. through December 31, 2015 and World Education, Inc. through June 30, 2018. Based on favorable past experience, management believes the effects of changes to the overhead rates, if any, would not be material to the consolidated financial statements.

The outbreak of COVID-19 has caused disruption in operations of businesses domestically and globally. In response the Organization implemented cost savings and other measures to reduce operating expenses and ensure adequate liquidity. Due to the uncertainty of the continued spread of the virus and economic outlook, there may be short-term and long-term implications for operations of the Organization.

NOTE H - NET ASSETS WITH DONOR RESTRICTIONS

Donor restricted net assets of as of September 30, 2021 are restricted for use in specific programs and/or projects that are specified by the donor.

NOTE I - RELATED PARTY TRANSACTIONS

John Snow, Inc.

JSI Research and Training Institute, Inc. ("R&T") and John Snow, Inc. ("JSI, Inc.") (a non-exempt corporation) purchase consulting services from each other. The President and Director of R&T is the sole stockholder of JSI, Inc. The two companies bill each other at the same rates that they bill federal and state governments.

During the year ended September 30, 2021, JSI, Inc. billed R&T \$22,395,454 for consulting services (technical support). This amount is reflected under program services - consulting totaling \$18,511,741 and program services - other costs totaling \$3,888,435, on the consolidated statements of functional expenses. In addition, during the year end September 30, 2021, R&T performed consulting services (technical support) for JSI, Inc. totaling \$7,443,577:

As of September 30, 2021 the R&T was owed \$762,616 from JSI.

The two companies also share facilities and pool various overhead expenses. For the year ended September 30, 2021, R&T incurred \$26,151,534 of overhead expenses (supporting services), of which \$10,887,356 was its share of JSI, Inc. incurred costs.

R&T is a co-borrower with JSI, Inc. on a commercial demand loan-revolving line of credit with an expiration date of May 31, 2022, which allows for borrowings up to \$6,500,000. The loan is collateralized by a security agreement with a first position lien on all corporate assets of R&T and JSI, Inc. including assignment of promissory notes and security documents between the two companies. Interest is charged by utilizing a

JSI Research and Training Institute, Inc. and Affiliates
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

September 30, 2021

fluctuating rate based on LIBOR (Advantage) plus 2.00% payable monthly in arrears, which at September 30, 2021 was 2.09%. At September 30, 2021, there was no outstanding balance on this loan.

World Education, Inc. has an agreement with John Snow, Inc. whereby John Snow, Inc. will provide administrative and technical support as requested from time to time by WEI, on arms-length terms as agreed by WEI and JSI. Transactions between World Education, Inc. and John Snow, Inc. for the year ended September 30, 2021 are summarized as follows:

Administrative and technical support	\$ 1,671,428
Other direct charges (including rent of \$1,088,603)	<u>1,493,832</u>
	<u>\$ 3,165,260</u>

The agreement is on a year-to-year basis and can be terminated by either party upon 90 days written notice to the other.

Other

The Organization has an agreement with a related company to purchase services. Transactions with this company were charged to sub-contracts expense and are as follows for the year ended September 30, 2021:

The Manoff Group, Inc. (a non-exempt corporation; 40% owned by John Snow, Inc.)	\$ <u>1,564,751</u>
	<u>\$ 1,564,751</u>

NOTE J - RETIREMENT PLANS

R&T has a defined contribution profit sharing/401(k) plan covering substantially all of its employees. R&T contributes an amount equal to 7% of the employee's monthly earnings, funded with each month's payroll. In addition, employees receive a 100% match on the first 2% of contributions made to the plan. Employees who are contributing less than 2% of their pay to their retirement account are automatically enrolled at 2% either at the time of hire, or annually in July. Pension expense was \$2,656,279 for the year ended September 30, 2021.

WEI has a defined contribution tax sheltered annuity plan covering substantially all of its employees. WEI contributes an amount equal to 7% of the employee's monthly earnings, funded with each month's payroll. Additional voluntary contributions may be made by the employees. Participants of the plan are fully and immediately vested when contributions are made. Pension costs incurred by World Education, Inc. were \$392,399 for the year ended June 30, 2021.

NOTE K - COMMITMENTS

Operating Leases

The JSI Research and Training Institute, Inc. leases space for general offices under operating leases expiring from 2022 through 2026. The leases contain renewal options for periods of up to five years.

JSI Research and Training Institute, Inc. and Affiliates
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
September 30, 2021

During the year ended September 30, 2021, rent expense under long-term lease obligations were \$622,797. Future obligations over the primary terms of the Company's long-term leases as of September 30, 2021 are:

2022	\$ 450,718
2023	396,612
2024	155,324
2025	160,680
2026	<u>166,036</u>
	<u>\$ 1,329,370</u>

World Education, Inc. leases space for general offices on a year-to-year basis. Rent expense for the year ended June 30, 2021 was \$1,165,904.

NOTE L - CONCENTRATION OF FUNDING

The Organization receives a majority of its funding through contracts and grants with various departments and agencies of the federal government.

The Organization received 10% or more of its revenues and support from the following sources for the year ended September 30, 2021:

	<u>Revenue</u>	<u>% of Total Income</u>
The Global Fund (PfSCM)	\$ 424,622,326	65%
U.S. Agency for International Development (R&T and WEI)	\$ 128,400,664	20%

The JSI Research and Training Institute, Inc. and World Education, Inc. received \$128,400,664 from U.S. Agency for International Development as of September 30, 2021, which represents approximately 55% of total income for those entities.

NOTE M - LIQUIDITY AND AVAILABILITY OF RESOURCES

The Organization maintains a policy of structuring its financial assets to be available as its general expenditures, liabilities and other obligations come due. Given the project-based nature of the Organization's work, the annual budget is structured to break even and ensure that there are sufficient inflows to cover budgeted outflows each year. Any use of the Organization's reserve, which is minimal, is subject to management's review and approval.

JSI Research and Training Institute, Inc. and Affiliates
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
September 30, 2021

The following reflects the Organization's financial assets as of September 30, 2021, reduced by amounts not available for general use within one year due to contractual or donor-imposed restrictions.

Cash and cash equivalents	\$	96,415,811
Receivables for program work		<u>44,323,084</u>
Total financial assets available within one year		140,738,895
Less contractually restricted and donor restricted assets		<u>86,737,432</u>
Total financial assets available to management for general expenditures within one year	\$	<u>54,001,463</u>

The Organization also has two committed lines of credit totaling \$8 million, which it could draw upon in the event of an unanticipated liquidity need.

NOTE N - SUBSEQUENT EVENTS

The Organization has evaluated subsequent events through June 24, 2022, the date on which the consolidated financial statements were available to be issued. On November 29, 2021, the CEO and Founder of John Snow, Inc. donated his ownership interest in John Snow, Inc. and its affiliates to the Organization. Accordingly the Organization became the sole shareholder of John Snow, Inc., as such, it will be included in the Organization's consolidated financial statements starting fiscal year 2022.

SUPPLEMENTARY INFORMATION

JSI Research and Training Institute, Inc.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year ended September 30, 2021

Federal Grantor/Pass-through Grantor/Program Title	Agency or Pass-through Number	Federal Assistance Listings #	Federal Expenditures	Total Subcontract Expenses
U.S. AGENCY FOR INTERNATIONAL DEVELOPMENT				
Direct Grant:				
USAID Foreign Assistance for Programs Overseas:				
UGANDA NUMAT	617-A-00-08-00009-00	98.001	\$ (1,627)	\$ -
NIGERIA TSHIP	620-A-00-09-00014-00	98.001	(16,757)	-
SPRING	AID-OAA-A-11-00031	98.001	(14,812)	(14,812)
Advancing Partners	AID-OAA-A-12-00047	98.001	(98,215)	(70,506)
Live Learn & Play	AID-OAA-L-12-00003	98.001	(2,210)	-
PAKISTAN HSSP	AID-391-A-13-00002	98.001	4,865	-
AIDSFree	AID-OAA-A-14-00046	98.001	(78,270)	-
TANZANIA CHSS	AID-621-A-14-00004	98.001	1,300	-
ZambiaUSAIDDiscoverHealth	AID-611-A-1800004	98.001	22,422,542	324,779
Timor-Leste RBHS	AID-472-A-16-00001	98.001	485,067	-
Ghana HIV/AIDS	AID-641-A-16-00007	98.001	4,581,558	1,145,953
Madagascar CCH	AID-687-A-16-00001	98.001	4,416,221	254,815
Build Healthy Cities	AID-OAA-A-17-00028	98.001	1,164,732	483,923
Pakistan IHSS-SD	AID-391-A-17-00002	98.001	10,000,608	1,590,485
USAID Adv. Nutrition	7200AA18CA00070	98.001	21,724,218	9,703,057
Partnerships Plus	7200AA18CA00032	98.001	2,560,072	2,485,053
Kyrgyz Cure Tuberculosis	720115119CA00001	98.001	3,675,035	858,560
TIFA TB	7200AA19CA00013	98.001	3,239,831	1,000,180
OFOA CB PMC2	720FDA19GR00261	98.001	353,540	2,591
MRITE	7200AA20CA00017	98.001	6,781,001	2,846,903
CHISU	7200AA20CA00009	98.001	3,034,431	293,749
USAID/Laos MCH-N Activity	72043921CA0001	98.001	10,378	-
	Total Direct Grants- USAID		84,245,306	20,884,730
Pass-through Grant:				
USAID Foreign Assistance for Programs Overseas:				
Family Health Internat	Epic VMMC	CA#7200AA19CA00002	98.001	890,332
Family Health Internat	Epic Global	7200AA19CA00002	98.001	2,175,005
PRB	USAID PRB Momentum 2C	7200AA20CA00003	98.001	1,988,248
Heartland Alliance Int'l.	HAI Nigeria TMA II	72062020CA00001	98.001	57,831
Heartland Alliance Int'l.	HAI Nigeria TMA 2020/2021	72062020CA00001	98.001	410,264
John Snow Health Zambia	ZAM-Health Activity	720611121CA00001	98.001	256,426
NCBA CLUSA	Senegal FTF Cult Nut	72068518CA00001	98.001	288,067
PSCM	Global Fund PPM	N/A	98.001	3,020
PSCM	PSCM Clients	N/A	98.001	794,388
Palladium International	Data FI	7200AA19CA00004	98.001	1,806,776
Palladium International	IAPHL HP+Grant	AID-OAA-A-15-00051	98.001	32,886
Palladium International	HP+ IAPHL II	AID-OAA-A-15-00051	98.001	242,852
Pathfinder International	Ethiopia TRANSFORM	AID683A1700002	98.001	4,910,626
The Trustees of TUFTS Col	STOP Spillover	7200AA20CA00032	98.001	922,468
	Total Pass-through Grants- USAID		14,266,987	18,800
U.S. AGENCY FOR INTERNATIONAL DEVELOPMENT - Total			98,512,293	20,901,530
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES				
Direct Grant:				
Advancing System Improvements for Key Issues in Women's Health				
DHHS	Womens Health-NTC	ASTWH200090-01-00	93.088	2,275,441
DHHS	Womens Health-NTC	ASTWH200090-02-00	93.088	5,578
				2,281,019
HIV-Related Training and Technical Assistance -				
HRSA	HIV Integrated Ping	U69HA30144	93.145	128,311
HRSA	HIV Integrated Ping	U69HA30144-04	93.145	165
HRSA	HIV Integrated Ping	U69HA30144-05	93.145	550,893
HRSA	RWHAP ACE Health Lit	U69HA30143	93.145	76,892
HRSA	Planning CHATT	U69HA39085	93.145	90,598
HRSA	Planning CHATT	U69HA39085-01	93.145	378,558
				1,226,217
Family Planning Personnel Training -				
FPNTC-SDI		FPTPA006028-03	93.280	2,326
Title X-NTC		FPTPA006030	93.280	2,857,035
				2,859,361

JSI Research and Training Institute, Inc.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year ended September 30, 2021

Federal Grantor/Pass-through Grantor/Program Title	Agency or Pass-through Number	Federal Assistance Listings #	Federal Expenditures	Total Subcontract Expenses
Health Systems Strengthening and HIV/AIDS Prevention, Care and Treatment -				
HRSA RRHO	UH5HA30789	93.266	192,142	-
HRSA RRHO	UH5HA30789-03	93.266	(489)	-
HRSA RRHO	UH5HA30789-04	93.266	578,503	-
			<u>770,156</u>	-
Teenage Pregnancy Prevention Program				
DHHS	TPP-NTC	1 TPSAH000008-01-00	93.297	1,302,843
DHHS	TPP-NTC	TPSAH000008-02-00	93.297	4,035
			<u>1,306,878</u>	-
HIV Emergency Relief Project Grants:				
RWHAP ACE Health Lit	U69HA30143-04	93.914	(7,560)	(7,500)
HIV Care Formula Grants:				
RWHAP ACE Health Lit	U69HA30143-05	93.917	275,175	38,000
Special Projects of National Significance:				
SSC for PWH and OUD	U90HA33190-01	93.928	(651)	-
SSC for PWH and OUD	U90HA33190-02	93.928	2,104,895	359,021
SSC for PWH and OUD	U90HA33190-03	93.928	105,015	20,482
			<u>2,209,259</u>	<u>379,503</u>
Total Direct Grants- Department of Health and Human Services			10,920,505	831,703
Pass-through Grant:				
Public Health Emergency Preparedness:				
NH DHHS	PHPS FY21	Agreement@7.09.20	93.069	87,793
Environmental Public Health and Emergency Response:				
MA Dept. of Public Health	MDPH Asthma	RFR 500224	93.070	65,740
NH DHHS	PHPS19	Agreement@7.09.20	93.070	(400)
NH DHHS	PHPS FY21	Agreement@7.09.20	93.070	68,115
			<u>133,455</u>	<u>40,520</u>
Technical and Non-Financial Assistance to Health Centers:				
HRSA	HITEQ	U30CS29368	93.129	80,258
HRSA	HITEQ	U30CS29368-06	93.129	651,262
HRSA	HITEQ	U30CS29368	93.129	63,218
HRSA	HRSA HITEQ ARP	U3FCS41776	93.129	13,950
Comm Hlth Ctr CT	CHCACT Training FY21	Agreement@9.15.20	93.129	591
Comm Hlth Ctr CT	CHCACT UDS	Agreement@9.14.21	93.129	663
			<u>809,942</u>	<u>183,854</u>
Cooperative Agreements to States/Territories for the Coordination and Development of Primary Care Offices:				
State of Maine	ME DHHS HPSA FY20	CD0-20-2215	93.130	32,500
Wyoming Dept. of Health	WY PCO FY 20	ORH-0212-D	93.130	39,986
RI Dept. of Health	RI EPI FY21-26	7807811	93.130	4,966
			<u>77,482</u>	-
Injury Prevention and Control Research and State and Community Based Programs -				
RI Dept. of Health	RI EPI FY21-26	7807811	93.136	59,480
Community Programs to Improve Minority Health Grant Program -				
Boston Medical Center	Project RECOVER Eval	N/A	93.137	28,384
HIV-Related Training and Technical Assistance:				
National Alliance of Stat	NASTAD EHE SCP Sub	2020-CO-328401-657	93.145	82,327
National Minority AIDS Co	ELEVATE	U89HA39335	93.145	60,715
			<u>143,042</u>	-
Childhood Lead Poisoning Prevention Projects, State and Local Childhood Lead Poisoning Prevention and Surveillance of Blood Lead Levels in Children:				
NH DHHS	PHPS FY21	Agreement@7.09.20	93.197	38,988
NH DHHS	PHPS FY22	Agreement@7.10.21	93.197	164,207
			<u>203,195</u>	-
Family Planning Services:				
MA Dept. of Public Health	MDPH FP Data Sys	1 FPHPA006425-01-00	93.217	48,569
NH DHHS	NH FP Data System FY18	05-95-90-902010-5530	93.217	3,642
NY Dept of Health	NYS FP Training	DOH01-C33229GG-34500	93.217	253,232
Mississippi State Dept of Health	MSDH FP Needs Assessment	FPHA006475-02-00	93.217	96,242
			<u>401,685</u>	<u>48,070</u>
Grants to States to Support Oral Health Workforce Activities -				
NH DHHS	Oral Health Promo	05-95-90-902010-45270000	93.236	194,548
NH DHHS	PHPS FY21	Agreement@7.09.20	93.236	29,874
			<u>224,420</u>	<u>70,800</u>
Substance Abuse and Mental Health Services Projects of Regional and National Significance:				

