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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

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May 25, 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, to enter into **Sole Source** amendments to existing contracts with the Contractors listed below for the continued provision of the State Grant in Aid (SGIA) Home Assistance program, by increasing the total price limitation by $2,257,699 from $17,346,536 to $19,604,235 and by extending the completion dates from June 30, 2023 to March 31, 2024, effective July 1, 2023 upon Governor and Council approval. 100% General Funds.

The original contracts were approved by Governor and Council as specified in the table below.

Contractor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
The Bridge House, Inc.	165288-B001	Plymouth, NH	$361,612	$45,881	$407,493	O: 6/19/19 (Item #40) A1: 7/15/20 (Item #20) A2: 5/19/21 (Tabled Item #15) A3: 12/7/22 (Item #20)
Concord Coalition to End Homelessness	267140-B001	Bow, NH	$185,945	$43,964	$229,909	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Cross Roads House, Inc.	166570-B001	Portsmouth, NH	$1,906,194	$233,990	$2,140,184	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15) A3:12/7/22 (Item #20)

Families in Transition	157730	Manchester, NH	$3,898,642	$481,745	$4,380,387	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15) A3:12/7/22 (Item #20)
The Friends Program, Inc.	154987-B001	Concord, NH	$534,664	$66,527	$601,191	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Item #15) A3:12/7/22 (Item #20)
Helping Hands Outreach Ministries, Inc.	174226-R001	Manchester, NH	$577,084	$73,409	$650,493	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15) A3:12/7/22 (Item #20)
Hundred Nights, Inc.	313375	Keene, NH	$885,970	$80,291	$966,261	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15) A3:12/7/22 (Item #20)
Lakes Region Community Developers	156571-B001	Laconia, NH	$204,991	$43,586	$248,577	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Marguerites Place, Inc.	157465-B001	Nashua, NH	$327,536	$52,763	$380,299	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)

						A2:05/19/21 (Tabled Item #15)
My Friend's Place	156274-B001	Dover, NH	$466,771	$48,175	$514,946	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15) A3:12/7/22 (Item #20)
Nashua Soup Kitchen and Shelter, Inc.	174173-R001	Nashua, NH	$704,569	$68,821	$773,390	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15) A3:12/7/22 (Item #20)
New Hampshire Catholic Charities	177295-B001	Greenland, NH	$415,103	$50,468	$465,571	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15) A3:12/7/22 (Item #20)
New Hampshire Coalition Against Domestic and Sexual Violence	155510-B001	Concord, NH	$1,678,826	$332,634	$2,011,460	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
The Salvation Army	177627-B001	Laconia, NH	$670,261	$91,761	$762,022	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15) A3:12/7/22 (Item #20)

The Salvation Army	177627-B003	Concord, NH	$784,610	$96,349	$880,959	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15) A3:12/7/22 (Item #20)
Seacoast Family Promise	311097	Exeter, NH	$255,473	$32,117	$287,590	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15) A3:12/7/22 (Item #20)
Southwestern Community Services, Inc.	177511-R001	Keene, NH 03431	$1,432,752	$174,346	$1,607,098	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15) A3:12/7/22 (Item #20)
The Front Door Agency, Inc.	156244-B001	Nashua, NH 03064	$557,157	$100,937	$658,094	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Easter Seals New Hampshire, Inc. (F.K.A. The Way Home, Inc.)	166673-B001	Manchester, NH	$256,886	$43,586	$300,472	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15) A3:09/15/21 (Item #13)
Tri-County Community Action Program, Inc.	177195-B009	Berlin, NH	$361,530	$29,822	$391,352	O: 07/10/19 (Item #16) A1:07/15/20 (Item #20)

						A2:05/19/21 (Tabled Item #15) A3:12/7/22 (Item #20)
Waypoint	177166-B002	Manchester, NH	$879,960	$66,527	$946,487	O: 6/19/19 (Item #40) A1: 8/28/19 (Item #20B) A2: 7/15/20 (Item #20) A3: 6/2/21 (Item #19)
		Total:	**$17,346,536**	**$2,257,699**	**$19,604,235**	

Funds 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 contracts beyond the completion dates and there are no renewal options available. The Department anticipates releasing a competitive bid for emergency shelter services upon completion of the State Budget process, with contracts starting April 1, 2024. Extending the current contracts will allow the Department to release one procurement with the final budget available instead of potentially releasing two procurements if the funding amount changes. This extension will ensure there is no lapse in services.

The purpose of this request is to continue the State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during State Fiscal Year 2024.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters. Case management services include housing navigation, applications for housing, public assistance, referrals for healthcare, linkages to education, and employment supports. The case management services are personalized and based on the strengths and support needs for each individual or family.

The Department will continue to monitor services through reports available through the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area Served: Statewide

Respectfully submitted,

Lori A. Weaver
Interim Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	42307020	$59,130	$0	$59,130
2022	102/500732	Contracts for Program Services	42307020	$61,174	$0	$61,174
2023	102/500733	Contracts for Program Services	42307020	$61,174	$0	$61,174
2024	102/500733	Contracts for Program Services	42307020	$0	$45,881	$45,881
		Sub Total		$264,968	$45,881	$310,849

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$0	$0	$0
2021	102/500731	Contracts for Program Services	42307020	$0	$0	$0
2022	102/500732	Contracts for Program Services	42307020	$0	$0	$0
2023	102/500733	Contracts for Program Services	42307020	$0	$0	$0
2024	102/500733	Contracts for Program Services	42307020	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	42307020	$58,618	$0	$58,618
2022	102/500732	Contracts for Program Services	42307020	$58,618	$0	$58,618
2023	102/500733	Contracts for Program Services	42307020	$58,618	$0	$58,618
2024	102/500733	Contracts for Program Services	42307020	$0	$43,964	$43,964
		Sub Total		$185,945	$43,964	$229,909

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	42307020	$301,563	$0	$301,563
2022	102/500732	Contracts for Program Services	42307020	$311,987	$0	$311,987
2023	102/500733	Contracts for Program Services	42307020	$311,987	$0	$311,987
2024	102/500733	Contracts for Program Services	42307020	$0	$233,990	$233,990
		Sub Total		$1,390,758	$233,990	$1,624,748

FITNHNH, Inc. Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	42307020	$620,866	$0	$620,866
2022	102/500732	Contracts for Program Services	42307020	$642,327	$0	$642,327
2023	102/500733	Contracts for Program Services	42307020	$642,327	$0	$642,327
2024	102/500733	Contracts for Program Services	42307020	$0	$481,745	$481,745
		Sub Total		$2,942,938	$481,745	$3,424,683

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	42307020	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	42307020	$88,702	$0	$88,702
2023	102/500733	Contracts for Program Services	42307020	$88,702	$0	$88,702
2024	102/500733	Contracts for Program Services	42307020	$0	$66,527	$66,527
		Sub Total		$352,114	$66,527	$418,641

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	42307020	$94,608	$0	$94,608
2022	102/500732	Contracts for Program Services	42307020	$97,878	$0	$97,878
2023	102/500733	Contracts for Program Services	42307020	$97,878	$0	$97,878
2024	102/500733	Contracts for Program Services	42307020	$0	$73,409	$73,409
		Sub Total		$405,272	$73,409	$478,681

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	42307020	$103,478	$0	$103,478
2022	102/500732	Contracts for Program Services	42307020	$107,055	$0	$107,055
2023	102/500733	Contracts for Program Services	42307020	$107,055	$0	$107,055
2024	102/500733	Contracts for Program Services	42307020	$0	$80,291	$80,291
		Sub Total		$434,964	$80,291	$515,255

Lakes Region Community Developers

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	42307020	$56,174	$0	$56,174
2022	102/500732	Contracts for Program Services	42307020	$58,115	$0	$58,115
2023	102/500733	Contracts for Program Services	42307020	$58,115	$0	$58,115
2024	102/500733	Contracts for Program Services	42307020	$0	$43,586	$43,586
		Sub Total		$204,991	$43,586	$248,577

Marquerites Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$118,536	$0	$118,536
2021	102/500731	Contracts for Program Services	42307020	$68,300	$0	$68,300
2022	102/500732	Contracts for Program Services	42307020	$70,350	$0	$70,350
2023	102/500733	Contracts for Program Services	42307020	$70,350	$0	$70,350
2024	102/500733	Contracts for Program Services	42307020	$0	$52,763	$52,763
		Sub Total		$327,536	$52,763	$380,299

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	42307020	$62,087	$0	$62,087
2022	102/500732	Contracts for Program Services	42307020	$64,233	$0	$64,233
2023	102/500733	Contracts for Program Services	42307020	$64,233	$0	$64,233
2024	102/500733	Contracts for Program Services	42307020	$0	$48,175	$48,175
		Sub Total		$305,697	$48,175	$353,872

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	42307020	$88,695	$0	$88,695
2022	102/500732	Contracts for Program Services	42307020	$91,761	$0	$91,761
2023	102/500733	Contracts for Program Services	42307020	$91,761	$0	$91,761
2024	102/500733	Contracts for Program Services	42307020	$0	$68,821	$68,821
		Sub Total		$468,328	$68,821	$537,149

New Generation

Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	42307020	$65,043	$0	$65,043
2022	102/500732	Contracts for Program Services	42307020	$67,291	$0	$67,291
2023	102/500733	Contracts for Program Services	42307020	$67,291	$0	$67,291
2024	102/500733	Contracts for Program Services	42307020	$0	$50,468	$50,468
		Sub Total		$296,982	$50,468	$347,450

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	42307020	$428,693	$0	$428,693
2022	102/500732	Contracts for Program Services	42307020	$443,512	$0	$443,512
2023	102/500733	Contracts for Program Services	42307020	$443,512	$0	$443,512
2024	102/500733	Contracts for Program Services	42307020	$0	$332,634	$332,634
		Sub Total		$1,678,826	$332,634	$2,011,460

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	42307020	$118,260	$0	$118,260
2022	102/500732	Contracts for Program Services	42307020	$122,348	$0	$122,348
2023	102/500733	Contracts for Program Services	42307020	$122,348	$0	$122,348
2024	102/500733	Contracts for Program Services	42307020	$0	$91,761	$91,761
		Sub Total		$444,758	$91,761	$536,519

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	42307020	$124,173	$0	$124,173
2022	102/500732	Contracts for Program Services	42307020	$128,465	$0	$128,465
2023	102/500733	Contracts for Program Services	42307020	$128,465	$0	$128,465
2024	102/500733	Contracts for Program Services	42307020	$0	$96,349	$96,349
		Sub Total		$569,845	$96,349	$666,194

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	42307020	$41,391	$0	$41,391
2022	102/500732	Contracts for Program Services	42307020	$42,822	$0	$42,822
2023	102/500733	Contracts for Program Services	42307020	$42,822	$0	$42,822
2024	102/500733	Contracts for Program Services	42307020	$0	$32,117	$32,117
		Sub Total		$180,305	$32,117	$212,422

Southern NH Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$0	$0	$0
2021	102/500731	Contracts for Program Services	42307020	$0	$0	$0
2022	102/500732	Contracts for Program Services	42307020	$0	$0	$0
2023	102/500733	Contracts for Program Services	42307020	$0	$0	$0
2024	102/500733	Contracts for Program Services	42307020	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	42307020	$224,694	$0	$224,694
2022	102/500732	Contracts for Program Services	42307020	$232,461	$0	$232,461
2023	102/500733	Contracts for Program Services	42307020	$232,461	$0	$232,461
2024	102/500733	Contracts for Program Services	42307020	$0	$174,346	$174,346
		Sub Total		$992,485	$174,346	$1,166,831

The Front Door Agency

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	42307020	$130,086	$0	$130,086
2022	102/500732	Contracts for Program Services	42307020	$134,583	$0	$134,583
2023	102/500733	Contracts for Program Services	42307020	$134,583	$0	$134,583
2024	102/500733	Contracts for Program Services	42307020	$0	$100,937	$100,937
		Sub Total		$557,157	$100,937	$658,094

Easter Seals (Formerly The Way Home, Inc)

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$84,482	$0	$84,482
2021	102/500731	Contracts for Program Services	42307020	$56,174	$0	$56,174
2022	102/500732	Contracts for Program Services	42307020	$58,115	$0	$58,115
2023	102/500733	Contracts for Program Services	42307020	$58,115	$0	$58,115
2024	102/500733	Contracts for Program Services	42307020	$0	$43,586	$43,586
		Sub Total		$256,886	$43,586	$300,472

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	42307020	$38,435	$0	$38,435
2022	102/500732	Contracts for Program Services	42307020	$39,763	$0	$39,763
2023	102/500733	Contracts for Program Services	42307020	$39,763	$0	$39,763
2024	102/500733	Contracts for Program Services	42307020	$0	$29,822	$29,822
		Sub Total		$205,825	$29,822	$235,647

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	42307020	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	42307020	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	42307020	$88,702	$0	$88,702
2023	102/500733	Contracts for Program Services	42307020	$88,702	$0	$88,702
2024	102/500733	Contracts for Program Services	42307020	$0	$66,527	$66,527
		Sub Total		$429,960	$66,527	$496,487

Total	$12,896,540	$2,257,699	$15,154,239

05-95-42-450010-61460000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF FAMILY ASSISTANCE, TEMP ASSISTNC TO NEEDY FAMILIES
100% Federal Funds

Waypoint — Vendor # 177166 - B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Current Modified Budget	Current Modified Budget
2020	502/500891	Payments to Providers	45057501	$0	$0	$0
2021	502/500891	Payments to Providers	45057501	$150,000	$0	$150,000
2022	502/500891	Payments to Providers	45057501	$150,000	$0	$150,000
2023	502/500891	Payments to Providers	45057501	$150,000	$0	$150,000
		Sub Total		**$450,000**	**$0**	**$450,000**

05-095-094-940010-24650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HEW HAMPSHIRE HOSPITAL, ARPA DHHS FISCAL RECOVERY FUNDS
100% Federal Funds

Bridge House Shelters — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2023	102/500733	Contracts for Program Services	00FRF602PH9529A	$96,644	$0	$96,644
		Sub Total		$96,644	$0	$96,644

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2023	102/500733	Contracts for Program Services	00FRF602PH9529A	$515,436	$0	$515,436
		Sub Total		$515,436	$0	$515,436

FITNHNH, Inc. — Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2023	102/500733	Contracts for Program Services	00FRF602PH9529A	$955,704	$0	$955,704
		Sub Total		$955,704	$0	$955,704

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2023	102/500733	Contracts for Program Services	00FRF602PH9529A	$182,550	$0	$182,550
		Sub Total		$182,550	$0	$182,550

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2023	102/500733	Contracts for Program Services	00FRF602PH9529A	$171,812	$0	$171,812
		Sub Total		$171,812	$0	$171,812

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2023	102/500733	Contracts for Program Services	00FRF602PH9529A	$451,006	$0	$451,006
		Sub Total		$451,006	$0	$451,006

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2023	102/500733	Contracts for Program Services	00FRF602PH9529A	$161,074	$0	$161,074
		Sub Total		$161,074	$0	$161,074

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2023	102/500733	Contracts for Program Services	00FRF602PH9529A	$236,241	$0	$236,241
		Sub Total		$236,241	$0	$236,241

New Generation Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2023	102/500733	Contracts for Program Services	00FRF602PH9529A	$118,121	$0	$118,121
		Sub Total		$118,121	$0	$118,121

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2023	102/500733	Contracts for Program Services	00FRF602PH9529A	$225,503	$0	$225,503
		Sub Total		$225,503	$0	$225,503

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2023	102/500733	Contracts for Program Services	00FRF602PH9529A	$214,765	$0	$214,765
		Sub Total		$214,765	$0	$214,765

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2023	102/500733	Contracts for Program Services	00FRF602PH9529A	$75,168	$0	$75,168
		Sub Total		$75,168	$0	$75,168

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2023	102/500733	Contracts for Program Services	00FRF602PH9529A	$440,267	$0	$440,267
		Sub Total		$440,267	$0	$440,267

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2023	102/500733	Contracts for Program Services	00FRF602PH9529A	$155,705	$0	$155,705
		Sub Total		$155,705	$0	$155,705

Total	$3,999,996	$0	$3,999,996

Total Contract	$17,346,536	$2,257,699	$19,604,235

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Bridge House, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), as amended on December 7, 2022, (Item #20), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $407,493

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

5/25/2023
Date

DocuSigned by:
Katja S. Fox
Name: Katja S. Fox
Title: Director

The Bridge House, Inc.

5/24/2023
Date

DocuSigned by:
Cathy Bentwood
Name: Cathy Bentwood
Title: ED

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

OFFICE OF THE ATTORNEY GENERAL

5/30/2023
Date

DocuSigned by:
Robyn Guarino
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:

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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 THE BRIDGE HOUSE, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on February 24, 2004. 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: **465451**

Certificate Number: **0005890878**

IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 31st day of October A.D. 2022.

David M. Scanlan

Secretary of State

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CERTIFICATE OF AUTHORITY

I Tara Bowen, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected ~~Clerk/Secretary~~/Officer of Bridge House Inc.
(Corporation/LLC Name)

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 May 23, 2023, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That Catherine Bentwood (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of Bridge House Inc to enter into contracts or agreements with the State
(Name of Corporation/ LLC)

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 was **valid thirty (30) days prior to and 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: 5.30.23

Signature of Elected Officer
Name: Tara Bowen
Title: Treasurer/Officer

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/31/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Eleanor Spinazzola
E & S Insurance Services LLC	PHONE (A/C, No, Ext): (603) 293-2791 FAX (A/C, No): (603) 293-7188
21 Meadowbrook Lane	E-MAIL ADDRESS: Eleanorspinazzola@esinsurance.net
P O Box 7425	INSURER(S) AFFORDING COVERAGE / NAIC #
Gilford NH 03247-7425	INSURER A: Great American Insurance Group / GAIG
INSURED	INSURER B: Wesco Insurance Co / 25011
The Bridge House, Inc.	INSURER C:
260 Highland Street	INSURER D:
	INSURER E:
Plymouth NH 03264	INSURER F:

COVERAGES **CERTIFICATE NUMBER:** 2022 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			PAC 4250488 07	08/19/2022	08/19/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Abuse and Molestation	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 1,000,000 $ 1,000,000
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY			CAP 4250489 07	08/19/2022	08/19/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) Medical payments	$ 1,000,000 $ $ $ $ 5,000
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WWC3604972	09/10/2022	09/10/2023	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 100,000 $ 100,000 $ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

New Hampshire Department of Health & Human Services
129 Pleasant St
Concord NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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BRIDGE HOUSE

To: New Hampshire Lottery Commission: March 6, 2023

Charitable Gaming:

Participating in New Hampshire Charitable Gaming provides needed support enabling The Bridge House to meet its mission in averting homelessness for high risk individuals and families locally and in the greater North Country.

Mission of the Bridge House & Veterans Advocacy: 2023

Ending Homelessness in Grafton County one family at a time- All guests are treated with dignity and respect - BH serves the poorest of the poor as well as those with challenges other shelters are unwilling to serve.

Due to the VA's commitment to end veterans homelessness Bridge House is able to offer specialized services to this population.

Bridge House forte is family strengthening, Veteran's advocacy, elder support, working with the Grafton County Drug & Mental Health Court.

Bridge House has reduced homelessness significantly throughout the local area and greater Grafton County.

Service Sites:

Bridge House Services are offered directly at the shelter, throughout all of Grafton County via Outreach & Prevention, at Veterans/Veteran Family Housing Boulder Point Plymouth, and by providing jobs and volunteer opportunities at Flip'n Furniture TMH, and BH Ladders & Step Ladders Thrift Shops downtown Plymouth

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THE BRIDGE HOUSE, INC.

FINANCIAL STATEMENTS

June 30, 2020 and 2019

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ROWLEY & ASSOCIATES P.C.

CERTIFIED PUBLIC ACCOUNTANTS

46 N. STATE STREET

CONCORD, NEW HAMPSHIRE 03301

TELEPHONE (603) 228-5400

FAX # (603) 226-3532

MEMBER
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS

MEMBER OF THE PRIVATE
COMPANIES PRACTICE SECTION

INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS

To the Board of Directors
The Bridge House, Inc.
Plymouth, New Hampshire

We have audited the accompanying financial statements of The Bridge House, Inc., which comprises the statements of financial position as of June 30, 2020 and the related statements of activities and changes in net assets, cash flows and functional expenses for the year then ended, and the related notes to the financial statements.

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

Auditor's Responsibility
Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Opinion
In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Bridge House, Inc. as of June 30, 2020, 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.

Report on Summarized Comparative Information
We have previously audited the financial statements of the Bridge House, Inc as of June 30, 2019 and for the year then ended and we expressed an unmodified audit opinion on those audited financial statements in our report dated November 15, 2019. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2019, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Rowley & Associates, PC

Rowley & Associates, P.C.
Concord, New Hampshire
August 5, 2021

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THE BRIDGE HOUSE, INC
STATEMENT OF FINANCIAL POSITION
June 30, 2020, With Comparative Totals for June 30, 2019
See Independent Auditors' Report

	NET ASSETS WITHOUT DONOR RESTRICTIONS	NET ASSETS WITH DONOR RESTRICTIONS	2020	2019
ASSETS				
CURRENT ASSETS				
Cash and cash equivalents	$ 1,231,205	$ 18,425	$ 1,249,630	$ 1,037,371
Grants and pledges receivable	13,378	-	13,378	29,706
Prepaid insurance	5,402	-	5,402	7,312
TOTAL CURRENT ASSETS	1,249,985	18,425	1,268,410	1,074,389
FIXED ASSETS				
Land and Building	206,737	700,000	906,737	906,737
Leasehold improvements	372,792	599,472	972,264	-
Furnishings and equipment	90,594	-	90,594	90,594
Total Fixed Assets	670,123	1,299,472	1,969,595	997,331
Less accumulated depreciation	(120,799)	(220,160)	(340,959)	(315,815)
	549,324	1,079,312	1,628,636	681,516
OTHER ASSETS				
Advanced Choice annuity	208,228	-	208,228	201,950
Construction in progress	-	-	-	75,205
	208,228	-	208,228	277,155
TOTAL ASSETS	$ 2,007,537	$ 1,097,737	$ 3,105,274	$ 2,033,060
LIABILITIES AND NET ASSETS				
CURRENT LIABILITIES				
Accounts payable	$ 60,287	$ -	$ 60,287	$ 8,210
Unearned grant revenue	12,528	-	12,528	-
Accrued payroll expenses	17,280	-	17,280	20,505
Accrued compensated absences	13,396	-	13,396	11,154
TOTAL CURRENT LIABILITIES	103,491	-	103,491	39,869
OTHER LIABILITIES				
SBA Payroll Protection Program Loan	115,600	-	115,600	-
NET ASSETS				
Net assets without donor restriction	1,788,446	-	1,788,446	1,499,601
Net assets with donor restriction	-	1,097,737	1,097,737	493,590
TOTAL NET ASSETS	1,788,446	1,097,737	2,886,183	1,993,191
TOTAL LIABILITIES AND NET ASSETS	$ 2,007,537	$ 1,097,737	$ 3,105,274	$ 2,033,060

See Notes to Financial Statements

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THE BRIDGE HOUSE, INC
STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS
For The Year Ended June 30, 2020
With Comparative Totals for the Year Ended June 30, 2019
See Independent Auditors' Report

	NET ASSETS WITHOUT DONOR RESTRICTIONS	NET ASSETS WITH DONOR RESTRICTIONS	2020 TOTAL	2019 TOTAL
SUPPORT AND REVENUE				
State and Federal Contracts	$ 148,277	$ 599,427	$ 747,704	$ 230,847
Grants	241,814	-	241,814	139,097
Contributions	113,179	-	113,179	104,030
Contributions, in-kind	9,000	-	9,000	9,000
Contributions, non-cash	5,220	-	5,220	5,224
Thrift Shop Sales	604,713	-	604,713	578,952
Resident Fees	29,930	-	29,930	29,832
Rental Income	8,195	-	8,195	9,688
Special Events, less direct costs of $2,500	15,338	-	15,338	-
Interest	3,869	-	3,869	5,507
Appreciation in value of annuity	6,278	-	6,278	1,950
TOTAL SUPPORT AND REVENUE	1,185,813	599,427	1,785,240	1,114,127
Net assets:				
Grant reserve requirement	(18,425)	18,425	-	-
Released from donor imposed restriction	13,705	(13,705)	-	-
	(4,720)	4,720	-	-
EXPENSES				
Program services	806,889	-	806,889	780,915
Management and general	49,740	-	49,740	45,754
Fundraising	35,619	-	35,619	36,701
	892,248	-	892,248	863,370
Increase in net assets	288,845	604,147	892,992	250,757
Net Assets, Beginning of year	1,499,601	493,590	1,993,191	1,742,434
Net assets, End of year	$ 1,788,446	$ 1,097,737	$ 2,886,183	$ 1,993,191

See Notes to Financial Statements

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THE BRIDGE HOUSE, INC
STATEMENTS OF CASH FLOWS
For The Years Ended June 30, 2020 and 2019
See Independent Auditors' Report

	2020	2019
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in Net Assets	$ 892,992	$ 250,757
Adjustments to reconcile increase (decrease) in net assets to net cash provided by operating activities:		
Appreciation in value of annuity	(6,278)	(1,950)
Depreciation	25,143	16,298
(Increase) in Operating Assets		
Grants & pledges receivable	16,328	(1,760)
Prepaid expenses	1,910	(3,985)
(Decrease) increase In Operating Liabilities		
Accounts payable	52,077	(1,317)
Unearned grant revenue	12,528	-
Accrued payroll	(3,225)	1,701
Accrued compensated absences	2,242	1,789
NET CASH PROVIDED BY OPERATING ACTIVITIES	993,717	261,533
CASH FLOW FROM INVESTING ACTIVITIES		
Purchase of advanced choice annuity	-	(200,000)
Proceeds from SBA Payroll Protection Program Loan	115,600	-
Cash paid for leasehold improvements	(897,058)	(75,205)
Purchases of property and equipment	-	(17,731)
NET CASH USED BY INVESTING ACTIVITIES	(781,458)	(292,936)
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENT	212,259	(31,403)
Cash and cash equivalents, beginning of year	1,037,371	1,068,774
Cash and cash equivalents, end of year	$ 1,249,630	$ 1,037,371
SUPPLEMENTAL INFORMATION ON NON-CASH ACTIVITIES		
Contributions, in-kind	$ 9,000	$ 9,000
Contributions, non-cash	$ 5,220	$ 5,224

See Notes to Financial Statements

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THE BRIDGE HOUSE, INC
STATEMENT OF FUNCTIONAL EXPENSES
For The Year Ended June 30, 2020
With Comparative Totals for the Year Ended June 30, 2019
See Independent Auditors' Report

	Program Services	Management & General	Fundraising	2020 Total	2019 Total
Payroll	$ 438,453	$ 26,278	$ 21,898	$ 486,629	$ 483,144
Payroll taxes	37,053	2,221	1,851	41,125	37,397
Fringe benefits	50,246	3,011	2,509	55,766	56,632
Total payroll and benefits	525,752	31,510	26,258	583,520	577,173
Professional fees	38,446	4,272	-	42,718	34,002
Telephone and internet	5,137	-	-	5,137	4,482
Office expense	32,570	3,619	-	36,189	30,906
Depreciation	22,629	2,514	-	25,143	16,298
Rent	41,246	-	-	41,246	50,252
Utilities	31,584	3,509	-	35,093	33,256
Common Area Charges	2,865	318	-	3,183	4,020
Maintenance and Repairs	30,511	3,390	-	33,901	23,445
Supplies	8,162	-	-	8,162	8,733
Vehicle expense	8,509	-	-	8,509	16,168
Travel, Training, and Conferences	4,388	-	-	4,388	4,980
Insurance	31,663	-	-	31,663	27,290
Criminal records search	96	-	-	96	144
Direct client services	16,861	-	-	16,861	17,558
Fundraising costs	-	-	9,361	9,361	10,729
Hero duty	1,000	-	-	1,000	-
Website & Marketing	5,470	608	-	6,078	3,934
TOTAL EXPENSES	$ 806,889	$ 49,740	$ 35,619	$ 892,248	$ 863,370

See Notes to Financial Statements

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NOTE 1 NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

The Bridge House was incorporated in 2004, under the laws of the State of New Hampshire, as a "not-for-profit" organization. In accordance with its Mission Statement, the not-for-profit organization provides shelter and services, including case management, to the homeless population of the community to help them find and maintain permanent housing. Residents are provided with services that include budgeting and credit counseling, parenting classes, substance abuse counseling, and assistance in acquiring additional services from other state and federal programs. The Organization's primary sources of revenue are from grants, contributions and thrift store sales.

Significant Accounting Policies

The summary of significant accounting policies of the Organization is presented to assist in understanding the Organization's financial statements. The financial statements and notes are representations of the Organization's management who is responsible for their integrity and objectivity. These accounting policies conform to U.S. generally accepted accounting principles and have been consistently applied in the preparation of the financial statements.

Basis of Presentation

The Organization maintains its accounting records on the accrual basis of accounting whereby revenues are recorded when earned and expenses are recorded when the obligation is incurred. The Organization reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

Net Assets without Donor Restrictions – These net assets generally result from revenues generated by receiving contributions that have no donor restrictions, providing services, and receiving interest from operating investments, less expenses incurred in providing program-related services, raising contributions, and performing administrative functions.

Net Assets with Donor Restrictions – These net assets result from gifts of cash and other assets that are received with donor stipulations that limit the use of the donated assets, either temporarily or permanently, until the donor restriction expires, that is until the stipulated time restriction ends or the purpose of the restriction is accomplished, the net assets are restricted.

Comparative Financial Information

The financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended June 30, 2019, from which the summarized information was derived.

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NOTE 1 NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES (continued)

Property and Equipment

All acquisitions of property and equipment in excess of $100 and all expenditures for repairs, maintenance, renewals, and betterments that materially prolong the useful lives of assets are capitalized. Property and equipment are carried at cost or, if donated, at the approximate fair value at the date of donation. Depreciation is computed using primarily the straight-line method. Depreciation expense was $25,143 and $16,298 for the years ended June 30, 2020 and 2019, respectively.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Organization considers all highly liquid investments with an initial maturity of three months or less to be cash equivalents. For the years ended June 30, 2020 and 2019 the Organization had no cash equivalents.

Income taxes

The Organization has been notified by the Internal Revenue Service that it is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. The Organization is further classified as an organization that is not a private foundation under Section 509(a)(3) of the Code. The most significant tax positions of the Organization are its assertion that it is exempt from income taxes and its determination of whether any amounts are subject to unrelated business tax (UBIT). The Organization follows the guidance of Accounting Standards Codification (ASC) 740, Accounting for Income Taxes, related to uncertain income taxes, which prescribes a threshold of more likely than not for recognition and recognition of tax positions taken or expected to be taken in a tax return. All significant tax positions have been considered by management. It has been determined that it is more likely than not that all tax positions would be sustained upon examination by taxing authorities. Accordingly, no provision for income taxes has been recorded.

Pledges Receivable and Recognition of Donor Restricted Contributions

Contributions are recognized when the donor makes an unconditional promise to give to the Organization. Contributions that are restricted by the donor are reported as increases in net assets without donor restriction if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restriction. When a restriction expires, net assets without donor restriction are reclassified to net assets without donor restriction. Contributions of long-lived assets are considered without donor restriction unless the donor specifies a time-restriction.

The Organization provides for losses on grants and pledges receivable using the allowance method. The allowance is based on experience, third-party contracts, and other circumstances, which may affect the ability of donors to meet their obligations. Receivables are considered impaired if full principal payments are not received in accordance with the contractual terms. It is the Organization's policy to charge off uncollectible grants and pledges receivable when management determines the receivable will not be collected. There were no balances in the allowance account related to pledges receivable as of June 30, 2020 and 2019 because all amounts were deemed collectable.

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NOTE 1 NATURE OF BUSINESS AND SIGNIFICANT ACCOUNTING POLICIES (continued)

Revenue and Revenue Recognition

Revenue is recognized when earned. Program service fees and payments under cost-reimbursable contracts received in advance are deferred to the applicable period in which the related services are performed, or expenditures are incurred, respectively. Contributions are recognized when cash or other assets are received.

Functional Expenses and Cost Allocation

Certain categories of expenses are attributable to more than one program or supporting function and are allocated on a reasonable basis that is consistently applied. The expenses that are allocated are payroll, payroll taxes, fringe benefits which are allocated on the basis of estimates of time and effort; professional fees, office expense, depreciation, utilities, common area charges, maintenance and repairs, and website and marketing which are allocated on the basis of space utilized for the related activities.

Compensated Absences

It is the Organization's policy to permit certain employees to accumulate earned benefit time throughout the year which will be paid upon termination. The statement of financial position reflects accrued time earned, but unpaid as of June 30, 2020 and 2019 in the amounts of $13,396 and $11,154, respectively.

Allowance for Doubtful Accounts

The contracts receivable allowance for doubtful accounts is based upon management's assessment of the credit history with agencies, organizations and individuals having outstanding balances and current relationships with them. There was no balance in the allowance for doubtful accounts as of June 30, 2020 and 2019.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Concentration of Risk

The Organization maintains cash balances in several accounts at local banks. These accounts are insured by the Federal Deposit Insurance Corporation up to $250,000. At various times throughout the year, the Organization may have cash balances at the financial institution that exceeds the insured amount. Management does not believe this concentration of cash results in a high level of risk for the Organization. At June 30, 2020 and 2019, the Organization had $602,394 and $490,811 in uninsured balance respectively.

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NOTE 1 NATURE OF BUSINESS AND SIGNIFICANT ACCOUNTING POLICIES (continued)

Financial Instruments

The carrying value of cash and cash equivalents, grants and pledges receivable, prepaid expenses, accounts payable, accrued payroll and accrued compensated absences are stated at carrying cost at June 30, 2020 and 2019, which approximates fair value due to the relatively short maturity of these instruments. Other financial instruments held at year end is an annuity which is stated at fair value.

New Accounting Pronouncement

During the year ended June 30, 2019, the Organization adopted the requirements of the Financial Accounting Standards Board's Accounting Standards Update No. 2016- 14—Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities (ASU 2016- 14). This Update addresses the complexity and understandability of net asset classification, deficiencies in information about liquidity and availability of resources, and the lack of consistency in the type of information provided about expenses and investment return between not-for-profit entities. A key change required by ASU 2016-14 is the net asset classes used in these financial statements. Amounts previously reported as unrestricted net assets are now reported as net assets without donor restrictions and amounts previously reported as temporarily restricted net assets and permanently restricted net assets are now reported as net assets with donor restrictions.

Reclassifications

Certain financial statement and note information from the prior year financial statements has been reclassified to conform with current year presentation format.

Subsequent Event

Management has evaluated subsequent events through August 5, 2021, the date on which the financial statements were available to be issued to determine if any are of such significance to require disclosure. There were no events matching this criterion during this period.

NOTE 2 CONCENTRATIONS IN SUPPORT REVENUE

Government and private sector grants accounted for approximately 55% and 33% of the Organization's revenues for the years ended June 30, 2020 and 2019, respectively. Contributions accounted for approximately 7% and 11% of the Organization's revenues for the years ended June 30, 2020 and 2019, respectively.

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NOTE 3 OPERATING LEASES

The Organization has a verbal agreement to rent office space for case management. Due to Covid-19 the office was not used subsequent to March 2020. This agreement called for $125 per month. Rent expense related to this space was $1,125 and $1,500 during the years ended June 30, 2020 and 2019, respectively. There is no future minimum rent related to this lease.

Effective October 5, 2004, the Organization entered into a lease agreement with Whole Village Family Resource Center to lease a portion of the Center's Premises. The term of the lease is for 50 years and expires October 4, 2054. The rent is $1 plus incremental costs, which are defined as snow removal, repairs, lawn care and landscaping, utility services, water and sewer, insurance and other incidental costs incurred by the Organization use of the premise. Incremental costs of use of the premise are included in operating expenses and allocated by function.

The Organization entered a four-year lease beginning June 2017 and expiring June 2021 for space for a consignment shop. Monthly rent expense related to this lease was $3,821. Due to Covid-19, the landlord decreased monthly rent to $1,911. The rent will be restored to the full value at a later date. The lease remains intact. Rent expense related to this lease was $40,121 and $45,862 for the years ended June 30, 2020 and 2019, respectively.

Future minimum rent is: 2021: $ 22,932

NOTE 4 ADVANCED CHOICE ANNUITY

In March 2019 the Organization purchased a non-qualified contract from Advanced Choice annuity. Advanced Choice is a single premium deferred annuity with a Market Value Adjustment issued by Security Benefit Life Insurance Company. It has a 3-year guaranteed period and it will mature in March 2022. The balance of the annuity was $208,228 and $201,950 as of June 30, 2020 and 2019, respectively.

NOTE 5 RETAIL THRIFT STORES

The Organization operates three retail thrift stores that help support their mission. Gross thrift store revenue was $604,713 and $578,952 during the years ended June 30, 2020 and 2019, respectively.

The thrift stores obtain their inventory entirely through outside donations. The value of non-cash donations to the thrift store and its inventory are unrecorded in the financial statement. This is due to those donations not having a determinable value and that not all donations are resalable. The Organization estimates its inventory value to be approximately $300,000 as of June 30, 2020.

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NOTE 6 UNEARNED GRANT REVENUE

Under the terms of a federal construction grant the Organization was required to repay a portion of the grant. This was due to a change in purpose for a portion of the construction. The repayment was made in June 2021. As of June 30, 2020 unearned grant revenue was as follows:

Amount of funds required to repay:	$ 66,928
Grant funding received subsequent to June 30, 2020:	54,400
Unearned grant revenue, net	$ 12,528

NOTE 7 FAIR VALUE MEASUREMENTS

In accordance with FASB ASC 820, *Fair Value Measurements and Disclosures*, the Organization is required to disclose certain information about its financial assets and liabilities. Fair values of assets measured on a recurring basis at June 30 were as follows:

	Fair Value	Quoted Prices in Active Markets For Identical Assets (Level 1)	Significant other Observable Inputs (Level 2)
2020			
Grants & pledges receivable	$ 13,378	$ -	$ 13,378
Advance Choice annuity	208,228	208,228	-
	$ 221,606	$ 208,228	$ 13,378
2019			
Grants & pledges receivable	$ 29,706	$ -	$ 29,706
Advance Choice annuity	201,950	201,950	-
	$ 231,656	$ 201,950	$ 29,706

The fair value for the annuity was determined by reference to quoted market prices and other relevant information generated by market transactions. The fair market value of grants and pledges receivable are estimated at the present value of expected future cash flows.

NOTE 8 SIGNIFICANT EVENTS

During the year ended June 30, 2019, construction started on an addition to the building. On June 30, 2019, total construction in progress was $75,205. This project reached full occupancy of the addition in February 2020. The addition is included in building and improvements on the statement of financial position for the year ended June 30, 2020.

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NOTE 9 CONTINGENT LIABILITIES

The Organization receives money under various state and federal programs. Under the terms of these programs, the Organization is required to expend the funds within the designated period for purposes specified in the grant proposal. If expenditures of the funds were found not to have been made in compliance with the proposal, the Organization might be required to return this portion of funds to the grantor. As of June 30, 2020 and 2019, there were no known disallowed expenditures and the Organization's management deems such a contingency unlikely. Accordingly, no provision has been made for this contingency.

NOTE 10 NET ASSETS WITH DONOR RESTRICTIONS

The Organization received a $700,000 block grant from the Town of Plymouth, NH to assist with the construction of a new facility during the year ended June 20, 2005. A mortgage deed in the amount of $670,000 related to this grant has been recorded against the title of the property. The Organization is required to continue the building's use as a homeless shelter for a period of twenty years. In the event of default, the Organization must return the funds or relinquish ownership of the building to satisfy the restrictions. This restriction in effect until June 20, 2025.

The Organization received a $599,472 federal NH Housing Finance Authority (NHHFA) grant to expand their emergency shelter during the year ended June 30, 2020. The construction costs are included in leasehold improvements on the statement of financial position. The expansion is restricted in use, as pre-determined by the NHHFA for a period of 40 years, expiring in February 2060. In the event of default, the Organization will be subject to foreclosure. The NHHFA also required the Organization to set aside funds for future reserves as part of the grant requirements.

Net assets with donor restriction related to this grant for the years ended June 30 were:

	2020	2019
Building	$ 700,000	$700,000
Leasehold improvements	599,472	-
Less accumulated depreciation	(220,160)	(206,410)
	1,079,312	493,590
NHHFA Required reserves	18,425	-
	$1,097,737	$493,590

NOTE 11 BOARD DESIGNATED NET ASSETS

The Organization had no board designated net assets as of June 30, 2020 and 2019.

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NOTE 12 LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

The Organization has a policy to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due. The Organization's primary sources of support are contributions, thrift shop sales and grants. Most of that support is held for the purpose of supporting the Organization's budget. The Organization has the following financial assets that could readily be made available within one year to fund expenses without limitations:

	2020	2019
Cash and cash equivalents	$1,249,630	$1,037,371
Accounts receivable	13,378	29,706
	1,263,008	1,067,077
Less cash with donor restrictions	18,425	-
Total	$1,244,583	$1,067,077

NOTE 13 SBA PAYROLL PROTECTION PROGRAM LOAN

On May 1, 2020 the Organization received approval of a loan from The U.S. Small Business Administration as part of the Paycheck Protection Program in the amount of $115,600. This loan called for interest fixed at 1%. No payments were required for six months from the date of the loan. This note was to mature two years from the date of first disbursement of the loan.

On March 11, 2021 this loan was forgiven under the provisions of Section 1106 of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) (P.L. 116-136).

NOTE 14 RISKS AND UNCERTAINTIES – COVID-19

As a result of the spread of the COVID-19 coronavirus, economic uncertainties have arisen which may negatively impact future financial performance. The potential impact of these uncertainties is unknown and cannot be estimated at the present time.

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2023 BOARD OF DIRECTORS BRIDGE HOUSE

Name	Email	Phone	Address	Position
Ed Van Dorn	[redacted]	[redacted]	[redacted]	President Authorized Signer BH Accts
Kim Livingstone	[redacted]	[redacted]	[redacted]	Vice President
Tara Gowen	[redacted]	[redacted]	[redacted]	Treasurer Authorized Signer BH Accts
Inge Jacobs	[redacted]	[redacted]	[redacted]	Secretary
Maureen Patti	[redacted]	[redacted]	[redacted]	Director
Chance Simonton	[redacted]	[redacted]	[redacted]	Director
Marianne Peabody	[redacted]	[redacted]	[redacted]	Director
Cathy Bentwood RN	[redacted]			Exec Dir. Authorized Signer BH Accts
Holly Cormeia, House Manager	[redacted]	[redacted]	[redacted]	

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Catherine Bentwood RN

[redacted]

[redacted]

Qualifications:

Collaboration, Networking, Leadership
Lifetime commitment working with the underserved
Initiated & Volunteered at Plymouth Regional Free Clinic 1989 - 2007
N H Registered Nurse License# 034589-21

Pertinent ongoing Education & Workshops:

Therapeutic Benefits of THC; June 2022
The Addicted Brain; March 2022
Bridges out of Poverty; May 2022
Cultural Awareness; October 2022

Employment:

Jan 2009-2022 Executive Director Bridge House Homeless Shelter
1989-2008 Patient advocate/minor-op assistant general surgery office
1976 – 2086 Owner/Operator Bodyworks – Fitness for Men & Women

Accomplishments & Awards

2020 Gen Protzmann Award for Veteran Advocacy Grafton County
2021 & '22 Bob Woodruff Award to ensure Veterans Food Security
2019 Initiated Permanent Supportive Housing for formally homeless Veterans 2010 - invited Harbor Homes to take on project 2016. Thirty units opens July 2019 serving Veterans & Veteran families.
2014 - 2019 Opened 2 thrift shops to support Bridge House Homeless Shelter
2012 New Hampshire Charitable Foundation Lakes Region Leadership Award
2012 Granite State Service Award - PSU
2009 Chamber of Commerce/ James C Hobart Award
2001 New England Patriots Community Champion Award – Co Recipient
1998 Rotary Citizen of the Year Award – Co Recipient

NH PEACE ACTION

2011 - Development team member since 1999
1999 - Facilitated ongoing partnership between NHPA and NH businessman Alex Ray

LICENSED NH FOSTER PARENT (CASA 2000 – 2002)

1975-2006 Additionally, sponsored refugees & families from Vietnam, Rwanda, Honduras

WORLD PEACE INITIATIVE

1987 - 2010 – Medical Volunteer Honduras, Iraq, Katrina, Haiti

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Denise Castonguay

[redacted]

Objectives

My goal is to continue working with the at-risk youth population and utilize my experience to bring stability and transitional consul to adults who find themselves without a safe place to live.

Education

June, 1969
Bristol Eastern High School
Bristol CT

September 1971
Manchester Technical School, Manchester England

September 1994
Tunxis Community College

Training

August 2000- ongoing
Mount Prospect Academy Faculty Institute

February 2010- ongoing
Trauma Informed Care Best Practice Models

March 2012 – ongoing
ARC Training Certification and Instruction

March 2014- ongoing
Youth Thrive Catalytic- Bolster Collaborative

October 2015, 2016
Next Steps NH Transition Summit

January 2017 Trauma Informed Supervision in an Academic Setting

May 2018 Effects of Substance Abuse on the Adolescent Brain and Development

2921 – 2022 President Plymouth Rotarians

Experience

2000 – 20014 – Culinary Arts Instructor- Food Service Director

Mount Prospect Academy
350 Main Street
Plymouth ,NH 03264

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Development and implementation of a comprehensive culinary arts program with a focus on job readiness within the hospitality industry. Meeting the dietary needs of residents and students based on the Board of Education's nutritional guidelines and The Healthy Hungry Free Kids Act.

2014- present -Adult and Transitional Living Coordinator

Mount Prospect Academy
350 Main Street
Plymouth NH 03264

Implementing and expanding the adult living curriculum to meet or exceed the NH Department of Education's requirements as to measurable life skills, secondary school readiness, and realistic transitional planning for an independent life outside of residential care.

2015- present- Bridge House Weekend Manager

The Bridge House Shelter
260 Highland Street
Plymouth NH 03264

Supporting participants with their basic needs and providing assistance for a successful transition to independence. Development and supervision of weekly menus. Providing emergency intake when necessary. Pay roll completion and submittal.

dcastonguay

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Holly J. Cormiea
[redacted]

Objective: To pursue a challenging career in a Social Service field.

Experience: 2003-Present Bridge House Inc. Plymouth, NH
Manager (July 1, 2005)

* Participant Care Worker- July 03-05
* Manage the daily operation of a 20 bed homeless shelter in Plymouth, NH.
* Work with area social services, charities, mental health, law enforcement, landlords and employers.
* Screen, admit and conduct intakes with incoming participants.
* Deal with all aspects of plant operation, purchasing and maintenance.

1998-2005 Lakes Region Comm. Svcs. Council Plymouth, NH
Direct Support Provider

* Develop day program activities.
* Complete daily and monthly reports.
* Participate in Individual Service Plans
* Assist with Activities of Daily Living.
* Consumer employment support.
* Have worked in all areas LRCSC.

Education, Training and Accomplishments

* Bridges Out of Poverty, September 2022
* Therapeutic Benefits of THC, June 2022
* Medication administration under HeM-1201
* Reality Therapy & Choice Theory
* Defensive Driving Course
* Mental Health Education classes
* Ongoing technical training BIT Clarity (formerly HMIS for state reporting)
* Outreach- with transitioned former participants & homeless community
* CPR/AED certified
* Writing Progress Notes & Quarterly Reports
* Liaison between Medical Professionals & Clients
* Community Integration
* Rescue & Foster Dogs from High kill shelters
* Wrote 501 (c) (3) for Rescue
* Write grants for rescue
* TCI trained

Reference's available upon request

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JUDITH DRAKE TAUTENHAN

[redacted]

[redacted]

TRAINING/CERTIFICATIONS/AWARDS

Therapeutic Benefits of THC, June 2022; Bridges Out of Poverty, May 2022; ADA, Section 504 & Fair Housing, May 2021; 2017 Unsung Hero Parent Award, NH Children's Trust; The Health Insurance Portability and Accountability Act (HIPAA), Lutheran Social Services; Conflict Resolution, Thirteenth Judicial Circuit's Mediation/Diversion Services; Elderly Sensitivity Training, West Central Florida Area Agency on Aging, Inc.; Emergency Shelter Management, American Red Cross; Diversity Awareness, University of South Florida; Trainer, Project Re-Compute, Recycling Task Force of Hillsborough County; Recipient, Lingerfelt Business Ethics Award, (UT)

RELEVANT PROFESSIONAL EXPERIENCE

ED Assistant – THE BRIDGE HOUSE, *Plymouth, NH* 9/2019 to present

- Advocacy for people experiencing homelessness with a unique priority for Veterans
- Assist the Executive Director in grant writing/fundraising
- Liaise directly with various organizations, businesses, staff, and individuals to meet the mission of Bridge House

BP Community Outreach – BOULDER POINT, *Plymouth, NH* 3/2020 to present

- Advocacy for high-risk Veterans at 30 unit VASH supported housing unit
- Community connections and support for Veterans and their significant others
- Direct support and connection for Veterans at Boulder Point

Volunteer Supervisor – COURT APPOINTED SPECIAL ADVOCATES (CASA), *Plymouth, NH* 9/2009 to 7/2011

- Recruit, train, supervise and retain CASA volunteers
- Serve as a liaison between various agencies and the NH court system
- Work with staff and volunteers to promote agency growth and change through networking and fundraising

Assistant Project Manager – LUTHERAN SOCIAL SERVICES, *Concord, NH* 11/2007 to 8/2009

- Promptly respond to referrals from Case Managers
- Meet with consumers to assess their needs and create plan of care
- Responsible for 50+ consumers in helping them identify, hire and train
- Actively participate in community forums and agencies to provide quality services to consumers
- Assume Case Manager responsibilities to coordinate services to consumers to enable them to stay at home
- Complete yearly evaluations, provide supervision and Human Resources support for 80+ in-home workers

Employment Counselor - NH EMPLOYMENT SECURITY, *Manchester, NH* 6/2006 to 11/2007

- Evaluate customer characteristics to identify and overcome barriers to employment
- Administer and interpret interest and aptitude tests to assist in determining appropriate career goals
- Refer individuals to other supportive agencies and determine program eligibility
- Maintain accurate individual counseling records
- Proven placement record with 20+ customers per month becoming employed
- Researched and developed Diversity Training program for NH Employment Security staff
- Trained in use of specialized software to help clients become reemployed

CFS, RTC - FLORIDA MENTAL HEALTH INSTITUTE, University of South Florida, *Tampa, FL* 2003 to 2005

Coordinator-Information/Public Services (March 2004 to January 2005)
Responsible for the development, implementation and maintenance of tracking systems for knowledge dissemination activities, including:

- product design and publication
- evaluation and data analysis
- marketing and grant support
- technical reports, copyediting, & literature reviews

Coordinator-Education/Training Programs (March 2004 to January 2005)

- Worked with service providers in Spanish-speaking community to implement training program
- Assisted in the development of the curriculum/training module for implementation in local schools
- Designed and administered field tests on the curriculum and training materials

Assistant-Department of Communications (March 2003- March 2004)

- Coordinated research papers submitted & provided on-site support to coordinators at research conference
- Edited research conference proposals for grammar and conceptual clarity
- Procured missing documents for federal funding agency
- Independently handled a variety of issues and problems as they arose

Young Adult Specialist - HAVEN POE RUNAWAY CENTER, *Tampa, FL* 2000 to 2003

- Served as a positive role model for teens experiencing difficulties and resolved conflicts among clients
- Fulfilled the duties outlined by Dept. of Children's Services in the care and discipline of clients

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- Tutored clients as necessary in math, reading, English, FCAT/SAT test preparation
- Served as a Spanish interpreter on an as needed basis

Team Leader - AMERICORPS/HILLSBOROUGH READS, *Tampa, FL* 1999 to 2000

EDUCATION

Bachelor of Arts Degree in Sociology, The University of Tampa (UT); conferred 2003

SKILLS

Excellent computer skills; Internet research; highly organized and professional; freelance proofreading; conversational Spanish

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Kathryn Newell Coupe

EDUCATION SPECALIST & LEADER



EXPERTISE

Teaching

Supervision

Team Building & Leadership

Psycho-Educational Assessments

Management of Program Operations

Communication

Grant Writing

EDUCATION

Masters of Science in Education
Educational Administration
Wheelock College

Bachelor of Science
Elementary and Special Education
Learning Disabilities
Lesley University

CERTIFICATES

Court Appointed Special Advocate
CASA Volunteer

PERTINENT EDUCATION & WORKSHOPS

Housing Stability Solution Summit — October 2022
Sponsored: NH Coalition to End Homelessness

Bridges Out of Poverty — September 2022
Sponsored by: United Way, Whole Village & The Bridge House

"Trauma-Informed Support and Response to Domestic Violence" — August 2022
Sponsored by: CADY, CNCHCOR, and the PHAC

Getting to the Y Students and the YAACs Presented — May 2022
Sponsored by: CADY- Community for Alcohol & Drug Free-Youth

Behavioral Health/ NH Rapid Response Access Point — March 2022
Sponsored by: CADY - Community for Alcohol & Drug-Free Youth

EXPERIENCE

DIRECTOR, ACADEMIC RESOURCE CENTER
Tilton School — 1995-2017

- Design and administer the overall program for high-school students to accommodate learning differences, improve organizational skills, and prepare for standardized testing and post-secondary educational opportunities
- Review psycho-educational testing and write Individual Learning Plans
- Coordinate testing mandated by state and federal regulations in conjunction with the local public schools
- Coordinate all non-standard testing administrations
- Maintain ongoing communication with parents
- Supported classroom teachers in the management of learning styles and differences
- Teacher: English, History, Psychology, Study Skills

FACULTY, EDUCATION DEPARTMENT
Plymouth State College, University System of NH — 1981-2016

- Taught 2-3 college courses/ semester in early childhood and elementary education
- Supervised Student Teacher Practicums in pubic schools for grades K-12

DIRECTOR, CHILD DEVELOPMENT & FAMILY CENTER DIRECTOR
Plymouth State College, University System of NH — 1980- 2012

- Administered total program operation of Child Care Center
- Supervised college students assigned to Center for teaching practicums
- Secured federal grants to support community children to attend Center
- Hired and supervised child care workers

PROGRAM DIRECTOR, CHILD CARE & CO.
Plymouth State College, University System of NH — 2012-2016

- Administered grant-funded Family Day Care Resource & Referral Program
- Coordinated a network support group for NH Family Day Care providers

FOUNDER, EXECUTIVE DIRECTOR & HEAD TEACHER
The Children's House Day Care Center — 1975-1980

- Founded and Developed Day Care Center for community children
- Grant Writer and Designer of Day Care and Early Childhood School

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Michael Doyle [redacted]

Objective: With Housing First as a model I wish to continue assisting/serving the homeless population 110%. Learning, incorporating, following through with new skills/techniques to aide this population - supporting at a high level; mind, body, soul. I will put all my attention, passion, and efforts toward meeting the needs - with a smile.

Education: 1998-2001 Bachelor in Science of Social Work (BSW)
Plymouth State College
Internship- Plymouth Senior Center. Responsibilities: assisting the social worker in daily activities; coordinating/organizing health forum focusing on prevention & awareness & maintenance through the aging process, meals on wheels, life-line installations, daily socialization with seniors & disabled adult populations.

Experience: Bridge House Inc. 2000-present- Overnight House Supervisor/ Social Worker
Case Management Responsibilities- documentation, outreach, guidance & referrals, 1 on 1 weekly meetings consisting of; services & programs, employment, housing, counseling, coping/life skills mentoring, organization /goal oriented, motivated, Overall instilling the desire to be as independent and as healthy as possible.

Overnight Supervisor Responsibilities- Secure participants safety and security within Bridge House property, medication supervision and distribution, encourage Bridge House rules & regulations, socialization and interaction with participants, emergency respondent, varying transportation needs, conflict resolution, documentation and reporting to team on a daily basis.

Hunter School: 2009-2013 Teacher Aide/ Houseparent/ Life skill teacher
Teacher Aide Responsibilities- Substitute teach, lesson plan coordination, supervision, mentoring, teaching 1 on 1, discipline, teaching coping skills & de-escalation techniques, furthermore assisting school administration with any need that may arise.
House parent Responsibilities- activity coordination, meal preparation, supervision, enforcement of house rules & guidelines, conflict resolution, transportation, coping skills, conflict resolution, daily socialization.
Life skills teacher- transportation, off campus activities, life skill development; bank accounts open & manage, grocery shopping, laundry, appropriate social functioning.

Friend's of Shorty Inc.
02/10/06-4/11/07-House Supervisor

Responsibilities- Physical Therapy, Occupational Therapy, Activity Coordination, Transportation, Home Care, Life Skills Development.

Recent trainings- Therapeutic Benefits of THC, June 2022; Bridges Out of Poverty, September 2022; Energetic Mindful educational practice, First Aid/CPR/AED, Therapeutic Restraint Training/CPI, Choice Therapy, Depression/Suicide, Recovery Coach training

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Nancy J. Cole

[redacted]

[redacted]

Objectives

I have a strong desire to make people who are experiencing homelessness feel comfortable and safe. Making people feel wanted and a sense of community is my wish in the workplace.

Education

Stoughton High School, Stoughton, Mass.
New England Sinai Hospital (CAN certification)
Environmental Services Certification (Level1)

Experience

September 2007 - Present
Bridge House, Inc. 260 Highland Street Plymouth NH 03264
603-536-7631

September 2012 – 2014
Hunter School (Therapeutic Boarding School)
768 Dow Town Road Rumney NH 03266

Skills/Training

- Motivational Interviewing
- CPR/AED certification
- JIRA certification (therapeutic restraint technique)
- Recovery Coach -2017
- Choice Theory/Reality Therapy
- Outreach with transitioned former homeless participants
- Writing progress notes, daily notes
- Conflict resolution
- Bridges Out of Poverty, September 2022
- Therapeutic Benefits of TCH, June 2022

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CONTRACTOR NAME
The Bridge House

Key Personnel

Name	Job Title	Salary	% Paid from this Contract	Amount Paid from this Contract
Cathy Bentwood	Executive Director	$90,000	50%	$50,000
Holly Cormiea	Asst Shelter Manager	$41,600	50%	$20,800
Kate Coupe	Case Advocate	$32,500	50%	$16,250
Mike Doyle	Overnight Relief Staff	$22,000	50%	$11,000
Nancy Russell	Relief Staff	$45,760	50%	$27,880
Denice Castonguay	Sunday Relief	$18304	50%	$9,152
Judy Tautenhan	Homeless Outreach & Prevention	$40,040	50%	$20,020
			TOTAL	$155,102

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

Lori A. Shibinette
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

November 15, 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 of Economic and Housing Stability, to amend existing contracts with the Contractors listed below **in bold** for the continued provision of the State Grant in Aid (SGIA) Home Assistance program, by increasing the total price limitation by $3,999,996 from $12,725,724 to $16,725,720 with no change to the contract completion dates of June 30, 2023, effective upon Governor and Council approval. 100% Federal funding.

Contractor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House, Inc.	**165288 - B001**	**Plymouth NH**	**$264,968**	**$96,644**	**$361,612**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	267140 -B001	Bow NH	$185,945	$0	$185,945	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

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						A2: 05/19/21 (Tabled Item #15)
Cross Roads House	166570 - B001	Portsmouth NH	$1,390,758	$515,436	$1,906,194	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Families In Transition (F.K.A. FIT/NHNH, Inc.)	157730 - B001	Manchester NH	$2,942,938	$955,704	$3,898,642	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
The Friends Program, Inc.	154987 - B001	Concord NH	$352,114	$182,550	$534,664	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Helping Hands Outreach Ministries, Inc.	174226 - R001	Manchester NH	$405,272	$171,812	$577,084	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Hundred Nights, Inc	313375	Keene NH	$434,964	$451,006	$885,970	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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Lakes Region Community Developers	156571 - B001	Laconia NH	$204,991	$0	$204,991	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Marguerites Place	157465 - B001	Nashua NH	$327,536	$0	$327,536	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
My Friend's Place	**156274 - B001**	**Dover NH**	**$305,697**	**$161,074**	**$466,771**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Nashua Soup Kitchen and Shelter, Inc.	**174173 - R001**	**Nashua NH**	**$468,328**	**$236,241**	**$704,569**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)	**177295 - B001**	**Greenland NH**	**$296,982**	**$118,121**	**$415,103**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$1,678,826	$0	$1,678,826	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Salvation Army	**177627 - B001**	**Laconia NH**	**$444,758**	**$225,503**	**$670,261**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
The Salvation Army	**177627 - B003**	**Concord NH**	**$569,845**	**$214,765**	**$784,610**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Seacoast Family Promise	**311097**	**Exeter NH**	**$180,305**	**$75,168**	**$255,473**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Southwestern Community Services, Inc.	**177511 - R001**	**Keene NH 03431**	**$992,485**	**$440,267**	**$1,432,752**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
The Front Door Agency	156244 - B001	Nashua NH 03064	$557,157	$0	$557,157	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Way Home, Inc	166673 - B001	Manchester NH	$256,886	$0	$256,886	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Tri-County Community Action Program, Inc.	**177195 - B009**	**Berlin NH**	**$205,825**	**$155,705**	**$361,630**	**O:07/10/19 (Item #16)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0	$252,556	O: 06/19/19 (Item #40) A1:08/28/19 (Item #20B) A2:07/15/20 (Tabled Item #15)
		Total	**$12,725,724**	**$3,999,996**	**$16,725,720**	

Funds are available in the following accounts for State Fiscal Year 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 request is to provide additional funding made available by the Governor's Office for Emergency Relief and Recovery to support the State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing homelessness receive the essential services and supports in emergency shelters. Emergency shelters provide critical services and supports for those NH residents who do not have a home. This additional funding will help emergency shelter programs cover the increased cost of food, electricity, heat, and workforce to ensure these safety net providers are able to continue providing services. Due to the pandemic, most emergency shelters have lost their volunteer base, increasing the reliance on paid staff.

Approximately 4,500 individuals will be served during State Fiscal Year 2023.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services, other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services

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include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Source of Federal Funds: Assistance Listing Number #21.023 FAIN #ERA0012 and #ERA0435, Assistance Listing Number #21.027 FAIN #4515DRNHP00000001

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

Respectfully submitted,

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
2023	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
		Sub Total		$264,968	$0	$264,968

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2023	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
		Sub Total		$185,945	$0	$185,945

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
2023	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
		Sub Total		$1,390,758	$0	$1,390,758

Families in Transition (F.K.A. FIT/NHNH, Inc.) Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
2023	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
		Sub Total		$2,942,938	$0	$2,942,938

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$352,114	$0	$352,114

Helping Hands Outreach Center Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
2023	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
		Sub Total		$405,272	$0	$405,272

Hundred Nights, Inc Vendor #: 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
2023	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
		Sub Total		$434,964	$0	$434,964

Lakes Region Community Developers Vendor # 156571-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$204,991	$0	$204,991

Marguerites Place Vendor # 157465-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536

2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
2023	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
		Sub Total		$327,536	$0	$327,536

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
2023	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
		Sub Total		$305,697	$0	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
2023	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
		Sub Total		$468,328	$0	$468,328

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
2023	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
		Sub Total		$296,982	$0	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
2023	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
		Sub Total		$1,678,826	$0	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
2023	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
		Sub Total		$444,758	$0	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
2023	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
		Sub Total		$569,845	$0	$569,845

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
2023	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
		Sub Total		$180,305	$0	$180,305

Southern NH Services — Vendor # 177198-B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
2023	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
		Sub Total		$992,485	$0	$992,485

The Front Door Agency — Vendor # 156244-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
2023	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
		Sub Total		$557,157	$0	$557,157

The Way Home, Inc — Vendor # 166673-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482

2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$256,886	$0	$256,886

Tri-County CAP, Inc

Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
2023	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
		Sub Total		$205,825	$0	$205,825

Waypoint

Vendor # 177166-B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$252,556	$0	$252,556

Total	$12,725,724	$0	$12,725,724

05-095-094-940010-24650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HEW HAMPSHIRE HOSPITAL, ARPA DHHS FISCAL RECOVERY FUNDS
100% Federal Funds

Bridge House, Inc.

Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$96,644	$96,644
		Sub Total		$0	$96,644	$96,644

Cross Roads House

Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$515,436	$515,436
		Sub Total		$0	$515,436	$515,436

Families in Transition (F.K.A. FIT/NHNH)

Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$955,704	$955,704
		Sub Total		$0	$955,704	$955,704

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$182,550	$182,550
		Sub Total		$0	$182,550	$182,550

Helping Hands Outreach Center — Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$171,812	$171,812
		Sub Total		$0	$171,812	$171,812

Hundred Nights, Inc — Vendor # 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$451,006	$451,006
		Sub Total		$0	$451,006	$451,006

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$161,074	$161,074
		Sub Total		$0	$161,074	$161,074

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$236,241	$236,241
		Sub Total		$0	$236,241	$236,241

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$118,121	$118,121
		Sub Total		$0	$118,121	$118,121

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$225,503	$225,503
		Sub Total		$0	$225,503	$225,503

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$214,765	$214,765
		Sub Total		$0	$214,765	$214,765

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$75,168	$75,168
		Sub Total		$0	$75,168	$75,168

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$440,267	$440,267
		Sub Total		$0	$440,267	$440,267

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$155,705	$155,705
		Sub Total		$0	$155,705	$155,705

Total	$0	$3,999,996	$3,999,996

Total Contract	$12,725,724	$3,999,996	$16,725,720

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Bridge House, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, 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 1.8, Price Limitation, to read:

   $361,612

2. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

Contractor Initials DS CB
Date 11/27/2022

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 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

11/2/2022
Date

DocuSigned by:
Karen Hebert
Name: Karen Hebert
Title: Division Director

The Bridge House, Inc.

11/2/2022
Date

DocuSigned by:
Cathy Bentwood, RN
Name: Cathy Bentwood, RN
Title: ED

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

OFFICE OF THE ATTORNEY GENERAL

11/3/2022
Date

DocuSigned by:
Robyn Guarino
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:

DocuSign Envelope ID: 1E2FA120-2CF9-4616-AE86-EF6EE4CFCAD6

15 mac

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**756,784**	**$623,974**	**1,380,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

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Families in Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154987 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157465 - B001	Nashua NH	$186,836	$140,700	$327,536	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,622	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,682	$296,982	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

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Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	$200,062	$244,696	$444,758	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	$312,915	$256,930	$569,845	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Seacoast Family Promise	TBD	Exeter NH	$94,661	$85,644	$180,305	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	177511 - R001	Keene NH	$527,563	$464,922	$992,485	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Front Door Agency	156244 - B001	Nashua NH	$287,991	$269,166	$557,157	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Way Home, Inc.	166673 - B001	Manchester NH	$140,656	$116,230	$256,886	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Tri-County CAP, Inc.	177195 - B009	Berlin NH	$126,299	$79,526	$205,825	O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #208) A1: 07/15/20 (Item #20)
		Total:	$6,882,604	$5,665,716	$12,548,320	

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Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652: Vendor # 1652: Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130	
2022	102/500732	Contracts for Program Services	TBD	$61,174	$0	$61,174	
2023	102/500733	Contracts for Program Services	TBD	$61,174	$0	$61,174	
		Sub Total		$264,968	$0	$264,968	

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$6,588	$0	$6,588	

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2022	102/500732	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2023	102/500733	Contracts for Program Services	TBD	$58,618	$0	$58,618	
		Sub Total		$185,945	$0	$185,945	

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221	O: 06/19/19 (Item #40) A1: 07/15/20,
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563	
2022	102/500732	Contracts for Program Services	TBD	$311,987	$0	$311,987	

2023	102/500733	Contracts for Program Services	TBD	$311,987	$0	$311,987	(Item #20) A2: 05/19/21 (Tabled Item #15)
		Sub Total		$1,390,758	$0	$1,390,758	

FITNHNH, Inc. — Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866	
2022	102/500732	Contracts for Program Services	TBD	$642,327	$0	$642,327	
2023	102/500733	Contracts for Program Services	TBD	$642,327	$0	$642,327	
		Sub Total		$2,942,938	$0	$2,942,938	

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702	
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702	
		Sub Total		$174,710	$177,404	$352,114	

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608	
2022	102/500732	Contracts for Program Services	TBD	$97,878	$0	$97,878	
2023	102/500733	Contracts for Program Services	TBD	$97,878	$0	$97,878	
		Sub Total		$405,272	$0	$405,272	

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478	
2022	102/500732	Contracts for Program Services	TBD	$107,055	$0	$107,055	
2023	102/500733	Contracts for Program Services	TBD	$107,055	$0	$107,055	
		Sub Total		$434,964	$0	$434,964	

Lakes Region Community Developers

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$58,174	$0	$58,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	

		Sub Total		$204,991	$0	$204,991	A2: 05/19/21 (Tabled Item #15)

Marquerites Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300	
2022	102/500732	Contracts for Program Services	TBD	$70,350	$0	$70,350	
2023	102/500733	Contracts for Program Services	TBD	$70,350	$0	$70,350	
		Sub Total		$327,536	$0	$327,536	

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087	
2022	102/500732	Contracts for Program Services	TBD	$64,233	$0	$64,233	
2023	102/500733	Contracts for Program Services	TBD	$64,233	$0	$64,233	
		Sub Total		$305,697	$0	$305,697	

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695	
2022	102/500732	Contracts for Program Services	TBD	$91,761	$0	$91,761	
2023	102/500733	Contracts for Program Services	TBD	$91,761	$0	$91,761	
		Sub Total		$468,328	$0	$488,328	

Vendor # 177295 - B001

New Generation

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043	
2022	102/500732	Contracts for Program Services	TBD	$67,291	$0	$67,291	
2023	102/500733	Contracts for Program Services	TBD	$67,291	$0	$67,291	
		Sub Total		$296,982	$0	$296,982	

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693	
2022	102/500732	Contracts for Program Services	TBD	$443,512	$0	$443,512	
2023	102/500733	Contracts for Program Services	TBD	$443,512	$0	$443,512	
		Sub Total		$1,678,826	$0	$1,678,826	

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Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260	
2022	102/500732	Contracts for Program Services	TBD	$122,348	$0	$122,348	
2023	102/500733	Contracts for Program Services	TBD	$122,348	$0	$122,348	
		Sub Total		$444,758	$0	$444,758	

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$168,742	$0	$168,742	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173	
2022	102/500732	Contracts for Program Services	TBD	$128,465	$0	$128,465	
2023	102/500733	Contracts for Program Services	TBD	$128,465	$0	$128,465	
		Sub Total		$569,845	$0	$569,845	

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391	
2022	102/500732	Contracts for Program Services	TBD	$42,822	$0	$42,822	
2023	102/500733	Contracts for Program Services	TBD	$42,822	$0	$42,822	
		Sub Total		$180,305	$0	$180,305	

Southern NH Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694	
2022	102/500732	Contracts for Program Services	TBD	$232,461	$0	$232,461	
2023	102/500733	Contracts for Program Services	TBD	$232,461	$0	$232,461	
		Sub Total		$992,485	$0	$992,485	

The Front Door Agency

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State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086	
2022	102/500732	Contracts for Program Services	TBD	$134,583	$0	$134,583	
2023	102/500733	Contracts for Program Services	TBD	$134,583	$0	$134,583	
		Sub Total		$557,157	$0	$557,157	

The Way Home, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	
		Sub Total		$256,886	$0	$256,886	

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435	
2022	102/500732	Contracts for Program Services	TBD	$39,763	$0	$39,763	
2023	102/500733	Contracts for Program Services	TBD	$39,763	$0	$39,763	
		Sub Total		$205,825	$0	$205,825	

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A2: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$252,556	$0	$252,556	

Overall Total	$12,548,320	$177,404	$12,725,724	

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

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Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
[redacted]	[redacted]	**Total**	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract. The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

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Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

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- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

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New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

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13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families in Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Concord Coalition to End Homelessness ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $229,909

3. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

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

5/15/2023
Date

DocuSigned by:
Katja S. Fox
Name: Katja S. Fox
Title: Director

Concord Coalition to End Homelessness

5/15/2023
Date

DocuSigned by:
Karen Jantzen
Name: Karen Jantzen
Title: Executive 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
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:

DocuSign Envelope ID: 073A77FD-84B6-4990-BF58-078632E98123

State of New Hampshire

Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that CONCORD COALITION TO END HOMELESSNESS is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on June 27, 2008. 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: **598764**

Certificate Number: **0005296145**

IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 17th day of March A.D. 2021.

William M. Gardner

Secretary of State

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CERTIFICATE OF AUTHORITY

I, Benjamin B. Folsom, hereby certify that:

1. I am a duly elected Officer of Concord Coalition to End Homelessness

2. The following is a true copy of a unanimous vote by consent taken by electronic mail on May 4, 5, and 9, as allowed and provided for in Section 6.8 of the Concord Coalition to End Homelessness Bylaws:

VOTED: That Karen Jantzen, Executive Director of the Concord Coalition to End Homelessness, to enter into contracts or agreements with the State of New Hampshire and any of its agencies or departments and to further authorize Karen Jantzen to execute any and all documents, agreements, or other instruments, and any amendments, revisions, or modifications thereto, which may in 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. The 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 listed above currently occupies the position 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 10, 2023

Name: Benjamin Folsom

Title: Board Chair

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TOEN000001 DBEAUDOIN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 4/6/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Davis & Towle Morrill & Everett, Inc. 115 Airport Road Concord, NH 03301	CONTACT NAME: PHONE (A/C, No, Ext): (603) 225-6611. FAX (A/C, No): (603) 225-7935 E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : Philadelphia Insurance Company — 23850
INSURED Concord Coalition to End Homelessness PO Box 3933 Concord, NH 03302	INSURER B : Granite State Health Care & Human Services Self Insured Group
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			PHPK2435634	7/1/2022	7/1/2023	EACH OCCURRENCE	$ 1,000,000
	[ ] CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 3,000,000
	X POLICY [ ] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$ 3,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB [ ] OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$
	DED [ ] RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			HCHS20220000577	1/1/2023	1/1/2024	X PER STATUTE [ ] OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y	N/A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Workers Compensation Information

3A State: NH

Volunteers and volunteer board members are excluded from coverage.

CERTIFICATE HOLDER

State of NH - Department of Health & Human Services
129 Pleasant Street
Concord, NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Donna P. Beaudoin

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Concord Coalition to end Homelessness
June 2021 Mission statement from Board Approved Strategic Plan

Our Mission

The mission of CCEH is to end homelessness in the greater Concord community.
We do this by working with our community to:

- Eliminate chronic homelessness;
- Support and quickly re-house people who have recently become homeless; and,
- Build a system that effectively responds to the diverse needs of people experiencing homelessness.

Our Long-Term Vision for Our Community *We envision a day when...*

- Every person in the greater Concord community has a safe, decent, stable and affordable place to live.

Our Core Beliefs - *We believe that...*

- Every person has value and deserves a home regardless of their circumstances.
- Ending homelessness is possible!
- Ending homelessness and maintaining a strong safety net benefit the entire community.
- We cannot do this alone. We must work in partnership with others.

Our Approach – *We understand that...*

CCEH alone cannot make this vision a reality. Success depends on our community, as a whole. In order to achieve this vision, we must all join together to create and maintain a robust Homeless Response System that includes the following six elements:

1. **A Community-Wide Vision and Commitment.** A robust system is built on a community-wide understanding that ending homelessness is possible and a shared commitment to working together to make that happen.
2. **Prevention Services.** The best way to end homelessness is by helping people avoid being homeless in the first place. A robust system connects people who are at risk of homelessness with the supports and services they need to remain housed.
3. **A Coordinated Entry System.** A robust system includes having processes in place that make it easy for people who are homeless to connect with the supports and services they need.
4. **Low Barrier Access to Safety/Survival Services.** A robust system ensures that people who are homeless have access to food, shelter (including low-barrier shelter) and other basic services.
5. **Access to Permanent Housing.** Emergency shelter is only a temporary response. A robust system ensures that it is possible for people of every income level to find safe, decent affordable housing.
6. **Continuous Assessment and Improvement.** A robust system has mechanisms in place that help us continuously monitor and respond to the needs of people in our community who are, or are at risk of becoming, homeless.

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Financial Statements

CONCORD COALITION TO END HOMELESSNESS

CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021
AND
INDEPENDENT ACCOUNTANTS' REVIEW REPORT

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CONCORD COALITION TO END HOMELESSNESS

CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021

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Leone, McDonnell & Roberts
PROFESSIONAL ASSOCIATION
CERTIFIED PUBLIC ACCOUNTANTS
WOLFEBORO • NORTH CONWAY
DOVER • CONCORD
STRATHAM

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Board of Directors
Concord Coalition to End Homelessness

We have reviewed the accompanying consolidated financial statements of Concord Coalition to End Homelessness (a nonprofit organization), which comprise the consolidated statement of financial position as of June 30, 2022, and the related consolidated statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the consolidated financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of entity management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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.

Accountants' Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the consolidated financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of Concord Coalition to End Homelessness and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountants' Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying consolidated financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

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Supplementary Information

The Consolidating Statement of Financial Position and Consolidating Statement of Activities are presented for purposes of additional analysis and are not a required part of the consolidated financial statements. Such 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 supplementary information has been subjected to the review procedures applied in our review of the consolidated financial statements. We are not aware of any material modifications that should be made to the supplementary information. We have not audited the supplementary information and do not express an opinion on such information.

Report on 2021 Financial Statements

The 2021 consolidated financial statements were audited by us, and we expressed an unmodified opinion on them in our report dated November 5, 2021. We have not performed any auditing procedures since that date.

Summarized Comparative Information

The summarized comparative information presented herein as of and for the year ended June 30, 2021, is consistent, in all material respects, with the audited financial statements from which it has been derived from.

Leone McDonnell & Roberts
Professional association

Dover, New Hampshire
October 21, 2022

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CONCORD COALITION TO END HOMELESSNESS

CONSOLIDATED STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2022 AND 2021

ASSETS

	2022 (Reviewed)	2021 (Audited)
CURRENT ASSETS		
Cash	$ 420,462	$ 563,600
Accounts receivable	62,160	57,581
Campaign pledges receivable	36,511	153,117
Prepaid expenses	11,583	4,815
Total current assets	530,716	779,113
RESTRICTED CASH	66,533	69,876
PROPERTY AND EQUIPMENT		
Buildings and improvements	2,167,837	1,585,785
Building - Green Street	810,322	807,822
Building - West Street	412,541	-
Furniture and equipment	101,280	101,280
Total property and equipment	3,491,980	2,494,887
Less: Accumulated depreciation	189,077	98,949
Property and equipment, net	3,302,903	2,395,938
OTHER ASSETS		
Tenant security deposits	4,926	1,200
Total assets	$ 3,905,078	$ 3,246,127

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES		
Accounts payable and accrued expenses	$ 55,708	$ 51,404
Notes and loans payable, current portion	29,320	-
Deferred revenue	48,726	21,838
Total current liabilities	133,754	73,242
LONG TERM LIABILITIES		
Tenant security deposits	4,926	1,200
Notes and loans payable, less current portion shown above	1,650,836	932,889
Total long term liabilities	1,655,762	934,089
Total liabilities	1,789,516	1,007,331
NET ASSETS WITHOUT DONOR RESTRICTIONS	2,115,562	2,238,796
Total liabilities and net assets	$ 3,905,078	$ 3,246,127

See Independent Accountants' Review Report
and
Notes to Consolidated Financial Statements

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CONCORD COALITION TO END HOMELESSNESS

CONSOLIDATED STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2022
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2021)

	2022 (Reviewed)			2021
	Without Donor Restrictions	With Donor Restrictions	2022 Total	Total (Audited)
REVENUE AND SUPPORT				
Government grants	$ 399,291	$ -	$ 399,291	$ 1,256,473
Contributions	333,099	-	333,099	455,255
Events	117,620	-	117,620	129,294
Rental and other revenue	100,831	-	100,831	34,901
Total revenue and support	950,841	-	950,841	1,875,923
NET ASSETS RELEASED FROM RESTRICTIONS	-	-	-	-
Total revenue and support, and net assets released from restrictions	950,841	-	950,841	1,875,923
EXPENSES				
Program services	924,268	-	924,268	668,891
Management and general	69,315	-	69,315	48,380
Fundraising	80,492	-	80,492	39,506
Total expenses	1,074,075	-	1,074,075	756,777
INCREASE (DECREASE) IN NET ASSETS	(123,234)	-	(123,234)	1,119,146
NET ASSETS, BEGINNING OF YEAR	2,238,796	-	2,238,796	1,119,650
NET ASSETS, END OF YEAR	$ 2,115,562	$ -	$ 2,115,562	$ 2,238,796

See Independent Accountants' Review Report
and
Notes to Consolidated Financial Statements

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CONCORD COALITION TO END HOMELESSNESS

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2022
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2021)

	Program Services	Management and General	Fundraising	2022 Total (Reviewed)	2021 Total (Audited)
Salaries and wages	$ 479,460	$ 26,855	$ 52,350	$ 558,665	$ 416,802
Occupancy expense	115,524	1,213	1,231	117,968	44,349
Depreciation	87,928	1,200	1,000	90,128	55,870
Employee benefits	62,152	2,375	2,645	67,172	44,120
Insurance	46,507	500	1,183	48,190	29,651
Payroll taxes	40,795	2,342	4,430	47,567	33,388
Office expenses	24,890	5,794	3,589	34,273	23,200
Other	5,733	12,669	12,925	31,327	23,707
Professional fees	22,676	720	-	23,396	24,914
Interest expenses	13,764	-	-	13,764	513
Accounting and audit fee	-	11,500	-	11,500	25,593
Telephone and internet	6,734	435	462	7,631	5,904
Other program expenses	5,664	-	-	5,664	19,987
Payroll service charge	3,279	184	358	3,821	3,270
Direct client aid	3,587	-	-	3,587	527
Travel	1,379	1,321	-	2,700	419
Credit card processing	2,190	-	-	2,190	2,299
Dues and subscriptions	896	993	239	2,128	1,200
Professional development	970	718	80	1,768	1,064
Volunteer appreciation	140	496	-	636	-
Total functional expenses	$ 924,268	$ 69,315	$ 80,492	$ 1,074,075	$ 756,777

See Independent Accountants' Review Report
and
Notes to Consolidated Financial Statements

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CONCORD COALITION TO END HOMELESSNESS

CONSOLIDATED STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021

	2022 (Reviewed)	2021 (Audited)
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	$ (123,234)	$ 1,119,146
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	90,128	55,870
Forgiveness of debt	-	(49,500)
Amortized debt issuance costs	181	181
Present value deduction	-	(7,884)
Decrease (increase) in assets:		
Accounts receivable	(4,579)	(35,593)
Campaign pledges receivable	116,606	55,160
Prepaid expenses	(6,768)	2,241
Increase (decrease) in liabilities:		
Accounts payable and accrued expenses	4,304	48,015
Tenant deposits	-	1,200
Deferred revenue	26,888	(4,912)
NET CASH PROVIDED BY OPERATING ACTIVITIES	103,526	1,183,924
CASH FLOWS FROM INVESTING ACTIVITIES		
Capital expenditures	(253,093)	(1,348,697)
NET CASH USED IN INVESTING ACTIVITIES	(253,093)	(1,348,697)
CASH FLOWS FROM FINANCING ACTIVITIES		
Other	-	(8,244)
Payments on long term debt	(8,009)	-
Proceeds from long term debt	11,095	-
NET CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES	3,086	(8,244)
NET DECREASE IN CASH AND RESTRICTED CASH	(146,481)	(173,017)
CASH AND RESTRICTED CASH AT BEGINNING OF YEAR	633,476	806,493
CASH AND RESTRICTED CASH AT END OF YEAR	$ 486,995	$ 633,476
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION:		
Cash paid during the year for:		
Interest	$ 13,583	$ -
NON-CASH INVESTING AND FINANCING ACTIVITY:		
Purchase of capital expenditures with long term debt	$ 744,000	$ -
CASH BALANCES:		
Cash and cash equivalents	$ 420,462	$ 563,600
Restricted cash	66,533	69,876
Total cash and restricted cash	$ 486,995	$ 633,476

See Independent Accountants' Review Report
and
Notes to Consolidated Financial Statements

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CONCORD COALITION TO END HOMELESSNESS

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021

NOTE 1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Organization

Concord Coalition to End Homelessness ("the Coalition") is a nonprofit organization incorporated under the laws of New Hampshire. The purpose of the Coalition is to end homelessness in the greater Concord area through collaboration with other agencies and by providing direct service programs. The Coalition operates six direct service programs as follows:

A daytime Resource Center where people experiencing homelessness can meet their immediate needs, including free use of shower and laundry facilities, receipt of mail, phone and internet access, and assistance from a caseworker to connect with other mainstream resources. In fiscal year 2022 the Coalition served 640 unique clients in 9,858 contacts in the 249 days the Resource Center operated.

Permanent Supportive Housing which is comprised of Housing First Concord, Green Street Residences and West Street Residences. Housing First Concord is a permanent supportive housing program for chronically homeless individuals which provides rental assistance and intensive caseworker support. This program serves 16 people who are currently housed in the Greater Concord area. Green Street Residences (GSR) and West Street Residences (WSR) are nonprofit organizations incorporated under the laws of New Hampshire which purchased, developed and now operate small apartment facilities for the people previously experiencing homelessness located in Concord, New Hampshire.

Emergency Winter Shelter, which operates December through March each year. The shelter is a "low barrier" shelter that serves adults, including those with active addictions and felony convictions, so that those in need can sleep inside during dangerously cold winter months. The shelter serves adults only, both men and women, and has 40 beds. In fiscal 2022 the Coalition provided 3,936 bed nights to 237 unique individuals over the 121 nights the shelter operated.

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Starting in September 2021, the Coalition initiated a formal program for Outreach Services which entails proactively seeking out people experiencing homelessness where they live (encampments, cars, doorways) and encouraging the individuals to seek out available services, including those provided at the Resource Center and Emergency Winter Shelter. The program also entails developing a comprehensive list of people experiencing homelessness in Merrimack County using available private and public databases, with the goal of using the data to help people experiencing homelessness connect with permanent housing solutions. The Outreach Services Program is largely funded by an individual donor over a three-year period.

