0 JUN08'23 PM 2:12 RCV

25

STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF ECONOMIC STABILITY

Lori A. Weaver
Interim Commissioner

Karen E. Hebert
Director

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9474 1-800-852-3345 Ext. 9474
Fax: 603-271-4230 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 5, 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 of Economic Stability, to **retroactively** pay a membership fee to the National Association for State Community Services Programs (NASCSP) (VC#171349), Washington, DC in the amount of $3,051 for annual membership dues effective upon Governor and Council approval for the period from January 1, 2023 through December 31, 2023. Funding source: 100% Federal Funds.

05-95-45-450010-71480000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HUMAN SERVICES-DEHS, BUREAU OF FAMILY ASSISTANCE, CSBG

State Fiscal Year	Class / Account	Job Number	Class Title	Total Amount
2023	026-500251	45012180	Memberships	$3,051

EXPLANATION

The purpose of this request is to make a **retroactive** payment for the membership of the Community Service Block Grant (CSBG) program to the National Association for State Community Services Programs (NASCSP) for the period of January 1, 2023 through December 31, 2023. The request is made **retroactively** due to a vacancy in the CSBG program which caused this membership renewal to be overlooked. The purpose of this association is essential to help in the oversite of the community action programs. The department has determined that membership in this association would be of great value for reasons outlined below.

Listed below are answers to standard questions required for Governor and Executive 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?

   NASCSP was formed in 1978 by State Administrators. NASCSP cannot determine exactly how long NH has been a member due to paper records no longer being available; however, their best estimate is at least since 1978.

2. Is there any other organization that provides the same or similar benefits which your

agency belongs to?

None.

3. How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?

   There are 49 other states. The NH Dept. of Energy is a member under the Weatherization Assistance Program (WAP). However, that membership does not cover DHHS – CSBG membership.

4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc.)

   The dues rates 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 $1,000 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.

5. What benefit does the state receive from participating in this membership?

   There are numerous benefits to participation in NASCSP. Several are listed below:
   - Access to member-only publications and training events.
   - Access to current information on critical issues, research, and resources through daily communications.
   - Access to member-only website portal with opportunities, information, resources, and news specific to CSBG.
   - Access to systems that identify state, regional, and local program impacts, accomplishments, and innovative service delivery support.
   - Coordinate and disseminate information on antipoverty and energy efficiency efforts to our federal funders, Office of Community Services (OCS) NASCSP provides this information to OCS
   - Platforms for national and state-wide collaboration, focused on program-specific requirements, guidelines, and needs.
   - National conferences, regional trainings, and webinars led by experienced peer administrators and industry experts.
   - Program-specific orientation for state offices related to federally required monitoring, data reporting, performance management, and state manager training.
   - Discounted registration costs for conference rates and exclusive access to federal and regional partner panels.
   - Customized on-site and/or virtual training opportunities for state office staff to provide contracting, state plan development, annual reporting, monitoring, etc., best practices.
   - Access to peer-to-peer information and requests for NASCSP members.
   - Technical support to benefit program growth, progress, and successful performance management.

6. Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.

   Yes. All materials provided in the above noted training, research, education and technical

assistance are covered by the membership dues.

7. Is the membership required in order to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.

   Membership is not required for licensing, certification exams, or to receive federal grants.

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.

   Currently there is one state employee scheduled to attend the Annual Training Conference in Grand Rapids, MI from September 25 – 29, 2023. Depending on availability of funding, a second state employee may attend. Cost of materials are covered by the membership dues. The cost of travel and accommodations is not covered. Currently, there are no plans to attend any other training or conferences that involve travel.

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.)

   The CSBG Administrator, Marc Tremblay, is directly involved as a member. There is a likelihood that he will hold committee assignments in the future.

10. Explain in detail any negative impact to the State if the Agency did not belong to this organization.

    NASCSP works closely with the Federal Office of Community Services to provide support and technical assistance for state offices related to federally require monitoring, data reporting, performance management, and state manager training.

    Should the Governor and Council not approve this request, the Department may not have the most timely and accurate information available on federal programs, federal funding, future directions, and interpretation of proposed laws and rules, which is necessary for the efficient administration of Department programs.

Source of Funds: 100% Federal Funds.

Respectfully submitted,

Lori Weaver
Interim Commissioner

NASCSP | NATIONAL ASSOCIATION FOR STATE COMMUNITY SERVICES PROGRAMS

2023 NASCSP MEMBERSHIP DUES INVOICE

TO: Regina Lamprey
New Hampshire Department of Health & Human Services
129 Pleasant Street
Concord, NH 03301

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

RE: **Membership Dues**

INVOICE#: **NH-NASCSP2023-CSBG**

DATE: September 29, 2022

2023 CSBG Dues $3,050.96

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

Please make checks payable to NASCSP and remit to:

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

Federal ID # 57 0715943
Dun # 849157102

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 Helno, 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