JSI Research and Training Institute, Inc.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year ended September 30, 2021

Federal Grantor/Pass-through Grantor/Program Title	Agency or Pass-through Number	Federal Assistance Listings #	Federal Expenditures	Total Subcontract Expenses	
Action/Boston Comm Devel	ABCD HIV/SA Eval	Agreement@1.11.19	93.243	24,518	-
NH DHHS	BDAS Center SFY19	92058501	93.243	622,631	-
South End Community	SECHC Opioids	Agreement@10.15.18	93.243	57,228	-
Signature Healthcare	Brockton OBAT	Agreement@10/1/18	93.243	47,104	-
University of NH	SYT TA- UNH Subaward	1H79T080192-01	93.243	9,121	-
RI Dept of Bay Hlthcr Dev	PFS FY20	3629405	93.243	27,134	-
Harbor Homes, Inc	Harbor Homes TCE MUD	Agreement@11.21.19	93.243	25,304	-
Tri-County Community	RI Host Campaign 1	Agreement@5.26.20	93.243	22,850	-
Woonsocket Prevention	RI Host Campaign 2	Agreement@6.05.20	93.243	1,064	-
Kent County Prevention	RI Host Campaign 4	Agreement@5.19.20	93.243	272	-
East Bay Regional	RI Host Campaign 5	Agreement@5.14.20	93.243	10,089	-
Newport County Prevention	RI Host Campaign 6	Agreement@5.14.20	93.243	4,732	-
South County Prevention	RI Host Campaign 7	Agreement@5.19.20	93.243	4,998	-
RICARES	RICARES RCSP Evaluation	Agreement@3.4.21	93.243	9,643	-
Rhode Island Student	RISAS RI Suicide Prvntion	Agreement@8.4.21	93.243	2,854	-
Harbor Homes, Inc	Harbor Homes GBHI	Agreement@12.4.18	93.243	43,019	-
				<u>912,581</u>	-
Immunization Cooperative Agreements:					
MA Dept. of Public Health	High Risk Adult Imm	CAPACITYBLD500824M04	93.268	21,643	-
MA Dept. of Public Health	MIIS Support Desk	PRF81	93.268	383,701	-
NH DHHS	PHPS FY21	Agreement@7.09.20	93.268	41,479	29,823
NH DHHS	PHPS FY21	Agreement@7.09.20	93.268	18,415	-
NH DHHS	PHPS FY22	Agreement@7.10.21	93.268	18,243	5,146
				<u>483,481</u>	<u>34,769</u>
Drug-Free Communities Support Program Grants -					
Boys & Girls Club of Souh	Souhegan Valley Eval	N/A	93.276	6,293	-
East Boston Neighborhood	E Boston Vape & MJ Prev 1	Agreement@8.4.20	93.276	<u>15,339</u>	-
				<u>21,632</u>	-
Child Development and Surveillance, Research and Prevention -					
Aroostook County Action	MEJVN	Agreement@7.23.18	93.312	18,071	-
Epidemiology and Laboratory Capacity for Infectious Diseases (ELC):					
MA Dept. of Public Health	MDPH HAI FY20	500824	93.323	152,410	-
MA Dept. of Public Health	MA DPH Covid Dash Support	PRF81	93.323	125,696	-
NH DHHS	SORH NH Project Firstline	Agreement@12.1.20	93.323	114,966	-
NH DHHS	PHPS FY22	Agreement@7.10.21	93.323	122,443	-
				<u>515,515</u>	-
National and State Tobacco Control Program					
NH DHHS	SORH - Com Based Tob Prev	Agreement@11.5.20	93.387	166,109	13,400
Public Health Emergency Response: Cooperative Agreement for Emergency Response: Public Health Crisis Response:					
NH DHHS	PHPS FY21	Agreement@7.09.20	93.354	628,685	-
21st Century Cures Act - Precision Medicine Initiative -					
NH DHHS	Oral Health Promo	05-95-90-902010-45270000	93.366	66,822	8,009
Improving the Health of Americans through Prevention and Management of Diabetes and Heart Disease and Stroke:					
CT Dept of Public Health	CT Chronic Disease	#2020-0021	93.426	312,253	40,204
GA Dept Public Health	GA DPH CHW Network Dev	40500-031-21213493	93.426	18,639	-
MA Dept. of Public Health	MDPH Diabetes 3	PFR 500224	93.426	28,260	-
NH DHHS	Chronic Conditions	Multiple- see notes	93.426	53,514	11,660
NH DHHS	SORH Chronic Conditions	Agreement@4.5.21	93.426	108,812	-
State of Maine	ME Prediabetes Marketing	1 NUS8DP006545-04	93.426	90,227	-
				<u>609,705</u>	<u>51,864</u>
Every Student Succeeds Act/Preschool Development Grants					
School Administrative Unl	SAU21 PDG		93.434	7,975	-
United Way of Mass Bay	UWGSNA	2849	93.434	54,445	-
				<u>62,420</u>	-
Innovative State and Local Public Health Strategies to prevent and Manage Diabetes and Heart Disease and Stroke:					
MA Dept. of Public Health	MDPH Diabetes	RFR 560224	93.435	68,518	-
Colorado DPH	Strategic Planning		93.435	1,484	-
				<u>70,002</u>	-
WELL-INTEGRATED SCREENING AND EVALUATION FOR WOMEN ACROSS THE NATION (WISEWOMAN)					
NH DHHS	SORH Chronic Conditions	Agreement@4.5.21	93.436	35,035	-

JSI Research and Training Institute, Inc.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year ended September 30, 2021

Federal Grantor/Pass-through Grantor/Program Title	Agency or Pass-through Number	Federal Assistance Listings #	Federal Expenditures	Total Subcontract Expenses	
Substance Use Disorder Prevention that Promotes Opioid Recovery and Treatment (SUPPORT) for Patients and Communities Act -					
RI and Providence Plantat	RCLAS Career Pathways	3665688-1	93.664	156,854	75,903
PPHF: Racial and Ethnic Approaches to Community Health Program financed solely by Public Prevention and Health Funds					
Lowell Community Health	LoWell REACH		93.738	59,097	
Preventive Health and Health Services Block Grant funded solely with Prevention and Public Health Funds (PPHF):					
Missouri Dpt of Hlth & Sn	BCBH FY21	CS202519001	93.758	48,036	
RI Dept. of Health	RI EPI 2018	7548784	93.758	41,878	
				87,714	
Opioid STR:					
MA Dept. of Public Health	SOR and CDC Grant	PRF81	93.788	363,247	
NH Alcohol & Drug Abuse	NHADA NH Stimulant Summit	BDAS-21-22-SOR	93.788	43,285	
RI Dept of Bev Hlthcr Dev	RI WFD SOR FY20	N/A	93.788	(1,868)	
				404,664	
Paul Coverdell National Acute Stroke Program National Center for Chronic Disease Prevention and Health Promotion -					
MA Dept. of Public Health	Coverdell Chart FY21	RFR 500224	93.810	35,587	
MA Dept. of Public Health	Stroke Chart Audits	PRF81	93.810	6	
				35,593	
Capacity Building Assistance (CBA) for High-Impact HIV Prevention:					
CICATELLI ASSOCIATES, INC	CDC HIP Training		93.834	62,688	
CICATELLI ASSOCIATES, INC	CAI PROMISE MINI TRAINING	AGREEMENT @ 4.6.21	93.834	3,881	
				66,549	
Maternal, Infant and Early Childhood Home Visiting Grant:					
NH DHHS	PHPS FY22	Agreement@7.10.21	93.870	48,928	
National Bioterrorism Hospital Preparedness Program:					
NH DHHS	PHPS FY21	Agreement@7.09.20	93.889	949	
NH DHHS	PHPS FY22	Agreement@7.10.21	93.889	4,159	
VT Department of Health	2020 VT CSC	39704	93.889	24,545	
				29,653	
Cancer Prevention and Control Programs for State, Territorial and Tribal Organizations:					
MA Dept. of Public Health	Prostate Cancer Disparity	500224	93.898	32,677	
NH DHHS	Oral Health Promo	05-95-90-902010-45270000	93.898	5,680	
NH DHHS	Chronic Conditions	Multiple- see notes	93.898	33,838	
NH DHHS	SORH Chronic Conditions	Agreement@4.5.21	93.898	21,848	
University of Vermont	UVMCC Pilot Evaluation	Agreement@4.27.21	93.898	2,909	
				96,752	
HIV Care Formula Grants:					
MA Dept. of Public Health	Policy Dev Eval Q1	CAPACITYBLD500824M04	93.917	270,158	
MA Dept. of Public Health	FY 17 HIV QA	PRF81	93.917	1,359,370	378,087
				1,629,528	378,087
Special Projects of National Significance:					
National Alliance of Stat	NASTAD - TAVIE Eval Proj	N/A	93.928	30,419	24,985
Native Hawaiian Health Care Systems					
University of NH	Building Futures Together	T28HP39462	93.932	25,475	
HIV Prevention Activities Health Department Based:					
NH DHHS	PHPS FY22	Agreement@7.10.21	93.940	18,044	
MA Dept. of Public Health	FY 17 HIV QA	PRF81	93.940	15,258	
NH DHHS	PHPS FY21	Agreement@7.09.20	93.940	89,047	
				122,347	
Assistance Programs for Chronic Disease Prevention and Control:					
NH DHHS	Chronic Conditions	Multiple- see notes	93.945	25,419	11,660
NH DHHS	SORH Chronic Conditions	Agreement@4.5.21	93.945	5,775	
				31,194	11,660
Block Grants for Prevention and Treatment of Substance Abuse:					
RI Department of Behavioral Healthcare, Development Disabilities and Hospitals	RIPRC II	3534294	93.959	310,616	
Sexually Transmitted Diseases (STD) Prevention and Control Grants -					
MA Dept. of Public Health	MDPH Ratella	PRF81	93.977	13,551	
Preventive Health and Health Services Block Grant:					
Missouri Dpt of Hlth & Sn	BCBH FY21	CS202519001	93.991	15,489	
NH DHHS	Oral Health Promo	05-95-90-902010-45270000	93.991	658,250	585,377
				671,739	585,377

JSI Research and Training Institute, Inc.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year ended September 30, 2021

Federal Grantor/Pass-through Grantor/Program Title	Agency or Pass-through Number	Federal Assistance Listings #	Federal Expenditures	Total Subcontract Expenses
Maternal and Child Health Services Block Grant to the States:				
RI Dept. of Health	RI EPI FY21-26	7807811	93.994	56,787
NH DHHS	PHPS FY21	Agreement@7.09.20	93.994	54,803
University of NH	SHApI	Subaward L0032	93.994	21,312
				<u>132,882</u>
Total Pass-through Grants- Department of Health and Human Services				<u>1,525,098</u>
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES - Total			20,628,776	2,356,801
ENVIRONMENTAL PROTECTION AGENCY				
TSCA Title IV State Lead Grants Certification of Lead-Based Paint Professionals:				
NH DHHS	PHPS FY21	Agreement@7.09.20	66.707	66,397
NH DHHS	PHPS FY22	Agreement@7.10.21	66.707	19,473
				<u>85,870</u>
ENVIRONMENTAL PROTECTION AGENCY - Total			85,870	30,835
SNAP CLUSTER				
Pass-through Grant:				
Community Food Projects				
Springfield Community	SCGHFP	Agreement@8/10/20	10.225	20,180
SNAP CLUSTER - Total			20,180	
U.S. DEPARTMENT OF HOMELAND SECURITY				
Direct Grant:				
Boeing Safety Financial Assistance:				
U.S. Coast Guard	Life Jacket Study	3319FAN119207	97.012	278,316
U.S. DEPARTMENT OF HOMELAND SECURITY - Total			278,316	16,080
U.S. DEPARTMENT OF EDUCATION				
Pass-through Grant:				
Education Stabilization Fund				
National Community Health	NCHP Arizona	Agreement@8.6.21	84.425	23,154
Hampton University	HMPTN UNIV - VA Workforce		84.425	147,192
U.S. DEPARTMENT OF EDUCATION - Total			170,346	
U.S. DEPARTMENT OF STATE				
Direct Grant:				
The U.S. President's Emergency Plan for AIDS Relief Programs -				
U.S. State Department	DREAMS OGAC	S-LMAQM-16-CA-1103	19.029	(80,935)
U.S. DEPARTMENT OF STATE - Total			(80,935)	(83,416)
U.S. DEPARTMENT OF TRANSPORTATION				
Pass-through Grant:				
State and Community Highway Safety-				
RI Department of	RIDOT-PREVCON	3695958	20.800	15,404
Office of International Science and Engineering- total.				<u>15,404</u>
Total Expenditures of Federal Awards			\$ 119,630,250	\$ 23,221,830

JSI Research and Training Institute, Inc. and Affiliate

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

September 30, 2021

NOTE 1 - BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal grant activity of JSI Research and Training Institute, Inc. under programs of the federal government for the year ended September 30, 2021. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements, Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of JSI Research and Training Institute, Inc., it is not intended to and does not present the financial position, changes in net assets, or cash flows of JSI Research and Training Institute, Inc.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

- (1) Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.
- (2) Negative amounts shown on the Schedule represent adjustments or credits, which management has determined are not material to the Schedule nor the program to which they relate, made in the normal course of business to amounts reported as expenditures in prior years. Accordingly, such adjustments are presented on a current basis.
- (3) Federal Assistance Listing numbers and pass-through entity identifying numbers are presented when available.