The Coalition is also the lead agency to convene the Steering Committee for Concord's Plan to End Homelessness, and the Homeless Service Provider Network, for information sharing and collaboration on efforts to end homelessness.

The Coalition has also embarked on a new initiative to explore and develop Housing Solutions for individuals currently experiencing homelessness by engaging with existing landlords to accept people experiencing homelessness, owning and operating small residential properties that will be leased to people experiencing homelessness and partnering with large real estate developers of not-for-profit housing projects. Activities from this program led to the acquisition and development of West Street Residences and Pleasant Street Residences. (See Note 2).

Principles of Consolidation

The consolidated financial statements of the Coalition include the financial information of Concord Coalition to End Homelessness, Green Street Residence (GSR), and West Street Residences (WSR). GSR and WSR are nonprofit entities that control and operate small apartment facilities for the homeless. The Coalition controls GSR and WSR and the organizations share certain Board members. All significant intercompany accounts and transactions have been eliminated in the accompanying consolidated financial statements.

Basis of Accounting

The financial statements of the Coalition are prepared in accordance with generally accepted accounting standards and principles established by the Financial Accounting Standards Board (FASB). References to U.S. Generally Accepted Accounting Principles (GAAP) in these footnotes are to the FASB Accounting Standards Codification.

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The financial statements of the Coalition are prepared using the accrual basis of accounting and, accordingly, reflect all significant receivables, payables, and other liabilities.

Comparative Financial Information

The accompanying consolidated financial statements include certain prior-year summarized comparative information in total, but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with Accounting Principles Generally Accepted in the United States of America (GAAP). Accordingly, such information should be read in conjunction with the audited consolidated financial statements for the year ended June 30, 2021, from which the summarized information was derived.

Basis of Presentation

The financial statements of the Coalition have been prepared in accordance with U.S. generally accepted accounting principles (US GAAP), which require the Coalition to report information regarding its financial position and activities according to the following net asset classifications. The classes of net assets are determined by the presence or absence of donor-imposed restrictions.

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Coalition. These net assets may be used at the discretion of the Coalition's Board of Directors.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Coalition or by passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

As of June 30, 2022 and 2021 there were no net assets with donor imposed restrictions.

Cash and Cash Equivalents

For purposes of the Statement of Cash Flows, the Coalition considers all unrestricted highly liquid investments with an initial maturity of three months or less to be cash equivalents. The Coalition had no cash equivalents at June 30, 2022 and 2021.

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Fair Value of Financial Instruments

Accounting Standard Codification No. 825, "Financial Instruments", requires the Coalition to disclose estimated fair values for its financial instruments. The carrying amounts of cash, accounts receivable, campaign pledges receivable, prepaid expenses, accounts payable and accrued expenses, and deferred revenue approximate fair value because of the short maturity of those instruments.

Campaign Pledges Receivable

The Coalition has received promises of future payments which are on the financials as pledges receivable. The contributions are recorded as temporarily restricted revenue at the time pledges are made. At year-end the balance is adjusted to reflect the actual amount of pledges anticipated to be received. There have been no material losses from non-payment of pledges through June 30, 2022. Pledges receivable at June 30, 2022 and 2021 were $36,511 and $153,117, respectively. Virtually all of the balances outstanding at June 30, 2022 are expected to be collected in the next year.

Property and Equipment

Property and equipment are carried at cost, if purchased, and at fair value at the date of donation if donated. Maintenance, repairs and minor renewals are expensed as incurred, and renewals and betterments are capitalized. Depreciation is computed using the straight-line method to absorb the costs over the estimated useful lives of the assets as follows:

Building and improvements	40
Equipment	5 – 10

Depreciation expense for the years ended June 30, 2022 and 2021, totaled $90,128 and $55,870, respectively.

The Coalition reviews its property and equipment for impairment whenever events or changes in circumstances indicate the carrying value may not be recoverable. Recoverability is measured by a comparison of the carrying amount to the future net undiscounted cash flow expected to be generated and any estimated proceeds from the eventual disposition. If the long-lived asset is impaired, the impairment is measured at the amount by which the carrying amount exceeds the fair value as determined from an appraisal, discounted cash flow analysis, or other valuation technique. No material impairment losses were recognized during the years ended June 30, 2022 and 2021.

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Debt Issuance Costs

Debt issuance costs, net of accumulated amortization, are presented as a deduction from the carrying value of the note payable. Debt issuance costs total $8,244 and are amortized over 40 years. (See Note 7).

Contributions

All contributions are considered available for unrestricted use unless specifically restricted by the donor and accepted as such by the Coalition with written documentation of the restrictions. Amounts received that are restricted for future periods or for specific purposes are reported as temporarily restricted and permanently restricted support, depending on the nature of the restriction.

Functional Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis. Natural expenses are defined by their nature, such as salaries, rent, supplies, etc. Functional expenses are classified by the type of activity for which expenses are incurred, such as management and general and direct program costs. Expenses are allocated by function using a reasonable and consistent approach that is primarily based on function and use. The costs of providing certain program and supporting services have been directly charged.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reported periods. Actual results could differ from those estimates.

Income Taxes

The Internal Revenue Service has determined that the Coalition is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been recorded in the accompanying financial statements. The Coalition has been classified as an organization other than a private foundation.

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GSR and WSR are exempt from federal income taxes under Internal Revenue Code section 501(c)(2). GSR and WSR are not taxpaying entities for income tax purposes; accordingly a provision for income taxes has not been recorded in the accompanying financial statements.

The Coalition complies with the *Accounting for Uncertainty in Income Taxes* standard. Accordingly, management has evaluated its tax positions and has concluded that the Coalition has maintained its tax-exempt status and has taken no uncertain tax positions that require adjustment or disclosure in its financial statements. With few exceptions, the Coalition is no longer subject to income tax examinations by the U.S. Federal or State tax authorities for years beyond three years prior.

New Accounting Pronouncement

In February 2016, the FASB issued ASU 2016-02, *Leases*, to increase transparency and comparability among organizations by recognizing lease assets and lease liabilities on the balance sheet and disclosing key information about leasing arrangements. In consideration of the most recent deferral of the ASU effective date as of the date of these financial statements, the ASU is effective for financial statements issued for fiscal years beginning after December 15, 2021 with early adoption permitted, using a modified retrospective approach. The Coalition has not elected early adoption of the provisions of ASU 2016-02 and is currently evaluating its potential impact on its financial statements.

Revenue Recognition

The Coalition is supported primarily through donor contributions and government grants. Promises to give that are expected to be collected in future years are measured at fair value using the present value of their estimated future cash flows. When a restriction expires (a time restriction ends or a purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the Statement of Activities as net assets released from restriction.

The Coalition hosts several fundraising events during the year. The ticket and event revenue is recognized at the time of the event. Any tickets or sponsorships received prior to the event are deferred until earned.

The Coalition also earns rental income and recognizes revenues as rentals become due. All leases between the Coalition and its tenants are operating leases. GSR has a Housing Assistance Payments (HAP) Contract with New Hampshire Housing, pursuant to Section 8 of the Housing Act of 1937.

The US Department of Housing and Urban Development (HUD) establishes criteria for the program whereby GSR is entitled to a rent subsidy for certain units based upon the difference between market rents as defined in the contract, and the amounts paid by the tenants. Tenants must meet Section 8 eligibility requirements and will pay 30% of their adjusted income for rent. WSR's residents have rental subsidies from various government agencies that require the tenant to pay 30% of their income from for rent. The rental subsidies are held by the tenant and not WSR.

Performance Obligations and Contract Assets and Liabilities

Contract liabilities consist primarily of advance ticket sales and sponsorship income for the summer BBQ event, and fall talent show, and therefore, revenue recognition is deferred until the event takes place. There are no contract assets at the end of the year. Contract liabilities at June 30, 2022 and 2021 are $43,502 and $21,838, respectively.

NOTE 2. MAJOR TRANSACTIONS

Safe Spaces II

In November 2019, the Coalition launched a major fundraising campaign – Safe Spaces II: The Next Step. The campaign helps the Coalition keep its essential programs operating for another three years and provides seed money for future projects.

With pledges and donations from this campaign, the Coalition purchased and renovated a building downtown into four apartments, providing safe and supported homes to people who have lived in shelters, cars and the woods. The building is owned by GSR.

GSR was incorporated as a single-purpose, non-profit entity in February 2020. The Coalition closed on a loan from New Hampshire Housing in the amount of $646,952 with zero interest, deferred payment, 40 year term on April 17, 2020. These funds come from the federal Housing Trust Fund money administered by New Hampshire Housing's Special Needs Program. GSR also received a lead abatement loan with New Hampshire Housing in the amount of $44,000 with 0% interest, deferred payment, on April 17, 2020. Lump sum repayment is due upon transfer of the property. Construction and rehabilitation of the Green Street property was completed in December 2020 and the four tenants occupied their new homes soon thereafter.

The Safe Spaces II campaign reached its financial goals in fiscal year 2022.

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Shelter Modification and Other Covid Related Grants

In October and December 2020, the Coalition received $67,213 in grants from New Hampshire Housing under the Governor's Office for Emergency Relief and Recovery Shelter Modification Program. The grant funds were used to purchase equipment and services to allow the Coalition's Resource Center and Emergency Winter Shelter to continue to operate during the pandemic. The funds were fully spent during fiscal year 2021.

In December 2020 the Coalition purchased the First Congregational Church of Concord located at 177 N Main Street in Concord, New Hampshire. The purchase was funded through the CARES Act with a $878,013 Shelter Modification Grant administered by New Hampshire Housing. The Coalition moved the Emergency Winter Shelter and daytime Resource Center to the new facilities. The larger facility allowed the Coalition to meet the CDC guidelines for social distancing and help prevent the spread of COVID-19 yet maintain the 40-bed shelter capacity and continue to serve people experiencing homelessness at the Resource Center.

The Coalition examined the feasibility of renovating the historic First Church building into subsidized housing for people experiencing homelessness with several affordable housing developers. We determined the high cost of development of the properties made these initial plans not feasible. We may enter a future transaction to sell the property and use the proceeds for future housing development activities or programs to address the needs of people experiencing homelessness. The high cost of operating the First Church facility (i.e., insurance, energy) make it unlikely we will utilize the facility over the long term, although we will have programs at First Church in fiscal 2023. The ultimate sale or disposition of the First Church property may be at an amount less than the current carrying value. (See Note 11).

In April 2020 the Coalition received $49,500 under the CARES Act Paycheck Protection Program (PPP). The PPP loan was reflected as debt in the June 30, 2020 consolidated Statement of Financial Position. In December 2021 the PPP loan was fully forgiven by the US Small Business Administration. The loan forgiveness is reflected as Government grant revenue in the June 30, 2021, Statement of Activities.

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In May 2021 the Coalition and the City of Concord entered into an agreement that provided the Coalition up to $178,000 in grant funds under a Community Development Block Grant (CDBG) administered by the New Hampshire Community Development Finance Authority (CDFA). The grant funds cover allowable costs related to the COVID-19 pandemic through June 30, 2022 and were received as the Coalition submitted appropriate documentation to the City and CDFA. The Coalition recognized $127,000 and $51,000 as Government Grant Revenue under this agreement for the years ended June 30, 2022 and 2021, respectively.

In September 2021, WSR purchased 12-14 West Street in Concord, a three-unit apartment building. The acquisition cost and initial capital improvements (a new roof) was $312,541. In October 2021 three tenants occupied their new homes. The acquisition and initial capital repairs of the building was financed with a down payment from existing cash reserves and a $304,000, 25-year, 4% mortgage from Merrimack County Savings Bank (MCSB) (See Note 7).

In December 2021, the Coalition was awarded a grant for $55,931 from the Governor's Office for Emergency Relief and Recovery under the Coronavirus Relief Fund established by the CARES Act provided by the United States Department of Treasury. The funds were used to pay for the increased operating costs of our Winter Shelter associated with responding to the pandemic. These funds were fully spent during the fiscal year 2022.

In February 2022 the Coalition purchased 120 Pleasant Street in Concord, New Hampshire, a four-unit building. The acquisition of the building was financed with a down payment from existing cash reserves and a $440,000 mortgage from MCSB. (See Note 7). The Coalition plans to rehabilitate the building into an eight-unit building with funding from CDBG and New Hampshire Housing in fiscal year 2023. The property on Pleasant Street is currently managed by CCEH, however once the rehabilitation is complete, the property will be set up as a 501(c)(2) and managed by Concord Housing.

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NOTE 3. RESTRICTED CASH

The following cash balances are restricted for the following purposes:

	2022	2021
Operating Reserve for Winter Shelter	$ 49,110	$ 49,352
Restricted cash accounts for GSR	17,423	20,524
Total restricted cash	$ 66,533	$ 69,876

Operating Reserve for Winter Shelter
In accordance with the New Hampshire Housing loan agreement, the Coalition is required to maintain a reserve for operating short falls.

Replacement Reserve
In accordance with the New Hampshire Housing regulatory agreement, the Coalition is required to maintain a reserve to replace capital items as they come to the end of their useful lives. Monthly deposits as determined by New Hampshire Housing are due through the term of the loan.

Operating Reserve for Green Street Residences
In accordance with the New Hampshire Housing regulatory agreement, the Coalition is required to maintain a reserve for operating short falls.

Tax and Insurance Escrows
In accordance with the New Hampshire Housing regulatory agreement, the Coalition is required to maintain escrows for tax and insurance charges.

NOTE 4. CONCENTRATION OF CREDIT RISK

The Coalition maintains cash balances at financial institutions located in New Hampshire. Balances at these institutions are insured by the Federal Deposit Insurance Corporation (FDIC) up to $250,000 per institution. At various times during the year, deposits in accounts may exceed the insured limits. The Coalition believes it is not exposed to any significant risk on cash.

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NOTE 5. DONATED GOODS AND SERVICES

Community members volunteer their time and efforts to the Coalition to further the mission to end homelessness. Volunteer support received by the Coalition includes in-kind administrative and technical support, and hundreds of hours of volunteer support on fundraising events. Donated services are reported at their fair value as contributions in the financial statements if the services (a) create or enhance nonfinancial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Coalition.

The value of this time and effort, while significant and necessary, are not specialized services and do not meet the criteria for recognition under generally accepted accounting principles.

There were no donated goods or services during the years ended June 30, 2022 and 2021.

NOTE 6. LIQUIDITY AND AVAILABILITY

The following represents the Coalition's financial assets as of June 30, 2022 and 2021:

	2022	2021
Cash	$ 420,462	$ 563,600
Accounts receivable	62,160	57,581
Campaign pledges receivable	36,511	153,117
Restricted cash	66,533	69,876
Tenant security deposits	4,926	1,200
Total financial assets	590,592	845,374
Less amounts not available for general expenditures within one year		
Restricted cash	66,533	69,876
Tenant security deposits	4,926	1,200
	71,459	71,076
Financial assets available to meet general expenditures over the next twelve months	$ 519,133	$ 774,298

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The Coalition has a goal to maintain unrestricted cash on hand to meet 30 days of normal operating expenditures, which are, on average, approximately $81,000 and $58,000 at June 30, 2022 and 2021, respectively.

NOTE 7. NOTES AND LOANS PAYABLE

The Coalition had the following notes and loans payable as of June 30:

	2022	2021
Loan Payable to New Hampshire Housing (HTF). The loan is not subject to interest or principal amortization. Repayments equal to 50% of annual surplus cash, as defined in the New Hampshire Housing regulatory agreement, shall be made against the principal balance. All amounts shall be payable in full on April 1, 2060. The loan is collateralized by real estate located on Green Street, Concord, New Hampshire.	$ 645,952	$ 645,952
Loan payable to New Hampshire Housing. The loan is not subject to interest or principal amortization and will be forgiven in 2029 provided that the property is used as housing for homeless individuals and families. The loan is secured by property located on Green Street, Concord, New Hampshire.	44,000	44,000
Loan payable to New Hampshire Housing. The loan is not subject to interest or principal amortization and will be forgiven in 2028, provided the property is used as a temporary shelter for the homeless. The loan is secured by real estate.	250,000	250,000
Loan payable to Merrimack County Savings Bank in monthly principal and interest payments of $2,322 at an interest rate of 4.0% for the first ten years and at a variable rate based on the FHLB plus 2.75% thereafter, maturing in February 2047. The loan is secured by property located in Merrimack County.	435,696	-

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Loan payable to New Hampshire Housing. Loan is not to exceed $45,000 for the Pleasant Street Apartments. The loan is not subject to interest or principal amortization and is to be paid at the time of construction loan closing on the project.	11,095	-
Loan payable to Merrimack County Savings Bank in monthly principal and interest payments of $1,563 at an interest rate of 3.75% for the first ten years and at a variable rate based on the FHLB plus 2.75% thereafter, maturing in December 2046. The loan is secured by property located in Merrimack County.	300,295	-
	1,687,038	939,952
Unamortized deferred financing costs	(6,882)	(7,063)
Total debt, net of debt issuance costs	1,680,156	932,889
Less amounts due within one year	29,320	-
Total long term debt	$ 1,650,836	$ 932,889

The schedule of maturities of long term debt is as follows at June 30:

Year Ended June 30	Amount
2023	$ 29,320
2024	18,948
2025	19,700
2026	20,480
2027	21,293
Thereafter	1,577,297
	$ 1,687,038

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NOTE 8. TRANSACTIONS WITH RELATED PARTIES

Grant Income

During the year ended June 30, 2021 the Coalition contributed $120,829 toward the rehabilitation and start-up costs of GSR. The related party transaction was eliminated in the June 30, 2021 consolidated financial statements.

Contribution Income

During the year ended June 20, 2022 the Coalition contributed $108,541 toward the rehabilitation and start-up costs of WSR. The related party transaction has been eliminated in the June 30, 2022 consolidated financial statements.

Developer Fee

For services rendered in connection with the development and rehabilitation of the property, GSR has agreed to pay the Coalition a developer fee in the amount of $39,000. The entire fee is evidenced by a non-interest-bearing note payable dated December 31, 2020. The balance of $34,397 and $39,000 at June 30, 2022 and 2021, respectively, shall be paid from future available operating cash in accordance with the New Hampshire Housing regulatory agreement. The related party transaction has been eliminated in the consolidated financial statements.

Distributions

The maximum allowable distribution is calculated using the amount granted to GSR by its parent company, the Coalition, in the initial year of operations. The distributable amount is 12% of the initial contribution which was $120,829. No distributions were made in either of the years ending June 30, 2022 and 2021.

NOTE 9. RESTRICTED COVENANTS

GSR entered into a Land Use Restriction Agreement in order to obtain the HTF loan from New Hampshire Housing (see Note 7). The agreement requires GSR to ensure rents and tenant incomes meet specific requirements for a period of 40 years.

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NOTE 10. RECLASSIFICATION

Certain reclassifications have been made to the prior year's financial statements to conform to the current year presentation. These classifications had no effect on the previously reported change in net assets, or net asset amounts.

NOTE 11. SUBSEQUENT EVENTS

Subsequent events are events or transactions that occur after the statement of financial position date, but before financial statements are available to be issued. Recognized subsequent events are events or transactions that provide additional evidence about conditions that existed at the statement of financial position date, including the estimates inherent in the process of preparing financial statements. Nonrecognized subsequent events are events that provide evidence about conditions that did not exist at the statement of financial position date, but arose after that date. Management has evaluated subsequent events through October 21, 2022, the date the financial statements were available to be issued.

In September 2022 a purchase and sale agreement was in process for the First Church property, with a sales price of $750,000. As of the date the financial statements were available to be issued, the agreement has not been finalized.

In April 2022 the Coalition filed for a $1,000,000 grant for Congressionally Directed spending to help fund the acquisition of properties that will be used as permanent supportive housing for people experiencing homelessness. The grant, if approved by the U.S. Senate Appropriation Committee, would be available once the US Federal budget for fiscal 2023 is approved.

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SUPPLEMENTARY INFORMATION

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CONCORD COALITION TO END HOMELESSNESS

CONSOLIDATING STATEMENT OF FINANCIAL POSITION
JUNE 30, 2022

ASSETS

	CCEH	Green Street	West Street	Eliminations	Total
CURRENT ASSETS					
Cash	$ 398,776	$ 16,650	$ 4,836	$ -	$ 420,462
Accounts receivable	82,059	40	454	(20,393)	62,160
Campaign pledges receivable	36,511	-	-	-	36,511
Prepaid expenses	10,602	981	-	-	11,583
Total current assets	527,948	17,871	5,290	(20,393)	530,716
RESTRICTED CASH	49,110	17,423	-	-	66,533
PROPERTY AND EQUIPMENT					
Buildings and improvements	2,167,837	-	-	-	2,167,837
Building - Green Street	-	810,322	-	-	810,322
Building - West Street	-	-	412,541	-	412,541
Furniture and equipment	83,956	17,324	-	-	101,280
Total property and equipment	2,251,793	827,646	412,541	-	3,491,980
Less: Accumulated depreciation	151,725	31,297	6,055	-	189,077
Property and equipment, net	2,100,068	796,349	406,486	-	3,302,903
OTHER ASSETS					
Tenant security deposits	-	1,200	3,726	-	4,926
Accounts receivable, net of current portion	20,125	-	-	(20,125)	-
Total other assets	20,125	1,200	3,726	(20,125)	4,926
Total assets	$ 2,697,251	$ 832,843	$ 415,502	$ (40,518)	$ 3,905,078

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES					
Accounts payable and accrued expenses	$ 51,222	$ 3,567	$ 7,040	$ (6,121)	$ 55,708
Notes and loans payable, current portion	21,695	14,272	7,625	(14,272)	29,320
Deferred revenue	47,724	30	972	-	48,726
Total current liabilities	120,641	17,869	15,637	(20,393)	133,754
LONG TERM LIABILITIES					
Tenant security deposits	-	1,200	3,726	-	4,926
Notes and loans payable, less current portion	675,096	703,195	292,670	(20,125)	1,650,836
Total long term liabilities	675,096	704,395	296,396	(20,125)	1,655,762
Total liabilities	795,737	722,264	312,033	(40,518)	1,789,516
NET ASSETS WITHOUT DONOR RESTRICTIONS	1,901,514	110,579	103,469	-	2,115,562
Total liabilities and net assets	$ 2,697,251	$ 832,843	$ 415,502	$ (40,518)	$ 3,905,078

See Independent Accountants' Review Report

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CONCORD COALITION TO END HOMELESSNESS

CONSOLIDATING STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2022

	CCEH	Green Street	West Street	Eliminations	Total
REVENUE AND SUPPORT					
Government grants	$ 399,291	$ -	$ -	$ -	$ 399,291
Contributions	333,099	-	-	-	333,099
Events	117,620	-	-	-	117,620
Rental and other revenue	22,409	48,368	138,595	(108,541)	100,831
Total revenue and support	872,419	48,368	138,595	(108,541)	950,841
EXPENSES					
Program services	958,570	43,416	30,823	(108,541)	924,268
Management and general	56,334	8,678	4,303	-	69,315
Fundraising	80,492	-	-	-	80,492
Total expenses	1,095,396	52,094	35,126	(108,541)	1,074,075
INCREASE (DECREASE) IN NET ASSETS	(222,977)	(3,726)	103,469	-	(123,234)
NET ASSETS, BEGINNING OF YEAR	2,124,491	114,305	-	-	2,238,796
NET ASSETS, END OF YEAR	$ 1,901,514	$ 110,579	$ 103,469	$ -	$ 2,115,562

See Independent Accountants' Review Report

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CONCORD COALITION TO END HOMELESSNESS

BOARD OF DIRECTORS ROSTER

Last Updated: August, 2022

Board Member Names & Roles	Start Date
Benjamin Folsom, Chair (Attorney, McLane Middleton)	09/2017
Rob Kleiner, Vice Chair (Quality Auditing Manager, Delta Dental)	01/2021
Meghan Farrell, Secretary (Communications Director, Community Catalyst)	02/2020
Dr. James Schlosser- Treasurer (Primary Care Physician Manchester VA Medical Center)	02/2022
Cathy Battistelli, (Executive Committee at large member) (Retired, Deputy Chief Probation Officer U.S. District Court N.H.)	04/2019
Michael Tyrance Community member	04/2019
Dominic Geffken (Program Director, NH Dartmouth Family Medicine Residency, Concord Hospital)	09/2015
Tim McLaughlin (Attorney, Shaheen & Gordon, P.A.)	03/2018
David Croft (Merrimack County Sheriff)	03/2021
Jay Schumacher (Senior Consultant, Business Process Improvement - Lincoln Financial Group)	01/2022
Ann Dippold (Owner Dippold & Dennehy Real Estate Group)	02/2022
Miles Whitener (Community Member)	02/2022

Board Affiliated Roles

Karen Jantzen, Executive Director
Mark Fagan, COO
Greg Lessard, Director of Housing Initiatives
Kait Gallagher, Director of Development

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SIERRA HUBBARD

Housing case worker with a journalism background

EDUCATION

B.S. in Communication in December 2017
Kennesaw State University (Kennesaw, GA)

EXPERIENCE — SOCIAL SERVICES

Concord Coalition to End Homelessness | *Housing Support Specialist*
November 2022 - present | *Concord, NH*

- → Provide case management for 15 permanent supportive housing clients; encourage self-advocacy
- → Verify new clients' chronic homelessness & disability; conduct initial & annual HQS inspections
- → Document progress toward client goals; maintain client files per HUD/BHS standards
- → Liaise with clients' landlords & outreach to property owners in the community
- → Maintain & update comprehensive spreadsheet of apartments & landlords in Concord

Nashua Soup Kitchen & Shelter Inc. | *Case Manager*
November 2021 - October 2022 (one year) | *Nashua, NH*

- → Provided case management to people experiencing (or at risk of) sheltered & unsheltered homelessness, in conjunction with other service providers; interacted with 50+ clients monthly
- → Processed applications for financial assistance & sent payments to landlords & utility companies
- → Digitized & revamped the agency's forms for case management & financial assistance
- → Represented NSKS at service provider meetings
- → Spearheaded the creation of COC subcommittee focused on older adults experiencing homelessness; served as subcommittee's chairperson
- → Managed NSKS family programs, including holiday gifts, backpack distribution & kids' birthdays
- → Established processes to receive clients' mail & safely store their identifying documentation

Southwestern Community Services Inc. | *Supportive Housing Program Case Manager*
September 2020 - October 2021 (just over a year) | *Keene, NH*

- → Provided housing-based case management for 40+ clients across six grant-funded rental assistance programs; completed annual recertifications as needed
- → Ensured client's comprehension of lease requirements & tenant rights; encouraged self-advocacy & direct communication between client & landlord, but liaisoned when needed
- → Conducted HQS inspections & visual assessments of lead-based paint
- → Maintained relationships with property owners to find available units for clients
- → Performed duties of property manager for two supportive housing properties (nine units total)

Hundred Nights Inc. | *Housing Case Manager*
May 2020 - September 2020 (just over three months) | *Keene, NH*

- → Provided case management to clients of the overnight shelter & the drop-in resource center; focused on securing identifying documentation & completing housing applications
- → Entered data into HMIS as well as organization-specific databases

Hundred Nights Inc. | *Overnight Supervisor*
April 2020 - May 2020 (nearly two months) | *Keene, NH*

- → Ensured shelter guests' comfort & safety overnight

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SIERRA HUBBARD

Housing case worker with a journalism background

SKILLS & TRAINING

Completed trainings:

- → First Aid & CPR certification (October 29, 2020)
- → HUD lead-based paint visual assessment training (October 29, 2020)
- → SAMHSA's SOAR certification for SSI/SSDI applications for adults (March 21, 2021)
- → HUD URA Temporary Relocation (July 9, 2021)
- → Current HMIS license-holder
- → Ongoing trainings on harm reduction, trauma-informed care, deescalation techniques, etc.

Soft skills:

- → Interpersonal communication, including active & empathetic listening
- → Ability to effectively communicate ideas verbally & in writing
- → Strong adherence to ethical standards & practices
- → Attention to detail (fact-checking is ingrained in me!)

EXPERIENCE — JOURNALISM

The Keene Sentinel | *Reporter*
January 2018 - March 2020 (two years & some change) | *Keene, NH*

- → Pitched story ideas, covered events & wrote articles for the local newspaper
- → Specialized in covering city government, housing & homelessness in the area

The Kennesaw State University Sentinel | *Various roles*
October 2013 - July 2017 (just shy of four years) | *Keene, NH*

- → As editor-in-chief from June 2016 to July 2017 of The KSU Sentinel (a weekly newspaper at a metro Atlanta university with 36,000 students), oversaw the publication's budget, distribution, advertising, content & staff of 12 student editors & designers
- → As news editor from February 2015 to June 2016, edited stories & determined layout
- → As a staff writer from October 2013 to February 2015, wrote stories for the news section

AWARDS & HONORS

Publick Occurrences Award | *New England Newspaper & Press Association* (October 2019)

- → The Keene Sentinel was one of eight daily newspapers awarded for my 2018 investigative piece

Distinguished Journalism Award, Investigative Reporting | *New Hampshire Press Association* (May 2019)

- → Awarded second place for the same piece linked above

New England First Amendment Institute | *New England First Amendment Coalition* (September 2018)

- → One of 25 fellows in New England selected to spend three days in Boston learning from industry professionals with a focus on investigations, data reporting & records requests

Excellence in Journalism Conference | *Society of Professional Journalists* (September 2017)

- → One of 10 students in the U.S. selected for a student news team to attend & cover the conference

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ANGELA SPINNEY

Looking for a position to combine my clinical background and management skills.

EXPERIENCE

2017-CURRENT

CCEH, DIRECTOR OF PROGRAMS

Oversee the staff and programming of Housing First, The Resource Center and the Emergency Winter Shelter.

2015-2017

CCEH, RESOURCE CENTER DIRECTOR

Manage the operations of the Resource Center, including staff, volunteers, Providers, donations.

EDUCATION

1993

MASTER OF ARTS, CLINICAL PSYCHOTHERAPY AND COUNSELING, RIVIER COLLEGE, NASHUA NH

1985

BACHELOR OF ARTS, ACADIA UNIVERSITY, WOLFVILLE NS, CANADA

Majors: Psychology and Sociology

SKILLS

- Experience supervising staff of 25 employees
- Good Interpersonal skills
- Mental Health background
- Independent thinker/team player
- Good sense of humor

ACTIVITIES

Interests include child welfare, underserved populations, and homelessness. Chair of the Board of Christian Education, Bradford Community Church for 8 years. Personal interests range from music and art to physical fitness and wellness.

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Mark Fagan

Address
Phone
Email

Finance executive with 35 years of experience in the telecommunications , energy, and other service industries . Throughout my career, I have been highly adaptive and flexible in successfully taking on new responsibilities. Transitioned seamlessly from public accounting (20 years as a Big 4 partner) to a corporate organization where I enabled meaningful positive change. Recently joined a Concord New Hampshire Not for Profit organization focused on addressing and ending homelessness in the city. Excellent communicator with senior executives, Boards, and other stakeholders.

Career highlights to date

- Big 4 Partner leading large multinational teams executing multi-year consulting engagements for complex organizations with revenues ranging from $100 million to $25 billion. Engagement teams included up to 50 members of accounting, IT, Tax, M&A, and advisory professionals.
- Hands on manager of financial due diligence and merger transition projects, publication of industry analyses and papers, rate case testimony, and development of financial projections for evaluation of new investments.
- Successful advocate in supporting client positions before regulators, investors, and standard setters.
- Change agent in fortifying the risk management, internal audit, and acquisitions/ dispositions activities of a $5 billion public utility organization.
- Experienced mentor and sponsor for several younger professionals who were admitted to the PwC and Andersen partnerships.

Experience

FEBRUARY 2021 TO PRESENT

Chief Operating Officer (COO)
Concord Coalition to End Homelessness

Concord , New Hampshire

COO has direct supervision of the Clinical Director of Case Management, Winter Shelter Director , Program Coordinator and Office Administrator. The COO reports to the Executive Director and is responsible for:

- Managing major operational and programmatic decisions .
- Designing and managing the operational workflow.
- Creating top -level policies for review and approval by the Executive Director
- Delegating and reviewing and approving other policies and procedures
- Creating budgets in collaboration with the Executive Director

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- Managing finances across all programs with the Finance Committee.
- Manages grants and grant reporting
- Managing all Human Resource related issues and policies
- Manages all third-party contractors

JUNE 2020 to DECEMBER 2020

CFO/ Monadnock Economic Development Corporation (MEDC)

Keene, NH

MEDC is a not-for-profit economic development organization which develops real estate and makes loans to small commercial enterprises to support job growth and retention in rural southwestern New Hampshire. I replaced a longstanding CFO and rapidly addressed material irregularities in financial reporting and budgeting, and potential misuse of grants. During my tenure , MEDC worked proactively with government agencies to craft a reasonable plan to rectify the misuse of funds and developed realistic cash flow budgets. I also worked with multiple creditors to establish a framework to restructure unsustainable debt service on multiple financial obligations .

2004 - JUNE 2019

Partner / PricewaterhouseCoopers LLP (PwC)

New York NY, Los Angeles CA, and Florham Park NJ offices

Senior partner in the power, utilities, and renewable energy industry sectors. Responsibilities and accomplishments included:

- Leading large complex multi-year client engagements including coordinating all PwC audit, tax, and consulting services. My primary focus was on Global 100 clients in the Power & Utility (P&U) industry, but I also served smaller emerging companies. Clients served and references available upon request.
- Membership on the PwC P&U leadership council, which evaluated opportunities and directed resources and investments for existing and targeted clients. The industry sector had the highest growth within PwC during my tenure on the council.
- Representing the P&U industry sector in PwC's National Quality Organization from 2016 to 2019. Assisted clients and engagement teams solve complex accounting, financial reporting, and risk management issues. Guided clients through the process of successfully resolving contentious issues with the SEC with technical support and strategic insights.
- Mentoring younger professionals and sponsoring three individuals for admission to the partnership.

2002 - 2004

Vice President Financial Services/Northeast Utilities (NU)

Berlin, CT

Senior finance executive reporting to the CFO and Vice Chairman. Hired to jumpstart upgrades in several corporate groups including risk management, internal audit, M&A, and real estate. Participated in critical oversight committees responsible for evaluating and monitoring large IT projects, energy trading strategies and positions, research and development programs and other operational activities.

Accomplishments included:

- Leading the efficient divestment of NU's non-strategic assets and businesses.

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- Realignment of R&D activities to mirror NU's strategic initiatives.
- Evaluation and recommendation of new investments in potential high growth industries. CEO and Board buy-in of the program achieved.
- Standardizing the approach and methodologies for several departments and activities including M&A, internal audit, and Enterprise Risk.

1979 – 2002

Partner / Arthur Andersen LLP

New York NY, Indianapolis IN, and Stamford CT offices

Progressed from entry level assistant to Partner from 1979 to 1992. Primary client engagements included some of the firm's highest profile clients in the telecommunications and power & utilities industries. Career highlights included:

- Managing all the firm's services to a multinational telecommunications and electronics manufacturing firm that engaged in a multi-year investment and divestment program to realign its business model. Galvanized Andersen professionals in several countries (Argentina, Dominican Republic, Mexico, New Zealand, Peru, Spain, UK, and Venezuela) over a 5-year period in which the client revamped its strategic direction and operations.
- Leading the firm's services for several client's initial public offerings.

Education

MAY 1979

BS Accounting/ Fordham University-Bronx NY

- Graduated Magna cum Laude
- Recipient of the 1979 Accounting Medal (highest GPA for major)

Qualifications

American Institute of Certified Public Accountants (AICPA) Member
Certified Public Accountant (CPA) in New York

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Karen M. Jantzen, MPA, CFRE

EXPERIENCE

Concord Coalition to End—Concord, NH
Executive Director, November 2022 – Present
Lead the organization in its mission and vision to End Homelessness in the Greater Concord, NH Community.

Riverbend Community Mental Health – Concord, NH
Vice President of Community Affairs, May 2014 – October 2022
Led the Philanthropy Department and Public Relations/Marketing Department of a $34m organization with over 400 employees and directly supervising, 3 full-time staff, 2 contractors, and department specific interns and volunteers. Manage a philanthropy department responsible for securing $1.5 million annually. Established major gifts program for individuals and corporations, multi-year leadership giving societies, and a donor centered stewardship & cultivation program. Project lead and writer on all private foundation grant applications and team member on all federal and state RFP applications. Lead project manager for statewide mental health public awareness campaign, Change Direction NH with spokesperson Former NH Chief Justice John Broderick. Member of Strategic Planning Committee in 2015 and 2019.

Philanthropy Partners of Northern New England—Contoocook, NH
Independent Consultant, January 2007 – May 2014
Provided strategic philanthropic counsel to non-profits including strategic planning, feasibility and planning studies, campaign planning and management, development office assessment and audits as well as transitional management services. Work with businesses and individuals to develop charitable giving plans and review requests for support.

City Year NH—Manchester, NH
Director of Development, October 2012 – June 2013
Tapped as part of a National effort to place accredited fundraising professionals in every City year site to professionalize on-site fundraising activities. Conducted a development plan assessment and marketing audit resulting in the creation of a long-term integrated development plan to increase community awareness and philanthropic support. Established best practices, policies and procedures. Led a development team of four in special event fundraising and community awareness activities.

Child Health Services—Manchester, NH
Interim Director of Resource Development, October 2009 – October 2012
Brought in to re-establish the organization's resource development program that had been left without leadership for 18 months and work with senior leadership and the Board of Directors to restructure the organization for a major shift in service delivery.

New Hampshire Humanities—Concord, NH
Director of Resource Development, December 2005 – October 2009
Led the organization's creation and execution of a diversified resource development plan that integrated marketing, programming, and fundraising in accordance with the strategic plan. Designed Major Gifts

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and Planned Giving program and authored the organizations Gift Acceptance Policies. Authored all private foundation grant requests and a member of organization's grant making committee.

Future in Sight (formerly New Hampshire Association for the Blind)—Concord, NH
Assistant Director of Development, June 2003 – November 2005
Led daily operations of a five person fundraising and communications office. Diversified charitable revenue stream though creation of monthly giving program and special events, expanded corporate relations and public education efforts.

Child Health Services—Manchester, NH
Director of Resource Development, May 1999 — June 2004
Developed a pilot fundraising program as a three-quarter time staff person into a comprehensive Resource Development department.

EDUCATION

University of New Hampshire
Masters Public Administration

Denison University
Bachelor of Arts, History
Concentrations, Sociology and Theatre Arts

CFRE International
Certified Fundraising Executive (CFRE) credential

PROFESSIONAL AFFILIATIONS

AFP International, Northern New England Chapter
NH Community Behavioral Health Association
NH Center for Nonprofits
Greater Concord Chamber of Commerce

COMMUNITY VOLUNTEER

Concord Community Music School, Board of Directors, 2020 – present
American Furniture Masters Institute, Board of Directors, 2019 – present
AFP International Northern New England Chapter (AFP-NNE), Board of Directors 2009- 2017
President 2014—2016
President Elect 2013—2014
VP of Education 2012—2013
VP of Resource Development 2011--2012

St. Andrew's Church Hopkinton, Vestry 2006- 2012
Greater Concord Chamber of Commerce, Ambassador Committee 2004-2009
Woodside School Concord, Board of Directors 2000-2005
Board Chair, 2004-2005

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CONTRACTOR NAME:
Concord Coalition to End Homelessness
(SGIA Contract Amendment for 2024-2026)

Key Personnel

Name	Job Title	Salary	% Paid from this Contract	Amount Paid from this Contract
Sierra Hubbard	Housing Stability Specialist	$21 per hour plus est. taxes and benefits	100%	$55,400
Angela Spinney	Director of Programs	$55,000 per year plus taxes and benefits)	35%	$22,000
Mark Fagan	Chief Operating Officer	$52,000 annual salary plus est. taxes and benefits	10%	$5600
Karen Jantzen	Executive Director	$100,000 plus est. taxes and benefits	3%	$3700

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

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Families in Transition, NH	167730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154987 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157466 - B001	Nashua NH	$186,836	$140,700	$327,536	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,522	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,682	$296,982	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

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Salvation Army Carey House, Laconia	**177627 - B001**	**Laconia NH**	**$200,062**	**$244,696**	**$444,758**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Salvation Army McKenna House, Concord, Eastern Territory	**177627 - B003**	**Concord NH**	**$312,915**	**$256,930**	**$569,845**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Seacoast Family Promise	**TBD**	**Exeter NH**	**$94,661**	**$85,644**	**$180,305**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	**177511 - R001**	**Keene NH**	**$527,563**	**$464,922**	**$992,485**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
The Front Door Agency	**156244 - B001**	**Nashua NH**	**$287,991**	**$269,166**	**$557,157**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
The Way Home, Inc.	**166673 - B001**	**Manchester NH**	**$140,656**	**$116,230**	**$256,886**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Tri-County CAP, Inc.	**177195 - B009**	**Berlin NH**	**$126,299**	**$79,526**	**$205,825**	**O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	**$6,882,604**	**$5,665,716**	**$12,548,320**	

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Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

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05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652 Vendor # 1652 Vendor # 1652

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500732	Contracts for Program Services	TBD	$0	$61,174	$61,174
2023	102/500733	Contracts for Program Services	TBD	$0	$61,174	$61,174
		Sub Total		$142,620	$122,348	$264,968

Community Action Partnership of Strafford County — Vendor # 1772 Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 1772 Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 2671 Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500732	Contracts for Program Services	TBD	$0	$58,618	$58,618
2023	102/500733	Contracts for Program Services	TBD	$0	$58,618	$58,618
		Sub Total		$68,709	$117,236	$185,945

Cross Roads House — Vendor # 1665 Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500732	Contracts for Program Services	TBD	$0	$311,987	$311,987
2023	102/500733	Contracts for Program Services	TBD	$0	$311,987	$311,987

		Sub Total		$766,784	$623,974	$1,390,758

FITNHNH, Inc.

Vendor # 1577 Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500732	Contracts for Program Services	TBD	$0	$642,327	$642,327
2023	102/500733	Contracts for Program Services	TBD	$0	$642,327	$642,327
		Sub Total		$1,658,284	$1,284,654	$2,942,938

Friends Program

Vendor # 1549 Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$174,710	$0	$174,710

Helping Hands Outreach Center

Vendor # 174226 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500732	Contracts for Program Services	TBD	$0	$97,878	$97,878
2023	102/500733	Contracts for Program Services	TBD	$0	$97,878	$97,878
		Sub Total		$209,516	$195,756	$405,272

Hundred Nights, Inc

Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500732	Contracts for Program Services	TBD	$0	$107,055	$107,055
2023	102/500733	Contracts for Program Services	TBD	$0	$107,055	$107,055
		Sub Total		$220,854	$214,110	$434,964

Lakes Region Community Developers

Vendor # 156571 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500732	Contracts for Program Services	TBD	$0	$58,115	$58,115
2023	102/500733	Contracts for Program Services	TBD	$0	$58,115	$58,115
		Sub Total		$88,761	$116,230	$204,991

Marquerites Place

Vendor # 157465 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500732	Contracts for Program Services	TBD	$0	$70,350	$70,350
2023	102/500733	Contracts for Program Services	TBD	$0	$70,350	$70,350
		Sub Total		$186,836	$140,700	$327,536

My Friend's Place — Vendor # 156274 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500732	Contracts for Program Services	TBD	$0	$64,233	$64,233
2023	102/500733	Contracts for Program Services	TBD	$0	$64,233	$64,233
		Sub Total		$177,231	$128,466	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500732	Contracts for Program Services	TBD	$0	$91,761	$91,761
2023	102/500733	Contracts for Program Services	TBD	$0	$91,761	$91,761
		Sub Total		$284,806	$183,522	$468,328

New Generation — Vendor # 1772 Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500732	Contracts for Program Services	TBD	$0	$67,291	$67,291
2023	102/500733	Contracts for Program Services	TBD	$0	$67,291	$67,291
		Sub Total		$162,400	$134,582	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500732	Contracts for Program Services	TBD	$0	$443,512	$443,512
2023	102/500733	Contracts for Program Services	TBD	$0	$443,512	$443,512
		Sub Total		$791,802	$887,024	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500732	Contracts for Program Services	TBD	$0	$122,348	$122,348
2023	102/500733	Contracts for Program Services	TBD	$0	$122,348	$122,348
		Sub Total		$200,062	$244,696	$444,758

Salvation Army McKenna House, Concord, Eastern Territory

Vendor # 177627 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500732	Contracts for Program Services	TBD	$0	$128,465	$128,465
2023	102/500733	Contracts for Program Services	TBD	$0	$128,465	$128,465
		Sub Total		$312,915	$256,930	$569,845

Seacoast Family Promise

Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500732	Contracts for Program Services	TBD	$0	$42,822	$42,822
2023	102/500733	Contracts for Program Services	TBD	$0	$42,822	$42,822
		Sub Total		$94,661	$85,644	$180,305

Southern NH Services

Vendor # 177198 - B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services

Vendor # 177511 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500732	Contracts for Program Services	TBD	$0	$232,461	$232,461
2023	102/500733	Contracts for Program Services	TBD	$0	$232,461	$232,461
		Sub Total		$527,563	$464,922	$992,485

The Front Door Agency

Vendor # 156244 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500732	Contracts for Program Services	TBD	$0	$134,583	$134,583
2023	102/500733	Contracts for Program Services	TBD	$0	$134,583	$134,583
		Sub Total		$287,991	$269,166	$557,157

The Way Home, Inc

Vendor # 166673 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500732	Contracts for Program Services	TBD	$0	$58,115	$58,115
2023	102/500733	Contracts for Program Services	TBD	$0	$58,115	$58,115
		Sub Total		$140,656	$116,230	$256,886

Tri-County CAP, Inc

Vendor # 177195 - B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500732	Contracts for Program Services	TBD	$0	$39,763	$39,763
2023	102/500733	Contracts for Program Services	TBD	$0	$39,763	$39,763
		Sub Total		$126,299	$79,526	$205,825

Waypoint

Vendor # 177166 - B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Current Modified Budget	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$252,556	$0	$252,556

Overall Total	$6,882,604	$5,665,716	$12,548,320

State of New Hampshire
Department of Health and Human Services
Amendment #2

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Concord Coalition to End Homelessness ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2, Renewal, the Contract may be amended and extended 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 and increase the price limitation 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:

   $185,945

3. Modify Exhibit A, Scope of Services, Section 2, Scope of Services, to read:

   2. Scope of Services

      2.1. The Contractor shall assist individuals and families who are homeless with accessing and applying for services that lead to permanent housing by providing Case Management Services that include, but are not limited to:

         2.1.1. Assessing individual and family needs for well-being and obtaining housing.

         2.1.2. Developing individualized plans with the types of services and assistance programs to meet individual and family and needs.

         2.1.3. Assisting individuals and families with accessing emergency shelter.

         2.1.4. Assisting individuals and families with applying for and accessing permanent housing.

         2.1.5. Assisting individuals and families with applying for mainstream benefits, including, but not limited to, SSI, TANF, SNAP, Medicaid, Veteran and other State or Federal benefits.

         2.1.6. Assisting individuals and families with accessing community providers and supports, that may include, but are not limited to, mental health services, substance use treatment, medical care, employment services, veterans benefits, financial and food assistance, and education supports.

      2.2. The Contractor shall comply with program requirements that include, but are not limited to:

2.2.1. Following best practices for effective services that include:

2.2.1.1. Providing rapid exit services; and

2.2.1.2. Collecting data to measure performance.

2.2.2. Participating in Coordinated Entry as required by the State, a centralized or coordinated process designed to get people in permanent support housing, in accordance with the NH BOS CES Policy Manual adopted op January 23, 2018, that is herein incorporated by reference and as amended.

2.2.3. Accepting homeless and at risk of homelessness individuals and families regardless of their sobriety and other conditions, which may include but are not limited to mental health services; medication stability; sexual orientation; vulnerability to illness; vulnerability to victimization; vulnerability to physical assault; racial equality; marital status; or ability to pay program fee, in accordance with federal Housing Urban Development (HUD) guidance for low threshold eligibility programs.

2.2.4. Entering data into the Homeless Management Information System (HMIS) to collect client-level data and data on the provision of housing and services to homeless individuals and families, in accordance with the federal HUD data standards for emergency shelter, unless restricted by law.

2.2.5. Agreeing to on-site monitoring; on an annual basis, to review compliance, progress, and performance, which includes, but is not limited to:

2.2.5.1. Reviewing policies and procedures for services provided.

2.2.5.2. Reviewing financial analyses.

2.2.5.3. Reviewing for compliance with safety and hazard requirements.

2.2.5.4. Reviewing Data and HMIS entry standards.

2.3. The Contractor shall complete a SGIA Program Project Program Monitoring Workbook per Department request.

2.4. The Contractor shall participate in training on contractual compliance and technical assistance, as required by the Department.

4. Modify Exhibit B, Method and Conditions Precedent to Payment Section 3 by adding Subsection 3.6 to read:

3.6. The Contractor shall provide backup documentation for all reimbursement requests.

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 upon the date of Governor and Executive 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

3/22/2021
Date

DocuSigned by:
Christine Santaniello
Name: Christine Santaniello
Title: Director

Concord Coalition to End Homelessness

3/22/2021
Date

DocuSigned by:
Ellen Groh
Name: Ellen Groh
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

4/1/2021
Date

DocuSigned by:
[signature]
Name: Catherine Pinos
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:

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

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Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
		Total	$7,300,000 (Shared)	$6,882,604	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget
2020	102/500731	Contracts for Program Services		$83,490
2021	102/500731	Contracts for Program Services		$59,130
		Sub Total		$142,620

Community Action Partnership of Strafford County — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$6,588
2021	102/500731	Contracts for Program Services		$0
		Sub Total		$6,588

Community Action Program, Belknap and Merrimack — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$0
2021	102/500731	Contracts for Program Services		$0
		Sub Total		$0

Concord Coalition to End Homelessness — Vendor # 2671

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$10,091
2021	102/500731	Contracts for Program Services		$58,618
		Sub Total		$68,709

Cross Roads House — Vendor # 1665

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$465,221
2021	102/500731	Contracts for Program Services		$301,563
		Sub Total		$766,784

FITNHNH, Inc. — Vendor # 1577

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$1,037,418
2021	102/500731	Contracts for Program Services		$620,866
		Sub Total		$1,658,284

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

Friends Program — Vendor # 1549

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$88,971
2021	102/500731	Contracts for Program Services		$85,739
		Sub Total		$174,710

Helping Hands Outreach Center — Vendor # 1742

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$114,908
2021	102/500731	Contracts for Program Services		$94,608
		Sub Total		$209,516

Hundred Nights, Inc — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$117,376
2021	102/500731	Contracts for Program Services		$103,478
		Sub Total		$220,854

Lakes Region Community Developers — Vendor # 1565

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$32,587
2021	102/500731	Contracts for Program Services		$56,174
		Sub Total		$88,761

Marquerites Place — Vendor # 1574

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$118,536
2021	102/500731	Contracts for Program Services		$68,300
		Sub Total		$186,836

My Friend's Place — Vendor # 1562

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$115,144
2021	102/500731	Contracts for Program Services		$62,087
		Sub Total		$177,231

Nashua Soup Kitchen & Shelter, Inc — Vendor # 1741

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

2020	102/500731	Contracts for Program Services		$196,111
2021	102/500731	Contracts for Program Services		$88,695
		Sub Total		$284,806

New Generation — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$97,357
2021	102/500731	Contracts for Program Services		$65,043
		Sub Total		$162,400

NH Coalition Against Domestic and Sexual Violence — Vendor # 1555

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$363,109
2021	102/500731	Contracts for Program Services		$428,693
		Sub Total		$791,802

Salvation Army Carey House, Laconia — Vendor # 1776

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$81,802
2021	102/500731	Contracts for Program Services		$118,260
		Sub Total		$200,062

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 1776

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$188,742
2021	102/500731	Contracts for Program Services		$124,173
		Sub Total		$312,915

Seacoast Family Promise — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$53,270
2021	102/500731	Contracts for Program Services		$41,391
		Sub Total		$94,661

Southern NH Services — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$0
2021	102/500731	Contracts for Program Services		$0

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

		Sub Total		$0

Southwestern Community Services — Vendor # 1775

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$302,869
2021	102/500731	Contracts for Program Services		$224,694
		Sub Total		$527,563

The Front Door Agency — Vendor # 1562

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$157,905
2021	102/500731	Contracts for Program Services		$130,086
		Sub Total		$287,991

The Way Home, Inc — Vendor # 1666

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$84,482
2021	102/500731	Contracts for Program Services		$56,174
		Sub Total		$140,656

Tri-County CAP, Inc — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$87,864
2021	102/500731	Contracts for Program Services		$38,435
		Sub Total		$126,299

Waypoint — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$166,817
2021	102/500731	Contracts for Program Services		$85,739
		Sub Total		$252,556

Overall Total	$6,882,604

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Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

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- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

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New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

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13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families In Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Cross Roads House, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), as amended on December 7, 2022, (Item #20), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $2,140,184

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

5/11/2023
Date

DocuSigned by:
Katja S. Fox
Name: Katja S. Fox
Title: Director

Cross Roads House, Inc.

5/10/2023
Date

DocuSigned by:
Will Arvelo
Name: Will Arvelo
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

5/19/2023
Date

DocuSigned by:
Robyn Guarino
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:

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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 CROSS ROADS HOUSE, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on March 24, 1982. 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: **62166**

Certificate Number: **0006193525**

IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 2nd day of April A.D. 2023.

David M. Scanlan

Secretary of State

DocuSign Envelope ID: 3117F234-6127-49BE-BED8-30B535D9F784

CERTIFICATE OF AUTHORITY

I, Charles J. Silva, hereby certify that:

1. I am the duly elected Vice President of Cross Roads House.

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 May 31st, 2022, at which a quorum of the Directors/shareholders were present and voting.

VOTED: That Will Arvelo , Executive Director, is duly authorized on behalf of Cross Roads House 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 was **valid thirty (30) days prior to and 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 5th, 2023

Signature of Elected Officer
Name: Charles J. Silva
Title: Board Vice-President

DocuSign Envelope ID: 3117F234-6127-49BE-BED8-30B535D9F784

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 05/16/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER RSC Insurance Brokerage, Inc. One New Hampshire Avenue Suite 125 Portsmouth NH 03801	CONTACT NAME: Melisa Meeks PHONE (A/C, No, Ext): (603) 778-8985 FAX (A/C, No): E-MAIL ADDRESS: mmeeks@risk-strategies.com
INSURED Cross Roads House, Inc. 600 Lafayette Rd Portsmouth NH 03801	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Philadelphia Indemnity Insurance Company — 18058 INSURER B: Valley Forge Insurance Brokerage INSURER C: Mount Vernon Fire Insurance Company INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** CL2342442900 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			PHPK2507325	01/10/2023	01/10/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 1,000,000 $ 5,000 $ 1,000,000 $ 3,000,000 $ 3,000,000
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $
A	[X] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000			PHUB847642	01/10/2023	01/10/2024	EACH OCCURRENCE AGGREGATE	$ 6,000,000 $ 6,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		SATIS0482201	01/10/2023	01/10/2024	[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
C	Directors & Officers Employment Practice Liability			NDO2008762K	01/10/2023	01/10/2024	Each claim In the Aggregate Retention	$3,000,000 $3,000,000 $1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Department of Health and Human Services
129 Pleasant Street
Concord NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

RSC Insurance Brokerage Inc.

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CROSS ROADS HOUSE, INC.

Mission Statement

At Cross Roads House:

We protect men, women and children of the Greater Seacoast area experiencing homelessness from exposure and hunger.

We provide secure, transitional shelter for those seeking to break the cycle of homelessness.

We support individuals and families by providing them with the opportunity to move with dignity and purpose to stable and decent housing.

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SANDERS & KARCHER, CPA'S
264 LAFAYETTE ROAD, SUITE 7
PORTSMOUTH, NH 03801
603-430-0942

November 9, 2022

CONFIDENTIAL

CROSS ROADS HOUSE, INC.
600 LAFAYETTE ROAD
PORTSMOUTH, NH 03801

Dear BOARD OF DIRECTORS:

We have prepared the following returns from information provided by you without verification or audit.

Return of Organization Exempt From Income Tax (Form 990)

We suggest that you examine these returns carefully to fully acquaint yourself with all items contained therein to ensure that there are no omissions or misstatements. Attached are instructions for signing and filing each return. Please follow those instructions carefully.

Enclosed is any material you furnished for use in preparing the returns. If the returns are examined, requests may be made for supporting documentation. Therefore, we recommend that you retain all pertinent records for at least seven years.

In order that we may properly advise you of tax considerations, please keep us informed of any significant changes in your financial affairs or of any correspondence received from taxing authorities.

If you have any questions, or if we can be of assistance in any way, please call.

Sincerely,

SANDERS & KARCHER, CPA'S

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Form **990**

Two Year Comparison Report

2020 & 2021

For calendar year 2021, or tax year beginning 07/01/21 , ending 06/30/22

Name

CROSS ROADS HOUSE, INC.

Taxpayer Identification Number

-*9963

			2020	2021	Differences
Revenue	1. Contributions, gifts, grants	1.	1,387,469	1,487,342	99,873
	2. Membership dues and assessments	2.			
	3. Government contributions and grants	3.	1,849,138	1,430,376	-418,762
	4. Program service revenue	4.	110,106	105,354	-4,752
	5. Investment income	5.	68,905	48,760	-20,145
	6. Proceeds from tax exempt bonds	6.			
	7. Net gain or (loss) from sale of assets other than inventory	7.			
	8. Net income or (loss) from fundraising events	8.	406,615	492,669	86,054
	9. Net income or (loss) from gaming	9.	75,005	62,381	-12,624
	10. Net gain or (loss) on sales of inventory	10.			
	11. Other revenue	11.			
	12. Total revenue. Add lines 1 through 11	12.	3,897,238	3,626,882	-270,356
Expenses	13. Grants and similar amounts paid	13.			
	14. Benefits paid to or for members	14.			
	15. Compensation of officers, directors, trustees, etc.	15.			
	16. Salaries, other compensation, and employee benefits	16.	1,278,194	1,183,973	-94,221
	17. Professional fundraising fees	17.			
	18. Other professional fees	18.	16,364	31,488	15,124
	19. Occupancy, rent, utilities, and maintenance	19.	206,484	257,846	51,362
	20. Depreciation and Depletion	20.	186,295	190,156	3,861
	21. Other expenses	21.	1,066,322	1,229,160	162,838
	22. Total expenses. Add lines 13 through 21	22.	2,753,659	2,892,623	138,964
	23. Excess or (Deficit). Subtract line 22 from line 12	23.	1,143,579	734,259	-409,320
Other Information	24. Total exempt revenue	24.	3,897,238	3,626,882	-270,356
	25. Total unrelated revenue	25.			
	26. Total excludable revenue	26.	254,016	216,495	-37,521
	27. Total assets	27.	8,658,400	9,120,003	461,603
	28. Total liabilities	28.	762,134	774,430	12,296
	29. Retained earnings	29.	7,896,266	8,345,573	449,307
	30. Number of voting members of governing body	30.	23	23	
	31. Number of independent voting members of governing body	31.	23	23	
	32. Number of employees	32.	50	47	
	33. Number of volunteers	33.			

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Form **8879-TE**

Department of the Treasury
Internal Revenue Service

IRS *e-file* Signature Authorization for a Tax Exempt Entity

For calendar year 2021, or fiscal year beginning 7/01, 2021, and ending 6/30, 20 22

▶ Do not send to the IRS. Keep for your records.
▶ Go to *www.irs.gov/Form8879TE* for the latest information.

OMB No 1545-0047

2021

Name of filer

CROSS ROADS HOUSE, INC.

EIN or SSN

22-2549963

Name and title of officer or person subject to tax

ROBERT BROWN
TREASURER

Part I Type of Return and Return Information

Check the box for the return for which you are using this Form 8879-TE and enter the applicable amount, if any, from the return. Form 8038-CP and Form 5330 filers may enter dollars and cents. For all other forms, enter whole dollars only. If you check the box on line 1a, 2a, 3a, 4a, 5a, 6a, 7a, 8a, 9a, or 10a below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, 5b, 6b, 7b, 8b, 9b, or 10b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. Do not complete more than one line in Part I.

1a	Form 990 check here ▶	[X]	b	Total revenue, if any (Form 990, Part VIII, column (A), line 12)	1b 3,626,882
2a	Form 990-EZ check here ▶	[ ]	b	Total revenue, if any (Form 990-EZ, line 9)	2b
3a	Form 1120-POL check here ▶	[ ]	b	Total tax (Form 1120-POL, line 22)	3b
4a	Form 990-PF check here ▶	[ ]	b	Tax based on investment income (Form 990-PF, Part VI, line 5)	4b
5a	Form 8868 check here ▶	[ ]	b	Balance due (Form 8868, line 3c)	5b
6a	Form 990-T check here ▶	[ ]	b	Total tax (Form 990-T, Part III, line 4)	6b
7a	Form 4720 check here ▶	[ ]	b	Total tax (Form 4720, Part III, line 1)	7b
8a	Form 5227 check here ▶	[ ]	b	FMV of assets at end of tax year (Form 5227, Item D)	8b
9a	Form 5330 check here ▶	[ ]	b	Tax due (Form 5330, Part II, line 19)	9b
10a	Form 8038-CP check here ▶	[ ]	b	Amount of credit payment requested (Form 8038-CP, Part III, line 22)	10b

Part II Declaration and Signature Authorization of Officer or Person Subject to Tax

Under penalties of perjury, I declare that [X] I am an officer of the above entity or [ ] I am a person subject to tax with respect to (name of entity) _____, (EIN) _____ and that I have examined a copy of the 2021 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the electronic return and, if applicable, the consent to electronic funds withdrawal.

PIN: check one box only

[X] I authorize SANDERS & KARCHER, CPA'S (ERO firm name) to enter my PIN 01013 as my signature
Enter five numbers, but do not enter all zeros

on the tax year 2021 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

[ ] As an officer or person subject to tax with respect to the entity, I will enter my PIN as my signature on the tax year 2021 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Signature of officer or person subject to tax ▶ _____ Date ▶ 11/09/22

Part III Certification and Authentication

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN. 02089982261
Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2021 electronically filed return indicated above. I confirm that I am submitting this return in accordance with the requirements of Pub. 4163, Modernized e-File (MeF) Information for Authorized IRS *e-file* Providers for Business Returns.

ERO's signature ▶ _____ Date ▶ 11/09/22

ERO Must Retain This Form — See Instructions

Do Not Submit This Form to the IRS Unless Requested To Do So

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Form 990

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form as it may be made public.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No 1545-0047

2021

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

A For the 2021 calendar year, or tax year beginning 07/01/21 , and ending 06/30/22

B Check if applicable:
- ☐ Address change
- ☐ Name change
- ☐ Initial return
- ☐ Final return/ terminated
- ☐ Amended return
- ☐ Application pending

C Name of organization: CROSS ROADS HOUSE, INC.

Doing business as:

Number and street (or P.O. box if mail is not delivered to street address): 600 LAFAYETTE ROAD

Room/suite:

City or town, state or province, country, and ZIP or foreign postal code: PORTSMOUTH NH 03801

D Employer identification number: 22-2549963

E Telephone number: 603-436-2218

G Gross receipts $: 3,689,897

F Name and address of principal officer:
BENOIT ST. JEAN
54 HUMPHREYS COURT
PORTSMOUTH NH 03801

H(a) Is this a group return for subordinates? ☐ Yes ☒ No

H(b) Are all subordinates included? ☐ Yes ☐ No

If "No," attach a list. See instructions

I Tax-exempt status: ☒ 501(c)(3) ☐ 501(c) ( ) ◀ (insert no.) ☐ 4947(a)(1) or ☐ 527

J Website: ▶ WWW.CROSSROADSHOUSE.ORG

H(c) Group exemption number ▶

K Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other ▶

L Year of formation: 1982

M State of legal domicile: NH

Part I Summary

1 Briefly describe the organization's mission or most significant activities:
PROVIDE SHELTER TO HOMELESS

2 Check this box ▶ ☐ if the organization discontinued its operations or disposed of more than 25% of its net assets.

3 Number of voting members of the governing body (Part VI, line 1a)	3	23
4 Number of independent voting members of the governing body (Part VI, line 1b)	4	23
5 Total number of individuals employed in calendar year 2021 (Part V, line 2a)	5	47
6 Total number of volunteers (estimate if necessary)	6	0
7a Total unrelated business revenue from Part VIII, column (C), line 12	7a	0
b Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0

	Prior Year	Current Year
8 Contributions and grants (Part VIII, line 1h)	3,236,607	2,917,718
9 Program service revenue (Part VIII, line 2g)	110,106	105,354
10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	68,905	48,760
11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	481,620	555,050
12 Total revenue – add lines 8 through 11 (must equal Part VIII, column (A), line 12)	3,897,238	3,626,882
13 Grants and similar amounts paid (Part IX, column (A), lines 1–3)		0
14 Benefits paid to or for members (Part IX, column (A), line 4)		0
15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5–10)	1,278,194	1,183,973
16a Professional fundraising fees (Part IX, column (A), line 11e)		0
b Total fundraising expenses (Part IX, column (D), line 25) ▶ 232,305		
17 Other expenses (Part IX, column (A), lines 11a–11d, 11f–24e)	1,475,465	1,708,650
18 Total expenses. Add lines 13–17 (must equal Part IX, column (A), line 25)	2,753,659	2,892,623
19 Revenue less expenses. Subtract line 18 from line 12	1,143,579	734,259

	Beginning of Current Year	End of Year
20 Total assets (Part X, line 16)	8,658,400	9,120,003
21 Total liabilities (Part X, line 26)	762,134	774,430
22 Net assets or fund balances. Subtract line 21 from line 20	7,896,266	8,345,573

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

▶ Signature of officer — Date

▶ ROBERT BROWN TREASURER
Type or print name and title

Paid Preparer Use Only

Print/Type preparer's name: JERRY D KARCHER	Preparer's signature	Date: 11/09/22	Check ☐ if self-employed	PTIN: P00193214
Firm's name ▶ SANDERS & KARCHER, CPA'S			Firm's EIN ▶	02-0510451
Firm's address ▶ 264 LAFAYETTE ROAD, SUITE PORTSMOUTH, NH 03801			Phone no.	603-430-0942

May the IRS discuss this return with the preparer shown above? See instructions ☐ Yes ☐ No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III [X]

1 Briefly describe the organization's mission:

PROVIDE SHELTER TO HOMELESS

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? [ ] Yes [X] No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? [ ] Yes [X] No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses $ 1,965,052 including grants of $) (Revenue $)

PURPOSE IS TO PROVIDE SAFE AND SUPPORTIVE EMERGENCY HOUSING TO INDIVIDUALS AND FAMILIES EXPERIENCING HOMELESSNESS.

4b (Code:) (Expenses $ including grants of $) (Revenue $)

N/A

4c (Code:) (Expenses $ including grants of $) (Revenue $)

N/A

4d Other program services (Describe on Schedule O.)

(Expenses $ 197,485 including grants of $) (Revenue $ 105,354)

4e Total program service expenses ▶ 2,162,537

Part IV Checklist of Required Schedules

			Yes	No
1	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? *If "Yes," complete Schedule A*	1	X	
2	Is the organization required to complete *Schedule B, Schedule of Contributors* (see instructions)?	2	X	
3	Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? *If "Yes," complete Schedule C, Part I*	3		X
4	**Section 501(c)(3) organizations.** Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? *If "Yes," complete Schedule C, Part II*	4		X
5	Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? *If "Yes," complete Schedule C, Part III*	5		X
6	Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? *If "Yes," complete Schedule D, Part I*	6		X
7	Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? *If "Yes," complete Schedule D, Part II*	7		X
8	Did the organization maintain collections of works of art, historical treasures, or other similar assets? *If "Yes," complete Schedule D, Part III*	8		X
9	Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? *If "Yes," complete Schedule D, Part IV*	9		X
10	Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? *If "Yes," complete Schedule D, Part V*	10	X	
11	If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.			
a	Did the organization report an amount for land, buildings, and equipment in Part X, line 10? *If "Yes," complete Schedule D, Part VI*	11a	X	
b	Did the organization report an amount for investments—other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part VII*	11b		X
c	Did the organization report an amount for investments—program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part VIII*	11c		X
d	Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part IX*	11d		X
e	Did the organization report an amount for other liabilities in Part X, line 25? *If "Yes," complete Schedule D, Part X*	11e		X
f	Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? *If "Yes," complete Schedule D, Part X*	11f		X
12a	Did the organization obtain separate, independent audited financial statements for the tax year? *If "Yes," complete Schedule D, Parts XI and XII*	12a	X	
b	Was the organization included in consolidated, independent audited financial statements for the tax year? *If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional*	12b		X
13	Is the organization a school described in section 170(b)(1)(A)(ii)? *If "Yes," complete Schedule E*	13		X
14a	Did the organization maintain an office, employees, or agents outside of the United States?	14a		X
b	Did the organization have aggregate revenues or expenses of more than $10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at $100,000 or more? *If "Yes," complete Schedule F, Parts I and IV*	14b		X
15	Did the organization report on Part IX, column (A), line 3, more than $5,000 of grants or other assistance to or for any foreign organization? *If "Yes," complete Schedule F, Parts II and IV*	15		X
16	Did the organization report on Part IX, column (A), line 3, more than $5,000 of aggregate grants or other assistance to or for foreign individuals? *If "Yes," complete Schedule F, Parts III and IV*	16		X
17	Did the organization report a total of more than $15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? *If "Yes," complete Schedule G, Part I.* See instructions	17		X
18	Did the organization report more than $15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? *If "Yes," complete Schedule G, Part II*	18	X	
19	Did the organization report more than $15,000 of gross income from gaming activities on Part VIII, line 9a? *If "Yes," complete Schedule G, Part III*	19	X	
20a	Did the organization operate one or more hospital facilities? *If "Yes," complete Schedule H*	20a		X
b	If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b		
21	Did the organization report more than $5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? *If "Yes," complete Schedule I, Parts I and II*	21		X

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Part IV Checklist of Required Schedules *(continued)*

			Yes	No
22	Did the organization report more than $5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? *If "Yes," complete Schedule I, Parts I and III*	22		X
23	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? *If "Yes," complete Schedule J*	23		X
24a	Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than $100,000 as of the last day of the year, that was issued after December 31, 2002? *If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a*	24a		X
b	Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?	24b		
c	Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?	24c		
d	Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?	24d		
25a	**Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.** Did the organization engage in an excess benefit transaction with a disqualified person during the year? *If "Yes," complete Schedule L, Part I*	25a		X
b	Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? *If "Yes," complete Schedule L, Part I*	25b		X
26	Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? *If "Yes," complete Schedule L, Part II*	26		X
27	Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? *If "Yes," complete Schedule L, Part III*	27		X
28	Was the organization a party to a business transaction with one of the following parties (see the Schedule L, Part IV, Instructions for applicable filing thresholds, conditions, and exceptions):			
a	A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? *If "Yes," complete Schedule L, Part IV*	28a		X
b	A family member of any individual described in line 28a? *If "Yes," complete Schedule L, Part IV*	28b		X
c	A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? *If "Yes," complete Schedule L, Part IV*	28c		X
29	Did the organization receive more than $25,000 in non-cash contributions? *If "Yes," complete Schedule M*	29		X
30	Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? *If "Yes," complete Schedule M*	30		X
31	Did the organization liquidate, terminate, or dissolve and cease operations? *If "Yes," complete Schedule N, Part I*	31		X
32	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? *If "Yes," complete Schedule N, Part II*	32		X
33	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? *If "Yes," complete Schedule R, Part I*	33		X
34	Was the organization related to any tax-exempt or taxable entity? *If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1*	34		X
35a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?	35a		X
b	If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? *If "Yes," complete Schedule R, Part V, line 2*	35b		
36	**Section 501(c)(3) organizations.** Did the organization make any transfers to an exempt non-charitable related organization? *If "Yes," complete Schedule R, Part V, line 2*	36		X
37	Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? *If "Yes," complete Schedule R, Part VI*	37		X
38	Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19? Note: All Form 990 filers are required to complete Schedule O.	38	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V ☐

				Yes	No
1a	Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable	1a	15		
b	Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable	1b	0		
c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1c			

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Part V Statements Regarding Other IRS Filings and Tax Compliance *(continued)*

				Yes	No
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2a	47		
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns?		2b	X	
	Note: If the sum of lines 1a and 2a is greater than 250, you may be required to *e-file*. See instructions.				
3a	Did the organization have unrelated business gross income of $1,000 or more during the year?		3a		X
b	If "Yes," has it filed a Form 990-T for this year? *If "No" to line 3b, provide an explanation on Schedule O*		3b		
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?		4a		X
b	If "Yes," enter the name of the foreign country ▶				
	See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).				
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?		5a		X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?		5b		X
c	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?		5c		
6a	Does the organization have annual gross receipts that are normally greater than $100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?		6a		X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?		6b		
7	**Organizations that may receive deductible contributions under section 170(c).**				
a	Did the organization receive a payment in excess of $75 made partly as a contribution and partly for goods and services provided to the payor?		7a	X	
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?		7b	X	
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?		7c		
d	If "Yes," indicate the number of Forms 8282 filed during the year	7d			
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?		7e		
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?		7f		
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?		7g		
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?		7h		
8	**Sponsoring organizations maintaining donor advised funds.** Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?		8		
9	**Sponsoring organizations maintaining donor advised funds.**				
a	Did the sponsoring organization make any taxable distributions under section 4966?		9a		
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?		9b		
10	**Section 501(c)(7) organizations.** Enter:				
a	Initiation fees and capital contributions included on Part VIII, line 12	10a			
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b			
11	**Section 501(c)(12) organizations.** Enter:				
a	Gross income from members or shareholders	11a			
b	Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b			
12a	**Section 4947(a)(1) non-exempt charitable trusts.** Is the organization filing Form 990 in lieu of Form 1041?		12a		
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b			
13	**Section 501(c)(29) qualified nonprofit health insurance issuers.**				
a	Is the organization licensed to issue qualified health plans in more than one state?		13a		
	Note: See the instructions for additional information the organization must report on Schedule O.				
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b			
c	Enter the amount of reserves on hand	13c			
14a	Did the organization receive any payments for indoor tanning services during the tax year?		14a		X
b	If "Yes," has it filed a Form 720 to report these payments? *If "No," provide an explanation on Schedule O*		14b		
15	Is the organization subject to the section 4960 tax on payment(s) of more than $1,000,000 in remuneration or excess parachute payment(s) during the year?		15		X
	If "Yes," see instructions and file Form 4720, Schedule N.				
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income?		16		X
	If "Yes," complete Form 4720, Schedule O.				
17	**Section 501(c)(21) organizations.** Did the trust, any disqualified person, or mine operator engage in activities that would result in the imposition of an excise tax under section 4951, 4952 or 4953?		17		
	If "Yes," complete Form 6069.				

Part VI **Governance, Management, and Disclosure** *For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.*

Check if Schedule O contains a response or note to any line in this Part VI ..... [X]

Section A. Governing Body and Management

				Yes	No
1a	Enter the number of voting members of the governing body at the end of the tax year	1a	23		
	If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.				
b	Enter the number of voting members included on line 1a, above, who are independent	1b	23		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	2			X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?	3			X
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4			X
5	Did the organization become aware during the year of a significant diversion of the organization's assets?	5			X
6	Did the organization have members or stockholders?	6			X
7a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	7a		X	
b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	7b		X	
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:				
a	The governing body?	8a		X	
b	Each committee with authority to act on behalf of the governing body?	8b		X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? *If "Yes," provide the names and addresses on Schedule O*	9			X

Section B. Policies *(This Section B requests information about policies not required by the Internal Revenue Code.)*

			Yes	No
10a	Did the organization have local chapters, branches, or affiliates?	10a		X
b	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	10b		
11a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11a		X
b	Describe on Schedule O the process, if any, used by the organization to review this Form 990.			
12a	Did the organization have a written conflict of interest policy? *If "No," go to line 13*	12a	X	
b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12b	X	
c	Did the organization regularly and consistently monitor and enforce compliance with the policy? *If "Yes," describe on Schedule O how this was done*	12c	X	
13	Did the organization have a written whistleblower policy?	13	X	
14	Did the organization have a written document retention and destruction policy?	14	X	
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?			
a	The organization's CEO, Executive Director, or top management official	15a	X	
b	Other officers or key employees of the organization	15b	X	
	If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.			
16a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	16a		X
b	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	16b		

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed ▶ NH

18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.

[X] Own website [X] Another's website [X] Upon request [ ] Other *(explain on Schedule O)*

19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.

20 State the name, address, and telephone number of the person who possesses the organization's books and records ▶

JILL CARROLL 600 LAFAYETTE ROAD

PORTSMOUTH NH 03801 603-436-2218

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII ☐

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's current officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's current key employees, if any. See instructions for definition of "key employee."
- List the organization's five current highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than $100,000 from the organization and any related organizations.
- List all of the organization's former officers, key employees, and highest compensated employees who received more than $100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's former directors or trustees that received, in the capacity as a former director or trustee of the organization, more than $10,000 of reportable compensation from the organization and any related organizations.

See the instructions for the order in which to list the persons above.

☒ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/ 1099-MISC/ 1099-NEC)	(E) Reportable compensation from related organizations (W-2/ 1099-MISC/ 1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) MICHAEL ADAMS BOARD MEMBER	1.00 0.00	X						0	0	0
(2) ROBERT BEAR BOARD MEMBER	1.00 0.00	X						0	0	0
(3) CHRIS BELLMARE BOARD MEMBER	1.00 0.00	X						0	0	0
(4) SUZANNE BRESETTE BOARD MEMBER	1.00 0.00	X						0	0	0
(5) LISA CLARK BOARD MEMBER	1.00 0.00	X						0	0	0
(6) KEN COHEN BOARD MEMBER	1.00 0.00	X						0	0	0
(7) DENIS DILLON BOARD MEMBER	1.00 0.00	X						0	0	0
(8) KATHRYN DREW BOARD MEMBER	1.00 0.00	X						0	0	0
(9) BRIAN GIBB BOARD MEMBER	1.00 0.00	X						0	0	0
(10) STEVE GODDARD BOARD MEMBER	1.00 0.00	X						0	0	0
(11) JASON GREGOIRE BOARD MEMBER	1.00 0.00	X						0	0	0

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees *(continued)*

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/ 1099-MISC/ 1099-NEC)	(E) Reportable compensation from related organizations (W-2/ 1099-MISC/ 1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(12) SHAUN MATHEWS	1.00									
BOARD MEMBER	0.00	X						0	0	0
(13) JOE PACE	1.00									
BOARD MEMBER	0.00	X						0	0	0
(14) THERESA PALMER	1.00									
BOARD MEMBER	0.00	X						0	0	0
(15) LEX SCOURBY	1.00									
BOARD MEMBER	0.00	X						0	0	0
(16) ROB STEVENS	1.00									
BOARD MEMBER	0.00	X						0	0	0
(17) GILLIAN TIERNEY	1.00									
BOARD MEMBER	0.00	X						0	0	0
(18) ANDREA WILLIAMSON	1.00									
BOARD MEMBER	0.00	X						0	0	0
(19) MARY LEE WORBOYS	1.00									
BOARD MEMBER	0.00	X						0	0	0
1b Subtotal ▶										
c Total from continuation sheets to Part VII, Section A ▶										
d Total (add lines 1b and 1c) ▶										

2 Total number of individuals (including but not limited to those listed above) who received more than $100,000 of reportable compensation from the organization ▶ 0

		Yes	No
3	Did the organization list any former officer, director, trustee, key employee, or highest compensated employee on line 1a? *If "Yes," complete Schedule J for such individual*		X
4	For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than $150,000? *If "Yes," complete Schedule J for such individual*		X
5	Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? *If "Yes," complete Schedule J for such person*		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than $100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than $100,000 of compensation from the organization ▶ 0

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Part VIII Statement of Revenue
Check if Schedule O contains a response or note to any line in this Part VIII

				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514
Contributions, Gifts, Grants and Other Similar Amounts	1a Federated campaigns	1a					
	b Membership dues	1b					
	c Fundraising events	1c					
	d Related organizations	1d					
	e Government grants (contributions)	1e	1,430,376				
	f All other contributions, gifts, grants, and similar amounts not included above	1f	1,487,342				
	g Noncash contributions included in lines 1a-1f	1g	$				
	h Total. Add lines 1a–1f			2,917,718			
Program Service Revenue		Business Code					
	2a GREENLEAF APARTMENTS			105,354			105,354
	b						
	c						
	d						
	e						
	f All other program service revenue						
	g Total. Add lines 2a–2f			105,354			
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)			48,760			48,760
	4 Income from investment of tax-exempt bond proceeds						
	5 Royalties						
		(i) Real	(ii) Personal				
	6a Gross rents 6a						
	b Less: rental expenses 6b						
	c Rental inc. or (loss) 6c						
	d Net rental income or (loss)						
		(i) Securities	(ii) Other				
	7a Gross amount from sales of assets other than inventory 7a						
	b Less: cost or other basis and sales exps. 7b						
	c Gain or (loss) 7c						
	d Net gain or (loss)						
	8a Gross income from fundraising events (not including $ ... of contributions reported on line 1c). See Part IV, line 18	8a	550,211				
	b Less: direct expenses	8b	57,542				
	c Net income or (loss) from fundraising events			492,669			
	9a Gross income from gaming activities. See Part IV, line 19	9a	67,854				
	b Less: direct expenses	9b	5,473				
	c Net income or (loss) from gaming activities			62,381	62,381		
	10a Gross sales of inventory, less returns and allowances	10a					
	b Less: cost of goods sold	10b					
	c Net income or (loss) from sales of inventory						
Miscellaneous Revenue		Business Code					
	11a						
	b						
	c						
	d All other revenue						
	e Total. Add lines 11a–11d						
	12 Total revenue. See instructions			3,626,882	62,381	0	154,114

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees				
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	921,857	511,531	292,157	118,169
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits	127,007	92,715	22,861	11,431
10 Payroll taxes	135,109	98,490	24,413	12,206
11 Fees for services (nonemployees):				
a Management				
b Legal				
c Accounting	31,488	5,065	26,423	
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)				
12 Advertising and promotion				
13 Office expenses	79,310	13,310	33,693	32,307
14 Information technology				
15 Royalties				
16 Occupancy	257,846	196,714	40,150	20,982
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest	29,621	21,623	5,332	2,666
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	190,156	139,012	30,723	20,421
23 Insurance	64,812	47,313	11,666	5,833
24 Other expenses. Itemize expenses not covered above (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a DIRECT SERVICES	365,905	365,905		
b RESIDENTIAL SERVICES	337,349	337,349		
c COVID HOUSING & EXPENSES	257,951	257,951		
d FOOD	27,061	27,061		
e All other expenses	67,151	48,498	10,363	8,290
25 Total functional expenses. Add lines 1 through 24e	2,892,623	2,162,537	497,781	232,305
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here ▶ ☐ if following SOP 98-2 (ASC 958-720)				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X

				(A) Beginning of year		(B) End of year
Assets	1	Cash—non-interest-bearing			1	
	2	Savings and temporary cash investments		1,193,855	2	1,849,937
	3	Pledges and grants receivable, net		104,848	3	111,568
	4	Accounts receivable, net		4,908	4	6,301
	5	Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons			5	
	6	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)			6	
	7	Notes and loans receivable, net			7	
	8	Inventories for sale or use			8	
	9	Prepaid expenses and deferred charges		34,262	9	48,006
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 7,148,798			
	b	Less: accumulated depreciation	10b 2,248,406	4,962,653	10c	4,900,392
	11	Investments—publicly traded securities		2,192,431	11	2,056,884
	12	Investments—other securities. See Part IV, line 11			12	
	13	Investments—program-related. See Part IV, line 11			13	
	14	Intangible assets		2,610	14	2,448
	15	Other assets. See Part IV, line 11		162,833	15	144,467
	16	Total assets. Add lines 1 through 15 (must equal line 33)		8,658,400	16	9,120,003
Liabilities	17	Accounts payable and accrued expenses		203,926	17	88,383
	18	Grants payable			18	
	19	Deferred revenue			19	150,000
	20	Tax-exempt bond liabilities			20	
	21	Escrow or custodial account liability. Complete Part IV of Schedule D			21	
	22	Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons			22	
	23	Secured mortgages and notes payable to unrelated third parties		558,208	23	536,047
	24	Unsecured notes and loans payable to unrelated third parties			24	
	25	Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D			25	
	26	Total liabilities. Add lines 17 through 25		762,134	26	774,430
Net Assets or Fund Balances		Organizations that follow FASB ASC 958, check here ▶ [X] and complete lines 27, 28, 32, and 33.				
	27	Net assets without donor restrictions		7,654,480	27	8,104,338
	28	Net assets with donor restrictions		241,786	28	241,235
		Organizations that do not follow FASB ASC 958, check here ▶ [ ] and complete lines 29 through 33.				
	29	Capital stock or trust principal, or current funds			29	
	30	Paid-in or capital surplus, or land, building, or equipment fund			30	
	31	Retained earnings, endowment, accumulated income, or other funds			31	
	32	Total net assets or fund balances		7,896,266	32	8,345,573
	33	Total liabilities and net assets/fund balances		8,658,400	33	9,120,003

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Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	3,626,882
2	Total expenses (must equal Part IX, column (A), line 25)	2	2,892,623
3	Revenue less expenses. Subtract line 2 from line 1	3	734,259
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	7,896,266
5	Net unrealized gains (losses) on investments	5	-284,952
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	8,345,573

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII ☐

			Yes	No
1	Accounting method used to prepare the Form 990: ☐ Cash ☒ Accrual ☐ Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.			
2a	Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: ☐ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis	2a		X
b	Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: ☒ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis	2b	X	
c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.	2c	X	
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?	3a	X	
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits	3b	X	

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees *(continued)*

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/ 1099-MISC/ 1099-NEC)	(E) Reportable compensation from related organizations (W-2/ 1099-MISC/ 1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(20) ROBERT BROWN TREASURER	2.00 0.00			X				0	0	0
(21) BENOIT ST. JEAN PRESIDENT	2.00 0.00			X				0	0	0
(22) VANDA MOORE SECRETARY	2.00 0.00			X				0	0	0
(23) CHARLES SILVA VICE PRESIDENT	2.00 0.00			X				0	0	0
1b Subtotal ▶										
c Total from continuation sheets to Part VII, Section A ▶										
d Total (add lines 1b and 1c) ▶										

2 Total number of individuals (including but not limited to those listed above) who received more than $100,000 of reportable compensation from the organization ▶

		Yes	No
3	Did the organization list any former officer, director, trustee, key employee, or highest compensated employee on line 1a? *If "Yes," complete Schedule J for such individual*		
4	For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than $150,000? *If "Yes," complete Schedule J for such individual*		
5	Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? *If "Yes," complete Schedule J for such person*		

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than $100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than $100,000 of compensation from the organization ▶

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SCHEDULE A (Form 990)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to *www.irs.gov/Form990* for instructions and the latest information.

