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Jared S. Chicoine

DEPUTY COMMISSIONER  
Christopher J. Ellms, Jr.



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April 19, 2023

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

### REQUESTED ACTION

The New Hampshire Department of Energy (Energy) requests **Retroactive** authority to continue its membership and participation in the National Association for State Community Services Programs (NASCSPP), Vendor #171349, for an amount of \$2,870.86, effective upon Governor and Executive Council approval for the period January 1, 2023 through December 31, 2023. **100% Federal Funds**

Funding is available in accounting unit "Low Income Weatherization" as follows:

	<u>FY2023</u>
02-052-052-520010-33560000-026-500251 Organizational Dues	\$2,870.86

### EXPLANATION

This request is **Retroactive** because the invoice was received late. Approval of this request will enable the Energy to pay annual membership dues to the National Association for State Community Services Programs (NASCSPP). NASCSPP is a non-profit, member-driven learning network for state and territory managers of Community Service Block Grant (CSBG) programs and the Weatherization Assistance Program (WAP) offices nationwide. NASCSPP works to support its members in the successful administration of federal and state programs. Being a member strengthens organization impact, creates unity, and provides a platform for trusted, collaborative partnerships, and stronger relationships with federal funders. NASCSPP has been instrumental in assisting the state of New Hampshire in planning for and operationalizing funds from the Bipartisan Infrastructure Law (BIL), as well as planning for and reauthorizing the Formula WAP Grant funds, and producing annual State Plans. A copy of the invoice is attached for your review.

Listed below are answers to the standard questions required for Governor and Council organization dues and membership approval submissions:

1. **How long has this organization been in existence and how long has this agency been a member of this organization?** NASCSPP was incorporated October 31, 1978, in the state

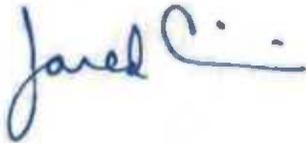
of South Carolina as The National Association of State Economic Opportunity Office Directors. The name was changed November 5, 1981, to the National Association for State Community Services Programs. In 1987, NASCSP's membership expanded to include directors of the Department of Energy's Weatherization Assistance Program.

2. **Is there any other organization which provides the same or similar benefits which your agency belongs to?** NASCSP is the sole organization that represents all state administrators of the Weatherization Assistance Program and CSBG Program.
3. **How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?** All 50 states, Washington DC, and 5 territories are members. The NH Department of Energy is the only Weatherization Assistance Program member in NH.
4. **How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc.)** The dues were derived using a base dues amount and a percentage of state allocation of federal funds for each state. Increases occurred this way through 2008. The next increase in 2015 dues was a flat \$1000 for the 2016 calendar year. The next increase approved by the membership in 2022 called for a 25% dues increase, capped at \$1,000, for the 2023 calendar year, and annual dues increases of 2% for 2024 through 2028. Any change in membership dues is proposed and presented by the Membership Committee and has to be approved by a vote of the membership according to the NASCSP Bylaws.
5. **What benefit does the state receive from participating in this membership?** New Hampshire receives regular updates on actions in Washington, DC, which impact funding and program requirements; there are educational and training resources for state staff, along with technical expertise and advice on programs implementation.
6. **Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail** Membership allows participation in a variety of learning opportunities, training events, topic-focused webinars, and one-on-one consultation with experienced NASCSP staff. Membership also provides access to information on critical issues, research, and resources, such as from national energy labs, accredited weatherization training centers, and other states managing the same programs. All of this is free to members. National training conferences are an additional expense.
7. **Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.** Membership is not required to receive any federal grants or required in order to receive or participate in licensing or certification exams.
8. **Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips.** No, US DOE supports and issues a Memo of support for each of the NASCSP training conferences where important WAP updates and trainings are shared. Each state receives T&TA funds for travel and conference attendance. Members do get a discounted conference registration rate.
9. **Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization?)** Membership is for the department as a whole, however, the staff members that have the most interaction are the Department's Weatherization Program staff: Kirk Stone, Joseph Cicirelli, Brittany Mitchell, and Michele York.

**10. Explain in detail any negative impact to the State if the Agency did not belong to this organization.** New Hampshire would lose access to the valuable resources that NASCSP provides, such as educational and training resources for staff, and technical expertise for local program management, networking among members on common program problems and concerns.

Your consideration of our request is appreciated.

Sincerely,

A handwritten signature in blue ink that reads "Jared Chicoine". The signature is written in a cursive style with a large initial "J" and a distinct "C" for the last name.

Jared S. Chicoine  
Commissioner

Attachments – NASCSP Dues Invoice



**NASCSP** | NATIONAL ASSOCIATION FOR STATE COMMUNITY SERVICES PROGRAMS

**2023 NASCSP MEMBERSHIP DUES INVOICE**

**TO:** Kirk Stone.  
NH Department of Energy  
21 S. Fruit Street Suite 10  
Concord, NH 03301

**FROM:** National Association for State Community Services Programs (NASCSP)

**RE:** Membership Dues

**INVOICE#:** NH-NASCSP2023-WAP

**DATE:** September 29, 2022

2023 WAP Dues .....\$2,870.86

Membership covers services from January 1, 2023, through December 31, 2023

Please make checks payable to NASCSP and remit to:

*APPROVED: KMD  
3-17-23*

NASCSP  
111 K Street, NE  
Suite 300  
Washington, DC 20002

Federal ID # 57 0715943  
Dun # 849157102

BUS. OFF	DATE	INVO
VENDOR	671347	REMIT
PO#	LINE#	AMT
	LINE#	AMT \$
A/U	ACCT	AMT \$
A/U	ACCT	AMT \$
DESC		
TOTAL \$		DUE DATE

Payment due by December 31, 2022. Dues are considered delinquent after January 31, 2023.

THANK YOU

**LEADERSHIP**  
Beverly Buchanan, President, AR  
Matt Fitzgerald, Vice President, VA  
Melanie Sanford, Secretary, MI  
Robert Garber, Treasurer, MO

**LEADERSHIP**  
Stuart Campbell, CSBG Program Chair, MD  
Jeff Heino, WAP Program Chair, WI  
Jeannie Chaffin, Interim Executive Director

**CONTACT**  
111 K ST, NE, Suite 300  
Washington, D.C. 20002  
(202) 370-3657  
[www.nascsp.org](http://www.nascsp.org)