NOTE 3 - INDIRECT COST RATE

JSI Research and Training Institute, Inc. has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.



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**REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS
ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS REQUIRED BY GOVERNMENT
AUDITING STANDARDS**

Board of Directors
JSI Research and Training Institute, Inc.

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*), the consolidated financial statements of JSI Research and Training Institute, Inc. and subsidiaries (the "Entity"), which comprise the consolidated statement of financial position as of September 30, 2021, and the related consolidated statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated June 24, 2022.

Report on internal control over financial reporting

In planning and performing our audit of the consolidated financial statements, we considered the Entity's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control. Accordingly, we do not express an opinion on the effectiveness of the Entity's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.



Report on compliance and other matters

As part of obtaining reasonable assurance about whether the Entity's consolidated financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Entity's internal control and compliance. Accordingly, this report is not suitable for any other purpose.

Grant Thornton LLP

Boston, Massachusetts
June 24, 2022



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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Board of Directors
JSI Research and Training Institute, Inc.

Report on compliance for each major federal program

Opinion on each major federal program

We have audited the compliance of JSI Research and Training Institute, Inc. and subsidiaries (the "Entity") with the types of compliance requirements identified as subject to audit in the U.S. Office of Management and Budget's *OMB Compliance Supplement* that could have a direct and material effect on each of the Entity's major federal programs for the year ended September 30, 2021. The Entity's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Entity complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2021.

Basis for opinion on each major federal program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (US GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Entity and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Entity's compliance with the compliance requirements referred to above.

Other matter – federal expenditures not included in the compliance audit

The Entity's consolidated financial statements include the operations World Education, Inc. ("WEI"), which expended \$29,799,901 in federal awards for the period from July 1, 2020 to June 30, 2021, that is not included in the Entity's schedule of expenditures of federal awards during the year ended September 30, 2021. Our compliance audit, described in the Opinion on Each Major Federal Program section of



our report, does not include the operations of WEI because WEI was subjected to a separate audit of its compliance with the types of compliance requirements described in the *OMB Compliance Supplement* for the period from July 1, 2020 to June 30, 2021.

Responsibilities of management for compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Entity's federal programs.

Auditor's responsibilities for the audit of compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Entity's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with US GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Entity's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with US GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Entity's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.



Report on internal control over compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in the Entity's internal control over compliance that we consider to be material weaknesses or significant deficiencies. However, material weaknesses or significant deficiencies in internal control over compliance may exist that have not been identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this Report on Internal Control Over Compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Grant Thornton LLP

Boston, Massachusetts
June 24, 2022

JSI Research and Training Institute, Inc. and Affiliate
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

September 30, 2021

SECTION I - SUMMARY OF AUDITORS' RESULTS:

Financial Statements

The type of report issued on whether the financial statements audited were prepared in accordance with U.S. GAAP Unmodified

Internal control over financial reporting:

- Material weaknesses identified? No
- Significant deficiency(ies) identified? None noted
- Noncompliance material to the financial statements noted? No

Federal Awards

Internal control over major programs:

- Material weaknesses identified? No
- Significant deficiency(ies) identified? None noted

Type of auditors' report issued on compliance for major programs Unmodified

Any audit findings which are required to be reported under 2 CFR section 200.51(a): No

Identification of major programs:

<u>Federal Assistance Listings Number</u>	<u>Name of Federal Program</u>
98.001	Foreign Assistance for Programs Overseas
Dollar threshold used to distinguish between Type A and Type B programs:	\$3,000,000
Auditee qualified as low risk auditee?	No

JSI Research and Training Institute, Inc. and Affiliate
SCHEDULE OF FINDINGS AND QUESTIONED COSTS - CONTINUED
September 30, 2021

SECTION II - FINANCIAL STATEMENT FINDINGS

None noted.

SECTION III - FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

None noted.

JSI Research and Training Institute, Inc. and Affiliate
STATUS OF PRIOR YEAR'S FINDINGS AND QUESTIONED COSTS

September 30, 2021

Finding Number	Finding Summary	Status
2020-001	Certain Partnership for Supply Chain Management accounts receivable and deferred revenue amounts were improperly recorded in the fiscal year 2020 financial statements, prior to being identified and adjusted as part of the audit process.	Management has implemented processes and controls such that this finding did not reoccur in 2021.



JSI Research & Training Institute, Inc.
Board of Trustees

Margaret Crotty, MPH, MBA
President & CEO
JSI

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Chair, Board Governance Committee

Hafiz Adamjee
Chair, World Education, Inc. Board

Mike Useem, M.A., Ph.D.
William and Jacalyn Egan Professor of
Management
Wharton School at University of Pennsylvania

AMY DANIELS

JSI, 501 South Street, Bow, New Hampshire (603)573-3338 adaniels@jsi.com

EDUCATION

BOSTON COLLEGE
Master of Social Work

UNIVERSITY OF NEW HAMPSHIRE
Bachelor of Social Work

EXPERIENCE

JSI, Bow, New Hampshire

Senior Consultant, 2014 – present

Associate Director, Northern New England, 2019 – 2022

Center for Excellence on Addiction. Director. January 2016 – present. Direct multiple teams and multiple projects in consultation, training, technical assistance, communications, data analysis and evaluation for alcohol and other drug misuse prevention, substance use disorder treatment, recovery support services, continuum of care development, and integration of behavioral health into healthcare including needs assessment, system capacity assessment, strategic planning, SBIRT and MAT implementation, and policy recommendation. Specifically:

- Leading teams to achieve diverse deliverables supporting the alcohol and other drug continuum of care
- Providing strategic planning, consultation, technical assistance, and training
- Leading evaluation and data services delivery
- Developing and disseminating written guidance on best practices
- Consultation specific to evidence informed programs, policies and practices to address alcohol, tobacco and other drug problems including the opioid epidemic and the increasing negative consequences of stimulant use

Student Assistance Network. July 2022 – present. Support effective implementation of Student Assistance Programs in NH schools. Contracted as the facilitating organization for technical assistance, financing, and contracts management.

NH Governor's Commission on Alcohol and Drugs. January 2016 - present. Providing expert consultation and support to the Commission including presentations, annual reporting, data tracking, best practices research, strategic planning, and plan implementation.

Medicaid to Schools Training and Technical Assistance Center. March 2021 - present. Developing training and support for school districts to maximize resource recovery for health services and expand access to behavioral health services.

NH State Youth Treatment Initiative. Provided subject matter expertise, strategic planning, grant writing, and systems development technical assistance to the NH Department of Behavioral Health initiative to plan a comprehensive system of care for youth and young adults with substance use disorders.

HRSA Behavioral Health Center for Excellence. Provided subject matter expertise and technical assistance to HRSA grantees throughout the United States.

Youth SBIRT Initiative. Developed written guidance, website, and supportive implementation materials. Provided training and technical assistance on-site, through a learning collaborative, and at national conferences throughout the US. Nationally recognized SBIRT expertise.

Fostering Effective Integration Evaluation. Provided recommendations for priorities for future funding for primary care and behavioral health integration support for the Blue Cross Blue Shield Foundation of Massachusetts through site visits, literature review, and comprehensive reporting.



New Futures, Concord, NH

Policy Director, 2010-2014

Responsible for advocacy to maximize the implementation of the Affordable Care Act in New Hampshire. Supported the development of the NH substance use disorder services array through Medicaid expansion and parity in the federally facilitated Marketplace.

Child and Family Services of New Hampshire (Waypoint), Manchester, NH

Youth and Young Adult Programs Director, 1992-2010

Progressive career at statewide, non-profit child services organization. Developed, implemented and directed

- alcohol and other drug prevention programs;
- comprehensive youth/young adult substance use disorder outpatient and intensive outpatient services; • home-based services for court ordered youth and families;
- runaway and homeless youth prevention and emergency response; and
- homeless street outreach programs in communities throughout NH.

Including federal, state, local, and charitable grant writing and contract management; development and oversight of \$1.5 million annual budget and management and supervision of 20+ staff members.

Southern New Hampshire University, Manchester, NH

Sociology Adjunct Professor, 2017 – 2018

Develop and delivered Bachelor's level classes including Introduction to Sociology, and the Sociology of Social Problems.

Hesser College, Concord and Manchester, NH

Psychology/Sociology Adjunct Professor, 2008-2012

Developed and delivered Bachelor's classes including Intro to Sociology, Intro to Psychology, and Intro to Human Behavior.

Direct Human Services positions, various locations, NH, 1988-1992

LICENSE/CERTIFICATIONS

LICENSED INDEPENDENT CLINICAL SOCIAL WORKER (LICSW) NH# 1311

CERTIFIED PREVENTION SPECIALIST IC & RC

RECENT PUBLICATIONS

NATIONAL COUNCIL ON MENTAL WELLBEING, CONTRIBUTING AUTHOR. IMPROVING ADOLESCENT HEALTH: FACILITATING CHANGE FOR EXCELLENCE IN SBIRT (2018).

LaFave, L.R., Bradley, M., Murray, A.R., Pepin (Daniels), A.L., Sprangers, K.S. & Thies K.M. (2018). Lessons learned from implementing screening, brief intervention, and referral to treatment for youth and young adults in primary care settings. Integrative Pediatrics and Child Care, 1(1), 8-13.

KATY SHEA MORGAN

JSI, 501 South Street 2nd floor, Bow, New Hampshire 03304 (603)573-3300 kshea@jsi.com

EDUCATION

UNIVERSITY OF ARIZONA, TUCSON, ARIZONA
Master's of Public Health, 2004

UNIVERSITY OF NEW HAMPSHIRE, DURHAM, NEW HAMPSHIRE
B.S., Water Resources Management, 1997

EXPERIENCE

JSI, Bow, New Hampshire
Consultant, 2010 to present

Senior Public Health Consultant with program management, planning and program evaluation skills. Program evaluation experience includes evaluation planning, development of data collection tools and evaluation reporting/quality improvement. Subject matter expertise in substance use disorder continuum of care services implementation and evaluation, prevention science, and strategic planning. Current projects include leading New Hampshire's (NH) Service to Science program, evaluating NH's Recovery Friendly Workplace Initiative and providing technical assistance to NH's Regional Public Health Networks. Recent past projects (past five years) include serving as the Assistant Director of the NH Center for Excellence and leading the Data and Evaluation Team; supporting the planning, implementation and evaluation of evidence-based substance misuse prevention, recovery and continuum of care services in NH; evaluating NH's Student Assistance Programs; partnering with the NH Community Development Finance Authority to oversee a community of practice developed for NH's newly developed Recovery Friendly Workplace statewide initiative; and collaborating with the University of Missouri, Kansas City to create written guidance for improved prevention workforce efforts across the country.

Examples of past projects:

Facilitator, Capital Area Regional Public Health Network, 2015

Assisted with the development of a Community Health Improvement Plan in the Capital Area Regional Public Health Network. Responsibilities include developing tools and processes to guide community leaders in the prioritization of health issues and development of strategic approaches to address the chosen priorities. Goals will be achieved through the facilitation of several planning sessions with community leaders in the capital Area.

Evaluator, Franklin Mayor's Drug and Alcohol Abuse Task Force, 2011-2014

Provided evaluative and capacity-building support to a community coalition with the goal of decreasing substance use amongst the youth in the community. Capacity-building activities included facilitating strategic planning processes and guiding leadership and membership development. Surveys and other evaluation tools were used to indicate progress towards reaching the coalition's goals and objectives as well as to inform the implementation of strategic activities.

Project Manager, Monadnock United Way Collective Impact Project, 2013

Collaborated with consultants from Antioch University and guided a community process of strategic development using a Collective Impact framework. Responsibilities included developing processes, tools and materials by which a diverse group of high-level stakeholders make strategic decisions around the implementation of a regional systems-level approach to preparing children ages 0-5 to be successful in school. The ultimate goal was to increase educational attainment in the region.

Granite United Way and Lakes Region Partnership for Public Health, Manchester and Laconia, New Hampshire *Evaluator, 2007-2010*

Managed and implemented all assessment and evaluation activities for two regional substance abuse prevention coalitions in coordination with state and federal guidelines. Conducted community-based presentations and trainings, provided ongoing technical assistance to community partners around data collection and interpretation, evidence-based prevention, and program/strategy planning and evaluation.

Granite State College, Concord, New Hampshire *Instructor, 2009-2010*

Designed and taught the curriculum for two online health care courses: *Emerging U.S. Health Care System* and *Health Care Policy*.

Caring Community Network of the Twin Rivers, Franklin, New Hampshire *Public Health Network Coordinator, 2007*

Coordinated regional public health emergency preparedness planning activities.

Institute for Community Health, Cambridge, Massachusetts

Research Associate, 2005–2007

As a Research Associate, worked on the evaluation of several healthy weight promotion programs. Managed and coordinated evaluation activities (quantitative and qualitative instrument design, data collection, analysis) using community-based participatory methods. Developed and maintained community and inter-agency relations, provided consultation to community partners around planning, implementation and evaluation, prepared and delivered evaluation results (written reports, oral presentations), supervised and trained project staff and graduate student interns and assisted in developing grant proposals.