OMB No. 1545-0047

2021

Open to Public Inspection

Name of the organization: CROSS ROADS HOUSE, INC.

Employer identification number: 22-2549963

Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

1 ☐ A church, convention of churches, or association of churches described in section 170(b)(1)(A)(i).

2 ☐ A school described in section 170(b)(1)(A)(ii). (Attach Schedule E (Form 990).)

3 ☐ A hospital or a cooperative hospital service organization described in section 170(b)(1)(A)(iii).

4 ☐ A medical research organization operated in conjunction with a hospital described in section 170(b)(1)(A)(iii). Enter the hospital's name, city, and state:

5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in section 170(b)(1)(A)(iv). (Complete Part II.)

6 ☐ A federal, state, or local government or governmental unit described in section 170(b)(1)(A)(v).

7 ☒ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in section 170(b)(1)(A)(vi). (Complete Part II.)

8 ☐ A community trust described in section 170(b)(1)(A)(vi). (Complete Part II.)

9 ☐ An agricultural research organization described in section 170(b)(1)(A)(ix) operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university:

10 ☐ An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 331/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See section 509(a)(2). (Complete Part III.)

11 ☐ An organization organized and operated exclusively to test for public safety. See section 509(a)(4).

12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2). See section 509(a)(3). Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.

a ☐ Type I. A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. You must complete Part IV, Sections A and B.

b ☐ Type II. A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). You must complete Part IV, Sections A and C.

c ☐ Type III functionally integrated. A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). You must complete Part IV, Sections A, D, and E.

d ☐ Type III non-functionally integrated. A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). You must complete Part IV, Sections A and D, and Part V.

e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.

f Enter the number of supported organizations

g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1–10 above (see instructions))	(iv) Is the organization listed in your governing document? Yes	(iv) No	(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
(A)						
(B)						
(C)						
(D)						
(E)						
Total						

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Part II **Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**
(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	1,125,229	1,225,526	2,005,566	3,236,607	2,917,718	10,510,646
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3	1,125,229	1,225,526	2,005,566	3,236,607	2,917,718	10,510,646
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						214,406
6 Public support. Subtract line 5 from line 4						10,296,240

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
7 Amounts from line 4	1,125,229	1,225,526	2,005,566	3,236,607	2,917,718	10,510,646
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources	18,928	119,354	21,400	179,011	154,114	492,807
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						11,003,453
12 Gross receipts from related activities, etc. (see instructions)					12	2,389,742

13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here ▶ ☐

Section C. Computation of Public Support Percentage

14	Public support percentage for 2021 (line 6, column (f) divided by line 11, column (f))	14	93.57%
15	Public support percentage from 2020 Schedule A, Part II, line 14	15	95.41%

16a 33 1/3% support test—2021. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization ▶ ☒

b 33 1/3% support test—2020. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization ▶ ☐

17a 10%-facts-and-circumstances test—2021. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization ▶ ☐

b 10%-facts-and-circumstances test—2020. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization ▶ ☐

18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions ▶ ☐

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Part III **Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of $5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						

14 **First 5 years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here ▶ ☐

Section C. Computation of Public Support Percentage

15	Public support percentage for 2021 (line 8, column (f), divided by line 13, column (f))	15	%
16	Public support percentage from 2020 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17	Investment income percentage for 2021 (line 10c, column (f), divided by line 13, column (f))	17	%
18	Investment income percentage from 2020 Schedule A, Part III, line 17	18	%

19a **33 1/3% support tests—2021.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization ▶ ☐

b **33 1/3% support tests—2020.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization ▶ ☐

20 **Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ▶ ☐

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Part IV Supporting Organizations

(Complete only if you checked a box in line 12 on Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

			Yes	No
1	Are all of the organization's supported organizations listed by name in the organization's governing documents? *If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.*	1		
2	Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? *If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).*	2		
3a	Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? *If "Yes," answer lines 3b and 3c below.*	3a		
b	Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? *If "Yes," describe in Part VI when and how the organization made the determination.*	3b		
c	Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? *If "Yes," explain in Part VI what controls the organization put in place to ensure such use.*	3c		
4a	Was any supported organization not organized in the United States ("foreign supported organization")? *If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.*	4a		
b	Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? *If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.*	4b		
c	Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? *If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.*	4c		
5a	Did the organization add, substitute, or remove any supported organizations during the tax year? *If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).*	5a		
b	Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?	5b		
c	Substitutions only. Was the substitution the result of an event beyond the organization's control?	5c		
6	Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? *If "Yes," provide detail in Part VI.*	6		
7	Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? *If "Yes," complete Part I of Schedule L (Form 990).*	7		
8	Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? *If "Yes," complete Part I of Schedule L (Form 990).*	8		
9a	Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? *If "Yes," provide detail in Part VI.*	9a		
b	Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? *If "Yes," provide detail in Part VI.*	9b		
c	Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? *If "Yes," provide detail in Part VI.*	9c		
10a	Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? *If "Yes," answer line 10b below.*	10a		
b	Did the organization have any excess business holdings in the tax year? *(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)*	10b		

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Part V Supporting Organizations *(continued)*

			Yes	No
11	Has the organization accepted a gift or contribution from any of the following persons?			
a	A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?	11a		
b	A family member of a person described on line 11a above?	11b		
c	A 35% controlled entity of a person described on line 11a or 11b above? *If "Yes" to line 11a, 11b, or 11c, provide detail in Part VI.*	11c		

Section B. Type I Supporting Organizations

			Yes	No
1	Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? *If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.*	1		
2	Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? *If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.*	2		

Section C. Type II Supporting Organizations

			Yes	No
1	Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? *If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).*	1		

Section D. All Type III Supporting Organizations

			Yes	No
1	Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?	1		
2	Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? *If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).*	2		
3	By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? *If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.*	3		

Section E. Type III Functionally Integrated Supporting Organizations

1 *Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).*

a ☐ The organization satisfied the Activities Test. *Complete line 2 below.*

b ☐ The organization is the parent of each of its supported organizations. *Complete line 3 below.*

c ☐ The organization supported a governmental entity. *Describe in Part VI how you supported a governmental entity (see instructions).*

			Yes	No
2	Activities Test. ***Answer lines 2a and 2b below.***			
a	Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? *If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.*	2a		
b	Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? *If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.*	2b		
3	Parent of Supported Organizations. ***Answer lines 3a and 3b below.***			
a	Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? *If "Yes" or "No," provide details in Part VI.*	3a		
b	Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? *If "Yes," describe in Part VI the role played by the organization in this regard.*	3b		

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Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (*explain in Part VI*). See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A – Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1 Net short-term capital gain	1		
2 Recoveries of prior-year distributions	2		
3 Other gross income (see instructions)	3		
4 Add lines 1 through 3.	4		
5 Depreciation and depletion	5		
6 Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6		
7 Other expenses (see instructions)	7		
8 Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8		

Section B – Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1 Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):			
a Average monthly value of securities	1a		
b Average monthly cash balances	1b		
c Fair market value of other non-exempt-use assets	1c		
d Total (add lines 1a, 1b, and 1c)	1d		
e Discount claimed for blockage or other factors *(explain in detail in Part VI)*:			
2 Acquisition indebtedness applicable to non-exempt-use assets	2		
3 Subtract line 2 from line 1d.	3		
4 Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4		
5 Net value of non-exempt-use assets (subtract line 4 from line 3)	5		
6 Multiply line 5 by 0.035.	6		
7 Recoveries of prior-year distributions	7		
8 Minimum Asset Amount (add line 7 to line 6)	8		

Section C – Distributable Amount			Current Year
1 Adjusted net income for prior year (from Section A, line 8, column A)	1		
2 Enter 0.85 of line 1.	2		
3 Minimum asset amount for prior year (from Section B, line 8, column A)	3		
4 Enter greater of line 2 or line 3.	4		
5 Income tax imposed in prior year	5		
6 Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6		

7 ☐ Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations *(continued)*

Section D – Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	
4	Amounts paid to acquire exempt-use assets	
5	Qualified set-aside amounts (prior IRS approval required—*provide details in Part VI*)	
6	Other distributions (*describe in Part VI*). See instructions.	
7	Total annual distributions. Add lines 1 through 6.	
8	Distributions to attentive supported organizations to which the organization is responsive (*provide details in Part VI*). See instructions.	
9	Distributable amount for 2021 from Section C, line 6	
10	Line 8 amount divided by line 9 amount	

Section E – Distribution Allocations (see instructions)		(i) Excess Distributions	(ii) Underdistributions Pre-2021	(iii) Distributable Amount for 2021
1	Distributable amount for 2021 from Section C, line 6			
2	Underdistributions, if any, for years prior to 2021 (reasonable cause required–*explain in Part VI*). See instructions.			
3	Excess distributions carryover, if any, to 2021			
a	From 2016			
b	From 2017			
c	From 2018			
d	From 2019			
e	From 2020			
f	Total of lines 3a through 3e			
g	Applied to underdistributions of prior years			
h	Applied to 2021 distributable amount			
i	Carryover from 2016 not applied (see instructions)			
j	Remainder. Subtract lines 3g, 3h, and 3i from line 3f.			
4	Distributions for 2021 from Section D, line 7: $			
a	Applied to underdistributions of prior years			
b	Applied to 2021 distributable amount			
c	Remainder. Subtract lines 4a and 4b from line 4.			
5	Remaining underdistributions for years prior to 2021, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, *explain in Part VI*. See instructions.			
6	Remaining underdistributions for 2021 Subtract lines 3h and 4b from line 1. For result greater than zero, *explain in Part VI*. See instructions.			
7	**Excess distributions carryover to 2022.** Add lines 3j and 4c.			
8	Breakdown of line 7:			
a	Excess from 2017			
b	Excess from 2018			
c	Excess from 2019			
d	Excess from 2020			
e	Excess from 2021			

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Part VI **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See Instructions.)

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Schedule B (Form 990)

Department of the Treasury
Internal Revenue Service

Schedule of Contributors

▶ Attach to Form 990 or Form 990-PF.
▶ Go to *www.irs.gov/Form990* for the latest information.

OMB No. 1545-0047

2021

Name of the organization

CROSS ROADS HOUSE, INC.

Employer identification number

22-2549963

Organization type (check one):

Filers of:	Section:
Form 990 or 990-EZ	☒ 501(c)(3) (enter number) organization
	☐ 4947(a)(1) nonexempt charitable trust not treated as a private foundation
	☐ 527 political organization
Form 990-PF	☐ 501(c)(3) exempt private foundation
	☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation
	☐ 501(c)(3) taxable private foundation

Check if your organization is covered by the General Rule or a Special Rule.
Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

☐ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling $5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

☒ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33⅓% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) $5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.

☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than $1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.

☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than $1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling $5,000 or more during the year ..... ▶ $ .....

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it must answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

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Name of organization
CROSS ROADS HOUSE, INC.

Employer identification number
22-2549963

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	CITY OF PORTSMOUTH NH 1 JUNKINS AVENUE PORTSMOUTH NH 03801	$ 193,475	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
2	RMH SEABROOK IMPREST 275 MESA BLVD MESQUITE NV 89027	$ 67,854	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
3	NH CHARITABLE FOUNDATION 446 MARKET STREET PORTSMOUTH NH 03801	$ 62,000	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
4	STATE OF NH 25 CAPITAL STREET CONCORD NH 03301	$ 91,719	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
5	ADVANCED MANUFACTURING GROUP, LLC 3612 LAFAYETTE ROAD PORTSMOUTH NH 03801	$ 100,000	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
6	TD CHARITABLE FOUNDATION 333 STATE STREET PORTSMOUTH NH 03801	$ 150,000	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)

Name of organization: CROSS ROADS HOUSE, INC.

Employer identification number: 22-2549963

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
7	STRAFFORD COUNTY 259 COUNTY FARM ROAD DOVER NH 03820	$ 67,779	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
8	ALEXANDER SCOURBY 20 LADD STREET STE 300 PORTSMOUTH NH 03801	$ 63,231	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
		$	Person [ ] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
		$	Person [ ] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
		$	Person [ ] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
		$	Person [ ] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)

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SCHEDULE D (Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
▶ Attach to Form 990.
▶ Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2021

Open to Public Inspection

Name of the organization

CROSS ROADS HOUSE, INC.

Employer identification number

22-2549963

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.

Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		

5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? ☐ Yes ☐ No

6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? ☐ Yes ☐ No

Part II Conservation Easements.

Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

☐ Preservation of land for public use (for example, recreation or education)
☐ Protection of natural habitat
☐ Preservation of open space
☐ Preservation of a historically important land area
☐ Preservation of a certified historic structure

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

		Held at the End of the Tax Year
a Total number of conservation easements	2a	
b Total acreage restricted by conservation easements	2b	
c Number of conservation easements on a certified historic structure included in (a)	2c	
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register	2d	

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶

4 Number of states where property subject to conservation easement is located ▶

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? ☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ $

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? ☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1 ▶ $

(ii) Assets included in Form 990, Part X ▶ $

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:

a Revenue included on Form 990, Part VIII, line 1 ▶ $

b Assets included in Form 990, Part X ▶ $

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Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets *(continued)*

3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply):

a ☐ Public exhibition
b ☐ Scholarly research
c ☐ Preservation for future generations
d ☐ Loan or exchange program
e ☐ Other

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

Part IV Escrow and Custodial Arrangements.
Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

		Amount
c Beginning balance	1c	
d Additions during the year	1d	
e Distributions during the year	1e	
f Ending balance	1f	

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

Part V Endowment Funds.
Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance	162,833	126,131	132,451	134,758	130,525
b Contributions					
c Net investment earnings, gains, and losses	-24,107	20,456	-232	3,778	10,227
d Grants or scholarships	6,226	6,516	5,183	5,178	5,105
e Other expenditures for facilities and programs					
f Administrative expenses	485	459	905	906	890
g End of year balance	144,467	162,833	126,131	132,451	134,758

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

a Board designated or quasi-endowment ▶ %
b Permanent endowment ▶ 100.00 %
c Term endowment ▶ %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

	Yes	No
(i) Unrelated organizations (3a(i))	X	
(ii) Related organizations (3a(ii))		X
b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? (3b)		

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.
Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land		458,291		458,291
b Buildings				
c Leasehold improvements				
d Equipment		6,690,507	2,248,406	4,442,101
e Other				
Total. Add lines 1a through 1e. *(Column (d) must equal Form 990, Part X, column (B), line 10c.)* ▶				4,900,392

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Part VII Investments – Other Securities.
Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. *(Column (b) must equal Form 990, Part X, col. (B) line 12.)* ▶		

Part VIII Investments – Program Related.
Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. *(Column (b) must equal Form 990, Part X, col. (B) line 13.)* ▶		

Part IX Other Assets.
Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. *(Column (b) must equal Form 990, Part X, col. (B) line 15.)* ▶	

Part X Other Liabilities.
Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. *(Column (b) must equal Form 990, Part X, col. (B) line 25.)* ▶	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII

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Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.
Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements			1	3,626,882
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:				
a	Net unrealized gains (losses) on investments	2a			
b	Donated services and use of facilities	2b			
c	Recoveries of prior year grants	2c			
d	Other (Describe in Part XIII.)	2d			
e	Add lines 2a through 2d			2e	
3	Subtract line 2e from line 1			3	3,626,882
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:				
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a			
b	Other (Describe in Part XIII.)	4b			
c	Add lines 4a and 4b			4c	
5	Total revenue. Add lines 3 and 4c. *(This must equal Form 990, Part I, line 12.)*			5	3,626,882

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.
Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements			1	2,892,623
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:				
a	Donated services and use of facilities	2a			
b	Prior year adjustments	2b			
c	Other losses	2c			
d	Other (Describe in Part XIII.)	2d			
e	Add lines 2a through 2d			2e	
3	Subtract line 2e from line 1			3	2,892,623
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:				
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a			
b	Other (Describe in Part XIII.)	4b			
c	Add lines 4a and 4b			4c	
5	Total expenses. Add lines 3 and 4c. *(This must equal Form 990, Part I, line 18.)*			5	2,892,623

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

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Part XIII Supplemental Information *(continued)*

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SCHEDULE G (Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Information Regarding Fundraising or Gaming Activities

Complete if the organization answered "Yes" on Form 990, Part IV, line 17, 18, or 19, or if the organization entered more than $15,000 on Form 990-EZ, line 6a.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to *www.irs.gov/Form990* for instructions and the latest information.

OMB No 1545-0047

2021

Open to Public Inspection

Name of the organization
CROSS ROADS HOUSE, INC.

Employer identification number
22-2549963

Part I **Fundraising Activities.** Complete if the organization answered "Yes" on Form 990, Part IV, line 17. Form 990-EZ filers are not required to complete this part.

1 Indicate whether the organization raised funds through any of the following activities. Check all that apply.

a ☐ Mail solicitations
b ☐ Internet and email solicitations
c ☐ Phone solicitations
d ☐ In-person solicitations
e ☐ Solicitation of non-government grants
f ☐ Solicitation of government grants
g ☐ Special fundraising events

2a Did the organization have a written or oral agreement with any individual (including officers, directors, trustees, or key employees listed in Form 990, Part VII) or entity in connection with professional fundraising services? ☐ Yes ☐ No

b If "Yes," list the 10 highest paid individuals or entities (fundraisers) pursuant to agreements under which the fundraiser is to be compensated at least $5,000 by the organization.

	(i) Name and address of individual or entity (fundraiser)	(ii) Activity	(iii) Did fund-raiser have custody or control of contributions? Yes	(iii) No	(iv) Gross receipts from activity	(v) Amount paid to (or retained by) fundraiser listed in col. (i)	(vi) Amount paid to (or retained by) organization
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
Total	▶						

3 List all states in which the organization is registered or licensed to solicit contributions or has been notified it is exempt from registration or licensing.

Part II **Fundraising Events.** Complete if the organization answered "Yes" on Form 990, Part IV, line 18, or reported more than $15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than $5,000.

		(a) Event #1 WENTWORTH GALA (event type)	(b) Event #2 (event type)	(c) Other events NONE (total number)	(d) Total events (add col. (a) through col. (c))
Revenue	1 Gross receipts	550,211			550,211
	2 Less: Contributions				
	3 Gross income (line 1 minus line 2)	550,211			550,211
Direct Expenses	4 Cash prizes				
	5 Noncash prizes				
	6 Rent/facility costs				
	7 Food and beverages				
	8 Entertainment				
	9 Other direct expenses	57,542			57,542
	10 Direct expense summary. Add lines 4 through 9 in column (d) ▶				57,542
	11 Net income summary. Subtract line 10 from line 3, column (d) ▶				492,669

Part III **Gaming.** Complete if the organization answered "Yes" on Form 990, Part IV, line 19, or reported more than $15,000 on Form 990-EZ, line 6a.

		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col. (a) through col. (c))
Revenue	1 Gross revenue			67,854	67,854
Direct Expenses	2 Cash prizes				
	3 Noncash prizes				
	4 Rent/facility costs				
	5 Other direct expenses			5,473	5,473
	6 Volunteer labor	☐ Yes % ☒ No	☐ Yes % ☒ No	☐ Yes % ☒ No	
	7 Direct expense summary. Add lines 2 through 5 in column (d) ▶				5,473
	8 Net gaming income summary. Subtract line 7 from line 1, column (d) ▶				62,381

9 Enter the state(s) in which the organization conducts gaming activities: NH

a Is the organization licensed to conduct gaming activities in each of these states? ☐ Yes ☒ No

b If "No," explain:
THE ORGANIZATION IS THE RECIPIENT OF SEACOAST FUNDRAISING POKER PROFITS

10a Were any of the organization's gaming licenses revoked, suspended, or terminated during the tax year? ☐ Yes ☒ No

b If "Yes," explain:

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11 Does the organization conduct gaming activities with nonmembers? ☐ Yes ☒ No

12 Is the organization a grantor, beneficiary or trustee of a trust, or a member of a partnership or other entity formed to administer charitable gaming? ☐ Yes ☒ No

13 Indicate the percentage of gaming activity conducted in:

a The organization's facility	13a	%
b An outside facility	13b	100.00 %

14 Enter the name and address of the person who prepares the organization's gaming/special events books and records:

Name ▶ JILL CARROLL
Address ▶ 600 LAFAYETTE ROAD PORTSMOUTH NH 03801

15a Does the organization have a contract with a third party from whom the organization receives gaming revenue? ☒ Yes ☐ No

b If "Yes," enter the amount of gaming revenue received by the organization ▶ $ 67,854 and the amount of gaming revenue retained by the third party ▶ $

c If "Yes," enter name and address of the third party:

Name ▶ SEACOAST FUNDRAISING LLC
Address ▶ 1 LAFAYETTE ROAD HAMPTON FALLS NH 03844

16 Gaming manager information:

Name ▶ ROBERT BROWN

Gaming manager compensation ▶ $

Description of services provided ▶ OVERSEE GAMES

☒ Director/officer ☐ Employee ☐ Independent contractor

17 Mandatory distributions:

a Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license? ☐ Yes ☒ No

b Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year ▶ $

Part IV **Supplemental Information.** Provide the explanations required by Part I, line 2b, columns (iii) and (v); and Part III, lines 9, 9b, 10b, 15b, 15c, 16, and 17b, as applicable. Also provide any additional information. See instructions.

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SCHEDULE O (Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to *www.irs.gov/Form990* for the latest information.

OMB No 1545-0047

2021

Open to Public Inspection

Name of the organization

CROSS ROADS HOUSE, INC.

Employer identification number

22-2549963

FORM 990, PART III, LINE 4D - ALL OTHER ACCOMPLISHMENTS

PROVIDING LOW INCOME SINGLE UNIT RENTAL APARTMENTS

FORM 990, PART VI, LINE 7A - ELECTION OF MEMBERS AND THEIR RIGHTS

BOARD MEMBERS ARE APPOINTED.

FORM 990, PART VI, LINE 7B - DECISIONS SUBJECT TO APPROVAL OF MEMBERS

THE YEARLY BUDGET, LARGE GOVERNMENT CONTRACTS, THE ALLOCATION OF FUNDS PER THE INVESTMENT POLICY AND THE HIRING OF THE EXECUTIVE DIRECTOR ARE ALL SUBJECT TO THE APPROVAL OF THE BOARD OF DIRECTORS.

FORM 990, PART VI, LINE 11B - ORGANIZATION'S PROCESS TO REVIEW FORM 990

ORGANIZATION'S BOARD OF DIRECTORS RECEIVES A COPY OF FORM 990 FOR THEIR REVIEW AND APPROVAL PRIOR TO FILING

FORM 990, PART VI, LINE 12C - ENFORCEMENT OF CONFLICTS POLICY

MONITORING DONE BY CHECK SIGNERS AND FINANCE DIRECTOR. SUPERVISORS INVOLVED IN PROCESS

FORM 990, PART VI, LINE 15A - COMPENSATION PROCESS FOR TOP OFFICIAL

THE COMPENSATION FOR THE TOP MANAGEMENT OFFICIAL IS SUBJECT TO APPROVAL BY THE EXECUTIVE COMMITTEE OF THE BOARD.

FORM 990, PART VI, LINE 15B - COMPENSATION PROCESS FOR OFFICERS

THE COMPENSATION FOR MANAGEMENT EMPLOYEES ARE SUBJECT TO APPROVAL BY THE

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Name of the organization	Employer identification number
CROSS ROADS HOUSE, INC.	22-2549963

EXECUTIVE COMMITTEE OF THE BOARD.

FORM 990, PART VI, LINE 19 - GOVERNING DOCUMENTS DISCLOSURE EXPLANATION

AVAILABLE UPON REQUEST

DocuSign Envelope ID: 3117F234-6127-49BE-BED8-30B535D9F784

Form **4562**

Department of the Treasury
Internal Revenue Service (99)

Depreciation and Amortization
(Including Information on Listed Property)

▶ Attach to your tax return.

▶ Go to *www.irs.gov/Form4562* for instructions and the latest information.

OMB No. 1545-0172

2021

Attachment Sequence No 179

Name(s) shown on return: CROSS ROADS HOUSE, INC.

Identifying number: 22-2549963

Business or activity to which this form relates: INDIRECT DEPRECIATION

Part I Election To Expense Certain Property Under Section 179

Note: If you have any listed property, complete Part V before you complete Part I.

1	Maximum amount (see instructions)	1	1,050,000
2	Total cost of section 179 property placed in service (see instructions)	2	
3	Threshold cost of section 179 property before reduction in limitation (see instructions)	3	2,620,000
4	Reduction in limitation. Subtract line 3 from line 2. If zero or less, enter -0-	4	
5	Dollar limitation for tax year. Subtract line 4 from line 1. If zero or less, enter -0-. If married filing separately, see instructions	5	

6	(a) Description of property	(b) Cost (business use only)	(c) Elected cost

7	Listed property. Enter the amount from line 29	7	
8	Total elected cost of section 179 property. Add amounts in column (c), lines 6 and 7	8	
9	Tentative deduction. Enter the smaller of line 5 or line 8	9	
10	Carryover of disallowed deduction from line 13 of your 2020 Form 4562	10	
11	Business income limitation. Enter the smaller of business income (not less than zero) or line 5. See instructions	11	
12	Section 179 expense deduction. Add lines 9 and 10, but don't enter more than line 11	12	
13	Carryover of disallowed deduction to 2022. Add lines 9 and 10, less line 12 ▶	13	

Note: Don't use Part II or Part III below for listed property. Instead, use Part V.

Part II Special Depreciation Allowance and Other Depreciation (Don't include listed property. See instructions.)

14	Special depreciation allowance for qualified property (other than listed property) placed in service during the tax year. See instructions	14	
15	Property subject to section 168(f)(1) election	15	
16	Other depreciation (including ACRS)	16	183,263

Part III MACRS Depreciation (Don't include listed property. See instructions.)

Section A

17	MACRS deductions for assets placed in service in tax years beginning before 2021	17	0
18	If you are electing to group any assets placed in service during the tax year into one or more general asset accounts, check here ▶ ☐		

Section B—Assets Placed in Service During 2021 Tax Year Using the General Depreciation System

	(a) Classification of property	(b) Month and year placed in service	(c) Basis for depreciation (business/investment use only—see instructions)	(d) Recovery period	(e) Convention	(f) Method	(g) Depreciation deduction
19a	3-year property						
b	5-year property						
c	7-year property						
d	10-year property						
e	15-year property						
f	20-year property						
g	25-year property			25 yrs.		S/L	
h	Residential rental property			27.5 yrs.	MM	S/L	
				27.5 yrs.	MM	S/L	
i	Nonresidential real property			39 yrs.	MM	S/L	
					MM	S/L	

Section C—Assets Placed in Service During 2021 Tax Year Using the Alternative Depreciation System

20a	Class life					S/L	
b	12-year			12 yrs.		S/L	
c	30-year			30 yrs.	MM	S/L	
d	40-year			40 yrs.	MM	S/L	

Part IV Summary (See instructions.)

21	Listed property. Enter amount from line 28	21	
22	Total. Add amounts from line 12, lines 14 through 17, lines 19 and 20 in column (g), and line 21. Enter here and on the appropriate lines of your return. Partnerships and S corporations—see instructions	22	183,263
23	For assets shown above and placed in service during the current year, enter the portion of the basis attributable to section 263A costs	23	

Part V **Listed Property** (Include automobiles, certain other vehicles, certain aircraft, and property used for entertainment, recreation, or amusement.)

Note: For any vehicle for which you are using the standard mileage rate or deducting lease expense, complete only 24a, 24b, columns (a) through (c) of Section A, all of Section B, and Section C if applicable.

Section A—Depreciation and Other Information (Caution: See the instructions for limits for passenger automobiles.)

24a Do you have evidence to support the business/investment use claimed? Yes No 24b If "Yes," is the evidence written? Yes No

(a) Type of property (list vehicles first)	(b) Date placed in service	(c) Business/ investment use percentage	(d) Cost or other basis	(e) Basis for depreciation (business/investment use only)	(f) Recovery period	(g) Method/ Convention	(h) Depreciation deduction	(i) Elected section 179 cost
25 Special depreciation allowance for qualified listed property placed in service during the tax year and used more than 50% in a qualified business use. See instructions						25		
26 Property used more than 50% in a qualified business use:								
		%						
		%						
27 Property used 50% or less in a qualified business use:								
		%				S/L-		
		%				S/L-		
28 Add amounts in column (h), lines 25 through 27. Enter here and on line 21, page 1						28		
29 Add amounts in column (i), line 26. Enter here and on line 7, page 1							29	

Section B—Information on Use of Vehicles

Complete this section for vehicles used by a sole proprietor, partner, or other "more than 5% owner," or related person. If you provided vehicles to your employees, first answer the questions in Section C to see if you meet an exception to completing this section for those vehicles.

	(a) Vehicle 1		(b) Vehicle 2		(c) Vehicle 3		(d) Vehicle 4		(e) Vehicle 5		(f) Vehicle 6	
30 Total business/investment miles driven during the year (don't include commuting miles)												
31 Total commuting miles driven during the year												
32 Total other personal (noncommuting) miles driven												
33 Total miles driven during the year. Add lines 30 through 32												
34 Was the vehicle available for personal use during off-duty hours?	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
35 Was the vehicle used primarily by a more than 5% owner or related person?												
36 Is another vehicle available for personal use?												

Section C—Questions for Employers Who Provide Vehicles for Use by Their Employees

Answer these questions to determine if you meet an exception to completing Section B for vehicles used by employees who aren't more than 5% owners or related persons. See instructions.

	Yes	No
37 Do you maintain a written policy statement that prohibits all personal use of vehicles, including commuting, by your employees?		
38 Do you maintain a written policy statement that prohibits personal use of vehicles, except commuting, by your employees? See the instructions for vehicles used by corporate officers, directors, or 1% or more owners		
39 Do you treat all use of vehicles by employees as personal use?		
40 Do you provide more than five vehicles to your employees, obtain information from your employees about the use of the vehicles, and retain the information received?		
41 Do you meet the requirements concerning qualified automobile demonstration use? See instructions		

Note: If your answer to 37, 38, 39, 40, or 41 is "Yes," don't complete Section B for the covered vehicles.

Part VI **Amortization**

(a) Description of costs	(b) Date amortization begins	(c) Amortizable amount	(d) Code section	(e) Amortization period or percentage	(f) Amortization for this year
42 Amortization of costs that begins during your 2021 tax year (see instructions):					
43 Amortization of costs that began before your 2021 tax year				43	162
44 Total. Add amounts in column (f). See the instructions for where to report				44	162

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Form **4562**

Department of the Treasury
Internal Revenue Service (99)

Depreciation and Amortization
(Including Information on Listed Property)

▶ Attach to your tax return.

▶ Go to *www.irs.gov/Form4562* for instructions and the latest information.

OMB No. 1545-0172

2021

Attachment Sequence No. 179

Name(s) shown on return: CROSS ROADS HOUSE, INC.

Identifying number: 22-2549963

Business or activity to which this form relates: GREENLEAF APARTMENTS

Part I Election To Expense Certain Property Under Section 179

Note: If you have any listed property, complete Part V before you complete Part I.

1	Maximum amount (see instructions)	1	1,050,000
2	Total cost of section 179 property placed in service (see instructions)	2	
3	Threshold cost of section 179 property before reduction in limitation (see instructions)	3	2,620,000
4	Reduction in limitation. Subtract line 3 from line 2. If zero or less, enter -0-	4	
5	Dollar limitation for tax year. Subtract line 4 from line 1. If zero or less, enter -0-. If married filing separately, see instructions	5	

6	(a) Description of property	(b) Cost (business use only)	(c) Elected cost

7	Listed property. Enter the amount from line 29	7	
8	Total elected cost of section 179 property. Add amounts in column (c), lines 6 and 7	8	
9	Tentative deduction. Enter the smaller of line 5 or line 8	9	
10	Carryover of disallowed deduction from line 13 of your 2020 Form 4562	10	
11	Business income limitation. Enter the smaller of business income (not less than zero) or line 5. See instructions	11	
12	Section 179 expense deduction. Add lines 9 and 10, but don't enter more than line 11	12	
13	Carryover of disallowed deduction to 2022. Add lines 9 and 10, less line 12 ▶	13	

Note: Don't use Part II or Part III below for listed property. Instead, use Part V.

Part II Special Depreciation Allowance and Other Depreciation (Don't include listed property. See instructions.)

14	Special depreciation allowance for qualified property (other than listed property) placed in service during the tax year. See instructions	14	
15	Property subject to section 168(f)(1) election	15	
16	Other depreciation (including ACRS)	16	

Part III MACRS Depreciation (Don't include listed property. See instructions.)

Section A

17	MACRS deductions for assets placed in service in tax years beginning before 2021	17	6,736
18	If you are electing to group any assets placed in service during the tax year into one or more general asset accounts, check here ▶ ☐		

Section B—Assets Placed in Service During 2021 Tax Year Using the General Depreciation System

	(a) Classification of property	(b) Month and year placed in service	(c) Basis for depreciation (business/investment use only—see instructions)	(d) Recovery period	(e) Convention	(f) Method	(g) Depreciation deduction
19a	3-year property						
b	5-year property						
c	7-year property						
d	10-year property						
e	15-year property						
f	20-year property						
g	25-year property			25 yrs.		S/L	
h	Residential rental property			27.5 yrs.	MM	S/L	
				27.5 yrs.	MM	S/L	
i	Nonresidential real property			39 yrs.	MM	S/L	
					MM	S/L	

Section C—Assets Placed in Service During 2021 Tax Year Using the Alternative Depreciation System

20a	Class life					S/L	
b	12-year			12 yrs.		S/L	
c	30-year			30 yrs.	MM	S/L	
d	40-year			40 yrs.	MM	S/L	

Part IV Summary (See Instructions.)

21	Listed property. Enter amount from line 28	21	
22	Total. Add amounts from line 12, lines 14 through 17, lines 19 and 20 in column (g), and line 21. Enter here and on the appropriate lines of your return. Partnerships and S corporations—see instructions	22	6,736
23	For assets shown above and placed in service during the current year, enter the portion of the basis attributable to section 263A costs	23	

THERE ARE NO AMOUNTS FOR PAGE 2

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Federal Asset Report

Form 990, Page 1

Asset	Description	Date In Service	Cost	Bus %	Sec 179	Bonus	Basis for Depr	Per	Conv	Meth	Prior	Current
Other Depreciation:												
4	Fire Improvements	6/01/92	3,980				3,980	15	MO	S/L	3,980	0
30	Family Center	5/01/00	100,237				100,237	33	MO	S/L	51,465	2,431
33	Tile for Family ES	5/12/00	2,478				2,478	33	MO	S/L	1,589	76
35	Building Improvements	5/31/00	3,520				3,520	33	MO	S/L	2,249	107
71	Intoximeters	8/07/00	497				497	5	MO	S/L	497	0
76	Buildings-600 Lafayette Road (Portsmouth,	12/01/88	406,234				406,234	33	MO	S/L	306,234	0
78	Heating System	12/01/88	2,850				2,850	33	MO	S/L	2,810	40
141	BUILDING CONSTRUCTION	12/15/09	12,862				12,862	39	MO	S/L	3,820	330
143	Server-replacement	4/04/02	950				950	5	MO	S/L	950	0
150	Furnace System	10/17/03	9,700				9,700	10	MO	S/L	9,700	0
152	Furnace	5/01/05	4,708				4,708	10	MO	S/L	4,708	0
157	LAND	12/01/88	98,405				98,405	0	--	Land	0	0
159	FURNACE	11/22/05	568				568	10	MO	S/L	568	0
160	FURNACE	12/05/05	1,140				1,140	10	MO	S/L	1,140	0
161	FURNACE	12/07/05	466				466	10	MO	S/L	466	0
162	Phone system	11/17/05	4,729				4,729	5	MO	S/L	4,729	0
164	Software-giftmaker	6/30/06	4,800				4,800	3	MO	S/L	4,800	0
168	BUILDING CONSTRUCTION	12/15/09	26,219				26,219	39	MO	S/L	7,787	673
169	BUILDING CONSTRUCTION	12/15/09	177,756				177,756	39	MO	S/L	52,795	4,558
172	Heating System	3/07/08	4,900				4,900	33	MO	S/L	1,980	148
174	BUILDING CONSTRUCTION	2/05/09	1,142,614				1,142,614	39	MO	S/L	351,573	29,298
175	LAND DEMOLITION	7/01/09	114,790				114,790	0	--	Land	0	0
176	STREET SIGN	6/15/10	1,136				1,136	10	MO	S/L	1,136	0
177	COMPUTER SYSTEM	12/03/09	5,075				5,075	7	MO	S/L	5,075	0
178	FLOOR CLEANER	2/03/10	1,700				1,700	7	MO	S/L	1,700	0
179	FIRE ALARM SYSTEM	6/15/10	2,865				2,865	10	MO	S/L	2,865	0
180	WASHING MACHINES	11/18/09	5,890				5,890	7	MO	S/L	5,890	0
181	MATTRESSES	10/16/09	31,144				31,144	10	MO	S/L	31,144	0
182	TELEPHONE SYSTEM	12/10/09	750				750	7	MO	S/L	750	0
183	NEW FACILITY	12/15/09	2,943,826				2,943,826	39	MO	S/L	874,342	75,482
184	SHADES	9/08/10	1,800				1,800	7	MO	S/L	1,800	0
186	CONSTRUCTION	8/06/10	182,461				182,461	39	MO	S/L	51,074	4,678
187	BUILDING RENOVATIONS	12/01/11	569,429				569,429	39	MO	S/L	139,924	14,601
188	FIRE ALARM SYSTEM	11/07/11	1,460				1,460	15	MO	S/L	1,460	0
189	MATTRESSES	11/15/11	3,360				3,360	7	MO	S/L	3,360	0
191	FIRE ALARM SYSTEM UPGRADE	9/18/13	3,462				3,462	10	MO	S/L	3,411	51
192	SOFTWARE	6/24/15	2,656				2,656	5	MO	S/L	2,656	0
193	KITCHEN EQUIPMENT	2/28/15	1,937				1,937	5	MO	S/L	1,937	0
194	CIRCUIT BOARD	9/17/14	2,874				2,874	7	MO	S/L	2,771	103
195	CAMERA SYSTEM	9/05/14	2,638				2,638	5	MO	S/L	2,638	0
196	COMPUTER SYSTEM	6/30/15	5,229				5,229	5	MO	S/L	5,229	0
197	MATTRESSES	1/08/15	4,963				4,963	3	MO	S/L	4,963	0
198	DRIVEWAY REPLACEMENT	6/25/15	4,071				4,071	15	MO	S/L	1,628	272
199	REFRIGERATOR	6/02/15	999				999	7	MO	S/L	868	131
200	BUILDING IMPROVEMENTS	8/31/15	11,744				11,744	39	MO	S/L	1,769	301
201	COMPUTER SYSTEM	11/03/15	3,986				3,986	5	MO	S/L	3,986	0
202	MATRESSES	6/07/16	3,347				3,347	10	MO	S/L	1,701	335
203	SOLAR PANELS	12/06/16	27,800				27,800	15	MO	S/L	8,494	1,854
204	FANS KITCHEN	7/19/16	1,760				1,760	7	MO	S/L	1,236	252
206	SECURITY CAMERAS & ALARM	4/12/17	65,038				65,038	40	MO	S/L	6,976	1,626
207	COMPUTER SYSTEM	6/30/17	3,548				3,548	5	MO	S/L	2,838	710
208	HOT WATER HEATER	5/20/18	6,475				6,475	7	MO	S/L	2,852	925
209	WASHER & DRYER	5/23/18	3,300				3,300	7	MO	S/L	1,454	471
211	BUNK BEDS	4/25/18	11,235				11,235	7	MO	S/L	5,083	1,605
214	COMPUTER SYSTEM	7/29/19	55,206				55,206	5	MO	S/L	21,162	11,041
215	STEAM TABLE	6/26/20	2,070				2,070	5	MO	S/L	414	414
216	TOILETS WITH PRESSURE FLUSH (6)	12/23/20	4,008				4,008	40	MO	S/L	50	100
217	BUNK BED RAILS (78)	6/22/21	4,285				4,285	10	MO	S/L	0	429
218	BUNK BEDS	10/27/20	18,021				18,021	10	MO	S/L	1,201	1,802
219	HOT WATER HEATER	6/14/21	7,850				7,850	10	MO	S/L	65	785
220	HYDROXYL GENERATING MACHINE	10/08/20	137,775				137,775	10	MO	S/L	10,333	13,778
221	COMPUTER SYSTEM	10/09/20	8,727				8,727	5	MO	S/L	1,309	1,746
222	MATTRESSES (120)	10/27/20	18,293				18,293	10	MO	S/L	1,220	1,829
223	PICNIC TABLES (4)	10/09/20	3,392				3,392	10	MO	S/L	254	340
224	REFRIDGERATORS	11/19/20	8,172				8,172	10	MO	S/L	477	817
225	SALAD BAR W/ SNEEZE GUARD	9/28/20	4,329				4,329	10	MO	S/L	325	433
226	MARTINI RENOVATIONS AND REPAIR	10/31/20	267,897				267,897	40	MO	S/L	4,465	6,697
227	SOFA, LOVESEAT, AND CHAIRS	10/27/20	6,481				6,481	10	MO	S/L	432	648

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1013 CROSS ROADS HOUSE, INC.
22-2549963
FYE: 6/30/2022

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Federal Asset Report
Form 990, Page 1

Asset	Description	Date In Service	Cost	Bus %	Sec 179	Bonus	Basis for Depr	Per	Conv	Meth	Prior	Current
228	UMBRELLA (8)	10/09/20	1,976				1,976	10	MO	S/L	148	198
229	NEW ROOF	4/27/22	108,000				108,000	39	MO	S/L	0	462
230	A/C UNIT	10/28/21	10,290				10,290	10	MO	S/L	0	686
231	DISHWASHER	6/28/22	9,443				9,443	7	MO	S/L	0	0
	Total Other Depreciation		6,718,576				6,718,576				2,038,705	183,263
	Total ACRS and Other Depreciation		6,718,576				6,718,576				2,038,705	183,263
Amortization:												
190	CLOSING COSTS	10/05/11	1,353				1,353	6	MO	Amort	1,353	0
213	CLOSING COSTS NEW LOAN	8/01/17	3,246				3,246	20	MO	Amort	636	162
			4,599				4,599				1,989	162
	Grand Totals		6,723,175				6,723,175				2,040,694	183,425
	Less: Dispositions and Transfers		0				0				0	0
	Less: Start-up/Org Expense		0				0				0	0
	Net Grand Totals		6,723,175				6,723,175				2,040,694	183,425

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Federal Asset Report
GREENLEAF APARTMENTS

Asset	Description	Date In Service	Cost	Bus %	Sec 179	Bonus	Basis for Depr	Per	Conv	Meth	Prior	Current
Prior MACRS:												
212	BUILDING GREENLEAF	7/01/18	185,245				185,245	27	MM	S/L	19,928	6,736
			185,245				185,245				19,928	6,736
Other Depreciation:												
210	LAND GREENLEAF	4/26/18	245,096				245,096	0	--	Land	0	0
	Total Other Depreciation		245,096				245,096				0	0
	Total ACRS and Other Depreciation		245,096				245,096				0	0
	Grand Totals		430,341				430,341				19,928	6,736
	Less: Dispositions and Transfers		0				0				0	0
	Less: Start-up/Org Expense		0				0				0	0
	Net Grand Totals		430,341				430,341				19,928	6,736

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Federal Statements

Taxable Interest on Investments

Description	Amount	Unrelated Business	Exclusion Code	Postal Code	Acquired after 6/30/75	US Obs ($ or %)
INTEREST	$ 683		14			
TOTAL	$ 683					

Taxable Dividends from Securities

Description	Amount	Unrelated Business	Exclusion Code	Postal Code	Acquired after 6/30/75	US Obs ($ or %)
VARIOUS	$ 41,851		14			
ENDOWMENT	6,226		14			
TOTAL	$ 48,077					

Federal Statements

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Form 990, Part IX, Line 24e - All Other Expenses

Description	Total Expenses	Program Service	Management & General	Fund Raising
REPAIRS	$ 26,462	$ 26,462	$	$
TELEPHONE	22,282	9,082	9,900	3,300
WAGES	6,758	6,758		
CLEANING / MAINTENANCE	4,459	4,459		
VOLUNTEER & BOARD DEVELOP	3,750			3,750
BAD DEBT	1,442		436	1,006
STAFF & PROGRAM DEVELOPME	1,340	1,079	27	234
PAYROLL TAX	517	517		
SUPPLIES	141	141		
TOTAL	$ 67,151	$ 48,498	$ 10,363	$ 8,290

Schedule A, Part II, Line 1(e)

Description	Amount
TOWNS AND CITIES	$ 283,901
FEDERAL & STATE	1,146,475
VARIOUS INDIVIDUALS/GROUPS	1,487,342
TOTAL	$ 2,917,718

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Federal Statements

Schedule A, Part II, Line 5 - Excess Gifts

Donor Name	Total	Excess
CITY OF PORTSMOUTH NH	$ 434,475	$ 214,406
RMH SEABROOK IMPREST	148,658	
NH CHARITABLE FOUNDATION	62,000	
STATE OF NH	91,719	
ADVANCED MANUFACTURING GROUP, LLC	100,000	
TD CHARITABLE FOUNDATION	150,000	
STRAFFORD COUNTY	67,779	
ALEXANDER SCOURBY	63,231	
TOTAL	$ 1,117,862	$ 214,406

Federal Statements

Schedule A, Part II, Line 8(e)

Description	Amount
INTEREST	$ 683
VARIOUS	41,851
ENDOWMENT	6,226
GREENLEAF APARTMENTS	105,354
TOTAL	$ 154,114

Schedule A, Part II, Line 12 - Current year

Description	Amount
WENTWORTH GALA	$ 550,211
SEACOAST FUNDRAISING POKER	67,854
TOTAL	$ 618,065

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Name	Affiliation*	Committees	Town of Residence	Term Began	Term Ends
Adams, Michael	Architect	Building	[redacted]	2016	2025
Ambrogi, Michael	Novocure		[redacted]	2023	2026
Bear, Bob	Retired	Program	[redacted]	2021	2024
Bellmare, Chris	Arista Networks	Development, Governance, Program	[redacted]	2020	2023
Bresette, Suzanne	Stratögé Partners	Executive, Program, Development	[redacted]	2007	2025
Brown, Bob **Treasurer**	Self employed/consultant	Finance	[redacted]	2011	2023
Clark, Lisa	B2W	Development	[redacted]	2021	2024
Cohen, Ken	Psychiatrist	Program	[redacted]	2013	2025
Dillon, Denis	McLane Middleton	Nominating & Governance, Development	[redacted]	2004	2024
Drew, Kathryn	Merrill Lynch Wealth Management/Bank of America Corp.	Nominating & Governance	[redacted]	1999	2024
Gibb, Brian	Drummond Group	Program	[redacted]	2022	2025
Goddard, Steve	Retired	Development	[redacted]	2019	2025
Gregoire, Jason	Sheehan Phinney	Governance	[redacted]	2021	2024
Mathews, Shaun	Retired	Finance, Program	[redacted]	2019	2025
Moore, Vanda **Secretary**	Sprague Energy	Executive, Development	[redacted]	2013	2025
Pace, Joe	Full time Dad/Selectman/author	Development	[redacted]	2021	2024
Palmer, Theresa	State of New Hampshire	Program	[redacted]	2022	2025
Scourby, Lex	Chicken of the Sea Frozen Foods	Executive, Finance, Nominating & Governance, Development	[redacted]	2003	2024
Silva, Chuck **Vice President**	Retired	Executive, Nominating & Governance	[redacted]	2015	2024
St. Jean, Ben **President**	Clipper Strategic Consulting, LLC	Executive, Finance, Building	[redacted]	2015	2024
Stevens, Rob	Rector, St. John's Episcopal Church		[redacted]	2022	2025
Tierney, Gillian	Uniguest, Inc.	Governance	[redacted]	2020	2023

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Williamson, Andrea	Edward Jones	Finance	[redacted]	2022	2025
Worboys, Mary Lee	Retired	Program	[redacted]	2011	2023

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WA Wildolfo Arvelo

[redacted]

"For ten years, I had the honor of watching Dr. Arvelo transform Great Bay Community College from a small, unengaged community college into one of the most respected and engaged colleges in the region. One of Will's greatest strengths is his ability to bring out the best in others. He empowers his direct reports to lead. He inspires the community, internal and external, to believe and invest in the organizational mission. Most impressive is his ability to move seamlessly and garner respect from students, staff, faculty, business, and community leaders. Simply stated, Will Arvelo is a transformative leader that enables people and organizations to achieve their best."

Michael Fischer, Ed.D., President, York County Community College

Career Profile

A dynamic, visionary, and collaborative leader with 35 years of diverse leadership experience in improving and expanding learning, educational access, and workforce and economic development opportunity. I am focused on equity, organizational resiliency, and economic inclusion across New Hampshire communities. I am driven by my passion for serving marginalized and underserved communities.

Key Areas of Expertise:

Leadership: Managed collaborative and effective relationships with deans, division directors, and faculty and staff as well as business, non-profit and community leaders. Have led in areas as diverse as facility design, construction and management, board development, grant writing and management, marketing and branding, fundraising, budget development and oversight, and community and business outreach. Highly effective managerial skills with the capability to adapt my leadership style to meet situational challenges while guiding teams to achieve desired results. Deeply committed to establishing/nurturing environments of collaboration and mutual respect.

Financial Management: Demonstrated ability to manage fiscal resources effectively in complex organizations. Managed a $20 million dollar budget and $28 million in grants by consistently tying the budget process with the strategic plan and setting clear priorities. Proven success identifying diverse funding sources and securing new funding/revenue streams. Raised hundreds of thousands of dollars annually through private donations to support student scholarships, classroom resources and faculty and staff development.

Strategic Planning: Worked with faculty and staff to develop a plan to increase enrollment and graduation. Successfully served on internal and external multi-functional teams that were responsible for opening new programs and services as well as establishing new mission, vision and values for the College (Great Bay). Worked with other Community College System Presidents and the Chancellor on System-wide initiatives tied to enrollment, marketing, retention, research, and collaboration with the University System and the State. Worked with the University System and high schools to transition from high school to community college to 4-year colleges seamlessly with such programs as Running Start, Early College, eStart, and Dual Admissions.

Student Engagement: Led efforts to include students in the College's (Great Bay) shared governance processes through training of student leaders to serve in student governance, the College's Advisory Board and other college-wide committees. Met with students on a regular basis to gauge their experiences/progress.

Professional Experience

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Executive Director, Cross Roads House, Inc., Portsmouth, NH (2021 – Present)

- Lead the second largest homeless shelter in New Hampshire, which houses up to 130 individuals and 12 families nightly. This includes sheltering, feeding, triaging immediate health, mental health and addiction issues as well as working with the unhoused longer-term to get them permanently housed. Manage three facilities which include a main homeless shelter and offices, a family shelter, and a 12-unit permanent housing complex. Manage a $2.5 million annual budget and fundraising and grants process.
- Manage a permanent housing facility that houses former Cross Roads House residents.
- Lead outreach efforts with the CRH Board, the Seacoast community, media, donors and volunteers, and partner with state agencies. Work on advocacy efforts with legislators and Governor's Office and testify before the Legislature.

Director, New Hampshire Division of Economic Development (BEA), Concord, NH (2018 – 2021)

- Lead the Division of Economic Development in support of business attraction, expansion and retention. Collaborated with the Office of Workforce Opportunity and the Department of Employment Security on workforce retention and training. Worked in partnership with the community college and university systems on workforce training and other strategic issues. Worked closely with business chambers, municipalities, and economic development and industry groups to increase economic opportunities for NH citizens. Visited with businesses across New Hampshire to understand their needs and priorities. Helped to manage the State's Covid response to businesses. Worked with SBA and FEMA on immediate and long-term strategy for business resiliency post-Covid.
- Collaborated with the Commissioner on a 10-year economic development plan as well as post-pandemic recovery plan for NH. Served on a variety of state-wide community, workforce and education boards, including SB190 (CTE), DOE K-12 Minimum Standards Task Force, State Workforce Innovation Board (SWIB), Council for Thriving Children, Benefits Cliff Working Group, NH Learning Initiative (NHLI), National Collaborative on Competency Based Learning (NCCBL), and Chaired the Commission on Mental Health Workforce Development.

Selected Highlights:

- Work with Governor's Office, Federal delegation, SBA, FEMA on Covid response;
- Lead efforts on diversity, equity and inclusion. Founded Business Alliance for People of Color (BAPOC-NH);
- Represent BEA at conferences, radio and television events; hosted "Business Matters" on 107.7FM.

President, Great Bay Community College, Portsmouth/Rochester, NH (2007 – 2017)

- Worked with a staff and faculty of over 200 and an operational budget of $20 million. Led inclusive visioning, strategic and shared governance planning retreats. Guided the development and nurturing of the senior leadership team. Served as Community College System liaison for partnerships with the University System. Worked with Chancellor, Presidents and System Board on System-wide improvements. Led marketing efforts in radio, TV, print and social media. Managed $28 million dollars in grants to develop System-wide manufacturing training capacity and a composites training center in Rochester. Recruited and on-boarded members of the College's Advisory Board. Developed the first partnerships with adult learning programs in Dover and Exeter.

Selected Highlights:

- Oversaw $30 million of capital improvements and the building of the main college campus and a satellite academic center; spearheaded and led fundraising efforts that raised over $2 million dollars in 6 years;
- Spearheaded re-branding efforts to develop a new name, logo, websites and collateral;
- Developed certificate/degree programs including NDT, CNC, Aviation, Automotive, Composites, Engineering Transfer, Medical Assisting, Massage Therapy, Insurance, Motorcycle Technician, Helicopter Pilot, and Welding;
- Led two successful 10-year NEASC accreditation studies and visits;
- Worked with faculty to engage students in NSF EPSCoR and NIH undergraduate research;
- Served as principal investigator for $20MM state-wide federal grant to promote STEM/advance manufacturing.

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"Dr. Wildolfo Arvelo has served as a significant mentor, making a profound impact in my life. As a transformative leader he created a culture of excellence throughout the college as a whole. Dr. Arvelo took the time to personally engage with students and engaged the full community and through that engagement created countless partnerships and opportunities for students before and after graduation. He taught me many things, but most importantly, he taught me the importance of leadership and community. I wouldn't be the person I am today had I not been a part of the community he created. I owe so much of my professional and personal success to Dr. Arvelo, as do so many others. Dr. Arvelo exemplifiers what it means to be a leader."

Ashley Rennie, Former Student

VP: Corporate and External Relations, Benjamin Franklin Institute of Technology, Boston, MA (2004 – 2007)
- Worked with the President on strategic initiatives. Collaborated with faculty and staff across the College. Nurtured collaborative relationships with Boston Public Schools and local business and industry. Oversaw the writing of the NEASC ten-year accreditation study and visit. Wrote and managed several Federal DOL grants.

Dean of Enrollment Services (2000 – 2003) / **Director of Admissions** (1998 – 2000), Benjamin Franklin Institute of Technology, Boston, MA
- Oversaw marketing and enrollment strategies and spearheaded re-branding of the college with new name, logo, website and collateral. Restructured Financial Aid saving the college $240,000 annually.

Educational Development Coordinator (1997 – 1998) / **Associate Director of Admissions** (1996 – 1997), Roxbury Community College, Boston, MA

Community Engagement

Board Memberships include:

Founder and Chair: Business Alliance for People of Color (2020-Present) / Virtual Learning Academy Charter School (VLACS) (2022-Present) / DOE K-12 Minimum Standards Task Force (2021) / Council for Thriving Children (2020 – 2021) / Benefits Cliff Working Group (2019 – 2021) / Chair: Governor's Commission on Mental Health Workforce Development (2019 – 2021) / New Hampshire Learning Initiative (2019 – Present) / NHSPCA (2018 – Present) / Small Business Development Center (2018 – 2021) / State Workforce Innovation Board (2018 – 2021) / Member: Seacoast NAACP (2018 – Present) / National Collaborative for Competency Based Learning (2018 – Present) / Foundation for Healthy Communities (2017 – 2018) / Foundation for Seacoast Health (2015 – 2017) / New Hampshire College and University Council (2007 – 2017) / NSF EPSCoR Statewide Committee (2014 – 2016) / New Hampshire Postsecondary Education Commission (2012 – 2014) / Foundation, Community College System of New Hampshire (2007 – 2017) / United Way of the Greater Seacoast (2011 – 2015) / UNH College of Life Sciences & Agriculture (2007 – 2009)

Awards and Recognition

Distinguished Leader Award: Great Bay Community College (2019) / Honorary Doctorate: Granite State College (2018) / Dedicated Service Award: Great Bay Community College (2017) / Leadership Award: United Way of the Greater Seacoast (2015) / Citizen of the Year Award: Portsmouth Chamber of Commerce (2012) / Leadership Award: Benjamin Franklin Institute of Technology (2007) / New Leader Profile: Business NH Magazine (January 2022)

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Education & Certifications

University of Massachusetts, Boston, MA
Ed.D. in Higher Education Administration (2012)
M.S. in Public Affairs (1992) / B.A. in History (1989)

"As a former CEO of a division of a Fortune 500 Company, I had the opportunity to work closely with Dr. Will Arvelo on a number of collaborations related to business and industry. Will has excellent interpersonal skills and is highly focused on the mission at hand. He has the innate ability to forge meaningful and lasting relationships with business and industry leaders. Will is a good listener, a quick study and has the ability to bring people together to execute strategic plans. He is an excellent orator who is able to persuade others to consider various options to business and industry issues. In the words of Washington Irving: "Great minds have purpose, others have wishes". I can assure you that Will has purpose!"

David Hampson, CEO, Willis Towers Watson

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SANDRA L. BEAUDRY
Licensed Marriage and Family Therapist, NH #22

EDUCATION

Master of Science, December 1992
Marriage and Family Therapy
University of New Hampshire

Bachelor of Science, September 1987
Human Services
University of Southern New Hampshire

CLINICAL AND SOCIAL SERVICE MANAGEMENT EXPERIENCE

CROSS ROADS HOUSE
Portsmouth, NH — *January 2014 to present*
Program Director

- Supervise Shelter and Community-Based Clinical Case Management program
- Responsible for enhancement of programming to support residents physical and emotional well-being, self-sufficiency, and move to permanent housing
- Establish inter-agency partnerships
- Seek diverse funding, including government and private grants and the provision of reimbursable services
- Identify and meet direct and clinical service staff training needs
- Oversee CRH entry into the Homeless Management Information System, data collection and outcome tracking
- Direct Permanent Supportive Housing and Rapid Re-Housing programs

CHILD AND FAMILY SERVICES
Manchester, Concord, Portsmouth, NH — *February 1997 to January 2014*
Program Director — *October 2008 to January 2014*
Program Leadership and Supervision

- Directed statewide counseling and adolescent/young adult substance abuse treatment programs and a federally-funded mentoring/family support program for youth being released from the Sununu Youth Services Center (joint project with Goodwill of NNE)
- Supervised 14 direct report clinical staff and two interns
- Supported implementation of Trauma-Focused Cognitive Behavioral Therapy and trauma-informed care
- Provided supervision and clinical support to the Seacoast Street Outreach Program mental health clinician and oversaw the mental health subcontract with the Healthcare for the Homeless program at Families First
- Developed and maintained procedure manuals for counseling and substance abuse treatment programs
- Oversaw quality assurance of clinical records and implementation of evidence-based practices
- Developed, monitored and maintained program budgets that have ranged from a total of $1 million to $1.4 million annually
- Supervised and coordinated the statewide CFS Deployment Cycle Support Program, which provided home-based counseling and support to military service members and their families before, during, and after deployment, through a subcontract with Easter Seals
- Directed the Family Intervention Program, state-contracted barrier-resolution services for TANF recipients in the New Hampshire Employment Program across the state, including four sub-contracts with Family Resource Centers
- Provided administrative and clinical support to Healthy Marriage Responsible Fatherhood federal grant project serving fathers in the state prison system and their families

Grants and Contracts

- Managed or co-managed four multi-year federal grants from SAMHSA, OJJDP, and ACF, including data collection and reporting, continuation applications, annual progress reports, and no-cost extension requests
- Managed state contracts with BDAS, DOC, and DFA, including proposal writing and submission, data collection and reporting, and budget development
- Wrote or contributed to grant proposals to foundations, including grants received from Peoples United Bank for Seacoast office-based family counseling and Healthcare Gives for mobile mental health services in the Street Outreach Program
- Developed proposals and received funding from United Way agencies across the state
- Wrote proposals to municipalities, including the city of Portsmouth, and presented to town selectman and town budget meetings

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- Facilitated agency contracts with managed care companies for counseling and substance abuse treatment services and the credentialing of CFS clinical staff
- Provided the CFS agency administrator function for WITS, the web-based treatment, data, pay-for-performance, and billing center for Access to Recovery and BDAS treatment contracts

Board and Community Involvement

- Served as the staff liaison to the CFS Seacoast Regional Advisory Board, facilitating monthly meetings and their work in fundraising, including the RiverWoods Gala and the Lonza golf tournament
- Facilitated a multi-disciplinary advisory board for the CFS Adolescent Substance Abuse Treatment program with representatives from prevention, treatment, school and juvenile justice service providers
- Represented CFS on the following boards: *New Hampshire Alcohol and Other Drug Service Providers Association*, *Health First* (Laconia and Franklin), and *Community Resource Network* (Seacoast)
- Serve as Board Secretary and Conference Registrar for the *New Hampshire Association for Infant Mental Health*

Program Manager *June 2007 to October 2008*
Managed Family Intervention Program

Marriage and Family Therapist *February 1997 to June 2007*
Provided assessment and psychotherapy services to individuals, couples and families in a variety of Seacoast area settings, including community-based therapy to individuals and families experiencing homelessness or housing insecurity in conjunction with the *Healthcare for the Homeless* program, consultation to *Community Child Care Center*, and critical incident response with the state *Disaster Behavioral Health Response Team*. Served on the board of *SeaCare Health Services* for nine years as the mental health representative.

COMMUNITY PARTNERS
Rochester, NH
Home-Based Clinician *May 1992 to February 1997*
Provided home-based family therapy, case management, and provider consultation services to multi-problem families in Strafford County. Helped develop and taught Child Impact seminar for divorcing parents.

RESIDENTIAL AND CASE MANAGEMENT EXPERIENCE IN DEVELOPMENTAL DISABILITIES

Service Coordinator *October 1988 to August 1991*
Provided service coordination and individual support to developmentally disabled adults and their families.
Merrimack Valley Case Management Team, Mass. Dept. of Mental Retardation, Haverhill, MA
Case Manager *April 1987 to September 1988*
Obtained and coordinated community services for developmentally disabled adults.
One Sky, Portsmouth, NH
Coordinator of Community Residences *December 1984 to April 1987*
Supervised the operation of four licensed community residences for developmentally disabled adults
Group Home Coordinator *February 1983 to December 1984*
Established and managed group home for four deinstitutionalized men.
Sullivan County Developmental Services, Claremont, NH
Assistant Residential Program Supervisor *March 1982 to January 1983*
ACCESS, Conshohocken, PA
Resident Manager *November 1980 to March 1982*
River Crest Center, Mont Clare, PA

PROFESSIONAL MEMBERSHIP AND EDUCATION

Clinical Fellow and Approved Supervisor, American Association of Marriage and Family Therapy

Adjunct Professor *January 2013 to May 2015*
Spring Semester Marriage and Family Therapy Graduate Practicum, University of New Hampshire

Teaching Assistant *September 1991 to May 1992*
Introduction to Human Development course, University of New Hampshire

Presenter, various professional continuing education workshops, including *Assessing Families*, *Working with Difficult Families*, *Child Care Consultation*, and *The NH DOC Fatherhood Project*

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Jillian D. Carroll

[redacted]

EDUCATION

Bryant University, Smithfield, RI — **May 2009**
Bachelor of Science in Business Administration
- Concentration: Management Minor: Psychology; Cultural Studies
- Dean's List
- Lean Six Sigma Yellow Belt certification

EMPLOYMENT

Cross Roads House, Portsmouth, NH — **August 2020 - Present**
Finance Director
- Sole accounting, financial and human resource position within the Organization
- Handle month and year end preparation on behalf of the Finance Committee Board Members
- Monthly reporting and invoicing for State and Federally funded Human Service programs
- Financial management of 12 tenant rental
- Payroll, new hire onboarding, employee benefits

***Northeast Distribution LTD*, Exeter, NH** — **October 2016 - August 2020**
Controller
- Sole accounting and financial position within the Company utilizing Sage 100
- Handle month and year end close including bank balancing
- All accounts receivable and accounts payable functions including but not limited to cash applications, credit worthiness, aging and reporting
- Prepares all borrowing base requirements
- Formulates annual expense budget
- Payroll and 401k contribution

***Margaritas Management Group, Inc.*, Portsmouth, NH** — **October 2013 – October 2016**
Senior Accountant
- Balance daily and monthly bank activity for all restaurants
- Record additions, disposals and depreciate fixed assets
- Apply and maintain all restaurant licenses including liquor, entertainment and food permits
- Handle month end closing process for multiple restaurants utilizing Sage 100

***Liberty Mutual*, Dover, NH** — **November 2009 – October 2013**
Premium Auditor-Inside – April 2013 – October 2013
- Compile and complete incoming internal audits in timely manner
- Reconcile customer supplied documentation to federally filed payroll records
- Maintain relationship with customers in regard to past worker compensation and general liability coverage
- Assist customers with completion of forms distributed by Liberty Mutual

Financial Operations Representative II - February 2011-April 2013
- Complete weekly billing and distribution of invoices for various Loss Prevention units
- Reconcile daily activity from Canadian accounts to receivable system (Quicksilber)
- Balance daily activity of Billing and Receivable Tracking (BART)
- Daily reconciliation of bank activity for internal maintenance
- Support financial and technical functions to CMFO unit

Financial Operations Representative - November 2009-February 2011
- Identify incoming customer payments and report collections via BART
- Refund Small Deductible Workers Compensation claims
- Research and process all return to sender mailed checks

***Living Innovations*, Portsmouth, NH** — **July 2009- November 2009**
Administrative Assistant
- Compile and compute weekly data pertaining to numerous clients attendance reports for regional billing computation
- Manage employee reimbursements while ensuring accurate submission of information
- Support staff through training and file maintenance in order to work successfully with clients
- Maintain accurate and up-to-date client records

COMPUTER SKILLS

- Microsoft: Access, Excel, Internet Explorer, Outlook, PowerPoint, Word; QuickBooks; Adobe; Sage 100; Photoshop

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Contractor Name
Key Personnel

Name	Job Title	Salary Amount Paid from this Contract
Wildolfo Arvelo	Executive Director	$0.00
Sandra Beaudry	Program Director	$0.00
Jillian Carroll	Finance Director	$0.00

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Lori A. Shibinette
Commissioner

Karen E. Hebert
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

November 15, 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 of Economic and Housing Stability, to amend existing contracts with the Contractors listed below **in bold** for the continued provision of the State Grant in Aid (SGIA) Home Assistance program, by increasing the total price limitation by $3,999,996 from $12,725,724 to $16,725,720 with no change to the contract completion dates of June 30, 2023, effective upon Governor and Council approval. 100% Federal funding.

Contractor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House, Inc.	**165288 - B001**	**Plymouth NH**	**$264,968**	**$96,644**	**$361,612**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	267140 -B001	Bow NH	$185,945	$0	$185,945	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

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						A2: 05/19/21 (Tabled Item #15)
Cross Roads House	166570 - B001	Portsmouth NH	$1,390,768	$515,436	$1,906,194	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Families In Transition (F.K.A. FIT/NHNH, Inc.)	157730 - B001	Manchester NH	$2,942,938	$955,704	$3,898,642	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
The Friends Program, Inc.	154987 - B001	Concord NH	$352,114	$182,550	$534,664	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Helping Hands Outreach Ministries, Inc.	174226 - R001	Manchester NH	$405,272	$171,812	$577,084	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Hundred Nights, Inc	313375	Keene NH	$434,964	$451,006	$885,970	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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Lakes Region Community Developers	156571 - B001	Laconia NH	$204,991	$0	$204,991	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Marguerites Place	157465 - B001	Nashua NH	$327,536	$0	$327,536	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
My Friend's Place	**156274 - B001**	**Dover NH**	**$305,697**	**$161,074**	**$466,771**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Nashua Soup Kitchen and Shelter, Inc.	**174173 - R001**	**Nashua NH**	**$468,328**	**$236,241**	**$704,569**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)	**177295 - B001**	**Greenland NH**	**$296,982**	**$118,121**	**$415,103**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$1,678,826	$0	$1,678,826	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Salvation Army	**177627 - B001**	**Laconia NH**	**$444,758**	**$225,503**	**$670,261**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
The Salvation Army	**177627 - B003**	**Concord NH**	**$569,845**	**$214,765**	**$784,610**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Seacoast Family Promise	**311097**	**Exeter NH**	**$180,305**	**$75,168**	**$255,473**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Southwestern Community Services, Inc.	**177511 - R001**	**Keene NH 03431**	**$992,485**	**$440,267**	**$1,432,752**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
The Front Door Agency	156244 - B001	Nashua NH 03064	$557,157	$0	$557,157	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Way Home, Inc	166673 - B001	Manchester NH	$256,886	$0	$256,886	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Tri-County Community Action Program, Inc.	**177195 - B009**	**Berlin NH**	**$205,825**	**$155,705**	**$361,530**	**O:07/10/19 (Item #16) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0	$252,556	O: 06/19/19 (Item #40) A1:08/28/19 (Item #20B) A2:07/15/20 (Tabled Item #15)
		Total	**$12,725,724**	**$3,999,996**	**$16,725,720**	

Funds are available in the following accounts for State Fiscal Year 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 request is to provide additional funding made available by the Governor's Office for Emergency Relief and Recovery to support the State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing homelessness receive the essential services and supports in emergency shelters. Emergency shelters provide critical services and supports for those NH residents who do not have a home. This additional funding will help emergency shelter programs cover the increased cost of food, electricity, heat, and workforce to ensure these safety net providers are able to continue providing services. Due to the pandemic, most emergency shelters have lost their volunteer base, increasing the reliance on paid staff.

Approximately 4,500 individuals will be served during State Fiscal Year 2023.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services

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include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Source of Federal Funds: Assistance Listing Number #21.023 FAIN #ERA0012 and #ERA0435, Assistance Listing Number #21.027 FAIN #4515DRNHP00000001

In the event that the Federal 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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05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
2023	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
		Sub Total		$264,968	$0	$264,968

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2023	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
		Sub Total		$185,945	$0	$185,945

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
2023	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
		Sub Total		$1,390,758	$0	$1,390,758

Families in Transition (F.K.A. FIT/NHNH, Inc.) Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
2023	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
		Sub Total		$2,942,938	$0	$2,942,938

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$352,114	$0	$352,114

Helping Hands Outreach Center Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
2023	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
		Sub Total		$405,272	$0	$405,272

Hundred Nights, Inc Vendor #: 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
2023	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
		Sub Total		$434,964	$0	$434,964

Lakes Region Community Developers Vendor # 156571-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$204,991	$0	$204,991

Marguerites Place Vendor # 157465-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536

2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
2023	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
		Sub Total		$327,536	$0	$327,536

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
2023	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
		Sub Total		$305,697	$0	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
2023	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
		Sub Total		$468,328	$0	$468,328

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
2023	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
		Sub Total		$296,982	$0	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
2023	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
		Sub Total		$1,678,826	$0	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
2023	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
		Sub Total		$444,758	$0	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
2023	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
		Sub Total		$569,845	$0	$569,845

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
2023	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
		Sub Total		$180,305	$0	$180,305

Southern NH Services — Vendor # 177198-B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
2023	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
		Sub Total		$992,485	$0	$992,485

The Front Door Agency — Vendor # 156244-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
2023	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
		Sub Total		$557,157	$0	$557,157

The Way Home, Inc — Vendor # 166673-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482

2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$256,886	$0	$256,886

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
2023	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
		Sub Total		$205,825	$0	$205,825

Waypoint — Vendor # 177166-B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$252,556	$0	$252,556

Total	$12,725,724	$0	$12,725,724

05-095-094-940010-24650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HEW HAMPSHIRE HOSPITAL, ARPA DHHS FISCAL RECOVERY FUNDS
100% Federal Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$96,644	$96,644
		Sub Total		$0	$96,644	$96,644

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$515,436	$515,436
		Sub Total		$0	$515,436	$515,436

Families in Transition (F.K.A. FIT/NHNH) — Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$955,704	$955,704
		Sub Total		$0	$955,704	$955,704

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$182,550	$182,550
		Sub Total		$0	$182,550	$182,550

Helping Hands Outreach Center — Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$171,812	$171,812
		Sub Total		$0	$171,812	$171,812

Hundred Nights, Inc — Vendor # 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$451,006	$451,006
		Sub Total		$0	$451,006	$451,006

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$161,074	$161,074
		Sub Total		$0	$161,074	$161,074

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$236,241	$236,241
		Sub Total		$0	$236,241	$236,241

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$118,121	$118,121
		Sub Total		$0	$118,121	$118,121

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$225,503	$225,503
		Sub Total		$0	$225,503	$225,503

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$214,765	$214,765
		Sub Total		$0	$214,765	$214,765

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$75,168	$75,168
		Sub Total		$0	$75,168	$75,168

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Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$440,267	$440,267
		Sub Total		$0	$440,267	$440,267

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$155,705	$155,705
		Sub Total		$0	$155,705	$155,705

Total	$0	$3,999,996	$3,999,996
Total Contract	$12,725,724	$3,999,996	$16,725,720

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Cross Roads House Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, 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 1.8, Price Limitation, to read:

   $1,906,194

2. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

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 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

11/2/2022
Date

DocuSigned by:
Karen Hebert
Name: Karen Hebert
Title: Division Director

Cross Roads House Inc.

11/2/2022
Date

DocuSigned by:
Will Arvelo
Name: Will Arvelo
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

11/3/2022
Date

DocuSigned by:
Robyn Guarino
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:

DocuSign Envelope ID: 3117F234-6127-49BE-BED8-30B535D9F784

15 mac

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

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Families in Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154987 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157465 - B001	Nashua NH	$186,836	$140,700	$327,536	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,522	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,582	$296,982	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

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Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	$200,062	$244,696	$444,758	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	$312,915	$256,930	$569,845	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Seacoast Family Promise	TBD	Exeter NH	$94,661	$85,644	$180,305	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	177511 - R001	Keene NH	$527,563	$464,922	$992,485	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Front Door Agency	156244 - B001	Nashua NH	$287,991	$269,166	$557,157	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Way Home, Inc.	166673 - B001	Manchester NH	$140,656	$116,230	$256,886	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Tri-County CAP, Inc.	177195 - B009	Berlin NH	$126,299	$79,526	$205,825	O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	$6,882,604	$5,665,716	$12,548,320	

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Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program .to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

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05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652; Vendor # 1652; Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130	
2022	102/500732	Contracts for Program Services	TBD	$61,174	$0	$61,174	
2023	102/500733	Contracts for Program Services	TBD	$61,174	$0	$61,174	
		Sub Total		$264,968	$0	$264,968	

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$6,588	$0	$6,588	

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2022	102/500732	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2023	102/500733	Contracts for Program Services	TBD	$58,618	$0	$58,618	
		Sub Total		$185,945	$0	$185,945	

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221	O: 06/19/19 (Item #40) A1: 07/15/20,
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563	
2022	102/500732	Contracts for Program Services	TBD	$311,987	$0	$311,987	

2023	102/500733	Contracts for Program Services	TBD	$311,987	$0	$311,987	(Item #20) A2: 05/19/21 (Tabled Item #15)
		Sub Total		$1,390,758	$0	$1,390,758	

FITNHNH, Inc. — Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$820,866	$0	$820,866	
2022	102/500732	Contracts for Program Services	TBD	$842,327	$0	$842,327	
2023	102/500733	Contracts for Program Services	TBD	$842,327	$0	$842,327	
		Sub Total		$2,942,938	$0	$2,942,938	

Friends Program — Vendor # 154887 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702	
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702	
		Sub Total		$174,710	$177,404	$352,114	

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608	
2022	102/500732	Contracts for Program Services	TBD	$97,878	$0	$97,878	
2023	102/500733	Contracts for Program Services	TBD	$97,878	$0	$97,878	
		Sub Total		$405,272	$0	$405,272	

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478	
2022	102/500732	Contracts for Program Services	TBD	$107,055	$0	$107,055	
2023	102/500733	Contracts for Program Services	TBD	$107,055	$0	$107,055	
		Sub Total		$434,964	$0	$434,964	

Lakes Region Community Developers

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	

		Sub Total		$204,991	$0	$204,991	A2: 05/19/21 (Tabled Item #15)

Marquerites Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300	
2022	102/500732	Contracts for Program Services	TBD	$70,350	$0	$70,350	
2023	102/500733	Contracts for Program Services	TBD	$70,350	$0	$70,350	
		Sub Total		$327,536	$0	$327,536	

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087	
2022	102/500732	Contracts for Program Services	TBD	$64,233	$0	$64,233	
2023	102/500733	Contracts for Program Services	TBD	$64,233	$0	$64,233	
		Sub Total		$305,697	$0	$305,697	

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695	
2022	102/500732	Contracts for Program Services	TBD	$91,761	$0	$91,761	
2023	102/500733	Contracts for Program Services	TBD	$91,761	$0	$91,761	
		Sub Total		$468,328	$0	$468,328	

New Generation — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$85,043	$0	$85,043	
2022	102/500732	Contracts for Program Services	TBD	$67,291	$0	$67,291	
2023	102/500733	Contracts for Program Services	TBD	$67,291	$0	$67,291	
		Sub Total		$296,982	$0	$296,982	

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693	
2022	102/500732	Contracts for Program Services	TBD	$443,512	$0	$443,512	
2023	102/500733	Contracts for Program Services	TBD	$443,512	$0	$443,512	
		Sub Total		$1,678,826	$0	$1,678,826	

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260	
2022	102/500732	Contracts for Program Services	TBD	$122,348	$0	$122,348	
2023	102/500733	Contracts for Program Services	TBD	$122,348	$0	$122,348	
		Sub Total		$444,758	$0	$444,758	

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173	
2022	102/500732	Contracts for Program Services	TBD	$128,465	$0	$128,465	
2023	102/500733	Contracts for Program Services	TBD	$128,465	$0	$128,465	
		Sub Total		$569,845	$0	$569,845	

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391	
2022	102/500732	Contracts for Program Services	TBD	$42,822	$0	$42,822	
2023	102/500733	Contracts for Program Services	TBD	$42,822	$0	$42,822	
		Sub Total		$180,305	$0	$180,305	

Southern NH Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694	
2022	102/500732	Contracts for Program Services	TBD	$232,461	$0	$232,461	
2023	102/500733	Contracts for Program Services	TBD	$232,461	$0	$232,461	
		Sub Total		$992,485	$0	$992,485	

The Front Door Agency

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State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086	
2022	102/500732	Contracts for Program Services	TBD	$134,583	$0	$134,583	
2023	102/500733	Contracts for Program Services	TBD	$134,583	$0	$134,583	
		Sub Total		$557,157	$0	$557,157	

The Way Home, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	
		Sub Total		$256,886	$0	$256,886	

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435	
2022	102/500732	Contracts for Program Services	TBD	$39,763	$0	$39,763	
2023	102/500733	Contracts for Program Services	TBD	$39,763	$0	$39,763	
		Sub Total		$205,825	$0	$205,825	

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817	O: 06/19/19 (Item #40) A1: 08/26/19 (Item #20B) A2: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$252,556	$0	$252,556	

Overall Total	$12,548,320	$177,404	$12,725,724	

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing Retroactive agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below:

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

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Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
[redacted]	[redacted]	**Total**	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract. The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

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Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

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- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

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New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

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13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families in Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Families in Transition ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), as amended on December 7, 2022, (Item #20), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $4,380,387

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

5/15/2023
Date

DocuSigned by:
Katja S. Fox
CE9B05B04C85442...
Name: Katja S. Fox
Title: Director

Families in Transition

5/12/2023
Date

DocuSigned by:
Maria Devlin
A33317287343340C...
Name: Maria Devlin
Title: President & CEO

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
74873484404411450...
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:

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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 FAMILIES IN TRANSITION is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on May 13, 1994. 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: 207982

Certificate Number: 0005779491

IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 18th day of May A.D. 2022.

David M. Scanlan
Secretary of State

DocuSign Envelope ID: EBE4F30B-8F20-4854-BD97-46D1FD513F9E

CERTIFICATE OF AUTHORITY

I, Roy Tilsley, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of Families in Transition.
(Corporation/LLC Name)

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 March 9, 2023, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That Maria Devlin, President/CEO (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of Families in Transition to enter into contracts or agreements with the State
(Name of Corporation/ LLC)

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: 5/10/23

Signature of Elected Officer
Name: Roy Tilsley
Title: Board of Director, Chair

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 05/09/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MTM Insurance Associates 1320 Osgood Street North Andover MA 01845	CONTACT NAME: Jeffrey Morrissette PHONE (A/C, No, Ext): (978) 681-5700 FAX (A/C, No): (978) 681-5777 E-MAIL ADDRESS: certificates@mtminsure.com
INSURED Families in Transition, Inc and FIT/NHNH 122 Market Street Manchester NH 03101	INSURER(S) AFFORDING COVERAGE / NAIC # INSURER A : Philadelphia Insurance Company INSURER B : Granite State Healthcare INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** 23-24 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR [X] Professional Liability Included GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			PHPK2504013	01/01/2023	01/01/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Professional Liability	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 3,000,000 $ 3,000,000 $ 1M/3M
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [X] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			PHPK2503947	01/01/2023	01/01/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	[X] UMBRELLA LIAB [X] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000			PHUB846526	01/01/2023	01/01/2024	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		HCHS20220000555	01/01/2023	01/01/2024	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
A	CRIME/Employee Dishonesty			PHPK2504013	01/01/2023	01/01/2024	Limit Deductible	$500,000 $5,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

This certificate of insurance represents coverage currently in effect and may or may not be in compliance with any written contract.

CERTIFICATE HOLDER

State of NH Department of Health
and Human Services
129 Pleasant Street
Concord NH 03301-3857

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Additional Named Insureds

Other Named Insureds	
2nd Street Family Mill Inc	Additional Named Insured
Bicentennial Families Concord LP	Additional Named Insured
Big Shady Tree Inc	Additional Named Insured
Family Bridge Limited Partnership	Additional Named Insured
Family Bridge Owner I LLC	Additional Named Insured
Family Bridge Owner II LLC	Additional Named Insured
Family Outfitters LLC	Additional Named Insured
Family Willow Limited Partnership	Additional Named Insured
Family Willows Condo Association	Additional Named Insured
Housing Benefits Inc	Additional Named Insured
Manchester Emergency Housing Inc	Additional Named Insured
New Horizons For New Hampshire Inc	Additional Named Insured

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Families in Transition

Our Mission

The mission of Families in Transition is to prevent and break the cycle of homelessness.

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BerryDunn

Families in Transition

CONSOLIDATED FINANCIAL STATEMENTS

with

SUPPLEMENTARY INFORMATION

and

FEDERAL REPORTS IN ACCORDANCE WITH THE UNIFORM GUIDANCE

December 31, 2022
(With Comparative Totals for 2021)

With Independent Auditor's Reports

DocuSign Envelope ID: EBE4F30B-8F20-4854-BD97-46D1FD513F9E

BerryDunn

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Families in Transition, Inc. and Subsidiaries

Report on the Audit of the Consolidated Financial Statements

Opinion

We have audited the accompanying consolidated financial statements of Families in Transition, Inc. and Subsidiaries (the Organization), which comprise the consolidated statement of financial position as of December 31, 2022 and the related consolidated statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the consolidated financial statements.

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the consolidated financial position of the Organization as of December 31, 2022, and the changes in their consolidated net assets and their consolidated cash flows for the year then ended in accordance with U.S. generally accepted accounting principles.

Basis for Opinion

We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are required to be independent of the Organization 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 Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with U.S. generally accepted accounting principles, 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 Organization's ability to continue as a going concern within one year after the date that the consolidated financial statements are available to be issued.

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Auditor's Responsibilities for the Audit of the Consolidated 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 U.S. generally accepted auditing standards 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 U.S. generally accepted auditing standards 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 consolidated 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 Organization'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 Organization'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.

Report on Summarized Comparative Information

We have previously audited the Organization's 2021 consolidated financial statements and, in our report dated March 23, 2022, expressed an unmodified opinion on those audited consolidated financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2021 is consistent, in all material respects, with the audited consolidated financial statements from which it has been derived.

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Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The consolidating information, which consists of the consolidating statement of financial position as of December 31, 2022, and the related consolidating statements of activities and functional expenses for the year then ended, is presented for purposes of additional analysis of the consolidated financial statements, rather than to present the financial position and changes in net assets of the individual entities and is not a required part of the consolidated financial statements. The accompanying 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 supplementary information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling the supplementary 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 U.S. generally accepted auditing standards. In our opinion, the 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 April 18, 2023 on our consideration of the Organization'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 Organization'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 Organization's internal control over financial reporting and compliance.