TRAINING | CERTIFICATIONS

- New Hampshire Prevention Certification Board, Concord, New Hampshire
Certified Prevention Specialist, 2014-present
- Northeast Center for the Application of Prevention Technologies, Willimantic, Connecticut
Substance Abuse Prevention Skills Training (SAPST) Trainer, 2013
- Northeast Center for the Application of Prevention Technologies, Concord, New Hampshire
Prevention Ethics Training (SAPST) Trainer, 2016

PROFESSIONALS AFFILIATIONS | MEMBERSHIP

- New Hampshire Providers Association, *Board Member 2015-2018*
- New Hampshire Prevention Certification, *Board member 2014-2016*
- New Hampshire Public Health Association, *Member*

PUBLICATIONS | PRESENTATIONS

- *Addressing Substance Use Among Young Adults Ages 18-25: Utilizing the SPF, Innovative Assessment and Nontraditional Prevention Strategies in New Hampshire and Connecticut.* 2018, National Prevention Network presentation in partnership with the University of Connecticut on innovative prevention strategies to address substance misuse among the 18-25 year old population.
- *Prevention Workforce Mentoring in NH.* 2018, National Prevention Network presentation in partnership with the NH Prevention Certification Board on developing a peer mentoring program in NH.
- *Impacting the Addiction Continuum: Case Studies in Advancing a Prevention Agenda to Improve Outcomes Within and Beyond the Clinic Walls.* 2018, National Council for Behavioral Health presentation on behavioral and public health practice integration and how these strategies impact population-based health outcomes as they relate to the addiction continuum. The panel session, planned by the National Network of Public Health Institutes, highlighted collaborative and multi-sector public health strategies underway in California, Illinois, Massachusetts, New Hampshire, and South Carolina.
- ◆ *Building Prevention Science in the Community.* 2013, Society for Prevention Research presentation demonstrating how New Hampshire developed an innovative approach to substance misuse prevention using a two-pronged approach: 1) community based participatory research to place communities at the center of problem identification and response; and 2) an Action Learning Collaborative model to provide a structured means to transfer knowledge and necessary peer and technical support.
- *Supporting Evidence-based Alcohol, Tobacco and Other Drug Services in New Hampshire through the New Hampshire Center for Excellence.* 2011, American Public Health Association poster presentation demonstrating how the NH Center for Excellence supports regional networks and direct service providers through the application of improvement science, technology transfer concepts, action learning and quality improvement (QI) tools and techniques.
- *Implementing the Strategic Prevention Framework in the Capital Region of New Hampshire.* 2009, American Public Health Association conference scientific session presentation made as part of the ATOD section. The presentation described the community-based participatory process used to follow the steps of assessing, building capacity, planning, implementing, and evaluating a regional substance misuse prevention coalition project.
- *Evolution of the Health "Report Card": A Community's Journey to Promote Healthy Weight.* 2006, American Public Health Association conference scientific session presentation made as part of the School Health section. The presentation described the process of revisions made to BMI and physical fitness reports sent to parents of K-12 students in Cambridge, MA. The "report card" was part of a comprehensive approach to obesity prevention.



CHRISTIN H. D'OVIDIO

JSI Northern New England, 501 South Street, Bow, NH 03304

christin_dovidio@jsi.com
healthcommunication@jsi.com

EDUCATION

YALE SCHOOL OF PUBLIC HEALTH
Climate Change and Health Certificate

LONDON SCHOOL OF ECONOMICS AND POLITICAL SCIENCE
Certificate Degree, MBA Essentials

UNIVERSITY OF SOUTH FLORIDA
Graduate Certificate Degree, Social Marketing for Public Health

NEW SCHOOL FOR SOCIAL RESEARCH, NYC
Master of Fine Arts, Acting & Fine Arts Production

CERTIFICATIONS

CERTIFIED COMMUNICATOR IN PUBLIC HEALTH (CCPH)
National Public Health Information Coalition, current

EXPERIENCE

JSI Research and Training Institute, Inc., Northern New England
Senior Marketing and Communication Project Director, 2016-present

At JSI I have led and supported multiple dynamic teams of talented and dedicated staff who all reach towards the goal of ensuring health equity across diverse populations and continents.

The Partnership @drugfreeNH (2019-present)

Project Director, Marketing Director: The Partnership is a public-private collaboration between NH DHHS, the NH Governor's Commission on Alcohol & Other Drugs, the NH Charitable Foundation, the Center for Excellence on Addiction, and JSI Northern New England. The goal of The Partnership is to share scientific evidence about prevention and substance misuse, and create a space for individuals to find answers and solutions to deal with substance use and disorders. Work includes community engagement, strategic prevention communications, digital and social marketing, communication training and technical assistance, youth engagement, youth-lead social media, podcast production/hosting, Facebook Live and video production, public relations, web development, and conference planning. Over time, the work has included a SAMHSA Land Grant with the University of New Hampshire.

Young Adult Alcohol Harm Reduction Campaigns (2016–continued by The Partnership)

Project Director, Creative Director: Oversaw a team of six, conducting formative research around knowledge, attitudes and beliefs relative to substance use via peer crowd/group segmentation in NH young adults including: literature review, online survey, focus groups (live and virtual) and digital a/b testing. Creative development includes video production, digital campaign development, market research, and influencer marketing. Three campaigns have been developed for priority market segments. *Binge-Free 603* (received the *2018 Berreth Gold Award – for Excellence in Health Marketing* from the National Public Health Information Coalition), *Sober Curious*, and *Take A Break NH*.

Maternal Marijuana and Alcohol Awareness Campaign (2017–continued by The Partnership)

Project Director, Lead Researcher: Oversaw a team of six implementing a lifestyle campaign with messaging around marijuana and alcohol use before and during pregnancy and breastfeeding, as well as tool development for healthcare professionals, and worked collaboratively with the NH cannabis dispensaries on harm reduction education. Formative research includes online survey testing (MaxDiff, conjoint), focus groups, interviews, UX and digital a/b testing. Creative development includes video production and digital. The campaign, *Today is For Me.*, won the *2019 Berreth Silver Award - in Corporate Health Marketing* from the National Public Health Information Coalition. Work included collaboration with the NH Governor's Commission on Alcohol and Other Drugs, Perinatal Substance Exposure Task Force, State Therapeutic Cannabis Program, and NH Therapeutic Cannabis Medical Oversight Board.

Community-Based Partnership for Comprehensive Tobacco Control (2020-current)

Project Director, Marketing Director: Oversee a multi-pronged project with multiple teams that provide technical assistance to amplify and enhance seven evidence-based strategies of a comprehensive tobacco prevention and cessation approach: addressing health related disparities; health communications and media; quit support and resources for youth and adults; community engagement; public polling; and process and outcome evaluation. Work includes engaging the NH system of mental health services to address tobacco-related disparities, developing statewide multi-media marketing strategies for mass-reach communication interventions with prevention and cessation approaches including conducting formative research and

messages development to reach priority populations; campaign execution for a youth and adult cessation as well as for other priority audiences including individuals living with a mental health diagnosis or substance use disorders, and healthcare campaigns and eLearning educational module development to promote the services of QuitWorks-NH. This project is a continuation of collaborative work with the State of NH that extends over twenty years.

ENDS/Vaping Prevention Social Marketing for Middle and High School Youth (2018-present)

Project Director, Creative Director: Oversee a team of six to determine school-aged peer crowd representation in New Hampshire as well as ENDS/vaping risk behavior prevalence among peer populations. Work includes: *Save Your Breath* campaign/web development and execution, video production, creative direction, independent evaluation, influencer marketing, youth engagement, murals, strong community and partner collaboration, IRB approval.

VT Mentally Healthy (2021-present)

Project Director: Project goal - to influence the actual and perceived community support for people dealing with their mental health in the Greater St. Johnsbury area of Vermont with a communication campaign. Working with the Mentally Healthy Collaborative Action Network, JSI has conducted research with qualitative analysis (Nvivo) and is making recommendations on messaging and designing campaign elements for the Network to use in the community.

East-Boston Youth Training & Vaping Cessation Marketing (2020-2022)

Project Director: Oversee a team of five to develop and implement a middle/high school youth training in marketing research and strategy to create and execute a vaping/marijuana cessation campaign for the East Boston community of at-risk youth. This project implements a youth-training model co-developed by JSI team members, and combines our years of first-hand market research regarding youth, youth risk behavior, vaping, and social media. This reinforces protective factors to strengthen youth capacity and self-reliance as they create a cessation campaign '*Eastie Won't Vape*'. Project incorporates: participatory design, virtual training, youth engagement, social media awareness, and brand ambassadors (or micro-influencers). IRB approval.

Rivier University, Division of Nursing and Health Professions, Nashua, New Hampshire
Adjunct Professor, 2016 – present

State of New Hampshire, Department of Health and Human Services, Concord, New Hampshire
Marketing and Media Specialist, 2008 – 2016

PUBLICATIONS

- Bradley M, D'Ovidio C, Kipligat S, *New Hampshire Women's Perceptions of Marijuana and Alcohol Use Before, During and After Pregnancy*. (January 2018).

SELECT PRESENTATIONS

- *Save Your Breath: NH's Step in Reducing Adolescent Vaping through Prevention and Interventions*. National Conference on Tobacco or Health. [D'Ovidio, C., Morton, E.] New Orleans (2022).
- *The Interplay of Peer Crowd Affiliation and Mental Health on Vaping Behavior*. National Conference on Tobacco or Health. [Coakley, E., D'Ovidio, C., Morton, E.] New Orleans (2022).
- *Power of Prevention Training Series – How to Create and Roll Out A Strategic Partner Toolkit for Your Opioid Messages*. Virtual. [D'Ovidio, C., Kane, E.] (2022)
- *Power of Prevention Training Series – Coalition Engagement in a Virtual World*. Virtual. [D'Ovidio, C., Kane, E.] (2022)
- *The MAMA Project for RSA 132:2* (2021). NH Therapeutic Cannabis Medical Oversight Board. Virtual. [Bradley, M., D'Ovidio, C.].

HONORS AND AWARDS

- *Today is For Me*. (2019) *Berreth Silver Award - in Corporate Health Marketing*. National Public Health Information Coalition.
- *Wisconsin, We need to Talk – About Youth Sex Trafficking* (2019) *Berreth Bronze Award for Excellence in Public Health Marketing, Not-for-Profit Marketing*. National Public Health Information Coalition.
- *Binge-Free 603: What's Your Reason?* (2018) *Berreth Gold Award for Excellence in Public Health Marketing*. National Public Health Information Coalition.
- *Anyone. Anytime. NH™ Campaign* (2016). U.S. Department of Health and Human Services, Office of the Surgeon General, *Facing Addiction in America: The Surgeon General's Report on Alcohol, Drugs, and Health*. Washington, DC: HHS, November 2016.

PROFESSIONAL ORGANIZATIONS/VOLUNTEER ACTIVITIES

Society for Health Communication, Founding Member; Social Marketing Association of North America; International Social Marketing Association; National Public Health Information Coalition, Member & Certifier; NH Public Health Association.



JSI Research & Training
Key Personnel

Name	Job Title	Salary Amount Paid from this Contract
Amy Daniels	Project Director	\$40,615
Katy Shea	Service to Science Lead	\$19,904
(Christin D'Ovidio)	Prevention Messaging Lead	\$ 2,315

38 GAC



Lori A. Shbibette
Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
GOVERNOR'S COMMISSION ON ALCOHOL & OTHER DRUGS

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9564 1-800-804-0909
Fax: 603-271-6105 TDD Access: 1-800-735-2964 www.dhhs.nh.gov/dcbca/bdas

May 13, 2022

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, on behalf of the Governor's Commission on Alcohol and Other Drugs, to amend an existing contract with JSI Research & Training Institute, Inc. (VC#161611-B001), Bow, New Hampshire, to continue providing administrative support to the Governor's Commission on Alcohol and Other Drugs, the Service to Science Program, and Substance Misuse Prevention Public Awareness and Education by increasing the price limitation by \$600,000 from \$7,114,076 to \$7,714,076 and by extending the completion date from June 30, 2022 to June 30, 2023, effective July 1, 2022, subject to Governor and Council approval. 34.86% Federal Funds. 10.62% General Funds. 54.52% Other Funds (Governor's Commission).

The original contract was approved by Governor and Council on October 17, 2018, Item #6, and was amended on December 5, 2018, Item #20, August 28, 2019, Item #12, June 24, 2020, Item #34, November 18, 2020, Item #21, April 21, 2021, Item #15, and most recently on September 15, 2021, Item #15a.

Funds are available in the following accounts for 2023, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

See attached fiscal details.

EXPLANATION

The purpose of this request is for the Contractor to continue providing administrative support to the Governor's Commission on Alcohol and Other Drugs (AOD), the Service to Science Program, and Substance Misuse Prevention Public Awareness and Education for a range of programs related to NH's AOD Continuum of Care System. In accordance with RSA 12-J, the Department carries out the administrative functions of the Governor's Commission. The Department is seeking to extend the contract beyond the completion date and available renewal options in response to a funding directive from the Governor's Commission.

The Contractor will continue to support the AOD Continuum of Care System and Governor's Commission with efforts to mitigate substance misuse and its consequences for NH citizens by:

- Providing support and consultation that guide the development of promising, evidence-informed prevention programs in NH.
- Implementing statewide substance misuse prevention messaging and education to support comprehensive statewide campaigns that provide information and resources

related to prevention and reducing the progression of substance misuse, and other behavioral health issues related to substance misuse.

- Providing administrative support and technical assistance to the Governor's Commission, in accordance with RSA 12-J.

The Department will continue monitoring services through by reviewing monthly written progress reports that include a summary of the key work performed during the monthly period, key issues, and mitigation strategies that include a schedule of work to be completed for the upcoming reporting period.

Should the Governor and Council not authorize this request, the Governor's Commission will lack the administrative support necessary to carry out the functions delineated in RSA 12-J. Additionally, NH will not have coordinated and comprehensive substance misuse prevention campaigns to inform and educate youth, families and communities on the risks and consequences associated with substance misuse. The Governor's Commission and the Department will also be unable to evaluate substance misuse prevention programs, policies, and practices and to identify evidenced-based or informed approaches.

Area served: Statewide

Source of Federal Funds: Assistance Listing Number #93.959, FAIN #TI010035 and TI083041, Assistance Listing Number #93.788, FAIN #TI080246, AND TI081685, and Assistance Listing Number #93.243, FAIN #TI26741, and SP020796.

In the event that the Federal or Other Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Lori A. Shlbinette
Commissioner

Fiscal Details

RFP-2019-BDAS-05-ALCOH-01-A05

05-95-92-920510-25590000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, OPIOID STR GRANT (100%
Federal Funds CFDA #93.788 FAIN T1080246)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92052559	\$50,000	\$0	\$50,000
2020	102- 500731	Contracts for Program Services	92052559	\$0	\$0	\$0
			<i>Subtotal</i>	<i>\$50,000</i>	<i>\$0</i>	<i>\$50,000</i>

05-95-92-920510-33820000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, GOVERNOR COMMISSION
FUNDS (100% Other Funds)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92058501	\$599,676	\$0	\$599,676
2019	102- 500731	Contracts for Program Services	92058502	\$599,676	\$0	\$599,676
2020	102- 500731	Contracts for Program Services	92058501	\$324,676	\$0	\$324,676
2020	102- 500731	Contracts for Program Services	92058502	\$806,518	\$0	\$806,518
2021	102- 500731	Contracts for Program Services	92058501	\$75,000	\$0	\$75,000
2021	102- 500731	Contracts for Program Services	92058502	\$550,000	\$0	\$550,000
2022	102- 500731	Contracts for Program Services	92058501	\$150,000	\$0	\$150,000
2022	102- 500731	Contracts for Program Services	92058502	\$500,000	\$0	\$500,000
2023	102- 500731	Contracts for Program Services	92058502	\$0	\$600,000	\$600,000
			<i>Subtotal</i>	<i>\$3,605,546</i>	<i>\$600,000</i>	<i>\$4,205,546</i>

**05-95-92-920510-33840000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
 DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, CLINICAL SERVICES (66% Federal
 Funds CFDA #93.959 FAIN TI010035 and 34% General Funds)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2020	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2021	102- 500731	Contracts for Program Services	92057501	\$31,500	\$0	\$31,500
			<i>Subtotal</i>	<i>\$631,500</i>	<i>\$0</i>	<i>\$631,500</i>

**05-95-92-920510-33950000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
 DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, PFS2 GRANT (100% Federal
 Funds CFDA #93.243 FAIN SP020796)**

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92052407	\$240,000	\$0	\$240,000
2019	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2020	102- 500731	Contracts for Program Services	92052407	\$265,000	\$0	\$265,000
2020	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2021	102- 500731	Contracts for Program Services	92052407	\$275,000	\$0	\$275,000
2021	102- 500731	Contracts for Program Services	92052408	\$150,000	\$0	\$150,000
			<i>Subtotal</i>	<i>\$1,080,000</i>	<i>\$0</i>	<i>\$1,080,000</i>

05-95-92-920510-69350000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
 DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, MAT GRANT (100% Federal
 Funds CFDA #93.243 FAIN T1026741)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92056935	\$108,800	\$0	\$108,800
2020	102- 500731	Contracts for Program Services	92056935	\$133,800	\$0	\$133,800
			<i>Subtotal</i>	\$242,600	\$0	\$242,600

05-95-92-920510-70400000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS:
 DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, STATE OPIOID RESPONSE
 GRANT (100% Federal Funds CFDA #93,788 FAINTI081685)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	92057040	\$500,000	\$0	\$500,000
2020	102- 500731	Contracts for Program Services	92057040	\$400,000	\$0	\$400,000
			<i>Subtotal</i>	\$900,000	\$0	\$900,000

05-95-47-470010-79480000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF,
 HHS: MEDICAID & BUSINESS POLICY OFFICE, OFFICE OF MEDICAID AND BUSINESS POLICY
 MEDICAID CARE MANAGEMENT (100% General Funds)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ (Decrease)	Revised Amount
2019	102- 500731	Contracts for Program Services	47000554	\$162,562	\$0	\$162,562
2020	102- 500731	Contracts for Program Services	47000554	\$441,868	\$0	\$441,868
			<i>Subtotal</i>	\$604,430	\$0	\$604,430
			Grand Total	\$7,114,076	\$600,000	\$7,714,076

**State of New Hampshire
Department of Health and Human Services
Amendment #7**

This Amendment to the Alcohol and Other Drug (AOD) Continuum of Care System Supports contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and JSI Research & Training Institute, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on October 17, 2018, (Item #6), as amended on December 5, 2018, (Item #20), August 28, 2019, (Item #12) June 24, 2020, (Item #34), November 18, 2020, (Item #21), April 21, 2021, (Item #15), and most recently amended September 15, 2021, (Item #15a), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement, increase the price limitation, or modify the scope of services to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.7, Completion Date, to read:
June 30, 2023
2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:
\$7,714,076
3. Modify Exhibit A, Amendment #3, Scope of Services, by replacing it in its entirety with Exhibit A, Amendment #7, Scope of Services, which is attached hereto and incorporated by reference herein.
4. Add Exhibit B-34, Amendment #7, Public Awareness and Education Campaign Budget, which is attached hereto and incorporated by reference herein.
5. Add Exhibit B-35, Amendment #7, Service to Science Budget, which is attached hereto and incorporated by reference herein.
6. Add Exhibit B-36, Amendment #7, Governor's Commission on AOD Support Budget, which is attached hereto and incorporated by reference herein.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective July 1, 2022, subject to Governor and Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

5/20/2022

Date

DocuSigned by:

Katja S. Fox

Name: Katja S. Fox

Title: Director

JSI Research & Training Institute

5/17/2022

Date

DocuSigned by:

Katie Robert

Name: Katie Robert

Title: Director

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

6/1/2022

Date

DocuSigned by:
Robyn Guarino
746734814011480
Name: Robyn Guarino
Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:
Title:



**New Hampshire Department of Health and Human Services
Alcohol and Other Drug (AOD) Continuum of Care System Supports
Exhibit A – Amendment 7**

Scope of Services

1. Provisions Applicable to All Services

- 1.1. The Contractor shall submit a detailed description of the language assistance services they will provide to persons with limited English proficiency to ensure meaningful access to their programs and/or services within ten (10) days of the contract effective date.
- 1.2. The Contractor agrees that, to the extent future legislative action by the New Hampshire General Court or federal or state court orders may have an impact on the Services described herein, the State Agency has the right to modify Service priorities and expenditure requirements under this Agreement so as to achieve compliance therewith.
- 1.3. For the purposes of this Agreement, the Department has identified the Contractor as a Contractor, in accordance with 2 CFR 200.0. et seq.

2. Scope of Services

2.1. Governor's Commission on Alcohol and Other Drugs Support

- 2.1.1. The Contractor shall design and publish reports at the direction and request of the Governor's Commission on Alcohol and Other Drugs (hereinafter referred to as the Governor's Commission) and in accordance with RSA 12-J:4, Meetings and Reports.
- 2.1.2. The Contractor shall provide administrative support and technical assistance for all Governor's Commission subgroups, including but not limited to Governor's Commission Taskforces, and their respective meetings as requested by the Department.
- 2.1.3. The Contractor shall provide administrative support and technical assistance that includes, but is not limited to:
 - 2.1.3.1. Providing administrative and logistical support including, but not limited to:
 - 2.1.3.1.1. Attending all Governor's Commission subgroup meetings.
 - 2.1.3.1.2. Taking meeting minutes for each Governor's Commission subgroup, including preparing minutes for approval and posting approved minutes on the Governor's Commission web page at <https://nhcenterforexcellence.org/governors-commission>.

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**New Hampshire Department of Health and Human Services
Alcohol and Other Drug (AOD) Continuum of Care System Supports
Exhibit A – Amendment 7**

- 2.1.3.1.3. Communicating with the Governor's Commission Taskforce Chairpersons and subgroup leads to prepare agendas.
- 2.1.3.1.4. Communicating with presenters, as needed.
- 2.1.3.2. Providing copies of materials, including minutes from previous meetings.
- 2.1.3.3. Providing consultation and recommendations to enhance work of respective Taskforces and other subgroups including, but not limited to:
 - 2.1.3.3.1. Identifying potential TA requests.
 - 2.1.3.3.2. Submitting identified TA requests to the Governor's Commission for approval.
 - 2.1.3.3.3. Providing guidance and support to complete approved requests.
 - 2.1.3.3.4. Providing summary reports of completed TA to the Governor's Commission.
- 2.1.4. The Contractor shall update membership lists for the Governor's Commission and each subgroup as requested.
- 2.1.5. The Contractor shall update and maintain the Governor's Commission web page and associated subpages on: <https://nhcenterforexcellence.org/governors-commission>.
- 2.1.6. The Contractor shall coordinate with the Governor's Commission and the Department to ensure requirements in RSA 12-J, Governor's Commission on Alcohol and Drug Abuse Prevention and Recovery are met.

2.2. Service to Science

- 2.2.1. The Contractor shall identify, select, guide, and support programs with becoming NH-endorsed, evidence-informed prevention programs. The Contractor shall:
 - 2.2.1.1. Employ NH's Service to Science process in accordance with Substance Abuse and Mental Health Services Administration's (SAMHSA) process guidelines. The Contractor shall:
 - 2.2.1.1.1. Establish core elements of an evidence-based practice;
 - 2.2.1.1.2. Ensure the approach is grounded in research;

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**New Hampshire Department of Health and Human Services
Alcohol and Other Drug (AOD) Continuum of Care System Supports
Exhibit A – Amendment 7**

- 2.2.1.1.3. Ensure valid and reliable data are collected and analyzed to determine program effectiveness; and
- 2.2.1.1.4. Require implementation support including, but not limited to materials, manuals and training to support replication.
- 2.2.1.2. Coordinate, convene, and facilitate the NH Expert Panel, which:
 - 2.2.1.2.1. Represents multiple sectors, statewide and nationally, in the field of prevention; and
 - 2.2.1.2.2. Is responsible for reviewing applications submitted in the NH Service to Science process.
- 2.2.1.3. Ensure the application process includes a review and scoring conducted by an expert panel.
- 2.2.1.4. Ensure applicants who meet criteria which include measurable results and report successful outcomes, are endorsed as Promising Practices, in prevention.
- 2.2.1.5. Ensure applicants endorsed as Promising Practices in prevention have the option to continue with the process to become endorsed as an Evidence-Based Practice in prevention.
- 2.2.1.6. Collaborate with the Department to improve the current NH Service to Science process by establishing an evidence-informed workgroup to identify innovative NH-based programs that exhibit a level of readiness to enter the process of becoming a NH evidence-informed prevention program.
- 2.2.1.7. Provide consultation, technical assistance and evaluation support to a minimum of three (3) prevention organizations who are seeking to improve the quality of their programs or practices, which may include, but are not limited to:
 - 2.2.1.7.1. Process improvements.
 - 2.2.1.7.2. Protocol improvements.
 - 2.2.1.7.3. Evaluation methodology consultation.
 - 2.2.1.7.4. Evaluation development and implementation.
 - 2.2.1.7.5. Communication improvements.
 - 2.2.1.7.6. Marketing improvements.

2.3. Public Awareness and Education for Prevention and Health Promotion

JSI Research & Training Institute

Exhibit A

Contractor Initials

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RFP-2019-BDAS-03-ALCOH-01-A07
Rev.09/06/18

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5/17/2022
Date



**New Hampshire Department of Health and Human Services
Alcohol and Other Drug (AOD) Continuum of Care System Supports
Exhibit A – Amendment 7**

- 2.3.1. The Contractor shall collaborate with the Department to develop and implement statewide messaging that increases public awareness and education for substance misuse prevention and health promotion, which includes, but is not limited to:
 - 2.3.1.1. Reviewing current prevention and health promotion materials and content.
 - 2.3.1.2. Reviewing current data on emerging substance use disorders to inform messaging.
 - 2.3.1.3. Identifying priority audiences.
 - 2.3.1.4. Researching, creating, and validating messages that provide the priority audiences with information and actions required to access substance misuse and health promotion information.
 - 2.3.1.5. Engaging the identified audience(s) through focus groups or key informant interviews.
 - 2.3.1.6. Testing messaging with the identified audience to ensure the content is relevant and culturally competent.
 - 2.3.1.7. Engaging the State's Regional Public Health Networks and other community-based prevention organizations and professionals in the development, implementation and marketing of the messages.
- 2.3.2. The Contractor shall implement a strategic communications plan, in consultation with the Department, that ensures the frequency and reach of all paid media is based on industry standards and reaches the intended audiences, based on research and audience testing. The Contractor shall:
 - 2.3.2.1. Prepare media buy plans for Department review and approval.
 - 2.3.2.2. Negotiate media placement rates to provide added value for each media buy.
 - 2.3.2.3. Pay for media buys.
- 2.3.3. The Contractor shall submit all final messages to the Department for approval prior to publishing and public release or distribution, which includes electronic copies of the production files for all media messages.
- 2.3.4. The Contractor shall utilize a variety of culturally competent messages, platforms, and communications channels to ensure messaging reaches audiences statewide.



**New Hampshire Department of Health and Human Services
Alcohol and Other Drug (AOD) Continuum of Care System Supports
Exhibit A – Amendment 7**

- 2.3.5. The Contractor shall ensure the Public Awareness and Education for Prevention and Health Promotion, each State Fiscal Year, includes, but is not limited to:
 - 2.3.5.1. Developing and posting a minimum of five (5) new messages for paid social media.
 - 2.3.5.2. Producing and posting a minimum of 18 Power of Prevention Podcasts.
 - 2.3.5.3. Developing and sponsoring an Anti-Stigmatizing Language seminar.
 - 2.3.5.4. Providing a minimum of one (1) Communication Training.
 - 2.3.5.5. Engaging a minimum of one (1) Black, Indigenous and People of Color (BIPOC) organization to become an active member of The Partnership Steering Committee, to help diversify perspectives and make recommendations that create greater recognition and inclusion of these marginalized groups.
- 2.3.6. The Contractor shall increase the number of users who engage with the posted paid social media, in each State Fiscal Year, as measured by website analytics.
- 2.3.7. The Contractor shall include information about The Doorways, 211-NH, and other prevention and health promotion websites specific in key messages, as appropriate.
- 2.3.8. The Contractor shall host and maintain <https://drugfreenh.org/>, bingefree603.org and todayisfor.me which includes, but is not limited to developing, updating, and uploading website content at the request and approval of the Department.
- 2.3.9. The Contractor shall develop a messaging evaluation plan, for Department approval, which includes an evaluation of the process, outputs, and intermediate outcomes.
- 2.3.10. The Contractor shall implement the approved messaging evaluation plan.
- 2.3.11. The Contractor, shall evaluate the public awareness and education messages campaign for process, outputs, and outcomes.

3. Department Collaboration, Meetings, and Websites.

- 3.1. The Contractor shall meet with the Department, at least quarterly, to review the status of all requirements within this agreement, including, but not limited to:
 - 3.1.1. Work plans and/or timelines for all requirements within this Agreement, for the upcoming quarter.