Berry Dunn McNeil & Parker, LLC

Manchester, New Hampshire
April 18, 2023

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FAMILIES IN TRANSITION, INC. AND SUBSIDIARIES

Consolidated Statement of Financial Position

December 31, 2022
(With Comparative Totals for December 31, 2021)

	2022	2021
ASSETS		
Current assets		
Cash and cash equivalents	$ 3,032,429	$ 2,533,606
Accounts receivable	38,023	54,462
Grants and contributions receivable	377,189	779,471
Prepaid expenses	155,054	148,305
Other current assets	60,395	52,054
Total current assets	3,663,090	3,567,898
Replacement reserves	581,065	543,800
Reserve cash designated for properties	535,434	787,044
Investments	2,004,113	2,704,576
Investment in related entity	1,000	1,000
Property and equipment, net	34,057,824	33,326,635
Development in process	46,458	416,959
Total assets	$ 40,888,984	$ 41,347,912
LIABILITIES AND NET ASSETS		
Current liabilities		
Current portion of long-term debt	$ 597,670	$ 300,631
Accounts payable	184,700	299,996
Accrued expenses	265,412	281,146
Line of credit	175,000	-
Other current liabilities	95,593	80,526
Total current liabilities	1,318,375	962,299
Long-term debt, net of current portion and unamortized deferred costs	15,915,867	15,046,178
Total liabilities	17,234,242	16,008,477
Net assets		
Without donor restrictions - controlling interest	22,375,585	22,475,352
Without donor restrictions - noncontrolling interest	-	1,637,291
Total without donor restrictions	22,375,585	24,112,643
With donor restrictions	1,279,157	1,226,792
Total net assets	23,654,742	25,339,435
Total liabilities and net assets	$ 40,888,984	$ 41,347,912

The accompanying notes are an integral part of these consolidated financial statements.

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FAMILIES IN TRANSITION, INC. AND SUBSIDIARIES

Consolidated Statement of Activities

Year Ended December 31, 2022
(With Comparative Totals for the Year Ended December 31, 2021)

	Without Donor Restrictions - Controlling Interest	Without Donor Restrictions - Noncontrolling Interest	Total Without Donor Restrictions	With Donor Restrictions	Total 2022	Total 2021
Revenue and support						
Federal, state and other grant support	$ 3,135,073	$ -	$ 3,135,073	$ 940,655	$ 4,075,728	$ 3,956,290
Coronavirus Aid, Relief and Economic Security (CARES) Act grants	-	-	-	-	-	1,670,287
Rental income, net of vacancies	2,655,665	-	2,655,665	-	2,655,665	2,383,369
Thrift store sales	647,498	-	647,498	-	647,498	592,005
Public support	2,808,811	-	2,808,811	-	2,808,811	2,500,288
Special events	413,610	-	413,610	-	413,610	342,619
Developer fees	95,661	-	95,661	-	95,661	-
Unrealized (loss) gain on investments	(400,444)	-	(400,444)	-	(400,444)	234,310
Gain (loss) on disposal of property and equipment	13,506	-	13,506	-	13,506	(267,413)
Interest income	5,845	-	5,845	-	5,845	2,334
In-kind donations	49,947	-	49,947	-	49,947	42,933
Forgiveness of debt	131,267	-	131,267	-	131,267	131,267
Medicaid reimbursements	445,262	-	445,262	-	445,262	415,708
Other income	296,912	-	296,912	-	296,912	147,748
Net assets released from restrictions	888,290	-	888,290	(888,290)	-	-
Total revenue and support	11,186,903	-	11,186,903	52,365	11,239,268	12,151,745
Expenses						
Program activities						
Housing	10,149,416	-	10,149,416	-	10,149,416	10,270,758
Thrift store	539,327	-	539,327	-	539,327	415,817
Total program activities	10,688,743	-	10,688,743	-	10,688,743	10,686,575
Fundraising	886,465	-	886,465	-	886,465	809,441
Management and general	1,348,001	-	1,348,001	-	1,348,001	1,226,858
Total expenses	12,923,209	-	12,923,209	-	12,923,209	12,722,874
Change in net assets from operations	(1,736,306)	-	(1,736,306)	52,365	(1,683,941)	(571,129)
Capital contributions	-	-	-	-	-	3,751
Partnership distributions	-	(752)	(752)	-	(752)	(308)
Change in net assets before reclassification of portion attributable to noncontrolling interest in subsidiaries	(1,736,306)	(752)	(1,737,058)	52,365	(1,684,693)	(567,686)
Transfer of noncontrolling interest resulting from assignment of limited partner rights to Housing Benefits, Inc. (Housing Benefits)	1,636,539	(1,636,539)	-	-	-	-
Change in net assets	(99,767)	(1,637,291)	(1,737,058)	52,365	(1,684,693)	(567,686)
Net assets, beginning of year	22,475,352	1,637,291	24,112,643	1,226,792	25,339,435	25,907,121
Net assets, end of year	$ 22,375,585	$ -	$ 22,375,585	$ 1,279,157	$ 23,654,742	$ 25,339,435

The accompanying notes are an integral part of these consolidated financial statements.

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FAMILIES IN TRANSITION, INC. AND SUBSIDIARIES

Consolidated Statement of Functional Expenses

Year Ended December 31, 2022
(With Comparative Totals for the Year Ended December 31, 2021)

	Program Activities					
	Housing	Thrift Store	Fundraising	Management and General	2022 Total	2021 Total
Salaries and benefits						
Salaries and wages	$ 4,632,849	$ 297,937	$ 463,285	$ 694,928	$ 6,088,999	$ 5,819,125
Employee benefits	418,938	20,810	41,893	62,841	544,482	644,479
Payroll taxes	368,923	23,053	36,893	55,339	484,208	452,157
Total salaries and benefits	5,420,710	341,800	542,071	813,108	7,117,689	6,915,761
Other expenses						
Advertising	10,675	13,668	727	1,091	26,161	18,541
Bad debts	28,184	-	-	-	28,184	25,698
Bank charges	11,110	10,137	1,092	1,639	23,978	23,809
Condominium association fees	16,200	-	-	-	16,200	14,575
Consultants	132,018	4,732	13,201	19,803	169,754	102,222
COVID expenses	6,359	-	636	954	7,949	27,701
Depreciation	1,216,458	3,181	109,227	163,840	1,492,706	1,459,141
Events	90,769	167	-	-	90,936	29,137
Food	145,684	-	-	-	145,684	238,472
General insurance	190,987	4,146	15,982	23,973	235,088	199,689
Interest expense	162,499	-	21,224	31,837	215,560	209,062
Management fees	(90,360)	90,000	-	-	(360)	(1,604)
Meals and entertainment	3,158	-	304	457	3,919	5,397
Membership dues	96,735	-	9,583	14,374	120,692	11,452
Office supplies	95,726	9,848	8,462	12,693	126,729	148,673
Operational expenses - other	-	-	-	-	-	362,333
Participant expenses	80,441	-	-	-	80,441	93,431
Postage	5,138	-	514	771	6,423	8,618
Printing	26,072	163	2,455	3,682	32,372	20,726
Professional fees	187,107	4,000	16,631	24,947	232,685	214,273
Rental subsidies	176,911	-	-	-	176,911	265,605
Repairs and maintenance	691,267	26,906	59,509	89,264	866,946	804,163
Staff development	10,339	91	1,003	1,504	12,937	33,060
Taxes	338,144	2,068	-	-	340,212	333,070
Technology support	106,302	27	8,740	13,111	128,180	202,248
Telephone	117,805	1,154	11,504	17,256	147,719	131,871
Travel	24,888	-	2,455	3,682	31,025	36,126
Utilities	713,902	15,379	61,145	91,717	882,143	683,839
Workers' compensation	134,188	11,860	-	18,298	164,346	105,785
Total expenses	$ 10,149,416	$ 539,327	$ 886,465	$ 1,348,001	$ 12,923,209	$ 12,722,874

The accompanying notes are an integral part of these consolidated financial statements.

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FAMILIES IN TRANSITION, INC. AND SUBSIDIARIES

Consolidated Statement of Cash Flows

Year Ended December 31, 2022
(With Comparative Totals for the Year Ended December 31, 2021)

	2022	2021
Cash flows from operating activities		
Change in net assets	$ (1,684,693)	$ (567,686)
Adjustments to reconcile change in net assets to net cash provided by operating activities		
Depreciation and amortization	1,506,050	1,472,485
Forgiveness of debt	(131,267)	(131,267)
Unrealized loss (gain) on investments	400,444	(234,310)
(Gain) loss on disposal of property and equipment	(13,506)	267,413
Change in operating assets and liabilities:		
Accounts receivable	16,439	13,484
Grants and contributions receivable	402,282	912,027
Prepaid expenses	(6,749)	(60,552)
Other current assets	(8,341)	39,530
Accounts payable	(16,796)	80,826
Accrued expenses	(15,734)	16,563
Other current liabilities	15,067	(54,167)
Net cash provided by operating activities	463,196	1,754,346
Cash flows from investing activities		
Withdrawal from (purchases of) investments	300,019	(1,235,259)
Investment in development in process	(1,528,079)	(450,004)
Proceeds from disposal of assets	39,578	-
Acquisition of property and equipment	(449,887)	(1,045,458)
Net cash used by investing activities	(1,638,369)	(2,730,721)
Cash flows from financing activities		
Proceeds from long-term debt	1,791,621	265,091
Payments on long-term debt	(331,970)	(320,045)
Net cash provided (used) by financing activities	1,459,651	(54,954)
Net increase (decrease) in cash and restricted cash	284,478	(1,031,329)
Cash and restricted cash, beginning of year	3,864,450	4,895,779
Cash and restricted cash, end of year	$ 4,148,928	$ 3,864,450
Composition of cash, cash equivalents and restricted cash, end of year:		
Cash and cash equivalents	$ 3,032,429	$ 2,533,606
Replacement reserves	581,065	543,800
Reserve cash designated for properties	535,434	787,044
	$ 4,148,928	$ 3,864,450
Supplemental disclosures:		
Acquisition of property and equipment and development in process through accounts payable	$ -	$ 98,500
Property and equipment transferred from development in process	$ 1,800,080	$ 350,380
Interest paid	$ 202,216	$ 195,718

The accompanying notes are an integral part of these consolidated financial statements.

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Organization

Families in Transition, Inc. (FIT), an incorporated New Hampshire nonprofit, provides hunger relief, emergency shelter, safe affordable housing and support services to individuals and families who are homeless or in need in the State of New Hampshire. The programs and services offered provide positive outcomes through the incorporation of evidence based models and practices to meet identified needs and goals of those they serve and provide an integrated system of care to prevent homelessness when possible and rapidly rehouse those who become homeless, including both the chronically homeless and families with children.

FIT directly owns and operates housing programs in facilities located on Amherst Street, Spruce Street, Lake Avenue and Douglas Street in Manchester, New Hampshire. Additional housing facilities are owned and operated by Family Bridge Limited Partnership (the Partnership), located on Second Street in Manchester, New Hampshire, and Family Willows Limited Partnership (Family Willows), located on South Beech Street in Manchester, New Hampshire (collectively referred to as the Limited Partnerships).

During 2022, Family Willows reached the end of its initial 15-year low-income housing tax credit compliance period. As a result, effective October 31, 2022, BCCC, Inc. and BF Garden Midway Tax Credit Fund I withdrew from Family Willows and transferred their ownership interest to Housing Benefits, a non-profit Community Development Housing Organization, located in Manchester, New Hampshire. Big Shady Tree, Inc. (Big Shady Tree) is a wholly-owned corporation by FIT and is the .01% sole general partner in Family Willows.

During 2021, the Partnership reached the reached the end of its initial 15-year low-income housing tax credit compliance period. As a result, effective August 31, 2021, BCCC, Inc. and Boston Financial Corporate Tax Credit Fund XXII withdrew from the Partnership and transferred their ownership interest to Housing Benefits. In January 2022, Second Street Family Mill, Inc., the general partner, transferred its ownership interest in the Partnership to Housing Benefits. As a result, all assets and liabilities of the Partnership will have been assumed by Housing Benefits, dissolving the Partnership as a limited partnership.

FIT also owns and operates emergency shelters for homeless individuals in facilities located on Manchester Street and Lake Ave in Manchester, New Hampshire. In 2020, FIT purchased an additional property on Lake Ave in Manchester, New Hampshire where it operates its food pantry formerly located at the Manchester Street, Manchester, New Hampshire facility.

Housing Benefits was created to identify and develop new housing units and refurbish existing units to meet the persistent need of combating homelessness. Completed housing units are located on Concord Street, School & Third Street, Lowell Street, Belmont Street, Market Street, Spruce Street, and Hayward Street, in Manchester, New Hampshire as well as additional housing facilities located on Central Avenue in Dover, New Hampshire (Dover), Bicentennial Square in Concord, New Hampshire and an emergency shelter located in Wolfeboro, New Hampshire. During 2022, Housing Benefits finished the redevelopment of an 11 unit property providing permanent, supportive housing for those experiencing homelessness located on Union Street in Manchester, New Hampshire.

HB-AH, LLC (HB-AH) was legally formed as a limited liability company organized under the laws of the State of New Hampshire, which is treated as a disregarded entity for income tax purposes. HB-AH's purpose is to acquire, own, rent, operate and manage 23 residential apartments located in Manchester, New Hampshire. HB-AH is to operate exclusively to further the charitable purpose of Housing Benefits, HB-AH's sole member.

FIT was the sole member of Manchester Emergency Housing, Inc. (MEH), a New Hampshire nonprofit corporation providing immediate shelter to homeless families in the Manchester, New Hampshire area. During 2021, MEH legally dissolved and the program was absorbed by FIT's operations.

FIT also owns 100% of Family Outfitters, LLC (Outfitters), a limited liability corporation. Outfitters operates an independent thrift store in Manchester, New Hampshire with the sole purpose of generating an alternate funding stream for FIT.

FIT is the sole member of The New Hampshire Coalition to End Homelessness (NHCEH), a statewide entity, whose mission is to "eliminate the causes for homelessness through research, education and advocacy."

Wilson Street Condominium Association (WSCA) was established for the purpose of maintaining and preserving a five unit property located on Wilson Street in Manchester, New Hampshire. FIT is the majority owner of the Association.

1. Summary of Significant Accounting Policies

Newly Adopted Accounting Principle

In June 2016, the Financial Accounting Standards Board issued Accounting Standards Update No. 2016-02, *Leases* (Topic 842), to increase transparency and comparability among organizations by recognizing lease assets and lease liabilities in the statement of financial position and disclosing key information about leasing arrangements. The adoption of the pronouncement and related guidance during the year ended December 31, 2022 did not have a material impact on the Consolidated financial statements of the Organization since the rent agreements qualify as short-term leases.

Principles of Consolidation

Since Big Shady Tree has control of the Family Willows, in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) Topic 810-20-25, *Consolidation*, the financial statements of Family Willows are required to be consolidated with these consolidated financial statements.

The consolidated financial statements include the net assets of FIT, the Limited Partnerships, Housing Benefits, HB-AH, Outfitters, NHCEH, WSCA, and Big Shady Tree (collectively referred to as the Organization). All significant inter-entity balances and transactions are eliminated in the accompanying consolidated financial statements.

FAMILIES IN TRANSITION, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

December 31, 2022
(With Comparative Totals for December 31, 2021)

Comparative Information

The consolidated financial statements include certain prior year summarized comparative information in total, but not by net asset classifications. Such information does not include sufficient detail to constitute a presentation in conformity with U.S. generally accepted accounting principles (U.S. GAAP). Accordingly, such information should be read in conjunction with the Organization's December 31, 2021 consolidated financial statements, from which the summarized information was derived.

Use of Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements. Estimates also affect the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Basis of Presentation

The consolidated financial statements of the Organization have been prepared in accordance with U.S. GAAP, which require the Organization to report information regarding to their consolidated financial position and activities according to the following net asset classifications:

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These net assets may be used at the discretion of the Organization's management and the Board of Directors.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

All contributions are considered to be available for general use unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor for specific purposes are reported as support with donor restrictions that increases net assets with donor restrictions. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the consolidated statement of activities as net assets released from restrictions. The Organization records donor-restricted contributions whose restrictions are met in the same reporting period as support without donor restrictions in the year of the gift.

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The Organization reports contributions of property or equipment as support without donor restrictions, unless a donor places explicit restriction on its use. Contributions of cash or other assets that must be used to acquire long-lived assets are reported as support with donor restrictions and reclassified to net assets without donor restrictions when the assets are acquired and placed in service.

Cash and Cash Equivalents

The Organization considers all highly liquid investments with an initial maturity of three months or less to be cash equivalents. The Organization maintains its cash in bank deposit accounts which, at times, may exceed the federally insured limits. Management regularly monitors the financial institutions, together with their respective cash balances, and attempts to maintain the potential risk at a minimum. The Organization has not experienced any losses in such accounts and management believes it is not exposed to any significant risk on these accounts.

Reserves are those deposits of cash and cash equivalents not generally available for operating costs, but restricted to particular uses including operating and replacement reserves for rental properties as well as certain other social services and programs.

Property and Equipment

Property and equipment are recorded at cost or, if donated, at estimated fair market value at the date of donation, less accumulated depreciation. The Organization's capitalization policy requires the capitalization of capital expenditures greater than $1,000, while ordinary maintenance and repairs are charged to expense. Depreciation is provided using the straight-line method over the estimated useful lives of the related assets. Assets not in service are not depreciated. Following is a summary of estimated useful lives by asset category:

Land improvements	20 years
Buildings and improvements	3 - 40 years
Furniture and fixtures	3 - 10 years
Equipment	3 - 10 years
Vehicles	5 years

Rental Income

Rental revenue is recognized pro rata over each tenant's period of occupancy. A contract is entered into with a tenant and covers a period of twelve months. All rents are collected at the beginning of each month and are nonrefundable. A tenant has an option to cancel a lease at any time with a minimum of 30 days' notice, at which time the Organization will prorate the final rent payment through a tenant's expected move-out date.

When a contract is entered into with a tenant, the Organization collects a security deposit. The security deposits are maintained in separate cash accounts and a corresponding liability is recognized. Upon termination of a tenant's contract, the Organization assesses the condition of the unit being vacated. If it is determined a unit is vacated in a condition equivalent to when the tenant occupied the unit, the security deposit is refunded to the tenant. If a unit is determined to be vacated in a condition less than equivalent to when the tenant occupied the unit, the security deposit is retained and recognized as revenue.

Volunteer Services

A number of volunteers have donated their time to the Organization's various programs and administrative services. The value of these services has not been included in the accompanying consolidated financial statements since the volunteers' time does not meet criteria for recognition. The estimated value of donated time for the years ended December 31, 2022 and 2021 was approximately $450,000 and $540,000, respectively.

Functional Expense Allocation

The consolidated financial statements report certain categories of expenses that are attributable to more than one program or supporting function. Therefore, these expenses require allocation on a reasonable basis that is consistently applied. The expenses allocated include salaries and benefits, depreciation and amortization, office and other expenses, which are allocated based on direct payroll hours by functional cost centers.

Change in Net Assets from Operations

The consolidated statements of activities include a measure of change in net assets from operations. Changes in net assets, which are excluded from change in net assets from operations, include capital contributions, partner distributions, and transfer of noncontrolling interest resulting from assignment of limited partner rights to Housing Benefits.

Income Taxes

FIT, Housing Benefits, NHCEH are tax-exempt Section 170(b)(1)(A)(vi) public charities as described in Section 501(c)(3) of the Internal Revenue Code (the Code) and are exempt from income taxes on related income pursuant to Section 501(a) of the Code. Accordingly, no provision for income taxes has been reflected in these consolidated financial statements.

The standards for accounting for uncertainty in income taxes require the Organization to report any uncertain tax positions and to adjust its consolidated financial statements for the impact thereof. As of December 31, 2022 and 2021, the Organization determined that it had no tax positions that did not meet the more-likely-than-not threshold of being sustained by the applicable tax authority. The Organization files an informational return in the United States. This return is generally subject to examination by the federal government for up to three years.

No provision for taxes on income is made in Family Willows' financial statements since, as a partnership, all taxable income and losses are allocated to the partners for inclusion in their respective tax returns.

WSCA is not exempt from income taxes; however, the Code categorizes any profits realized by the Association from its member activities as reductions of members' contributions towards the operation of the condominium property and not as taxable income of WSCA or its members. Accordingly, no provision for income taxes has been made in these consolidated financial statements.

HB-AH and Outfitters are limited liability companies and any taxable income or losses are passed through to the individual members of HB-AH and Outfitters. Any income tax expenses is immaterial to the consolidated financial statements of the Organization.

Subsequent Events

For purposes of the preparation of these consolidated financial statements in conformity with U.S. GAAP, the Organization has considered transactions or events occurring through April 18, 2023, which was the date the consolidated financial statements were available to be issued. Management has not evaluated subsequent events after that date for inclusion in the consolidated financial statements.

2. Availability and Liquidity of Financial Assets

Financial assets and liquidity resources available within one year for general expenditure, such as operating expenses, scheduled principal payments on long-term debt, and capital acquisitions not funded through replacement reserves or financed with debt, were as follows:

	2022	2021
Financial assets:		
Cash and cash equivalents	$ 3,032,429	$ 2,533,606
Accounts receivable	38,023	54,462
Grants and contributions receivable	377,189	779,471
Investments	2,004,113	2,704,576
Total financial assets	5,451,754	6,072,115
Donor-imposed restrictions:		
Restricted funds	(1,279,157)	(1,226,792)
Financial assets available at year end for current use	$ 4,172,597	$ 4,845,323

The Organization also has a line of credit available to meet short-term needs, as described in Note 6.

The Organization has replacement reserves and cash reserves designated for properties as part of its debt financing with New Hampshire Housing Finance Authority (NHHFA) which are only available when approved by NHHFA. As a result, these replacement reserves and cash reserves designated for properties are not considered available for general expenditure within the next year and are not reflected in the amount above. The goal for the Organization is to maintain a balanced budget while meeting the requirements of the various financing authorities.

3. Investments and Fair Value Measurement

The Organization reports investments in the consolidated statement of financial position at fair value with any realized or unrealized gains and losses reported in the consolidated statement of activities. Investments are exposed to various risks, including interest rate, market volatility and credit risks.

U.S. GAAP establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. Fair value is defined as the exchange price that would be received for an asset or paid to transfer a liability (an exit price) in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants on the measurement date. Fair value hierarchy requires an entity to maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value. The three levels of inputs used to measure fair value are:

Level 1: Quoted prices (unadjusted) for identical assets or liabilities in active markets that the entity has the ability to access as of the measurement date.

Level 2: Significant other observable inputs other than Level 1 prices, such as quoted prices for similar assets or liabilities, quoted prices in markets that are not active, and other inputs that are observable or can be corroborated by observable market data. At December 31, 2022 and 2021, the Organization did not have any Level 2 investments.

Level 3: Significant unobservable inputs that reflect an entity's own assumptions about the assumptions that market participants would use in pricing an asset or liability. At December 31, 2022 and 2021, the Organization did not have any Level 3 investments.

Investments measured at fair value on a recurring basis are summarized below:

	Level 1	
	2022	2021
Cash and cash equivalents	$ 21,007	$ 24,481
Equity mutual funds	416,409	123,584
Equity securities	1,079,478	1,791,812
Fixed income mutual funds	487,219	764,699
	$ 2,004,113	$ 2,704,576

4. Property and Equipment

Property and equipment consisted of the following:

	2022	2021
Land	$ 3,764,378	$ 3,764,378
Land improvements	817,701	812,301
Buildings and improvements	43,500,424	41,388,854
Furniture and fixtures	1,199,743	1,187,879
Equipment	776,553	691,474
Vehicles	201,515	307,197
	50,260,314	48,152,083
Less: accumulated depreciation	16,202,490	14,825,448
Property and equipment, net	$ 34,057,824	$ 33,326,635

At December 31, 2022 and 2021, the Organization held $39,182,292 and $37,215,560, respectively, of land, land improvements, and buildings and improvements for the purpose of leasing to individuals. Accumulated depreciation on the land improvements, buildings and improvements at December 31, 2022 and 2021 was $12,138,461 and $11,094,410, respectively.

5. Development in Process

At December 31, 2022 and 2021, development in process consisted of various projects in process related to all of the properties owned by the Organization.

6. Line of Credit

The Organization has an unsecured line of credit agreement, renewed annually, with a financial institution in the amount of $550,000. During the term of the agreement, the interest rate on any outstanding principal balance shall be equal to the base rate, as defined by the financial institution, with a floor of 4%. At December 31, 2022, the interest rate is 7%. During 2022, the Organization utilized the line of credit to fund operations. At December 31, 2022, the Organization owed $175,000 on the line of credit. There was no outstanding balance as of December 31, 2021.

7. Long-Term Debt

Long-term debt consisted of the following:

	2022	2021
A mortgage loan payable to NHHFA in monthly payments of $680, including interest at 1% and an escrow of $289. The loan is collateralized by real estate located on Amherst Street, Manchester, New Hampshire. The loan is due and payable in full in January 2033.	$ 39,774	$ 42,847
A note payable to NHHFA. The note is noninterest bearing and is collateralized by real estate located on Amherst Street, Manchester, New Hampshire. The note is due and payable upon sale or refinancing of the property or in June 2042.	163,283	163,283
A mortgage loan payable to St. Mary's Bank in monthly payments of $883, including interest at 5% for five years. After five years, the interest rate adjusts to match the then current Federal Home Loan Bank of Boston 5-year, 20-year amortizing rate plus 2.50%. The loan is collateralized by real estate on Spruce Street, Manchester, New Hampshire and is due and payable in full in May 2034.	91,965	97,682
A mortgage loan payable to TD Bank, N.A. in monthly payments of $1,123, including interest at 4.1%. The loan is collateralized by real estate at Beech Street, Manchester, New Hampshire. The loan is due and payable in full in November 2023.	11,315	23,994
A mortgage loan payable to RBS Citizens Bank in monthly payments of $2,126; including interest at 7.18%. The loan is collateralized by real estate on Douglas Street, Manchester, New Hampshire. The loan is due and payable in full in April 2024.	173,259	189,792
A mortgage note payable by Housing Benefits to NHHFA, collateralized by Bicentennial property. Monthly payments of $1,095 include interest at 4.75% per annum until the principal and interest are fully paid with the final installment due and payable on May 1, 2034.	113,337	120,869

A noninterest bearing note payable by Housing Benefits to NHHFA, collateralized by Bicentennial property and various financing instruments. Annual payments of 50% of surplus cash are due. The note is due and payable on May 28, 2034. This note is nonrecourse.	**84,456**	84,456
A noninterest bearing note payable by Housing Benefits to NHHFA, collateralized by Bicentennial property and various financing instruments. Annual payments of 25% of surplus cash are due. The note is due and payable on May 28, 2033. This note is nonrecourse and is subordinate to the $84,456 note payable.	**336,674**	336,674
A noninterest bearing note payable by Housing Benefits to Merrimack County, collateralized by Bicentennial property and various financing instruments. The note is due and payable in full in May 2033.	**260,000**	260,000
A noninterest bearing note payable by Housing Benefits to NHHFA, collateralized by Millyard II property and various financing instruments. Annual payments of 25% of surplus cash are due. The note is due and payable upon sale or refinancing of the property or in May 2031. This note is nonrecourse.	**436,958**	436,958
A mortgage note payable by Housing Benefits to NHHFA, collateralized by Millyard II property. Monthly payments of $1,729 include principal and interest at 3.5% per annum. The final installment is due and payable on September 1, 2032.	**164,403**	178,960
A note payable by Housing Benefits to the City of Manchester, New Hampshire, collateralized by Millyard II property and various financing instruments. A payment of interest shall be made annually no later than August 1 each year based on 42.5% of the net cash flow, as defined. In any year where the Debt Coverage Ratio, as defined, exceeds 1.15 to 1, principal payments shall be made no later than August 1 in an amount that will result in a 1.15 to 1 Debt Coverage Ratio. All unpaid amounts are due and payable in full on August 1, 2031. This note is nonrecourse.	**212,938**	212,938
A noninterest bearing note payable by Housing Benefits to the New Hampshire Community Loan Fund, Inc. (NHCLF), collateralized by Millyard II property. Payment of principal is due and payable on December 31, 2031. This note is nonrecourse.	**250,000**	250,000

A mortgage note payable by Housing Benefits to the City of Manchester Community Improvement Program, collateralized by Millyard Families I real estate. The note is noninterest bearing and is due and payable in January 2027.	**230,000**	230,000
A second mortgage note payable by Housing Benefits to Community Development Finance Authority (CDFA), collateralized by Millyard Families I real estate. Mortgage note payable was repaid during 2022.	-	6,686
A mortgage note payable by Housing Benefits to NHHFA, collateralized by Family Bridge real estate. The note bears no interest and is to be repaid from 50% of available surplus cash annually with all remaining principal due on August 30, 2034.	**850,000**	850,000
A promissory note payable by Housing Benefits to TD Bank, N.A., collateralized by Family Bridge real estate. Monthly payments of $3,019 include principal and interest at 4.33%. The note is payable in full in November 27, 2023 and is guaranteed by FIT and Family Mill.	**358,439**	375,832
A promissory note payable by Housing Benefits to the City of Manchester, New Hampshire. The note is noninterest bearing with annual payments of 50% of net cash flow payable by October 1. The outstanding principal is due by October 1, 2034. The note is collateralized by Family Bridge real estate and is nonrecourse.	**600,000**	600,000
A mortgage note payable by Family Willows to NHHFA, collateralized by real estate and personal property. The note bears no interest and is to be repaid from 50% of available surplus cash annually with all remaining principal due on July 9, 2037.	**470,664**	493,132
A note payable by Family Willows to the City of Manchester, New Hampshire. The note is noninterest bearing and has an annual payment of $9,091 payable on October 1. All outstanding principal is due by October 2029. The note is collateralized by real estate and is nonrecourse.	**54,544**	63,635

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A note payable by Family Willows to RBS Citizens Bank, collateralized by real estate. Monthly payments of $1,922 include principal and interest at 3.25%, based on the prime rate capped at 6%. The note is payable in full on June 27, 2033 and is guaranteed by FIT and Big Shady Tree.	**206,739**	221,623
A second mortgage note payable by Housing Benefits to NHCLF, collateralized by School & Third Street real estate and personal property. The note bears no interest and monthly payments of $2,775 will commence on April 15, 2021 and continue until maturity in October 2039.	**559,366**	592,650
A mortgage note payable by Housing Benefits to NHHFA, collateralized by Belmont Street real estate and personal property. The noninterest bearing note requires annual payments in amounts equal to 50% of surplus cash. The note is payable in full by December 2040.	**395,940**	395,940
A mortgage note payable from Housing Benefits to NHHFA, collateralized by Lowell Street real estate and personal property. The noninterest bearing note requires annual payments in amounts equal to 50% of surplus cash. The note is payable in full in August 2040.	**34,628**	34,628
A second, noninterest bearing, mortgage note payable from Housing Benefits to the City of Manchester, New Hampshire, collateralized by Lowell Street real estate. Annual payments equal to the greater of 25% of net cash flow, as defined, or $4,000 commenced in October 2012 and continue until the maturity date in June 2041.	**148,022**	152,121
A noninterest bearing promissory note payable from Housing Benefits to NHHFA collateralized by a mortgage and security agreement on Lowell Street real estate. The note is to be forgiven 1/15th annually over the low-income housing tax credit compliance period which ends in 2026, subject to compliance with certain requirements. During 2022 and 2021, $131,267 was recognized as revenue and support in the consolidated statements of activities.	**459,528**	590,696
A mortgage note payable from Housing Benefits to NHHFA, collateralized by Dover real estate and personal property. The noninterest bearing note requires annual payments in amounts equal to 50% of surplus cash. The note is payable in full by June 2028.	**216,148**	216,148

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A noninterest bearing mortgage note payable to the City of Manchester Community Improvement Program, collateralized by real estate located at 393-395 Spruce Street. Annual payments of the greater of 25% of net cash flow, as defined, or $5,000 are due annually by October 1. The note is due in full by October 1, 2045.	**557,808**	562,808
A mortgage note payable to TD Bank, N.A., collateralized by real estate located at 167 Lake Avenue and personal property located at 161 South Beech Street, Unit 2. Monthly payments of $2,137 include principal and interest at 4.35%. The note is due in full by April 2024.	**353,917**	363,729
A vehicle loan payable in monthly payments of $472, including interest at 4.25%. The loan is due in March 2025 and is collateralized by the related vehicle.	**13,549**	18,569
A vehicle loan payable in monthly payments of $308, including interest at 4.75%. The vehicle loan payable was repaid during 2022.	**-**	6,507
A mortgage note payable to NHHFA, collateralized by the real estate at Lake Avenue, Manchester, New Hampshire. The noninterest bearing note requires annual payments in amounts equal to 50% of surplus cash. The note is payable in full by June 2045.	**750,000**	750,000
A mortgage note payable to TD Bank, N.A., collateralized by real estate located at 641 Hayward Street, Manchester, New Hampshire. Monthly payments of $991 include principal and interest at 3.015%. The note is due in full by October 2025.	**160,755**	167,585
A mortgage note payable to Peoples United Bank, collateralized by Hope House. Monthly payments of $2,283 include principal and interest at 4.94%. The note is due in full by January 2027.	**345,769**	355,288
A construction loan payable to Franklin Savings Bank, collateralized by real estate located at 267 Wilson Street, Manchester, New Hampshire. Housing Benefits has the ability to draw up to $825,000 on the promissory note. Monthly payments including principal, interest and escrow of $6,854 are due over a 30 year period starting September 2018 at 4.90% interest.	**662,941**	687,042

FAMILIES IN TRANSITION, INC. AND SUBSIDIARIES

Notes to Consolidated Financial Statements

December 31, 2022
(With Comparative Totals for December 31, 2021)

A noninterest bearing construction loan payable to NHHFA, collateralized by real estate located at 267 Wilson Street, Manchester, New Hampshire. The note has a borrowing limit of $720,000. Annual payments are due in amounts equal to 25% of surplus cash. The loan is due in full by November 1, 2047.	**711,845**	711,845
Three vehicle loans collateralized by an activity bus payable to Ford Credit in monthly payments of $392 at 5.9% annual interest rate. The vehicle loans were repaid during 2022.	**-**	841
A noninterest bearing mortgage note payable to the City of Manchester Community Improvement Program, collateralized by real estate located at 267 Wilson Street, 2nd Floor. The note has a borrowing limit of $1,655,323. As costs are incurred, Housing Benefits is to be reimbursed by the City of Manchester. Annual payments of the greater of 25% of net cash flow, as defined, or $5,000 are due by October 1 commencing October 1, 2019. The note is due in full by October 1, 2047.	**1,443,182**	1,448,182
A noninterest bearing mortgage note payable to the City of Manchester, collateralized by real estate located at 267 Wilson Street, 3rd Floor. The note is funded by the City of Manchester's Community Improvement Program and the City of Manchester's Affordable Housing Trust Funds. The note has a borrowing limit of $531,252. As costs are incurred, Housing Benefits is to be reimbursed by the City of Manchester. Annual payments in the amount of 25% of net cash flow, as defined, are due by October 1 commencing October 1, 2019. The note is due in full by December 1, 2047.	**518,097**	523,097
A noninterest bearing construction loan payable to NHHFA, collateralized by real estate located in Wolfeboro, New Hampshire. The note has a borrowing limit of $780,000. Annual payments in amounts equal to 25% of surplus cash. The loan is due in full by December 1, 2047.	**780,000**	780,000

A mortgage note payable to NHHFA and is collateralized by the real estate and personal property of HB-AH on Concord Street in Manchester, New Hampshire. The mortgage is insured by the U.S Department of Housing and Urban Development through the Housing Finance Agency Risk Sharing Program authorized by Section 542(c) of the Housing and Community Development Act of 1992. Monthly payments of $6,745 are due for principal and interest at 4.2%. All remaining principal is due on May 1, 2059.	**1,508,769**	1,525,843
A technical assistance note payable to NHHFA to provide support to the Organization for renovations at the Union Street Shelter in Manchester, New Hampshire. The note payable was repaid during 2022.	**-**	45,000
A note payable to CDFA, collateralized by real estate located at 199 Manchester Street, Manchester, New Hampshire. The note payable was repaid during 2022.	**-**	69
A mortgage note is payable to the City of Manchester, and is collateralized by 434 Union Street real estate. The non-interest bearing mortgage note is payable in full in October 2052. Annual payments are required in an amount equal to 25% of initial surplus cash.	**577,908**	-
A mortgage note is payable to the NHHFA, funded through the Affordable Housing Fund (AHF), and is collateralized by 434 Union Street real estate. The non-interest bearing mortgage note is payable in full in August 2051. Annual payments are required in an amount equal to 50% of initial surplus cash.	**140,000**	106,284
A second mortgage note is payable to the NHHFA, funded through the Housing Trust Fund, and is collateralized by 434 Union Street real estate. The non-interest bearing mortgage note is payable in full in August 2061. Annual payments are required in an amount equal to 50% of remaining surplus cash after expected payments are determined to the City of Manchester and NHHFA AHF mortgage note payable.	**1,134,188**	157,854
	16,581,108	15,432,087
Less current portion	**597,670**	300,631
Less unamortized deferred costs	**67,571**	85,278
	$ 15,915,867	$15,046,178

Surplus cash for the purposes of these disclosures is as defined in the respective loan agreements.

Principal maturities of long-term debt over the next five years and thereafter are as follows:

2023	$ 597,670
2024	657,864
2025	163,418
2026	307,218
2027	163,212
Thereafter	14,691,726
	$ 16,581,108

Interest expense charged to operations, including amortization of deferred costs of $13,344, was $215,560 and $209,062 in 2022 and 2021, respectively.

8. Net Assets

At December 31, 2022 and 2021, net assets without donor restrictions are fully available to support operations of the Organization.

Net assets with donor restrictions were as follows:

	2022	2021
Investments to be maintained in perpetuity, income is to support general operations	$ 25,000	$ 25,000
Funds maintained with donor restrictions temporary in nature:		
The Family Place	49,353	53,258
Scholarships	24,164	26,664
Housing programs	283,000	164,098
Direct care for clients	328,864	407,049
Hope House	568,776	550,723
Total funds maintained with donor restrictions temporary in nature	1,254,157	1,201,792
Total net assets with donor restrictions	$ 1,279,157	$ 1,226,792

Net assets released from net assets with donor restrictions were as follows:

	2022	2021
Satisfaction of purpose restrictions:		
Operating releases		
The Family Place	$ 3,905	$ 80,932
Scholarships	2,500	-
Housing programs	92,805	35,000
Direct care for clients	349,115	132,225
Hope House	439,965	338,199
	$ 888,290	$ 586,356

9. Commitments

Under the terms of the Family Willows' Regulatory Agreements with NHHFA, Family Willows is required to make deposits to various escrow accounts to fund expected future costs.

Family Willows has entered into a Land Use Restriction Agreement with NHHFA, as a condition of the allocation of low-income housing tax credits by NHHFA. Pursuant to the covenant, Family Willows is required to remain in compliance with Code Section 42 for the compliance period and an extended use period, unless terminated sooner.

10. Retirement Plan

The Organization has a tax deferred retirement plan which is available to all employees working greater than 25 hours a week. All employees are eligible to participate and are fully vested with the first contribution. The Organization matches contributions at 100% up to 3% of compensation. The Organization contributed $70,786 and $107,457 during the years ended December 31, 2022 and 2021, respectively.

11. Noncontrolling Interest

Noncontrolling interest, as shown in the consolidated statement of financial position, represents investments by limited partners as follows:

Limited Partner	Property	2022	2021
BCCC, Inc.	Family Willows	-	10
Boston Financial Midway	Family Willows	-	1,637,281
		$ -	$ 1,637,291

12. Uncertainty and Relief Funding

On March 11, 2020, the World Health Organization declared the coronavirus disease (COVID-19) a global pandemic. Local, U.S., and world governments encouraged self-isolation to curtail the spread of the global pandemic; COVID-19, by mandating the temporary shut-down of business in many sectors and imposing limitations on travel and the size and duration of group meetings. Many sectors continue to experience disruption to business operations.

During 2021, the Organization was awarded $347,447 from the State of New Hampshire's Governor's Office for Emergency Relief and Recovery (GOFERR). The GOFERR grants are pass-through grants provided to the State of New Hampshire through the CARES Act. The GOFERR grants are to be used by the Organization to cover eligible costs outlined in the grant agreements. At December 31, 2021, the Organization satisfied the terms and conditions of the grant agreements and recognized the revenue which is included in CARES Act grants in the consolidated statement of activities for the year ended December 31, 2021. No additional funds were received during 2022.

During 2021, the Organization was awarded $1,322,840 under the McKinney Emergency Shelter Grant Program. The funds were provided to decompress the shelters as a result of the COVID-19. The grant was paid on a reimbursement basis as qualifying expenses were incurred. At December 31, 2021, the Organization satisfied the terms and conditions of the awards and recognized the revenue which is included in CARES Act grants in the consolidated statement of activities for the year ended December 31, 2021. No additional funds were received during 2022.

In February 2023, the Organization submitted for the Employee Retention Tax Credit (ERTC), which is a refundable tax credit against certain employment taxes equal to 70% of the qualified wages an eligible employer pays to employees over the eligible period. If approved, the Organization will receive $870,880 based on amended tax filings.

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SUPPLEMENTARY INFORMATION

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FAMILIES IN TRANSITION, INC. AND SUBSIDIARIES

Consolidating Statement of Financial Position

December 31, 2022

ASSETS

	FIT - Operating	Limited Partnerships	Housing Benefits	Outfitters	NHCEH	WSCA	With Donor Restrictions	Eliminations	Total
Current assets									
Cash and cash equivalents	$ 971,848	$ 29,710	$ 420,828	$ 116,344	$ 229,388	$ 10,154	$ 1,254,157	$ -	$ 3,032,429
Accounts receivable	66,376	7,584	36,095	-	-	-	-	(72,032)	38,023
Grants and contributions receivable	377,189	-	-	-	-	-	-	-	377,189
Prepaid expenses	91,043	3,765	55,528	2,912	-	1,806	-	-	155,054
Due from related parties	2,373,980	-	61,442	176,182	-	-	-	(2,611,604)	-
Other current assets	5,576	6,127	48,692	-	-	-	-	-	60,395
Total current assets	3,886,012	47,186	622,585	295,438	229,388	11,960	1,254,157	(2,683,636)	3,663,090
Replacement reserves	95,901	96,429	355,003	-	-	33,732	-	-	581,065
Reserve cash designated for properties	48,729	67,782	418,923	-	-	-	-	-	535,434
Related party notes receivable	1,725,799	-	-	-	-	-	-	(1,725,799)	-
Accrued interest receivable on related party notes	1,440,631	-	-	-	-	-	-	(1,440,631)	-
Investments	1,979,113	-	-	-	-	-	25,000	-	2,004,113
Investment in related entities	1,247,739	-	25,051	-	-	-	-	(1,271,790)	1,000
Property and equipment, net	7,255,408	3,254,561	23,516,441	15,286	-	16,128	-	-	34,057,824
Development in process	46,458	-	-	-	-	-	-	-	46,458
Total assets	$ 17,725,790	$ 3,465,958	$ 24,938,003	$ 310,724	$ 229,388	$ 61,820	$ 1,279,157	$ (7,121,856)	$ 40,888,984

LIABILITIES AND NET ASSETS

Current liabilities									
Current portion of long-term debt	$ 46,988	$ 36,407	$ 514,275	$ -	$ -	$ -	$ -	$ -	$ 597,670
Accounts payable	80,986	9,779	122,252	2,594	30,315	4,671	-	(65,897)	184,700
Accrued expenses	211,418	551,144	939,263	10,353	-	-	-	(1,446,766)	265,412
Due to related parties	340,765	19,012	2,251,432	-	395	-	-	(2,611,604)	-
Line of credit	175,000	-	-	-	-	-	-	-	175,000
Other current liabilities	7,916	9,971	77,706	-	-	-	-	-	95,593
Total current liabilities	863,073	626,313	3,904,928	12,947	30,710	4,671	-	(4,124,267)	1,318,375
Long-term debt, net of current portion and unamortized deferred costs	1,545,032	1,341,083	14,755,551	-	-	-	-	(1,725,799)	15,915,867
Total liabilities	2,408,105	1,967,396	18,660,479	12,947	30,710	4,671	-	(5,850,066)	17,234,242
Net assets									
Without donor restriction	15,317,685	1,498,562	6,277,524	297,777	198,678	57,149	-	(1,271,790)	22,375,585
With donor restrictions	-	-	-	-	-	-	1,279,157	-	1,279,157
Total net assets	15,317,685	1,498,562	6,277,524	297,777	198,678	57,149	1,279,157	(1,271,790)	23,654,742
Total liabilities and net assets	$ 17,725,790	$ 3,465,958	$ 24,938,003	$ 310,724	$ 229,388	$ 61,820	$ 1,279,157	$ (7,121,856)	$ 40,888,984

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FAMILIES IN TRANSITION, INC. AND SUBSIDIARIES

Consolidating Statement of Activities

Year Ended December 31, 2022

	FIT - Operating	Limited Partnerships	Housing Benefits	Outfitters	NHCEH	WSCA	Eliminations	Without Donor Restrictions Total	With Donor Restrictions	Total
Revenue and support										
Federal, state and other grant support	$ 3,134,610	$ -	$ 392,065	$ -	$ 30,000	$ -	$ (421,602)	$ 3,135,073	$ 940,655	$ 4,075,728
Rental income, net of vacancies	281,409	410,484	2,011,003	-	-	99,451	(146,682)	2,655,665	-	2,655,665
Thrift store sales	-	-	-	647,498	-	-	-	647,498	-	647,498
Public support	2,654,073	-	195,135	-	104,738	-	(145,135)	2,808,811	-	2,808,811
Special events	413,610	-	-	-	-	-	-	413,610	-	413,610
Property management fees	1,290,754	-	-	-	-	-	(1,290,754)	-	-	-
Developer fees	95,661	-	-	-	-	-	-	95,661	-	95,661
Unrealized loss on investments	(400,444)	-	-	-	-	-	-	(400,444)	-	(400,444)
Gain (loss) on disposal of property and equipment	14,996	-	(1,490)	-	-	-	-	13,506	-	13,506
Interest income	96,808	738	4,758	-	-	17	(96,476)	5,845	-	5,845
In-kind donations	49,947	-	-	-	-	-	-	49,947	-	49,947
Forgiveness of debt	-	-	131,267	-	-	-	-	131,267	-	131,267
Medicaid reimbursements	445,262	-	-	-	-	-	-	445,262	-	445,262
Other income	222,485	6,898	113,213	11,076	33,240	-	(90,000)	296,912	-	296,912
Net assets released from restrictions	888,290	-	-	-	-	-	-	888,290	(888,290)	-
Total revenue and support	9,187,461	418,120	2,845,951	658,574	167,978	99,468	(2,190,649)	11,186,903	52,365	11,239,268
Expenses										
Program activities	8,425,334	525,382	3,051,164	564,127	170,254	101,001	(2,148,519)	10,688,743	-	10,688,743
Fundraising	635,291	-	251,174	-	-	-	-	886,465	-	886,465
Management and general	967,797	-	380,204	-	-	-	-	1,348,001	-	1,348,001
Total expenses	10,028,422	525,382	3,682,542	564,127	170,254	101,001	(2,148,519)	12,923,209	-	12,923,209
Change in net assets from operations	(840,961)	(107,262)	(836,591)	94,447	(2,276)	(1,533)	(42,130)	(1,736,306)	52,365	(1,683,941)
Member distributions	-	-	(35,363)	-	-	-	35,363	-	-	-
Partnership distributions	-	(7,519)	-	-	-	-	6,767	(752)	-	(752)
Transfer of noncontrolling interest resulting from assignment of limited partner rights to Housing Benefits, Inc. (Housing Benefits)	-	(1,162,622)	1,162,622	-	-	-	-	-	-	-
Change in net assets	$ (840,961)	$ (1,277,403)	$ 290,668	$ 94,447	$ (2,276)	$ (1,533)	$ -	$ (1,737,058)	$ 52,365	$ (1,684,693)

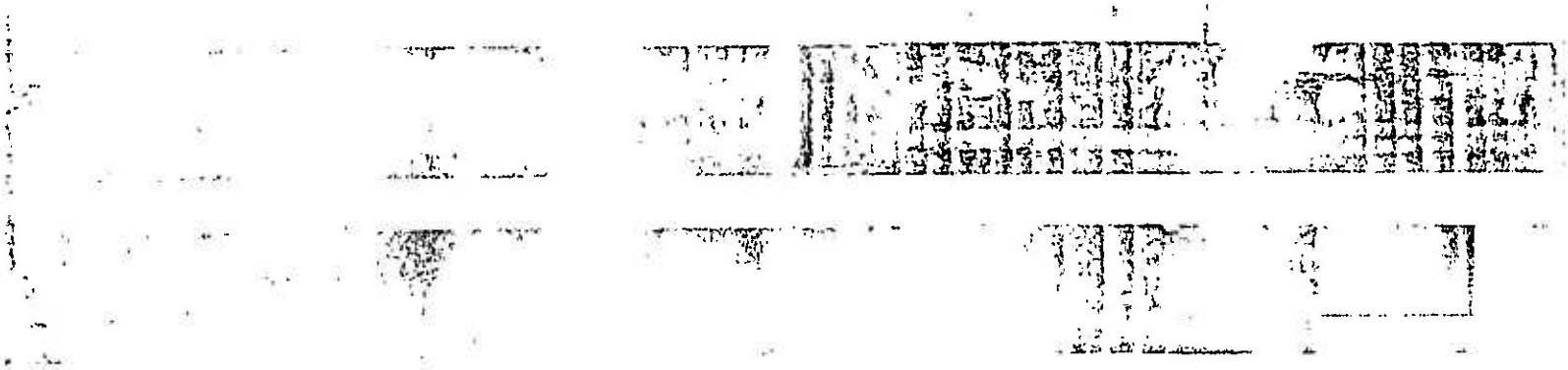
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FAMILIES IN TRANSITION, INC. AND SUBSIDIARIES

Consolidating Statement of Functional Expenses

Year Ended December 31, 2022

	Program Activities										
	FIT - Operating	Limited Partnerships	Housing Benefits	Outfitters	NHCEH	WSCA	Program Activities Total	Fundraising	Management and General	Eliminations	Total
Salaries and benefits											
Salaries and wages	$ 4,038,333	$ -	$ 594,516	$ 297,937	$ -	$ -	$ 4,930,786	$ 463,285	$ 694,928	$ -	$ 6,088,999
Employee benefits	447,134	-	(28,196)	20,810	-	-	439,748	41,893	62,841	-	544,482
Payroll taxes	320,257	-	48,666	23,053	-	-	391,976	36,893	55,339	-	484,208
Total salaries and benefits	4,805,724	-	614,986	341,800	-	-	5,762,510	542,071	813,108	-	7,117,689
Advertising	7,271	-	-	13,668	3,404	-	24,343	727	1,091	-	26,161
Bad debts	3,961	3,177	21,046	-	-	-	28,184	-	-	-	28,184
Bank charges	8,104	-	2,822	10,137	55	129	21,247	1,092	1,639	-	23,978
Condominium association fees	-	-	73,299	-	-	-	73,299	-	-	(57,099)	16,200
Consultants	127,744	-	4,274	4,732	-	-	136,750	13,201	19,803	-	169,754
COVID expenses	6,359	-	-	-	-	-	6,359	636	954	-	7,949
Depreciation	324,608	121,821	767,660	3,181	-	2,369	1,219,639	109,227	163,840	-	1,492,706
Events	63,500	-	500	167	26,769	-	90,936	-	-	-	90,936
Food	125,854	-	19,830	-	-	-	145,684	-	-	-	145,684
General insurance	61,657	14,507	98,159	4,146	954	15,710	195,133	15,982	23,973	-	235,088
Interest expense	33,138	46,733	179,104	-	-	-	258,975	21,224	31,837	(96,476)	215,560
Management fees	91,618	123,784	903,571	90,000	108,942	26,484	1,344,399	-	-	(1,344,759)	(360)
Meals and entertainment	2,973	-	71	-	114	-	3,158	304	457	-	3,919
Membership dues	95,250	-	575	-	910	-	96,735	9,583	14,374	-	120,692
Office supplies	73,701	6,854	10,918	9,848	4,203	50	105,574	8,462	12,693	-	126,729
Participant expenses	67,831	352	4,758	-	7,500	-	80,441	-	-	-	80,441
Postage	5,138	-	-	-	-	-	5,138	514	771	-	6,423
Printing	22,968	-	1,583	163	1,521	-	26,235	2,455	3,682	-	32,372
Professional fees	108,716	17,600	57,591	4,000	-	3,200	191,107	16,631	24,947	-	232,685
Related entity expenses	1,322,567	-	(761,965)	-	-	-	560,602	-	-	(560,602)	-
Rent	64,783	-	-	24,800	-	-	89,583	-	-	(89,583)	-
Rental subsidies	176,911	-	-	-	-	-	176,911	-	-	-	176,911
Repairs and maintenance	306,833	64,269	288,264	26,906	-	31,901	718,173	59,509	89,264	-	866,946
Staff development	10,029	-	-	91	310	-	10,430	1,003	1,504	-	12,937
Taxes	46,444	38,551	253,149	2,068	-	-	340,212	-	-	-	340,212
Technology support	82,564	-	4,840	27	15,228	3,670	106,329	8,740	13,111	-	128,180
Telephone	83,767	719	31,270	1,154	-	2,049	118,959	11,504	17,256	-	147,719
Travel	17,745	-	6,799	-	344	-	24,888	2,455	3,682	-	31,025
Utilities	168,616	87,015	442,832	15,379	-	15,439	729,281	61,145	91,717	-	882,143
Workers' compensation	108,960	-	25,228	11,860	-	-	146,048	-	18,298	-	164,346
Total expenses	$ 8,425,334	$ 525,382	$ 3,051,164	$ 564,127	$ 170,254	$ 101,001	$ 12,837,262	$ 886,465	$ 1,348,001	$ (2,148,519)	$ 12,923,209



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FAMILIES IN TRANSITION, INC. AND SUBSIDIARIES

Schedule of Expenditures of Federal Awards

Year Ended December 31, 2022

Federal grantor/pass-through grantor/program title	Federal AL Number	Pass-through Number	Federal Expenditures
U.S. Department of Housing and Urban Development			
Passed through: City of Manchester			
HOME Investment Partnerships Program	14.239		
Housing Benefits, Inc - 393 Spruce		N/A	$ 562,808
Housing Benefits, Inc - 434 Union		N/A	577,908
Housing Benefits, Inc - Millyard II		N/A	226,725
Housing Benefits, Inc - Wilson St #2		N/A	1,448,182
Housing Benefits, Inc - Wilson St #3		N/A	265,855
Passed through: New Hampshire Housing Finance Authority			
HOME Investment Partnerships Program	14.239		
Housing Benefits, Inc. - Millyard II		N/A	436,958
Total HOME Investment Partnerships Program:			3,518,436
Direct Program:			
Continuum of Care Program	14.267		
Amherst St			51,052
COC Planning			39,117
Family Willows			112,869
Manchester Community			121,141
Millyard II			44,619
Perm Housing Manchester 1 & 2			219,129
Perm Housing Manchester 4			61,630
Perm Housing Manchester 5			62,434
Perm Housing Manchester 6			33,134
Perm Housing Manchester 8			24,161
Passed through: New Hampshire (NH) Department of Health and Human Services (DHHS), Division of Community Based Care Services, Bureau of Homeless and Housing Services			
Continuum of Care Program	14.267		
Concord Leasing		N/A	135,840
Dover		N/A	85,113
Perm Housing Concord		N/A	29,687
Total Continuum of Care Program:			1,019,926
Passed through: Manchester Housing and Redevelopment Authority			
Section 8 Project-Based Cluster: Lower Income Housing Assistance Program - Section 8	14.856	NH901MR0013/0001/000	227,479
Total U.S. Department of Housing and Urban Development:			4,765,841
U.S. Department of Treasury			
Passed through: Hillsborough County			
COVID-19 - Coronavirus State and Local Fiscal Recovery Funds	21.027	N/A	487,297
U.S. DHHS			
Direct Program:			
Substance Abuse and Mental Health Services Projects of Regional and National Significance	93.243		378,779
Passed through: NH Home and Community Based Services			
Medical Assistance Program	93.778	N/A	69,560
Passed through: NH DHHS, Division of Community Based Care Services, Bureau of Drug and Alcohol Services			
Opioid STR	93.788	05-095-092-920510-7040-0000-102-500731	112,671
Block Grants for Prevention and Treatment of Substance Abuse	93.959	1008904	731,670
Total U.S. DHHS:			1,292,680

See accompanying notes to the schedule of expenditures of federal awards

FAMILIES IN TRANSITION, INC. AND SUBSIDIARIES

Schedule of Expenditures of Federal Awards (Concluded)

Year Ended December 31, 2022

Federal grantor/pass-through grantor/program title	Federal AL Number	Pass-through Number	Federal Expenditures
U.S. Department of Homeland Security			
Direct Programs:			
Emergency Food and Shelter National Board Program	97.024		65,000
Total Expenditures of Federal Awards:			$ 6,610,818

See accompanying notes to the schedule of expenditures of federal awards

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FAMILIES IN TRANSITION, INC. AND SUBSIDIARIES

Notes to Schedule of Expenditures of Federal Awards

Year Ended December 31, 2022

1. Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) includes the federal grant activity of Families in Transition, Inc. and Subsidiaries (the Organization) under programs of the federal government for the year ended December 31, 2022. The information in the 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 for Federal Awards* (Uniform Guidance). Because the Schedule presents only a portion of the operations of the Organization, it is not intended to and does not present the financial position, changes in net assets or cash flows of the Organization.

2. Basis of Accounting

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.

The Organization has not elected to use the 10% de minimis indirect cost rate.

3. Loan Outstanding

The HOME Investment Partnerships Program loan balances outstanding were $3,510,895 as of December 31, 2022.

4. Other Disclosure

The Organization's consolidated financial statements include the operations of Family Willows Limited Partnership and HB-AH, LLC, which expended $287,712 and $240,243, respectively, in federal awards which are not included in the Organization's Schedule for the year ended December 31, 2022 because the applicability of Schedule reporting under the Uniform Guidance was determined in conjunction with the respective stand-alone audits of their financial statements.

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Directors
Families in Transition, Inc. and Subsidiaries

We have audited, in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the consolidated financial statements of Families in Transition, Inc. and Subsidiaries (the Organization), which comprise the consolidated statement of financial position as of December 31, 2022, and the related consolidated statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the consolidated financial statements, and have issued our report thereon dated April 18, 2023. The financial statements of Family Willows Limited Partnership and the Lowell Street housing project included in these consolidated financial statements were not audited in accordance with *Government Auditing Standards.*

Report on Internal Control over Financial Reporting

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

Board of Directors
Families in Transition, Inc. and Subsidiaries

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization'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 determination of consolidated financial statement amounts. 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 Organization'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 Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Berry Dunn McNeil & Parker, LLC

Manchester, New Hampshire
April 18, 2023

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

Board of Directors
Families in Transition, Inc. and Subsidiaries

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Families in Transition, Inc. and Subsidiaries' (the Organization) compliance with the types of compliance requirements identified as subject to audit in the Office of Management and Budget *Compliance Supplement* that could have a direct and material effect on each of the Organization's major federal programs for the year ended December 31, 2022. The Organization's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

The Organization's consolidated financial statements include the operations of Family Willows Limited Partnership (Family Willows), and HB-AH, LLC (HB-AH), which expended $287,712 and $240,243, respectively, in federal awards which are not included in the Organization's schedule of expenditures of federal awards for the year ended December 31, 2022. Our audit, described below, did not include the federal awards of Family Willows or HB-AH because the applicability of federal compliance audits was determined in conjunction with the respective stand-alone audits of their financial statements.

In our opinion, the Organization 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 December 31, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with U.S. generally accepted auditing standards; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; 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 Organization and to meet our other ethical responsibilities, in accordance with 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 Organization's compliance with the compliance requirements referred to above.

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Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements previously referred to 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 Organization'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 Organization'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 U.S. generally accepted auditing standards, *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 Organization's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with U.S. generally accepted auditing standards, *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 Organization'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 the Organization's 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 Organization'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.

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Board of Directors
Families in Transition, Inc. and Subsidiaries

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 compliance requirement of a major 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 compliance requirement of 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 compliance requirement of a major 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 and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses as defined above. However, material weaknesses or significant deficiencies may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal controls 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.

Berry Dunn McNeil & Parker, LLC

Manchester, New Hampshire
April 18, 2023

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FAMILIES IN TRANSITION, INC. AND SUBSIDIARIES

Schedule of Findings and Questioned Costs

Year Ended December 31, 2022

Section I. – Summary of Auditor's Results

Consolidated Financial Statements

Type of auditor's report issued:	Unmodified	
Internal control over financial reporting:		
Material weakness(es) identified?	____ yes	_X_ no
Significant deficiency(ies) identified not considered to be material weaknesses?	____ yes	_X_ none reported
Noncompliance material to financial statements noted?	____ yes	_X_ no

Federal Awards

Internal control over major programs:		
Material weakness(es) identified?	____ yes	_X_ no
Significant deficiency(ies) identified not considered to be material weaknesses?	____ yes	_X_ none reported
Type of auditor's report issued on compliance for major programs:	Unmodified	
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	____ yes	_X_ no

Identification of major programs:

AL Number(s)	Name of Federal Program or Cluster
14.267	Continuum of Care Program
93.959	Block Grants for Prevention and Treatment of Substance Abuse

Dollar threshold used to distinguish between Type A and Type B programs:	$750,000	
Auditee qualified as low-risk auditee?	_X_ yes	____ no

Section II. – Findings Relating to the Financial Statements Which are Required to be Reported in Accordance with *Government Auditing Standards*

None noted

Section III. – Findings and Questioned Costs for Federal Awards

None noted

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FAMILIES IN TRANSITION, INC. AND SUBSIDIARIES

Summary Schedule of Prior Audit Findings

Year Ended December 31, 2022

None reported

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Families in Transition

Families in Transition Board of Directors

Roy Tilsley, Chair
Bernstein Shur - Shareholder
Board member since 2018

Heather Whitfield- Vice Chair
M&T Bank , Senior Vice President
Board member since 2018

Frank Saglio, Treasurer
Karr & Boucher PLLC
Board member since 2018

Kristi Scarpone, Secretary
FIRST Senior Corporate and Foundation Relations
Board member since 2018

Scott W. Ellison, Past Chair
Sheehan Phinney Bass & Green
Board member since 2018

Dick Anagnost, At Large
President Anagnost Investments
Board member since 2018

MEMBERS

Robert Bartley, CPA, CFP
Bartley Financial Advisors, President
Board member since 2018

Roy Ballentine
Ballentine Partners
Board member since 2019

Brian Hansen
Construction Consultant
Board member since 2018

Gayle Murphy
Minister At Large, United Church of Christ
Board member since 2020

Chad Campbell
SilverTech
Board member since 2021

MEMBERS

Mary Ann Aldrich
Dartmouth Health
Board member since 2018

Sarah Jacobs
AmeriCorps
Board member since 2018

Sean Leighton
Manchester Policy Dept. Detective Captain
Board member since 2019

Stephen Norton
Community Advocate
Board member since 2021

Michael Simoneau
SVP Members First Credit Union
Board member since 2021

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Families in Transition

Robert Bonfiglio
Rise Wealth Management
Board member since 2021

Susan Harrington
Brewster Academy
Board member since 2022

Cheryl Moreau
Benefits/HRIS Manager Catholic Medical Center
Board member since 2023

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Meghan Shea, LICSW, MLADC

[redacted]

Operations focused leader with more than 16 years of experience in nonprofit social service field. Success in building a strong infrastructure to support fast growth and operations across Emergency Sheltering, Supportive Housing Programming, Substance Use Treatment and Food Insecurity Programming.

EDUCATION / LICENSURE

Master – Licensed Alcohol and Drug Counselor (MLADC)	**September 2010- Present**
Licensed Independent Clinical Social Worker	**October 22, 2012-Present**
Master of Social Work, University of New Hampshire	**May 2010**
Bachelor of Art, Social Work, University of New Hampshire	**May 2006**

EMPLOYMENT

Chief Program Officer
Families in Transition **September 1, 2020**

- **Program Direction**: Advise employee based talent in effective leadership of programs based on the agency's mission and priorities as defined in the strategic plan.
- **Program Assessment and Improvement**: In conjunction with Executive Leadership, assess community needs and program effectiveness. Look for opportunities to increase program impact and pursue those opportunities with the leadership management of the supportive services and clinical departments. Provide oversight of program outcomes and best efficiency to garner the data for sustaining dashboard outcomes.
- **Program Sustainability**: Complete Program Viability Review annually and as needed based on funding opportunities or transitions.
- **Funding**: Work with program managers and directors to maintain positive working relationship with funders. Work with other internal and external stakeholders to assess and pursue funding opportunities. Provide oversight of compliance with funding source requirements and adherence to reporting requirements.
- **Project Management and Administrative Coordination**: Work with leadership and relevant stakeholders to provide structure and support for project management related to new program initiatives or developments.
- **Budget Supervision**: Responsible for the oversight and monitoring of the annual program budgets. Assist with development of budgets each year with Executive Team and program management. Provide oversight to program management related to monitoring the appropriate allocation and expenditures of time-sensitive funded expenses.
- **Compliance** – Ensure compliance with all regulatory and licensing requirements. This includes having continuing dialogue and effective reporting with external agencies.
- **Leadership**: provide mentoring, guidance, supervision, and professional development to all leadership staff; and enhance the structure of the organization by staying abreast of developments in clinical & supportive services workforce and education.
- **Systems Improvements:** Focusing on systems/process improvement. Promote regular and ongoing opportunities for all staff to give feedback on program operations. Coordinate with program management regular system reviews and implementation of identified opportunities for improved efficiency, quality and enhanced program outcomes.
- **Program Quality**: Provide, prioritizes, and implements evidence-based, state of the art,

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innovative solutions to the myriad of issues facing individuals experiencing homelessness, food insecurity, substance use and mental health disorders.

Vice President, Clinical & Supportive Services
Families in Transition-New Horizons **December, 2017-Sept 2020**

- Oversees all clinical and supportive services at Families in Transition-New Horizons including emergency shelter, transitional and permanent supportive housing, Substance Use Treatment and Recovery Services, Recovery Housing and programming.
- Quality of control of healthcare facilities licensure.
- Oversight of fidelity of evidence based practices and models.
- Oversight of staff competencies and required trainings for best practices across the agency.
- Supervision of agency six program managers and two directors
- Provide clinical supervisor for licensure and certifications.
- Quality control of all billing policies and procedures.

Receivership- Interim Executive Director **December, 2017- April 2018**
Serenity Place

- Provided program and staff management during the receivership
- Facilitated with program distribution to other entities in the community
- Provided oversight to clinical programming to ensure continued services during agency closure.
- Participated in community collaboration with key stakeholders to rebuild the Safe Station model.

Therapist **January 2014- November 2019**
Bedford Family Therapy

- Treat a caseload of 15 clients in a private outpatient group practice
- Utilize various evidence based practices CBT,DBT, and Seeking Safety skills to help clients meet their own individual goals
- Conduct Drug and Alcohol assessments
- Active participant in DWI Offender Program providing mandated outpatient session for individuals coming from the Impaired Drivers Program
- Participate in weekly supervision with other licensed clinicians part of the private group practice.

Clinical Director
Families in Transition **Sept 1st, 2016- December, 2017**

- Oversee and manage Sr. Housing Program Manager who supervises the supportive services department with up to 25 staff providing housing (emergency, transitional and permanent) and supportive services with capacity to serve 200 homeless individual and families. Supportive services encompass individual case management, therapy, psycho-educational workshops, pro-social family activities and crisis intervention.
- Oversee the Family Willows Program Manager who supervises 11 clinical staff who conduct co-occurring treatment to women only
- Develop and staff Recovery Housing program and implementation of newest housing and supportive service programming
- Develop and oversight Open Doors outpatient programming for all transitional housing programs of FIT
- Ensure quality programming across Families in Transitions clinical department
- Provide training within the organization and community on substance misuse in NH.
- Administer all program policies and procedure for Families In Transition's various Supportive Service
- Oversight of billing components of all levels of Co-occurring treatment.

Program Manager, Willow Substance Use Treatment Program **September 2014-2016**
Families In Transition

- Manage the day to day operations for the Willows Substance Use Program including six staff members
- Transitioned the program from grant funded to billing all commercial insurances
- Increased accessibility of treatment from 86 clients in 2013 to 250 in 2016.
- Provided clinical and administrative oversight
- Carried a caseload of 12-15 individual clients providing co-occurring evidence base therapeutic interventions.
- Facilitated Intensive Outpatient treatment in a group setting on a weekly basis to group of 12 women.
- Provided training and education to staff on clinical intervention and best practices in the group setting.

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Therapist **May 2010- September 2014**
Families In Transition

- Facilitated Intensive Outpatient Programing in a group setting daily for up to 12 clients
- Carried a caseload of up to 15 people for individual therapy.
- Provided crisis services for the hotline of Families In Transition
- Conducted Substance Use Disorder Assessments for incoming clients
- Produced treatment plans, progress notes and supporting documentation in a timely manner
- Helped implement new curriculum changes in the treatment programming

MSW Intern **May 2009 to May 2010**
Bedford Counseling – Mental Health Center of Greater Manchester

- Conducted intake interviews for new, adult clients and develop comprehensive psycho-social assessments to include diagnosis and substance use assessments
- Provided psychotherapeutic intervention services to twenty-two individuals using brief treatment and cognitive behavioral interventions
- Attended therapeutic workshops pertaining to dual-diagnosis, behavioral health and client driven treatment planning

Case Manager **June 2006- May 2010**
Families In Transition

- Provided in home case management services to 30 individuals and families to enhance housing stability among the homeless population.
- Provided crisis hotline coverage for all clinical programming of Families In Transition
- Conducted program interviews for the community support program
- Maintained all files with updated documentation, clear and concise progress notes and treatment plans
- Facilitated workshops to help enhance overall wellness to participants of the program
- Collaborated with community partners to increase referral resources

PROFESSIONAL MEMBERSHIPS

Providers Association Board of Directors-Vice President of Treatment **July 2014 to June 2020**

NH Correctional Facility for Women's Citizen's Advisory Board **December 2019- Present**

NH Alcohol & Drug Abuse Counselors Association **January 2012 to Present**

Member of the Manchester Substance Use Collaborative **March 2012 to Present**

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Lauren Berman

[redacted]

Professional Experience

2018-Present **Director of Programs, Community Action Partnership of Strafford County, NH**

- Manage over 20 programs, including outreach services; electric and fuel assistance; housing and homeless initiatives (federal and state-funded); weatherization; senior services and transportation.
- Prepare and develop annual program budgets totalling 8 million.Prepare grant proposals for current and new programs.
- Hire, train, mentor and manage 20-person staff.
- Developed program goals based on the organization's strategic objectives by building additional homeless services in Strafford County. Expanded our geographic coverage and homeless drop day center.
- Oversaw the development and operation of our first seasonal winter shelter and warming center in 2020-21.

2015-2018 **Housing Stability Manger, Community Action Partnership of Strafford County**

- Assisted clients with obtaining housing eligibility documentation.
- Assisted clients in identifying emotional, financial, and housing barriers while utilizing their strengths to develop a case management plan.
- Executed the Housing First Approach to create a strength-based case management plan for the client.
- Met with clients weekly to assess and assist family needs.
- Established and maintained positive, productive working relationships with team members, mental health professionals, shelters, law enforcement, and other community partners.
- Proactively identified programmatic challenges and issues and provided recommendations for improvement.

2010-2015 **Welfare Officer, City of Somersworth, Somersworth, NH**

- Administered the general assistance program in accordance with the City of Somersworth Assistance Guidelines and RSA:165.
- Established and maintained relationships with other agencies and organizations in the community to ensure that services were not duplicated.
- Worked with applicants to ensure that all necessary information is submitted to determine eligibility.
- Made referrals when necessary., i.e., Homeless shelters, food pantries.
- Updated the current City Guidelines 2015.

2004-2010 **Founder and Partner, Good Works Employment Services York County**

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- Co-founder and partner of Good Work Employment Services (GWES), a locally run company committed to assisting individuals in finding gainful employment, continuing their education, securing volunteer opportunities, and obtaining housing. Clients referred to GWES by the Bureau of Vocational Rehabilitation (VR), DHHS ASPIRE and Child Protective Services, school districts and private insurers.

Education

2019-2020	**Alumni of Leadership New Hampshire**	**New Hampshire**
2017-2018	**Alumni of Leadership Seacoast**	**Seacoast, NH**
1999	**B.S. Therapeutic Recreation Ithaca College**	**Ithaca, NY**

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Melissa LaPlace

[redacted]

Areas of Specialty:

- Substance Abuse & co-occurring disorders
- Domestic Violence/Sexual Assault
- Implementing programming with successful outcomes
- Group Facilitation
- Teamwork/ Communication
- Effective Leadership

Education:

Bachelor of Arts in Psychology — *September, 2007 - September, 2010*
University of New Hampshire

University of Nevada, Las Vegas — *August, 2003 - May, 2006*
Major: Psychology

Experience:

Garage Door Hero — **January 2014- Current**
Owner/Office Manager

- Data Entry in Quick Books
- Answering phone calls and scheduling appointments
- Banking and other clerical errands.

Merrimack River Medical Service — **April 2014-June 2014**
Substance Abuse Clinician

- Methadone Maintenance treatment program
- Guest Dosing and Coordinating services with other providers
- Individual/Group and Couple's therapy

Habit OPCO — **July 2010-April 2014**
Substance Abuse Clinician

- Responsible for 1:1 counseling for personal caseload of up to 80+ patients.
- Manage/Facilitate multiple support groups (up to 6) and family counseling sessions weekly.
- Responsible for all documentation of client's progress during treatment through progress notes, treatment plans; semi- annual evaluations
- Maintain client's dosage with intentions to stabilize and progress to an illicit-free life style

Clear Blue Skies (Virgin Islands) — ***August 2011-October 2012***
Volunteer

- Mental Health Club House Model; that focuses on assisting individuals with mental illness function with daily living in the community.
- Assisted with Fund Raising and attended Mental Health Conferences at The University of the Virgin islands.

YWCA NH- "Emily's Place"- Confidential Shelter
Substance Abuse Coordinator & Crisis Counselor — **January 2010- July 2010**

- Trained as a crisis direct service advocate; have confidentiality as stated in NH statue 173-c; over 725 direct service crisis intervention hours;
- Manage/facilitate specialized group & individual evidence based curriculum & support groups;
- Responsible for all documentation of client's progress while in shelter; social, personal, vocational, and educational development and adjustment.
- Community Liaison in inner city environment for clients to provide a holistic approach to recovery; community partners include; local law enforcement, DCYF and community-12 step programs.

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NH Department of Corrections- State Prison for Women
Substance Abuse Case Manager **September 2009- January 2010**

- Coordinated and provided evidence-based substance abuse prevention & treatment counseling with incarcerated females;
- Implemented 28 day program to incarcerated females & analyzed pre & post evaluations for successful program measurements & outcomes.
- Provided case management for incarcerated females duties included; intake evaluations, relapse prevention groups, team member of Substance Abuse Services (SAS), coordinated Shea farm (halfway house) re-entry services & created housing manual.

Hillcrest Terrace- Goffstown, NH
Community Events Volunteer **September 2009- May 2009**

- Built and maintained key community relationships with community partners;
- Demonstrated organizational and time management skills;
- Facilitated group & individualized activities for clients.

Bertucci's Italian Restaurant- Manchester, NH
Shift Supervisor, Bartender, Waitress **June 2006- August 2011**

- Exceptional analytical and statistical knowledge using general mathematical skills;
- Train service staff to enhance customer service and increase profits through suggestive selling;

Accomplishments:

- Some Graduate work at Southern New Hampshire University 2010-2011 for the Community Mental Health Program.
- Implemented the "Recovery Zone at Emily's Place- Confidential DV Shelter.
- Women's Leadership Training Institute; "Re-teaching effective leadership to women in recovery.
- Trained in Lethality Assessment Program through Manchester, NH Police Department.
- Completed a majority of credits/hours towards licensure (LADAC).
- Attended multiple trainings regarding trauma and substance abuse.
- Undergraduate Research Conference; 2009.
- Dean's List UNH: 2008, 2009, and 2010.
- Worked in the Restaurant industry while attending college full time as well as while working in the field.

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Michael Lynch

[redacted]

Authorized to work in the US for any employer

Work Experience

Program Representative
Youth Villages - Manchester, NH
March 2019 to Present

- Maintain and develop relationships with referral sources and State agencies
- Oversee Census projections for the program
- Complete monthly billing.
- Complete referral assessments
- Coordinate admissions and discharges with treatment team.
- Create and Distribute materials to increase program referrals

Family Intervention Specialist
Youth Villages - Manchester, NH
September 2018 to March 2019

- Providing in-home counseling services for at-risk youth and families.
- Meeting with youth and families three times weekly to address each family's needs.
- Providing after hours support to youth and families utilizing a rotating on-call schedule.
- Collaborating with youth, family, teachers, and other community members working towards the success of the youth; that could be attending court or meeting with teachers; it depends on what your families' needs are in any given week.
- Providing a strengths-based approach utilizing counseling and social work skills.

Clinical Case Manager
Greater Nashua Mental Health Center - Nashua, NH
September 2016 to August 2018

Provided intensive case management
Held a case load of 15
Provided interventions such as case management and clinical services.
Trained in Dual Diagnosis Treatment
Provided 24 hour on call support

Program Director
Alliance House, NFI Massachusetts - Lowell, MA
March 2016 to September 2016

- Ensured program met all standards according to agency policies
- Provided direct supervision to management team
- Oversaw all hiring within the program

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- Conducted bi-weekly supervision with program supervisors
- Maintained an annual budget for all program needs
- Provided 24/7 on call support
- Built strong working relationships with state agencies and funding sources

Floating Assistant Program Director

NFI Massachusetts
September 2014 to March 2016

- Oversee the day to day operations of residential programs
- Conducted bi-weekly supervision with program supervisors
- Oversaw staffing and scheduling needs for programs of 9 and 12 residents
- Maintained a weekly budget for all program needs
- Provided 24/7 on call support
- Provided additional support for staff and clients
- Build good working relationships with state agencies

Education Coordinator

Northeast Diversion (NFI) - Haverhill, MA
September 2013 to September 2014

- Conducted bi-weekly supervisions with direct care providers
- Coordinated school arrangements for clients
- Attended IEP and 504 planning meetings for clients
- Advocated for client and family's needs to school districts
- Worked directly with school districts to set up accommodations for clients
- Developed an original life skills curriculum adapted from PAYA
- Develop relationships with community organizations

Supervisor

Northeast Diversion (NFI) - Haverhill, MA
May 2009 to September 2013

- Conducted bi-weekly supervisions with up to seven direct care counselors
- Oversee daily operations for residential treatment program
- Organized team building activities for staff and clients
- Responsible for weekly staff schedule
- Participated in weekly staff, management and clinical meetings
- Participated in client review meetings
- Organized and maintained a menu for as many as twelve residents
- Input bi weekly payroll information for staff of twenty

Education

Master's in Community Mental Health

Southern New Hampshire University - Manchester, NH
2013 to Present

Bachelor of Arts in Criminal Justice

Lasell College - Newton, MA

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2004 to 2009

High School Diploma
Timberlane Regional High School - Plaistow, NH
2000 to 2004

Skills

- Microsoft Office (10+ years)
- Case Management
- Outlook
- Organizational Skills
- Documentation
- Time Management
- Individual / Group Counseling
- Program Management
- Curriculum Development
- Crisis Intervention
- Behavioral Therapy
- Social Work
- Group Therapy
- Leadership (8 years)
- Presentation Skills
- Crisis Management
- Program Development

Certifications and Licenses

First Aid Certification

Assessments

Management & leadership skills: Planning & execution — Expert
October 2021

Planning and managing resources to accomplish organizational goals
Full results: Expert

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

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Samantha Robertson

Education

UNIVERSITY OF NEW HAMPSHIRE **May 2015**
Masters of Social Work, Advanced Standing
Summa cum Laude

PLYMOUTH STATE UNIVERSITY **May 2012**
Bachelor of Social Work
Concentration: Mental Health, Magna cum Laude
Phi Alpha Honor Society, 2012

Social Work Experience

NHTI CONCORD'S COMMUNITY COLLEGE, Concord, NH **March 2021 - Current**
CC Counselor
Provide comprehensive student development through mental health intervention

- Engage in short term solution focused counseling
- Conduct assessments in order to improve life management skills through a Wellness Model
- Work collaboratively with SCAN/BIT team and Health and Wellness Committee
- Co-Facilitate campus wide mental health awareness initiatives with various NHTI directors and NAMI suicide prevention
- Supervise MSW intern
- Implement and provide on campus crisis intervention and emergency protocols
- Connect and maintain community relationship partners
- Develop and implement Counseling Services policy and procedure
- Complete all administrative duties for Counseling Service (data tracking, reporting, scheduling and outreach)

RIVERBEND COMMUNITY MENTAL HEALTH, Concord, NH
ACT Team Manager **March 2018 - June 2019**

- Served individuals with primary psychotic or major mood disorders, substance misuse, homelessness, and legal issues
- Coordinated client discharges into the community from NHH and other DRF's
- Implemented yearly state and SAMHSA audit recommendations and guidelines
- Provided crisis management, case management, and individual therapy
- Coordinated staff schedules, team meetings, and time sheets

Adult Clinician **July 2016 – March 2018**
Provided individual and group therapy to SPMI population.

- Implemented therapeutic interventions (DBT, Motivational Interviewing, and CBT)
- Co-Facilitated skills groups such as DBT and Self-Esteem &Disordered Eating
- Provided safety and risk assessments for individuals with increased SI

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- Developed SMART goals, individual treatment plans, and daily SOAP notes
- Conducted intake assessments, eligibility, and diagnosis of prospective CSP clients

Clinical Case Manager **June 2015 - July 2016**

Provided clinical case management to SPMI and developmentally disabled population.

- Developed individual treatment plans to meet global and comprehensive needs
- Worked collaboratively with area agencies, family members, and guardians
- Provided functional support services and individual and group therapy
- Completed service referral, clinical assessment, and crisis management

CROSS ROADS HOUSE, Portsmouth, NH **May 2014 - May 2015**

MSW Advanced Clinical Internship

Provided case management to individuals and families affected by homelessness.

- Developed individualized case plans and goals
- Provided crisis intervention and service referrals
- Worked collaboratively with Social Work team on program development
- Co-facilitated family meetings and Rent Ready workshops

School Based Experience

CAMPTON SCHOOL DISTRICT, Campton, NH **Sept 2013 - May 2014**

After School Homework Advisor

Supervised school aged youth K-8

- Coordinated and facilitated diverse educational enrichment programs
- Collected and documented weekly payments for afterschool program
- Collaborated with other educators on group activities

PLYMOUTH ELEMENTARY SCHOOL, Plymouth, NH **Sept 2013 - May 2014**

Preschool Individual Aid

Daily functional support for preschool aged male diagnosed on the Autism Spectrum

- Conducted 5hr behavioral monitoring through biopsychosocial assessment
- Completed individualized discrete trials focused on IEP goals
- Aided in the development of gross and fine motor skills

PLYMOUTH PARKS AND RECREATION, Plymouth, NH **Oct 2010 - May 2014**

After School Homework Advisor

- Coordinated and managed diverse enrichment programs
- Provided after school homework support for school aged children K-8.
- Assisted in administrative duties; scheduling, filing, excel, and budgeting

REFERENCES AVAILABLE UPON REQUEST

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STEPHANIE LEE

[redacted]

EXPERIENCE

SEPTEMBER 2022 – PRESENT

LEAD CHILD AND YOUTH PROGRAM COORDINATOR - CONTRACTOR FOR NH NATIONAL GUARD, DYNAMIC SYSTEMS TECHNOLOGY INC.

Manage all child and youth programs for the NH National Guard. Responsible for planning and budgeting all events, volunteer recruitment, safety, and planning and implementation of programming with a focus on supporting military children. Complete monthly data reports detailing number of youths served and how, and use that information to complete annual report at the end of every fiscal year.

AUGUST 2013 – SEPTEMBER 2022

INDIVIDUAL SERVICES DIRECTOR/FAMILY SUPPORT SPECIALIST, BOYS & GIRLS CLUB OF MANCHESTER

Planned and executed holiday assistance for members and their families. Successfully led key projects which resulted in the creation of a decompression and education space for staff and members. Served as part of the management team to address everyday challenges of the Club which resulted in a revised behavior/guidance policy as well as sexual harassment. Determined and tracked budget expenses with accuracy and transparency. Maintained an open line of communication with families, schools, and outside agencies. Provide appropriate guidance, discipline, and advocacy to all members. Supervised staff while building upon their competencies and maintained appropriate records. Oversee two school-based satellite locations making sure daily programs are run while meeting licensing requirements.

SEPTEMBER 2005– JULY 2013

VARIOUS ROLES, BOYS & GIRLS CLUB OF MANCHESTER

Set and communicated ground rules for program based on respect and personal responsibility. Created hands-on curriculum to promote student interest and receptive learning. Responsible for safety and wellbeing of children in the program. Maintained an open line of communication with parents. Managed staff and maintained schedules for appropriate supervision and staff to child ratio.