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**New Hampshire Department of Health and Human Services
Alcohol and Other Drug (AOD) Continuum of Care System Supports
Exhibit A – Amendment 7**

- 3.1.2. Anticipated staffing needs for each scope of work for the upcoming quarter.
- 3.1.3. Potential issues that may impact deliverables and outcomes for each scope of work and suggested mitigation strategies.
- 3.1.4. Quarterly financial reports that clearly identify for actual expenditures incurred in the fulfillment of this agreement.
- 3.2. The Contractor shall collaborate with the Department to ensure that all websites within this agreement are designed, created, and managed according to all NH DoIT website requirements and that any protected health information (PHI), personal information (PI), or other confidential information solicited, will not be stored or captured on the website and shall not be further disclosed except as provided by contract. Unless notice is clearly provided on the website, the Contractor agrees that website visitation will not be monitored and recorded for website analytics or marketing.
- 3.3. The Contractor shall, in collaboration with the Department, develop an End-of-Contract Plan that includes, but is not limited to developing a process for compiling an electronic file of all final products produced through this agreement.

4. Reporting

- 4.1. The Contractor shall provide a work plan and timeline to the Department for approval, that defines the activities, deliverables, and due dates for each scope of work within 20 business days following the Amendment 7 approval date, ensuring any changes to approved work plans or timelines are subject to Department notice and approval.
- 4.2. The Contractor shall submit monthly written progress reports to the Department related to each scope of work which includes, but is not limited to:
 - 4.2.1. A summary of the key work performed during the monthly period.
 - 4.2.2. Encountered and anticipated issues and/or challenges, including mitigation strategies as applicable.
 - 4.2.3. Scheduled work for the upcoming period.
- 4.3. The Contractor shall provide semi-annual reports, including de-identified or aggregated data only, for the Governor's Commission in accordance with RSA 12-J:4, Meetings and Reports.
- 4.4. The Contractor shall provide a written report of Public Awareness and Education messaging evaluation findings as detailed above, prior to June 30, of each state fiscal year.
- 4.5. The Contractor shall submit an End-of-Year Report no later than 60 days after the end of the state fiscal year which includes, but is not limited to:

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**New Hampshire Department of Health and Human Services
Alcohol and Other Drug (AOD) Continuum of Care System Supports
Exhibit A – Amendment 7**

- 4.5.1. An overview of work completed during the State Fiscal Year, including accomplishments with regards to meeting program goals.
 - 4.5.2. End of year financial report.
 - 4.6. The Contractor shall ensure the End-of-Contract Plan is submitted to the Department no later than 30 days prior to the agreement completion date.
- 5. Performance Measures**
- 5.1. The Department will monitor Contractor performance to ensure:
 - 5.1.1. Prevention messaging and education efforts result in a 10% increase in social media user accounts each State Fiscal Year.
 - 5.1.2. A minimum of three (3) NH prevention programs are identified and assisted annually for participation in the Service to Science process.

New Hampshire Department of Health and Human Services	
Complete one budget form for each budget period.	
Contractor Name: <u>JSI Research & Training Institute, Inc.</u>	
Budget Request for: <u>Public Awareness & Education Campaign Budget</u>	
Budget Period <u>July 1, 2022 through June 30, 2023 (SFY23)</u>	
Indirect Cost Rate (if applicable) <u>20.46%</u>	
Line Item	Program Cost - Funded by DHHS
1. Salary & Wages	\$42,895
2. Fringe Benefits	\$20,118
3. Consultants	\$0
4. Equipment	\$0
5.(a) Supplies - Educational	\$0
5.(b) Supplies - Lab	\$0
5.(c) Supplies - Pharmacy	\$0
5.(d) Supplies - Medical	\$0
5.(e) Supplies Office	\$0
6. Travel	\$0
7. Software	\$0
8. (a) Other - Marketing/Communications	\$0
8. (b) Other - Education and Training	\$0
8. (c) Other - Other (specify below)	
<i>Host and maintain the drugfreeNH.org website and 2 sister</i>	\$1,800
<i>Social Media/Facebook advertising</i>	\$5,700
<i>Youth Engagement materials for steering committee</i>	\$1,300
<i>Support multi-cultural representation on Steering Cmte</i>	\$4,000
<i>Produce 18 Power of Prevention podcasts \$200 x 18</i>	\$3,600
<i>Anti-stigmatizing language seminar sponsorship</i>	\$800
<i>Communication training guest speakers \$1500 x 2</i>	
9. Subrecipient Contracts	\$3,000
Total Direct Costs	\$83,013
Total Indirect Costs	\$16,987
TOTAL	\$100,000

New Hampshire Department of Health and Human Services Complete one budget form for each budget period. Contractor Name: <u>JSI Research & Training Institute, Inc.</u> Budget Request for: <u>Service to Science Budget</u> Budget Period <u>July 1, 2022 through June 30, 2023 (SFY23)</u> Indirect Cost Rate (if applicable) <u>7.82%</u>	
Line Item	Program Cost - Funded by DHHS
1. Salary & Wages	\$51,310
2. Fringe Benefits	\$24,065
3. Consultants	\$0
4. Equipment	\$0
5.(a) Supplies - Educational	\$0
5.(b) Supplies - Lab	\$0
5.(c) Supplies - Pharmacy	\$0
5.(d) Supplies - Medical	\$0
5.(e) Supplies Office	\$0
6. Travel	\$0
7. Software	\$0
8. (a) Other - Marketing/Communications	\$0
8. (b) Other - Education and Training	\$0
8. (c) Other - Other (specify below)	
5 SME for a stipend of \$2000 each	\$10,000
Other (please specify)	\$0
Other (please specify)	\$0
Other (please specify)	\$0
9. Subrecipient Contracts	\$146,500
Total Direct Costs	\$231,875
Total Indirect Costs	\$18,125
TOTAL	\$250,000

New Hampshire Department of Health and Human Services	
Complete one budget form for each budget period.	
Contractor Name: <u>JSI Research & Training Institute, Inc.</u>	
Budget Request for: <u>Governor's Commission on AOD Support Budget</u>	
Budget Period <u>July 1, 2022 through June 30, 2023 (SFY23)</u>	
Indirect Cost Rate (if applicable) <u>21.23%</u>	
Line Item	Program Cost - Funded by DHHS
1. Salary & Wages	\$138,680
2. Fringe Benefits	\$65,040
3. Consultants	\$0
4. Equipment	\$0
5.(a) Supplies - Educational	\$0
5.(b) Supplies - Lab	\$0
5.(c) Supplies - Pharmacy	\$0
5.(d) Supplies - Medical	\$0
5.(e) Supplies Office	\$0
6. Travel	\$0
7. Software	\$0
8. (a) Other - Marketing/Communications	\$0
8. (b) Other - Education and Training	\$0
8. (c) Other - Other (specify below)	
Closed captioning, translation, interpretation, accessibility se	\$2,000
Meeting room rental(s)	\$500
Other (please specify)	\$0
Other (please specify)	\$0
9. Subrecipient Contracts	\$0
Total Direct Costs	\$206,220
Total Indirect Costs	\$43,780
TOTAL	\$250,000



Lari A. Shibiotta
Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
GOVERNOR'S COMMISSION ON ALCOHOL & OTHER DRUGS

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9564 1-800-804-0909
Fax: 603-271-6105 TDD Access: 1-800-735-2964 www.dhhs.nh.gov/dcbcs/bdas

August 17, 2021

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, on behalf of the Governor's Commission on Alcohol and Other Drugs, to amend an existing contract with JSI Research & Training Institute, Inc. (VC# 161611-B001), Bow, New Hampshire, to provide administrative support to develop the Strategic Plan for the Governor's Commission on Alcohol and other Drugs and provide administrative support to the Governor's Stimulant Workgroup, by increasing the price limitation by \$150,000 from \$6,964,076 to \$7,114,076 with no change to the contract completion date of June 30, 2022, effective upon Governor and Council approval. 46.30% Federal Funds. 3.02% General Funds. 50.68% Other Funds (Governor's Commission Funds).

The original contract was approved by Governor and Council on October 17, 2018, item #6, and was amended on December 5, 2018, item #20, August 28, 2019, item #12, June 24, 2020, item #34, November 18, 2020, item #21, and most recently on April 21, 2021, item #15.

Funds are available in the following accounts for State Fiscal Year 2022, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

See attached fiscal details.

EXPLANATION

The purpose of this request is to begin the process of developing the Strategic Plan for the Governor's Commission on Alcohol and Other Drugs. Amending this contract ensures the Contractor will have the support necessary to coordinate the research required to further improve practices, focus priority areas, and confirm strategies that aim to mitigate alcohol and other drug misuse and its social, health and behavioral consequences, including overdoses, lost wages and strain on public resources like criminal justice and healthcare.

The Contractor will provide services that include, but are not limited to:

- Conducting formative research to determine key priority areas for the Strategic Plan.
- Convening and facilitating a meeting of the Governor's Commission to report on the findings of the formative research and make recommendations on priority areas and strategies for the Strategic Plan.
- Upon approval of the Governor's Commission Chairpersons, writing the final strategic plan report.

The Department will monitor contracted services by reviewing monthly written progress reports that include a summary of the key research performed during each monthly period. The Contractor will provide information including, but not limited to, minutes from previous meetings, copies of monthly invoices and supporting documentation.

As referenced in C-1 of the original agreement, the parties have the option to extend the agreement for up to two (2) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and Governor and Council approval. The Department is not exercising its option to renew at this time.

Should the Governor and Council not authorize this request, NH's ability to further improve practices, focus priority areas, and confirm strategies that aim to mitigate alcohol and other drug misuse and its social, health and behavioral consequences, including overdoses, lost wages and strain on public resources like criminal justice and healthcare would be limited.

Area served: Statewide.

Source of Other Funds: 100% Other Funds.

In the event that the Other Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Lori A. Shiblette
Commissioner

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Lori A. Sibillette
Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
GOVERNOR'S COMMISSION ON ALCOHOL & OTHER DRUGS

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9564 1-800-804-0909
Fax: 603-271-6105 TDD Access: 1-800-735-2964 www.dhhs.nh.gov/dcbcs/bdas

March 30, 2021

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, on behalf of the Governor's Commission on Alcohol and Other Drugs, to amend an existing **Sole Source** contract with JSI Research & Training Institute d/b/a Community Health Institute (VC#161611-B001), Bow, NH to continue providing assistance and support to the New Hampshire Governor's Commission on Alcohol and Other Drugs, and Partnerships for Success programs; providing public information relative to alcohol and other drugs, including opioids; and providing reporting and evaluation data to the Department, by exercising a renewal option by increasing the price limitation by \$625,000 from \$6,339,076 to \$6,964,076 and by extending the completion date from June 30, 2021 to June 30, 2022 effective upon Governor and Council approval. 38.62% Federal Funds. 11.76% General Funds. 49.62% Other Funds (Governor Commission Funds).

The original contract was approved by Governor and Council on October 17, 2018, item #6. It was subsequently amended with Governor and Council approval on December 5, 2018, item #18, June 24, 2020, item # 34 and most recently amended with Governor and Council approval on November 18, 2020, item #21.

Funds are available in the following accounts for State Fiscal Years 2021, and are anticipated to be available in State Fiscal Year 2022, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

See attached fiscal details.

EXPLANATION

This request is **Sole Source** because a previous action was approved as sole source and MOP 150 requires any subsequent amendments to be labelled as sole source. The services and the Contractor were requested, authorized and approved by the Governor's Commission on Alcohol and other Drugs on January 10, 2020, March 5, 2020, and February 19, 2021.

The purpose of this request is to continue providing support and technical assistance to the Commission; the Department; and contractors receiving Partnership for Success funding. By renewing and amending this contract, critical work will continue to collectively improve practices and skills and to increase the information needed and collected to make decisions about mitigating alcohol and other drug misuse and its social, health and behavioral consequences, including overdoses, lost wages and strain on public resources like criminal justice and healthcare.

The Contractor will continue providing services that include, but are not limited to:

- Providing administrative support and technical assistance to the Governor's Commission on Alcohol and Other Drugs.

- Designing and publishing reports in accordance with RSA 12-J: 4, Meetings and Reports.
- Implementing statewide messaging to increase community knowledge of risk and protective factors related to substance misuse and to increase connection to community resources for substance misuse prevention:
- Employing the New Hampshire Service to Science process to support and guide promising New Hampshire prevention programs in becoming New Hampshire-endorsed, evidence-informed programs and to provide consultation assistance and support to prevention organizations who are seeking program improvement.
- Assisting the State Epidemiological Outcomes Workgroup (SEOW), Governor's Commission Data and Evaluation Task Force and reporting relative to RSA12-J:4;
- Supporting the Department and sub-grantees funded through the Substance Abuse and Mental Health Services Administration's Partnership for Success (PFS) grant. PFS programs are designed to address underage drinking among individuals who are 12 through 19 years of age and prescription drug misuse and abuse among individuals who are 12 through 24 years of age; and
- Conducting activities related to compiling and submitting the Cost-Effectiveness and Outcomes Report for NH Prevention programs in accordance with HB1626.

The Contractor will also continue collaborating with the Department to develop and implement statewide messaging that increases public awareness and education for substance misuse prevention and health promotion.

The Department will monitor contracted services by reviewing monthly written progress reports that include a summary of the key work performed during the monthly period, foreseeable key issues and mitigation strategies that include a schedule of work to be completed for the upcoming reporting period.

As referenced in C-1 of the original contract, the parties have the option to extend the agreement for up to two (2) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and Governor and Council approval. The Department is exercising its option to renew services for the last of the two (2) years available.

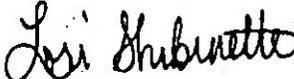
Should the Governor and Council not authorize this request NH prevention programs may not have the support and guidance necessary to address substance use disorders of youth and young adults in their communities. Additionally, NH citizens may not have access to consistent messaging around risk and protective factors and connection to community resources for substance misuse prevention.

Area served: Statewide

Source of Funds: CFDA #93.243 FAIN SP020796.

In the event that the Federal or Other Funds become no longer available, additional General Funds will not be requested to support this program.

Respectfully submitted,


Lori A. Shibinette
Commissioner

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Lori A. Shilbette
Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
GOVERNOR'S COMMISSION ON ALCOHOL & OTHER DRUGS

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9564 1-800-804-0909
Fax: 603-271-6105 TDD Access: 1-800-735-2964 www.dhhs.nh.gov/dcbcs/bdas

October 14, 2020

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, on behalf of the Governor's Commission on Alcohol and Other Drugs, to amend an existing **Sole Source** agreement with JSI Research & Training Institute d/b/a Community Health Institute, (Vendor #161811-B001), Bow, New Hampshire for website maintenance to provide additional support for the Alcohol and Other Drug Continuum of Care System Supports, by increasing the price limitation by \$31,500 from \$6,307,576 to \$6,339,076 with no change to the contract completion date of June 30, 2021 effective upon Governor and Council approval. 66% Federal Funds. 34% General Funds.