JULY 2008 – DECEMBER 2010

ADMISSIONS REGISTRAR, ELLIOT HOSPITAL

Answer phones. Demographic data entry. Collection of Co-pay. Insurance verification. Maintain patient privacy and confidentiality. Display quality customer service

EDUCATION

JUNE 2021

MASTER OF SCIENCE LEADERSHIP, GRANITE STATE COLLEGE

JUNE 2018

BACHELOR OF SCIENCE HUMAN SERVICES, GRANITE STATE COLLEGE

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- Institutional Honors: Cum Lade

CERTIFICATIONS

Master's Certificate from Granite State College: Non-Profit Leadership March 2021
CDL Class B Passenger Endorsement
Lifeguard, AED, First Aid, CPR

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FIT-SGIA
Key Personnel

Name	Title	Salary	Salary % paid from contract
Meghan Shea	Chief Programs Officer	142,500	10%
Mike Lynch	Director-Shelter Operations	90,000	85%
Lauren Berman	Director-Family Shelter	85,000	50%
Samantha Robertson	Director-Supportive Housing Programs	83,000	20%
Melissa DiNoto	Program Manager-Adult Shelter	69,360	15%
Stephanie Lee	Program Manager-Family Shelter	65,000	20%

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Amt pd this contract
14,250
76,500
42,500
16,600
10,404
13,000

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Lori A. Shibinette
Commissioner

Karen E. Hebert
Director

STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF ECONOMIC & HOUSING STABILITY

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

November 15, 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 of Economic and Housing Stability, to amend existing contracts with the Contractors listed below in **bold** for the continued provision of the State Grant in Aid (SGIA) Home Assistance program, by increasing the total price limitation by $3,999,996 from $12,725,724 to $16,725,720 with no change to the contract completion dates of June 30, 2023, effective upon Governor and Council approval. 100% Federal funding.

Contractor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House, Inc.	**165288 - B001**	**Plymouth NH**	**$264,968**	**$96,644**	**$361,612**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	267140 -B001	Bow NH	$185,945	$0	$185,945	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

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						A2: 05/19/21 (Tabled Item #15)
Cross Roads House	166570 - B001	Portsmouth NH	$1,390,758	$515,436	$1,906,194	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Families In Transition (F.K.A. FIT/NHNH, Inc.)	157730 - B001	Manchester NH	$2,942,938	$955,704	$3,898,642	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
The Friends Program, Inc.	154987 - B001	Concord NH	$352,114	$182,550	$534,664	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Helping Hands Outreach Ministries, Inc.	174226 - R001	Manchester NH	$405,272	$171,812	$577,084	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Hundred Nights, Inc	313375	Keene NH	$434,964	$451,006	$885,970	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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Lakes Region Community Developers	156571 - B001	Laconia NH	$204,991	$0	$204,991	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Marguerites Place	157465 - B001	Nashua NH	$327,536	$0	$327,536	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
My Friend's Place	**156274 - B001**	**Dover NH**	**$305,697**	**$161,074**	**$466,771**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Nashua Soup Kitchen and Shelter, Inc.	**174173 - R001**	**Nashua NH**	**$468,328**	**$236,241**	**$704,569**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)	**177295 - B001**	**Greenland NH**	**$296,982**	**$118,121**	**$415,103**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$1,678,826	$0	$1,678,826	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Salvation Army	**177627 - B001**	**Laconia NH**	**$444,758**	**$225,503**	**$670,261**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
The Salvation Army	**177627 - B003**	**Concord NH**	**$569,845**	**$214,765**	**$784,610**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Seacoast Family Promise	**311097**	**Exeter NH**	**$180,305**	**$75,168**	**$255,473**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Southwestern Community Services, Inc.	**177511 - R001**	**Keene NH 03431**	**$992,485**	**$440,267**	**$1,432,752**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
The Front Door Agency	156244 - B001	Nashua NH 03064	$557,157	$0	$557,157	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Way Home, Inc	166673 - B001	Manchester NH	$256,886	$0	$256,886	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Tri-County Community Action Program, Inc.	**177195 - B009**	**Berlin NH**	**$205,825**	**$155,705**	**$361,530**	**O:07/10/19 (Item #16)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0	$252,556	O: 06/19/19 (Item #40) A1:08/28/19 (Item #20B) A2:07/15/20 (Tabled Item #15)
		Total	**$12,725,724**	**$3,999,996**	**$16,725,720**	

Funds are available in the following accounts for State Fiscal Year 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 request is to provide additional funding made available by the Governor's Office for Emergency Relief and Recovery to support the State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing homelessness receive the essential services and supports in emergency shelters. Emergency shelters provide critical services and supports for those NH residents who do not have a home. This additional funding will help emergency shelter programs cover the increased cost of food, electricity, heat, and workforce to ensure these safety net providers are able to continue providing services. Due to the pandemic, most emergency shelters have lost their volunteer base, increasing the reliance on paid staff.

Approximately 4,500 individuals will be served during State Fiscal Year 2023.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services, other essential services, and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services

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include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Source of Federal Funds: Assistance Listing Number #21.023 FAIN #ERA0012 and #ERA0435, Assistance Listing Number #21.027 FAIN #4515DRNHP00000001

In the event that the Federal 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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05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
2023	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
		Sub Total		$264,968	$0	$264,968

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2023	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
		Sub Total		$185,945	$0	$185,945

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
2023	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
		Sub Total		$1,390,758	$0	$1,390,758

Families in Transition (F.K.A. FIT/NHNH, Inc.) Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
2023	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
		Sub Total		$2,942,938	$0	$2,942,938

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$352,114	$0	$352,114

Helping Hands Outreach Center Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
2023	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
		Sub Total		$405,272	$0	$405,272

Hundred Nights, Inc Vendor #: 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
2023	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
		Sub Total		$434,964	$0	$434,964

Lakes Region Community Developers Vendor # 156571-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$204,991	$0	$204,991

Marguerites Place Vendor # 157465-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536

2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
2023	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
		Sub Total		$327,536	$0	$327,536

Vendor # 156274-B001

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
2023	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
		Sub Total		$305,697	$0	$305,697

Vendor # 174173-R001

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
2023	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
		Sub Total		$468,328	$0	$468,328

Vendor # 177295 - B001

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
2023	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
		Sub Total		$296,982	$0	$296,982

Vendor # 155510-B001

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
2023	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
		Sub Total		$1,678,826	$0	$1,678,826

Vendor # 177627-B001

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
2023	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
		Sub Total		$444,758	$0	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
2023	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
		Sub Total		$569,845	$0	$569,845

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
2023	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
		Sub Total		$180,305	$0	$180,305

Southern NH Services — Vendor # 177198-B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
2023	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
		Sub Total		$992,485	$0	$992,485

The Front Door Agency — Vendor # 156244-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
2023	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
		Sub Total		$557,157	$0	$557,157

The Way Home, Inc — Vendor # 166673-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482

2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$256,886	$0	$256,886

Tri-County CAP, Inc

Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
2023	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
		Sub Total		$205,825	$0	$205,825

Waypoint

Vendor # 177166-B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$252,556	$0	$252,556

Total	$12,725,724	$0	$12,725,724

05-095-094-940010-24650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HEW HAMPSHIRE HOSPITAL, ARPA DHHS FISCAL RECOVERY FUNDS
100% Federal Funds

Bridge House, Inc.

Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$96,644	$96,644
		Sub Total		$0	$96,644	$96,644

Cross Roads House

Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$515,436	$515,436
		Sub Total		$0	$515,436	$515,436

Families in Transition (F.K.A. FIT/NHNH)

Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$955,704	$955,704
		Sub Total		$0	$955,704	$955,704

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$182,550	$182,550
		Sub Total		$0	$182,550	$182,550

Helping Hands Outreach Center — Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$171,812	$171,812
		Sub Total		$0	$171,812	$171,812

Hundred Nights, Inc — Vendor # 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$451,006	$451,006
		Sub Total		$0	$451,006	$451,006

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$161,074	$161,074
		Sub Total		$0	$161,074	$161,074

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$236,241	$236,241
		Sub Total		$0	$236,241	$236,241

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$118,121	$118,121
		Sub Total		$0	$118,121	$118,121

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$225,503	$225,503
		Sub Total		$0	$225,503	$225,503

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$214,765	$214,765
		Sub Total		$0	$214,765	$214,765

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$75,168	$75,168
		Sub Total		$0	$75,168	$75,168

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$440,267	$440,267
		Sub Total		$0	$440,267	$440,267

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$155,705	$155,705
		Sub Total		$0	$155,705	$155,705

Total	$0	$3,999,996	$3,999,996
Total Contract	$12,725,724	$3,999,996	$16,725,720

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Families in Transition ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, 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. All references in the Contract and amendments to FIT/NHNH, Inc., including Form P-37 General Provisions, Block 1.3, Contractor name, are replaced with:

   Families in Transition

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $3,898,642

3. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

Contractor Initials MD

Date 11/7/2022

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 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

11/7/2022
Date

DocuSigned by:
Karen Hebert
028C6CEB1B4A416...
Name: Karen Hebert
Title: Division Director

Families in Transition

11/7/2022
Date

DocuSigned by:
Maria Devlin
A5331728F4E140C...
Name: Maria Devlin
Title: President & CEO

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

OFFICE OF THE ATTORNEY GENERAL

11/9/2022

Date

DocuSigned by:
Robyn Guarino
74A734644941450

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:

DocuSign Envelope ID: EBE4F30B-8F20-4854-BD97-46D1FD513F9E

15 mac

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,768**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

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Families in Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154987 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157466 - B001	Nashua NH	$186,836	$140,700	$327,536	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,522	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,682	$296,982	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

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Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	$200,062	$244,696	$444,758	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	$312,915	$256,930	$569,845	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Seacoast Family Promise	TBD	Exeter NH	$94,661	$85,644	$180,305	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	177511 - R001	Keene NH	$527,563	$464,922	$992,485	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Front Door Agency	156244 - B001	Nashua NH	$287,991	$269,166	$557,157	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Way Home, Inc.	166673 - B001	Manchester NH	$140,656	$116,230	$256,886	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Tri-County CAP, Inc.	177195 - B009	Berlin NH	$126,299	$79,526	$205,825	O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	$6,882,604	$5,665,716	$12,548,320	

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Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652; Vendor # 1652; Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130	
2022	102/500732	Contracts for Program Services	TBD	$61,174	$0	$61,174	
2023	102/500733	Contracts for Program Services	TBD	$61,174	$0	$61,174	
		Sub Total		$264,968	$0	$264,968	

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$6,588	$0	$6,588	

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2022	102/500732	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2023	102/500733	Contracts for Program Services	TBD	$58,618	$0	$58,618	
		Sub Total		$185,945	$0	$185,945	

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221	O: 06/19/19 (Item #40) A1: 07/15/20,
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563	
2022	102/500732	Contracts for Program Services	TBD	$311,987	$0	$311,987	

2023	102/500733	Contracts for Program Services	TBD	$311,987	$0	$311,887	(Item #20) A2: 05/19/21 (Tabled Item #15)
		Sub Total		$1,390,758	$0	$1,390,758	

FITNHNH, Inc. Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$820,866	$0	$820,866	
2022	102/500732	Contracts for Program Services	TBD	$642,327	$0	$642,327	
2023	102/500733	Contracts for Program Services	TBD	$642,327	$0	$642,327	
		Sub Total		$2,942,938	$0	$2,942,938	

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702	
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702	
		Sub Total		$174,710	$177,404	$352,114	

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608	
2022	102/500732	Contracts for Program Services	TBD	$97,878	$0	$97,878	
2023	102/500733	Contracts for Program Services	TBD	$97,878	$0	$97,878	
		Sub Total		$405,272	$0	$405,272	

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478	
2022	102/500732	Contracts for Program Services	TBD	$107,055	$0	$107,055	
2023	102/500733	Contracts for Program Services	TBD	$107,055	$0	$107,055	
		Sub Total		$434,964	$0	$434,964	

Lakes Region Community Developers

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	

		Sub Total		$204,991	$0	$204,991	A2: 05/19/21 (Tabled Item #15)

Marquerites Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300	
2022	102/500732	Contracts for Program Services	TBD	$70,350	$0	$70,350	
2023	102/500733	Contracts for Program Services	TBD	$70,350	$0	$70,350	
		Sub Total		$327,536	$0	$327,536	

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087	
2022	102/500732	Contracts for Program Services	TBD	$64,233	$0	$64,233	
2023	102/500733	Contracts for Program Services	TBD	$64,233	$0	$64,233	
		Sub Total		$305,697	$0	$305,697	

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695	
2022	102/500732	Contracts for Program Services	TBD	$91,761	$0	$91,761	
2023	102/500733	Contracts for Program Services	TBD	$91,761	$0	$91,761	
		Sub Total		$468,328	$0	$468,328	

Vendor # 177295 - B001

New Generation

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$85,043	$0	$85,043	
2022	102/500732	Contracts for Program Services	TBD	$87,291	$0	$87,291	
2023	102/500733	Contracts for Program Services	TBD	$87,291	$0	$87,291	
		Sub Total		$296,982	$0	$296,982	

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693	
2022	102/500732	Contracts for Program Services	TBD	$443,512	$0	$443,512	
2023	102/500733	Contracts for Program Services	TBD	$443,512	$0	$443,512	
		Sub Total		$1,678,826	$0	$1,678,826	

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260	
2022	102/500732	Contracts for Program Services	TBD	$122,348	$0	$122,348	
2023	102/500733	Contracts for Program Services	TBD	$122,348	$0	$122,348	
		Sub Total		$444,758	$0	$444,758	

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$168,742	$0	$168,742	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173	
2022	102/500732	Contracts for Program Services	TBD	$128,465	$0	$128,465	
2023	102/500733	Contracts for Program Services	TBD	$128,465	$0	$128,465	
		Sub Total		$569,845	$0	$569,845	

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21,
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391	
2022	102/500732	Contracts for Program Services	TBD	$42,822	$0	$42,822	
2023	102/500733	Contracts for Program Services	TBD	$42,822	$0	$42,822	
		Sub Total		$180,305	$0	$180,305	

Southern NH Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694	
2022	102/500732	Contracts for Program Services	TBD	$232,461	$0	$232,461	
2023	102/500733	Contracts for Program Services	TBD	$232,461	$0	$232,461	
		Sub Total		$992,485	$0	$992,485	

The Front Door Agency

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086	
2022	102/500732	Contracts for Program Services	TBD	$134,583	$0	$134,583	
2023	102/500733	Contracts for Program Services	TBD	$134,583	$0	$134,583	
		Sub Total		$557,157	$0	$557,157	

The Way Home, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	
		Sub Total		$256,886	$0	$256,886	

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435	
2022	102/500732	Contracts for Program Services	TBD	$39,763	$0	$39,763	
2023	102/500733	Contracts for Program Services	TBD	$39,763	$0	$39,763	
		Sub Total		$205,825	$0	$205,825	

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A2: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$252,556	$0	$252,556	

Overall Total	$12,548,320	$177,404	$12,725,724	

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

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Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
[redacted]	[redacted]	**Total**	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract. The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

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Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds:

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03106
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
[redacted]	[redacted]	Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

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- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

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New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families in Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Friends Program, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Item #15), as amended on December 7, 2022, (Item #20), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $601,191

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

5/9/2023
Date

DocuSigned by:
Katja S. Fox
Name: Katja S. Fox
Title: Director

The Friends Program, Inc.

5/8/2023
Date

DocuSigned by:
Nancy J McKeon
Name: Nancy J McKeon
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

5/11/2023
Date

DocuSigned by:
Robyn Guarino
74873484404448D...
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:

DocuSign Envelope ID: 3AED876C-5C7C-4375-939A-5513CECBA179

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 THE FRIENDS PROGRAM, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on April 05, 1976. 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: **60670**

Certificate Number: **0006225243**

IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 8th day of May A.D. 2023.

David M. Scanlan

Secretary of State

DocuSign Envelope ID: 3AED876C-5C7C-4375-939A-5513CECBA179

CERTIFICATE OF AUTHORITY

I, Kathleen Ames, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Officer of The Friends Program, Inc.
(Corporation/LLC Name)

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 May 30, 2019, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That Nancy Jean McKeon formerly known as Nancy McKeon Paul, Executive Director
(Name and Title of Contract Signatory)

is duly authorized on behalf of The Friends Program, Inc to enter into contracts or agreements with the State
(Name of Corporation/ LLC)

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: 5/8/2023

Kathleen Ames
Signature of Elected Officer
Name: Kathleen Ames
Title: President

130 Pembroke Road, Suite 200, Concord, NH 03301 · 603-228-1193 · Fax 603-226-3884 · www.friendsprogram.org

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/4/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER THE ROWLEY AGENCY INC. 45 Constitution Avenue P.O. Box 511 Concord NH 03302-0511	CONTACT NAME: Sarah Fifield PHONE (A/C, No, Ext): (603)224-2562 FAX (A/C, No): (603)224-8012 E-MAIL ADDRESS: sfifield@rowleyagency.com
INSURED The Friends Program Inc. 130 Pembroke Rd Suite 200-205 Concord NH 03301	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Hanover Insurance Co. — 22292 INSURER B: Amwins Insurance Brokerage INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: 22/23 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:			ZHV8880567	10/1/2022	10/1/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ 10,000 $ 1,000,000 $ 3,000,000 $
A	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS X HIRED AUTOS X NON-OWNED AUTOS			ZHV8880567	10/1/2022	10/1/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $			UHV8880568	10/1/2022	10/1/2023	EACH OCCURRENCE AGGREGATE	$ 1,000,000 $ 1,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N — N/A If yes, describe under DESCRIPTION OF OPERATIONS below			WWC3601108 3A States: NH	8/13/2022	8/13/2023	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Covering operations of the named insured during the policy period.

CERTIFICATE HOLDER

Nathan White, Director of Bureau of Contr
Department of Health and Human Services
129 Pleasant Street
Concord, NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Sarah Fifield/SEF

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Friends Program

Organization Mission Statement

The Friends Program, Inc. is a non-profit, social service organization that **builds positive connections and solutions for at-risk youth, families and seniors.**

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Financial Statements

THE FRIENDS PROGRAM, INC.

FOR THE YEARS ENDED SEPTEMBER 30, 2022 AND 2021
AND
INDEPENDENT AUDITORS' REPORT

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THE FRIENDS PROGRAM, INC.

FINANCIAL STATEMENTS

FOR THE YEARS ENDED SEPTEMBER 30, 2022 AND 2021

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Leone, McDonnell & Roberts
PROFESSIONAL ASSOCIATION
CERTIFIED PUBLIC ACCOUNTANTS
WOLFEBORO • NORTH CONWAY
DOVER • CONCORD
STRATHAM

INDEPENDENT AUDITORS' REPORT

To the Board of Directors
of The Friends Program, Inc.

Opinion

We have audited the accompanying financial statements of The Friends Program, Inc. (a New Hampshire nonprofit organization), which comprise the statements of financial position as of September 30, 2022 and 2021, and the related statements of activities (with prior year summarized), functional expenses (with prior year summarized), and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Friends Program, Inc. as of September 30, 2022 and 2021, and the changes in 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 in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of The Friends Program, Inc. 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 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 financial statements that are free from material misstatement, whether due to fraud or error.

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

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Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' 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 generally accepted 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 financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the 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 Friends Program, Inc.'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 financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about The Friends Program, Inc.'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.

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Report on Summarized Comparative Information

We have previously audited The Friends Program, Inc.'s 2021 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated December 20, 2021. In our opinion, the summarized comparative information presented herein as of and for the year ended September 30, 2021, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Leone McDonnell & Roberts
Professional Association

Wolfeboro, New Hampshire
December 9, 2022

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THE FRIENDS PROGRAM, INC.

STATEMENTS OF FINANCIAL POSITION
SEPTEMBER 30, 2022 AND 2021

ASSETS

	2022	2021
CURRENT ASSETS		
Cash	$ 109,428	$ 55,142
Other receivables	18,460	85,842
Prepaid expenses	4,092	5,516
Total current assets	131,980	146,500
PROPERTY AND EQUIPMENT		
Land	37,800	37,800
Buildings	237,633	237,633
Building improvements	478,105	478,105
Furniture, fixtures and equipment	96,835	96,835
Construction in process	9,428	6,013
Total property and equipment	859,801	856,386
Less accumulated depreciation	(743,150)	(723,636)
Net property and equipment	116,651	132,750
OTHER ASSETS		
Investments	497,336	623,551
Unemployment savings account	22,433	35,952
Total other assets	519,769	659,503
TOTAL ASSETS	$ 768,400	$ 938,753

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES		
Accounts payable	$ 3,420	$ 8,450
Accrued payroll and related taxes	58,857	46,847
Deferred revenue	-	14,889
Current portion of long-term debt	2,235	2,235
Total current liabilities	64,512	72,421
LONG TERM LIABILITIES		
Long-term debt, less current portion shown above	2,235	4,470
Total liabilities	66,747	76,891
NET ASSETS		
Without donor restrictions		
Without donor restrictions, undesignated	192,738	208,688
Without donor restrictions, board designated	323,611	406,773
Total without donor restrictions	516,349	615,461
With donor restrictions	185,304	246,401
Total net assets	701,653	861,862
TOTAL LIABILITIES AND NET ASSETS	$ 768,400	$ 938,753

See Notes to Financial Statements

THE FRIENDS PROGRAM, INC.

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2022
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION

	Without Donor Restrictions	With Donor Restrictions	2022 Totals	2021 Totals
CHANGES IN NET ASSETS				
Support and Revenue				
Government grants				
Federal	$ 509,722	$ -	$ 509,722	$ 869,519
State	88,702	-	88,702	79,090
United Way	45,254	-	45,254	46,872
Town and county income	152,107	-	152,107	106,952
Other grants	36,920	-	36,920	18,250
Contributions	293,227	-	293,227	300,163
Other revenue	15	-	15	1,305
Investment income (loss)	(15,073)	(61,097)	(76,170)	98,962
Total support and revenue	1,110,874	(61,097)	1,049,777	1,521,113
EXPENSES				
Program services				
Youth mentoring	138,359	-	138,359	161,170
Emergency housing	254,242	-	254,242	250,421
Foster grandparents	371,423	-	371,423	474,325
Retired senior volunteers	219,288	-	219,288	181,501
CARES program	46,758	-	46,758	124,442
Total program services	1,030,070	-	1,030,070	1,191,859
Supporting activities				
Administrative	166,634	-	166,634	203,723
Fundraising	15,517	-	15,517	7,352
Total supporting activities	182,151	-	182,151	211,075
Total expenses	1,212,221	-	1,212,221	1,402,934
CHANGE IN NET ASSETS BEFORE FORGIVENESS OF DEBT	(101,347)	(61,097)	(162,444)	118,179
FORGIVENESS OF DEBT	2,235	-	2,235	2,235
CHANGE IN NET ASSETS	(99,112)	(61,097)	(160,209)	120,414
NET ASSETS, BEGINNING OF YEAR	615,461	246,401	861,862	741,448
NET ASSETS, END OF YEAR	$ 516,349	$ 185,304	$ 701,653	$ 861,862

See Notes to Financial Statements

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THE FRIENDS PROGRAM, INC.

STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED SEPTEMBER 30, 2022
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION

	Youth Mentoring	Emergency Housing	Foster Grandparents	Retired Senior Volunteers	CARES Program	Program Total	Administration	Fundraising	2022 Totals	2021 Totals
Payroll										
Salaries and wages	$ 97,631	$ 163,527	$ 123,831	$ 118,829	$ 22,195	$ 526,013	$ 91,493	$ -	$ 617,506	$ 643,149
Payroll taxes	7,736	13,289	9,314	9,248		39,587	6,896	-	46,483	48,365
Employee benefits	3,680	5,382	5,840	6,066		20,968	4,872	-	25,840	46,186
Other										
Stipends	-	-	141,207	-	-	141,207	-	-	141,207	262,804
Occupancy	7,766	20,830	10,224	10,813	18,216	67,849	10,009	-	77,858	162,059
Supplies	3,814	2,333	3,136	1,843	1,500	12,626	6,175	15,517	34,318	63,322
Professional fees and contracts	614	793	10,365	2,267	-	14,039	6,736	-	20,775	36,571
Repairs and maintenance	2,593	3,193	2,464	2,464	-	10,714	28,901	-	39,615	26,383
Volunteer expenses	110	-	41,739	3,793	4,817	50,459	465	-	50,924	24,601
Insurance	3,990	6,841	3,991	3,991	-	18,813	4,940	-	23,753	21,333
Depreciation	-	19,403	-	-	-	19,403	110	-	19,513	19,625
In-kind expenses	7,830	13,277	7,344	46,397	-	74,848	650	-	75,498	18,478
Telephone	1,473	3,179	1,853	2,397	-	8,902	1,813	-	10,715	10,577
Recognition expenses	-	-	5,476	3,761	-	9,237	244	-	9,481	8,199
Postage and printing	476	43	1,949	770	30	3,268	1,443	-	4,711	5,182
Local transportation	69	-	2,323	6,569	-	8,961	56	-	9,017	3,625
Dues and subscriptions	(13)	-	310	159	-	456	1,175	-	1,631	1,141
Advertising	590	1,903	-	121	-	2,614	-	-	2,614	1,100
Conferences	-	-	-	-	-	-	37	-	37	120
Staff development	-	249	57	-	-	306	575	-	881	59
Other	-	-	-	-	-	-	44	-	44	75
Total expenses before indirect allocation	138,359	254,242	371,423	219,288	46,758	1,030,070	166,634	15,517	1,212,221	1,402,934
Allocation of indirect costs										
Support services	21,081	37,296	74,593	29,188	-	162,158	(162,158)	-	-	-
Total expenses	$ 159,440	$ 291,538	$ 446,016	$ 248,476	$ 46,758	$ 1,192,228	$ 4,476	$ 15,517	$ 1,212,221	$ 1,402,934

See Notes to Financial Statements

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THE FRIENDS PROGRAM, INC.

STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED SEPTEMBER 30, 2022 AND 2021

	2022	2021
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	$ (160,209)	$ 120,414
Adjustments to reconcile change in net assets to net cash from operating activities:		
Depreciation	19,513	19,625
Net unrealized gain on investments	98,005	(85,334)
Net realized (gain) loss on investments	(15,773)	(9,680)
Forgiveness of debt	(2,235)	(2,235)
(Increase) decrease in assets:		
Other receivables	67,382	(62,903)
Prepaid expenses	1,424	11,402
Unemployment savings account	13,519	4,871
Increase (decrease) in liabilities:		
Accounts payable	(5,030)	6,730
Accrued payroll and related taxes	12,010	(1,005)
Deferred revenue	(14,889)	(8,212)
Paycheck Protection Program Loan	-	(125,000)
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	13,717	(131,327)
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of investments	(6,017)	(46,869)
Investments withdrawn and posted to cash	50,000	42,954
Purchase of property and equipment	(3,414)	(4,954)
NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES	40,569	(8,869)
NET INCREASE (DECREASE) IN CASH	54,286	(140,196)
CASH, BEGINNING OF YEAR	55,142	195,338
CASH, END OF YEAR	$ 109,428	$ 55,142

See Notes to Financial Statements

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NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

The Friends Program, Inc. (the Organization) is an independent not-for-profit corporation organized in the State of New Hampshire. The Organization is exempt from income taxes under section 501(c)(3) of the Internal Revenue Code (Code). In addition, the Organization has been determined by the Internal Revenue Service not to be a "private foundation" within the meaning of Section 509(a)(2) of the Code. The Organization's primary purpose consists of the following program services:

Youth Mentoring – mentor program, matching volunteer mentors with at-risk children and teens.

Emergency Housing – short-term housing for homeless families.

Foster Grandparents – mentor program that places income eligible senior citizen volunteers in schools and child day care centers to work with special and at-risk children.

Retired Senior Volunteers – volunteer program targeting individuals 55 years of age or older who become engaged in a variety of volunteer roles.

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles. Support is recorded when received or pledged. Revenue is recorded when services are rendered. Expenses are recorded when the obligation has been incurred.

Basis of Presentation

The financial statements of the Organization have been prepared in accordance with U.S. generally accepted accounting principles (US GAAP), which require the Organization to report information regarding its financial position and activities according to the following net asset classifications:

Net assets without donor restrictions – Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These net assets may be used at the discretion of the Organization's management and board of trustees.

Net assets with donor restrictions – Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization or by passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statement of activities.

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Accounting Estimates
The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Contributions
All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are restricted by the donor for future periods or for specific purposes are reported as net assets with donor restrictions, depending on the nature of the restrictions. However, if a restriction is fulfilled in the same period in which the contribution is received, the Organization reports the support as net assets without donor restrictions.

Donated Materials and Services
The Organization recognizes the value of volunteer services and expenses when there is an objective basis available to measure their value, relative to its various activities.

Cash and Cash Equivalents
Cash and cash equivalents include demand deposits, petty cash funds and investments with a maturity of three months or less, and exclude amounts whose use is limited by Board designation. As of September 30, 2022 and 2021, the Organization had no cash equivalents.

Investments
Investments consist of various equities, mutual funds and interest bearing investments and are stated at fair value on the statements of financial position based on quoted market prices. The Organization's investments are subject to various risks, such as interest rate, credit and overall market volatility, which may substantially impact the fair value of such investments at any given time.

Accounts Receivable
Accounts receivable are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a charge to activities and a credit to a valuation allowance based on historical account write off patterns by the payer, adjusted as necessary to reflect current conditions.

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 Organization has no policy for charging interest on overdue accounts nor are its accounts receivable pledged as collateral. Management has estimated accounts receivable to be fully collectible as of September 30, 2022 and 2021.

Property, Equipment and Depreciation
The Organization capitalizes property and equipment purchased or donated at a value greater than $1,000. Depreciation is provided for using the straight-line method in amounts designed to amortize the cost of the assets over their estimated useful lives as follows:

Buildings	20 years
Building improvements	7 – 20 years
Furniture, fixtures and equipment	5 years

Depreciation expense for the years ended September 30, 2022 and 2021 amounted to $19,513 and $19,625, respectively.

Costs for repairs and maintenance are expensed when incurred and betterments are capitalized. Assets sold or otherwise disposed of are removed from the accounts, along with the related accumulated depreciation, and any gain or loss is recognized.

The Organization reviews the carrying value of property and equipment for impairment whenever events and circumstances indicate that the carrying value of an asset may not be recoverable from the estimated future cash flows expected to result from its use and eventual disposition. In cases where undiscounted expected future cash flows are less than carrying value, an impairment loss is recognized equal to an amount by which the carrying value exceeds the fair value of assets. The factors considered by management in performing this assessment include current operating results, trends and prospects, as well as the effects of obsolescence, demand, competition and other economic factors.

As of September 30, 2022 and 2021, the Organization found no reason for impairment of any assets.

Summarized Financial Information

The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended September 30, 2021, from which the summarized information was derived.

Deferred Revenue

The Organization recognizes revenues when earned. Amounts received in advance of the period in which service is rendered are recorded as a liability under "deferred revenue."

Revenue Recognition

In May of 2014, the FASB issued Accounting Standards Update (ASU) 2014-09, Revenue from Contracts with Customers (Topic 606). This ASU is a comprehensive new revenue recognition model that requires an organization to recognize revenue to depict the transfer of goods or services to a customer at an amount that reflects the consideration it expects to receive in exchange for those goods or services. Contracts and transactions with customers predominantly contain a single performance obligation.

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Vacation Pay and Fringe Benefits
Vacation pay is accrued and charged to the appropriate program expense when earned by the employee. Fringe benefits are allocated to the appropriate program expense based on the percentage of program salaries to total salaries.

Income Taxes
The Organization is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. In addition, the Organization qualifies for the charitable contribution deduction under Section 170(b)(1)(a) and has been classified as an organization that is not a private foundation.

Management has evaluated the Organization's tax positions and concluded that the Organization has maintained its tax-exempt status and has taken no uncertain tax positions that would require adjustment to the financial statements. The Organization is subject to income tax examinations by the United States Federal or State tax authorities for three years.

Functional Allocation of Expenses
The costs of providing the various programs and other activities have been summarized on a functional basis. Accordingly, costs have been allocated among the program services and supporting activities benefited. Occupancy costs have been grouped and allocated to the programs as a line item. Such allocations have been determined by management on an equitable basis.

The expenses that are allocated include the following:

Expense	Method of allocation
Salaries and benefits	Time and effort
Occupancy	Square footage
Depreciation	Square footage
All other expenses	Direct assignment

Advertising
The Organization expenses advertising costs as incurred.

Other Events
The impact of the novel coronavirus ("COVID-19") and measurers to prevent its spread continue to affect the Organization's operations. The significance of the impact of these disruptions, including the extent of their adverse impact on the Organization's financial and operational results, will be dictated by the length of time that such disruptions continue and, in turn, will depend on the currently unknowable duration of the COVID-19 pandemic and the impact of governmental regulations that might impose in respect to the pandemic. The Organization's operations could also be impacted should the disruptions from COVID-19 lead to changes in client behavior. The COVID-19 impact on capital markets could also impact the Organization's cost of borrowing. There are certain limitations on the Organization's ability to mitigate the adverse financial impact of these items. COVID-19 also makes it more challenging for management to estimate future performance of the operations, particularly over the near to medium term.

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NOTE 2 LIQUIDITY AND AVAILABILITY

The following represents the Organization's financial assets as of September 30, 2022 and 2021:

Financial assets at year-end:	2022	2021
Cash	$ 109,428	$ 55,142
Other receivables	18,460	85,842
Investments	497,336	623,551
Unemployment savings account	22,433	35,952
Total financial assets	$ 647,657	$ 800,487
Less amounts not available to be used within one year:		
Unemployment savings account	$ 22,433	$ 35,952
Net assets with donor restrictions	185,304	246,401
Amounts not available within one year	207,737	282,353
Financial assets available to meet general expenditures over the next twelve months	$ 439,920	$ 518,134

It is the Organization's goal to maintain financial assets to meet 90 days of operating expenses, which approximates $275,000 and $337,000 respectively, at September 30, 2022 and 2021.

NOTE 3 OTHER RECEIVABLES

Other receivables consist of the following at September 30, 2022 and 2021:

	2022	2021
Town	$ -	$ 500
Grants and fundraising	18,460	85,342
Total other receivables	$ 18,460	$ 85,842

NOTE 4 LINE OF CREDIT

The Organization has available a $150,000 revolving line of credit with a local bank, due upon demand. The credit line is secured by all assets. Bank advances on the credit line are payable on demand and carry an interest rate at prime (6.25% and 3.25% at September 30, 2022 and 2021, respectively). There was no outstanding balance at September 30, 2022 and 2021.

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NOTE 5 ENDOWMENT

The Organization's endowment consists of a gift restricted by a donor for long-term support of the Organization's youth mentoring program, and the accumulated investment returns on this gift. The accumulated investment returns consist of endowment net investment return that has not been appropriated by the Board of Trustees for expenditure to support operating and non-operating activities of the Organization.

Spending Policy and How the Investment Objectives Relate to the Spending Policy

The Organization's policy is to appropriate for distribution each year 0-6% of a 12 quarter moving average of the fund's total market value based upon the finance committee's annual recommendation and approved by the Board of Trustees. Distribution of funds shall not occur until after the fund has accumulated a value of $100,000. In establishing this policy, the Organization considered the long-term expected return on its endowment. Accordingly, over the long term, the Organization expects the current spending policy to allow its endowment to grow at an average of 5 percent annually.

Funds with Deficiencies

From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor or Uniform Prudent Management of Institutional Funds Act (UPMIFA) requires the Organization to retain as a fund of perpetual duration. In accordance with generally accepted accounting principles, there were no deficiencies of this nature that are reported in unrestricted net assets as of September 30, 2022 and 2021.

Return Objectives and Risk Parameters

The Organization has adopted investment and spending policies for endowment assets that attempt to provide additional funding to the youth mentoring program while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the Organization must hold in perpetuity.

Strategies Employed for Achieving Objectives

To satisfy its long-term rate-of-return objectives, the Organization relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Organization targets a diversified asset allocation that places a weighted ratio on alternative, equity-based and fixed income investments to achieve its long-term return objectives within prudent risk constraints.

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Endowment net asset composition by type of fund as of September 30, 2022:

	Purpose Restricted	Restricted in Perpetuity	Total
Donor-restricted endowment funds	$ 17,834	$ 50,947	$ 68,781
Endowment net assets, beginning of year	$ 37,291	$ 50,947	$ 88,238
Investment return:			
Investment income	959	-	959
Net depreciation (realized and unrealized)	(20,416)	-	(20,416)
Total investment return:	(19,457)	-	(19,457)
Endowment net assets, end of year	$ 17,834	$ 50,947	$ 68,781

Endowment net asset composition by type of fund as of September 30, 2021:

	Purpose Restricted	Restricted in Perpetuity	Total
Donor-restricted endowment funds	$ 37,291	$ 50,947	$ 88,238
Endowment net assets, beginning of year	$ 23,221	$ 50,947	$ 74,168
Investment return:			
Investment income	622	-	622
Net appreciation (realized and unrealized)	13,448	-	13,448
Total investment return:	14,070	-	14,070
Endowment net assets, end of year	$ 37,291	$ 50,947	$ 88,238

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NOTE 6 LONG TERM DEBT

Long term debt consisted of the following at September 30, 2022 and 2021:

	2022	2021
Interest free note payable to the City of Concord with payments deferred until July 31, 2024 and collateralized by property of the Organization. Each year 5% of the original principal amount is forgiven. If the project does not meet certain covenants during the loan term, the remaining loan balance is payable in full.	$ 4,470	$ 6,705
Less current portion due within one year	(2,235)	(2,235)
Total long term debt	$ 2,235	$ 4,470

As part of the note payable agreement with the City of Concord, 5% of the original principal balance was reduced without payment in the amount of $2,235 for the years ended September 30, 2022 and 2021.

The scheduled maturities of long term debt at September 30, 2022 were as follows:

Year Ending September 30,	Amount
2023	$ 2,235
2024	2,235
	$ 4,470

NOTE 7 DEFERRED REVENUE

Deferred revenue consists of the following at September 30, 2022 and 2021:

	2022	2021
Grants	$ -	$ 14,889
Total deferred revenue	$ -	$ 14,889

NOTE 8 CONCENTRATION OF RISK

The Organization received approximately 44% and 45% of its total support for the years ended September 30, 2022 and 2021, respectively, from the Corporation for National and Community Service.

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NOTE 9 NET ASSETS

Net assets with donor restrictions were as follows for the years ended September 30, 2022 and 2021:

	2022	2021
Special Purpose Restrictions:		
Emergency housing	$ 134,357	$ 195,454
Restricted in Perpetuity:		
Youth mentoring	50,947	50,947
Total net assets with donor restrictions	$ 185,304	$ 246,401

Net assets without donor restrictions for the years ended September 30, 2022 and 2021 are as follows:

	2022	2021
Undesignated	$ 192,738	$ 208,688
Board designated	323,611	406,773
Total net assets without donor restrictions	$ 516,349	$ 615,461

NOTE 10 LEASE COMMITMENTS

The Organization has entered into various operating lease agreements to rent certain facilities and office equipment. The terms of these leases range from five to six years. Rent expense under these agreements aggregated $38,805 and $44,923 for the years ended September 30, 2022 and 2021, respectively.

The future minimum lease payments on the above leases are as follows:

Year Ending September 30,	Amount
2023	$ 36,811
2024	38,068
2025	39,325
2026	20,291
Total	$ 134,495

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NOTE 11 INVESTMENTS

The Organization's investments are presented in the financial statements in the aggregate at fair value and consisted of the following as of September 30, 2022 and 2021:

	2022		2021	
	Cost	Market Value	Cost	Market Value
Investments				
Cash and cash equivalents	$ 16,976	$ 16,976	$ 13,712	$ 13,713
Alternate	41,601	37,908	41,601	45,426
Equities	239,117	340,062	251,277	429,464
Fixed income securities	111,343	102,390	131,455	134,948
Total	$ 409,037	$ 497,336	$ 438,045	$ 623,551

Investments in common stock and U.S. government securities are valued at the closing price reported in the active market in which the securities are traded. Management considers all investments to be long term in nature.

Components of investment return:

	2022	2021
Interest and dividends	$ 11,353	$ 9,042
Investment fees	(5,291)	(5,094)
(Loss) gain – unrealized	(98,005)	85,334
Gain – realized	15,773	9,680
Total investment return	$ (76,170)	$ 98,962

NOTE 12 FAIR VALUE MEASUREMENTS

FASB ASC Topic No. 820-10 provides a definition of fair value which focuses on an exit price rather than an entry price, establishes a framework in generally accepted accounting principles for measuring fair value which emphasizes that fair value is a market-based measurement, not an entity-specific measurement, and requires expanded disclosures about fair value measurements. In accordance with *FASB ASC 820-10*, the Organization may use valuation techniques consistent with market, income and cost approaches to measure fair value. As a basis for considering market participant assumptions in fair value measurements, *ASC Topic 820* establishes a fair value hierarchy, which prioritizes the inputs used in measuring fair values. The hierarchy gives the highest priority to Level 1 measurements and the lowest priority to Level 3 measurements. The three levels of the fair value hierarchy under *ASC Topic 820* are described as follows:

Level 1 - Inputs to the valuation methodology are quoted prices available in active markets for identical investments as of the reporting date.

Level 2 - Inputs to the valuation methodology are other than quoted market prices in active markets, which are either directly or indirectly observable as of the reporting date, and fair value can be determined through the use of models or other valuation methodologies.

Level 3 - Inputs to the valuation methodology are unobservable inputs in situations where there is little or no market activity for the asset or liability and the reporting entity makes estimates and assumptions related to the pricing of the asset or liability including assumptions regarding risk.

The Organization's financial instruments consist of cash, short-term receivables and payables, and deferred revenue. The carrying value for all such instruments, considering the terms, approximates fair value at September 30, 2022 and 2021.

The table below segregates all financial assets and liabilities as of September 30, 2022 and 2021 that are measured at fair value on a recurring basis (at least annually) into the most appropriate level within the fair value hierarchy based on the inputs used to determine the fair value at the measurement date:

	2022			
	Level 1	Level 2	Level 3	Total
Investments				
Cash and cash equivalents	$ 16,976	$ -	$ -	$ 16,976
Alternative	37,908	-	-	37,908
Equities	340,062	-	-	340,062
Fixed income securities	102,390	-	-	102,390
Total investments at fair value	$ 497,336	$ -	$ -	$ 497,336

	2021			
	Level 1	Level 2	Level 3	Total
Investments				
Cash and cash equivalents	$ 13,713	$ -	$ -	$ 13,713
Alternative	45,426	-	-	45,426
Equities	429,464	-	-	429,464
Fixed income securities	134,948	-	-	134,948
Total investments at fair value	$ 623,551	$ -	$ -	$ 623,551

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NOTE 13 PAYCHECK PROTECTION PROGRAM LOAN

During the year ended September 30, 2020, the Organization applied for and was awarded a Paycheck Protection Program loan through the Small Business Administration. Loan forgiveness was possible if certain criteria were met. Any amounts not forgiven were to be repaid over a two-year period, with payments deferred for the first six months. Interest would be stated at 1%. The loan amounted to $125,000. During the year ended September 30, 2021 the Organization received full loan forgiveness and the forgiven amount is reported as income from Government grants – Federal on the accompanying Statement of Activities.

NOTE 14 RECLASSIFICATIONS

Certain reclassifications have been made to the prior year's financial statements to conform to the current year presentation. These classifications had no effect on the previously reported change in total net assets, or total net assets amounts.

NOTE 15 SUBSEQUENT EVENTS

Management has evaluated subsequent events through December 9, 2022, the date which the financial statements were available to be issued, and has not evaluated subsequent events after that date. The Friends Program, Inc. did not identify any subsequent events that would require disclosure in the financial statements.

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The Friends Program
FY2023 Board of Trustees (Updated 3/10/2023)

Residence/Preferred E-Mail	Professional Affiliation	Committee(s)	Term Ends
Kathleen Ames [redacted] **Since: 1/13/2016**	Community Supporter	*President* Finance Personnel	2025
Jason Belyea [redacted]	Vice President Merrill Lynch Wealth Management 118 Storrs Street Concord, NH 03301 Tel: 603-223-2204 jason.belyea@ml.com	Development	2025
Celia Chase [redacted] **Since: 10/11/2017**	Community Supporter	*Secretary* Program	2023
Mark Dartnell [redacted] **Since: 2/8/2023**	Community Supporter		2026
Susan Geiger [redacted] **Since: 9/12/2018**	Attorney Orr & Reno, P.A. 45 South Street Concord, NH 03302 Tel. 603-223-9154 sgeiger@orr-reno.com	Development	2024
Jason LaCombe [redacted] **Since: 12/14/2016**	Principal SMP Architecture 30 So. Main Street, Building Two Concord, NH 03301 Tel: 603-228-8880	Finance	2025
Polly Saltmarsh [redacted] **Since: 6/8/2022**	Vice President, Financial Education, Business Development/Mktg Centers for Finance & Education/NH Federal Credit Union 47 N. Main Street Concord, NH 03301 Tel: 603-224-7731 x158 Polly.saltmarsh@nhfcu.org	Finance	2025

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Residence/Preferred E-Mail	Professional Affiliation	Committee(s)	Term Ends
Chris Senko [redacted] **Since: 2/9/2018**	Administrator, Bureau of Board Administration NH Office of Professional Licensure & Certification 7 Eagle Square Concord, NH 03301	*Vice President* Executive Program Chair Personnel	2024
Connor Spern [redacted] **Since: 11/8/2021**	Concord Coalition to End Homelessness PO Box 3393 Concord, NH 03302	Program Development	2024
Angela Strozewski [redacted] **Since: 1/13/2016**	Senior Vice President Operations Officer New Hampshire Mutual Bancorp 89 No. Main Street Concord, NH 03301 Tel. 603-223-2691	*Treasurer* Finance Executive	2023
Nancy McKeon [redacted]	Executive Director The Friends Program 130 Pembroke Road Ste 200 Concord, NH 03301 Tel. 603-228-7606		

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NANCY J. MCKEON

[redacted]

SUMMARY

Effectively manage staff and volunteers. Successful cultivating sponsors, securing, and administering grants. Experienced non-profit and outreach manager. Proven ability to manage complex projects with dispersed teams. Excellent trainer, presenter and facilitator.

EXPERIENCE

FRIENDS PROGRAM – CONCORD, NH

Executive Director, December 2017 – Present

- Responsible for overall operations and management of a human services non-profit with four programs and 24 staff

Director of Senior Programs, January 2016 – December 2017

- Lead two volunteer-driven National Service programs for 625 older adults, providing educational support, supportive services for the elderly and disabled, and capacity building for nonprofits, schools, and public agencies
- Manage team of six program coordinators
- Oversee two federal grants totaling more than $700,000 in annual funding
- Administered all aspects of 34 separate grants, including application, reporting, and invoicing
- Created a comprehensive outreach plan to build program recognition and awareness in the state
- Facilitated the creation of a community advisory group in support of program success
- Increased volunteer recruitment and engagement across both programs within one year

FIRST – MANCHESTER, NH

Partner Services Team Lead FTC, October 2013 – December 2015

Partner Services Manager FTC, March 2010 – December 2015

- Recruit, train and manage universities, non-profits and science centers to operate volunteer educational outreach program in 30 regions
- Expanded international youth program from 3 countries to 16 countries
- Create strategy for, plan and execute annual volunteer leadership conference
- Lead successful national implementation of new event tier with a budget of $450,000 to build capacity
- Proactively identify regions in need of special assistance and implement improvement plans to achieve highest level of program execution
- Primary daily contact for senior leadership of sponsoring organization and key foundation relationship
- Drive connections between sponsor organizations and local program operators to maximize employee engagement
- Administer domestic and international grants of up to $500,000, from proposal development through final reporting

International Program Manager FLL, April 2009 – March 2010

- Ensure consistent program operation in 60 countries globally
- Collaborate with program team at LEGO Education, Denmark, and LEGO Education Territory Managers around the world
- Create content for, plan and execute annual volunteer leadership conferences held in Europe and Asia
- Serve as primary contact at *FIRST* for program operators outside of the US and Canada
- Develop strategy and create content for new international website with small web development team

Partner Services Team Lead FLL, May 2008 – April 2009

- Resolve regional issues elevated from other Partner Services team members
- Supervise day-to-day work of Partner Services team

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NANCY J. MCKEON

[redacted]

- Coordinate a cross-functional team to achieve department goals

Partner Services Manager FLL, May 2006 – May 2008

- Cultivate relationships with local tournament organizers and upgrade relationships to full official program operation status
- Create content for, plan and execute annual volunteer leadership conferences held at *FIRST*

Partner Coordinator FLL, October 2004 – May 2006

- Recruit, train and manage program operators in North America
- Serve as primary source of communication between *FIRST* and program operators
- Provide volunteer management support for international championship

NH MARCH OF DIMES – CONCORD, NH

Community Director, January 2004 – October 2004

- Enlist and oversee volunteer committees organizing fundraising events in five cities in Southern New Hampshire
- Cultivate and proactively manage relationships with major corporate fundraising partners of the March of Dimes
- Create and present sponsorship proposals to, and secure sponsorships from, local companies for WalkAmerica walkathon events

THE ENGINEERING CENTER – BOSTON, MA

Administrative Manager, October 2001 – July 2003

- Oversee membership initiative programs for a trade association and a professional society
- Coordinate all phases of event planning, from site inspection and negotiation through invoicing, for more than 70 meetings and seminars annually, representing more than $200,000 in revenue, and more than 5,000 total attendees
- Represent The Engineering Center for inaugural Massachusetts Construction Career Days Committee, creating a two-day outreach event for 1100 high school students
- Facilitate annual event including luncheon for 500, seminars and a career fair with Engineers Week – Boston Committee

Membership Coordinator, November 1999 – October 2001

EDUCATION AND PROFESSIONAL DEVELOPMENT

TOASTMASTERS INTERNATIONAL

Top of the Town Club President 2014-2015

INTERACTION INSTITUTE FOR SOCIAL CHANGE

Courses in Facilitative Leadership and Essential Facilitation

UNITED STATES CHAMBER OF COMMERCE INSTITUTE FOR ORGANIZATION MANAGEMENT

2000, 2001, 2002

SOUTHERN NEW HAMPSHIRE UNIVERSITY, MANCHESTER, NH 2014 – PRESENT

Currently enrolled in B.S.B.A. Program

COLLEGE OF NEW ROCHELLE, NEW ROCHELLE, NY

Completed 57 credits toward Bachelor of Arts degree in Political Science 1989 – 1991

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Glenda Leon

[redacted]

Work Experience

RISE Housing Manager
YWCA New Hampshire - Manchester, NH
February 2022 to January 2023

Manage staff. Direct supervision with staff, supporting in crisis calls. Enhancing housing opportunities for the community. Working along side leadership to establish a safe community environment for staff and clients.
Run trainings to continue growth with staff on case management and crisis center skills.

Peer Support Specialist
Center for Life Management - Derry, NH
March 2021 to February 2022

As a Peer Support Specialist I am able to use my lived experiences to help others choose continued care. Through my experiences I am able to make genuine connections with those in need of support.

Direct Care Staff
NFI North - Concord, NH
August 2020 to March 2021

As a Direct Care Staff we help individuals who have been released from the New Hampshire State Hospital become member's of the community once again. Through groups daily, goal setting as well as real life skill teaching.

Leased Housing Program Specialist
Manchester Housing and Redevelopment Authority - Manchester, NH
September 2017 to August 2020

Knowledge of HCV/PBV program rules and regulations.
Developing and executing HAP contracts.
Before moving up into this position I did Intake for the Housing Choice Voucher Program.

Family Housing Advocate
Centerboard - Lynn, MA
March 2016 to September 2017

Education

Bachelor's in Human Services
Southern New Hampshire University - Manchester, NH
January 2016 to February 2020

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Skills

- Bilingual-Spanish. Clerical work. Familiar with some databases. One on one with clients before. Very ethical. Case Manangement. (2 years)
- Case Management
- Section 8
- Fair Housing Regulations
- Intake Experience
- LIHTC
- Accounts Receivable
- Accounts Payable
- Property Management

Certifications and Licenses

Notary Public
March 2018 to April 2024

Additional Information

References upon request.

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CONTRACTOR NAME

Key Personnel

Name	Job Title	Salary	% Paid from this Contract	Amount Paid from this Contract
Nancy Jean McKeon	Executive Director	77,750	25% spent on shelter	Unknown; contract amount supports approximately 30% of shelter operating costs
Glenda Leon	Program Director	53,000	100% spent on shelter	Unknown; contract amount supports approximately 30% of shelter operating costs

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STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF ECONOMIC & HOUSING STABILITY

Lori A. Shibinette
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

November 15, 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 of Economic and Housing Stability, to amend existing contracts with the Contractors listed below in **bold** for the continued provision of the State Grant in Aid (SGIA) Home Assistance program, by increasing the total price limitation by $3,999,996 from $12,725,724 to $16,725,720 with no change to the contract completion dates of June 30, 2023, effective upon Governor and Council approval. 100% Federal funding.

Contractor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House, Inc.	**165288 - B001**	**Plymouth NH**	**$264,968**	**$96,644**	**$361,612**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	267140 -B001	Bow NH	$185,945	$0	$185,945	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

						A2: 05/19/21 (Tabled Item #15)
Cross Roads House	166570 - B001	Portsmouth NH	$1,390,758	$515,436	$1,906,194	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Families In Transition (F.K.A. FIT/NHNH, Inc.)	157730 - B001	Manchester NH	$2,942,938	$955,704	$3,898,642	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
The Friends Program, Inc.	154987 - B001	Concord NH	$352,114	$182,550	$534,664	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Helping Hands Outreach Ministries, Inc.	174226 - R001	Manchester NH	$405,272	$171,812	$577,084	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Hundred Nights, Inc	313375	Keene NH	$434,964	$451,006	$885,970	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

Lakes Region Community Developers	156571 - B001	Laconia NH	$204,991	$0	$204,991	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Marguerites Place	157465 - B001	Nashua NH	$327,536	$0	$327,536	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
My Friend's Place	**156274 - B001**	**Dover NH**	**$305,697**	**$161,074**	**$466,771**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Nashua Soup Kitchen and Shelter, Inc.	**174173 - R001**	**Nashua NH**	**$468,328**	**$236,241**	**$704,568**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)	**177295 - B001**	**Greenland NH**	**$296,982**	**$118,121**	**$415,103**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$1,678,826	$0	$1,678,826	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

The Salvation Army	**177627 - B001**	**Laconia NH**	**$444,758**	**$225,503**	**$670,261**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
The Salvation Army	**177627 - B003**	**Concord NH**	**$569,845**	**$214,765**	**$784,610**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Seacoast Family Promise	**311097**	**Exeter NH**	**$180,305**	**$75,168**	**$255,473**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Southwestern Community Services, Inc.	**177511 - R001**	**Keene NH 03431**	**$992,485**	**$440,267**	**$1,432,752**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
The Front Door Agency	156244 - B001	Nashua NH 03064	$557,157	$0	$557,157	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

The Way Home, Inc	166673 - B001	Manchester NH	$256,886	$0	$256,886	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Tri-County Community Action Program, Inc.	**177195 - B009**	**Berlin NH**	**$205,825**	**$155,705**	**$361,530**	**O:07/10/19 (Item #16)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0	$252,556	O: 06/19/19 (Item #40) A1:08/28/19 (Item #20B) A2:07/15/20 (Tabled Item #15)
		Total	**$12,725,724**	**$3,999,996**	**$16,725,720**	

Funds are available in the following accounts for State Fiscal Year 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 request is to provide additional funding made available by the Governor's Office for Emergency Relief and Recovery to support the State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing homelessness receive the essential services and supports in emergency shelters. Emergency shelters provide critical services and supports for those NH residents who do not have a home. This additional funding will help emergency shelter programs cover the increased cost of food, electricity, heat, and workforce to ensure these safety net providers are able to continue providing services. Due to the pandemic, most emergency shelters have lost their volunteer base, increasing the reliance on paid staff.

Approximately 4,500 individuals will be served during State Fiscal Year 2023.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services

include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Source of Federal Funds: Assistance Listing Number #21.023 FAIN #ERA0012 and #ERA0435, Assistance Listing Number #21.027 FAIN #4515DRNHP00000001

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

Respectfully submitted,

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
2023	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
		Sub Total		$264,968	$0	$264,968

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2023	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
		Sub Total		$185,945	$0	$185,945

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
2023	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
		Sub Total		$1,390,758	$0	$1,390,758

Families in Transition (F.K.A. FIT/NHNH, Inc.) Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
2023	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
		Sub Total		$2,942,938	$0	$2,942,938

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$352,114	$0	$352,114

Helping Hands Outreach Center Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
2023	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
		Sub Total		$405,272	$0	$405,272

Hundred Nights, Inc Vendor #: 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
2023	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
		Sub Total		$434,964	$0	$434,964

Lakes Region Community Developers Vendor # 156571-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$204,991	$0	$204,991

Marguerites Place Vendor # 157465-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536

2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
2023	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
		Sub Total		$327,536	$0	$327,536

My Friend's Place

Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
2023	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
		Sub Total		$305,697	$0	$305,697

Nashua Soup Kitchen & Shelter, Inc

Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
2023	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
		Sub Total		$468,328	$0	$468,328

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)

Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
2023	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
		Sub Total		$296,982	$0	$296,982

NH Coalition Against Domestic and Sexual Violence

Vendor # 155510-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
2023	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
		Sub Total		$1,678,826	$0	$1,678,826

Salvation Army Carey House, Laconia

Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
2023	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
		Sub Total		$444,758	$0	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
2023	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
		Sub Total		$569,845	$0	$569,845

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
2023	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
		Sub Total		$180,305	$0	$180,305

Southern NH Services — Vendor # 177198-B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
2023	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
		Sub Total		$992,485	$0	$992,485

The Front Door Agency — Vendor # 156244-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
2023	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
		Sub Total		$557,157	$0	$557,157

The Way Home, Inc — Vendor # 166673-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482

2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$256,886	$0	$256,886

Tri-County CAP, Inc

Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
2023	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
		Sub Total		$205,825	$0	$205,825

Waypoint

Vendor # 177166-B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$252,556	$0	$252,556

Total	$12,725,724	$0	$12,725,724

05-095-094-940010-24650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HEW HAMPSHIRE HOSPITAL, ARPA DHHS FISCAL RECOVERY FUNDS
100% Federal Funds

Bridge House, Inc.

Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$96,644	$96,644
		Sub Total		$0	$96,644	$96,644

Cross Roads House

Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$515,436	$515,436
		Sub Total		$0	$515,436	$515,436

Families in Transition (F.K.A. FIT/NHNH)

Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$955,704	$955,704
		Sub Total		$0	$955,704	$955,704

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$182,550	$182,550
		Sub Total		$0	$182,550	$182,550

Helping Hands Outreach Center — Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$171,812	$171,812
		Sub Total		$0	$171,812	$171,812

Hundred Nights, Inc — Vendor # 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$451,006	$451,006
		Sub Total		$0	$451,006	$451,006

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$161,074	$161,074
		Sub Total		$0	$161,074	$161,074

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$236,241	$236,241
		Sub Total		$0	$236,241	$236,241

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$118,121	$118,121
		Sub Total		$0	$118,121	$118,121

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$225,503	$225,503
		Sub Total		$0	$225,503	$225,503

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$214,765	$214,765
		Sub Total		$0	$214,765	$214,765

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$75,168	$75,168
		Sub Total		$0	$75,168	$75,168

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$440,267	$440,267
		Sub Total		$0	$440,267	$440,267

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$155,705	$155,705
		Sub Total		$0	$155,705	$155,705

Total	$0	$3,999,996	$3,999,996

Total Contract	$12,725,724	$3,999,996	$16,725,720

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Friends Program, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, 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 1.8, Price Limitation, to read:

   $534,664

2. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

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 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

10/28/2022
Date

DocuSigned by:
Karen Hebert
Name: Karen Hebert
Title: Division Director

The Friends Program, Inc.

10/28/2022
Date

DocuSigned by:
Nancy J McKeon
Name: Nancy J McKeon
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

10/31/2022

Date

DocuSigned by:
Robyn Guarino
74873484941140...

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:

15 mac

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

May 3, 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 of Economic and Housing Stability, to amend an existing contract with the vendor listed in **bold**, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising a contract renewal option by increasing the total price limitation by $177,404 from $12,548,320 to $12,725,724 and by extending the completion date from June 30, 2021, to June 30, 2023, effective upon Governor and Council approval. 100% General Funds.

Funds are anticipated to be available in State Fiscal Years 2022 and 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.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase/ Decrease	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	$264,968	$0	$264,968	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
Community Action Partnership of Strafford County	177200 - B004	Dover, NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	267140 - B001	Bow NH	$185,945	$0	$185,945	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
Cross Roads House	166570 - B001	Portsmouth NH	$1,390,758	$0	$1,390,758	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

						A2: 05/19/21 (Tabled Item #15)
Families in Transition, NH	157730 - B001	Manchester NH	$2,942,938	$0	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
Friends Program	154987 - B001	Concord NH	$174,710	$177,404	$352,114	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$405,272	$0	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
Hundred Nights, Inc	TBD	Keene NH	$434,964	$0	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
Lakes Region Community Developers	156571 - B001	Laconia NH	$204,991	$0	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
Marquerites Place	157465 - B001	Nashua NH	$327,536	$0	$327,536	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
My Friend's Place	156274 - B001	Dover NH	$305,697	$0	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	$468,328	$0	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
New Generation	177295 - B001	Greenland NH	$296,982	$0	$296,982	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$1,678,826	$0	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

						A2: 05/05/21 (Item #15)
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	$444,758	$0	$444,758	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	$569,845	$0	$569,845	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
Seacoast Family Promise	TBD	Exeter NH	$180,305	$0	$180,305	O: 06/19/19, (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19, (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	177511 - R001	Keene NH 03431	$992,485	$0	$992,485	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
The Front Door Agency	158244 - B001	Nashua NH 03064	$557,157	$0	$557,157	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
The Way Home, Inc	166673 - B001	Manchester NH	$256,886	$0	$256,886	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
Tri-County CAP, Inc	177195 - B009	Berlin NH	$205,825	$0	$205,825	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
Waypoint	177166 - B002	Manchester NH	$252,556	$0	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A2: 07/15/20 (Item #20)
		Total	$12,648,320	$177,404	$12,725,724	

See attached fiscal details.

EXPLANATION

The purpose of this renewal request is to continue State Grant In Aid (SGIA) Homeless Assistance program the Friends Program to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during State Fiscal Years 2022 and 2023 through this contract and 23 other SGIA Homeless Assistance program Agreements that have been or are anticipated to be approved by the Governor and Council.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness or are at risk to. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits 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 two (2) of the two (2) years available.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide.

Respectfully submitted,

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652; Vendor # 1652; Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130	
2022	102/500732	Contracts for Program Services	TBD	$81,174	$0	$81,174	
2023	102/500733	Contracts for Program Services	TBD	$81,174	$0	$81,174	
		Sub Total		$264,968	$0	$264,968	

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$6,588	$0	$6,588	

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2022	102/500732	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2023	102/500733	Contracts for Program Services	TBD	$58,618	$0	$58,618	
		Sub Total		$185,945	$0	$185,945	

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221	O: 06/19/19 (Item #40) A1: 07/15/20,
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563	
2022	102/500732	Contracts for Program Services	TBD	$311,987	$0	$311,987	

2023	102/500733	Contracts for Program Services	TBD	$311,987	$0	$311,987	(Item #20) A2: 05/19/21 (Tabled Item #15)
		Sub Total		$1,390,758	$0	$1,390,758	

FITNHNH, Inc. Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418	O: 06/19/19 (Item #40) A1: 07/15/20. (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866	
2022	102/500732	Contracts for Program Services	TBD	$642,327	$0	$642,327	
2023	102/500733	Contracts for Program Services	TBD	$642,327	$0	$642,327	
		Sub Total		$2,942,938	$0	$2,942,938	

Friends Program Vendor # 154887 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702	
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702	
		Sub Total		$174,710	$177,404	$352,114	

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908	O: 06/19/19 (Item #40) A1: 07/15/20. (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608	
2022	102/500732	Contracts for Program Services	TBD	$97,878	$0	$97,878	
2023	102/500733	Contracts for Program Services	TBD	$97,878	$0	$97,878	
		Sub Total		$405,272	$0	$405,272	

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376	O: 06/19/19 (Item #40) A1: 07/15/20. (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478	
2022	102/500732	Contracts for Program Services	TBD	$107,055	$0	$107,055	
2023	102/500733	Contracts for Program Services	TBD	$107,055	$0	$107,055	
		Sub Total		$434,964	$0	$434,964	

Lakes Region Community Developers

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587	O: 06/19/19 (Item #40) A1: 07/15/20. (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	

		Sub Total		$204,991	$0	$204,991	A2: 05/19/21 (Tabled Item #15)

Marquerites Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300	
2022	102/500732	Contracts for Program Services	TBD	$70,350	$0	$70,350	
2023	102/500733	Contracts for Program Services	TBD	$70,350	$0	$70,350	
		Sub Total		$327,536	$0	$327,536	

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087	
2022	102/500732	Contracts for Program Services	TBD	$64,233	$0	$64,233	
2023	102/500733	Contracts for Program Services	TBD	$64,233	$0	$64,233	
		Sub Total		$305,697	$0	$305,697	

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695	
2022	102/500732	Contracts for Program Services	TBD	$91,761	$0	$91,761	
2023	102/500733	Contracts for Program Services	TBD	$91,761	$0	$91,761	
		Sub Total		$488,328	$0	$488,328	

Vendor # 177295 - B001

New Generation

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043	
2022	102/500732	Contracts for Program Services	TBD	$67,291	$0	$67,291	
2023	102/500733	Contracts for Program Services	TBD	$67,291	$0	$67,291	
		Sub Total		$296,982	$0	$296,982	

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693	
2022	102/500732	Contracts for Program Services	TBD	$443,512	$0	$443,512	
2023	102/500733	Contracts for Program Services	TBD	$443,512	$0	$443,512	
		Sub Total		$1,678,826	$0	$1,678,826	

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$81,602	$0	$81,602	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260	
2022	102/500732	Contracts for Program Services	TBD	$122,348	$0	$122,348	
2023	102/500733	Contracts for Program Services	TBD	$122,348	$0	$122,348	
		Sub Total		$444,758	$0	$444,758	

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173	
2022	102/500732	Contracts for Program Services	TBD	$128,465	$0	$128,465	
2023	102/500733	Contracts for Program Services	TBD	$128,465	$0	$128,465	
		Sub Total		$569,845	$0	$569,845	

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391	
2022	102/500732	Contracts for Program Services	TBD	$42,822	$0	$42,822	
2023	102/500733	Contracts for Program Services	TBD	$42,822	$0	$42,822	
		Sub Total		$180,305	$0	$180,305	

Southern NH Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694	
2022	102/500732	Contracts for Program Services	TBD	$232,461	$0	$232,461	
2023	102/500733	Contracts for Program Services	TBD	$232,461	$0	$232,461	
		Sub Total		$992,485	$0	$992,485	

The Front Door Agency

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086	
2022	102/500732	Contracts for Program Services	TBD	$134,583	$0	$134,583	
2023	102/500733	Contracts for Program Services	TBD	$134,583	$0	$134,583	
		Sub Total		$557,157	$0	$557,157	

The Way Home, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	
		Sub Total		$256,886	$0	$256,886	

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435	
2022	102/500732	Contracts for Program Services	TBD	$39,763	$0	$39,763	
2023	102/500733	Contracts for Program Services	TBD	$39,763	$0	$39,763	
		Sub Total		$205,825	$0	$205,825	

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A2: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$252,556	$0	$252,556	

Overall Total	$12,548,320	$177,404	$12,725,724	

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Lori A. Shibinette
Commissioner

Christine L. Santonicllo
Director

STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing Retroactive agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc.	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquentes Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
		Total	$7,300,000 (Shared)	$6,882,604	

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.

See attached fiscal details.

EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract. The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

JUN07'19 PM 1:49 DAS

40 mac

Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9474 1-800-852-3345 Ext. 9474
Fax: 603-271-4130 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds:

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army Carey House		100	100
12. The Salvation Army McKenna House		100	100

13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families In Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28	0		100	0
29	0		100	0
30	0		100	0
31	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Helping Hands Outreach Ministries, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), as amended on December 7, 2022, (Item #20), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $650,493

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

5/3/2023
Date

DocuSigned by:
Katja S. Fox
Name: Katja S. Fox
Title: Director

Helping Hands Outreach Ministries, Inc.

5/3/2023
Date

Lawrence Nice
Name: Lawrence Nice
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

5/4/2023
Date

DocuSigned by:
Robyn Guarino
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:

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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 HELPING HANDS OUTREACH MINISTRIES, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on January 11, 1988. 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: **125185**

Certificate Number: **0006165765**

IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 22nd day of March A.D. 2023.

David M. Scanlan

Secretary of State

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CERTIFICATE OF VOTE/AUTHORITY

I, Dana Teufel, Treasurer of the Board of Helping Hands Outreach Ministries, Inc., do hereby certify that:

1. I am the Treasurer of the Board of Helping Hands Outreach Ministries, Inc
2. That the Executive Director is hereby authorized on behalf of this company to enter into said contracts with the State, and to execute any and all documents, agreements, and other instruments, and any amendments, revisions, or modifications thereto, as he/she may deem necessary, desirable or appropriate, and Lawrence Nice is the duly elected Executive Director of this company.

3. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person listed above currently occupies the position indicated and that they have full authority to bind the company and that this authorization shall remain valid for thirty (30) days from the date of this certificate.

Dana Teufel

Name: Dana Teufel
Title: Treasurer of the Board of Directors
Company Name: Helping Hands Outreach Ministries, Inc.

May 3, 2023
Date

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 04/20/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER FIAI/Cross Insurance 1100 Elm Street Manchester NH 03101	CONTACT NAME: Michele Palmer PHONE (A/C, No, Ext): (603) 669-3218 FAX (A/C, No): (603) 645-4331 E-MAIL ADDRESS: manch.certs@crossagency.com
INSURED Helping Hands Outreach Ministries Inc 50 Lowell Street Manchester NH 03101	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Harleysville Preferred Ins Co — 35696 INSURER B: Harleysville Ins Co. — 23582 INSURER C: Harleysville Worcester Ins Co — 26182 INSURER D: NorGuard Ins Co — 31470 INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: 23-24 All Lines REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			MPA00000099914Y	01/01/2023	01/01/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Professional Liability	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $ 1,000,000
B	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY			BA 00000099916Y	01/01/2023	01/01/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
C	[X] UMBRELLA LIAB [X] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 0			CMB00000099915Y	01/01/2023	01/01/2024	EACH OCCURRENCE AGGREGATE	$ 1,000,000 $ 1,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		HEWC400403 (3a.) NH	04/17/2023	04/17/2024	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 500,000 $ 500,000 $ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Refer to policy for exclusionary endorsements and special provisions.

CERTIFICATE HOLDER

State of NH Department of Health and Human Services
129 Pleasant Street
Concord NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Joshua Powers - SBL, AAI, CRIS

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The Mission of Helping Hands Outreach Ministries

Helping Hands Outreach Center is a charitable non-profit 501 (c)(3) community service agency which helps homeless men who are motivated to live sober, responsible lives.

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HELPING HANDS OUTREACH MINISTRIES, INC.

FINANCIAL REPORT

YEAR ENDED JUNE 30, 2022

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JOHN RILEY & COMPANY
CERTIFIED PUBLIC ACCOUNTANT
P.O. Box 431
LACONIA, NEW HAMPSHIRE 03247
Cell 603-731-9854 johnrileycpa@gmail.com

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Helping Hands Outreach Ministries, Inc.
Manchester, New Hampshire

Opinion
We have audited the accompanying statement of financial position of Helping Hands Outreach Ministries, Inc. as of June 30, 2022, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements. In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Helping Hands Outreach Ministries, Inc. as of June 30, 2022, and the changes in its net assets and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

Basis for Opinion
We conducted our audit in accordance with auditing standards generally accepted in the United State of America (GAAS). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Helping Hands Outreach Ministries, Inc. and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. 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 these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Helping Hands Outreach Ministries, Inc.'s ability to continue as a going concern for the year ending June 30, 2022.

Auditor's Responsibility for the Audit of the Financial Statements
Our objectives are to obtain reasonable assurance about whether the 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 it is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exits. 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, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users made on the basis of these financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatements of the 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 Helping Hands Outreach Ministries, Inc.'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 financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Helping Hands Outreach Ministries, Inc.'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, if any.

John Riley & Company

Laconia, New Hampshire
December 9, 2022

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HELPING HANDS OUTREACH MINISTRIES, INC.
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2022

ASSETS		
CURRENT ASSETS		
Cash and equivalents	$	153,989
Deposits		-
		153,989
PROPERTY AND EQUIPMENT, at cost		
Land and buildings		892,912
Building improvements		140,176
Furniture and equipment		75,918
		1,109,006
Less accumulated depreciation		(388,799)
		720,207
OTHER ASSETS		
Debt issuance costs, net of amortization		7,733
	$	881,929
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	$	6,826
Deferred grant revenue		50,000
Current maturities of long-term debt		36,310
		93,136
OTHER LIABILITY, long-term debt less current maturities		459,123
NET ASSETS		
Unrestricted net assets		329,670
Temporarily restricted net assets		-
		329,670
	$	881,929

See Notes to Financial Statements

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HELPING HANDS OUTREACH MINISTRIES, INC.
STATEMENT OF ACTIVITIES
Year Ended June 30, 2022

UNRESTRICTED NET ASSETS		
Revenue and Support:		
Support - individuals, corporations and churches	$	15,963
Rents		7,300
Program service revenues		155,226
Fundraising		24,437
Interest income		1
		202,927
Net assets released from restrictions		200,853
		403,780
Functional expenses:		
Program services		275,596
Management and general		5,703
Fundraising		-
		281,299
Increase in unrestricted net assets		122,481
TEMPORARILY RESTRICTED NET ASSETS		
Support - public agencies		200,103
Support - corporations		-
Support - churches		750
Net assets released from restrictions		
Satisfaction of donor-imposed restrictions		(200,853)
Increase in temporarily restricted net assets		-
Operating income		122,481
NET ASSETS, beginning of year		207,189
NET ASSETS, end of year	$	329,670

See Notes to Financial Statements

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HELPING HANDS OUTREACH MINISTRIES, INC.
STATEMENT OF FUNCTIONAL EXPENSES
Year Ended June 30, 2022

	Program Services	Management & General	Fundraising	Total
Automobile expense	$ 2,735	$ -	$ -	$ 2,735
Salaries and wages	122,840	-	-	122,840
Payroll taxes	11,108	-	-	11,108
Depreciation and amortization	20,908	-	-	20,908
Memberships & dues	55	-	-	55
Insurance - worker compensation	4,045	-	-	4,045
Outside services	3,771	-	-	3,771
Occupancy:				
Insurance - building	8,481	446	-	8,927
Repairs and maintenance	6,031	-	-	6,031
Utilities	51,619	-	-	51,619
Equipment rental	1,019	-	-	1,019
Office supplies and expense	2,038	2,038	-	4,076
Bank service charges	-	44	-	44
State & local fees	197	-	-	197
Staff travel	93	-	-	93
Professional fees	3,175	3,175	-	6,350
Shelter supplies	9,549	-	-	9,549
Gendron House supplies	1,025	-	-	1,025
Direct program expenses	12,400	-	-	12,400
Interest expense	12,967	-	-	12,967
Telephone & internet	1,054	-	-	1,054
Staff appreciation	169	-	-	169
Web site expense	192			192
Advertising	125			125
Other expenses	-	-	-	-
	$ 275,596	$ 5,703	$ -	$ 281,299

See Notes to Financial Statements

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HELPING HANDS OUTREACH MINISTRIES, INC.
STATEMENT OF CASH FLOWS
Year Ended June 30, 2022

CASH FLOWS FROM OPERATING ACTIVITIES		
(Decrease) in net assets	$	122,481
Adjustments to reconcile increase (decrease) in net assets to net cash provided by operating activities:		
Depreciation		20,793
Amortization		346
Decrease (increase) in deposits		500
(Decerease) increase in accounts payable and accrued expenses		(940)
Increase in deferred grant revenue		50,000
Net cash provided by operating activities		193,180
CASH FLOWS FROM INVESTING ACTIVITIES		
Payments for property & equipment		(66,259)
Net cash (used in) investing activities		(66,259)
CASH FLOWS FROM FINANCING ACTIVITIES		
Net repayments of long-term debt		(32,378)
Net cash (used in) financing activities		(32,378)
Net (decrease) in cash and cash equivalents		94,543
Cash and cash equivalents, beginning of year		59,446
Cash and cash equivalents, end of year	$	153,989
SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION		
Cash payments for:		
Interest	$	12,967

See Notes to Financial Statements

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NOTE 1. NATURE OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Organization:

Helping Hands Outreach Ministries, Inc. (the Ministry) is a New Hampshire nonprofit corporation organized to provide services to the needy such as transitional housing, food, clothing and other services so as to provide relief from poverty and distress in the community. The Ministry is supported primarily through donor contributions and grants.

Significant Accounting Policies

Basis of accounting:

The financial records of the Ministry are maintained on the accrual basis of accounting.

Financial Statement Presentation:

The Ministry adheres to the Presentation of Financial Statements for Not-for-Profit Organizations topic of the FASB Accounting Standards Codification as expressed in FASC ASC 958-205. Under ASC 958-205, the Ministry is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets. As of June 30, 2021, the Ministry had no permanently restricted net assets.

The Ministry accounts for contributions received in accordance with FASB ASC 958-605. In accordance with ASC 958-605, contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence or nature of any donor restrictions. ASC 958-310 requires that unconditional promises to give (pledges) be recorded as receivables and recognized as revenues.

Cash and Cash Equivalents:

For purpose of the statement of cash flows, the Ministry considers cash and cash equivalents to include only cash on hand, cash in checking accounts, and certain savings accounts, certificates of deposit and money market accounts if readily available for current operations.

Promises to Gives:

Contributions are recognized when the donor makes a promise to give to the Ministry, that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in net assets if restrictions expire within the fiscal year in which the contribution is recognized. All other donor-restricted contributions are reported as temporarily or permanently restricted net assets depending upon the nature of the restrictions. When a restriction expires, temporarily restricted assets are reclassified to unrestricted net assets.

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NOTE 1. NATURE OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (Continued)

Income Tax Status:

The Ministry is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code. However, any income from activities not directly related to the Ministry's tax-exempt purpose is subjected to taxation as unrelated business income. In addition, the Ministry qualifies for the charitable contribution deduction under Section 170(b)(1)(A) of the Code, and has been classified as an organization that is not a private foundation under Section 509(a).

Property and Equipment:

Property and equipment are recorded at cost if purchased or, if contributed, at fair market value at the date of donation. If donors stipulate how long the assets must be used, the contributions are recorded as restricted support. In the absence of such stipulations, contributions of property and equipment are recorded as unrestricted support.

Depreciation is computed using the straight-line method over the estimated useful lives of the assets of 5 to 39 years.

The Ministry's policy is to capitalize property and equipment acquisitions and improvements that either increase the value of an asset or increase the estimated useful life of an asset.

Use of Estimates:

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Donated Materials, Facilities and Services:

Donated materials and facilities are recorded as contributions and as property and equipment or expense in the period received at fair value. SFAS 116 requires unconditional promises to give materials and facilities to be recorded as contributions even though the Ministry may not receive the assets or benefits until a future period.

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NOTE 1. NATURE OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (Continued)

Shelter Furnishings:

Furnishings for the shelter operated by the Ministry consist primarily of donated furniture and fixtures. No amounts for donated shelter furnishings have been reflected on the statement of financial position, as the Ministry does not deem such amounts to be materially sufficient to warrant capitalization. Purchased shelter furnishings are generally expensed in the year of purchase.

Functional Expenses:

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Accounts Receivable:

Accounts receivable do not include an allowance for doubtful accounts since the Ministry believes all amounts to be collectible.

NOTE 2. IN-KIND DONATIONS

A substantial number of volunteers have donated significant amounts of time to the Ministry's programs and support services. However, no amounts have been reflected in the statement of activities for contributed services as no objective basis is available to measure the value of such services. Contributed services include services in such areas as counseling, distribution of food, clothing and household goods, computer programming and maintenance, management, accounting and finance, legal and professional, fundraising and administrative support.

In accordance with generally accepted accounting principles, no amounts are reflected in the statements of operations for donated goods that are received by the Ministry and redistributed to the ultimate beneficiaries. Donated services of $460 have been reflected in the financial statements, relating to professional fees valued at $2,960 for which the Ministry was billed $2,500.

NOTE 3. RESTRICTIONS ON NET ASSETS

As of June 30, 2022, there were no temporarily restricted net assets.

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NOTE 4. LONG-TERM DEBT

Details of the Ministry's note payable and long-term debt are as follows:

Long-term debt:	
Note payable, bank, with an adjustable rate of interest (4.67% at June 30, 2021), due in initial monthly installments of $752 through October 2044, collateralized by real estate	$ 124,350
Note payable, bank, with interest at 5.55%, due in monthly installments of $3,196 through September 2027, collateralized by real estate	170,125
Note payable, other financing entity, with interest at 0%, due in annual installments of $14,985 beginning January 1, 2023 through April 2036	200,958
	495,433
Less: current maturities	(36,310)
Long-term debt	$ 493,307

The Ministry is in substantial compliance with the terms of its debt agreements.

Future maturities of long-term debt are as follows:

Year ending June 30:	
2023	$ 36,310
2024	45,729
2025	47,787
2026	49,984
2027	52,329
Thereafter	263,294
	$ 495,433

The City of Manchester (New Hampshire) has agreed to temporarily defer repayment of its loan in the outstanding amount of $200,958. Repayment in the annual amount of $14,985 will re-commence in January 2023 until repaid. This note carries a 0% rate of interest.

NOTE 5. ECONOMIC DEPENDENCY

The Ministry receives a substantial portion of its support from federal and state government entities. A significant reduction in the level of this support, if it were to occur, might have an effect on the Ministry's ability to deliver its programs and conduct its activities.

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NOTE 6. CONTINGENCIES

The facility from which the Ministry operates is not in technical compliance with the Federal Code Requirements of the Americans with Disabilities Act (ADA). Management has estimated that a cost of $65,000 would be required to bring the facility up to code standards. The Ministry's ability to receive future grant awards could be negatively impacted should the Ministry's facility not be brought into compliance with the ADA in the near future.

The Ministry has adopted FASB Interpretation No. 48, *Accounting for Uncertainties in Income Taxes* (FASB ASC 740). Accordingly, management has evaluated the Ministry's tax positions and has concluded that the Ministry has maintained its tax-exempt status, does not have any significant unrelated business taxable income and has taken no uncertain tax positions that require adjustment or disclosure in the financial statements at June 30, 2021.

The Ministry files Form 990. With few exceptions, the Ministry is no longer subject to U.S. federal tax examinations for years prior to 2018.

NOTE 7. SUBSEQUENT EVENTS

The Ministry has evaluated subsequent events through December 9, 2022, the date which the financial statements were available to be issued, and has not evaluated subsequent events after that date. No subsequent events were identified that would require disclosure in the financial statements for the period ended June 30, 2022.

NOTE 8. CONTRIBUTED SERVICES

A number of unpaid volunteers have made significant contributions of their time to develop and maintain the Ministry's programs. For financial statement purposes, the value of this contributed time is not reflected in these statements since it is not susceptible to objective valuation. The Ministry estimates that approximately $31,630 in time was donated by these volunteers for the year ended June 20, 2022.

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HELPING HANDS OUTREACH CENTER
BOARD OF DIRECTORS
2023

- Stephen Mitchell, Chairman began 11/8/2017 [redacted]
- Terry Smith, Secretary began 5/1/2018 [redacted]
- Mr. Dana Teufel, Treasurer began 11/16/2017 [redacted]
- Ms. Mary Chevalier, began 7/11/2018 [redacted]
- Richard D. Bernier [redacted]
- Lawrence Nice, began working 8/1/2017 [redacted]

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LAWRENCE W. NICE

CAREER GOAL

Application of evidence-based practices to assist homeless adults with substance use disorder and mental health issues in societal re-integration by promoting pro-social decision making – development of emergency and transitional housing.

EMPLOYMENT

2017-2023 Executive Director of Helping Hands Outreach Ministries - Daily oversight of a homeless shelter for 32 men, and a transitional living home for 16 men, 12 more rooms to be added by 12/1/2022. Oversees a full-time Case Manager, contracted bookkeeper and accountant, part-time House Manager, part-time volunteer Chaplain/Life Coach. Duties include financial management, fund raising, grant writing, maintenance, decision-making regarding incoming residents as well as those being discharged, and program oversight.

1988-2017 New Hampshire Department of Corrections, Concord, NH
Corrections Counselor, Case Manager - Assisting inmates with societal re-integration including counseling, co-facilitating treatment groups with Master LADC, teaching evidence-based classes - Thinking for a Change, job development, resume writing, referral to community treatment providers, health insurance enrollment.
As the Institutional Parole Officer at NH State Prison for Men, enabled men to secure employment, housing, mental health and substance mis-use treatment. Re-Entry expert at the Calumet Halfway House for 16 years and 2 years at the Manchester Probation Parole Office further enhancing societal re-integration through teamwork with Greater Manchester agencies.

1984-1988 Trinity Evangelical Church, North Reading, Massachusetts
Assistant Pastor, supervised Christian Education, youth programs, visitation

1976-1980 Christian Fellowship School, Laconia, NH
Taught all High School subjects, Coached Soccer

1974-1976 The New Hampton School, New Hampton, NH
Instructor of Chemistry, Physics, SAT Math Prep
Coached Cross Country, Nordic Skiing, Dorm Advisor

EDUCATION

1980-1982 Oral Roberts Theological Seminary, Tulsa, Oklahoma
Master of Divinity, emphasis in counseling

1969-1973 Tufts University, Medford, Massachusetts
B.A., Double Major, History and Religion

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Contractor Name
Key Personnel

Name	Job Title	Salary Amount Paid from this Contract
Lawrence Nice	Executive Director	$28,000 (about 50%)

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Lori A. Shibinette
Commissioner

Karen E. Hebert
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

November 15, 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 of Economic and Housing Stability, to amend existing contracts with the Contractors listed below **in bold** for the continued provision of the State Grant in Aid (SGIA) Home Assistance program, by increasing the total price limitation by $3,999,996 from $12,725,724 to $16,725,720 with no change to the contract completion dates of June 30, 2023, effective upon Governor and Council approval. 100% Federal funding.

Contractor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House, Inc.	**165288 - B001**	**Plymouth NH**	**$264,968**	**$96,644**	**$361,612**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	267140 -B001	Bow NH	$185,945	$0	$185,945	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

						A2: 05/19/21 (Tabled Item #15)
Cross Roads House	166570 - B001	Portsmouth NH	$1,390,758	$515,436	$1,906,194	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Families In Transition (F.K.A. FIT/NHNH, Inc.)	157730 - B001	Manchester NH	$2,942,938	$955,704	$3,898,642	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
The Friends Program, Inc.	154987 - B001	Concord NH	$352,114	$182,550	$534,664	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Helping Hands Outreach Ministries, Inc.	174226 - R001	Manchester NH	$405,272	$171,812	$577,084	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Hundred Nights, Inc	313375	Keene NH	$434,964	$451,006	$885,970	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

Lakes Region Community Developers	156571 - B001	Laconia NH	$204,991	$0	$204,991	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Marguerites Place	157465 - B001	Nashua NH	$327,536	$0	$327,536	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
My Friend's Place	**156274 - B001**	**Dover NH**	**$305,697**	**$161,074**	**$466,771**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Nashua Soup Kitchen and Shelter, Inc.	**174173 - R001**	**Nashua NH**	**$468,328**	**$236,241**	**$704,569**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)	**177295 - B001**	**Greenland NH**	**$296,982**	**$118,121**	**$415,103**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$1,678,826	$0	$1,678,826	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

The Salvation Army	**177627 - B001**	**Laconia NH**	**$444,758**	**$225,503**	**$670,261**	**O: 08/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
The Salvation Army	**177627 - B003**	**Concord NH**	**$569,845**	**$214,765**	**$784,610**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Seacoast Family Promise	**311097**	**Exeter NH**	**$180,305**	**$75,168**	**$255,473**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Southwestern Community Services, Inc.	**177511 - R001**	**Keene NH 03431**	**$992,485**	**$440,267**	**$1,432,752**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
The Front Door Agency	156244 - B001	Nashua NH 03064	$557,157	$0	$557,157	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

The Way Home, Inc	166673 -B001	Manchester NH	$256,886	$0	$256,886	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Tri-County Community Action Program, Inc.	**177195 - B009**	**Berlin NH**	**$205,825**	**$155,705**	**$361,530**	**O:07/10/19 (Item #16)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0	$252,556	O: 06/19/19 (Item #40) A1:08/28/19 (Item #20B) A2:07/15/20 (Tabled Item #15)
		Total	**$12,725,724**	**$3,999,996**	**$16,725,720**	

Funds are available in the following accounts for State Fiscal Year 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 request is to provide additional funding made available by the Governor's Office for Emergency Relief and Recovery to support the State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing homelessness receive the essential services and supports in emergency shelters. Emergency shelters provide critical services and supports for those NH residents who do not have a home. This additional funding will help emergency shelter programs cover the increased cost of food, electricity, heat, and workforce to ensure these safety net providers are able to continue providing services. Due to the pandemic, most emergency shelters have lost their volunteer base, increasing the reliance on paid staff.

Approximately 4,500 individuals will be served during State Fiscal Year 2023.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services, other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services

include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Source of Federal Funds: Assistance Listing Number #21.023 FAIN #ERA0012 and #ERA0435, Assistance Listing Number #21.027 FAIN #4515DRNHP00000001

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

Respectfully submitted,

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
2023	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
		Sub Total		$264,968	$0	$264,968

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2023	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
		Sub Total		$185,945	$0	$185,945

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
2023	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
		Sub Total		$1,390,758	$0	$1,390,758

Families in Transition (F.K.A. FIT/NHNH, Inc.) Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
2023	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
		Sub Total		$2,942,938	$0	$2,942,938

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$352,114	$0	$352,114

Helping Hands Outreach Center Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
2023	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
		Sub Total		$405,272	$0	$405,272

Hundred Nights, Inc Vendor #: 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
2023	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
		Sub Total		$434,964	$0	$434,964

Lakes Region Community Developers Vendor # 156571-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$204,991	$0	$204,991

Marguerites Place Vendor # 157465-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536

2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
2023	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
		Sub Total		$327,536	$0	$327,536

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
2023	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
		Sub Total		$305,697	$0	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
2023	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
		Sub Total		$468,328	$0	$468,328

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
2023	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
		Sub Total		$296,982	$0	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
2023	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
		Sub Total		$1,678,826	$0	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
2023	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
		Sub Total		$444,758	$0	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
2023	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
		Sub Total		$569,845	$0	$569,845

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
2023	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
		Sub Total		$180,305	$0	$180,305

Southern NH Services — Vendor # 177198-B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
2023	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
		Sub Total		$992,485	$0	$992,485

The Front Door Agency — Vendor # 156244-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
2023	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
		Sub Total		$557,157	$0	$557,157

The Way Home, Inc — Vendor # 166673-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482

2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$256,886	$0	$256,886

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
2023	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
		Sub Total		$205,825	$0	$205,825

Waypoint — Vendor # 177166-B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$252,556	$0	$252,556

Total	$12,725,724	$0	$12,725,724

05-095-094-940010-24650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HEW HAMPSHIRE HOSPITAL, ARPA DHHS FISCAL RECOVERY FUNDS
100% Federal Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$96,644	$96,644
		Sub Total		$0	$96,644	$96,644

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$515,436	$515,436
		Sub Total		$0	$515,436	$515,436

Families in Transition (F.K.A. FIT/NHNH) — Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$955,704	$955,704
		Sub Total		$0	$955,704	$955,704

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$182,550	$182,550
		Sub Total		$0	$182,550	$182,550

Helping Hands Outreach Center — Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$171,812	$171,812
		Sub Total		$0	$171,812	$171,812

Hundred Nights, Inc — Vendor # 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$451,006	$451,006
		Sub Total		$0	$451,006	$451,006

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$161,074	$161,074
		Sub Total		$0	$161,074	$161,074

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$236,241	$236,241
		Sub Total		$0	$236,241	$236,241

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$118,121	$118,121
		Sub Total		$0	$118,121	$118,121

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$225,503	$225,503
		Sub Total		$0	$225,503	$225,503

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$214,765	$214,765
		Sub Total		$0	$214,765	$214,765

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$75,168	$75,168
		Sub Total		$0	$75,168	$75,168

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$440,267	$440,267
		Sub Total		$0	$440,267	$440,267

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$155,705	$155,705
		Sub Total		$0	$155,705	$155,705

Total	$0	$3,999,996	$3,999,996

Total Contract	$12,725,724	$3,999,996	$16,725,720

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Helping Hands Outreach Ministries, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, 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 1.8, Price Limitation, to read:

   $577,084

2. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

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 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

10/28/2022
Date

DocuSigned by:
Karen Hebert
Name: Karen Hebert
Title: Division Director

Helping Hands Outreach Ministries, Inc.

10/20/2022
Date

DocuSigned by:
Lawrence Nice
Name: Lawrence Nice
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

10/31/2022
Date

DocuSigned by:
Robyn Guarino
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:

15 mac

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

Families in Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154987 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers.	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157485 - B001	Nashua NH	$186,836	$140,700	$327,536	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,522	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,682	$296,982	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	$200,062	$244,696	$444,758	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	$312,915	$256,930	$569,845	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Seacoast Family Promise	TBD	Exeter NH	$94,661	$85,644	$180,305	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	177511 - R001	Keene NH	$527,563	$464,922	$992,485	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Front Door Agency	156244 - B001	Nashua NH	$287,991	$269,166	$557,157	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Way Home, Inc.	166673 - B001	Manchester NH	$140,656	$116,230	$256,886	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Tri-County CAP, Inc.	177195 - B009	Berlin NH	$126,299	$79,526	$205,825	O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #208) A1: 07/15/20 (Item #20)
		Total:	$6,882,604	$5,665,716	$12,548,320	

Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652; Vendor # 1652; Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130	
2022	102/500732	Contracts for Program Services	TBD	$61,174	$0	$61,174	
2023	102/500733	Contracts for Program Services	TBD	$61,174	$0	$61,174	
		Sub Total		$264,968	$0	$264,968	

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$6,588	$0	$6,588	

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2022	102/500732	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2023	102/500733	Contracts for Program Services	TBD	$58,618	$0	$58,618	
		Sub Total		$185,945	$0	$185,945	

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221	O: 06/19/19 (Item #40) A1: 07/15/20,
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563	
2022	102/500732	Contracts for Program Services	TBD	$311,987	$0	$311,987	

2023	102/500733	Contracts for Program Services	TBD	$311,987	$0	$311,987	(Item #20) A2: 05/19/21 (Tabled Item #15)
		Sub Total		$1,390,758	$0	$1,390,758	

FITNHNH, Inc. Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$620,868	$0	$620,868	
2022	102/500732	Contracts for Program Services	TBD	$642,327	$0	$642,327	
2023	102/500733	Contracts for Program Services	TBD	$642,327	$0	$642,327	
		Sub Total		$2,942,938	$0	$2,942,938	

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702	
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702	
		Sub Total		$174,710	$177,404	$352,114	

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608	
2022	102/500732	Contracts for Program Services	TBD	$97,878	$0	$97,878	
2023	102/500733	Contracts for Program Services	TBD	$97,878	$0	$97,878	
		Sub Total		$405,272	$0	$405,272	

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478	
2022	102/500732	Contracts for Program Services	TBD	$107,055	$0	$107,055	
2023	102/500733	Contracts for Program Services	TBD	$107,055	$0	$107,055	
		Sub Total		$434,964	$0	$434,964	

Lakes Region Community Developers

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	

		Sub Total		$204,991	$0	$204,991	A2: 05/19/21 (Tabled Item #15)

Marquerites Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300	
2022	102/500732	Contracts for Program Services	TBD	$70,350	$0	$70,350	
2023	102/500733	Contracts for Program Services	TBD	$70,350	$0	$70,350	
		Sub Total		$327,536	$0	$327,536	

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087	
2022	102/500732	Contracts for Program Services	TBD	$64,233	$0	$64,233	
2023	102/500733	Contracts for Program Services	TBD	$64,233	$0	$64,233	
		Sub Total		$305,697	$0	$305,697	

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695	
2022	102/500732	Contracts for Program Services	TBD	$91,761	$0	$91,761	
2023	102/500733	Contracts for Program Services	TBD	$91,761	$0	$91,761	
		Sub Total		$468,328	$0	$468,328	

New Generation

Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043	
2022	102/500732	Contracts for Program Services	TBD	$67,291	$0	$67,291	
2023	102/500733	Contracts for Program Services	TBD	$67,291	$0	$67,291	
		Sub Total		$296,982	$0	$296,982	

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693	
2022	102/500732	Contracts for Program Services	TBD	$443,512	$0	$443,512	
2023	102/500733	Contracts for Program Services	TBD	$443,512	$0	$443,512	
		Sub Total		$1,678,826	$0	$1,678,826	

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$116,260	$0	$116,260	
2022	102/500732	Contracts for Program Services	TBD	$122,348	$0	$122,348	
2023	102/500733	Contracts for Program Services	TBD	$122,348	$0	$122,348	
		Sub Total		$444,758	$0	$444,758	

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173	
2022	102/500732	Contracts for Program Services	TBD	$128,465	$0	$128,465	
2023	102/500733	Contracts for Program Services	TBD	$128,465	$0	$128,465	
		Sub Total		$569,845	$0	$569,845	

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391	
2022	102/500732	Contracts for Program Services	TBD	$42,822	$0	$42,822	
2023	102/500733	Contracts for Program Services	TBD	$42,822	$0	$42,822	
		Sub Total		$180,305	$0	$180,305	

Southern NH Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694	
2022	102/500732	Contracts for Program Services	TBD	$232,461	$0	$232,461	
2023	102/500733	Contracts for Program Services	TBD	$232,461	$0	$232,461	
		Sub Total		$992,485	$0	$992,485	

The Front Door Agency

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086	
2022	102/500732	Contracts for Program Services	TBD	$134,583	$0	$134,583	
2023	102/500733	Contracts for Program Services	TBD	$134,583	$0	$134,583	
		Sub Total		$557,157	$0	$557,157	

The Way Home, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	
		Sub Total		$256,886	$0	$256,886	

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435	
2022	102/500732	Contracts for Program Services	TBD	$39,763	$0	$39,763	
2023	102/500733	Contracts for Program Services	TBD	$39,763	$0	$39,763	
		Sub Total		$205,825	$0	$205,825	

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817	O: 06/19/19 (Item #40) A1: 08/26/19 (Item #20B) A2: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$252,556	$0	$252,556	

Overall Total	$12,548,320	$177,404	$12,725,724	

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
[redacted]	[redacted]	**Total**	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract. The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

JUN07'19 PM 1:49 DAS

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STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF ECONOMIC & HOUSING STABILITY

Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names

1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families in Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Hundred Nights, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), as amended on December 7, 2022, (Item #20), 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 18the 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $966,261

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

5/5/2023
Date

DocuSigned by:
Katja S. Fox
Name: Katja S. Fox
Title: Director

Hundred Nights, Inc.

5/4/2023
Date

DocuSigned by:
Mindy Cambiar
Name: Mindy Cambiar
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

5/8/2023
Date

DocuSigned by:
Robyn Guarino
748734844041469...
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:

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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 HUNDRED NIGHTS, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on August 24, 2011. 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: **657855**

Certificate Number: **0006221926**



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 3rd day of May A.D. 2023.

David M. Scanlan

Secretary of State

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Certificate of Authority

I, Charles Mobilia

(Name of the elected Officer of the Corporation/LLC cannot be contract signatory)

hereby certify that:

1.) I am a duly elected Clerk/Secretary/Officer of Hundred Nights 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 5/3/23 (date), at which a quorum of the Directors/shareholders was present and voting.

VOTED: That Melinda (Mindy) Cambias (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of Hundred Nights Inc to enter into contracts
(Name of Corporation/LLC)

or agreements with the State of New Hampshire and any of its agencies or departments and further is authorized to execute all documents, agreements, and other instruments, and any amendments, revisions, or modifications thereto, which may in his/her judgment be desirable or necessary to affect 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.

5/3/23
(date)

Charles Mobilia
(Signature of Elected Officer)

Print (Name) Charles Mobilia

(Title) Hundred Nights Board Chair

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 5/15/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Joshua Hamlin	
Hamlin Insurance PO Box 1260 Brattleboro VT 05302	PHONE (A/C, No, Ext): (802) 257-9500	FAX (A/C, No):
	E-MAIL ADDRESS: jhamlin@hamlinagency.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED	INSURER A: GREAT AMER INS CO	16691
Hundred Nights, Inc. 17 LAMSON ST KEENE NH 03431-3641	INSURER B: WESCO INS CO	25011
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			PAC3846620-01	02/15/2023	02/15/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 3,000,000 $ 3,000,000 $
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [X] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			CAP3846621-01	02/15/2023	02/15/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
A	[X] UMBRELLA LIAB [X] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000			UMB3846622-01	02/15/2023	02/15/2024	EACH OCCURRENCE AGGREGATE $	$ 3,000,000 $ 3,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WWC3641156	04/06/2023	04/06/2024	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 500,000 $ 500,000 $ 500,000
A	Professional Liability			PAC3846620-01	02/15/2023	02/15/2024	Each Occurrence General Aggregate	1,000,000 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

State of NH

Department of Health and Human Services
129 Pleasant Street
Concord NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Joshua A. Hamlin

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The mission of Hundred Nights, Inc. is to provide shelter and crisis related services to those at risk of or experiencing homelessness. Our goal is to collaborate with the community to see, hear and support those among us who are equally deserving of dignity but who currently lack the means to live independently. Our vision is that every individual in the Cheshire County area will have access to appropriate and stable housing.

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HUNDRED NIGHTS INCORPORATED

Audited Financial Statements

As of and for the Years Ended
December 31, 2021 and 2020

DocuSign Envelope ID: 9057231D-3BDA-491A-B256-CE45FFC4B79A

ANDERSON & GILBERT, INC.
295 PARK AVENUE
KEENE, NH 03431
603.357.1928
WWW.AGTAXFOLKS.COM

To the Board of Directors

Hundred Nights, Inc.
PO Box 833
Keene NH 03431

We have audited the accompanying statement of financial position of Hundred Nights, Inc. as of December 31, 2021, and the related statements of activities and changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the Company's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statements presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Hundred Nights, Inc. as of December 31, 2021, and the results of its activities and its cash flows for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

Susan L. Gilbert, CPA

Keene, New Hampshire
August 24, 2022

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Hundred Nights, Inc.
Statement of Financial Position
December 31, 2021 and 2020

Assets

	2021	2020
Current Assets		
Cash & Cash Equivalents	$ 711,775	$ 420,312
Pledges Receivable	494,115	-
Grants Receivable	24,549	80,025
Prepaid Expenses	5,224	972
Total Current Assets	**$ 1,235,663**	**$ 501,309**
Property and Equipment		
Furniture and Equipment	$ 88,359	$ 86,003
Vehicles	67,249	45,249
Leasehold Improvements	42,208	36,820
Construction in Progress	129,803	10,000
Less: Accumulated Depreciation	(45,625)	(25,570)
Net Property and Equipment	**$ 281,994**	**$ 152,502**
Other Assets		
Long Term Investments	$ 29	$ 301
Total Other Assets	**$ 29**	**$ 301**
Total Assets	**$ 1,517,686**	**$ 654,112**

Liabilities and Net Assets

	2021	2020
Current Liabilities		
Accounts Payable & Accrued Expenses	$ 19,899	$ 26,852
Deferred Revenue	49,000	52,500
Total Current Liabilities	**$ 68,899**	**$ 79,352**
Long-Term Liabilities		
Deferred Revenue - Capital Campaign	$ 641,861	$ 6,925
Total Long-Term Liabilities	**$ 641,861**	**$ 6,925**
Total Liabilities	**$ 710,760**	**$ 86,277**
Net Assets		
Unrestricted Net Assets, Beginning of the Year	$ 567,835	$ 143,421
Change in Net Assets	239,091	424,414
Total Net Assets	**$ 806,926**	**$ 567,835**
Total Liabilities and Net Assets	**$ 1,517,686**	**$ 654,112**

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Hundred Nights, Inc.
Statements of Activities and Changes in Net Assets
For the Year Ended December 31, 2021 and 2020

	2021	2020
Operating Revenue		
Contributions & Other Grants	$ 473,717	$ 430,771
In Kind Contributions	132,648	96,552
Program Service Revenue	137,468	153,650
Federal & State Government Grants	80,990	75,247
Special Covid Grants	282,155	234,482
Fundraising Events	14,455	10,215
Total Operating Revenue	**$ 1,121,433**	**$ 1,000,917**
Operating Expenses		
Salaries & Benefits	$ 500,204	$ 396,193
Resource Center & Shelter Program Expenses	204,081	156,152
Occupancy & Facility Expenses	246,637	85,121
General & Administrative Expense	16,481	16,019
Insurance	15,063	16,845
Fundraising Expenses	1,632	4,682
Depreciation Expense	20,055	5,100
Total Operating Expenses	**$ 1,004,153**	**$ 680,112**
Operating Income (Loss)	**$ 117,280**	**$ 320,805**
Other Revenue and Gains (Losses)		
PPP Forgiven Loans	$ -	$ 93,200
Capital Campaign Income, Net of Expenses of $54,688 and $33,075 in 2021 and 2020, respectively	119,803	10,000
Investment Income, Net of Expenses of $25 and $0 in 2021 and 202, respectively	1,903	488
Unrealized Gain (Loss) on Investments	105	(79)
Total Other Revenue & Gains (Losses)	**$ 121,811**	**$ 103,609**
Change in Net Assets	**$ 239,091**	**$ 424,414**
Net Assets, Beginning of Year	**$ 567,835**	**$ 143,421**
Net Assets, End of Year	**$ 806,926**	**$ 567,835**

The accompanying notes to financial statements are an integral part of these statements.

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Hundred Nights, Inc.
Statement of Cash Flows
For the Years Ended December 31, 2021 and 2020

	2021	2020
Cash Flows from Operating Activities		
Change in Net Assets		
Change in Net Assets	$ 239,091	$ 424,414
Total Change in Net Assets	**$ 239,091**	**$ 424,414**
Adjustments to Change in Net Assets		
Adjustments to reconcile Change in Net Assets to Net Cash:		
Depreciation Expense	$ 20,055	$ 5,100
Unrealized (Gain) Loss on Investments	$ (105)	$ 79
(Increase) Decrease in the Following Assets:		
Grants Receivable	$ 55,476	$ (80,025)
Prepaid Expenses	$ (4,252)	$ (972)
Increase (Decrease) in the Following Liabilities:		
Accounts Payable & Accrued Expenses	$ (6,953)	$ 17,656
Deferred Revenue	$ (3,500)	$ 10,272
Total Adjustments	**$ 60,721**	**$ (47,890)**
Net Cash Provided By (Used In) Operating Activities	**$ 299,812**	**$ 376,524**
Cash Flows from Investing Activities		
Capital Expenditures, Net of Disposals	$ (149,547)	$ (134,570)
(Increase) Decrease in Long Term Investments	$ 377	$ (14)
Net Cash Provided By (Used In) Investing Activities	**$ (149,170)**	**$ (134,584)**
Cash Flows from Financing Activities		
Capital Campaign, Pledges Receivable	$ (494,115)	$ -
Capital Campaign, Deferred Revenue	634,936	6,925
Net Cash Provided By (Used In) Financing Activities	**$ 140,821**	**$ 6,925**
Cash at Beginning of the Year		
Cash at Beginning of the Year	$ 420,312	$ 171,447
Total Cash at Beginning of the Year	**$ 420,312**	**$ 171,447**
Cash at End of the Year	**$ 711,775**	**$ 420,312**

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Hundred Nights, Inc.
Notes to Financial Statements
As of and for the Years Ended December 31, 2021 and 2020

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

Hundred Nights, Inc., "HN" is a not-for-profit corporation organized in New Hampshire in 2011. HN is exempt from income tax under Internal Revenue Code Section 501(c) (3).

HN is a community organization providing shelter and crisis related services to the displaced or homeless. HN's goal is to collaborate with and enable the community to see, hear, and support members of society who are equally deserving of dignity, but currently lack the means to live independently. HN's vision is a community where all members of society, regardless or means, are equally valued and supported.

Basis of Accounting

The accompanying financial statements are prepared on the accrual basis of accounting in accordance with accounting standards generally accepted in the United States of America.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Cash and Cash Equivalents

Cash and cash equivalents include highly liquid investments with original maturities of three months or less, excluding any assets limited as to use. Short-term liquid investments with an original maturity of more than three months are classified as temporary investments. For the years ending December 31, 2021 and 2020 cash and cash equivalents consist exclusively of checking and money market savings accounts, including the Board designated reserve savings account. The Board designated $50,000 in 2019, to be held in the reserve savings account for current and future capital campaign expenditures. In 2021, the Board designated another $50,000 to be held in reserve for future expenditures. The reserve savings account held $114,426 and $64,303 as of December 31, 2021 and 2020, respectively.

Assets Limited as to Use

Assets limited as to use consist of assets designated by the board and restricted by donors. For the year ended December 31, 2021 and 2020 there were no restricted assets.

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NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Pledges and Grants Receivable

Pledges Receivable are Capital Campaign pledges received from individuals, corporations, private foundations and federal and state government grants. For the year ending December 31, 2021 there is $494,115 of pledges receivable. The pledges are due over the years 2022 through 2024, $133,115 is due by December 31, 2022 and the remaining $361,000 in 2023 and 2024. Subsequent to the reporting year end date ninety-five percent of the pledges due in 2022 have been received. Therefore, there is no requirement for an allowance for bad debt.

Grants Receivable consist primarily of Federal and State Grants for program services performed for the current reporting year and not received until the subsequent year. For the year ending December 31, 2021 and 2020 there is $24,549 and $80,025 of grants receivable, respectively. There is no requirement for an allowance for bad debt as the grants were received in full subsequent to the reporting year end date.

Investments

Investments in equity and debt securities with readily determined fair value are measured at fair value at the balance sheet dates. Fair value is determined in accordance with Accounting Standards Codification Topic 820, *Fair Value Measurement and Disclosures*. As a result, investment income and loss (including unrealized and realized gains and losses on investments, interest and dividends, net of investment expenses) is included in the change in net assets.

Property and Equipment

Property and equipment are carried at cost. Maintenance repairs and minor renewals are expensed as incurred. Major renewals, betterments and leasehold improvements are capitalized. Depreciation is computed on the straight-line method, using half-year convention in the year of acquisition and the year of disposal, and is provided over the estimated useful life of each class of depreciable assets. Leasehold improvements are being depreciated over 39 years and at the end of the lease if not renewed any undepreciated value will be taken. Furniture, equipment and vehicles have estimated useful lives between 5 and 12 years.

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NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Deferred Revenue

HN recognizes grant and donor revenue in the period that the related work or use of the funds is performed. Accordingly, grant and donation income are deferred until the work is completed or the funds are used in the case of donations.

Additionally, in 2021 capital campaign funds are included in deferred revenue to be recognized as campaign expenses and construction expenses are incurred. See Pledges and Grants Receivable above, Note 4-Deferred Revenue and Note 7-Significant Events.

Temporarily and Permanently Restricted Net Assets

Temporarily restricted net assets are those whose use by HN has been limited by donors to a specific time period or purpose. Permanently restricted net assets are restricted by donors to be maintained by HN in perpetuity.

Revenues

Revenues are reported as increases in unrestricted net assets unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in unrestricted net assets. Gains and losses on investments and other assets or liabilities are reported as increases or decreases in unrestricted net assets unless their use is restricted by explicit donor stipulation or by law. Expirations of temporary restrictions on net assets by fulfillment of the donor-stipulated purpose or by passage of the stipulated time period are reported as reclassifications between applicable classes of net assets.

Gifts of Long-Lived Assets

Gifts of long-lived assets, such as land, buildings or equipment, are reported as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support. In the absence of explicit donor stipulations about how long those long-lived assets must be maintained, expirations of donor restrictions are reported when the donated or acquired long-lived assets are placed in service.

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NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Donor-Restricted Gifts

Unconditional promises to give cash and other assets are reported at fair value at the date the promise is received, which is then treated as cost. The gifts are reported as either temporarily or permanently restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction is accomplished, temporarily restricted net assets are reclassified as unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

Change in Net Assets

The statement of activities includes change in net assets as a performance indicator. HN differentiates its operating activities through the use of income from operations as an intermediate measure of operations. For purpose of display, certain investment income and other transactions which management does not consider components of HN's operating activities, are excluded from the income from operations and reported as non-operating revenue in the statements of activities. Changes in unrestricted net assets, which are excluded from operations, consistent with industry practice, include change in net unrealized gains and losses on investments, permanent transfers of assets to and from affiliates for other than goods and services, and contributions of long-lived assets (including assets acquired using contributions which by donor restriction were to be used for the purposes of acquiring such assets).

Summarized Comparative Information

The financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with HN's financial statements for the year ended December 31, 2020 from which the summarized information was derived.

Reclassifications

Certain reclassifications have been made to the 2020 financial statements to conform to the 2021 presentation.

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NOTE 2 – FUNCTIONAL EXPENSES

HN provides shelter and a resource center for homeless individuals in the Monadnock region. Expenses related to providing these services are as follows:

	2021	2020
Program Expenses	$ 810,117	$ 540,005
Administrative and General	166,697	116,597
Fundraising Expenses	80,421	56,584
Total	$ 1,057,235	$ 713,186

NOTE 3 – COMMITMENT AND CONTINGENCIES

HN leases its office, shelter and resource center facilities from Patricia Moreno, the current lease extension expired June 30, 2022. The lessor has verbally agreed to continue the lease at the same rates through the spring of 2023 when the new HN facility is projected to be completed. The lease payments for 2021 were $4000 per month through July and $6000 per month for the remainder of the year for a total of $58,000. The increased rent starting August 1, 2021 is due to an additional location being leased. The future minimum lease payments for 2022 are $72,000.

NOTE 4 – DEFERRED REVENUE

Deferred Revenue consists of funds received to be used for future expenses, activities and events. As of December 31, 2021, and 2020 this amount is $49,000 and $52,500, respectively and is primarily funds designated for operations in the following year.

During 2021, HN started receiving pledges and funds related to the Capital Campaign. These funds are being recognized as campaign expenses are incurred and cost of obtaining the property and construction expenses are incurred. As of December 31, 2021 and 2020, the deferred revenue related to the capital campaign is $641,861 and $6,925, respectively. Pledge Receivables of $494,115 are included in the deferred revenue.

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NOTE 5 – DONATED GOODS AND SERVICES

HN receives significant donations of volunteer time which are not recognized in these statements. For the year ending December 31, 2021 and 2020 there was volunteer labor with an estimated value of $197,818 and $218,060, respectively. Additionally, there are significant donations of food, supplies and clothing, which have been recorded as Gifts in Kind at their fair market value. The total of program supplies donated in 2021 and 2020 is $132,529 and $94,612, respectively. Also recorded as Gifts in Kind are discounted services provided of $120 and $1,940, for the year ended December 31, 2021 and 2020, respectively. The food, clothing and supplies are also listed in these financial statements as Program Supplies and the discounted services are recorded as expenses in the appropriate categories.

NOTE 6 – RETIREMENT PLAN

In 2016 HN adopted a Simple IRA plan for its eligible employees. Employees who earn at least $5,000 in a calendar year are eligible to participate in the Simple IRA plan. HN matches 100% of the employee contributions up to 3% of compensation for all participating employees. For the year ended December 31, 2021 and 2020 the matching contribution to eligible employees amounted to $4,110 and $3,101, respectively.

NOTE 7 – SIGNIFICANT EVENTS

HN launched a Capital Campaign in March 2021 to purchase the land at 122-124 Water Street in Keene and build a new 15,180 square foot 48 bed facility. The initial goal of the campaign was $5.5 million but due to increased construction and financing cost have increased the goal to $6.15 million.

In January 2022, HN closed on the purchase of the land at 122-124 Water Street and construction of the new facility began in April 2022. The building is scheduled to be ready for occupancy in the Spring of 2023.

As of the date of these financials, the campaign has raised $5.2 million, which represents 84% of the goal. Capital Campaign expenses to date are approximately $250,000 and construction in progress incurred to date is approximately $750,000.

NOTE 8 – SUBSEQUENT EVENTS

Subsequent events have been evaluated through August 24, 2022 which is the date the financial statements were available to be issued. HN does not believe that any events requiring recognition or disclosure occurred between December 31, 2021 and August 24, 2022. HN has not reviewed events occurring after the report date for their potential impact on the information contained in these financial statements.

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Hundred Nights, Inc. - BOARD OF DIRECTORS LIST – March, 2023

Christopher Coates
[redacted]
on Board til 2024
Governance /Advocacy/Development
Cheshire County Administrator

Amber Chaput
[redacted]
on Board til 2025
Program & Planning
RN Case Manager

Mike Dubois
[redacted]
Treasurer until 2024
on Board til 2024
Finance/Executive
CFO Fenton Auto Dealerships

Roberta (Bobbie) Heinonen
[redacted]
on Board til 2023
Advocacy/Development
Hospice RN

Teresa Starkey
[redacted]
Board Vice Chair until 2023
on Board til 2023
Advocacy/Development /Executive
Educator

Jim Duffy
[redacted]
on Board til 2025
Advocacy/Development
Investigator, [redacted]

Jan Manwaring
[redacted]
on Board til 2025
Advocacy/Development/PP

Chuck Mobilia
[redacted]
Board Chair til 2023
on board til 2024
Executive/Governance
Retired IT Keene State College

Ockle Johnson
[redacted]
on Board til 2025
Advocacy/Development
Governance
Professor Emeritus, Keene State College

Brenda Von Plinsky
[redacted]
on Board til 2026
Program & Planning
Budget Analyst, US Fish & Wildlife Service

David Kochman
[redacted]
on Board til 2024
Finance
Ret. Asst. VP of Premium Audit at Liberty Mutual
Treasurer of RISE and Cong. Ahavis Achim

Kim May
[redacted]
on Board til 2025
Governance
Cheshire County Director of Human Resources

Savannah Drowne
[redacted]
Secretary until 2025
on Board til 2025
Advocacy/Development
Finance
C& S Wholesale Grocers, Associate Treasurer Analyst

Randy Carmel
[redacted]
on Board til 2026
Attorney

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MELINDA CAMBIAR RFA-2020-DEHS-01-STATE 3.2.3: RESUME

EXPERIENCE

Executive Director, Hundred Nights, Inc. 2013 – Present

General Position Description:

The Executive Director is responsible for the overall management of the organization, including program development, resource allocation, and business operations. The Director inspires and leads a diverse team of staff, advises and informs the board of directors, and champions the organization's vision, goals, and values.

Key Responsibilities Include:

Lead the strategic operation and administration of the organization. Oversee development, implementation, quality, measurement, and promotion of programs, products and services.

Serve as spokesperson for the organization and promote its mission, programs, and values. Establish and build strong collaborative relationships with community groups, donors, volunteers, clients, government officials, and the press. Collaborate with organizations providing complementary services.

Lead and inspire staff to accomplish the goals of the organization and understand and fully embrace the mission and values.

Work with Board of Directors to ensure adequate funds from diverse, ongoing revenue streams to sustain and further the organization's mission and programs.

Spearhead fundraising efforts, including motivating staff and volunteers to embrace and support fundraising goals and efforts.

Build strong relationships with the Board of Directors and work together with the board in governance best practices, responsibilities, board composition, risk management, finance, legal, and fundraising.

Update the board on programs and funding and communicate any issues with potential to affect the organization and its mission, provide reports to the Board as directed.

Work with Board of Directors on the development, implementation, and periodic assessment of a strategic plan including goals, objectives, and timelines.

Direct staff, finance committee, and board in budget preparation, effectively manage resources within budget guidelines.

Ensure the organization is compliant with required nonprofit regulations at the federal, state and local levels and is transparent and accurate in all its records and documents.

Implement and maintain best practices for planning, programs, fundraising, finance, risk management, and HR.

Stay current in developments and trends in the nonprofit sector and issues relevant to the mission and make recommendations as appropriate.

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Professional Photographer
With former University of Michigan professor Dr. Sarah Aciego **2010 – Present**
- Traveled to research field sites and photographed scientists in the field in Alaska, Canadian Rockies, Iceland and Greenland.

Founder, Executive Director, The Community Kitchen **1982 - 2006**
-- Started a local "soup kitchen" and food distribution site for people in need.

EDUCATION

1998 Honorary PHD in Humane Letters
Franklin Pierce University
Rindge, NH 03461
1986 Master of Science in Community Economic Development
New Hampshire College, now Southern NH University
Manchester, NH 03101
1983 Bachelor of Arts, Independent Major in History and Economics
Keene State College
Keene, NH 03431

Additional Knowledge, Skills:
Dedication and commitment to the organization's mission and values.
Progressive experience in management at a leadership level.
Broad experience in planning, budgeting, managing, and working with a board of directors.
Extensive experience in fundraising including planning, prospect development, donor stewardship, and grants.
Demonstrated ability to build donor and community relationships.
Leadership experience in strategic planning.
Solid knowledge of nonprofit accounting principles and financial procedures.
Exceptional interpersonal, verbal and written communication skills, including public speaking.
Outstanding leadership, networking, and motivational skills.
An innovative, strategic thinker with initiative and passion.
Has personal knowledge of and oversight of staff in all aspects of case management.

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JEFFREY E NASS

OBJECTIVE

To aid the people of our community experiencing homelessness by providing shelter and resources.

SKILLS & ABILITIES

Assess individuals' and families' needs for well-being and obtaining housing.
Develop an individualized plan with the types of services and assistance programs to meet their needs
Assist individuals and families with accessing emergency shelter.
Assist individuals and families with applying for and accessing permanent housing.
Assist individuals and families with applying for mainstream benefits, including, but not limited to, SSI, TANF, SNAP, Medicaid, Veteran and other State or Federal benefits.
Assist individuals and families with accessing community providers and supports for, including but not limited to, mental health services, substance use treatment, medical care, employment, veterans benefit, financial and food assistance, and education supports.
Certification, knowledge and use of the Homeless Management Information System

Operations Director, Hundred Nights, Inc. **2019 – present**
Keene, NH

- To oversee and work with employees to provide resources and assist with all needs of the organization.

Shelter Manager, Hundred Nights, Inc. **2014 – 2016**
Keene, NH ***2017 - present***

- To provide overnight safe shelter and collection of personal information for case planning and data entry.

Resource Center Manager, Hundred Nights, Inc. **2016 – 2017**
Keene, NH

- To provide a safe environment to anyone in need of resources, including food and day shelter.

EDUCATION

Hunterdon Central High School – NJ – Diploma

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COMMUNICATION

- Ability to speak to groups or individuals clearly in person, on the telephone, or via email to express the mission and needs of Hundred Nights, Inc.

LEADERSHIP

- Former Boy Scout Leader and served on Scouting committees for over 10 years
- Supervisor at Hundred Nights, Inc. over 5 years

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Rebecca Mendenhall

Objective

Multitasker seeking a full-time position that offers professional challenges utilizing interpersonal skills, time management and problem solving skills. Well organized and resourceful with detail oriented and conscientious approach. Always looking for ways to improve my skills while helping others.

Experience

Hundred Nights, Inc. Keene, NH
Case Manager August 2022 – Present

Meeting and setting appointments for clients. Housing first case management, including documentation of client's needs, data entry within company database and Homeless Management Information System. Communication with staff.

INTERNSHIP | Deaf, Inc.|

Worked with Latino Deaf and Hard of Hearing population in Lawrence, MA to learn ASL
Helped to plan, setup and take down Deaf dinner party

TEAM LEAD | TARGET | 9 YEARS

Trained and Managed other team members
Write and give bi-annual and annual reviews, as well as disciplinary action write-ups
Attend meetings to keep up to date on current trends and demands of the company
Resolved problems using tact and diplomacy by calmly communicating directly with Customers or employees
Open and/or close other front-end areas when scheduling demands
Open and close all of the registers for the day
Follow procedures for the Cash Office

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Education

MASTER OF SCIENCE | June 2022 | CAPELLA UNIVERSITY – MINNEAPOLIS, MN

Graduated Master of Science In Human Services – June 2022

GENERAL EDUCATION |JUNE 2016 – AUG 2019| UNIVERSITY OF NEW HAMPSHIRE-MANCHESTER, NH

Major: ASL/English Interpreting and Deaf studies

Skills & Abilities

Writing Skills
Conflict Resolution
Team player
American Sign Language (5 years)
Familiar with local resources such as SNAP, WIC, DHHS
Familiar with New England Consortium on Deaf blindness
Organized
Adheres to Policy and Procedures
Guest Service (9 years)
Interviewing (9 years)
Familiar with Early Intervention, 504 and IEP plans
Familiar with EDGE, NH Easy, SS and Medicaid

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Roger LaPerle

Accomplishments

Planned, directed, assigned and coordinated manpower to efficiently meet and exceed production requirements at Smiths Medical and directed 6 departments to keep facility in compliance with JCAHO at Beech Hill Hospital.

Experience

Hundred Nights, Inc. Keene, NH
Emergency Shelter Staff
Conducting intake interviews with individuals entering the shelter
Training in HMIS and other resources available
Data entry in HMIS and in house databases
Ensuring safety for clients

Resident Manager 10/2013-9/2017
Emergency Housing Coordinator
Southwestern Community Service Keene, NH

Line Technician 08/2008-10/2012
Smiths Medical Keene, NH

- Knowledge of quality control standards
- Excellent with set up, changeovers, and preventive maintenance
- Compliance with GMPs
- Dedication to product quality
- Ability to troubleshoot machinery
- Knowledge of OSHA standards

Home Care Provider 04/2004-12/2007
Private Montpelier, VT

Maintenance 03/2003-03/2004
Progressive Investments Manchester, NH

Auto Salesman 02/2002-01/2003
Autotorium Manchester, NH

Director of Physical Plant Operations 07/1997-09/2001
Beech Hill Hospital Dublin, NH

Education

University of Vermont Burlington, VT

Spaulding High School Barre, VT

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MICHAEL J HITCHCOCK

PAST EMPLOYERS

Hundred Nights, Inc. Overnight Manager Keene, NH (603)352-5197 – From: 6/2020 to Present

To ensure the safety and wellbeing of shelter guest, staff and volunteers. Data entry, cleaning and following all procedures

Hundred Nights, Inc. Overnight Shelter Assistant Keene, NH (603)352-5197 - From 1/2020- Present

To ensure the safety and wellbeing of overnight guests including keeping daily log and communication with supervisors

MasterDry Cleaning and Restoration Montverde, FL – (407)469-3953 – From: 06/2018 To: 11/2018

Carpet Cleaning with understanding of motored equipment

Veranda Apartments Mt Dora, FL – (888)515-2577 – From: 08/2017 To: 06/2018

Groundskeeper – responsible for upkeep and maintained property

Service Master Keene, NH – (603)352-6101 - From: 06/2012 To: 09/2016

Cleaning – General office cleaning of carpets and floors

EXPERIENCE

Crew Chief/Supervisor – Fork lift operator- Water/Fire damage restoration – Mold remediation – Commercial office cleaning – Commercial/Residential truck-mount carpet/upholstery cleaning – Strip/wax/buff floors – Post-construction clean ups – Auto detailing – Organizing cleaning schedules for work crews – Use of industrial floor sweepers/scrubbers – Scissor lift operation- Power wash exterior house cleaning – Warehouse – shipping/receiving – Inventory – Delivery driver (non-CDL) – Merchandising – Communication with coworkers – Trained in the Homeless Management Information System and in-house databases

EDUCATION

Keene High School – Keene, NH – Received diploma in June, 1994

General Studies / Industrial Communications / Construction Trades / Radio Broadcast

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Tylor Nass

Experience

Hundred Nights, Inc. Keene, NH 02/2022 - Present
Resource Center Manager

Collecting and entering client information in database
Training in Niche Academy and other resources available
Cleaning of center
Setting up and serving meals
Greeting and logging donors and donations
Ensuring safety for clients

Auto Technician 07/2019 – 11/2021
Walmart of Claremont

- Knowledge of quality control standards
- Excellent with set up, changeovers, and preventive maintenance
- Dedication to product quality
- Ability to troubleshoot machinery
- Knowledge of OSHA standards
- Customer service

Education

Woodstock Union High School Woodstock, VT 07/2018
Dipolma

Universal Technical Institute 07/2019
Bachelors Automotive Technology

Service and Awards

Cub Scouts of America
Boy Scouts of America rank of Life Scout achieved

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KEY PERSONNEL

Name	Title	Annual Salary	% Pd by Contract
Melinda Cambiar	Executive Director	$82,000	0%
Jeffrey Nass	Operations Director	$40,309	50% ($20,155)
Rebecca Mendenhall	Case Manager	$39,520	50% ($19,760)
Roger LaPerle	Shelter Manager	$41,600	50% ($20,800)
Michael Hitchcock	Asst Shelter Mngr	$37,440	50% ($18,720)
Tylor Nass	Resource Center Mngr.	$35,360	50% ($17,680)

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Lori A. Shibinette
Commissioner

Karen E. Hebert
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

November 15, 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 of Economic and Housing Stability, to amend existing contracts with the Contractors listed below **in bold** for the continued provision of the State Grant in Aid (SGIA) Home Assistance program, by increasing the total price limitation by $3,999,996 from $12,725,724 to $16,725,720 with no change to the contract completion dates of June 30, 2023, effective upon Governor and Council approval. 100% Federal funding.

Contractor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House, Inc.	**165288 - B001**	**Plymouth NH**	**$264,968**	**$96,644**	**$361,612**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	267140 -B001	Bow NH	$185,945	$0	$185,945	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

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						A2: 05/19/21 (Tabled Item #15)
Cross Roads House	166570 - B001	Portsmouth NH	$1,390,758	$515,436	$1,906,194	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Families In Transition (F.K.A. FIT/NHNH, Inc.)	157730 - B001	Manchester NH	$2,942,938	$955,704	$3,898,642	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
The Friends Program, Inc.	154987 - B001	Concord NH	$352,114	$182,550	$534,664	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Helping Hands Outreach Ministries, Inc.	174226 - R001	Manchester NH	$405,272	$171,812	$577,084	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Hundred Nights, Inc	313375	Keene NH	$434,964	$451,006	$885,970	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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Lakes Region Community Developers	156571 - B001	Laconia NH	$204,991	$0	$204,991	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Marguerites Place	157465 - B001	Nashua NH	$327,536	$0	$327,536	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
My Friend's Place	**156274 - B001**	**Dover NH**	**$305,697**	**$161,074**	**$466,771**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Nashua Soup Kitchen and Shelter, Inc.	**174173 - R001**	**Nashua NH**	**$468,328**	**$236,241**	**$704,569**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)	**177295 - B001**	**Greenland NH**	**$296,982**	**$118,121**	**$415,103**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$1,678,826	$0	$1,678,826	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Salvation Army	**177627 - B001**	**Laconia NH**	**$444,758**	**$225,503**	**$670,261**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
The Salvation Army	**177627 - B003**	**Concord NH**	**$569,845**	**$214,765**	**$784,610**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Seacoast Family Promise	**311097**	**Exeter NH**	**$180,305**	**$75,168**	**$255,473**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Southwestern Community Services, Inc.	**177511 - R001**	**Keene NH 03431**	**$992,485**	**$440,267**	**$1,432,752**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
The Front Door Agency	156244 - B001	Nashua NH 03064	$557,157	$0	$557,157	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Way Home, Inc	166673 - B001	Manchester NH	$256,886	$0	$256,886	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Tri-County Community Action Program, Inc.	**177195 - B009**	**Berlin NH**	**$205,825**	**$155,705**	**$361,530**	**O:07/10/19 (Item #16)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0	$252,556	O: 06/19/19 (Item #40) A1:08/28/19 (Item #20B) A2:07/15/20 (Tabled Item #15)
		Total	**$12,726,724**	**$3,999,996**	**$16,725,720**	

Funds are available in the following accounts for State Fiscal Year 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 request is to provide additional funding made available by the Governor's Office for Emergency Relief and Recovery to support the State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing homelessness receive the essential services and supports in emergency shelters. Emergency shelters provide critical services and supports for those NH residents who do not have a home. This additional funding will help emergency shelter programs cover the increased cost of food, electricity, heat, and workforce to ensure these safety net providers are able to continue providing services. Due to the pandemic, most emergency shelters have lost their volunteer base, increasing the reliance on paid staff.

Approximately 4,500 individuals will be served during State Fiscal Year 2023.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services

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include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Source of Federal Funds: Assistance Listing Number #21.023 FAIN #ERA0012 and #ERA0435, Assistance Listing Number #21.027 FAIN #4515DRNHP00000001

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

Respectfully submitted,

Lori A. Shibinette
Commissioner

05:95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
2023	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
		Sub Total		$264,968	$0	$264,968

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2023	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
		Sub Total		$185,945	$0	$185,945

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
2023	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
		Sub Total		$1,390,758	$0	$1,390,758

Families in Transition (F.K.A. FIT/NHNH, Inc.) Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
2023	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
		Sub Total		$2,942,938	$0	$2,942,938

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$352,114	$0	$352,114

Helping Hands Outreach Center Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
2023	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
		Sub Total		$405,272	$0	$405,272

Hundred Nights, Inc Vendor #: 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
2023	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
		Sub Total		$434,964	$0	$434,964

Lakes Region Community Developers Vendor # 156571-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$204,991	$0	$204,991

Marguerites Place Vendor # 157465-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536

2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
2023	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
		Sub Total		$327,536	$0	$327,536

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
2023	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
		Sub Total		$305,697	$0	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
2023	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
		Sub Total		$468,328	$0	$468,328

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
2023	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
		Sub Total		$296,982	$0	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
2023	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
		Sub Total		$1,678,826	$0	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
2023	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
		Sub Total		$444,758	$0	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
2023	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
		Sub Total		$569,845	$0	$569,845

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
2023	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
		Sub Total		$180,305	$0	$180,305

Southern NH Services — Vendor # 177198-B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
2023	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
		Sub Total		$992,485	$0	$992,485

The Front Door Agency — Vendor # 156244-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
2023	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
		Sub Total		$557,157	$0	$557,157

The Way Home, Inc — Vendor # 166673-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482

2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$256,886	$0	$256,886

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
2023	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
		Sub Total		$205,825	$0	$205,825

Waypoint — Vendor # 177166-B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$252,556	$0	$252,556

Total	$12,725,724	$0	$12,725,724

05-095-094-940010-24650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HEW HAMPSHIRE HOSPITAL, ARPA DHHS FISCAL RECOVERY FUNDS
100% Federal Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$96,644	$96,644
		Sub Total		$0	$96,644	$96,644

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$515,436	$515,436
		Sub Total		$0	$515,436	$515,436

Families in Transition (F.K.A. FIT/NHNH) — Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$955,704	$955,704
		Sub Total		$0	$955,704	$955,704

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$182,550	$182,550
		Sub Total		$0	$182,550	$182,550

Helping Hands Outreach Center — Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$171,812	$171,812
		Sub Total		$0	$171,812	$171,812

Hundred Nights, Inc — Vendor # 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$451,006	$451,006
		Sub Total		$0	$451,006	$451,006

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$161,074	$161,074
		Sub Total		$0	$161,074	$161,074

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$236,241	$236,241
		Sub Total		$0	$236,241	$236,241

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$118,121	$118,121
		Sub Total		$0	$118,121	$118,121

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$225,503	$225,503
		Sub Total		$0	$225,503	$225,503

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$214,765	$214,765
		Sub Total		$0	$214,765	$214,765

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$75,168	$75,168
		Sub Total		$0	$75,168	$75,168

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$440,267	$440,267
		Sub Total		$0	$440,267	$440,267

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$155,705	$155,705
		Sub Total		$0	$155,705	$155,705

Total	$0	$3,999,996	$3,999,996

Total Contract	$12,725,724	$3,999,996	$16,725,720

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Hundred Nights, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2, Renewal, 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 1.8, Price Limitation, to read:

   $885,970

2. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

Contractor Initials DS MC
Date 10/21/2022

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 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

10/28/2022
Date

DocuSigned by:
Karen Hebert
Name: Karen Hebert
Title: Division Director

Hundred Nights, Inc.

10/21/2022
Date

DocuSigned by:
Mindy Cambiar
Name: Mindy Cambiar
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

10/31/2022
Date

DocuSigned by:
Robyn Guarino
74873484494 1460...
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:

DocuSign Envelope ID: 9057231D-3BDA-491A-B256-CE45FFC4B79A

15 mac

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF ECONOMIC & HOUSING STABILITY

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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

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Families in Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154987 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157465 - B001	Nashua NH	$186,836	$140,700	$327,536	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,522	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,582	$296,982	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

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Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	$200,062	$244,696	$444,758	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	$312,915	$256,930	$569,845	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Seacoast Family Promise	TBD	Exeter NH	$94,661	$85,644	$180,305	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	177511 - R001	Keene NH	$527,563	$464,922	$992,485	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Front Door Agency	156244 - B001	Nashua NH	$287,991	$269,166	$557,157	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Way Home, Inc.	166673 - B001	Manchester NH	$140,656	$116,230	$256,886	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Tri-County CAP, Inc.	177195 - B009	Berlin NH	$126,299	$79,526	$205,825	O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	$6,682,604	$5,665,716	$12,548,320	

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Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

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05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652: Vendor # 1652: Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130	
2022	102/500732	Contracts for Program Services	TBD	$61,174	$0	$61,174	
2023	102/500733	Contracts for Program Services	TBD	$61,174	$0	$61,174	
		Sub Total		$264,968	$0	$264,968	

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588	O: 06/19/19, (Item #40) A1: 07/15/20 Item #20
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$6,588	$0	$6,588	

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2022	102/500732	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2023	102/500733	Contracts for Program Services	TBD	$58,618	$0	$58,618	
		Sub Total		$185,945	$0	$185,945	

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221	O: 06/19/19 (Item #40) A1: 07/15/20,
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563	
2022	102/500732	Contracts for Program Services	TBD	$311,987	$0	$311,987	

2023	102/500733	Contracts for Program Services	TBD	$311,987	$0	$311,987	(Item #20) A2: 05/19/21 (Tabled Item #15)
		Sub Total		$1,390,758	$0	$1,390,758	

FITNHNH, Inc. Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866	
2022	102/500732	Contracts for Program Services	TBD	$642,327	$0	$642,327	
2023	102/500733	Contracts for Program Services	TBD	$642,327	$0	$642,327	
		Sub Total		$2,942,938	$0	$2,942,938	

Friends Program Vendor # 154887 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702	
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702	
		Sub Total		$174,710	$177,404	$352,114	

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608	
2022	102/500732	Contracts for Program Services	TBD	$97,878	$0	$97,878	
2023	102/500733	Contracts for Program Services	TBD	$97,878	$0	$97,878	
		Sub Total		$405,272	$0	$405,272	

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478	
2022	102/500732	Contracts for Program Services	TBD	$107,055	$0	$107,055	
2023	102/500733	Contracts for Program Services	TBD	$107,055	$0	$107,055	
		Sub Total		$434,964	$0	$434,964	

Lakes Region Community Developers

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$58,174	$0	$58,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	

		Sub Total		$204,991	$0	$204,991	A2: 05/19/21 (Tabled Item #15)

Marquerites Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300	
2022	102/500732	Contracts for Program Services	TBD	$70,350	$0	$70,350	
2023	102/500733	Contracts for Program Services	TBD	$70,350	$0	$70,350	
		Sub Total		$327,536	$0	$327,536	

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087	
2022	102/500732	Contracts for Program Services	TBD	$64,233	$0	$64,233	
2023	102/500733	Contracts for Program Services	TBD	$64,233	$0	$64,233	
		Sub Total		$305,697	$0	$305,697	

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695	
2022	102/500732	Contracts for Program Services	TBD	$91,761	$0	$91,761	
2023	102/500733	Contracts for Program Services	TBD	$91,761	$0	$91,761	
		Sub Total		$468,328	$0	$468,328	

New Generation — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043	
2022	102/500732	Contracts for Program Services	TBD	$67,291	$0	$67,291	
2023	102/500733	Contracts for Program Services	TBD	$67,291	$0	$67,291	
		Sub Total		$296,982	$0	$296,982	

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693	
2022	102/500732	Contracts for Program Services	TBD	$443,512	$0	$443,512	
2023	102/500733	Contracts for Program Services	TBD	$443,512	$0	$443,512	
		Sub Total		$1,678,826	$0	$1,678,826	

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260	
2022	102/500732	Contracts for Program Services	TBD	$122,348	$0	$122,348	
2023	102/500733	Contracts for Program Services	TBD	$122,348	$0	$122,348	
		Sub Total		$444,758	$0	$444,758	

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173	
2022	102/500732	Contracts for Program Services	TBD	$128,465	$0	$128,465	
2023	102/500733	Contracts for Program Services	TBD	$128,465	$0	$128,465	
		Sub Total		$569,845	$0	$569,845	

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391	
2022	102/500732	Contracts for Program Services	TBD	$42,822	$0	$42,822	
2023	102/500733	Contracts for Program Services	TBD	$42,822	$0	$42,822	
		Sub Total		$180,305	$0	$180,305	

Southern NH Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694	
2022	102/500732	Contracts for Program Services	TBD	$232,461	$0	$232,461	
2023	102/500733	Contracts for Program Services	TBD	$232,461	$0	$232,461	
		Sub Total		$992,485	$0	$992,485	

The Front Door Agency

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/18/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$130,088	$0	$130,088	
2022	102/500732	Contracts for Program Services	TBD	$134,583	$0	$134,583	
2023	102/500733	Contracts for Program Services	TBD	$134,583	$0	$134,583	
		Sub Total		$557,157	$0	$557,157	

The Way Home, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/18/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	
		Sub Total		$256,886	$0	$256,886	

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/18/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435	
2022	102/500732	Contracts for Program Services	TBD	$39,763	$0	$39,763	
2023	102/500733	Contracts for Program Services	TBD	$39,763	$0	$39,763	
		Sub Total		$205,825	$0	$205,825	

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A2: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$252,556	$0	$252,556	

Overall Total	$12,548,320	$177,404	$12,725,724	

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9474 1-800-852-3345 Ext. 9474
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June 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

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Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
[redacted]	[redacted]	**Total**	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract. The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

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Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

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- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

DocuSign Envelope ID: 9057231D-3BDA-491A-B256-CE45FFC4B79A

New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

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13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families in Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28	0		100	0
29	0		100	0
30	0		100	0
31	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Lakes Region Community Developers ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, Section 2. Renewal, 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 and increase the price limitation 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 1.3, Contractor Name, to read:

   Laconia Area Community Land Trust, Inc. dba Lakes Region Community Developers

2. Form P-37 General Provisions, Block 1.7, Completion Date, to read:

   March 31, 2024

3. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $248,577

4. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

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
Name: Katja S. Fox
Title: Director

Lakes Region Community Developers

5/15/2023
Date

DocuSigned by:
Carmen Lorentz
Name: Carmen Lorentz
Title: Executive 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
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:

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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 LAKES REGION COMMUNITY DEVELOPERS is a New Hampshire Trade Name registered to transact business in New Hampshire on October 20, 2017. 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; and the attached is a true copy of the list of documents on file in this office.

Business ID: **781051**

Certificate Number: **0006216230**

IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 25th day of April A.D. 2023.

David M. Scanlan

Secretary of State

DocuSign Envelope ID: 6E831E1B-5771-4056-A25B-5F8905582B01

State of New Hampshire

Department of State

Business Name : **LAKES REGION COMMUNITY DEVELOPERS**

Business ID : **781051**

Filing History

Filing#	Filing Date	Effective Date	Filing Type	Annual Report Year
0005768687	04/28/2022	10/20/2022	Trade Name Renewal	N/A
0005765318	04/23/2022	04/23/2022	Tradename - First Renewal Notice	N/A
0005030594	10/20/2020	10/20/2020	Tradename Information Change	N/A
0003662536	10/20/2017	10/20/2017	Trade Name Registration	N/A

Trade Name Information

Business Name	Business ID	Business Status

Name History

Name	Name Type
No Name Changes found for this business.	

Principal Information

Name	Title
	Applicant

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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 LACONIA AREA COMMUNITY LAND TRUST, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on October 18, 1988. 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: **136017**

Certificate Number: **0006216231**

IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 25th day of April A.D. 2023.

David M. Scanlan

Secretary of State

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CERTIFICATE OF VOTE/AUTHORITY

I, Corey Hoyt, of Laconia Area Community Land Trust, Inc dba Lakes Region Community Developers do hereby certify that:

1. I am the Chair of the Board of Directors of Laconia Area Community Land Trust, Inc dba Lakes Region Community Developers.
2. That the Executive Director is hereby authorized on behalf of this company to enter into said contracts with the State, and to execute any and all documents, agreements, and other instruments, and any amendments, revisions, or modifications thereto, as she may deem necessary, desirable or appropriate, and Carmen Lorentz is the duly appointed Executive Director of this company.

3. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person listed above currently occupies the position indicated and that they have full authority to bind the company and that this authorization shall remain valid for thirty (30) days from the date of this certificate.

Corey Hoyt

Name: Corey Hoyt
Title: Chair

April 26, 2023
Date

Company Name: Laconia Area Community Land Trust, Inc dba Lakes Region Community Developers

DocuSign Envelope ID: 6E831E1B-5771-4056-A25B-5F8905582B01

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 05/03/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Janice Bagley
Melcher & Prescott Insurance 426 Main Street Laconia NH 03246	PHONE (A/C, No, Ext): (603) 524-4535 FAX (A/C, No): E-MAIL ADDRESS: jbagley@melcher-prescott.com

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
Laconia Area Community Land Trust Inc dba Lakes Region Community Developers 193 Court St Laconia NH 03246-3642	INSURER A: Co-operative Ins Company	18686
	INSURER B: Security National Ins Company	19879
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 23-24 Master **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			BOP3020670	01/01/2023	01/01/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 50,000 $ 5,000 $ 1,000,000 $ 1,000,000 $ 2,000,000 $
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ $ $ $ $
A	[X] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000			CUP3020674	01/01/2023	01/01/2024	EACH OCCURRENCE AGGREGATE $	$ 1,000,000 $ 1,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		SWC1416572	01/01/2023	01/01/2024	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 500,000 $ 500,000 $ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

State of NH - Dept of Health & Human Services
129 Pleasant Street
Concord NH 03301-3857

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Jessica E Fleck

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Lakes Region
Community
Developers

Mission Statement

We create opportunities for the Lakes Region to thrive by developing healthy homes, creating vibrant community assets, and engaging residents.

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Laconia Area Community Land Trust, Inc.
d/b/a Lakes Region Community Developers

Financial Report and
Supplementary Information

December 31, 2022 and 2021

Nesseralla & Company, LLC
A Public Accounting Firm

DocuSign Envelope ID: 6E831E1B-5771-4056-A25B-5F8905582B01

LACONIA AREA COMMUNITY LAND TRUST, INC.
d/b/a LAKES REGION COMMUNITY DEVELOPERS
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NESSERALLA & COMPANY, LLC
A Public Accounting Firm
Phone (603) 369-3812 Email accountants@nesscocpa.com

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Laconia Area Community Land Trust, Inc.
d/b/a Lakes Region Community Developers
Laconia, New Hampshire

Opinion

We have audited the consolidated financial statements of Laconia Area Community Land Trust, Inc. (a non-profit corporation) d/b/a Lakes Region Community Developers and its subsidiaries, which comprise the consolidated statement of financial position as of December 31, 2022, and the related consolidated statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the consolidated financial statements.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of Laconia Area Community Land Trust, Inc. d/b/a Lakes Region Community Developers and its subsidiaries as of December 31, 2022, and the changes in its net assets, functional expenses 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 in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. 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 Laconia Area Community Land Trust, Inc. d/b/a Lakes Region Community Developers and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. 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 Laconia Area Community Land Trust, Inc. d/b/a Lakes Region Community Developers' ability to continue as a going concern for one year after the date that the consolidated financial statements are 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, 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 GAAS 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.

P.O. Box 1752 • Manomet, Massachusetts 02345

In performing an audit in accordance with 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 consolidated 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 Laconia Area Community Land Trust, Inc. d/b/a Lakes Region Community Developers' 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 Laconia Area Community Land Trust, Inc. d/b/a Lakes Region Community Developers' 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.

Report on Summarized Comparative Information
We have previously audited Laconia Area Community Land Trust, Inc. d/b/a Lakes Region Community Developers' December 31, 2021 consolidated financial statements, and we expressed an unmodified opinion on those consolidated financial statements in our report dated March 28, 2022. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2021 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Supplementary Information
Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The supplementary consolidating information is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such 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, including 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 auditing standards generally accepted in the United States of America. In our opinion, the 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 March 23, 2023 on our consideration of Laconia Area Community Land Trust, Inc. d/b/a Lakes Region Community Developers' 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 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 Laconia Area Community Land Trust, Inc. d/b/a Lakes Region Community Developers' internal control over financial reporting and compliance.

Nesseralla & Company, LLC

Plymouth, Massachusetts
March 23, 2023

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LACONIA AREA COMMUNITY LAND TRUST, INC.
d/b/a LAKES REGION COMMUNITY DEVELOPERS
CONSOLIDATED STATEMENTS OF FINANCIAL POSITION
DECEMBER 31, 2022 AND 2021

ASSETS	2022	2021
Current Assets		
Cash (Note 1)	$ 1,536,455	$ 1,664,933
Cash, security deposits and restricted reserves held for related party (Note 20)	-	299,637
Tenant rents and subsidy receivable (Notes 1 & 17)	24,330	24,395
Grants and contributions receivable (Note 15)	1,543,094	2,460,356
Due from related parties (Note 7)	135,401	-
Other receivables	11,272	16,007
Prepaid expenses	71,089	77,110
Total Current Assets	3,321,641	4,542,438
Restricted Cash		
Cash - permanently restricted (Note 13)	-	74,079
Restricted reserves (Note 3)	627,949	580,097
Total Restricted Cash	627,949	654,176
Fixed assets, at cost - net of accumulated depreciation (Note 4)	8,963,734	9,167,886
Noncurrent Assets		
Tenant security deposits held in trust	60,067	58,983
Projects under development (Note 5)	334,234	334,700
Investments in marketable securities at fair market value (Note 6)	423,409	496,148
Developer fees receivable (Note 7)	863,495	584,105
Notes and operating advances receivable from related parties (Note 7)	1,815,743	1,415,750
Investments in related partnerships (Note 7)	100	100
Total Noncurrent Assets	3,497,048	2,889,786
Total Assets	$ 16,410,372	$ 17,254,286

See accompanying notes

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LACONIA AREA COMMUNITY LAND TRUST, INC.
d/b/a LAKES REGION COMMUNITY DEVELOPERS
CONSOLIDATED STATEMENTS OF FINANCIAL POSITION
DECEMBER 31, 2022 AND 2021

LIABILITIES AND NET ASSETS	2022	2021
Current Liabilities		
Current portion of long-term debt (Note 8)	$ 117,603	$ 63,933
Due to a related party (Note 20)	-	299,637
Recoverable grant (Note 15)	24,855	24,855
Accounts payable	23,746	22,772
Prepaid rent	39,108	25,203
Accrued expenses	25,580	29,711
Total Current Liabilities	230,892	466,111
Long-term Liabilities		
Long-term debt, net of current portion and debt issuance costs (Notes 8 & 9)	5,017,902	5,086,024
Line of credit (Note 11)	269,033	1,320
Tenant security deposits	59,023	58,299
Total Long Term Liabilities	5,345,958	5,145,643
Total Liabilities	5,576,850	5,611,754
Net Assets		
Without donor restrictions	9,216,938	7,404,271
With donor restrictions (Note 12)	1,616,584	4,238,261
Total Net Assets	10,833,522	11,642,532
Total Liabilities and Net Assets	$ 16,410,372	$ 17,254,286

See accompanying notes

LACONIA AREA COMMUNITY LAND TRUST, INC.
d/b/a LAKES REGION COMMUNITY DEVELOPERS
CONSOLIDATED STATEMENT OF ACTIVITIES
DECEMBER 31, 2022
(with comparative totals for December 31, 2021)

	Other Operating Programs	Real Estate Development	Total Without Donor Restrictions	With Donor Restrictions	2022 Total	2021 Total
Revenue and Other Support						
Contributions	$ 23,281	$ -	$ 23,281	$ -	$ 23,281	$ 70,273
Contributed nonfinancial assets (Note 14)	13,713	-	13,713	-	13,713	23,950
Grants (Note 15)	333,163	-	333,163	643,079	976,242	1,923,100
Resident service fees (Note 7)	21,760	-	21,760	-	21,760	22,360
Other service fees	1,000	-	1,000	-	1,000	-
Rental income and land lease revenue (Note 16)	1,085,885	-	1,085,885	-	1,085,885	1,074,724
Subsidy income (Note 17)	26,093	-	26,093	-	26,093	180,386
Developer fees (Note 7)	-	312,000	312,000	-	312,000	78,000
Management incentive fees (Note 7)	-	5,248	5,248	-	5,248	3,831
Net assets released from restrictions (Note 12):	2,199,448	1,065,308	3,264,756	(3,264,756)	-	-
Total Revenue and Support	3,704,343	1,382,556	5,086,899	(2,621,677)	2,465,222	3,376,624
Functional Expenses (Note 18)						
Program Services:						
Transitional Services	36,622	-	36,622	-	36,622	15,274
Tenant Support	230,592	-	230,592	-	230,592	247,467
Real Estate Development	-	434,955	434,955	-	434,955	232,593
Rental Properties	1,146,641	-	1,146,641	-	1,146,641	1,155,285
Asset Management	235,557	-	235,557	-	235,557	194,204
Community Building & Engagement	57,501	-	57,501	-	57,501	72,788
Supporting Services:						
Fundraising	60,491	-	60,491	-	60,491	68,020
General and Administrative	198,612	-	198,612	-	198,612	170,892
Total Functional Expenses	1,966,016	434,955	2,400,971	-	2,400,971	2,156,523
Change in Net Assets Before Non-operating Income and Expenses	1,738,327	947,601	2,685,928	(2,621,677)	64,251	1,220,101
Non-operating Income (Expenses)						
Investment income	32,425	-	32,425	-	32,425	31,319
Unrealized gain (loss) on investment (Note 6)	(72,756)	-	(72,756)	-	(72,756)	22,010
Realized gain on investment (Note 6)	17	-	17	-	17	14,652
Capital distributions from related parties (Note 7)	6,282	-	6,282	-	6,282	9,864
Discount (recovery) on notes receivable (Note 7)	(543,489)	-	(543,489)	-	(543,489)	45,711
Recovery of discount on note payable (Note 8)	(7,930)	-	(7,930)	-	(7,930)	(7,625)
De-obligation of grant receivable (Note 15)	-	(287,810)	(287,810)	-	(287,810)	-
Inherent contribution (Note 19)	-	-	-	-	-	166,856
Loss on sale of fixed assets (Note 20)	-	-	-	-	-	(141,220)
Total Non-operating Income (Expenses)	(585,451)	(287,810)	(873,261)	-	(873,261)	141,567
Change in Net Assets	1,152,876	659,791	1,812,667	(2,621,677)	(809,010)	1,361,668
Net Assets, beginning of year	7,404,271	-	7,404,271	4,238,261	11,642,532	10,280,864
Transfers	659,791	(659,791)	-	-	-	-
Net Assets, end of year	$ 9,216,938	$ -	$ 9,216,938	$ 1,616,584	$ 10,833,522	$ 11,642,532

See accompanying notes

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LACONIA AREA COMMUNITY LAND TRUST, INC.
d/b/a LAKES REGION COMMUNITY DEVELOPERS
CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES
DECEMBER 31, 2022
(with comparative totals for December 31, 2021)

	Program Services									2022 Total Functional Expenses	2021 Total Functional Expenses
	Transitional Housing	Tenant Support	Real Estate Development	Rental Properties	Asset Management	Community Building & Engagement	Total Program Services	Fundraising	General and Administrative		
Salaries and wages	$ 23,307	$ 89,711	$ 124,196	$ -	$ 135,382	$ 35,865	$ 408,461	$ 33,428	$ 130,553	$ 572,442	$ 575,829
Payroll taxes and benefits	5,528	21,278	29,458	-	32,111	8,507	96,882	7,929	30,964	135,775	128,213
Training and education	92	1,504	313	-	3,031	155	5,095	101	437	5,633	1,607
Insurance	481	1,762	1,640	63,792	1,913	810	70,398	528	2,290	73,216	74,894
Advertising	-	-	-	-	-	-	-	10,583	-	10,583	1,727
Professional fees	2,230	8,177	7,609	22,391	8,877	3,761	53,045	2,449	10,626	66,120	71,379
Management fees	-	-	-	91,797	-	-	91,797	-	-	91,797	107,837
Depreciation (Note 4)	2,457	9,008	8,382	254,352	9,779	4,143	288,121	2,698	11,705	302,524	272,448
Interest - amortization of debt issuance costs (Note 9)	-	-	607	664	-	-	1,271	-	-	1,271	4,338
Bad debt expense	-	-	-	27,886	-	-	27,886	-	-	27,886	32,482
Interest expense	-	-	8,418	17,006	24,482	-	49,906	-	-	49,906	55,381
Repairs and maintenance	297	1,087	1,012	323,187	1,180	500	327,263	326	1,413	329,002	314,682
Utilities	420	1,541	1,434	86,285	1,673	709	92,062	462	2,003	94,527	87,299
Snow and trash removal	126	463	431	72,324	502	213	74,059	139	601	74,799	58,009
Property taxes	210	769	715	102,087	835	354	104,970	230	999	106,199	140,027
Water and sewer	22	81	76	76,521	88	37	76,825	24	106	76,955	86,416
Postage	61	223	207	-	242	103	836	67	289	1,192	1,344
Dues and subscriptions	95	347	323	-	376	159	1,300	104	451	1,855	1,658
Office expense and supplies	741	2,717	2,528	4,514	2,949	1,249	14,698	814	3,530	19,042	12,047
Telephone	151	554	515	294	601	255	2,370	166	720	3,256	2,821
Travel	32	1,820	112	-	1,337	54	3,355	35	154	3,544	3,199
Project feasibility (Note 5)	-	-	245,711	-	-	-	245,711	-	-	245,711	3,333
Take the Wheel expense	-	40,820	-	-	-	-	40,820	-	-	40,820	52,021
Resident services	-	47,368	-	-	-	-	47,368	-	-	47,368	38,847
Supportive Housing operating support (Note 22)	-	-	-	-	8,720	-	8,720	-	-	8,720	7,521
Miscellaneous	372	1,362	1,268	3,541	1,479	627	8,649	408	1,771	10,828	20,964
Total Functional Expenses	$ 36,622	$ 230,592	$ 434,955	$ 1,146,641	$ 235,557	$ 57,501	$ 2,141,868	$ 60,491	$ 198,612	$ 2,400,971	$ 2,156,523

See accompanying notes

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LACONIA AREA COMMUNITY LAND TRUST, INC.
d/b/a LAKES REGION COMMUNITY DEVELOPERS
CONSOLIDATED STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED DECEMBER 31, 2022 AND 2021

	2022	2021
Cash Flows From Operating Activities		
Change in Net Assets Before Non-operating Income and Expenses	$ 64,251	$ 1,220,101
Adjustments to reconcile change in net assets before non-operating income and expenses to net cash provided by operating activities		
Depreciation	302,524	272,448
Amortization of debt issuance costs	1,271	4,338
Bad debt	27,886	32,482
Project feasibility	245,711	3,333
(Increase) decrease in the following assets:		
Tenant rents and subsidy receivable	(27,821)	16,110
Grants and contributions receivable	917,262	(1,226,700)
Other receivables	4,735	(14,708)
Prepaid expenses	6,021	(40,980)
Tenant security deposits	10,231	1,432
Increase (decrease) in the following liabilities:		
Accounts payable and accrued expenses	(3,157)	(48,212)
Prepaid rents	13,905	11,790
Tenant security deposits	724	(2,099)
Net Cash Provided By Operating Activities	1,563,543	229,335
Cash Flows From Investing Activities		
Projects under development	(245,245)	(132,185)
Capital distributions from related parties	6,282	9,864
Purchase of mutual funds	-	(30,000)
Investment income	32,425	31,319
Purchase of property, equipment and other assets	(98,372)	(221,249)
Acquisition of limited partner interest	-	72,669
Net Cash Used In Investing Activities	(304,910)	(269,582)

See accompanying notes

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LACONIA AREA COMMUNITY LAND TRUST, INC.
d/b/a LAKES REGION COMMUNITY DEVELOPERS
CONSOLIDATED STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED DECEMBER 31, 2022 AND 2021

	2022	2021
Cash Flows From Financing Activities		
Receipt of deferred development fees	32,610	23,980
Deferral of development fees	(312,000)	(8,295)
Related party repayment of loans and advances	6,473	5,546
Advances and loans to related parties	(1,384,993)	(25,943)
Proceeds from mortgages and notes	65,868	-
Repayment of mortgages and notes	(89,521)	(75,408)
Proceeds from a line of credit	298,328	1,320
Repayments against a line of credit	(30,615)	-
De-obligation of grant receivable	(287,810)	-
Proceeds from recoverable grant	-	24,855
Debt issuance costs	-	(1,820)
Net Cash Used In Financing Activities	(1,701,660)	(55,765)
Net Decrease In Cash and Restricted Cash	(443,027)	(96,012)
Cash and Restricted Cash, beginning of year	2,607,431	2,703,443
Cash and Restricted Cash, end of year	$ 2,164,404	$ 2,607,431
Breakdown of Cash and Restricted Cash, end of year:		
Cash	$ 1,536,455	$ 1,664,933
Cash and restricted reserves held for related party	-	288,322
Cash - permanently restricted	-	74,079
Restricted reserves	627,949	580,097
	$ 2,164,404	$ 2,607,431
Cash Paid During The Year For:		
Interest	$ 50,508	$ 55,995

See accompanying notes

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1. Summary of Significant Accounting Policies

Program Mission
The mission of Laconia Area Community Land Trust, Inc. ("LACLT"), doing business as Lakes Region Community Developers ("LRCD") is to create opportunities for the Lakes Region to thrive by developing healthy homes, creating vibrant community assets, and engaging residents.

Program Services
LRCD develops and supports its operations through strategic management of critical functions. Through staff effort and board oversight, the functions of accounting, fundraising, accountability to and support from the community and funding sources, and organization management and development are maintained to ensure the organization's integrity and sustainability. LRCD serves the community through six programs as follows:

Transitional Housing
LRCD's Transitional Housing Program serves families and individuals who are homeless or at imminent risk of homelessness. Rents are subsidized by LRCD while the households work to address barriers to permanent housing, stabilize their health, and secure employment.

Tenant Support
LRCD residents who desire support services are provided with a full range of support and life skills training. Two resident services coordinators assist families to retain their housing, strengthen family stability and enhance economic self-sufficiency.

Real Estate Development
LRCD develops a range of real estate to respond to housing and community development needs in the New Hampshire Lakes Region. This includes affordable rental homes for households of low-income, affordable starter homes for households of moderate income, supportive housing facilities for targeted low-income populations, and community facilities for non-profit organizations meeting critical needs in the community.

Rental Properties
LRCD retained the services of a third-party management agent for its portfolio of properties effective April 1, 2006.

Asset Management
LRCD provides asset management services related to its portfolio of properties.

Community Building & Engagement
LRCD works with residents to develop leadership skills, help them obtain living wage jobs, and partner with them to strengthen protective factors at the family and community level to increase every family's chance at a successful life.

Basis of Presentation
Financial statement presentation follows recommendations of the Financial Accounting Standards Board in its Accounting Standards Codifications ("ASC") 958-205, *Financial Statements of Not-for-Profit Organizations*. Under ASC 958-205, net assets are required to be classified and reported in two groups - net assets with donor restrictions and net assets without donor restrictions – based on the existence or absence of donor-imposed restrictions and the nature of those restrictions.

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1. Summary of Significant Accounting Policies (continued)

Principles of Consolidation
In accordance with ASC 810, *Consolidation*, the consolidated financial statements include the financial information of LRCD and its subsidiaries, MFH Limited Partnership ("MFH") and Mechanic School Limited Partnership ("Mechanic"). Mechanic's consolidation commenced on December 31, 2021, when LRCD acquired the limited partner interest in the entity. See Note 19. All significant transactions between the entities have been eliminated. These entities are collectively referred to as "the Organization" in these consolidated financial statements.

The following are for-profit entities, which are wholly- or majority-owned by LRCD and act in the capacity of general partner in limited partnerships. The activity of these entities is immaterial to the consolidated financial statements and has been excluded from the consolidated financial statements.

- LACLT Corporation
- EASTLACLT, LLC
- Winni River Housing Corp
- GVK3 Housing Corp
- HHA Housing Corp
- Harvey Heights Meredith Corporation

The consolidated financial statements do not include the accounts of for-profit real estate entities in which the above entities are general partner. Based on the provisions of ASC 810, LRCD determined that the presumption of control for the entities in which LRCD is the general partner had been overcome, and as a result the financial statements of those entities are not required to be consolidated.

Organizational Structure
LRCD is incorporated under the laws of the State of New Hampshire as a non-profit corporation. MFH and Mechanic were organized under the Uniform Limited Partnership Act of the State of New Hampshire.

Basis of Accounting
The Organization prepares its financial statements on the accrual basis of accounting consistent with accounting principles generally accepted in the United States of America ("GAAP").

Estimates
The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents
Cash and cash equivalents include investments in highly liquid debt instruments with a maturity of three months or less. Restricted cash is not considered cash equivalents.

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1. Summary of Significant Accounting Policies (continued)

Accounts Receivable – Recognition of Bad Debts
The Organization carries its accounts receivable from tenants at an amount equal to uncollected but earned revenue less an allowance for doubtful accounts. On a periodic basis, the Organization evaluates its accounts receivable and establishes an allowance for doubtful accounts, based on a history of past write-offs and collections and current credit conditions. As of December 31, 2022 and 2021, management has estimated an allowance of $13,405 and $0, respectively.

Impairment of Long-Lived Assets
Long-lived assets are reviewed for impairment whenever events or changes in circumstances indicate that the carrying value may not be recoverable. Recoverability is measured by a comparison of the carrying amount to the future net undiscounted cash flow expected to be generated and any estimated proceeds from the eventual disposition. If the long-lived asset is considered to be impaired, the impairment to be recognized is measured at the amount by which the carrying amount exceeds the fair value as determined from an appraisal, discounted cash flows analysis, or other valuation technique. No impairment losses were recognized during the years ended December 31, 2022 and 2021.

Fair Value Measurements
The Organization determines the fair market values of its financial assets and liabilities, as well as non-financial assets and liabilities, that are recognized or disclosed at fair value on a recurring basis in accordance with generally accepted accounting principles, based on the fair value hierarchy established under ASC 820 *Fair Value Measurements.*

Level 1: Quoted prices in active markets for identical assets or liabilities. The Organization's Level 1 assets include short- and long-term investments that are measured at fair value on a recurring basis. See Note 6.

Level 2: Observable inputs other than Level 1 prices such as quoted prices for similar assets or liabilities; quoted prices in markets that are not active; or other inputs that are observable or can be corroborated by observable market data for substantially the full term of the assets or liabilities. The Organization currently has no Level 2 assets or liabilities that are measured at fair value on a recurring basis.

Level 3: Unobservable inputs that are supported by little or no market activity and that are significant to the fair value of the assets or liabilities. Level 3 assets and liabilities include items where the determination of fair value requires significant management judgment or estimation. The Organization currently has no Level 3 assets or liabilities that are measured at fair value on a recurring basis.

Revenue Recognition
Rental revenue attributable to residential leases are recorded when due from residents, generally upon the first day of each month. Leases are for periods of up to one year, with rental payments due monthly. Other revenue results from fees for late payments, cleaning, damages, and laundry facilities and is recorded when earned.

Advertising
Advertising costs are expensed as they are incurred.

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1. Summary of Significant Accounting Policies (continued)

Income Taxes
LRCD is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code, as amended, except for income taxes on "unrelated business income", if any. For the years ended December 31, 2022 and 2021, LRCD did not have any "unrelated business income" subject to income taxes; accordingly, no provision for income taxes for these entities has been included in the consolidated financial statements.

MFH and Mechanic are pass-through entities for income tax purposes and, as such, are not subject to income taxes. Rather, all items of taxable income, deductions and tax credits are passed through to and reported by their partners on their respective income tax returns. Accordingly, these consolidated financial statements do not reflect a provision for income taxes for these entities.

Provisions of ASC 740 have been adopted related to the subsequent recognition and measurement of tax positions. This guidance requires recognition of the financial statement impact of a tax position when it is more-likely-than-not that the position will be sustained upon examination. No uncertain tax positions were identified that qualify for either recognition or disclosure in the consolidated financial statements. Income tax returns are subject to examination by the Internal Revenue Service ("IRS") for a period of three years.

Going Concern Evaluation
On an annual basis, as required by ASC 205 *Presentation of Financial Statements – Going Concern*, the Organization performs an evaluation to determine whether there are conditions or events (known and reasonably knowable), considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern within one year after the date that these financial statements are available to be issued. No conditions or events were identified.

Reclassifications
Certain items in the December 31, 2021 financial statements have been reclassified to conform to the current year's classifications. These reclassifications had no effect on net assets.

Subsequent Events
Events that occur after the consolidated statement of financial position date but before the consolidated financial statements were available to be issued must be evaluated for recognition or disclosure. The effects of subsequent events that provide evidence about conditions that existed at the consolidated statement of financial position date are recognized in the accompanying consolidated financial statements. Subsequent events which provide evidence about conditions that existed after the consolidated statement of financial position date require disclosure in the accompanying notes. Management evaluated the activity of the Organization through March 23, 2023 and concluded that, except for the event discussed in Note 24, no subsequent events have occurred that would require recognition in the consolidated financial statements or disclosure in the notes to consolidated financial statements.

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2. Financial Assets and Liquidity

The Organization's operations are substantially supported by restricted contributions and rental income. Because a donor's restriction requires resources to be used in a particular manner or in a future period, the Organization must maintain sufficient resources to meet those responsibilities to its donors. Some rental properties have regulatory and loan restrictions which require adequate reserves. Security deposits from rental tenants are held until the lease is terminated. Therefore, these financial assets may not be available for general expenditure within one year.

The Organization's liquidity management policy requires that cash reserves and liquidity are maintained and managed on an ongoing basis to ensure the capability to meet all obligations, while also having at least $500,000 in liquid funds available to pay pre-development costs associated with real estate development projects or to pursue other strategic opportunities. The Organization adopted an investment policy with an objective to maximize return on invested assets while minimizing risk and expenses.

The following table reflects the financial assets as of December 31, 2022 and 2021, reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year.