The original contract was approved by Governor and Council on October 17, 2018, item #6. It was subsequently amended with Governor and Council approval on December 5, 2018, item #18, and most recently amended with Governor and Council approval on June 24, 2020, item #34.

Funds are available in the following accounts for State Fiscal Year 2021, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

Please attached fiscal details

EXPLANATION

This request is **Sole Source** because a previous action was approved as sole source and MOP 150 requires any subsequent amendments to be labelled as sole source. The services and contractor were requested, authorized and approved by the Governor's Commission on Alcohol and other Drugs (Commission) on January 10, 2020 and March 5, 2020.

The purpose of this request is to provide website maintenance and content management services for the Treatment Locator (<https://nhtreatment.org/>) and New Hampshire Recovery Hub (<http://nhrecoveryhub.org/>) websites. The additional scope supports and expands existing treatment and recovery listings, website content and educational materials.

The Contractor will host each website and ensure the websites function properly while updating and uploading content, as requested by providers and the Department. The Contractor will maintain each website and ensure directory listings are current by improving coordination of edits and new provider listings as well as identifying key providers and organizations.

The Department will monitor additional contracted services by reviewing monthly written progress reports that include a summary of the key work performed during the monthly period.

The Contractor will identify foreseeable key issues and include mitigation strategies with a schedule of work to be completed for the upcoming reporting period.

As referenced in Exhibit C-1 of the original contract, the parties have the option to extend the agreement for up to two (2) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and Governor and Council approval. The Department is not exercising its option to renew at this time.

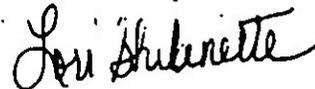
Should the Governor and Council not authorize this request the Department will not be able to maintain the websites that offer vital information in support of the statewide Substance Use Treatment and Recovery efforts.

Area served: Statewide

Source of Funds: CFDA #93.243 FAIN SP020796; CFDA #93.959 FAIN TI083041; General Funds; and Other Funds (Governor Commission Funds).

In the event that Federal or Other Funds become no longer available, additional General Funds will not be requested to support this program.

Respectfully submitted,



Lori A. Shibinette
Commissioner



Levi A. Shibiobette
Commissioner

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STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES
GOVERNOR'S COMMISSION ON ALCOHOL & OTHER DRUGS

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9564 1-800-804-0909
Fax: 603-271-6105 TDD Access: 1-800-735-2964 www.dhhs.nh.gov/dcbcs/bdas

June 10, 2020

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to amend an existing **sole source** agreement with JSI Research & Training Institute d/b/a Community Health Institute, (Vendor #161611-B001), 501 South Street, 2nd Floor Bow, NH 03304, to provide assistance and support to the New Hampshire Governor's Commission on Alcohol and Other Drugs (Commission), and Partnership for Success programs; provide public information relative to alcohol and other drugs, including opioids; and to provide reporting and evaluation relative to HB1626 by exercising a contract renewal option by increasing the price limitation by \$925,000 from \$5,382,576 to \$6,307,576 and extending the completion date from June 30, 2020 to June 30, 2021, effective July 1, 2020 or upon Governor and Executive Council approval, whichever is later. 32.43% Federal Funds and 67.57% Other (Governor Commission) Funds.

This agreement was originally approved by the Governor and Council on October 17, 2018 (Item #6) and subsequently amended on December 5, 2018 (Item # 18) and August 28, 2019 (Item #12).

Funds are available in the following accounts for state fiscal years 2020 and 2021, with the authority to adjust amounts within the price limitation and adjust encumbrances between state fiscal years through the Budget Office, if needed and justified.

Fiscal Details are attached

EXPLANATION

This request is **sole source** because the previous action on the contract increased the funding of the contract by greater than ten percent (10%). The services and contractor were requested, authorized and approved by the Governor's Commission on Alcohol and other Drugs (Commission) on January 10, 2020 and March 5, 2020.

The Vendor currently provides services to the Commission, the Department, and contractors receiving Partnership for Success federal grant funding statewide. By renewing and amending this contract, critical work will continue to collectively improve practices and skills and to increase the information needed and collected to make decisions about mitigating alcohol and other drug misuse and its social, health, and behavioral consequences such as overdoses, lost wages and strain on public resources like criminal justice and healthcare.

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- Funding in this amendment will be used to provide services including, but not limited to:
- Providing administrative support, technical assistance to the Commission as requested and directed by the Commission;
 - Designing and publishing reports in accordance with RSA12-J:4;
 - Implementing statewide messaging to increase community knowledge of risk and protective factors related to substance misuse and to increase connection to community resources for substance misuse prevention per the direction of the Commission;
 - Employing NH's Service to Science process to support and guide promising NH prevention programs in becoming a NH-endorsed, evidence-informed programs and to provide consultation assistance and support to prevention organizations who are seeking to improve the quality of their programs or practices;
 - Assisting the State Epidemiological Outcomes Workgroup (SEOW), Governor's Commission Data and Evaluation Task Force and reporting relative to RSA12-J:4;
 - Supporting the Department and sub-grantees funded through the Substance Abuse and Mental Health Services Administration's Partnership for Success (PFS) grant. PFS programs are designed to address underage drinking among individuals who are 12 through 19 years of age and prescription drug misuse and abuse among individuals who are 12 through 24 years of age; and
 - Conducting activities related to compiling and submitting the Cost-Effectiveness and Outcomes Report for NH Prevention programs in accordance with HB1626.

The Contractor's progress toward meeting the contract goals will be reviewed and measured through monthly progress reports.

The original agreement, included language in Exhibit C-1, Revisions to General Provisions, Section 3 that allows the Department to renew the contract for up to two (2) years, subject to the continued availability of funding, satisfactory performance of service, parties' written authorization and approval from the Governor and Executive Council. The Department is in agreement with renewing services for one (1) year of the two (2) years available at this time.

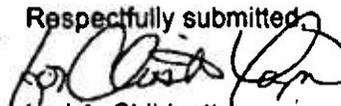
Should the Governor and Council not authorize this request, the Governor's Commission would be unable to fulfill reporting requirements in accordance with RSA 12-J:4 and 12-J:5, which would put the State out of compliance with NH Laws; NH prevention programs may not have the support and guidance needed to address substance use disorders of youth and young adults in their communities; and NH citizens may not have access to consistent messaging around risk and protective factors and connection to community resources for substance misuse prevention.

Area served: Statewide

Source of Funds: 32.43% Federal Funds from DHHS, Substance Abuse & Mental Health Services Admin, Center for Substance Abuse Prevention, CFDA #93.243 FAIN SP020796; and 67.57% Other Funds from Governor Commission Funds.

In the event that the Federal or Other Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Lori A. Shibinette

Commissioner.

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STATE OF NEW HAMPSHIRE
 DEPARTMENT OF HEALTH AND HUMAN SERVICES
 DIVISION FOR BEHAVIORAL HEALTH

Jeffrey A. Meyers
 Commissioner

Katja S. Fox
 Director

129 PLEASANT STREET, CONCORD, NH 03301
 603-271-9544 1-800-852-3345 Ext. 9544
 Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

July 2, 2019

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into a sole source amendment to an existing contract with JSI Research & Training Institute d/b/a Community Health Institute, Vendor #161611-B001, 501 South Street, 2nd Floor Bow, NH 03304, for the coordination of services provided to the New Hampshire Alcohol and Other Drug (AOD) Continuum of Care System, by increasing the price limitation by \$531,842 from \$4,850,734 to an amount not to exceed \$5,382,576 with no change to the contract completion date of June 30, 2020, effective upon Governor and Executive Council approval. 41.41% Federal Funds, 15.09% General Funds and 43.50% Other (Governor's Commission) Funds.

The original agreement was approved by the Governor and Executive Council on October 17, 2018 (Item #6), and amended on December 5, 2018 (Item #20).

Funds are available in the following accounts for State Fiscal Year (SFY) 2020, with authority to adjust encumbrances between State Fiscal Years through the Budget Office if needed and justified.

05-95-92-920510-25590000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, OPIOID STR GRANT (100% Federal Funds)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92052559	\$50,000	\$0	\$50,000
2020	102- 500731	Contracts for Program Services	92052559	\$0	\$0	\$0
			<i>Subtotal</i>	<i>\$50,000</i>	<i>\$0</i>	<i>\$50,000</i>

05-95-92-920510-33820000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, GOVERNOR COMMISSION FUNDS (100% Other Funds)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
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2019	102-500731	Contracts for Program Services	92058501	\$599,676	\$0	\$599,676
2019	102-500731	Contracts for Program Services	92058502	\$599,676	\$0	\$599,676
2020	102-500731	Contracts for Program Services	92058501	\$324,676	\$0	\$324,676
2020	102-500731	Contracts for Program Services	92058502	\$324,676	\$481,842	\$806,518
			<i>Subtotal</i>	<i>\$1,848,704</i>	<i>\$481,842</i>	<i>\$2,330,546</i>

05-95-92-920510-33840000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, CLINICAL SERVICES (66% Federal Funds 34% General Funds)

SFY	Class/Account	Class Title	Job Number	Current Amount	Increase/Decrease	Revised Amount
2019	102-500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2020	102-500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
			<i>Subtotal</i>	<i>\$600,000</i>	<i>\$0</i>	<i>\$600,000</i>

05-95-92-920510-33950000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, PFS2 GRANT (100% Federal Funds)

SFY	Class/Account	Class Title	Job Number	Current Amount	Increase/Decrease	Revised Amount
2019	102-500731	Contracts for Program Services	92052407	\$240,000	\$0	\$240,000
2019	102-500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2020	102-500731	Contracts for Program Services	92052407	\$240,000	\$25,000	\$265,000
2020	102-500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
			<i>Subtotal</i>	<i>\$630,000</i>	<i>\$25,000</i>	<i>\$655,000</i>

05-95-92-920510-69350000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, MAT GRANT (100% Federal Funds)

SFY	Class/Account	Class Title	Job Number	Current Amount	Increase/Decrease	Revised Amount
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2019	102-500731	Contracts for Program Services	92056935	\$108,800	\$0	\$108,800
2020	102-500731	Contracts for Program Services	92056935	\$108,800	\$25,000	\$133,800
			<i>Subtotal</i>	\$217,600	\$25,000	\$242,600

05-95-92-920510-7040000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, STATE OPIOID RESPONSE GRANT (100% Federal Funds)

SFY	Class/Account	Class Title	Job Number	Current Amount	Increase/Decrease	Revised Amount
2019	102-500731	Contracts for Program Services	92057040	\$500,000	\$0	\$500,000
2020	102-500731	Contracts for Program Services	92057040	\$400,000	\$0	\$400,000
			<i>Subtotal</i>	\$900,000	\$00	\$900,000

05-95-47-470010-79480000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: MEDICAID & BUSINESS POLICY OFFICE, OFFICE OF MEDICAID AND BUSINESS POLICY MEDICAID CARE MANAGEMENT (100% General Funds)

SFY	Class/Account	Class Title	Job Number	Current Amount	Increase/Decrease	Revised Amount
2019	102-500731	Contracts for Program Services	47000554	\$162,562	\$0	\$162,562
2020	102-500731	Contracts for Program Services	47000554	\$441,868	\$0	\$441,868
			<i>Subtotal</i>	\$604,430	\$0	\$604,430
			Grand Total	\$4,850,734	\$531,842	\$5,382,576

EXPLANATION

This request is sole source because the increase in funding exceeds 10% of the current contract price limitation.

The purpose of this request is to expand the scope of services that the Contractor is currently providing to ensure the State has appropriate and sufficient resources to address the implementation and monitoring of new and existing strategies, including:

- Supporting and expanding existing public awareness and prevention education campaigns.
- Adding administrative support and technical assistance to the Governor's Commission on Alcohol and Other Drugs.

- Adding evaluation for the enhanced care coordination services offered through the MAT-PDOA grant.

New Hampshire prevention, intervention, treatment, and recovery support services providers and agencies across the state are supported by work that is performed by the contractor under this agreement. The training component of this agreement has held forty-one (41) workshops, with a total of 1,138 participants.

Should the Governor and Executive Council not approve this request, the Department may not have access to necessary information that is collected through services provided under this contract. The collected information is used to make decisions about allocating resources to combat alcohol and drug misuse and the social, health, and behavioral consequences of substance misuse, such as overdoses, lost wages and strain on public resources.

Area served: Statewide.

Source of funds: 41.41% Federal Funds from the DHHS, Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Prevention and Treatment Block Grant, CFDA #93.959 FAIN T11010035, CFDA #93.243, FAIN #T1026741, and CFDA #93.243, FAIN #SP020796, 15.09% General Funds and 43.50% Other Funds from the Governor's Commission Funds.

In the event that the Federal Funds or Other Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Jeffrey A. Meyers

Commissioner



Jeffrey A. Meyers
Commissioner

Katja S. Fox
Director

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH
BUREAU OF DRUG AND ALCOHOL SERVICES

105 PLEASANT STREET, CONCORD, NH 03301
603-271-6110 1-800-852-3345 Ext. 6738
Fax: 603-271-6105 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

November 14, 2018

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Bureau of Drug and Alcohol Services, to enter into a **sole source** amendment to an existing contract with JSI Research & Training Institute d/b/a Community Health Institute, Vendor #161611-B001, 501 South Street, 2nd Floor Bow, NH 03304, for the coordination of services provided to the New Hampshire Alcohol and Other Drug (AOD) Continuum of Care System, by increasing the price limitation by \$1,450,000 from \$3,400,734 to an amount not to exceed \$4,850,734, effective upon Governor and Executive Council approval, with no change to the contract completion date of June 30, 2020. 45.22% Federal Funds, 16.67% General Funds and 38.11% Other Funds.

The original agreement was approved by the Governor and Executive Council on October 17, 2018 (Item #6).

Funds are available in the following accounts for State Fiscal Year (SFY) 2019, and are anticipated to be available in SFY 2020, upon the availability and continued appropriation of funds in the future operating budget, with authority to adjust encumbrances between State Fiscal Years through the Budget Office, without further approval from the Governor and Executive Council, if needed and justified.