	2022	2021
Cash, security deposits, and restricted cash	$ 2,224,471	$ 2,677,729
Tenant rents and subsidy receivable	24,330	24,395
Grants and contributions receivable	1,543,094	2,460,356
Due from related parties	135,401	-
Other receivables	11,272	16,007
Investments in marketable securities at fair market value	423,409	496,148
Financial assets, at year-end	4,361,977	5,674,635
Less those unavailable for general expenditures within one year, due to contractual or donor-imposed restrictions:		
Balance of cash and restricted cash owed to HHM Limited Partnership ("HHM") from sale	-	(299,637)
Restricted by donor with time or purpose restrictions	(1,616,584)	(2,661,698)
Restricted by donor for capital projects in perpetuity	-	(74,079)
Cash restricted by regulatory agreements	(229,853)	(259,494)
Reserves restricted by regulatory or loan agreements	(627,949)	(580,097)
Security deposits restricted by lease agreements	(60,067)	(58,983)
Financial assets available to meet cash needs for general expenditures within one year	$ 1,827,524	$ 1,740,647

3. Restricted Reserves

Avery Hill

LRCD entered into a Regulatory Agreement with the New Hampshire Housing Finance Authority ("NHHFA") in connection with the mortgage on Avery Hill. See Notes 8 and 23. The Agreement requires LRCD to make monthly deposits in the amount of $450 into a reserve for replacements. Withdrawals from this account cannot be made without the consent of NHHFA. Restricted cash balances for the Avery Hill property were as follows:

	2022	2021
Replacement reserve	$ 64,715	$ 58,835
Operating reserve	24,121	23,938
Real estate tax escrow	3,115	1,372
Insurance escrow	4,933	4,908
Residual receipts reserve	116	115
Total	$ 97,000	$ 89,168

Pine Hill

LRCD entered into a Regulatory Agreement with NHHFA in connection with the mortgage on Pine Hill. See Notes 8 and 23. The Agreement requires LRCD to make monthly deposits in the amount of $625 into a reserve for replacements. Withdrawals from this account cannot be made without the consent of NHHFA. Restricted cash balances for the Pine Hill property were as follows:

	2022	2021
Replacement reserve	$ 91,828	$ 83,645
Operating reserve	9,093	9,024
Tax and insurance escrow	12,171	10,717
Total	$ 113,092	$ 103,386

LNI

LRCD entered into a Regulatory Agreement with NHHFA in connection with the mortgage on LNI. See Notes 8 and 23. The Agreement requires LRCD to make monthly deposits in the amount of $750 into a reserve for replacements. Withdrawals from this account cannot be made without the consent of NHHFA. Restricted cash balances for the LNI property were as follows:

	2022	2021
Replacement reserve	$ 113,319	$ 103,477
Operating reserve	74,411	73,847
Tax and insurance escrow	23,089	18,872
Total	$ 210,819	$ 196,196

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3. Restricted Reserves (continued)

Compass House
LRCD entered into a Regulatory Agreement with NHHFA in connection with the mortgage on Compass House. See Notes 8 and 23. The Agreement requires certain restricted reserves to be established and maintained. Withdrawals from these accounts cannot be made without the consent of NHHFA. Restricted cash balances for the Compass House property were as follows:

	2022	2021
Replacement reserve	$ 17,128	$ 7,019
Operating reserve	11,047	10,963
Real estate tax escrow	8,430	4,463
Insurance escrow	7,941	7,641
Special rental reserve	162,492	161,261
Total	$ 207,038	$ 191,347

4. Fixed Assets

Fixed assets are carried at cost. Maintenance repairs and minor renewals are expensed as incurred, while more extensive improvements, renewals and betterments are capitalized. Provision for depreciation is provided over the estimated useful lives of the respective assets, on a straight-line basis, over three to forty years. Depreciation expense for the years ended December 31, 2022 and 2021 was $302,524 and $272,448, respectively.

The Organization's fixed assets consisted of the following, recorded at cost, at December 31:

	2022	2021
Land and improvements	$ 2,615,040	$ 2,615,040
Building and improvements	10,434,347	10,356,494
Equipment	231,930	221,618
Total	13,281,317	13,193,152
Less: accumulated depreciation	(4,317,583)	(4,025,266)
Property and Equipment, net	$ 8,963,734	$ 9,167,886

5. Projects Under Development

LRCD capitalizes all costs for projects under development. If a project is determined infeasible, the costs are expensed in the year of determination.

Harvey Heights Meredith
LRCD incurred costs related to rehabilitation of the Harvey Heights Meredith location. The cumulative balance of $153,556 was sold to HHM on December 30, 2021. See Note 20.

5. Projects Under Development (continued)

Harriman Hill Phase 3
LRCD incurred costs related to a potential third phase of the Harriman Hill project in Wolfeboro, NH. LRCD entered into an option agreement for the purchase of the property by June 1, 2023, as extended. A technical assistance loan was provided by NHHFA to finance a portion of the costs, see Note 8. During the year ended December 31, 2022, the project was determined infeasible for homeownership units and $125,006 was written off to project feasibility expense. Certain costs remained capitalized as they are applicable to a potential future low-income housing development on the same site. The outstanding project under development balance at December 31, 2022 and 2021 was $34,838 and $146,245, respectively.

Gale School
LRCD incurred costs related to the renovation of a historic school located in Belmont, NH into a daycare and community services center. LRCD entered into a land donation agreement on May 29, 2020 to acquire the property when LRCD provides notice of intent to take title. A recoverable grant is available to finance a portion of the costs, see Note 15. The outstanding project under development balance at December 31, 2022 and 2021 was $129,991 and $76,204, respectively.

Court Street Office
LRCD incurred costs related to the rehabilitation of the Court Street administrative office building. The outstanding project under development balance at December 31, 2022 and 2021 was $30,101 and $5,585, respectively.

Northfield Project
LRCD incurred costs related to land for a potential low-income housing development located in Northfield, NH. LRCD entered into an option to purchase agreement for the purchase of the property by June 30, 2023. A portion of the costs were financed by a technical assistance loan from NHHFA, see note 8, and a recoverable grant, see Note 15. The outstanding project under development balance at December 31, 2021 was $106,666. During the year ended December 31, 2022, the project was determined infeasible and $113,205 was written off to project feasibility expense.

Bay Street Project
LRCD incurred costs related to a potential low-income housing development located in Laconia, NH. LRCD entered into an agreement to purchase the property by June 15, 2023. The outstanding project under development balance at December 31, 2022 and 2021 was $14,500 and $0, respectively.

Mill Pond Project
LRCD incurred costs related to a potential low-income housing development located in Ashland, NH. LRCD entered into an option to purchase agreement for the purchase of the property by June 30, 2024. A technical assistance loan was provided by NHHFA to finance a portion of the costs, see Note 8. The outstanding project under development balance at December 31, 2022 and 2021 was $124,804 and $0, respectively.

St. Agnes Project
LRCD incurred costs related to a potential supportive housing project located in Ashland, NH. During the year ended December 31, 2022, the project was determined infeasible and $7,500 was written off to project feasibility expense.

5. Projects Under Development (continued)

Jameson Street
During the year ended December 31, 2022, LRCD entered into an option agreement to purchase land and improvements located in Laconia, NH by August 1, 2023. No costs were incurred related to the project during the year ended December 31, 2022.

6. Investments in Marketable Securities

LRCD's investments in marketable securities consisted of investments in mutual funds managed through Edward Jones. See Note 2.

	December 31, 2022		December 31, 2021	
	FMV	Cost	FMV	Cost
Mutual Funds	$ 423,409	$ 357,206	$ 496,148	$ 357,189
Total	$ 423,409	$ 357,206	$ 496,148	$ 357,189

7. Related Party Transactions

Due from Related Parties
During the year ended December 31, 2022, LRCD paid development costs on behalf of HHM. Reimbursement due to LRCD was $122,101 at December 31, 2022.

During the year ended December 31, 2022, LRCD paid for the installation of a new fixed asset at Lochmere Meadows Affordable Housing Limited Partnership ("Lochmere I"). Reimbursement due to LRCD was $13,300 at December 31, 2022.

LRCD has paid costs of Mechanic and MFH. Reimbursement due to LRCD have been eliminated from the financial statements through consolidation.

Developer Fees
Harriman Hill Affordable Housing Limited Partnership ("HHAHLP") entered into a development services agreement with Eastern Lakes Regional Housing Coalition and The Hartland Group, Inc. The agreement called for a portion of the development fee, in the amount of $74,667, be paid to LRCD for its development services on the property in Wolfeboro, New Hampshire. The entire fee was earned during the year ended December 31, 2011. LRCD was due $28,961 and $28,961 at December 31, 2022 and 2021, respectively.

LRCD entered into a development services agreement with River's Edge Laconia Limited Partnership. The agreement called for payment of a fee in the amount of $584,000 for the development services on a project located in Laconia, New Hampshire. The entire fee was earned during the year ended December 31, 2016. LRCD was due $228,534 and $261,144 at December 31, 2022 and 2021, respectively.

LRCD entered into a development services agreement with HHA Limited Partnership ("HHA"). The agreement called for payment of a fee in the amount of $720,000 for the development services on a project located in Ashland, New Hampshire. The entire fee was earned as of December 31, 2020. LRCD was due $288,000 and $288,000 at December 31, 2022 and 2021, respectively.

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7. Related Party Transactions (continued)

Developer Fees (continued)
LRCD entered into a development services agreement with HHM. The agreement calls for payment of a fee in the amount of $390,000 for the development services on a project located in Meredith, New Hampshire. During the years ended December 31, 2022 and 2021, LRCD earned $312,000 and $78,000 of the fee, respectively. LRCD was due $318,000 and $6,000 at December 31, 2022 and 2021, respectively.

Notes and Operating Advances Receivable
LRCD entered into a long-term promissory note agreement with Mechanic. Interest accrues annually at the rate of 3.1%. The principal and accrued interest are due in their entirety on March 7, 2036. The note receivable and accrued interest receivable balances have been eliminated from the financial statements through consolidation.

LRCD entered into a non-interest-bearing promissory note agreement with MFH during the year ended December 31, 2018. The original maturity date of December 31, 2019 was extended until December 31, 2023. The balance has been eliminated from the financial statements through consolidation.

LRCD entered into a promissory note agreement with Boynton Road Limited Partnership. Interest accrues at the rate of 3%. The principal and accrued interest are due in their entirety on January 20, 2039. The note receivable balance at December 31, 2022 and 2021 was $17,000 and $17,000, respectively. The accrued interest receivable balance at December 31, 2022 and 2021 was $4,602 and $4,092, respectively.

LRCD entered into a 1% promissory note agreement with Lochmere I during the year ended December 31, 2011. Monthly principal and interest payments of $563 are due through January 31, 2031. The note receivable balance at December 31, 2022 and 2021 was $112,162 and $117,765, respectively.

LRCD entered into a $324,000 non-interest-bearing promissory note agreement with Lochmere I during the year ended December 31, 2012. The entire outstanding balance of the note shall be due and payable in full on April 25, 2029. The loan has been discounted to its present value using an implied interest rate of 4%. The discounted note receivable balance at December 31, 2022 and 2021 was $246,214 and $236,744, respectively.

LRCD made operating deficit loans to HHAHLP to cover operating deficits. Operating deficit loans accrue interest at 8% compounded annually and are payable from cash surplus. The balance outstanding was $20,200 and $20,200 at December 31, 2022 and 2021, respectively. The balance of deferred interest receivable at December 31, 2022 and 2021 was $17,023 and $14,266, respectively.

LRCD entered into a $32,000 non-interest-bearing promissory note agreement with HHAHLP during the year ended December 31, 2013. The entire outstanding balance of the note shall be due and payable in full on November 1, 2030. The note receivable balance at December 31, 2022 and 2021 was $32,000 and $32,000, respectively.

LRCD entered into a $400,000 non-interest-bearing promissory note agreement with Harriman Hill II Limited Partnership during the year ended December 31, 2014. The entire outstanding balance of the note shall be due and payable in full on June 24, 2028. The loan has been discounted to its present value using an implied interest rate of 4%. The discounted note receivable balance at December 31, 2022 and 2021 was $303,967 and $292,276, respectively.

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7. Related Party Transactions (continued)

Notes and Operating Advances Receivable (continued)

LRCD entered into a $439,000 promissory note agreement with River's Edge Laconia Limited Partnership during the year ended December 31, 2015. The loan accrues interest at 5% per annum with payments due at 50% of annual cash surplus. The entire outstanding balance of the note shall be due and payable in full on May 3, 2045. The loan has been discounted to its present value using an implied interest rate of 4%. The discounted note and deferred interest receivable balance at December 31, 2022 and 2021 was $245,822 and $241,191, respectively.

LRCD entered into a $350,000 non-interest-bearing promissory note agreement with HHA during the year ended December 31, 2019. The entire outstanding balance of the note shall be due and payable in full 15 years from the date of rehabilitation completion, which occurred on January 1, 2020. The loan has been discounted to its present value using an implied interest rate of 4%. The discounted note receivable balance at December 31, 2022 and 2021 was $218,610 and $210,202, respectively.

LRCD entered into a $475,000 non-interest-bearing promissory note agreement with HHA during the year ended December 31, 2019. The entire outstanding balance of the note shall be due and payable in full on July 11, 2049. Total funds advanced were $480,500 which exceeds the face value of the note by $5,500 due to additional grant funds. The loan has been discounted to its present value using an implied interest rate of 4%. The discounted note receivable balance at December 31, 2022 and 2021 was $166,645 and $160,236, respectively.

LRCD entered into a $285,000 non-interest-bearing promissory note agreement with GVK3 Limited Partnership during the year ended December 31, 2017. The entire outstanding balance of the note shall be due and payable in full on June 11, 2057. The loan has been discounted to its present value using an implied interest rate of 4%. The discounted note receivable balance at December 31, 2022 and 2021 was $72,569 and $69,778, respectively.

LRCD entered into a $475,000 non-interest-bearing promissory note agreement with HHM during the year ended December 31, 2021. During the year ended December 31, 2022, LRCD received additional grant funds and entered into a promissory note for an additional $232,000. The entire outstanding balance of the notes shall be due and payable in full on December 29, 2051. No funds had been advanced to HHM as of December 31, 2021. The discounted notes receivable balance at December 31, 2022 was $192,350.

LRCD entered into a $300,000 non-interest-bearing promissory note agreement with HHM during the year ended December 31, 2021. The entire outstanding balance of the note shall be due and payable on December 31, 2037. No funds had been advanced to HHM as of December 31, 2021. The discounted note receivable balance at December 31, 2022 was $166,579.

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7. Related Party Transactions (continued)

Investments in Partnerships
LRCD maintains the following investments in partnerships which have been recorded at cost as of December 31, 2022 and 2021:

Partnership	Ownership %	2022	2021
HHAHLP	.009%	$ 100	$ 100
		$ 100	$ 100

Investments in Mechanic and MFH have been eliminated from these consolidated financial statements.

Resident Service Fees
LRCD received resident service fees for supportive services it provides to certain partnerships in which it is affiliated. Resident service fees receivable totaled $7,072 and $6,760 at December 31, 2022 and 2021, respectively. Resident service fees earned are as follows:

	2022	2021
River's Edge	$ 8,704	$ 8,320
HHAHLP	6,528	6,240
Harriman Hill II, LP	6,528	6,240
Mechanic	-	1,560
	$ 21,760	$ 22,360

Resident service fee balances related to Mechanic and MFH have been eliminated from these consolidated financial statements after LRCD's acquisition.

Management Incentive and Investor Services Fees
LRCD entered into management incentive fee agreements with certain limited partnerships in which it is a general partner and an investor services agreement with MFH as limited partner. Management incentive fees receivable totaled $1,732 and $1,681 at December 31, 2022 and 2021, respectively. Management incentive fees earned are as follows:

	2022	2021
Harriman Hill II, LP	$ 2,215	$ 2,150
LM II Affordable Housing LP	1,300	-
GVK3 LP	1,733	1,681
	$ 5,248	$ 3,831

Capital Distributions
LRCD received capital distributions from certain partnerships in which it is affiliated as follows:

	2022	2021
Harriman Hill II, LP	$ 3,206	$ 6,810
Boynton Road LP	1,867	1,014
Lochmere I	1,209	2,040
	$ 6,282	$ 9,864

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8. Long-term Debt

Long-term debt consisted of the following at December 31, 2022 and 2021:

Lender	Interest Rate	Payment Amount	Maturity Date	Collateral	Balance at 12/31/22	Balance at 12/31/21	
Bank of New Hampshire	4%	$512/mo	January 2022	Elm Street	$ -	$ 457	
Bank of New Hampshire	4%	$428/mo	January 2022	Pearl Street	-	382	
Northway National Bank	6.5%	$480/mo	October 2021	LNI	-	-	
Meredith Village Savings Bank	3%	$2,781/mo	December 2039	Frances Court	443,965	463,705	
NHHFA	0%	$0	May 2027	Pine Hill	350,000	350,000	
NHHFA	0%	$0	October 2052	Avery Hill	578,500	585,000	
NHHFA	0%	Cash surplus	July 2040	LNI	45,694	52,852	
Meredith Village Savings Bank	0%	$0	January 2024	Frances Court	206,191	198,261	(a)
LHRA	0%	$0	Property conveyance	Avery Hill	35,900	35,900	
Belknap County	0%	$0	December 2030	LNI	464,000	464,000	
CDFA	3%	$251/mo	December 2028	Avery Hill	16,504	19,185	
NHHFA	0%	$0	Construction closing	n/a	20,000	20,000	(b)
NHHFA	0%	$0	Construction closing	n/a	34,151	-	(c)
NHHFA	0%	$0	Construction closing	n/a	-	-	(d)
Meredith Village Savings Bank	4.87%	$2,783/mo	September 2039	Court Street	498,777	507,648	
NHHFA	0%	$0	October 2049	Compass House	1,080,256	1,080,256	
Bank of New Hampshire	0%	$0	July 2034	MFH	300,000	300,000	
City of Laconia	0%	$0	July 2034	MFH	479,550	479,550	
Bank of New Hampshire	1.5%	$1,211/mo	December 2024	MFH	159,373	171,388	
Belknap County	0%	$0	March 2036	Mechanic	430,000	430,000	
			Total long-term debt		5,142,861	5,158,584	
			Less: unamortized debt issuance costs		(7,356)	(8,627)	
			Net long-term debt balance		$ 5,135,505	$ 5,149,957	

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8. Long-term Debt (continued)

(a) The loan has been discounted using an imputed interest rate of 4.0%, which resulted in a discount of $195,450 and $203,380 at December 31, 2022 and 2021, respectively.
(b) The loan is for the payment of predevelopment costs related to the Harriman Hill Phase 3 development project. The loan is payable at the time of construction loan closing. If the project cannot proceed and is determined to be infeasible, then the loan shall be forgiven, and no repayment expected.
(c) The loan is for the payment of predevelopment costs related to the Mill Pond development project. The loan is payable at the time of construction loan closing. If the project cannot proceed and is determined to be infeasible, then the loan shall be forgiven, and no repayment expected.
(d) The loan is for the payment of predevelopment costs related to the Northfield development project. The loan was funded for $31,717 during the year ended December 31, 2022. The project was determined to be infeasible and the loan was forgiven.

The liability under the mortgage notes is limited to the underlying value of the real estate collateral, assignment of rents and leases plus other amounts deposited with the lender.

Maturities of long-term debt as of December 31 are as follows:

2023	$ 117,603
2024	199,567
2025	53,506
2026	54,795
2027	406,068
Thereafter	4,311,322
Total long-term debt	5,142,861
Less: unamortized debt issuance costs	(7,356)
Total	$ 5,135,505

9. Amortization

Debt issuance costs, net of accumulated amortization, are presented as a deduction from the carrying value of the mortgage notes payable. Debt issuance costs include finance fees of $8,820 which are amortized over 3 years, $6,468 which are amortized over 66 months, $13,064 which are amortized over 20 years, $19,925 which are amortized over 30 years, and $4,343 which are amortized over 40 years. Amortization expense for the years ended December 31, 2022 and 2021 was $1,217 and $4,338, respectively. Amortization expense on debt issuance costs has been included as interest expense on the statement of functional expenses.

10. Company Credit Cards

LRCD maintains company credit cards for eight employees with a total credit line of $15,000. The individual credit limits range from $1,000 to $15,000. The balance is paid in full monthly. The balance due at December 31, 2022 and 2021 was $0 and $0, respectively.

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11. Revolving Line of Credit

LRCD obtained a revolving line of credit in the amount of $500,000 from Meredith Village Savings Bank during the year ended December 31, 2021. Monthly interest is payable on the unpaid principal balance at a variable interest rate, which was 7.75% at December 31, 2022. All principal and interest due and payable on the maturity date, November 19, 2024. The balance outstanding at December 31, 2022 and 2021 was $269,033 and $1,320, respectively.

Unamortized debt issuance costs related to the line of credit is included in the maturities of long-term debt in Note 8.

12. Net Assets with Donor Restrictions

Net assets with donor restrictions are restricted for the following purposes and periods.

	2022	2021
Subject to expenditure for specified purpose		
Transitional Housing activities:		
Transitional shelter and intervention services	$ 33,900	$ 96,868
Tenant Support activities:		
Affordable car loan program	25,185	84,784
Eviction prevention	3,698	3,000
Dental program	7,730	12,164
Resident services	24,622	78,525
Real Estate Development activities:		
Development director salary and benefits	-	62,141
Seminar travel expenses	10,440	7,440
Real estate development	1,299,142	2,081,044
Rental Properties activities:		
Capital expenditures	5,100	25,975
Asset Management activities:		
Asset management specialist salary and benefits	40,000	-
Community Building & Engagement activities:		
Community building survey & intern	8,367	11,751
General and Administrative activities:		
Consulting expenses	-	36,873
Administrative office renovation	158,400	152,800
	1,616,584	2,653,365
Subject to the passage of time	-	8,333
Restricted in perpetuity for capital projects		
NeighborWorks America Capital Fund (see Note 13)	-	1,576,563
Total net assets with donor restrictions	$ 1,616,584	$ 4,238,261

12. Net Assets with Donor Restrictions (continued)

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purposes or by occurrence of the passage of time or other events specified by donors.

	2022	2021
Purpose restrictions accomplished		
Transitional Housing expenses	$ 92,934	$ 90,528
Tenant Support expenses	144,622	177,823
Real Estate Development expenses	117,802	20,436
Real Estate Development loan made	923,868	-
Real Estate Development project under development	23,638	57,692
Rental Properties fixed assets placed in service	-	24,795
General and Administrative expenses	37,223	3,509
General and Administrative project under development	4,400	-
	1,344,487	374,783
Time restrictions expired		
Passage of specified time	8,333	12,500
Restriction released by donor		
Technical assistance loan forgiven (see Note 8)	33,717	-
De-obligation of grant receivable (Note 15)	287,810	-
Recoverable grant released (Note 15)	13,846	-
NeighborWorks America Capital Fund (see Note 13)	1,576,563	-
Total net assets released from donor restrictions	$ 3,264,756	$ 387,283

13. NeighborWorks America Capital Fund

The NeighborWorks America Capital Fund represents funds provided by NeighborWorks America for capital projects. All resources granted to this fund must be maintained permanently. LRCD is permitted to transfer or expend the income derived from capital assets in excess of the relevant Capital Fund Agreement.

LRCD did not receive any permanently restricted grant funds from the NeighborWorks America Capital Reinvestment Fund during the years ended December 31, 2022 and 2021. During the year ended December 31, 2022, NeighborWorks America approved the release of all remaining permanently restricted funds as unrestricted.

At December 31, 2022 and 2021, net assets restricted under the NeighborWorks America Capital Fund consisted of the following:

	2022	2021
Cash	$ -	$ 74,079
Office Building	-	41,064
Building Improvements	-	640,655
Long-term Loan – Capital Projects	-	820,765
Net Assets	$ -	$ 1,576,563

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14. Contributed Nonfinancial Assets

LRCD solicits and accepts gifts for purposes that will help the organization further and fulfill its mission. Contributions of significant nonfinancial assets are subject to review by the Board of Directory prior to acceptance. Whether to monetize or utilize contributed assets is determined on a case-by-case basis depending on the marketability and usefulness of the items to LRCD.

During the years ended December 31, 2022 and 2021, LRCD was aided by 46 and 82 volunteers, respectively, for a total of 406 and 213 hours, respectively. Volunteers assisted with community gardens, yard sales, holiday events, babysitting, transportation and community clean-up. Volunteer time, of which no readily ascertainable value could be obtained, was not recorded on the books of LRCD for the years ended December 31, 2022 and 2021.

For the years ended December 31, 2022 and 2021, contributed nonfinancial assets recognized within the consolidated statement of activities included:

	2022	2021
Auditing services	$ 13,000	$ 23,950
Legal services	713	-
Total	$ 13,713	$ 23,950

Contributed nonfinancial assets did not have donor-imposed restrictions.

15. Grants and Awards

LRCD received $976,242 and $1,923,100 in grants and awards during the years ended December 31, 2022 and 2021, respectively. Grants are recorded when the awards are received. During the year ended December 31, 2022, the grant receivable balance of $287,810 related to one grant restricted by the donor for the Harriman Hill Phase 3 homeownership project was de-obligated by the donor and written off by LRCD. See Notes 5 and 12.

LRCD received a short-term recoverable grant on June 1, 2020, in the amount of $25,000. The purpose of the grant is to finance predevelopment expenses of the Gale School project, see Note 5. LRCD shall repay all disbursed amounts in full on the earlier of the completion of the project or September 30, 2022, the maturity date. If the project cannot proceed due to lack of financing or the completed project cannot generate sufficient revenue to repay the recoverable grant, then repayment of the portion that is unable to be repaid shall not be required. As of December 31, 2022 and 2021, the total funds disbursed of $24,855 and $24,855, respectively, are presented as a current liability on the consolidated financial statements.

LRCD received a short-term recoverable grant on December 29, 2021, in the amount of $25,000. The purpose of the grant is to finance predevelopment expenses of the Northfield project, see Note 5. During the year ended December 31, 2022, it was determined that the project could not proceed and no repayment of advanced funds was required. See Note 12.

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16. Lessor

LRCD leased land on Jameson Street, Laconia, to an individual on March 21, 2003. The lease is for a period of ninety-nine years with an option to renew for an additional period of ninety-nine years. The lease calls for monthly payments of $25.

LRCD leased office space in the 193 Court Street building to a third-party on October 12, 2021. The lease commenced November 1, 2021 on a month-to-month basis indefinitely for as long as LRCD does not need the space. The lease calls for monthly payments of $550.

LRCD has entered into a lease agreement with a third-party to operate the Compass House group home, see Note 22. The lease commenced on February 10, 2020 and has a one-year term with automatic one-year renewals. It does not call for any rent payments but is a net lease exempting LRCD from any expense related to the operation of the property. Any cost reimbursements received from the lessee are treated as rent income on these financial statements.

17. Subsidy Income

LRCD entered into a Rental Assistance Agreement with RD related to the Harvey Heights project that commenced November 1, 2016. The agreement was renewed in 2018 and provided a maximum rental assistance commitment of $584,587. This agreement expires automatically upon the total disbursement of this amount but is then renewable under contract with USDA Rural Development pending congressional approval of budget authority. No subsequent renewal agreement had been received by management although rental assistance continued to be received through the sale of the property on December 30, 2021.

LRCD contracted with the United States Department of Housing and Urban Development ("HUD") under Section 811 of the Cranston-Gonzalez National Affordable Housing Act of 1990 as amended, to provide rental assistance payments on behalf of qualified tenants for 5 units of the LACLT Scattered Sites. The current contract expires September 30, 2026. The agreement provides for a maximum annual contract commitment of $43,680.

MFH has contracted with HUD under Section 811 of the Cranston-Gonzalez National Affordable Housing Act of 1990 as amended, to provide rental assistance payments on behalf of qualified tenants for one unit at MFH. The current contract expires September 30, 2036. The length of the term is subject to availability, as determined by HUD, of sufficient appropriated funds.

Mechanic has contracted with HUD under Section 811 of the Cranston-Gonzalez National Affordable Housing Act of 1990 as amended, to provide rental assistance payments on behalf of qualified tenants for one unit at Mechanic. The current contract expires September 30, 2036. The length of the term is subject to availability, as determined by HUD, of sufficient appropriated funds.

18. Functional Allocation of Expenses

Expenses are charged to programs and supporting services directly, as applicable, and indirectly on the basis of periodic time and expense studies. General and administrative expenditures include those expenses that are not directly identifiable with any other specific function but provide for the overall support and direction of the Organization.

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19. Acquisition of Limited Partner Interest

On December 31, 2021, LRCD acquired the limited partner interest in Mechanic in exchange for the acquisition of the liabilities. Due to the assets of Mechanic exceeding the acquired liabilities, an inherent contribution from the exiting limited partner was recognized in the amount of $166,856.

20. Sale of Real Estate

On December 30, 2021, the Meredith, New Hampshire, location of the Harvey Heights project was sold to HHM. The assets were sold for the assumption of debt resulting in a loss on the sale of $141,220. Due to the timing of the sale, certain assets totaling $299,637 remained in the name of LRCD as of December 31, 2021. They were transferred to HHM during the year ended December 31, 2022.

21. Concentration of Credit Risk

Financial instruments that potentially subject the Organization to a concentration of credit risk consist principally of cash and cash equivalents. To mitigate risk, LRCD has collateralization agreements with various financial institutions that hold funds in excess of federally insured limits. An Insured Cash Sweep Deposit Placement Agreement with Franklin Savings Bank allows their funds to be swept into multiple accounts as needed to fully insure the balance on hand. A Sweep Repurchase Agreement with Meredith Village Savings Bank collateralizes balances with investments in long-term bonds which are still at risk of value loss. Deposits on hand with TD Bank are fully collateralized with a letter of credit. As of December 31, 2022, the uncollateralized account balances exceeded federally insured limits by $305,466. The Organization has not experienced any losses in such accounts.

LRCD receives approximately 43% of its funding from grants. A reduction in the funding would impair its ability to operate. LRCD's management does not anticipate a reduction in funding.

MFH and Mechanic operate properties located in Laconia, New Hampshire. Future operations could be affected by changes in economic or other conditions in that geographical area or by changes in the federal low-income housing subsidies or the demand for such housing.

22. Commitments and Contingencies

Affordable Housing Restrictions

LRCD received an Affordable Housing Program grant from Meredith Village Savings Bank in the amount of $400,000 during the year ended December 31, 2014. The grant was restricted to the rehabilitation of rental real estate for the Harriman Hill Phase II project. In connection with the grant, LRCD entered into an affordable housing program agreement that stipulates the project comply with certain affordability restrictions for 20 years. If the stipulations of the agreement are not met, the grant is subject to recapture in full. LRCD believes it is in compliance with the restrictions at December 31, 2022 and 2021.

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22. Commitments and Contingencies (continued)

Affordable Housing Restrictions (continued)
LRCD has acted as sponsor for various low-income and affordable housing developments. These developments have received various forms of funding from federal, state, and local sources. The terms of these funding agreements generally require that the projects maintain affordable housing and low-income eligibility status. If such status is not maintained, LRCD may be obligated to remedy any defaults in the requirements and may be liable to repay certain amounts to investors and lenders. Management is not aware of any instances of noncompliance that would impair its assets.

MFH entered into an Affordable Housing Program Agreement in order to obtain a $300,000 loan from Bank of New Hampshire. See Note 8. The agreement requires MFH to ensure rents and tenant incomes meet the targeting commitments outlined in the application for funding over a period of fifteen years.

Guarantees
LRCD has entered into various agreements with certain limited partnerships or their affiliated general partners whereby LRCD guarantees to loan funds to the partnerships in the event that the partnerships incur operating deficits as defined in the respective partnership agreements or fail to meet their current financial obligations. These agreements expire at various times based on the terms of the underlying partnership or guaranty agreements. The maximum potential amount of future payments under these guarantees as of December 31, 2022 was $415,750. As of the date of this report, LRCD was not obligated for any balance over what had been paid or advanced through December 31, 2022, see Note 7.

LRCD has entered into various agreements with certain limited partnerships or their affiliated general partners whereby LRCD offers tax indemnification in the event of low-income housing tax credit recapture. LRCD's potential liability under these agreements is dependent upon IRS audits and final letters of determination of the limited partnerships' qualified basis in tax credit properties. However, management is not aware of any known liability for tax credit recapture. These agreements expire at various times based on the compliance period for each limited partnership under Internal Revenue Code Section 42. The maximum potential liability under these guarantees as of December 31, 2022 was $14,789,305. LRCD has not been required to fund any amounts under these guarantees and has not recorded any liabilities associated with these guarantees.

LRCD has entered into various agreements with certain limited partnerships or their affiliated general partners whereby LRCD guarantees to contribute funds to the partnerships in the event that the partnerships are unable to pay the entire development fee for the construction of the property. These agreements expire at various times based on the terms of the underlying partnership or guaranty agreements. The maximum potential liability under these guarantees as of December 31, 2022 was $1,020,393 relating to three limited partnerships. LRCD has not been required to fund any amounts under these guarantees and has not recorded any liabilities associated with these guarantees.

LRCD has entered into an agreement with a limited partnership or their affiliated general partner whereby LRCD provides assurance of project completion and provides a repayment guarantee for the associated loan. The guarantee terminates when construction is complete and permanent financing repays the construction loan. The maximum potential liability under this guarantee as of December 31, 2022 was $2,424,366.

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22. Commitments and Contingencies (continued)

Guarantees (continued)
LRCD has entered into various agreements with certain limited partnerships or their affiliated general partners whereby LRCD guarantees to purchase the limited partner interest in the partnerships in the event that certain terms of the partnership agreements are not met. These agreements expire at various times based on the terms of the underlying partnership or guaranty agreements. The maximum potential liability under these guarantees as of December 31, 2022 was $24,459,260. LRCD has not been required to fund any amounts under these guarantees and has not recorded any liabilities associated with these guarantees.

LRCD has entered into various agreements with certain limited partnerships or their affiliated general partners whereby LRCD offers indemnification in the event that the partnerships or limited partners become liable under any environmental or securities laws, or certain general partner actions or inactions. However, management is not aware of any known liability. These agreements expire at various times based on the terms of the underlying partnership or guaranty agreements. The maximum potential liability under these guarantees as of December 31, 2022 was unlimited relating to four limited partnerships. LRCD has not been required to fund any amounts under these guarantees and has not recorded any liabilities associated with these guarantees.

Property Lien
The City of Laconia provided a Community Development Block Grant ("CDBG") for the acquisition and renovation of the Court Street Office. The City has placed a lien on the property. The lien requires LRCD to use the property to service primarily low- and moderate-income persons through February 7, 2029.

CDFA Awards
LRCD received an award from the Community Development Finance Authority ("CDFA") on June 12, 2018 for $300,000 in tax credits. Once LRCD has secured pledges from third parties to CDFA to purchase the tax credits, $240,000 of grant funds will be released to LRCD. LRCD has agreed to lend all of the CDFA funds to Harriman Hill Phase 3. As of December 31, 2020, all $300,000 of pledges had been secured and $240,000 of the grant had been recognized. No funds have drawn on the grant as of December 31, 2022.

LRCD received an award from CDFA on June 19, 2019 for $200,000 in tax credits. Once LRCD has secured pledges from third parties to CDFA to purchase the tax credits, $160,000 of grant funds will be released to LRCD to fund the Court Street Office project, see Note 5. As of December 31, 2021, pledges totaling $191,000 had been secured and $152,800 of the grant had been recognized. As of December 31, 2022, $26,800 of grant funds had been drawn.

LRCD received an award from CDFA on June 24, 2021 for $750,000 in tax credits. Once LRCD has secured pledges from third parties to CDFA to purchase the tax credits, $600,000 of grant funds will be released to LRCD to fund the Gale School project, see Note 5. As of December 31, 2022, pledges totaling $750,000 had been secured and $600,000 of the grant had been recognized. No funds have drawn on the grant as of December 31, 2022.

Options to Purchase and Rights of First Refusal
Through its ownership of general partner entities in certain limited partnerships, LRCD has options to purchase and rights of first refusal on various low-income housing properties. These options and rights are only available after the expiration of certain time periods or the occurrence of certain events.

22. Commitments and Contingencies (continued)

Compass House
During the year ended December 31, 2019, LRCD moved its administrative office from Union Avenue to Court Street. The vacated Union Avenue building was redeveloped to serve as an eight-bed group house for women in recovery from substance use disorder. Since the revenue of the group house is dependent on the demand for services, there is a risk that the group house cannot afford to cover all operating expenses. In that situation, LRCD as owner of the property and holder of the mortgage would need to cover essential operating expenses, such as repairs and maintenance, real estate taxes, insurance, and utilities. The risk is mitigated to the extent any reserve funds are available to cover those specific expenses, see Note 3. During the years ended December 31, 2022 and 2021, LRCD incurred $8,720 and $7,521 of expenses, respectively, related to the operation of Compass House that were not covered by tenant revenues.

Reimbursement Agreement
HHM has agreed to pay all predevelopment expenses of the project and further agreed to reimburse LRCD in full for all project expenses no later than the closing of HHM's construction loan for the project.

23. Restrictive Covenants

New Hampshire Housing Finance Authority
NHHFA provided funding for the renovation of LRCD's Avery Hill, Pine Hill, LNI, and Compass House properties. LRCD entered into regulatory agreements with NHHFA in consideration for receiving the mortgage notes. LRCD must meet the provisions of those agreements until the mortgage notes are paid in full. NHHFA has also placed long-term land-use restrictions on the properties which limit the uses of the properties.

In consideration for awarding low-income housing tax credits, NHHFA placed long-term land-use restrictions on MFH and Mechanic which limits the uses of the properties.

Rural Development
RD provided funding for the purchase of LRCD's Harvey Heights property. LRCD entered into a restrictive use covenant which limits the use of the property for a term of thirty years. The use restriction expired upon the property's sale to HHM, see Note 20.

24. Subsequent Event

After December 31, 2022, LRCD received a CDBG grant award in the amount of $150,000 for the acquisition and rehabilitation of the Jameson Project. See Note 5.

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NESSERALLA & COMPANY, LLC
A Public Accounting Firm
Phone (603) 369-3812 Email accountants@nesscocpa.com

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors
Laconia Area Community Land Trust, Inc.
d/b/a Lakes Region Community Developers
Laconia, New Hampshire

We have audited, in accordance with the 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, the consolidated financial statements of Laconia Area Community Land Trust, Inc. (a nonprofit organization) d/b/a Lakes Region Community Developers ("LRCD") and subsidiaries, which comprise the consolidated statement of financial position as of December 31, 2022, and the related consolidated statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the consolidated financial statements, and have issued our report thereon dated March 23, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the consolidated financial statements, we considered LRCD's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the consolidated financial statements, but not for the purpose of expressing an opinion on the effectiveness of LRCD's internal control. Accordingly, we do not express an opinion on the effectiveness of LRCD'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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. 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 may exist that have not been identified.

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Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether LRCD'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 determination of financial statement amounts. 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 communication is not suitable for any other purpose.

Nesseralla & Company, LLC

Plymouth, Massachusetts
March 23, 2023

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LACONIA AREA COMMUNITY LAND TRUST, INC.
d/b/a LAKES REGION COMMUNITY DEVELOPERS
SUPPLEMENTAL SCHEDULE OF RENTAL INCOME AND EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2022

	85 Elm Street	44 Pearl Street	155 Oak Street	24 Walnut Street	334 South Main Street	199 Washington Street	79 Lincoln Street	21 Winter Street	23 Winter Street
Rental and Other Income	$ 33,035	$ 14,332	$ 22,586	$ 26,250	$ 19,848	$ 21,120	$ 23,023	$ 35,103	$ 25,545
Subsidy Income	-	-	-	-	3,898	-	-	-	10,966
Total Income	33,035	14,332	22,586	26,250	23,746	21,120	23,023	35,103	36,511
Operating Expenses									
Insurance	2,382	1,193	964	1,364	1,153	875	1,231	3,470	2,954
Management fees	3,276	1,638	1,638	2,457	2,457	1,638	1,638	4,095	4,095
Professional fees	508	754	754	754	740	706	754	761	729
Depreciation	15,879	5,416	5,183	4,784	3,860	4,250	6,827	9,277	6,377
Interest - amortization of debt issuance costs	-	-	-	-	-	-	-	-	-
Bad debt expense	-	-	-	-	334	-	498	3,777	36
Interest	21	1	-	-	228	-	-	-	18
Repairs and maintenance	18,337	24,061	5,115	3,182	3,834	3,439	15,024	12,738	18,556
Utilities	5,913	1,218	2,580	181	1,673	4,940	2,298	7,992	10,146
Snow and trash removal	1,029	535	515	772	772	515	515	1,669	1,688
Property taxes	5,271	4,205	3,625	5,440	4,035	3,440	4,565	4,295	4,304
Water and sewer	2,414	2,714	1,486	1,176	1,611	1,494	1,415	2,036	2,091
Office expense and supplies	1,089	-	-	-	-	-	-	-	-
Telephone	294	-	-	-	-	-	-	-	-
Miscellaneous	318	10	22	26	1,854	8	72	41	43
Total Expenses	56,731	41,745	21,882	20,136	22,551	21,305	34,837	50,151	51,037
Income (Loss) before Non-operating Income (Expenses)	(23,696)	(27,413)	704	6,114	1,195	(185)	(11,814)	(15,048)	(14,526)
Non-operating Income (Expenses)									
Investment income	84	-	-	-	-	-	-	-	-
Total Non-operating Income (Expenses)	84	-	-	-	-	-	-	-	-
Income (Loss)	$ (23,612)	$ (27,413)	$ 704	$ 6,114	$ 1,195	$ (185)	$ (11,814)	$ (15,048)	$ (14,526)
Supplemental Information:									
Principal repayment of loans	457	-	382	-	-	-	-	-	-
Depreciation	15,879	5,416	5,183	4,784	3,860	4,250	6,827	9,277	6,377

See accompanying notes

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LACONIA AREA COMMUNITY LAND TRUST, INC.
d/b/a LAKES REGION COMMUNITY DEVELOPERS
SUPPLEMENTAL SCHEDULE OF RENTAL INCOME AND EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2022

	Frances Court	Single - Family Homes	Avery Hill	Pine Hill	LNI	MFH	Mechanic School	Total
Rental and Other Income	$ 101,446	$ 21,838	$ 137,255	$ 197,198	$ 189,683	$ 160,680	$ 44,474	$ 1,073,416
Subsidy Income	-	-	-	-	-	5,092	6,137	26,093
Total Income	101,446	21,838	137,255	197,198	189,683	165,772	50,611	1,099,509
Operating Expenses								
Insurance	2,669	367	7,849	14,115	12,171	7,541	3,494	63,792
Management fees	7,440	-	11,466	14,742	15,561	14,742	4,914	91,797
Professional fees	-	-	1,926	2,174	1,905	3,430	6,496	22,391
Depreciation	18,992	5,442	37,092	23,143	13,097	56,160	38,573	254,352
Interest - amortization of debt issuance costs	-	-	-	312	-	197	155	664
Bad debt expense	7,957	-	1,931	5,248	42	7,490	573	27,886
Interest	13,635	-	590	-	1	2,512	-	17,006
Repairs and maintenance	8,366	1,845	37,155	61,277	42,271	35,354	32,633	323,187
Utilities	698	-	6,428	25,150	7,921	5,792	3,355	86,285
Snow and trash removal	12,613	-	5,460	18,355	11,068	14,713	2,105	72,324
Property taxes	9,736	5,212	8,911	13,081	11,724	10,807	3,436	102,087
Water and sewer	8,797	960	10,994	15,298	11,446	10,028	2,561	76,521
Office expense and supplies	507	-	545	700	739	700	234	4,514
Telephone	-	-	-	-	-	-	-	294
Miscellaneous	61	16	223	343	206	166	132	3,541
Total Expenses	91,471	13,842	130,570	193,938	128,152	169,632	98,661	1,146,641
Income (Loss) before Non-operating Income (Expenses)	9,975	7,996	6,685	3,260	61,531	(3,860)	(48,050)	(47,132)
Non-operating Income (Expenses)								
Investment income	2	-	727	753	1,409	32	7	3,014
Total Non-operating Income (Expenses)	2	-	727	753	1,409	32	7	3,014
Income (Loss)	$ 9,977	$ 7,996	$ 7,412	$ 4,013	$ 62,940	$ (3,828)	$ (48,043)	$ (44,118)
Supplemental Information:								
Principal repayment of loans	19,740	-	9,181	-	7,158	12,015	-	48,933
Depreciation	18,992	5,442	37,092	23,143	13,097	56,160	38,573	254,352

See accompanying notes

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LACONIA AREA COMMUNITY LAND TRUST, INC.
d/b/a LAKES REGION COMMUNITY DEVELOPERS
CONSOLIDATING STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2022

ASSETS	LACLT, Inc.	MFH LP	Mechanic School LP	Total	Intercompany Eliminations	Consolidated Total
Current Assets						
Cash	$ 1,261,677	$ 200,063	$ 74,715	$ 1,536,455	$ -	$ 1,536,455
Tenant rents and subsidy receivable	22,665	1,326	339	24,330	-	24,330
Grants and contributions receivable	1,543,094	-	-	1,543,094	-	1,543,094
Due from related parties	150,339	-	-	150,339	(14,938)	135,401
Other receivables	12,904	-	-	12,904	(1,632)	11,272
Prepaid expenses	65,246	4,453	1,390	71,089	-	71,089
Total Current Assets	3,055,925	205,842	76,444	3,338,211	(16,570)	3,321,641
Restricted Cash						
Restricted reserves	627,949	-	-	627,949	-	627,949
Total Restricted Cash	627,949	-	-	627,949	-	627,949
Fixed assets, at cost - net of accumulated depreciation	6,824,601	1,604,986	534,147	8,963,734	-	8,963,734
Noncurrent Assets						
Tenant security deposits held in trust	48,348	8,712	3,007	60,067	-	60,067
Projects under development	334,234	-	-	334,234	-	334,234
Investments in marketable securities at fair market value	423,409	-	-	423,409	-	423,409
Developer fees receivable	863,495	-	-	863,495	-	863,495
Notes and operating advances receivable from related parties	1,884,795	-	-	1,884,795	(69,052)	1,815,743
Investment in related partnerships	1,065,262	-	-	1,065,262	(1,065,162)	100
Total Noncurrent Assets	4,619,543	8,712	3,007	4,631,262	(1,134,214)	3,497,048
Total Assets	$ 15,128,018	$ 1,819,540	$ 613,598	$ 17,561,156	$ (1,150,784)	$ 16,410,372

See accompanying notes

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LACONIA AREA COMMUNITY LAND TRUST, INC.
d/b/a LAKES REGION COMMUNITY DEVELOPERS
CONSOLIDATING STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2022

LIABILITIES AND NET ASSETS	LACLT, Inc.	MFH LP	Mechanic School LP	Total	Intercompany Eliminations	Consolidated Total
Current Liabilities						
Current portion of long-term debt	$ 105,405	$ 32,198	$ -	$ 137,603	$ (20,000)	$ 117,603
Due to related parties	-	1,353	13,585	14,938	(14,938)	-
Recoverable grant	24,855	-	-	24,855	-	24,855
Accounts payable	19,179	5,043	1,156	25,378	(1,632)	23,746
Prepaid rent	32,771	3,636	2,701	39,108	-	39,108
Accrued expenses	25,421	159	-	25,580	-	25,580
Total Current Liabilities	207,631	42,389	17,442	267,462	(36,570)	230,892
Long-term Liabilities						
Long-term debt, net of current portion and debt issuance costs	3,665,691	924,353	457,858	5,047,902	(30,000)	5,017,902
Line of credit	269,033	-	-	269,033	-	269,033
Deferred interest payable	-	-	19,052	19,052	(19,052)	-
Tenant security deposits	47,345	8,683	2,995	59,023	-	59,023
Total Long-term Liabilities	3,982,069	933,036	479,905	5,395,010	(49,052)	5,345,958
Total Liabilities	4,189,700	975,425	497,347	5,662,472	(85,622)	5,576,850
Net Assets						
Without donor restrictions	9,321,734	844,115	116,251	10,282,100	(1,065,162)	9,216,938
With donor restrictions	1,616,584	-	-	1,616,584	-	1,616,584
Total Net Assets	10,938,318	844,115	116,251	11,898,684	(1,065,162)	10,833,522
Total Liabilities and Net Assets	$ 15,128,018	$ 1,819,540	$ 613,598	$ 17,561,156	$ (1,150,784)	$ 16,410,372

See accompanying notes

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LACONIA AREA COMMUNITY LAND TRUST, INC.
d/b/a LAKES REGION COMMUNITY DEVELOPERS
CONSOLIDATING STATEMENT OF ACTIVITIES
DECEMBER 31, 2022

	LACLT, Inc.				
	Other Operating Programs	Real Estate Development	Total Without Donor Restrictions	With Donor Restrictions	Total
Revenue and Other Support					
Contributions	$ 23,281	$ -	$ 23,281	$ -	$ 23,281
Contributed nonfinancial assets	13,713	-	13,713	-	13,713
Grants	333,163	-	333,163	643,079	976,242
Resident service fees	28,288	-	28,288	-	28,288
Other service fees	1,000	-	1,000	-	1,000
Rental income and land lease revenue	880,731	-	880,731	-	880,731
Subsidy income	14,864	-	14,864	-	14,864
Developer fees	-	312,000	312,000	-	312,000
Management incentive fees	-	5,248	5,248	-	5,248
Net assets released from restrictions:	2,199,448	1,065,308	3,264,756	(3,264,756)	-
Total Revenue and Support	3,494,488	1,382,556	4,877,044	(2,621,677)	2,255,367
Functional Expenses					
Program Services:					
Transitional Services	36,622	-	36,622	-	36,622
Tenant Support	230,592	-	230,592	-	230,592
Real Estate Development	-	434,955	434,955	-	434,955
Rental Properties	878,348	-	878,348	-	878,348
Asset Management	235,557	-	235,557	-	235,557
Community Building & Engagement	57,501	-	57,501	-	57,501
Supporting Services:					
Fundraising	60,491	-	60,491	-	60,491
General and Administrative	198,612	-	198,612	-	198,612
Total Functional Expenses	1,697,723	434,955	2,132,678	-	2,132,678
Change in Net Assets Before Non-operating Income and Expenses	1,796,765	947,601	2,744,366	(2,621,677)	122,689
Non-operating Income (Expenses)					
Investment income	33,316	-	33,316	-	33,316
Unrealized loss on investment	(72,756)	-	(72,756)	-	(72,756)
Realized gain on investment	17	-	17	-	17
Capital distributions from related parties	6,282	-	6,282	-	6,282
Discount on notes receivable	(543,489)	-	(543,489)	-	(543,489)
Recovery of discount on note payable	(7,930)	-	(7,930)	-	(7,930)
De-obligation of grant receivable	-	(287,810)	(287,810)	-	(287,810)
Total Non-operating Income (Expenses)	(584,560)	(287,810)	(872,370)	-	(872,370)
Change in Net Assets	1,212,205	659,791	1,871,996	(2,621,677)	(749,681)
Net Assets, beginning of year	7,449,738	-	7,449,738	4,238,261	11,687,999
Transfers	659,791	(659,791)	-	-	-
Net Assets, end of year	$ 9,321,734	$ -	$ 9,321,734	$ 1,616,584	$ 10,938,318

See accompanying notes

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LACONIA AREA COMMUNITY LAND TRUST, INC.
d/b/a LAKES REGION COMMUNITY DEVELOPERS
CONSOLIDATING STATEMENT OF ACTIVITIES
DECEMBER 31, 2022

	MFH LP	Mechanic School LP	Total	Inter-Company Eliminations	Consolidated Total
Revenue and Other Support					
Contributions	$ -	$ -	$ 23,281	$ -	$ 23,281
Contributed nonfinancial assets	-	-	13,713	-	13,713
Grants	-	-	976,242	-	976,242
Resident service fees	-	-	28,288	(6,528)	21,760
Other service fees	-	-	1,000	-	1,000
Rental income and land lease revenue	160,680	44,474	1,085,885	-	1,085,885
Subsidy income	5,092	6,137	26,093	-	26,093
Developer fees	-	-	312,000	-	312,000
Management incentive fees	-	-	5,248	-	5,248
Net assets released from restrictions:	-	-	-	-	-
Total Revenue and Support	165,772	50,611	2,471,750	(6,528)	2,465,222
Functional Expenses					
Program Services:					
Transitional Services	-	-	36,622	-	36,622
Tenant Support	-	-	230,592	-	230,592
Real Estate Development	-	-	434,955	-	434,955
Rental Properties	174,528	101,223	1,154,099	(7,458)	1,146,641
Asset Management	-	-	235,557	-	235,557
Community Building & Engagement	-	-	57,501	-	57,501
Supporting Services:					
Fundraising	-	-	60,491	-	60,491
General and Administrative	-	-	198,612	-	198,612
Total Functional Expenses	174,528	101,223	2,408,429	(7,458)	2,400,971
Change in Net Assets Before Non-operating Income and Expenses	(8,756)	(50,612)	63,321	930	64,251
Non-operating Income (Expenses)					
Investment income	32	7	33,355	(930)	32,425
Unrealized loss on investment	-	-	(72,756)	-	(72,756)
Realized gain on investment	-	-	17	-	17
Capital distributions from related parties	-	-	6,282	-	6,282
Discount on notes receivable	-	-	(543,489)	-	(543,489)
Recovery of discount on note payable	-	-	(7,930)	-	(7,930)
De-obligation of grant receivable	-	-	(287,810)	-	(287,810)
Total Non-operating Income (Expenses)	32	7	(872,331)	(930)	(873,261)
Change in Net Assets	(8,724)	(50,605)	(809,010)	-	(809,010)
Net Assets, beginning of year	852,839	166,856	12,707,694	(1,065,162)	11,642,532
Transfers	-	-	-	-	-
Net Assets, end of year	$ 844,115	$ 116,251	$ 11,898,684	$ (1,065,162)	$ 10,833,522

See accompanying notes

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Lakes Region Community Developers
Board of Directors 2023

Name	Officer	Length of Service	Occupation
Corey Hoyt	Chair	4 years	Senior Manager of Product Marketing, Liaison International
Carrie Duran	Vice Chair	4 years	Legislative Liaison at Lakes Region Community Services, Tenant at Harriman Hill in Wolfeboro, NH
Lori Borrin	Treasurer	4.5 years	Vice President & Mortgage Loan Officer, Meredith Village Savings Bank
Lisa Mure	Secretary	2 years	Consultant with JSI Research & Training Institute
Reuben Bassett		2 months	Local restauranteur and commercial agent with The Legacy Group / Keller Williams Lakes & Mountains
Chris Dickinson		4 years	Commercial Lender, Northway Bank
Erica Gilbert		2 years	Certified Recovery Support Worker at Navigating Recovery of the Lakes Region, Tenant at Harvey Heights in Meredith, NH
Kylie Goss		2 years	Construction laborer, North Star Contracting, Tenant at Lochmere Meadows in Tilton, NH
John Libby		2 months	Certified Public Accountant
Patricia Nichols		2 years	Retired third party administrator in health insurance; Tenant at Pinecrest Apartments in Meredith, NH
Leigh Willey		1 year	Underwriting Counsel, CATIC
Ben Wilson		5 years	Financial Advisor, Edward Jones

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MELISSA SHADDEN-CYR

EDUCATION

Master of Social Work
University of New England | December 2019 Clinical Concentration

Bachelor of Arts in Social Work
Gordon College | May 2014
Peace and Conflict Studies Minor

RELEVANT EXPERIENCE

Resident Services Coordinator, Lakes Region
Community Developers Laconia, NH; 2021-Present

Family Support Specialist; Parent Educator; Kinship Navigator
Lakes Region Community Services - Family Resource Center of Central New Hampshire
Laconia, NH; 2015 - 2017 & 2018-Present; 2015-Present; 2020-2021

- Providing comprehensive family support and case management
- Assisting families in developing SMART goals and tracking progress
- Brokering resources to address complex and multisystemic issues facing at-risk families
- Advocating on behalf of families during meetings with schools and social agencies
- Conducting child development screenings and providing developmental intervention and education to parents
- Facilitating Nurturing Skills, Parenting the Second Time Around, and Inside Out Dad curriculums to parents in the community and at the Belknap County Department of Corrections
- Assisting in the development, implementation, and management of the Kinship Navigation program with guidance from the NH Children's Trust
- Conducting outreach efforts to increase knowledge of Kinship Navigation Programming among community stakeholders
- Providing weekly or biweekly check ins with kinship providers to assess for needed resources and offer emotional support
- Developing and implementing a monthly support group for relative caregivers

Advanced Clinical Intern
Families in Transition - Willows Substance Use Treatment Center
Manchester, NH; 2019

- Facilitate Intensive Outpatient and Outpatient groups utilizing Evidence Based curriculums such as DBT, Seeking Safety, and Living in Balance
- Providing therapy to individuals who have been diagnosed with a substance use or other addictive disorder and a mental health condition
- Utilizing an EHR to record client progress and noteworthy communications
- Utilizing a dual diagnosis model to effectively meet the complex needs of individuals impacted by substance use, mental illness, and homelessness.

Per Diem Counselor
Cypress Center - Mental Health Center of Greater Manchester
Manchester, NH; 2018-2019

- Applying clinical theory and practice to individuals experiencing acute mental illness on a locked inpatient unit
- Utilizing Evidence Based interventions such as DBT and IMR to assist individuals in accomplishing recovery goals
- Monitoring for safety risks that may be present on the unit, and intervening when necessary
- Utilizing an EHR to maintain detailed case notes related to individuals' progress

Program Coordinator
NHEP Workplace Success Career Center
Laconia, NH; 2017 - 2018

- Coordinating activities of Workplace Success Participants designed to aid the development of work readiness skills and employability
- Assisting participants in developing job search tools such as resume, cover letter, and references page
- Assisting in barrier resolution, providing appropriate referrals to a diverse array of social services
- Maintaining and distributing detailed and accurate reporting to ensure compliance with federal and state guidelines

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Victim Advocate
AmeriCorps Victim Assistance Program – Crisis Center of Central NH; Greater Lakes Child Advocacy Center
Laconia, NH, Concord, NH; 2014 – 2015

- Supporting victims of domestic and sexual violence in court proceedings, forensic interviews, sexual assault examinations, and other times of crisis.
- Providing prevention and intervention services to survivors and community members

KEY SKILLS

- Experienced in facilitation of groups, classes, and workshops
- Competent in social work with children, families, and individuals on micro and mezzo levels.
- Knowledgeable of CBT, DBT, Motivational Interviewing and other therapeutic interventions
- Proficient in creating individualized treatment plans
- Familiar with many aspects of program development, implementation, and evaluation

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Resident Services Coordinator ***Lakes Region Community Developers***
March 2018-July 2019 and March 2021 to present

- Empower residents in affordable housing to become proactive in meeting identified goals & overcoming barriers to self-sufficiency; connect to community resources with a warm hand-off
- Community building & engagement through collaboration with community organizations and coalitions in five communities
- Promote community engagement of residents in their neighborhoods & communities

ACERT Coordinator ***Lakes Region Community Services***
August 2019-March 2021

Connect children impacted by trauma, such as domestic violence or a parent's drug overdose, to services immediately following police involvement.

Substance Misuse Prevention Coordinator ***Partnership for Public Health***
November 2016-March 2018

- Community capacity building and engagement to address current substance use trends and incorporate evidence-based prevention strategies; promotion of wellness & prevention campaigns
- Provide education, technical assistance and support to local coalitions and sectors of education, safety/law enforcement, health & medical, government, business and family/community supports to prevent the onset and reduce the progression and impact of substance use
- Coordinate and facilitate community presentations aimed at raising awareness of the impact of substance misuse and reducing stigma attached to SUD and mental illness

Parent Education Facilitator ***Lakes Region Community Services.***
2007-2018

- Empower caregivers to obtain the education and skills necessary to nurture physically, emotionally and psychologically healthy children and learn the importance of self-care and social connections while increasing parenting effectiveness and confidence.
- Sober Parenting Journey facilitator

Manager of Resource Coordination ***Lakes Region Community Services***
January 2016-November 2016

- Supervise & support case managers in developing and implementing individual service plans, identifying appropriate services and resources available to individuals with developmental disabilities.
- Develop budgets for services for individuals entering adult disability services
- Collaborate with local organizations to provide a best practices approach to supporting underserved populations in the community

Resident Services Coordinator ***Laconia Area Community Land Trust***
July 2015-January 2016

- Empower residents in affordable housing to become proactive in meeting lease obligations; overcoming barriers to self-sufficiency; connect to community resources with a warm hand-off

Family Support Specialist ***Lakes Region Community Services***
July 2013-July 2015

- Support families in their home to strengthen protective factors, solidify family unit & increase engagement in their communities, develop & increase career & education skills
- Assist families to identify goals, develop goal plans & empower them to attain those goals
- Collaborate with community partners to connect families to appropriate area resources

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Intake & Eligibility/Quality Improvement Specialist ***Lakes Region Community Services***
January 2011-July 2013

- Gather documentation and determine eligibility and for developmental disability services
- Support family through intake process, explain supports that LRCS provides, assign case manager
- Organize and present Staff Development & Training and Orientation for employees
- Ensure safe, quality services are provided to individuals & their families

Family Support/Transition Coordinator ***Lakes Region Community Services***
November 2001-January 2011

- Provide support and identify resources for families with children with disabilities transitioning to adult services
- Partner with schools to provide a best practices approach to supporting children with disabilities
- Create services budget; develop and implement service plans; person-centered futures planning

Preschool Teacher Assistant & Home Visitor ***Early Head Start/Belknap-Merrimack CAP***
1998-2001

- Provide developmentally appropriate education to infants & children of diverse backgrounds
- Empower families to promote learning & safe environments for their children
- Create & maintain relationships with children & families to assess their strengths & needs

Education:

Current enrollment: Master of Science, Leadership Program ***Granite State College***

Bachelor of Science, Human Services ***Granite State College***

- Summa Cum Laude, Merit Scholar & Community Volunteerism Award

Associate of Science, Human Services ***Lakes Region Community College***

- Valedictorian, Outstanding Freshman of the Year, Member Phi Theta Kappa

Certifications & Relevant Experience:

- ***Certified Prevention Specialist (CPS),*** NH Prevention Certification Board, International Certification & Reciprocity Consortium
- Recovery Coach, working toward Certified Recovery Support Worker
- Coaching Approach to Communication & Peer Mentor Trainer

Current & Previous Civic/Community Leadership:

- Navigating Recovery Board of Directors, Program Advisory Council
- Family Violence Prevention Council
- Homeless Continuum of Care
- NH Association of Professional Service Coordinators
- Cash Coalition of the Lakes Region
- Community Access Team
- Thrive Laconia
- ACERT Steering Committee
- Laconia Area Community Land Trust, Board of Directors
- Lakes Region Community College Advisory Committee

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Lakes Region Community Developers

Key Personnel

Name	Job Title	Salary	% Paid from this Contract	Amount Paid from this Contract
Melissa Shadden-Cyr	Resident Services Coordinator	$51,500	25%	$12,875
Kerri Lowe	Resident Services Coordinator	$55,620	25%	$13,905

15 mac

STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF ECONOMIC & HOUSING STABILITY

Lori A. Shibinette
Commissioner

Christine L. Santaniello
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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

Families In Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154987 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157466 - B001	Nashua NH	$186,836	$140,700	$327,536	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,522	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,682	$296,982	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

Salvation Army Carey House, Laconia	**177627 - B001**	**Laconia NH**	**$200,062**	**$244,696**	**$444,758**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Salvation Army McKenna House, Concord, Eastern Territory	**177627 - B003**	**Concord NH**	**$312,915**	**$256,930**	**$569,845**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Seacoast Family Promise	**TBD**	**Exeter NH**	**$94,661**	**$85,644**	**$180,305**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	**177511 - R001**	**Keene NH**	**$527,563**	**$464,922**	**$992,485**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
The Front Door Agency	**156244 - B001**	**Nashua NH**	**$287,991**	**$269,166**	**$557,157**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
The Way Home, Inc.	**166673 - B001**	**Manchester NH**	**$140,656**	**$116,230**	**$256,886**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Tri-County CAP, Inc.	**177195 - B009**	**Berlin NH**	**$126,299**	**$79,526**	**$205,825**	**O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	**$6,882,604**	**$5,665,716**	**$12,548,320**	

Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program .to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652 Vendor # 1652 Vendor # 1652

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500732	Contracts for Program Services	TBD	$0	$61,174	$61,174
2023	102/500733	Contracts for Program Services	TBD	$0	$61,174	$61,174
		Sub Total		$142,620	$122,348	$264,968

Community Action Partnership of Strafford County — Vendor # 1772 Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 1772 Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 2671 Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500732	Contracts for Program Services	TBD	$0	$58,618	$58,618
2023	102/500733	Contracts for Program Services	TBD	$0	$58,618	$58,618
		Sub Total		$68,709	$117,236	$185,945

Cross Roads House — Vendor # 1665 Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500732	Contracts for Program Services	TBD	$0	$311,987	$311,987
2023	102/500733	Contracts for Program Services	TBD	$0	$311,987	$311,987

		Sub Total		$766,784	$623,974	$1,390,758

FITNHNH, Inc.

Vendor # 1577 Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500732	Contracts for Program Services	TBD	$0	$642,327	$642,327
2023	102/500733	Contracts for Program Services	TBD	$0	$642,327	$642,327
		Sub Total		$1,658,284	$1,284,654	$2,942,938

Friends Program

Vendor # 1549 Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$174,710	$0	$174,710

Helping Hands Outreach Center

Vendor # 174226 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500732	Contracts for Program Services	TBD	$0	$97,878	$97,878
2023	102/500733	Contracts for Program Services	TBD	$0	$97,878	$97,878
		Sub Total		$209,516	$195,756	$405,272

Hundred Nights, Inc

Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500732	Contracts for Program Services	TBD	$0	$107,055	$107,055
2023	102/500733	Contracts for Program Services	TBD	$0	$107,055	$107,055
		Sub Total		$220,854	$214,110	$434,964

Lakes Region Community Developers

Vendor # 156571 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500732	Contracts for Program Services	TBD	$0	$58,115	$58,115
2023	102/500733	Contracts for Program Services	TBD	$0	$58,115	$58,115
		Sub Total		$88,761	$116,230	$204,991

Marquerites Place

Vendor # 157465 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500732	Contracts for Program Services	TBD	$0	$70,350	$70,350
2023	102/500733	Contracts for Program Services	TBD	$0	$70,350	$70,350
		Sub Total		$186,836	$140,700	$327,536

My Friend's Place — Vendor # 156274 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500732	Contracts for Program Services	TBD	$0	$64,233	$64,233
2023	102/500733	Contracts for Program Services	TBD	$0	$64,233	$64,233
		Sub Total		$177,231	$128,466	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500732	Contracts for Program Services	TBD	$0	$91,761	$91,761
2023	102/500733	Contracts for Program Services	TBD	$0	$91,761	$91,761
		Sub Total		$284,806	$183,522	$468,328

New Generation — Vendor # 1772 Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500732	Contracts for Program Services	TBD	$0	$67,291	$67,291
2023	102/500733	Contracts for Program Services	TBD	$0	$67,291	$67,291
		Sub Total		$162,400	$134,582	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500732	Contracts for Program Services	TBD	$0	$443,512	$443,512
2023	102/500733	Contracts for Program Services	TBD	$0	$443,512	$443,512
		Sub Total		$791,802	$887,024	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500732	Contracts for Program Services	TBD	$0	$122,348	$122,348
2023	102/500733	Contracts for Program Services	TBD	$0	$122,348	$122,348
		Sub Total		$200,062	$244,696	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500732	Contracts for Program Services	TBD	$0	$128,465	$128,465
2023	102/500733	Contracts for Program Services	TBD	$0	$128,465	$128,465
		Sub Total		$312,915	$256,930	$569,845

Seacoast Family Promise — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500732	Contracts for Program Services	TBD	$0	$42,822	$42,822
2023	102/500733	Contracts for Program Services	TBD	$0	$42,822	$42,822
		Sub Total		$94,661	$85,644	$180,305

Southern NH Services — Vendor # 177198 - B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500732	Contracts for Program Services	TBD	$0	$232,461	$232,461
2023	102/500733	Contracts for Program Services	TBD	$0	$232,461	$232,461
		Sub Total		$527,563	$464,922	$992,485

The Front Door Agency — Vendor # 156244 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500732	Contracts for Program Services	TBD	$0	$134,583	$134,583
2023	102/500733	Contracts for Program Services	TBD	$0	$134,583	$134,583
		Sub Total		$287,991	$269,166	$557,157

The Way Home, Inc

Vendor # 166673 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500732	Contracts for Program Services	TBD	$0	$58,115	$58,115
2023	102/500733	Contracts for Program Services	TBD	$0	$58,115	$58,115
		Sub Total		$140,656	$116,230	$256,886

Tri-County CAP, Inc

Vendor # 177195 - B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500732	Contracts for Program Services	TBD	$0	$39,763	$39,763
2023	102/500733	Contracts for Program Services	TBD	$0	$39,763	$39,763
		Sub Total		$126,299	$79,526	$205,825

Waypoint

Vendor # 177166 - B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Current Modified Budget	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$252,556	$0	$252,556

Overall Total	$6,882,604	$5,665,716	$12,548,320

State of New Hampshire
Department of Health and Human Services
Amendment #2

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Lakes Region Community Developers ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, the Contract may be amended and extended 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 and increase the price limitation 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 1.4, Contractor Address, to read:

   193 Court Street, Laconia, NH 03246

2. Form P-37 General Provisions, Block 1.7, Completion Date, to read:

   June 30, 2023

3. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $204,991

4. Modify Exhibit A, Scope of Services, Section 2, Scope of Services, to read:

   2. Scope of Services

   2.1. The Contractor shall provide emergency shelter services to individuals and families who are homeless statewide that include but are not limited to:

   2.1.1. Ensuring temporary shelter (non-permanent shelter) is designed to meet the basic needs of individuals and families who have no other housing options and who would otherwise be without a place to sleep.

   2.1.2. Ensuring basic needs of each individual are met that at a minimum include a safe, protective, and sanitary environment on a short-term emergency or transitional basis, as described in RSA 126-A:26.

   2.1.3. Operating a facility in accordance with Exhibit C, Section 15, Operation of Facilities: Compliance with Laws and Regulations that includes, but is not

limited to:

2.1.3.1. Building maintenance and repair.

2.1.3.2. Security systems.

2.1.3.3. Heating and possible cooling equipment.

2.1.3.4. Property and business insurance.

2.1.3.5. Utilities and furnishings.

2.1.3.6. Amenities, including bathrooms.

2.2. The Contractor shall assist individuals and families who are homeless with accessing and applying for services that lead to permanent housing by providing Case Management Services that include, but are not limited to:

2.2.1. Assessing individual and family needs for well-being and obtaining housing.

2.2.2. Developing individualized plans with the types of services and assistance programs to meet individual and family and needs.

2.2.3. Assisting individuals and families with accessing emergency shelter.

2.2.4. Assisting individuals and families with applying for and accessing permanent housing.

2.2.5. Assisting individuals and families with applying for mainstream benefits, including, but not limited to, SSI, TANF, SNAP, Medicaid, Veteran and other State or Federal benefits.

2.2.6. Assisting individuals and families with accessing community providers and supports, that may include, but are not limited to, mental health services, substance use treatment, medical care, employment services, veterans benefits, financial and food assistance, and education supports.

2.3. The Contractor shall comply with program requirements that include, but are not limited to:

2.3.1. Following best practices in providing emergency shelter services in accordance with the National Alliance to End Homelessness, "The Five Keys to Effective Emergency Shelter" that include:

2.3.1.1. Housing First Approach;

2.3.1.2. Safe and appropriate diversion;

2.3.1.3. Immediate and low-barrier access;

2.3.1.4. Housing-focused, rapid exit services; and

2.3.1.5. Data to measure performance.

2.3.2. Participating in Coordinated Entry as required by the State, a centralized or coordinated process designed to get people in permanent support housing, in accordance with the NH BOS CES Policy Manual adopted op January 23, 2018, that is herein incorporated by reference and as amended.

2.3.3. Accepting homeless and at risk of homelessness individuals and families regardless of their sobriety and other conditions, which may include but are not limited to mental health services; medication stability; sexual orientation; vulnerability to illness; vulnerability to victimization; vulnerability to physical assault; racial equality; marital status; or ability to pay program fee, in accordance with federal Housing Urban Development (HUD) guidance for

low threshold eligibility programs.

2.3.4. Entering data into the Homeless Management Information System (HMIS) to collect client-level data and data on the provision of housing and services to homeless individuals and families, in accordance with the federal HUD data standards for emergency shelter, unless restricted by law. The data standards may be found at: http://nh-hmis.org/sites/default/files/reference/NH-HMIS-PnP-112018.pdf

2.3.5. Agreeing to on-site monitoring, on an annual basis, to review compliance, progress, and performance, which includes, but is not limited to:

2.3.5.1. Reviewing policies and procedures for services provided.

2.3.5.2. Reviewing financial analyses.

2.3.5.3. Reviewing for compliance with safety and hazard requirements.

2.3.5.4. Reviewing Data and HMIS entry standards.

2.3.6. Complying with New Hampshire Administrative Rules He-M 314, Rights of Persons Using Emergency Shelters and ensuring individuals understand their rights. http://www.gencourt.state.nh.us/rules/state_agencies/he-m300.html

2.4. The Contractor shall complete a SGIA Program Project Program Monitoring Workbook per Department request.

2.5. The Contractor shall participate in training on contractual compliance and technical assistance, as required by the Department.

5. Modify Exhibit B, Method and Conditions Precedent to Payment Section 3 by adding Subsection 3.6 to read:

3.6. The Contractor shall provide backup documentation for all reimbursement requests.

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 upon the date of Governor and Executive 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

3/25/2021
Date

DocuSigned by:
Christine Santaniello
Name: Christine Santaniello
Title: Director

Lakes Region Community Developers

3/24/2021
Date

DocuSigned by:
Carmen Lorentz
Name: Carmen Lorentz
Title: Director

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

OFFICE OF THE ATTORNEY GENERAL

4/1/2021

Date

DocuSigned by:
[signature]
05CA9202E32C7AE...

Name: Catherine Pinos
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:

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
[redacted]	[redacted]	**Total**	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget
2020	102/500731	Contracts for Program Services		$83,490
2021	102/500731	Contracts for Program Services		$59,130
		Sub Total		$142,620

Community Action Partnership of Strafford County — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$6,588
2021	102/500731	Contracts for Program Services		$0
		Sub Total		$6,588

Community Action Program, Belknap and Merrimack — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$0
2021	102/500731	Contracts for Program Services		$0
		Sub Total		$0

Concord Coalition to End Homelessness — Vendor # 2671

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$10,091
2021	102/500731	Contracts for Program Services		$58,618
		Sub Total		$68,709

Cross Roads House — Vendor # 1665

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$465,221
2021	102/500731	Contracts for Program Services		$301,563
		Sub Total		$766,784

FITNHNH, Inc. — Vendor # 1577

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$1,037,418
2021	102/500731	Contracts for Program Services		$620,866
		Sub Total		$1,658,284

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

Friends Program — Vendor # 1549

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$88,971
2021	102/500731	Contracts for Program Services		$85,739
		Sub Total		$174,710

Helping Hands Outreach Center — Vendor # 1742

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$114,908
2021	102/500731	Contracts for Program Services		$94,608
		Sub Total		$209,516

Hundred Nights, Inc — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$117,376
2021	102/500731	Contracts for Program Services		$103,478
		Sub Total		$220,854

Lakes Region Community Developers — Vendor # 1565

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$32,587
2021	102/500731	Contracts for Program Services		$56,174
		Sub Total		$88,761

Marquerites Place — Vendor # 1574

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$118,536
2021	102/500731	Contracts for Program Services		$68,300
		Sub Total		$186,836

My Friend's Place — Vendor # 1562

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$115,144
2021	102/500731	Contracts for Program Services		$62,087
		Sub Total		$177,231

Nashua Soup Kitchen & Shelter, Inc — Vendor # 1741

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

2020	102/500731	Contracts for Program Services		$196,111
2021	102/500731	Contracts for Program Services		$88,695
		Sub Total		$284,806

New Generation — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$97,357
2021	102/500731	Contracts for Program Services		$65,043
		Sub Total		$162,400

NH Coalition Against Domestic and Sexual Violence — Vendor # 1555

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$363,109
2021	102/500731	Contracts for Program Services		$428,693
		Sub Total		$791,802

Salvation Army Carey House, Laconia — Vendor # 1776

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$81,802
2021	102/500731	Contracts for Program Services		$118,260
		Sub Total		$200,062

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 1776

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$188,742
2021	102/500731	Contracts for Program Services		$124,173
		Sub Total		$312,915

Seacoast Family Promise — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$53,270
2021	102/500731	Contracts for Program Services		$41,391
		Sub Total		$94,661

Southern NH Services — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$0
2021	102/500731	Contracts for Program Services		$0

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

		Sub Total		$0

Southwestern Community Services — Vendor # 1775

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$302,869
2021	102/500731	Contracts for Program Services		$224,694
		Sub Total		$527,563

The Front Door Agency — Vendor # 1562

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$157,905
2021	102/500731	Contracts for Program Services		$130,086
		Sub Total		$287,991

The Way Home, Inc — Vendor # 1666

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$84,482
2021	102/500731	Contracts for Program Services		$56,174
		Sub Total		$140,656

Tri-County CAP, Inc — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$87,864
2021	102/500731	Contracts for Program Services		$38,435
		Sub Total		$126,299

Waypoint — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$166,817
2021	102/500731	Contracts for Program Services		$85,739
		Sub Total		$252,556

Overall Total	$6,882,604

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Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names

1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families In Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Marguerites Place, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, Renewal, 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $380,299

3. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

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

5/12/2023
Date

DocuSigned by:
Katja S. Fox
ED0D05B04C8...
Name: Katja S. Fox
Title: Director

Marguerites Place, Inc.

5/12/2023
Date

DocuSigned by:
Hannah E Stohler
47CFD643DB7D4C5...
Name: Hannah Stohler
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

5/15/2023
Date

DocuSigned by:
Robyn Guarino
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:

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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 MARGUERITE'S PLACE, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on July 21, 1993. 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: **193531**

Certificate Number: **0006227208**

IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 10th day of May A.D. 2023.

David M. Scanlan

Secretary of State

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CERTIFICATE OF AUTHORITY

I, Brian Hall, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of Marquerite's Place, Inc.
(Corporation/LLC Name)

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 May 10, 2023, at which a quorum of the Directors/shareholders voted virtually.
(Date)

VOTED: That Hannah Stohler, Executive Director (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of Marquerite's Place, Inc. to enter into contracts or agreements with the State
(Name of Corporation/ LLC)

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: 5/10/2023

Signature of Elected Officer
Name: Brian Hall
Title: Board Chair

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 5/10/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Eaton & Berube Insurance Agency, LLC. 11 Concord Street Nashua NH 03064	CONTACT NAME: Meaghan Colby PHONE (A/C, No, Ext): 603-882-2766 FAX (A/C, No): 603-886-4230 E-MAIL ADDRESS: mcolby@eatonberube.com
INSURED MARGPLA-01 Marguerite's Place, Inc. & MP Housing 87 Palm Street Nashua NH 03060	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Philadelphia Insurance Company — 23850 INSURER B: Eastern Alliance Insurance Group INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER: 805275748** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			PHPK2465182	11/1/2022	11/1/2023	EACH OCCURRENCE	$ 1,000,000
	[ ] CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 3,000,000
	[ ] POLICY [ ] PRO-JECT [X] LOC						PRODUCTS - COMP/OP AGG	$ 3,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY			PHPK2465182	11/1/2022	11/1/2023	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	[ ] ANY AUTO						BODILY INJURY (Per person)	$
	[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	[X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB [X] OCCUR			PHUB832719	11/1/2022	11/1/2023	EACH OCCURRENCE	$ 2,000,000
	[ ] EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$
	[ ] DED [X] RETENTION $ 10,000							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N	N/A		01-0000136389-01	11/1/2022	11/1/2023	X PER STATUTE [ ] OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] (Mandatory in NH)						E.L. EACH ACCIDENT	$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 500,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Workers Compensation: NH

CERTIFICATE HOLDER

State of NH Department of Health & Human Services
129 Pleasant Street
Concord NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Marc R Berube

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Mission Statement:

Marguerite's Place is on a mission to transform the lives of families working to achieve safety, stability and independence by fostering connection and providing holistic, individual and group support offerings, including transitional housing for women and their children, as well as early childhood education, and group-based community programs for all.

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Marguerite's Place, Inc.

Financial Statements
December 31, 2021

HOUDE & COMPANY PROFESSIONAL ASSOCIATION

Certified Public Accountants

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Marguerite's Place, Inc.

Nashua, New Hampshire
December 31, 2021 and 2020

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HOUDE & COMPANY
PROFESSIONAL ASSOCIATION
Certified Public Accountants

215-A MAIN STREET NASHUA, N.H. 03060
(603) 882-2785 FAX (603) 882-0227 WWW.HOUDECPA.COM

PAUL E. HOUDE, C.P.A.
PETER J. HOUDE, C.P.A.

RAYMOND L. HOUDE, C.P.A.
(1905-1985)

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
Marguerite's Place, Inc.

We have audited the accompanying financial statements of Marguerite's Place, Inc. (a New Hampshire incorporated nonprofit organization), which comprise the statements of financial position as of December 31, 2021 and 2020, and the related statements of activities, functional expenses – by natural classifications and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Marguerite's Place, Inc. as of June 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 in accordance with auditing standards generally accepted in the United States of America. 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 Marguerite's Place, Inc. 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.

Responsibility of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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 financial statements that are free from material misstatement, whether due to fraud or error.

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

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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, 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 generally accepted 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 financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the 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 Marguerite's Place, Inc.'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 financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Marguerite's Place, Inc.'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, amount other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during our audit.

Houde & Company

Houde & Company
Professional Association

Nashua, New Hampshire
August 19, 2022

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Marguerite's Place, Inc.

Statements of Financial Position
December 31, 2021 and 2020

	December 31, 2021	December 31, 2020
Assets		
Cash and cash equivalents	$ 564,195	$ 439,241
Investments (Note 3)	2,114,016	1,932,930
Accounts receivable	26,537	20,279
Loan receivable affiliate	46,658	46,935
Prepaid expenses	25,544	47,067
Total current assets	2,776,950	2,486,452
Property and equipment (Note 5)	587,877	493,565
Total assets	$ 3,364,827	$ 2,980,017
Liabilities and Net Assets		
Liabilities:		
Accounts payable	$ 3,454	$ 16,020
Accrued expenses	26,758	19,821
Security deposits	3,132	3,496
Current portion long-term debt	-	1,794
Payroll Protection Loan (Note 6)	-	125,000
Total current liabilities	33,344	166,131
Long-term debt, less current portion (Note 7)	-	148,206
Net Assets:		
Without donor restrictions	3,250,983	2,585,180
With donor restrictions	80,500	80,500
Total net asset	3,331,483	2,665,680
Total liabilities and net assets	$ 3,364,827	$ 2,980,017

See accompanying notes.

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Marguerite's Place, Inc.

Statement of Activities

Year Ended December 31, 2021

	Without Donor Restrictions	With Donor Restrictions	Total
Revenues and other support:			
Program revenue – Childcare fees	$ 192,748	–	192,748
Program revenue – Residential fees	104,937	–	104,937
Contributions	234,720	–	234,720
Contributions – Corporate support	64,924	–	64,924
Grants	165,500	–	165,500
Grants – City/State funding	293,753	–	293,753
Special events	158,472	–	158,472
Investment income	9,443	–	9,443
Realized and unrealized gains on investments	216,865	–	216,865
Other income	5,995	–	5,995
Total revenues and other support	1,447,357	–	1,447,357
Functional expenses:			
Program expenses – Supportive services	147,494	–	147,494
Program expenses – Childcare	338,254	–	338,254
Management and general	296,595	–	296,595
Fundraising	126,031	–	126,031
Total functional expenses	908,374	–	908,374
Income from operations	538,983	–	538,983
Other income (expenses):			
Cares Act Funding	127,013	–	127,013
Covid expenses	(193)	–	(193)
Total other income	126,820	–	126,820
Increase in net assets	665,803	–	665,803
Net assets at beginning of year	2,585,180	80,500	2,665,680
Net assets at end of year	$ 3,250,983	80,500	3,331,483

See accompanying notes.

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Marguerite's Place, Inc.

Statement of Activities

Year Ended December 31, 2020

	Without Donor Restrictions	With Donor Restrictions	Total
Revenues and other support:			
Program revenue – Childcare fees	$ 180,857	–	180,857
Program revenue – Residential fees	40,014	–	40,014
Contributions	208,514	–	208,514
Contributions – Corporate support	67,784	–	67,784
Grants	172,906	–	172,906
Grants – City/State funding	60,140	–	60,140
Special events	164,091	–	164,091
Investment income	11,264	–	11,264
Realized and unrealized gains on investments	241,558	–	241,558
Other income	33,597	–	33,597
Total revenues and other support	1,180,725	–	1,180,725
Functional expenses:			
Program expenses – Supportive services	230,605	–	230,605
Program expenses – Childcare	387,324	–	387,324
Management and general	234,820	–	234,820
Fundraising	96,665	–	96,665
Total functional expenses	949,414	–	949,414
Income from operations	231,311	–	231,311
Other income (expenses):			
Cares Act Funding	13,425	–	13,425
Covid expenses	(12,821)	–	(12,821)
Total other income	604	–	604
Increase in net assets	231,915	–	231,915
Net assets at beginning of year	2,353,265	80,500	2,433,765
Net assets at end of year	$ 2,585,180	80,500	2,665,680

See accompanying notes.

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Marguerite's Place, Inc.

Statement of Functional Expenses - by Natural Classification

Year Ended December 31, 2021

	Program Activities			Supporting Activities		
	Supportive Services	Childcare	Total Program	Management and General	Fund-raising	Total Expenses
Salaries	$ 87,412	267,094	354,506	144,426	58,608	557,540
Payroll taxes	6,730	20,560	27,290	13,190	4,500	44,980
Professional fees	–	–	–	12,550	31,664	44,214
Fringe benefits	15,632	13,633	29,265	6,650	–	35,915
Insurance	–	–	–	35,684	–	35,684
Apartment turnover	16,746	1,800	18,546	–	–	18,546
Miscellaneous	2,824	7,490	10,314	4,556	2,490	17,360
Special events costs	–	–	–	–	15,862	15,862
Dues and subscriptions	–	(24)	(24)	5,039	8,630	13,645
Utilities	1,871	–	1,871	10,886	–	12,757
Contractual costs	–	158	158	12,438	–	12,596
Dietary costs	–	11,672	11,672	–	–	11,672
Repairs and maintenance	1,355	1,669	3,024	7,278	–	10,302
Bank fees	2,041	1,982	4,023	1,122	2,995	8,140
Printing and office supplies	–	199	199	6,970	218	7,387
Bad debts	1,104	5,473	6,577	–	–	6,577
Telephone	–	–	–	4,571	–	4,571
Resident's needs and activities	3,837	–	3,837	–	–	3,837
Meals and entertainment	27	256	283	1,307	147	1,737
Postage	–	–	–	571	887	1,458
Exterminator	1,399	–	1,399	–	–	1,399
Staff development	349	125	474	580	30	1,084
Real estate taxes	–	–	–	–	–	–
Water and sewer	–	–	–	–	–	–
Staff travel	–	–	–	–	–	–
Depreciation	6,167	6,167	12,334	28,777	–	41,111
Total functional expenses	$ 147,494	338,254	485,748	296,595	126,031	908,374

See accompanying notes.