05-95-92-920510-25590000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, OPIOID STR GRANT (100% Federal Funds)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92052559	\$50,000	\$0	\$50,000
2020	102- 500731	Contracts for Program Services	92052559	\$0	\$0	\$0
			<i>Subtotal</i>	<i>\$50,000</i>	<i>\$0</i>	<i>\$50,000</i>

05-95-92-920510-33820000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, GOVERNOR COMMISSION FUNDS (100% Other Funds)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92058501	\$324,676	\$275,000	\$599,676
2019	102- 500731	Contracts for Program Services	92058502	\$324,676	\$275,000	\$599,676
2020	102- 500731	Contracts for Program Services	92058501	\$324,676	\$0	\$324,676
2020	102- 500731	Contracts for Program Services	92058502	\$324,676	\$0	\$324,676
			<i>Subtotal</i>	<i>\$1,298,704</i>	<i>\$550,000</i>	<i>\$1,848,704</i>

05-95-92-920510-33840000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, CLINICAL SERVICES (66% Federal Funds 34% General Funds)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
2020	102- 500731	Contracts for Program Services	92057501	\$300,000	\$0	\$300,000
			<i>Subtotal</i>	<i>\$600,000</i>	<i>\$0</i>	<i>\$600,000</i>

05-95-92-920510-33950000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, PFS2 GRANT (100% Federal Funds)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102- 500731	Contracts for Program Services	92052407	\$240,000	\$0	\$240,000
2019	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
2020	102- 500731	Contracts for Program Services	92052407	\$240,000	\$0	\$240,000
2020	102- 500731	Contracts for Program Services	92052408	\$75,000	\$0	\$75,000
			<i>Subtotal</i>	<i>\$630,000</i>	<i>\$0</i>	<i>\$630,000</i>

05-95-92-920510-69350000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, MAT GRANT (100% Federal Funds)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102-500731	Contracts for Program Services	92056935	\$108,800	\$0	\$108,800
2020	102-500731	Contracts for Program Services	92056935	\$108,800	\$0	\$108,800
			<i>Subtotal</i>	\$217,600	\$0	\$217,600

05-95-92-920510-70400000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, STATE OPIOID RESPONSE GRANT (100% Federal Funds)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102-500731	Contracts for Program Services	92057040	\$0	\$500,000	\$500,000
2020	102-500731	Contracts for Program Services	92057040	\$0	\$400,000	\$400,000
			<i>Subtotal</i>	\$0	\$900,000	\$900,000

05-95-47-470010-79480000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: MEDICAID & BUSINESS POLICY OFFICE, OFFICE OF MEDICAID AND BUSINESS POLICY MEDICAID CARE MANAGEMENT (100% General Funds)

SFY	Class/ Account	Class Title	Job Number	Current Amount	Increase/ Decrease	Revised Amount
2019	102-500731	Contracts for Program Services	47000554	\$162,562	\$0	\$162,562
2020	102-500731	Contracts for Program Services	47000554	\$441,868	\$0	\$441,868
			<i>Subtotal</i>	\$604,430	\$0	\$604,430
			Grand Total	\$3,400,734	\$1,450,000	\$4,850,734

EXPLANATION

This request is sole source because the additional funding increases the price limitation by more than ten (10) percent of the original contract value. The purpose of this request is to expand the scope of services that the Contractor is currently providing to include restarting the Anyone/Anytime public advertising campaign. This amendment is in support of the Department's goal to re-align the substance use disorder (SUD) service access system into a streamlined and standardized approach as part of the State Opioid Response (SOR) grant, as awarded by the Substance Abuse and Mental Health Services Administration (SAMHSA). The Department's accepted SOR plan includes a significant investment in the expansion and dissemination of a public messaging campaign around the risk of opioids, safe medication storage, and accessing help for those who are affected by OUD. SOR funds will be used to re-boot and expand the "Anyone Anytime" campaign that the Department launched in 2014, and will expand the campaign to target specific prevention messaging for children and young adults related to OUD risks. This re-boot will also serve to ensure public awareness of new access points established with SOR funding, ensuring that individuals seeking information about SUD/OD services are directed to the appropriate resources, including calling the newly developed 2-1-1 NH call center, visiting the single website designed to streamline information about services, and contacting their Regional Hub to access services.

This amendment also adds \$150,000 in funds that the Department was directed to add to this contract by the Governor's Commission on Alcohol and other Drugs at their October 2018 meeting. The purpose of the additional funding provided by the Commission is to ensure that the Contractor has sufficient resources to support the administrative and technical assistance functions the Commission requests of them.

Notwithstanding any other provision of the Contract to the contrary, no services shall continue after June 30, 2019, and the Department shall not be liable for any payments for services provided after June 30, 2019, unless and until an appropriation for these services has been received from the state legislature and funds encumbered for the SFY 2020-2021 biennium.

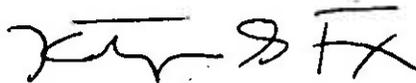
Should the Governor and Executive Council not approve this request, the Department may be unable to ensure that the general public is made aware of the new service delivery access established under the SOR grant, and resources for public awareness campaigns around the dangers and risks of opioids will remain limited. Further, the Department may not be in compliance with the funding directive made by the Governor's Commission on Alcohol and other Drugs

Area served: Statewide.

Source of funds: 45.22% Federal Funds from the DHHS, Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Treatment, Substance Abuse Prevention and Treatment Block Grant, CFDA#93.959 FAIN# TI010035, State Targeted Response to the Opioid Crisis (STR) Grant, CFDA #93.788 FAIN #TI080246, the Medication-Assisted Treatment (MAT) Grant CFDA #93.243 FAIN #TI026741, and the State Opioid Response (SOR) Grant CFDA #93.788 FAIN #TI081685 16.67% General Funds, and 38.11% Other Funds from the Governor Commission Funds.

In the event that the Federal Funds become no longer available, additional General Funds will not be requested to support this program.

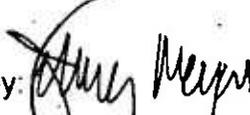
Respectfully submitted,



Katja S. Fox

Director

Approved by:



Jeffrey A. Meyers

Commissioner

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH
BUREAU OF DRUG AND ALCOHOL SERVICES

Jeffrey A. Meyers
Commissioner

Katja S. Fox
Director

105 PLEASANT STREET, CONCORD, NH 03301
603-271-6110 1-800-852-3345 Ext. 6738
Fax: 603-271-6105 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

September 19, 2018

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Bureau of Drug and Alcohol Services, to enter into a **retroactive** agreement with JSI Research & Training Institute d/b/a Community Health Institute (Vendor #161611-B001), 501 South Street, 2nd Floor Bow, NH 03304, for the coordination of services provided to the New Hampshire Alcohol and Other Drug (AOD) Continuum of Care System, statewide, in an amount not to exceed \$3,400,734 effective **retroactive** to October 1, 2018 upon Governor and Executive Council approval through June 30, 2020. 38% Federal Funds, 24% General Funds and 38% Other Funds.

Funds are available in the following accounts for State Fiscal Year (SFY) 2019 and are anticipated to be available in SFY 2020, upon the availability and continued appropriation of funds in the future operating budgets, with authority to adjust amounts within the price limitation and adjust encumbrances between SFYs through the Budget Office without further approval from Governor and Executive Council, if needed and justified.

05-95-92-920510-25590000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, STR GRANT (100% Federal Funds)

SFY	Class/Account	Class Title	Job Number	Total Amount
2019	102-500731	Contracts for Program Services	92052559	\$50,000
2020	102-500731	Contracts for Program Services	92052559	\$0
			<i>Subtotal</i>	<i>\$50,000</i>

05-95-92-920510-33820000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, GOVERNOR COMMISSION FUNDS (100% Other Funds)

SFY	Class/Account	Class Title	Job Number	Total Amount
2019	102-500731	Contracts for Program Services	92058501	\$324,676
2019	102-500731	Contracts for Program Services	92058502	\$324,676
2020	102-500731	Contracts for Program Services	92058501	\$324,676
2020	102-500731	Contracts for Program Services	92058502	\$324,676
			<i>Subtotal</i>	<i>\$1,298,704</i>

05-95-92-920510-33840000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, CLINICAL SERVICES (66% Federal Funds 34% General Funds)

SFY	Class/Account	Class Title	Job Number	Total Amount
2019	102-500731	Contracts for Program Services	92057501	\$300,000
2020	102-500731	Contracts for Program Services	92057501	\$300,000
			<i>Subtotal</i>	<i>\$600,000</i>

05-95-92-920510-33950000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, PFS2 GRANT (100% Federal Funds)

SFY	Class/Account	Class Title	Job Number	Total Amount
2019	102-500731	Contracts for Program Services	92052407	\$240,000
2019	102-500731	Contracts for Program Services	92052408	\$75,000
2020	102-500731	Contracts for Program Services	92052407	\$240,000
2020	102-500731	Contracts for Program Services	92052408	\$75,000
			<i>Subtotal</i>	<i>\$630,000</i>

05-95-92-920510-69350000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION FOR BEHAVIORAL HEALTH, BUREAU OF DRUG AND ALCOHOL, MAT GRANT (100% Federal Funds)

SFY	Class/Account	Class Title	Job Number	Total Amount
2019	102-500731	Contracts for Program Services	92056935	\$108,800
2020	102-500731	Contracts for Program Services	92056935	\$108,800
			<i>Subtotal</i>	<i>\$217,600</i>

05-95-47-470010-79480000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: MEDICAID & BUSINESS POLICY OFFICE, OFFICE OF MEDICAID AND BUSINESS POLICY MEDICAID CARE MANAGEMENT(100% General Funds)

SFY	Class/Account	Class Title	Job Number	Total Amount
2019	101-500729	Contracts for Program Services	TBD	\$162,562
2020	101-500729	Contracts for Program Services	TBD	\$441,868
			<i>Subtotal</i>	<i>\$604,430</i>
			Total	\$3,400,734

EXPLANATION

This request is **retroactive** in order to continue critical work in support of a range of programs relative to New Hampshire's Alcohol and Other Drug Continuum of Care System as described below. This approval also will allow the Contractor to begin a time-sensitive examination of the cost-effectiveness and outcomes of Governor's Commission funded programs.

The purpose of this request is to improve the New Hampshire Alcohol and Other Drug (AOD) Continuum of Care System to ensure the citizens of New Hampshire receive quality prevention, intervention, treatment and recovery support services. This statewide system aligns with the Department's efforts to establish a whole-person centered, community-based provider system that is integrated with primary health care and behavioral health.

In March of 2018, the Governor's Commission on AOD Abuse Prevention, Treatment, and Recovery (Commission) issued their mid-year report (<https://www.dhhs.nh.gov/dcbcs/bdas/documents/mid-year-commission-2018.pdf>) emphasizing the need to stabilize and expand support for prevention, early identification, treatment and recovery services; especially for high-risk/high-need populations such as youth, young adults and pregnant women to ensure accessible, integrated services meet demand throughout the State. Approval of this Agreement will result in the provision of training, technical assistance, program evaluation, data analysis and interpretation to support the AOD Continuum of Care System across New Hampshire.

Services within this Agreement will support identified needs and result in the collective improvement of the AOD Continuum of Care System in mitigating substance misuse and its consequences for the citizens of New Hampshire by:

- Increasing professional service provider's knowledge, skills and abilities in the use of various outcome-supported and evidence-based programs, policies, and practices;
- Improving provider's overall operations as they relate to programs, policies, and practices;
- Supporting the integration of AOD services within primary and behavioral health care;
- Providing technical assistance in the form of consultation and guidance to assist providers in building internal capacity and increasing knowledge and expertise in the changing landscape of healthcare;
- Providing program evaluation to measure outcomes and processes to continually enhance and improve the quality of services delivered;
- Providing data analysis to inform the decision-making process for SUD services; and
- Conducting cost-effectiveness and outcome reporting activities in accordance with HB1626 and specific to the Governor's Commission funded programs (http://www.gencourt.state.nh.us/bill_status/billText.aspx?sy=2018&id=1559&txtFormat=html).

The outcomes achieved for each of the measures above will be used to determine the effectiveness of the Contractor's efforts.

For 2014-2015 in New Hampshire, an average of 82,000 individuals aged twelve (12) or older (7.2% of all individuals in this age group) reported having a Substance Use Disorder (SUD) within the past year. The Bureau of Drug and Alcohol Services has developed, and continues to improve, the AOD Continuum of Care System to mitigate alcohol and other drug misuse and to ensure affected citizens of New Hampshire receive quality prevention, intervention, treatment and recovery support services.

JSI Research & Training Institute d/b/a Community Health Institute was selected for this project through a competitive bid process. A Request for Proposals was posted on the Department of Health and Human Services' website from May 8, 2018 through July 2, 2018. The Department received one (1) proposal. The proposal was reviewed and scored by a team of individuals with program specific knowledge. The Bid Summary is attached.

As referenced in the Request for Proposals and in the Exhibit C-1, Revisions to General Provisions, of this contract, the Department reserves the option to extend contract services for up to two (2) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and approval of the Governor and Executive Council.

Notwithstanding any other provision of the Contract to the contrary, no services shall continue after June 30, 2019, and the Department shall not be liable for any payments for services provided after June 30, 2019, unless and until an appropriation for these services has been received from the state legislature and funds encumbered for the SFY 2020-2021 biennia.

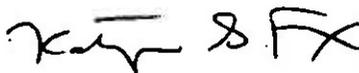
Should the Governor and Executive Council not approve this request, the Department may not be able to meet state and federal requirements including Chapter 302 (HB 1626), New Hampshire Laws of 2018 and the associated federal grants. Additionally, valuable opportunities will be missed to support integrated care, enhance provider skills and abilities; and monitor, evaluate, and improve alcohol and other drug services. All of these elements are imperative to providing effective services and making informed, data-driven decisions related to the mitigation of alcohol and other drug misuse and the social, physical and behavioral health consequences for New Hampshire citizens and communities.

Area served: Statewide.

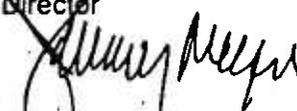
Source of funds: 38% Federal Funds from the DHHS, Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Treatment, Substance Abuse Prevention and Treatment Block Grant, CFDA#93.959 FAIN# T1010035, State Targeted Response to the Opioid Crisis (STR) Grant, CFDA #93.788 FAIN #T1080246, and the Medication-Assisted Treatment (MAT) Grant CFDA #93.243 FAIN #T1026741. 38% Other Funds from the Governor Commission Funds and 24% General Funds.

In the event that the Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Katja S. Fox
Director



Approved by:

Jeffrey A. Meyers
Commissioner