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Marguerite's Place, Inc.

Statement of Functional Expenses - by Natural Classification

Year Ended December 31, 2020

	Program Activities			Supporting Activities		
	Supportive Services	Childcare	Total Program	Management and General	Fund-raising	Total Expenses
Salaries	$ 152,907	273,316	426,223	38,673	54,202	519,098
Payroll taxes	11,743	20,989	32,732	8,860	4,162	45,754
Professional fees	75	400	475	11,500	12,110	24,085
Fringe benefits	18,173	55,973	74,146	(5,727)	–	68,419
Insurance	3,681	3,681	7,362	17,181	–	24,543
Apartment turnover	26,480	–	26,480	–	–	26,480
Miscellaneous	1,903	1,903	3,806	1,903	1,862	7,571
Special events costs	–	–	–	–	15,176	15,176
Dues and subscriptions	–	–	–	7,761	2,713	10,474
Utilities	1,590	1,590	3,180	7,419	–	10,599
Contractual costs	1,895	1,895	3,790	8,841	–	12,631
Dietary costs	–	9,782	9,782	–	–	9,782
Repairs and maintenance	943	4,391	5,334	90,216	–	95,550
Bank fees	472	750	1,222	3,833	4,211	9,266
Printing and office supplies	99	64	163	7,501	1,722	9,386
Bad debts	368	3,481	3,849	–	–	3,849
Telephone	1,082	1,082	2,164	5,050	–	7,214
Resident's needs and activities	1,537	–	1,537	–	–	1,537
Meals and entertainment	726	51	777	160	88	1,025
Postage	–	–	–	492	253	745
Exterminator	–	–	–	96	–	96
Staff development	345	1,423	1,768	470	125	2,363
Real estate taxes	489	489	978	2,280	–	3,258
Water and sewer	183	183	366	853	–	1,219
Staff travel	33	–	33	15	41	89
Depreciation	5,881	5,881	11,762	27,443	–	39,205
Total functional expenses	$ 230,605	387,324	617,929	234,820	96,665	949,414

See accompanying notes.

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Marguerite's Place, Inc.

Statements of Cash Flows

Years Ended December 31, 2021 and 2020

	December 31, 2021	December 31, 2020
Cash flows from operating activities:		
Change in net assets	$ 665,803	$ 231,915
Adjustments to reconcile changes in net assets to net cash provided by operating activities:		
Depreciation	41,111	39,205
Gain from forgiveness of PPP loan	(125,000)	–
Realized and unrealized gains on investments	(216,865)	(241,558)
Changes in operating assets and liabilities:		
Accounts receivable	(6,258)	20,662
Prepaid expenses	21,523	(35,617)
Accounts payable and accrued expenses	(5,629)	3,674
Security deposits	(364)	(184)
Net cash provided by operating activities	374,321	18,097
Cash flows from investing activities:		
Capital expenditures	(135,423)	(1,883)
Purchase of securities	(111,013)	(242,717)
Sale of securities	146,792	262,570
Net cash provided (used) by investing activities	(99,644)	17,970
Cash flows from financing activities:		
Payments on long-term debt	(150,000)	–
Payroll Protection Program loan proceeds	–	125,000
Proceeds from long-term debt	–	150,000
Loan to affiliate	277	(38,783)
Net cash provided (used) by financing activities	(149,723)	236,217
Net increase in cash and cash equivalents	124,954	272,284
Cash and cash equivalents at beginning of year	439,241	166,957
Cash and cash equivalents at end of year	$ 564,195	$ 439,241

See accompanying notes.

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Marguerite's Place, Inc.

Notes to Financial Statements
December 31, 2021 and 2020

1. Organization

Marguerite's Place, Inc. (the Organization), a not-for-profit corporation, provides supportive services, which include transitional housing, aftercare and child care for women and their children who are in crisis.

2. Summary of Significant Accounting Policies

Basis of Presentation

The accompanying financial statements have been prepared on the accrual basis of accounting. Support is recorded when received or pledged. Revenue is recorded when services are rendered. Expenses are recorded when the obligation has been incurred. Net assets, revenues, expenses, gains and losses are classified based on the existence or absence of donor imposed restrictions. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

Net assets without donor restrictions - Net assets that are not subject to donor-imposed restrictions. All contributions are considered to be available for unrestricted use unless specifically restricted by donor.

Net assets with donor restrictions - Net assets subject to donor-imposed stipulations that may or will be met, either by actions of the Organization and/or the passage of time. When a restriction expires, net assets with donor restrictions are classified to net assets without restrictions. Additionally, there may be donor imposed restrictions that the funds be maintained permanently by the Organization.

Contributions

Contributions, including unconditional promises to give, are recorded as made. All contributions are available for unrestricted use unless specifically restricted by the donor. Conditional promises to give are recognized when the conditions on which they depend are substantially met. Unconditional promises to give due in the next year are recorded at their net realizable value. Unconditional promises to give due in subsequent years are reported at the present value of their net realizable value, using risk-free interest rates applicable to the years in which the promises are to be received.

Contributions of donated non-cash assets are recorded at their fair value in the period received. Contributions of donated services that create or enhance non-financial assets or that require specialized skills, which are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation, are recorded at their fair values in the period received.

Accounts Receivable

The Organization utilizes the reserve method of accounting for bad debts and uncollectible promises to give. Management determines reserves based on historical experience and an evaluation of the current status of the specific accounts. A reserve for accounts receivable was not required for the year ended December 31, 2021.

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2. **Summary of Significant Accounting Policies (continued)**

Property and Equipment
Purchased property and equipment are recorded at cost. Contributed property and equipment are recorded at their fair values as of the date of transfer. Depreciation is calculated using the straight-line method over an asset's useful life.

Income Taxes
The Organization is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. As such, no tax provisions have been made in the accompanying financial statements. Marguerite's Place has adopted provisions of the Financial Accounting Standards Board (FASB) in Accounting Standards Codification (ASC) Topic 740-10. Marguerite's Place policy is to evaluate all tax positions on an annual basis in conjunction with the filling of the annual return of organization exempt from income tax. Interest and penalties assessed by income taxing authorities are included in administrative expense. For 2021 and 2020, there were no penalties or interest assessed or paid. Marguerite's Place files informational returns in the U.S. federal and state jurisdictions.

Cash and cash equivalents
The Organization considers cash on hand and investments with initial maturities of less than 90 days, which are not expected to be used for longer-term investing purposes, to be cash and cash equivalents. At December 31, 2021, the Company's cash balances in financial institutions in excess of federally insured limits totaled $277,566.

Cost Allocation
The financial statements report certain categories of expenses that are attributable to more than one program or supporting function. Therefore, these expenses require allocation on a reasonable basis that is consistently applied. The expenses that are allocated include compensation and benefits, which are allocated on the basis of estimates of time and effort, as well as depreciation, amortization and occupancy, which are allocated on a square footage basis.

Use of Estimates
The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ significantly from those estimates.

Investments
Investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statement of financial position. Unrealized gains and losses are included in the change in net assets. Investment income and gains restricted by a donor are reported as increases in unrestricted net assets if the restrictions are met (either by passage of time or by use) in the reporting period in which the income and gains are recognized.

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2. Summary of Significant Accounting and Reporting Policies (continued)

Recent Accounting Pronouncements – Revenue Recognition
In May 2014, the FASB issued ASU 2014-09, *Revenue from Contracts with Customers* (Topic 606) to clarify the principles for recognizing revenue. This guidance eliminates the transaction- and industry-specific revenue recognition guidance under current GAAP and replaces it with a principle-based approach for determining revenue recognition. ASU 2014-09 became effective for the Company during 2020. The company revenue stream is from leasing residential apartment space which falls under Topic 842 Leases, which is not in the scope of Topic 606.

Recent Accounting Pronouncements – Accounting for Leases
In February 2016, the FASB issued ASU 2016-02, *Leases* (Topic 842). Under this standard, lessees will be required to recognize virtually all of their leases, including operating leases, on the balance sheet by recognizing a right-of-use asset and lease liability. For lessors, the guidance modifies the classification criteria and the accounting for sales-type and direct financing leases. ASU 2016–02 becomes effective for the Company during 2022 and calls for retrospective application, with early adoption permitted. The Company is currently evaluating the impact that this guidance will have on its financial statements and the timing of adoption.

3. Investments

Investments are stated at fair value and comprised of the following:

	Cost	Unrealized Appreciation	Fair Value
December 31, 2021:			
Mutual fund shares	$ 1,885,596	228,420	2,114,016
December 31, 2020:			
Mutual fund shares	$ 1,749,977	182,953	1,932,930

Investment returns for the years ended December 31, 2021 and 2020 are as follows:

	2021	2020
Interest and dividend income	$ 9,443	$ 11,264
Realized gains	128,129	58,605
Unrealized gains	88,736	182,953
	$ 226,308	$ 252,822

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4. Restrictions on Net Assets

Endowment Fund
The Organization's endowment fund was established in 1999 to support women and children's program services. Contributions to the endowment fund are subject to donor restrictions that stipulate the original principal of the gift is to be held and invested by the Organization indefinitely, and income from the fund is to be expended for women and children's program services. As required by generally accepted accounting principles, net assets associated with endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions.

The Organization is subject to the State Prudent Management of Institutional Funds Act (SPMIFA) and, therefore, classified amounts in its donor-restricted endowment fund are reported as net assets with donor restrictions until the Board appropriates amounts for expenditure and any purpose restrictions have been met. The Board of Directors of the Organization has interpreted SPMIFA as requiring the maintenance of only the original gift amount contributed to an endowment fund, unless a donor stipulates the contrary. As a result of this interpretation, the Organization would consider the fund to be underwater if the fair value of the fund is less than the sum of (1) the original value of initial and subsequent gifts donated to the fund and (2) any accumulations to the fund that are required to be maintained in perpetuity in accordance with applicable donor gift instrument. The Organization has interpreted SPMIFA to permit spending from underwater funds in accordance with prudent measures required under the law. The fund is not currently underwater.

In accordance with the State Prudent Management of Institutional Funds Act (SPMIFA), the Organization considers the following factors in making a determination to appropriate or accumulate donor-restricted endowments funds: (1) the duration and preservation of the fund, (2) the purpose of the donor restricted endowment fund, (3) general economic conditions, (4) the possible effect of inflation and deflation, (5) the expected total return from investment income and the appreciation or depreciation of investments, (6) other resources of the Organization, and (7) the investment policies of the Organization.

At December 31, 2021 and 2020, the endowment fund is composed of $80,500 of funds received to be invested in perpetuity.

The Organization has adopted investment and spending policies for endowment assets that attempt to subject the fund to low investment risk and provide its women and children's program services with current income. Endowment assets are invested in mutual funds. The Organization has a policy of appropriating investment funds as required, expending the endowment fund's investment income for women and children's program services during the year in that fiscal quarter. The current spending policy is not expected to allow the Organization's endowment fund to grow as a result of investment returns. This is consistent with the Organization's objectives to provide income for its women and children's program, preserve endowment assets without subjecting them to substantial risk, and provide additional real growth through new gifts.

	December 31, 2021	December 31, 2020
Assets with donor restrictions:		
Endowment funds	$ 80,500	$ 80,500

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5. Property and Equipment

Property and equipment consisted of the following at December 31, 2021 and 2020.

	2021	2020
Land	$ 42,800	$ 42,800
Buildings and improvements	1,166,153	1,050,963
Equipment	56,836	53,392
Furniture and fixtures	80,525	63,737
Total	1,346,314	1,210,892
Less-accumulated depreciation	(758,437)	(717,327)
Total property and equipment	$ 587,877	$ 493,565

Depreciation expense was $41,111 and $39,205 for the years ending December 31, 2021 and 2020, respectively.

6. PPP Loan

Marguerite's Place received loan proceeds in the amount of $125,000 under the Paycheck Protection Program (PPP). The PPP, established as part of the Coronavirus Aid, Relief and Economic Securities Act provides for loans to qualifying businesses for amounts up to 2.5 times the average monthly payroll expenses of the qualifying business. The loans and accrued interest are forgivable over a set period of time as long as the borrower uses the loan proceeds for eligible purposes, including payroll, benefits, rent and utilities. The loan was forgiven in 2021 as the funds were used in accordance with the terms of the program.

7. Notes Payable

	2021	2020
Note payable to U.S. Small Business Administration at 2.75% interest and principal due in monthly installments of $641 through July 2051. This note is secured by all assets.	$ –	$ 150,000
Less current portions	–	(1,794)
Note payable, net of current portion	$ –	$ 148,206

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8. Liquidity and Availability of Financial Assets

The following reflects the Organization's financial assets as of the balance sheet date, reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year of the balance sheet date.

Financial assets at year-end:	
Cash	$ 564,195
Investments	2,114,016
Accounts receivable	26,537
Loan receivable, affiliate	46,658
	2,751,406
Less amounts not available for general expense:	
Donor-restricted to maintain as an endowment	(80,500)
Total financial assets available to meet cash needs for general expenditure within one year	$ 2,670,906

It is the Organization's liquidity management policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due. The Organization invests cash in excess of daily requirements in short-term investments. Additionally, the Organization has an endowment fund, in which income generated from the endowment fund is available for general use.

9. Concentrations

Approximately 32.02% and 8.93% of public support and revenues were derived from contracts with the New Hampshire State and City of Nashua governments in 2021 and 2020, respectively.

10. Related Party

The Organization's executive director provides administrative services to MP Housing, Inc. The Organization was reimbursed $9,823 and $21,662 in 2021 and 2020 and charged MP Housing $64,539 and $98,491 in 2021 and 2020, respectively. The amount reduced the payroll, fringe benefits and insurance expenses of the Organization.

11. Contingencies

The Organization received money under various state and federal programs. Under the terms of these programs, the Organization is required to use the money during the period for purposes specified in the proposal. If expenditures were found not to have been made in compliance with the proposal, the Organization might be required to repay the funds.

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12. Fair Value Measurements

The Organization follows a three-level valuation hierarchy for disclosure of fair value measurements. The categorization of financial assets and financial liabilities within the valuation hierarchy is based upon the lowest level of input that is significant to the measurement of fair value. Under level 1, inputs to the valuation methodology are quoted prices (unadjusted) for identical assets or liabilities in active markets. Under level 2, inputs to the valuation methodology are other observable inputs, including quoted prices for similar assets and liabilities in active or non-active markets, inputs other than quoted prices that are observable for the asset or liability, and inputs that are not directly observable, but are corroborated by observable market data. Under level 3, inputs to the valuation methodology are unobservable for the asset or liability. There were no changes to these valuation methods during the years ended December 31, 2021 and 2020.

The following table sets forth the assets carried at fair value measured on a recurring basis:

	Level 1	Level 2	Level 3	Total
December 31, 2021:				
Mutual fund shares	$ 2,114,016	–	–	2,114,016
December 31, 2020:				
Mutual fund shares	$ 1,932,929	–	–	1,932,929

13. Funds Held by Others

In 2020, the Organization became a beneficiary of a designated fund at the New Hampshire Charitable Foundation. Pursuant to the terms of the Resolution establishing this fund, property contributed to the New Hampshire Charitable Foundation is held as a separate fund designated for the benefit of Marguerite's Place. In accordance with its spending policy the Foundation will begin making distributions from the fund to Marguerite's Place. The distributions are approximately 5.0% of the market value of the fund per year. The fund is not included in these financial statements, since all property in the fund was contributed to the New Hampshire Charitable Foundation to be held and administered for the benefit of Marguerite's Place. The market value of the fund assets was approximately $1,219,555 on December 31, 2021.

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14. Subsequent Events

The Organization has evaluated subsequent events through August 19, 2022, the date on which these financial statements were available to be issued.

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Marguerite's Place
Where Safety & Strength Begin

2023 Board of Directors

Chair **Brian Hall** *Koha Health*  Joined December 2018	**Vice Chair** **Tarrah Ledoux** *PointClickCare*  Joined January 2021	**Secretary** **Joanna Poulin** *St. Anselm's College*  Joined March 2020	**Treasurer** **Alina Korsak** *Marcum LLP*  Joined September 2018
Brad Frey *PT United*  Joined March 2023	**Cindy Netska** *CATIC*  Joined February 2022	**Doreen Manetta** *Enterprise Bank*  Joined March 2023	**Jen Moriarty** *Nashua PD*  Joined April 2021
John Parolin  Joined September 2018	**Kara Ellis** *St. Joseph Hospital*  Joined March 2023	**Kevin Cloutier** *Systems Engineering*  Joined January 2021	**Naadia Nazeer** *Amherst Therapy Connections*  Joined March 2020
Rene' Whiteley  Joined March 2020	**Steven Veneman** *Juniper Systems*  Joined March 2023	**Tanya Spony, Esq.** *Smith-Weiss Shepard & Spony, P.C.*  Joined April 2021	**Hannah Stohler** *Marguerite's Place*  Joined July 2019

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Hannah Stohler

Nashua, NH · [redacted]

Education

***Master of Divinity,* Harvard Divinity School** *MAY 2016*
Cambridge, MA
Concentration in Nonprofit Management, Social Justice, and Ethics
GPA: 3.9

***B.A. in Spanish*, Tulane University** *MAY 2013*
New Orleans, LA
Graduated Magna cum Laude with Departmental Honors
GPA: 3.78

Experience

Executive Director and CEO JULY 2019 - PRESENT
Marguerite's Place and MP Housing, Nashua, NH
Lead strategic vision of the organization, including fiscal management, staff and board leadership, fundraising, and program delivery. Manage $1 mill+ budget.

Director of Believe in Success MAY 2017 - JUNE 2019
Unitarian Universalist Urban Ministry, Roxbury, MA
Designed and launched Massachusetts' first workforce development program for domestic violence survivors. Managed team of 8 staff and 50 volunteers. Establish and manage $300k+ program budget.

Residential Program Manager MAY 2016 - MAY 2017
Voices Against Violence, Framingham, MA
Managed the operation of a short term emergency shelter for families and individuals fleeing domestic violence. Ensured integrated and high quality service delivery and oversaw fiscal operations.

Communications Specialist MAY 2015 - AUGUST 2015
IMA World Health, Washington D.C.
Led update of f "1 in 3" Sermon Guide and "Sacred Spaces" toolkit for WeWillSpeakOut.US. Published op-eds for WeWillSpeakOut.US blog and managed social media. Represented WeWillSpeakOut.US as liaison at International Public Health Conferences.

Organizational Consultant MAY 2014 - AUGUST 2014
Adopta Una Familia, Inc., Guayaquil, Ecuador
Directed employees through transition into new positions within a new organizational structure. Assessed performance and mentored Program Coordinators through strategic planning and program development techniques.

Core Qualifications

Program Development

Team Leadership

Fiscal Management

Board Development

Strategic Planning

Community Networking

Grant Writing/Management

Skills and Affiliations

Fluent in Spanish

2017 Graduate of MetroWest Health Leadership Program

Certified Domestic Violence and Sexual Assault Counselor

Board of Directors for Greater Nashua Continuum of Care. 2019 - Present

Board of Directors for Adopta Una familia, Inc. 2013 - 2019

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Candace Gordon
Director Of Programs

Contact

[redacted]

Education

Granite State College
Concord, NH
B.A. in Science/
Human Services with Leadership in
Early Childhood Education

Core Competencies

Client Solutions and Support
Team Leadership
Program Systems and Infrastructure
Program Growth Vision
Communication
Program Development and Oversight

Nonprofit Director with a proven ability to cast vision and develop and maintain functional teams across programs. Overseeing daily operations of multiple programs, managing staff, ensuring compliance with State Licensing regulations, and providing effective Leadership, with an intentional focus on trauma-informed cultures across all agency scopes. Responsible for analyzing program data, identifying trends, program needs, and developing strategies and systems to improve program and client outcomes

Experience

January 2023-present
Director of Programs ● Marguerite's Place, Inc.

- Ensure quality, trauma-informed service delivery across and within programs
- Build and enhance program success
- Lead and support teams and families
- Program focused grant writing
- Community Networking and Outreach

January 2022-December 2022
Director of Community Programs ● Marguerite's Place, Inc.

- Launch and build inclusive programming to encompass families with diverse needs and backgrounds
- Facilitate group and one on one outreach with families and community stakeholders

May 2016-December 2021
Director of Childcare ● Marguerite's Place, Inc.

- Oversee Licensed Plus childcare program and State Scholarship
- Provide Family Support and Team Leadership
- Establish trauma-informed culture for families and staff

Professional Leadership and Community Engagement

Leadership Greater Nashua- Class of 2020
Greater Nashua Continuum of Care-Member 2023

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Kye C. Sims
[redacted]

MARGUERITE'S PLACE, Nashua, NH
Residential Programs Coordinator April 2023 - Current

- Provide case management services utilizing strengthening families approach, focused on developing life skills for 10 on-site transitional housing families.
- Deliver continued case management services to 10 households participating in Marguerite's Place Housing, (MPH) extension program, focused on the next stages toward self-sufficiency across life management.
- Complete assessments to inform goal planning determinations and support the identification of interventions that will progress families in outlined needs areas, (i.e., financial planning, career and education access, securing permanent housing, household management, parenting skills, community engagement, access to resources/referrals) and other life-skills development supports as identified.
- Engage in a professional relationship working in a home-based environment weekly/biweekly to monitor progress and promote accountability with identified goals.
- Participate in extended program activities to offer ongoing education in skill areas and enable successful outcomes for families served.
- Complete data collection and analysis to ensure accurate monitoring and reporting of family outcomes.

APPLIED ABC-AUTISM THERAPY CENTER, Manchester, NH
Per diem Plus Behavior Therapist/RBT July 2021 - April 2023

- Provide Applied Behavioral Analysis, (ABA) therapy to children with autism diagnoses/requiring ABA therapy for similar needs through discrete trial work, along with use of naturalistic teaching approach.
- Accurate record keeping related to documentation of services provided, daily treatment outcomes and quality control duties.
- Maintaining a professional and ethical relationship with family members while facilitating supports in home-based and school settings.

INDEPENDENT SERVICES NETWORK, Manchester, NH
Clinician/Clinical Coordinator, July 2018 - July 2021

- Provide Clinical level treatment to youth and families as referred by the Division of Youth and Family Services through development of comprehensive treatment planning, implementation and monitoring of identified treatment goals, for youths experiencing trauma and comorbid developmental disorders.
- Collaborate with collaterals for identification and coordination of community resources to promote reunification of children with biological parents.
- Accurate documentation of case related correspondence through Court Reports, timely Monthly Report development and clinical contact, in line with ISO state regulation.
- Facilitation and attendance to meetings related to Fair Hearings, Individualized Education Program, Court hearings.
- Oversight and behavioral support during medical appointments.
- Responsible for quality control through review and revision of Clinical team's documentation.
- Intervention service delivery through weekly contact with foster parents and youth in care.
- Family Training to promote successful life skill development, pre-adoptive services and 1:1 trauma focused support to youth.
- 24-hour Emergency Crisis Stabilization support delivered by 6-week after hours on-call rotation.

THE AUTISM COMMUNITY THERAPISTS, Acton, MA
ABA Therapist, January 2018 - July 2018

- Providing Applied Behavioral Analysis, (ABA) therapy to children with autism diagnoses/requiring ABA therapy for similar needs through discrete trial work, along with use of naturalistic teaching approach.

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- Accurate record keeping related to documentation of services provided, daily treatment outcomes and quality control duties.
- Maintaining a professional and ethical relationship with family members while facilitating supports in home-based settings.
- Responsible for adhering to all safety standards associated with transportation of minor children in accordance with state regulation.

PRIME LIFETIME SERVICES, Merrimack, NH
ABA Therapist, September 2017 - July 2019

- Providing Applied Behavioral Analysis, (ABA) therapy to children with autism diagnoses/requiring ABA therapy for similar needs through discrete trial work, facilitating social groups, and with use of natural environment techniques.
- Works independently to implement the determined therapeutic needs of clients with supervision from a Board Certified Behavioral Analyst, (BCBA).
- Implementing protocols outlined by the treatment plan to document and assess probe data while accurately recording discrete trial outcomes to track behavior development.
- Maintaining a professional and ethical relationship with family members while facilitating supports during
  home-based therapy.

ABA 4 AUTISM, Milford, NH
Lead Therapist/Administration, June, 2015 – August, 2017

- Providing Applied Behavioral Analysis, (ABA) therapy to children with autism diagnoses/requiring ABA therapy for similar needs through discrete trial work, facilitating social groups, and with use of natural environment techniques.
- Works independently to implement the determined therapeutic needs of clients with supervision from a Board Certified Behavioral Analyst, (BCBA).
- Implementing protocols outlined by the treatment plan to document and assess probe data while accurately recording discrete trial outcomes to track behavior development.
- Maintains a professional and ethical relationship with family members while facilitating supports during home-based therapy.
- Responsible for adhering to all safety standards associated with transportation of minor children in accordance with state regulation.
- Admin related duties associated with Human Resources, new hire training and Enforcement of company policies.

CITY OF NASHUA WELFARE DEPARTMENT, Nashua, NH
Case Technician, November, 2013 - April, 2017

- Assessment of eligibility through means of interview for emergency assistance to families/individuals in crisis in line with guidelines set forth by NH state statute.
- Assessment of case history during initial evaluation through review of documentation and verbal report.
- Evaluation of financial resources and eligibility based on urgency for those in need of assistance.
- Connecting individuals in crisis to resources which serve to eliminate prolonged need for financial assistance.
- Crisis management during initial contact and ongoing support/assessment for clients.
- Accurate documentation of all client interaction and detailed reports of any financial assistance provided.
- Case review to determine the necessary approach for successful outcomes for individuals/families.
- Verification of submitted documentation provided by applicants.
- Attending weekly department meetings along with committee participation to maintain knowledge of available resources throughout the community.
- Maintaining professional relationships with varying agencies; shelter programs, landlords, utility companies and other related programs for referral.

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MARGUERITE'S PLACE, INC., Nashua, NH
Case Manager, January, 2013 – January, 2014

- Responsible for prescreening of intakes and providing referrals for clients in crisis, conducting initial intake interviews for assessment of individualized need, and development of action plans.
- Accurate completion of federally mandated HUD documentation, Homeless Management Information System, (HMIS) to ensure adequate program funding for new families.
- Executing weekly in home meetings to evaluate progress, perform follow ups, and assure consistency through accurate documentation of weekly meeting assessments.
- Assisting clients with meal planning, parenting assistance/assessments, and providing guidance in household management skills.
- Financial guidance and assistance with completing applications and other required documentation of financial assistance programs.
- Supervision by way of guidance to ensure clients maintain behavior that supports program requirements and personal growth.
- Quarterly review of action plans, and annual child/parenting evaluations conducted to assess progress of family.

MARGUERITE'S PLACE, INC., Nashua, NH
Lead Teacher, April, 2011 – January, 2013

- Providing an enriched learning environment, writing/implementing weekly inclusive curriculum plans, and offering guidance through supervision and assistance in behavioral corrections.
- Responsible for developing behavioral plans, ASQ (Ages & Stages) assessments, participating in IEP meetings, and attending annual professional development meetings.
- Incorporation of Music and Movement lessons and direct focus of exercise and healthy movement as part of the daily classroom routine.
- Implementing an organized, structured, learning environment to allow children access to appropriate development.
- Proficient in documentation of crisis incident/accident/injury and offering resource referrals to clients regarding parenting skill, financial assistance, and educational programs.
- Excellent communication between students, children and teaching staff alike.

EDUCATION

RIVIER UNIVERSITY, Nashua, N.H.
Masters of Special Education

- Completion, May, 2020

HESSER COLLEGE, Nashua, N.H.
Bachelors of Science in Psychology

- Completion May 2012

Associates of Psychology

- Completion, January 2010

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Key Personnel Sheet:

Employee	Role	Salary	Amount of Salary Paid by Contract
Hannah Stohler	Executive Director	$110,000.00	$0.00
Candace Gordon	Director of Programs	$75,000.00	$15,000.00
Kye Sims	Residential Programs Coordinator	$50,000.00	$50,000.00

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15 MAC

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

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Families in Transition, NH	**157730 - B001**	**Manchester NH**	**$1,658,284**	**$1,284,654**	**$2,942,938**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Friends Program	154987 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	**174226 - R001**	**Manchester NH**	**$209,516**	**$195,756**	**$405,272**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Hundred Nights, Inc.	**TBD**	**Keene NH**	**$220,854**	**$214,110**	**$434,964**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Lakes Region Community Developers	**156571 - B001**	**Laconia NH**	**$88,761**	**$116,230**	**$204,991**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Marguerites Place	**157466 - B001**	**Nashua NH**	**$186,836**	**$140,700**	**$327,536**	**O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)**
My Friend's Place	**156274 - B001**	**Dover NH**	**$177,231**	**$128,466**	**$305,697**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Nashua Soup Kitchen & Shelter, Inc.	**174173 - R001**	**Nashua NH**	**$284,806**	**$183,522**	**$468,328**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
New Generation	**177295 - B001**	**Greenland NH**	**$162,400**	**$134,682**	**$296,882**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
NH Coalition Against Domestic and Sexual Violence	**155510 - B001**	**Concord NH**	**$791,802**	**$887,024**	**$1,678,826**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**

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Salvation Army Carey House, Laconia	**177627 - B001**	**Laconia NH**	**$200,062**	**$244,696**	**$444,758**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Salvation Army McKenna House, Concord, Eastern Territory	**177627 - B003**	**Concord NH**	**$312,915**	**$256,930**	**$569,845**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Seacoast Family Promise	**TBD**	**Exeter NH**	**$94,661**	**$85,644**	**$180,305**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	**177511 - R001**	**Keene NH**	**$527,563**	**$464,922**	**$992,485**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
The Front Door Agency	**156244 - B001**	**Nashua NH**	**$287,991**	**$269,166**	**$557,157**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
The Way Home, Inc.	**166673 - B001**	**Manchester NH**	**$140,656**	**$116,230**	**$256,886**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Tri-County CAP, Inc.	**177195 - B009**	**Berlin NH**	**$126,299**	**$79,526**	**$205,825**	**O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	**$6,882,604**	**$5,665,716**	**$12,548,320**	

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Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652 Vendor # 1652 Vendor # 1652

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500732	Contracts for Program Services	TBD	$0	$61,174	$61,174
2023	102/500733	Contracts for Program Services	TBD	$0	$61,174	$61,174
		Sub Total		$142,620	$122,348	$264,968

Community Action Partnership of Strafford County — Vendor # 1772 Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 1772 Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 2671 Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500732	Contracts for Program Services	TBD	$0	$58,618	$58,618
2023	102/500733	Contracts for Program Services	TBD	$0	$58,618	$58,618
		Sub Total		$68,709	$117,236	$185,945

Cross Roads House — Vendor # 1665 Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500732	Contracts for Program Services	TBD	$0	$311,987	$311,987
2023	102/500733	Contracts for Program Services	TBD	$0	$311,987	$311,987

		Sub Total		$766,784	$623,974	$1,390,758

FITNHNH, Inc. Vendor # 1577 Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500732	Contracts for Program Services	TBD	$0	$642,327	$642,327
2023	102/500733	Contracts for Program Services	TBD	$0	$642,327	$642,327
		Sub Total		$1,658,284	$1,284,654	$2,942,938

Friends Program Vendor # 1549 Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$174,710	$0	$174,710

Helping Hands Outreach Center Vendor # 174226 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500732	Contracts for Program Services	TBD	$0	$97,878	$97,878
2023	102/500733	Contracts for Program Services	TBD	$0	$97,878	$97,878
		Sub Total		$209,516	$195,756	$405,272

Hundred Nights, Inc Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500732	Contracts for Program Services	TBD	$0	$107,055	$107,055
2023	102/500733	Contracts for Program Services	TBD	$0	$107,055	$107,055
		Sub Total		$220,854	$214,110	$434,964

Lakes Region Community Developers Vendor # 156571 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500732	Contracts for Program Services	TBD	$0	$58,115	$58,115
2023	102/500733	Contracts for Program Services	TBD	$0	$58,115	$58,115
		Sub Total		$88,761	$116,230	$204,991

Marquerites Place Vendor # 157465 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500732	Contracts for Program Services	TBD	$0	$70,350	$70,350
2023	102/500733	Contracts for Program Services	TBD	$0	$70,350	$70,350
		Sub Total		$186,836	$140,700	$327,536

My Friend's Place — Vendor # 156274 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500732	Contracts for Program Services	TBD	$0	$64,233	$64,233
2023	102/500733	Contracts for Program Services	TBD	$0	$64,233	$64,233
		Sub Total		$177,231	$128,466	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500732	Contracts for Program Services	TBD	$0	$91,761	$91,761
2023	102/500733	Contracts for Program Services	TBD	$0	$91,761	$91,761
		Sub Total		$284,806	$183,522	$468,328

New Generation — Vendor # 1772 Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500732	Contracts for Program Services	TBD	$0	$67,291	$67,291
2023	102/500733	Contracts for Program Services	TBD	$0	$67,291	$67,291
		Sub Total		$162,400	$134,582	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500732	Contracts for Program Services	TBD	$0	$443,512	$443,512
2023	102/500733	Contracts for Program Services	TBD	$0	$443,512	$443,512
		Sub Total		$791,802	$887,024	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500732	Contracts for Program Services	TBD	$0	$122,348	$122,348
2023	102/500733	Contracts for Program Services	TBD	$0	$122,348	$122,348
		Sub Total		$200,062	$244,696	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500732	Contracts for Program Services	TBD	$0	$128,465	$128,465
2023	102/500733	Contracts for Program Services	TBD	$0	$128,465	$128,465
		Sub Total		$312,915	$256,930	$569,845

Seacoast Family Promise — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500732	Contracts for Program Services	TBD	$0	$42,822	$42,822
2023	102/500733	Contracts for Program Services	TBD	$0	$42,822	$42,822
		Sub Total		$94,661	$85,644	$180,305

Southern NH Services — Vendor # 177198 - B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500732	Contracts for Program Services	TBD	$0	$232,461	$232,461
2023	102/500733	Contracts for Program Services	TBD	$0	$232,461	$232,461
		Sub Total		$527,563	$464,922	$992,485

The Front Door Agency — Vendor # 156244 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500732	Contracts for Program Services	TBD	$0	$134,583	$134,583
2023	102/500733	Contracts for Program Services	TBD	$0	$134,583	$134,583
		Sub Total		$287,991	$269,166	$557,157

The Way Home, Inc — Vendor # 166673 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500732	Contracts for Program Services	TBD	$0	$58,115	$58,115
2023	102/500733	Contracts for Program Services	TBD	$0	$58,115	$58,115
		Sub Total		$140,656	$116,230	$256,886

Tri-County CAP, Inc — Vendor # 177195 - B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500732	Contracts for Program Services	TBD	$0	$39,763	$39,763
2023	102/500733	Contracts for Program Services	TBD	$0	$39,763	$39,763
		Sub Total		$126,299	$79,526	$205,825

Waypoint — Vendor # 177166 - B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Current Modified Budget	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$252,556	$0	$252,556

Overall Total	$6,882,604	$5,665,716	$12,548,320

State of New Hampshire
Department of Health and Human Services
Amendment #2

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Marguerite's Place ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, the Contract may be amended and extended 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 and increase the price limitation 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:

   $327,536

3. Modify Exhibit A, Scope of Services, Section 2, Scope of Services, to read:

   2. Scope of Services

   2.1. The Contractor shall provide emergency shelter services to individuals and families who are homeless statewide that include but are not limited to:

   2.1.1. Ensuring temporary shelter (non-permanent shelter) is designed to meet the basic needs of individuals and families who have no other housing options and who would otherwise be without a place to sleep.

   2.1.2. Ensuring basic needs of each individual are met that at a minimum include a safe, protective, and sanitary environment on a short-term emergency or transitional basis, as described in RSA 126-A:26.

   2.1.3. Operating a facility in accordance with Exhibit C, Section 15, Operation of Facilities: Compliance with Laws and Regulations that includes, but is not limited to:

   2.1.3.1. Building maintenance and repair.

   2.1.3.2. Security systems.

   2.1.3.3. Heating and possible cooling equipment.

   2.1.3.4. Property and business insurance.

   2.1.3.5. Utilities and furnishings.

   2.1.3.6. Amenities, including bathrooms.

   2.2. The Contractor shall assist individuals and families who are homeless with accessing and applying for services that lead to permanent housing by providing Case

Management Services that include, but are not limited to:

2.2.1. Assessing individual and family needs for well-being and obtaining housing.

2.2.2. Developing individualized plans with the types of services and assistance programs to meet individual and family and needs.

2.2.3. Assisting individuals and families with accessing emergency shelter.

2.2.4. Assisting individuals and families with applying for and accessing permanent housing.

2.2.5. Assisting individuals and families with applying for mainstream benefits, including, but not limited to, SSI, TANF, SNAP, Medicaid, Veteran and other State or Federal benefits.

2.2.6. Assisting individuals and families with accessing community providers and supports, that may include, but are not limited to, mental health services, substance use treatment, medical care, employment services, veterans benefits, financial and food assistance, and education supports.

2.3. The Contractor shall comply with program requirements that include, but are not limited to:

2.3.1. Following best practices in providing emergency shelter services in accordance with the National Alliance to End Homelessness, "The Five Keys to Effective Emergency Shelter" that include:

2.3.1.1. Housing First Approach;

2.3.1.2. Safe and appropriate diversion;

2.3.1.3. Immediate and low-barrier access;

2.3.1.4. Housing-focused, rapid exit services; and

2.3.1.5. Data to measure performance.

2.3.2. Participating in Coordinated Entry as required by the State, a centralized or coordinated process designed to get people in permanent support housing, in accordance with the NH BOS CES Policy Manual adopted op January 23, 2018, that is herein incorporated by reference and as amended.

2.3.3. Accepting homeless and at risk of homelessness individuals and families regardless of their sobriety and other conditions, which may include but are not limited to mental health services; medication stability; sexual orientation; vulnerability to illness; vulnerability to victimization; vulnerability to physical assault; racial equality; marital status; or ability to pay program fee, in accordance with federal Housing Urban Development (HUD) guidance for low threshold eligibility programs.

2.3.4. Entering data into the Homeless Management Information System (HMIS) to collect client-level data and data on the provision of housing and services to homeless individuals and families, in accordance with the federal HUD data standards for emergency shelter, unless restricted by law. The data standards may be found at: http://nh-hmis.org/sites/default/files/reference/NH-HMIS-PnP-112018.pdf

2.3.5. Agreeing to on-site monitoring, on an annual basis, to review compliance,

progress, and performance, which includes, but is not limited to:

2.3.5.1. Reviewing policies and procedures for services provided.

2.3.5.2. Reviewing financial analyses.

2.3.5.3. Reviewing for compliance with safety and hazard requirements.

2.3.5.4. Reviewing Data and HMIS entry standards.

2.3.6. Complying with New Hampshire Administrative Rules He-M 314, Rights of Persons Using Emergency Shelters and ensuring individuals understand their rights. http://www.gencourt.state.nh.us/rules/state_agencies.he-m300.html

2.4. The Contractor shall complete a SGIA Program Project Program Monitoring Workbook per Department request.

2.5. The Contractor shall participate in training on contractual compliance and technical assistance, as required by the Department.

4. Modify Exhibit B, Method and Conditions Precedent to Payment Section 3 by adding Subsection 3.6 to read:

3.6. The Contractor shall provide backup documentation for all reimbursement requests.

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 upon the date of Governor and Executive 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

3/19/2021
Date

DocuSigned by:
Christine Santaniello
Name: Christine Santaniello
Title: Director

Marguerite's Place

3/19/2021
Date

DocuSigned by:
Hannah E Stohler
Name: Hannah Stohler
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

3/19/2021
Date

DocuSigned by:
Name: Catherine Pinos
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:

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

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Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
[redacted]	[redacted]	Total	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract. The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget
2020	102/500731	Contracts for Program Services		$83,490
2021	102/500731	Contracts for Program Services		$59,130
		Sub Total		$142,620

Community Action Partnership of Strafford County — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$6,588
2021	102/500731	Contracts for Program Services		$0
		Sub Total		$6,588

Community Action Program, Belknap and Merrimack — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$0
2021	102/500731	Contracts for Program Services		$0
		Sub Total		$0

Concord Coalition to End Homelessness — Vendor # 2671

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$10,091
2021	102/500731	Contracts for Program Services		$58,618
		Sub Total		$68,709

Cross Roads House — Vendor # 1665

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$465,221
2021	102/500731	Contracts for Program Services		$301,563
		Sub Total		$766,784

FITNHNH, Inc. — Vendor # 1577

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$1,037,418
2021	102/500731	Contracts for Program Services		$620,866
		Sub Total		$1,658,284

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

Friends Program — Vendor # 1549

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$88,971
2021	102/500731	Contracts for Program Services		$85,739
		Sub Total		$174,710

Helping Hands Outreach Center — Vendor # 1742

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$114,908
2021	102/500731	Contracts for Program Services		$94,608
		Sub Total		$209,516

Hundred Nights, Inc — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$117,376
2021	102/500731	Contracts for Program Services		$103,478
		Sub Total		$220,854

Lakes Region Community Developers — Vendor # 1565

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$32,587
2021	102/500731	Contracts for Program Services		$56,174
		Sub Total		$88,761

Marquerites Place — Vendor # 1574

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$118,536
2021	102/500731	Contracts for Program Services		$68,300
		Sub Total		$186,836

My Friend's Place — Vendor # 1562

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$115,144
2021	102/500731	Contracts for Program Services		$62,087
		Sub Total		$177,231

Nashua Soup Kitchen & Shelter, Inc — Vendor # 1741

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

2020	102/500731	Contracts for Program Services		$196,111
2021	102/500731	Contracts for Program Services		$88,695
		Sub Total		$284,806

New Generation — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$97,357
2021	102/500731	Contracts for Program Services		$65,043
		Sub Total		$162,400

NH Coalition Against Domestic and Sexual Violence — Vendor # 1555

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$363,109
2021	102/500731	Contracts for Program Services		$428,693
		Sub Total		$791,802

Salvation Army Carey House, Laconia — Vendor # 1776

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$81,802
2021	102/500731	Contracts for Program Services		$118,260
		Sub Total		$200,062

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 1776

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$188,742
2021	102/500731	Contracts for Program Services		$124,173
		Sub Total		$312,915

Seacoast Family Promise — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$53,270
2021	102/500731	Contracts for Program Services		$41,391
		Sub Total		$94,661

Southern NH Services — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$0
2021	102/500731	Contracts for Program Services		$0

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

		Sub Total		$0

Southwestern Community Services — Vendor # 1775

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$302,869
2021	102/500731	Contracts for Program Services		$224,694
		Sub Total		$527,563

The Front Door Agency — Vendor # 1562

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$157,905
2021	102/500731	Contracts for Program Services		$130,086
		Sub Total		$287,991

The Way Home, Inc — Vendor # 1666

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$84,482
2021	102/500731	Contracts for Program Services		$56,174
		Sub Total		$140,656

Tri-County CAP, Inc — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$87,864
2021	102/500731	Contracts for Program Services		$38,435
		Sub Total		$126,299

Waypoint — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$166,817
2021	102/500731	Contracts for Program Services		$85,739
		Sub Total		$252,556

Overall Total	$6,882,604

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Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

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- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

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New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

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13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families In Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and My Friend's Place ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), as amended on December 7, 2022, (Item #20), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $514,946

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

5/23/2023
Date

DocuSigned by:
Katja S. Fox
Name: Katja S. Fox
Title: Director

My Friend's Place

5/23/2023
Date

DocuSigned by:
Susan Ford
Name: Susan Ford
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

5/24/2023
Date

DocuSigned by:
Robyn Guarino
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:

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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 MY FRIEND'S PLACE is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on February 03, 1987. 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: **108288**

Certificate Number: **0006224847**



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 8th day of May A.D. 2023.

David M. Scanlan
Secretary of State

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CERTIFICATE OF AUTHORITY

I, ROBERT S. FULLER, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of MY FRIENDS PLACE
(Corporation/LLC Name)

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 OCTOBER 17, 2022, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That FRANCES XAVIER BRUTON AND SUSAN FORD (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of MY FRIENDS PLACE to enter into contracts or agreements with the State
(Name of Corporation/ LLC)

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: 5/8/2023

Signature of Elected Officer
Name: ROBERT S. FULLER
Title: TREASURER

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ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/12/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER John J. Flynn Ins Agy Inc 818 Central Avenue Dover NH 03820	CONTACT NAME: John Flynn PHONE (A/C, No, Ext): (603) 740-0140 FAX (A/C, No): (603) 743-3370 E-MAIL ADDRESS: John.Flynn@Flynninsurance.net
INSURED My Friend's Place Inc 368 Washington St Dover NH 03820	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Philadelphia Insurance Co — 23850 INSURER B: Weco — 26135 INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: CL22101268472 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y		PHPK2444501	07/24/2022	07/24/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 3,000,000 $ 3,000,000
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY	Y		PHPK2444501	07/24/2022	07/24/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	[X] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000	Y		PHUB825684	07/24/2022	07/24/2023	EACH OCCURRENCE AGGREGATE	$ 1,000,000 $ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WWC3545758	09/26/2022	09/26/2023	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 500,000 $ 500,000 $ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

State of New Hampshire Department of Health and Human Services is additional insured with respect to the commercial general liability.

CERTIFICATE HOLDER

State of New Hampshire Department of Health and Human Services
129 Pleasant Street
Concord NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

John J Flynn

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Provide home like emergency shelter and transitional housing, and exceptional support for the homeless men, women, and families in our service area.

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MY FRIEND'S PLACE

FINANCIAL STATEMENTS

Years Ended June 30, 2021 and 2020

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Hodgdon, Wilson & Griffin,
Certified Public Accountants, P.A.

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
My Friend's Place
Dover, New Hampshire

Opinion

We have audited the accompanying financial statements of My Friend's Place (a nonprofit organization), which comprise the statements of financial position as of June 30, 2021 and 2020, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of My Friend's Place as of June 30, 2021 and 2020, and its statement of activities, functional expenses and cash flows for the years then ended in accordance with the accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. 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 My Friend's Place and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. 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 these 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 financial statements that are free from material misstatement, whether due to fraud or error.

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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the 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 generally accepted 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 an 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 financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, 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 of the effectiveness of My Friend's Place'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 financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about My Friend's Place's ability to continue as a going concern for a reasonable period of time.

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(continued)

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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.

Hodgdon, Wilson & Griffin, CPAs
Portsmouth, New Hampshire

May 14, 2022

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MY FRIEND'S PLACE
STATEMENTS OF FINANCIAL POSITION
June 30,

	2021	2020
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	$ 372,626	$ 286,821
Grants receivable	28,837	10,728
Investments	1,326	1,162
Inventory	10,242	9,000
Prepaid expenses	3,336	2,308
Total current assets	416,367	310,019
PROPERTY, PLANT AND EQUIPMENT		
Land	87,150	87,150
Buildings and improvements	856,938	828,092
Furniture and fixtures	42,634	42,634
Equipment	52,341	45,579
Total property and equipment	1,039,063	1,003,455
Less accumulated depreciation	560,438	532,929
Property and equipment, net	478,625	470,526
OTHER ASSETS		
Endowment investments	11,917	9,263
Cash and cash equivalents	2,800	400
Total other assets	14,717	9,663
TOTAL ASSETS	$ 909,709	$ 790,208
LIABILITIES & NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	$ 25,917	$ 26,851
Accrued payroll and payroll taxes	4,289	6,094
Accrued earned time	5,737	2,879
Note payable, current portion	-	17,753
Total current liabilities	35,943	53,577
LONG-TERM LIABILITIES		
Note payable, net of current portion	-	22,569
Security deposit	2,800	400
Total long-term liabilities	2,800	22,969
Total liabilities	38,743	76,546
NET ASSETS		
Without donor restrictions	859,049	704,399
With donor restrictions	11,917	9,263
Total net assets	870,966	713,662
TOTAL LIABILITIES AND NET ASSETS	$ 909,709	$ 790,208

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The accompanying notes are an integral part of these financial statements.

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MY FRIEND'S PLACE
STATEMENTS OF ACTIVITIES
For the Years Ended June 30,

	2021	2020
NET ASSETS WITHOUT DONOR RESTRICTIONS		
Public support and revenue:		
Public support		
Grants	$ 256,588	$ 173,528
Donations	156,332	108,118
United Way	12,597	23,033
Total public support	425,517	304,679
OTHER REVENUE		
Gaming revenue, net	105,907	57,610
Debt forgiveness	40,588	-
Fee for service	37,929	30,170
Interest income	142	108
Unrealized gain (loss) on investments	120	(12)
Total other revenue	184,686	87,876
Total public support and revenue	610,203	392,555
FUNCTIONAL EXPENSES		
Program services	383,669	284,124
Management and general	60,613	59,298
Fundraising	11,271	10,450
Total functional expenses	455,553	353,872
INCREASE (DECREASE) IN NET ASSETS WITHOUT DONOR RESTRICTIONS	154,650	38,683
INCREASE (DECREASE) IN NET ASSETS WITH DONOR RESTRICTIONS	2,654	(4,855)
INCREASE (DECREASE) IN NET ASSETS	157,304	33,828
NET ASSETS, Beginning	713,662	679,834
NET ASSETS, Ending	$ 870,966	$ 713,662

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The accompanying notes are an integral part of these financial statements.

MY FRIEND'S PLACE
STATEMENT OF FUNCTIONAL EXPENSES
For the Year Ended June 30, 2021

	Program	Management and General	Fundraising	Total
Classified advertising and public relations	$ -	$ 66	$ -	$ 66
Depreciation expense	26,134	1,375	-	27,509
Employee benefits	15,603	8,193	1,438	25,234
Insurance	3,679	5,518	-	9,197
Interest	270	-	-	270
Maintenance and repairs	27,136	1,289	-	28,425
Miscellaneous	18	1,128	-	1,146
Office expense	1,336	3,678	2,695	7,709
Professional fees	-	7,075	-	7,075
Resident support services	532	-	-	532
Salaries and wages	234,440	26,387	6,597	267,424
Supplies	18,594	2,589	-	21,183
Taxes, payroll	18,962	2,143	541	21,646
Telephone	5,600	295	-	5,895
Transportation expense	1,199	-	-	1,199
Utilities	30,166	877	-	31,043
TOTAL EXPENSES	$ 383,669	$ 60,613	$ 11,271	$ 455,553

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MY FRIEND'S PLACE
STATEMENT OF FUNCTIONAL EXPENSES
For the Year Ended June 30, 2020

	Program	Management and General	Fundraising	Total
Classified advertising and public relations	$ -	$ 511	$ -	$ 511
Depreciation expense	25,450	975	-	26,425
Employee benefits	15,650	5,598	807	22,055
Insurance	4,239	6,358	-	10,597
Maintenance and repairs	17,677	614	-	18,291
Miscellaneous	101	2,239	-	2,340
Office expense	1,442	4,073	3,600	9,115
Professional fees	-	10,687		10,687
Resident support services	2,209	-	-	2,209
Salaries and wages	165,175	22,847	5,622	193,644
Supplies	10,212	2,676	-	12,888
Taxes, payroll	12,370	1,711	421	14,502
Telephone	4,538	239	-	4,777
Transportation expense	656	-	-	656
Utilities	24,405	770	-	25,175
TOTAL EXPENSES	$ 284,124	$ 59,298	$ 10,450	$ 353,872

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MY FRIEND'S PLACE
STATEMENTS OF CASH FLOWS
Years Ended June 30,

	2021	2020
CASH FLOWS FROM OPERATING ACTIVITIES		
Increase (decrease) in net assets	$ 157,304	$ 33,828
Adjustments to reconcile change in net assets to net cash provided (used) by operating activities:		
Debt forgiveness	(40,588)	-
Unrealized (gain) loss on investments	(2,774)	12
Investment (income) loss	(44)	497
Depreciation	27,509	26,425
Noncash interest	266	-
(Increase) decrease in:		
Grants receivable	(18,109)	25,765
Inventory	(1,242)	(6,339)
Prepaid expenses	(1,028)	310
Increase (decrease) in:		
Accounts payable	(934)	25,125
Accrued payroll and payroll taxes	(1,805)	2,694
Accrued earned time	2,858	893
Security Deposits	2,400	(406)
Total adjustments	(33,491)	74,976
Net cash provided by operating activities	123,813	108,804
CASH FLOWS FROM INVESTING ACTIVITIES		
Acquisition of property, plant and equipment	(35,608)	(16,075)
CASH FLOWS FROM FINANCING ACTIVITIES		
Increase in borrowings	-	40,322
Net increase in cash	88,205	133,051
Cash at beginning of year	287,221	154,170
CASH AT END OF YEAR	$ 375,426	$ 287,221

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The accompanying notes are an integral part of these financial statements.

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MY FRIEND'S PLACE
NOTES TO FINANCIAL STATEMENTS

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

My Friend's Place was organized February 3, 1987. The purpose of the organization is to provide safe and supportive emergency and transitional shelter to individuals and families experiencing homelessness in Strafford County, New Hampshire.

Adoption of New Accounting Pronouncements

During the fiscal year ended June 30, 2020, two new accounting pronouncements were adopted by My Friend's Place: Accounting Standards Update No. 2014-09, Revenue from Contracts with Customers (Topic 606) ("ASU 2014-09") and Accounting Standards Update No. 2018-08, Not-for-Profit Entities (Topic 958) Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made ("ASU 2018-08").

ASU 2014-09 outlines a single, comprehensive model for accounting for revenue from contracts with customers. Revenue streams applicable to My Friend's Place that qualify as exchange transactions include the providing of safe and supportive emergency and transitional shelter to individuals and families experiencing homelessness.

Management of My Friend's Place has analyzed the provisions of ASU 2014-09, and has concluded that no changes are necessary to conform with the new standard, therefore the implementation of ASU 2014-09 had no impact on beginning net assets or revenues.

ASU 2018-08 clarifies and improves guidance for contributions received and contributions made, and provides guidance to organizations on how to account for certain exchange transactions. This change is preferable in that it clarifies whether to account for transactions as contributions or as exchange transactions. In addition, it clarifies whether a contribution is conditional. As a result, it enhances comparability of financial information among not-for-profit entities.

The change in accounting principle resulting from ASU 2018-08 was adopted on a modified prospective basis during the year ended June 30, 2020. There was no resulting cumulative-effect adjustment to opening net assets without donor restrictions or opening net assets with donor restrictions.

Basis of Accounting

Income and expenses are reported on the accrual basis, which means that income is recognized as it is earned, and expenses are recognized as they are incurred whether or not cash is received or paid out at that time.

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NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Financial Statement Presentation
Under generally accepted accounting principles, My Friend's Place is required to report information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions. In addition, My Friend's Place is required to present a statement of cash flows.

Cash and Cash Equivalents
For purposes of the statement of cash flows, My Friend's Place considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents. For the years ended June 30, 2021 and 2020 cash includes amounts held for security deposits of $2,800 and $400, respectively.

Grants Receivable
Grants receivable represents amounts due from federal, state and local governments and from the United Way for grant revenue which has been earned.

Marketable Securities
Investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statement of financial position. Unrealized gains and losses are included in the change in net assets.

Promises to Give
Contributions are recognized when the donor makes a promise to give to My Friend's Place that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions. An allowance for uncollectible unconditional promises to give is established based on historical experience and management's evaluation of outstanding unconditional promises to give at the end of each year. As of June 30, 2021 and 2020, the balance of Promises to Give was $0 and $0, respectively.

Fair Value of Financial Instruments
Unless otherwise indicated, the fair values of all reported assets and liabilities which represent financial instruments, none of which are held for trading purposes, approximate the carrying values of such amounts.

Inventory
Inventory of Bingo materials and supplies are recorded at the lower of cost (first in, first out basis) or market.

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NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Property, Plant and Equipment

Property and equipment are recorded at cost for those items which have been purchased, and at estimated fair values for those items which have been donated. The cost basis of the land and buildings acquired by My Friend's Place is allocated based on real estate tax valuation. The cost of buildings and improvements is recovered using the straight-line method over estimated useful lives of 10 to 40 years. The cost of furniture, fixtures and equipment is recovered using the straight-line method over estimated useful lives of 5 to 15 years. For the year ended June 30,2020 buildings and improvements included $3,509 for a deposit on a fence not yet in service.

Contributions

Contributions received are recorded as net assets with donor restrictions or net assets without donor restrictions depending on the existence or nature of any donor restrictions.

Donated Services

Contributions of services are recognized in the financial statements if the services enhance or create nonfinancial assets or require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation. My Friend's Place typically receives contributed services to assist with general administrative and maintenance tasks. For the years ended June 30, 2021 and 2020, no amounts for contributions of services were recognized in the financial statements.

Donated Materials

My Friend's Place records donated materials at fair value. Donations of food, personal care items and household supply items for the use of residents are not recorded in the financial statements because of the difficulty in determining fair value.

Revenue Recognition

Grant revenue represents amounts received from governmental agencies and is typically in the form of support rather than an exchange transaction because the benefits of the services provided are to the general public and not to the grantor. The revenue is typically recognized over time or on a reimbursement basis. Most often grant revenue recognized over time is within the fiscal year of My Friend's Place.

Fee for service revenue represents amounts paid to My Friend's Place by residents and local communities for supportive emergency and transitional shelter for individuals and families experiencing homelessness. Fee for service revenue qualifies as an exchange transaction. This revenue is recognized at a single point when all risks and rewards transfer. Generally, this is the point when payment has been received for the services which were provided.

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NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis. Accordingly, certain costs have been allocated among the programs and supporting services benefited using allocations determined on a reasonable basis which is consistently applied. Salaries and wages, payroll tax expenses, retirement expense, and employee benefits are based on estimates of time spent in the program or supporting function. Square footage is used to determine the allocations for repairs and maintenance, depreciation on the buildings and improvements, and utilities. Allocations for other expenses are based on the best estimate of the program or supporting function benefited.

Income Taxes

My Friend's Place has received a letter of determination dated June 20, 1988 from the Internal Revenue Service advising it that it qualifies as a non-profit organization under Section 501(c)(3) of the Internal Revenue Code and, therefore, it is not subject to income tax. My Friend's Place is classified as other than a private foundation.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Subsequent Events

Management has evaluated subsequent events through May 14, 2022 the date that the financial statements were available to be issued.

Management continues to evaluate the recent introduction of the COVID-19 virus and its impact on the not-for-profit industry and has concluded that while it is reasonably possible that the virus could have a negative effect on the fair value of My Friend's Place financial position and results of operations, the specific impact is not readily determinable as of the date of these financial statements. The financial statements do not include any adjustments that might result from the outcome of this uncertainty.

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NOTE B - ENDOWMENT INVESTMENTS

My Friend's Place is a beneficiary of an agency endowment fund at The New Hampshire Charitable Foundation. Pursuant to the terms of the resolution establishing this fund, property contributed to The New Hampshire Charitable Foundation is held as a separate fund designated for the benefit of My Friend's Place. In accordance with its spending policy, the Foundation makes distributions from the funds to My Friend's Place. The distributions are approximately four percent of the market value of the fund per year. The estimated value of the future distributions from the fund is included in these financial statements, however, all property in the fund was contributed to The New Hampshire Charitable Foundation to be held and administered for the benefit of My Friend's Place.

NOTE C - ACCRUED EARNED TIME

Accrued earned time consists of a liability for future compensated leave time that is vested with the employees.

NOTE D - NOTE PAYABLE

On April 27, 2020 My Friend's Place was granted a loan of $40,322 pursuant to the Paycheck Protection Program (PPP) under the CARES Act. Funds received from the PPP loan may only be used for payroll costs, group health care costs, rent, utilities, and interest on debt obligations incurred before February 15, 2020. My Friend's Place used the entire loan amount for qualifying expenses. Under terms of the PPP, certain amounts of the loan were forgiven if they were used for qualifying expenses as described. On December 30,2020, the Paycheck Protection Program Loan was forgiven as the Organization had used the $40,322 loan amount for qualifying expenses. Interest expense of $266 on the note was also forgiven.

NOTE E - NET ASSETS WITH DONOR RESTRICTIONS

As of June 30, 2021 and 2020, My Friend's Place has net assets with donor restrictions of $11,917 and $9,263, respectively, invested with The New Hampshire Charitable Foundation.

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NOTE F - GAMING REVENUE, NET

Gaming revenue, net primarily represents amounts from weekly Bingo nights. Expenses consist of prizes and awards, hall rental, state taxes, licenses and supplies.

For the year ended June 30, 2021, Bingo revenue, net of $101,397 consisted of gaming revenue of $1,485,735 less expenses of $1,384,338. In addition, My Friend's Place hosted Poker events during the year with revenue of $5,510 and expenses of $1,000. Total gaming revenue, net for the year was $105,907.

For the year ended June 30, 2020, gaming revenue, net of $57,610 consisted of gaming revenue of $673,746 less expenses of $616,136.

NOTE G - RETIREMENT PLAN

My Friend's Place has adopted a 403(b) retirement plan. Under the plan, employees who meet certain age and length of service requirements may elect to defer a percentage of their salary, subject to Internal Revenue Service limits. My Friend's Place matches the employee deferral up to 3% of the employee's salary. For the years ended June 30, 2021 and 2020, retirement expense was $2,757 and $1,294, respectively.

NOTE H - LEASING ARRANGEMENTS

My Friend's Place rents property under cancelable leasing arrangements. Lease expense was $360 and $360 for the years ended June 30, 2021 and 2020, respectively.

NOTE I - ECONOMIC DEPENDENCY

My Friend's Place contracts are generally with government agencies and, therefore, the majority of its receivables and a significant amount of its revenue are derived from that source.

In addition, My Friend's Place has received a significant amount of its fundraising revenue from the operation of bingo games.

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NOTE J - COMMITMENTS AND CONTINGENCIES

During the year ended June 30, 1998, My Friend's Place received a grant from the United States Department of Housing and Urban Development (HUD). The $99,566 grant was used towards the acquisition of a transitional housing facility located at 21-23 Hough Street in Dover, New Hampshire. Under the terms of the grant, My Friend's Place would have to receive authorization from HUD in order to convert the transitional housing facility to another use. Failure to receive authorization from HUD would result in repayment of the grant to HUD.

My Friend's Place received money under various state and federal grants. Under the terms of these grants, My Friend's Place was required to use the money within the grant period for purposes specified in the grant proposal. If expenditures of the grant were found not to have been made in compliance with the proposals, My Friend's Place might be required to repay the grantor's funds.

NOTE K - LIABILITY AND AVAILABILITY OF FINANCIAL ASSETS

My Friend's Place's financial assets, reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year of the balance sheet date, consisted of the following as of June 30,

	2021	2020
Cash	$ 372,626	$ 286,821
Investments	1,326	1,162
	373,952	287,983
Less those unavailable for General expenditures within One year, due to:		
Contractual or donor imposed restrictions	-	-
Board designations	-	-
Financial assets available To meet cash needs for General expenditures within One year	$ 373,952	$ 287,983

My Friend's Place is substantially supported by public support. As part of the liquidity management of My Friend's Place, it has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

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My friend's Place
Board Listing

First	Last	Position	Business
FX	Bruton, Esq	President	Lawyer/Bruton & Berube
Stan	Robbins	Vice President	Retired Busines Owner
Robert	Fuller	Treasurer	CPA/Duamis & Ferland
Janet	Insolia	Secretary	Dept/Boston Globe
Phyllis	LaPointe	Member	Retired Perchacing Manager for Fosters Daily emocrat and Delta Airlines
John	Lewis	Member	Retired Judge NH Supreme Court
Jennifer	Stevens	Member	Freelance Journalist
Vicki	Roundy, Esq	Member	Attourney
Jacqueline	Williams	Member	Retired Social Worker
Brad	Gould	Member	Police Captian of Patrol
Debra	Hacket	Member	City Council
Mark	Bowen	Member	Owner/ Operator Dover Amusment Group
Erica	Johnson	Member	CEO, QA Café

Executive Director

Susan	Ford	Staff

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Susan M. Ford

[redacted]

Employment History

2016 - Present — **My Friend's Place Dover, NH**

Emergency Shelter, Transitional Housing — **Executive Director**

- Overall Supervision of 7 staff, performing various tasks from front office work, case management to specialized projects
- Responsible for the day to day operations of the shelter and transitional housing programs
- Responsible for maintaining three properties to ensure buildings are safe and properly maintained
- Responsible for writing, reporting and billing multiple grants, including State, Federal, United Way and CDBG funding streams
- Assisting treasurer and finance committee members to create a functional budget yearly.

2011 - 2016 — **Homeless Center for Strafford County Rochester, NH**

Emergency Shelter, Transitional Housing — **Executive Director**

- Overall Supervision of 5 staff and over 50 volunteers, performing various tasks from front office work, case management to specialized projects
- Responsible for the day to day operations of the shelter and transitional housing programs
- Responsible for maintaining three properties to ensure buildings are safe and properly maintained
- Responsible for writing, reporting and billing multiple grants, including United Way and CDBG funding streams
- Assisting treasurer and finance committee members to create a functional budget yearly. Successful management of budget increasing revenue for 5 years.
- Successful in obtaining several grants to make upgrades and repairs to buildings and grounds

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2010 - Present — **Strafford County Community Action Dover, NH**

Homeless Intervention Program — **Homeless Intervention Specialist**

- Outreach within Strafford County, Salvation Army, Soup Kitchens, Libraries, convenience stores etc., finding and assisting homeless individuals obtain shelter
- Assist in writing of grant for State and Federal funding for multiple grants

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2004 – 2010 — **Strafford County Community Action Dover, NH**

Head Start Program — **Systems Coordinator**

- Coordinate an ensure enrollment of 309, create and implement student roster covering 6 centers as well as a home based and Early Head Start program. Input requests for enrollment, assign out to staff for application completion
- Certify all applications for eligibility following strict federal guidelines, successfully pass both federal review and annual audits
- Responsible for tracking weekly attendance and preparing monthly reports to all managers and director
- Successfully integrating new data base (PROMIS) to better track students and federally mandated services rendered. Run reports and ensure staff are entering data completely and correctly
- Train staff on use of data base, laptops, internet, email, general computer software including word and excel programs
- Maintain the computer network including the server (Windows Server 2003), 15 computers as well as trouble shoot computer issues at the centers (over 30 computers). Coordinate outsourcing for more extensive computer issues.
- Coordinate the purchase of any technical supplies including computers, network equipment, printers etc.

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Susan M. Ford

[redacted]

2000 – 2004 **Strafford County Community Action** **Dover, NH**
Workforce Development Program **Employment Counselor**

- Assist in developing policy and procedure and overall design development as well as planned implementation, including development of forms, intake and tracking procedures on a new federally funded program
- Responsible for keeping grant within its federal mandates, as well as reporting weekly and quarterly to the State Coordinator
- Case Management, including but not limited to: meeting with clients, determining eligibility for a variety of programs, determining needs of client and implementing service plan

1999 – 2003 (Grant Ended) **Strafford County Community Action** **Dover, NH**
Welfare to Work Program **Employment Counselor**

- Assist in developing policy and procedure and overall design development as well as planned implementation, including development of forms, intake and tracking procedures on a new federally funded program
- Responsible for keeping grant within its federal mandates, as well as reporting weekly and quarterly to the State Coordinator
- Keeping an active case load for case management of TANF recipients as well as Non-Custodial parents, keeping weekly to monthly meetings with clients, assisting them in eliminating barriers to employment, assisting them in obtaining and retaining employment
- Actively participate in multi-agency meetings geared to serve as a wrap around for client services to ensure appropriate service delivery and eliminate duplication of services

Volunteer Experience

- Treasurer/Community Organizer. Developed the M/WPR Council. Established linkages with community social service agencies. Provided referral and assistance to public housing residents. Maintained checking account and disbursement journal. Prepared weekly treasurers reports. Organized social service events for children and families
- Bingo sales of tickets and end of the night banking and close out, including completion of deposit slips for My Friends Place (Homeless shelter). 5 years

Organizations /Affiliations

- Board of Directors, My Friend's Place Homeless Shelter, Dover, NH 2000-2003, 2009- 2016
- Rochester Rotary Member, Board member, Assistant Secretary, Chair of the First Grade Fingerprint Program as well as the Raffle Bash lottery night
- Balance of State COC, Executive Committee
- HMIS Advisory Committee Member

Education

- Bachelors in Science; **Dual Major in Human Services and Business Management**
  Granite State College, University System of NH 2006
- Notary Public 2003 - P
- Global Career Development Facilitator Certification
- Certified Professional Resume Writer

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Kelly Galemba



Experience working in hospitality and retail industries.Provide friendly and prompt service in busy working environments.A great deal of experience with answering phone, taking reservations, using various computer programs and office
equipment.Strong multitasking, communication and interpersonal skills.

Authorized to work in the US for any employer

Work Experience

Case Manager

My Friend's Place - Dover, NH
June 2022 to Present

Work with the clients of the homeless shelter one on one. Help them get resources and get them stable to get back into society.

- Apply for food stamps
- Apply for SSDI/SSI
- Apply for any other assistance
- Look for housing

After School Teacher

Seacoast Community School - Portsmouth, NH
September 2020 to Present

After school program at Greenland community school- elementary-aged kids

Resident Manager

My Friend's Place - Dover, NH
May 2021 to May 2022

Work in front office
- Answer phone calls
- Interact with residents
- Paperwork

Internship

My Friend's Place - Dover, NH
February 2021 to May 2021

Internship working in the homeless shelter. Interacting with the clients, working in the office answering phones and paperwork, and working with case manager with clients.

After School Teacher

HoneyTree Early Learning Centers - Dover, NH

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February 2020 to March 2020

- Watching kids from ages 5-10
- In charge of snack
- Outdoor/ Indoor play
- Childcare certifications

Housekeeper

Three Chimneys Inn - Durham, NH
December 2019 to March 2020

Cleaning rooms

Seasonal Position During the Summer Months

Timberland Campground - Shelburne, NH
July 2018 to March 2020

- Check campers into their site.Welcome each new arrival pleasantly and efficiently.
- Maintain financial accuracy of cash drawer by collecting deposits, fees and payments, processing changes and issuing receipts.
- Answer phone calls, answering guests questions and create reservations for future guests
- Stock the shelves in the store, maintain adequate inventory.
- Organize and led occasional activities in the campground for guests of all ages.

Nursery/ Daycare Worker

Wildcat Mountain - Gorham, NH
December 2016 to January 2020

Part time job during high school years; continue to work seasonally during winter break.

- Worked with kids from 10 months to 6 years old
- Provide lessons for young kids on how to ski.
- Followed strict sanitization procedures to ensure a clean, healthy space for children while preventing the spread of germs.

Cashier

Save-A-Lot - Gorham, NH
June 2016 to May 2018

- Processed POS transactions, including checks, cash and credit purchases or refunds.
- Counted cash in register drawer to balance register at beginning of shift.
- Restocked, arranged and organized merchandise in front lanes to drive product sales.
- Checked identification for proof-of-age and refusing alcohol sales to underage customers.

Education

Bachelor of Arts in Psychology

University of New Hampshire - Durham, NH
2020

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Skills

- Credit card processing
- Cash register operations
- Money handling
- File management
- Time management
- Employee training
- Customer and client relations
- Customer-service oriented
- Organization skills
- Sorting and labeling
- Telephone skills
- Word processing
- Stocking and replenishing
- Cleaning Experience
- Communication Skills
- Customer Service
- Hospitality
- Microsoft Excel
- Microsoft Word
- Retail Sales
- Childcare
- POS
- Experience with Children
- Typing
- Office Administration

Certifications and Licenses

CPR Certification

First Aid Certification

Assessments

Early childhood development — Highly Proficient
August 2020

Knowledge of the development of children ages 0-3 and of ways to foster that development
Full results: Highly Proficient

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Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

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Key Personnel

Name	title	Annual Salary	% Paid by DHHS
Susan Ford	Executive Director	60,800	TBD
Kelly Galemba	Case Manager	46,640	TBD

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

Lori A. Shibinette
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

November 15, 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 of Economic and Housing Stability, to amend existing contracts with the Contractors listed below **in bold** for the continued provision of the State Grant in Aid (SGIA) Home Assistance program, by increasing the total price limitation by $3,999,996 from $12,725,724 to $16,725,720 with no change to the contract completion dates of June 30, 2023, effective upon Governor and Council approval. 100% Federal funding.

Contractor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House, Inc.	**165288 - B001**	**Plymouth NH**	**$264,968**	**$96,644**	**$361,612**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	267140 -B001	Bow NH	$185,945	$0	$185,945	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

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						A2: 05/19/21 (Tabled Item #15)
Cross Roads House	166570 - B001	Portsmouth NH	$1,390,758	$515,436	$1,906,194	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Families In Transition (F.K.A. FIT/NHNH, Inc.)	157730 - B001	Manchester NH	$2,942,938	$955,704	$3,898,642	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
The Friends Program, Inc.	154987 - B001	Concord NH	$352,114	$182,550	$534,664	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Helping Hands Outreach Ministries, Inc.	174226 - R001	Manchester NH	$405,272	$171,812	$577,084	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Hundred Nights, Inc	313375	Keene NH	$434,964	$451,006	$885,970	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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Lakes Region Community Developers	156571 - B001	Laconia NH	$204,991	$0	$204,991	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Marguerites Place	157465 - B001	Nashua NH	$327,536	$0	$327,536	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
My Friend's Place	**156274 - B001**	**Dover NH**	**$305,697**	**$161,074**	**$466,771**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Nashua Soup Kitchen and Shelter, Inc.	**174173 - R001**	**Nashua NH**	**$468,328**	**$236,241**	**$704,569**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)	**177295 - B001**	**Greenland NH**	**$296,982**	**$118,121**	**$415,103**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$1,678,826	$0	$1,678,826	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Salvation Army	**177627 - B001**	**Laconia NH**	**$444,758**	**$225,503**	**$670,261**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
The Salvation Army	**177627 - B003**	**Concord NH**	**$569,845**	**$214,765**	**$784,610**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Seacoast Family Promise	**311097**	**Exeter NH**	**$180,305**	**$75,168**	**$255,473**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Southwestern Community Services, Inc.	**177511 - R001**	**Keene NH 03431**	**$992,485**	**$440,267**	**$1,432,752**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
The Front Door Agency	156244 - B001	Nashua NH 03064	$557,157	$0	$557,157	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Way Home, Inc	166673 - B001	Manchester NH	$256,886	$0	$256,886	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Tri-County Community Action Program, Inc.	**177195 - B009**	**Berlin NH**	**$205,825**	**$155,705**	**$361,630**	**O:07/10/19 (Item #16)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0	$252,556	O: 06/19/19 (Item #40) A1:08/28/19 (Item #20B) A2:07/15/20 (Tabled Item #15)
		Total	**$12,725,724**	**$3,999,996**	**$16,725,720**	

Funds are available in the following accounts for State Fiscal Year 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 request is to provide additional funding made available by the Governor's Office for Emergency Relief and Recovery to support the State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing homelessness receive the essential services and supports in emergency shelters. Emergency shelters provide critical services and supports for those NH residents who do not have a home. This additional funding will help emergency shelter programs cover the increased cost of food, electricity, heat, and workforce to ensure these safety net providers are able to continue providing services. Due to the pandemic, most emergency shelters have lost their volunteer base, increasing the reliance on paid staff.

Approximately 4,500 individuals will be served during State Fiscal Year 2023.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services

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include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Source of Federal Funds: Assistance Listing Number #21.023 FAIN #ERA0012 and #ERA0435, Assistance Listing Number #21.027 FAIN #4515DRNHP00000001

In the event that the Federal 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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05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
2023	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
		Sub Total		$264,968	$0	$264,968

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2023	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
		Sub Total		$185,945	$0	$185,945

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
2023	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
		Sub Total		$1,390,758	$0	$1,390,758

Families in Transition (F.K.A. FIT/NHNH, Inc.) Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
2023	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
		Sub Total		$2,942,938	$0	$2,942,938

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services.	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$352,114	$0	$352,114

Helping Hands Outreach Center Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
2023	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
		Sub Total		$405,272	$0	$405,272

Hundred Nights, Inc Vendor #: 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
2023	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
		Sub Total		$434,964	$0	$434,964

Lakes Region Community Developers Vendor # 156571-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$204,991	$0	$204,991

Marguerites Place Vendor # 157465-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536

2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
2023	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
		Sub Total		$327,536	$0	$327,536

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
2023	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
		Sub Total		$305,697	$0	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
2023	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
		Sub Total		$468,328	$0	$468,328

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
2023	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
		Sub Total		$296,982	$0	$296,982

NH Coalition Against Domestic and Sexual Violence. — Vendor # 155510-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
2023	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
		Sub Total		$1,678,826	$0	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
2023	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
		Sub Total		$444,758	$0	$444,758

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Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
2023	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
		Sub Total		$569,845	$0	$569,845

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
2023	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
		Sub Total		$180,305	$0	$180,305

Southern NH Services — Vendor # 177198-B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
2023	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
		Sub Total		$992,485	$0	$992,485

The Front Door Agency — Vendor # 156244-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
2023	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
		Sub Total		$557,157	$0	$557,157

The Way Home, Inc — Vendor # 166673-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482

2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$256,886	$0	$256,886

Tri-County CAP, Inc

Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
2023	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
		Sub Total		$205,825	$0	$205,825

Waypoint

Vendor # 177166-B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$252,556	$0	$252,556

Total	$12,725,724	$0	$12,725,724

05-095-094-940010-24650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HEW HAMPSHIRE HOSPITAL, ARPA DHHS FISCAL RECOVERY FUNDS
100% Federal Funds

Bridge House, Inc.

Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$96,644	$96,644
		Sub Total		$0	$96,644	$96,644

Cross Roads House

Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$515,436	$515,436
		Sub Total		$0	$515,436	$515,436

Families in Transition (F.K.A. FIT/NHNH)

Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$955,704	$955,704
		Sub Total		$0	$955,704	$955,704

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$182,550	$182,550
		Sub Total		$0	$182,550	$182,550

Helping Hands Outreach Center — Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$171,812	$171,812
		Sub Total		$0	$171,812	$171,812

Hundred Nights, Inc — Vendor # 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$451,006	$451,006
		Sub Total		$0	$451,006	$451,006

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$161,074	$161,074
		Sub Total		$0	$161,074	$161,074

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$236,241	$236,241
		Sub Total		$0	$236,241	$236,241

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$118,121	$118,121
		Sub Total		$0	$118,121	$118,121

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$225,503	$225,503
		Sub Total		$0	$225,503	$225,503

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$214,765	$214,765
		Sub Total		$0	$214,765	$214,765

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$75,168	$75,168
		Sub Total		$0	$75,168	$75,168

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Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$440,267	$440,267
		Sub Total		$0	$440,267	$440,267

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$155,705	$155,705
		Sub Total		$0	$155,705	$155,705

Total	$0	$3,999,996	$3,999,996

Total Contract	$12,725,724	$3,999,996	$16,725,720

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and My Friends Place ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, 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 1.8, Price Limitation, to read:

   $466,771

2. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

Contractor Initials FB
Date 10/20/2022

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 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

11/1/2022
Date

DocuSigned by:
Karen Hebert
625C6CEB1B4A418...
Name: Karen Hebert
Title: Division Director

My Friends Place

10/20/2022
Date

DocuSigned by:
Francis Bruton
Name: Francis Bruton
Title: President

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

OFFICE OF THE ATTORNEY GENERAL

11/14/2022

Date

DocuSigned by:
Robyn Guarino
74873484841480

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:

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

Lori A. Shibinette
Commissioner

Christine L. Santaniello
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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Rem #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

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Families In Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154987 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157465 - B001	Nashua NH	$186,836	$140,700	$327,536	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,606	$183,622	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,682	$296,982	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

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Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	$200,062	$244,696	$444,758	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	$312,915	$256,930	$569,845	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Seacoast Family Promise	TBD	Exeter NH	$94,661	$85,644	$180,305	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	177511 - R001	Keene NH	$527,563	$464,922	$992,485	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Front Door Agency	156244 - B001	Nashua NH	$287,991	$269,166	$557,157	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Way Home, Inc.	166673 - B001	Manchester NH	$140,656	$116,230	$256,886	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Tri-County CAP, Inc.	177195 - B009	Berlin NH	$126,299	$79,526	$205,825	O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	$6,882,604	$5,665,716	$12,548,320	

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Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program .to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori A. Shibinette
Commissioner

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05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652; Vendor # 1652; Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130	
2022	102/500732	Contracts for Program Services	TBD	$61,174	$0	$61,174	
2023	102/500733	Contracts for Program Services	TBD	$61,174	$0	$61,174	
		Sub Total		$264,968	$0	$264,968	

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$6,588	$0	$6,588	

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2022	102/500732	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2023	102/500733	Contracts for Program Services	TBD	$58,618	$0	$58,618	
		Sub Total		$185,945	$0	$185,945	

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221	O: 06/19/19 (Item #40) A1: 07/15/20,
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563	
2022	102/500732	Contracts for Program Services	TBD	$311,987	$0	$311,987	

2023	102/500733	Contracts for Program Services	TBD	$311,987	$0	$311,987	(Item #20) A2: 05/19/21 (Tabled Item #15)
		Sub Total		$1,390,758	$0	$1,390,758	

FITNHNH, Inc. — Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$820,866	$0	$820,866	
2022	102/500732	Contracts for Program Services	TBD	$842,327	$0	$842,327	
2023	102/500733	Contracts for Program Services	TBD	$842,327	$0	$842,327	
		Sub Total		$2,942,938	$0	$2,942,938	

Friends Program — Vendor # 154887 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702	
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702	
		Sub Total		$174,710	$177,404	$352,114	

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608	
2022	102/500732	Contracts for Program Services	TBD	$97,878	$0	$97,878	
2023	102/500733	Contracts for Program Services	TBD	$97,878	$0	$97,878	
		Sub Total		$405,272	$0	$405,272	

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478	
2022	102/500732	Contracts for Program Services	TBD	$107,055	$0	$107,055	
2023	102/500733	Contracts for Program Services	TBD	$107,055	$0	$107,055	
		Sub Total		$434,964	$0	$434,964	

Lakes Region Community Developers

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	

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		Sub Total		$204,991	$0	$204,991	A2: 05/19/21 (Tabled Item #15)

Marquerites Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300	
2022	102/500732	Contracts for Program Services	TBD	$70,350	$0	$70,350	
2023	102/500733	Contracts for Program Services	TBD	$70,350	$0	$70,350	
		Sub Total		$327,536	$0	$327,536	

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$82,087	$0	$82,087	
2022	102/500732	Contracts for Program Services	TBD	$64,233	$0	$64,233	
2023	102/500733	Contracts for Program Services	TBD	$64,233	$0	$64,233	
		Sub Total		$305,697	$0	$305,697	

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695	
2022	102/500732	Contracts for Program Services	TBD	$91,761	$0	$91,761	
2023	102/500733	Contracts for Program Services	TBD	$91,761	$0	$91,761	
		Sub Total		$468,328	$0	$468,328	

Vendor # 177295 - B001

New Generation

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$85,043	$0	$85,043	
2022	102/500732	Contracts for Program Services	TBD	$67,291	$0	$67,291	
2023	102/500733	Contracts for Program Services	TBD	$67,291	$0	$67,291	
		Sub Total		$296,982	$0	$296,982	

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693	
2022	102/500732	Contracts for Program Services	TBD	$443,512	$0	$443,512	
2023	102/500733	Contracts for Program Services	TBD	$443,512	$0	$443,512	
		Sub Total		$1,678,826	$0	$1,678,826	

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$81,602	$0	$81,602	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260	
2022	102/500732	Contracts for Program Services	TBD	$122,348	$0	$122,348	
2023	102/500733	Contracts for Program Services	TBD	$122,348	$0	$122,348	
		Sub Total		$444,758	$0	$444,758	

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173	
2022	102/500732	Contracts for Program Services	TBD	$128,465	$0	$128,465	
2023	102/500733	Contracts for Program Services	TBD	$128,465	$0	$128,485	
		Sub Total		$569,845	$0	$569,845	

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391	
2022	102/500732	Contracts for Program Services	TBD	$42,822	$0	$42,822	
2023	102/500733	Contracts for Program Services	TBD	$42,822	$0	$42,822	
		Sub Total		$180,305	$0	$180,305	

Southern NH Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694	
2022	102/500732	Contracts for Program Services	TBD	$232,461	$0	$232,461	
2023	102/500733	Contracts for Program Services	TBD	$232,461	$0	$232,461	
		Sub Total		$992,485	$0	$992,485	

The Front Door Agency

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State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086	
2022	102/500732	Contracts for Program Services	TBD	$134,583	$0	$134,583	
2023	102/500733	Contracts for Program Services	TBD	$134,583	$0	$134,583	
		Sub Total		$557,157	$0	$557,157	

The Way Home, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	
		Sub Total		$256,886	$0	$256,886	

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435	
2022	102/500732	Contracts for Program Services	TBD	$39,763	$0	$39,763	
2023	102/500733	Contracts for Program Services	TBD	$39,763	$0	$39,763	
		Sub Total		$205,825	$0	$205,825	

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A2: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$252,556	$0	$252,556	

Overall Total	$12,548,320	$177,404	$12,725,724	

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

Lori A. Shibinette
Commissioner

Christine L. Santaniello
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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

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Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
		Total	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract. The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

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Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF ECONOMIC & HOUSING STABILITY

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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS; HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	**$7,000,000**

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

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- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

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New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

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13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families in Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Nashua Soup Kitchen and Shelter, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), as amended on December 7, 2022, (Item #20), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $773,390

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

5/10/2023
Date

DocuSigned by:
Katja S. Fox
ED0C058DAC3442...
Name: Katja S. Fox
Title: Director

Nashua Soup Kitchen and Shelter, Inc.

5/9/2023
Date

DocuSigned by:
Michael Reinke
DE9837680DFA7B1...
Name: Michael Reinke
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

DocuSigned by:
Robyn Guarino
74873A2A9941400...

5/11/2023
Date

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:

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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 NASHUA SOUP KITCHEN AND SHELTER, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on May 11, 1981. 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: **61911**

Certificate Number: **0006225785**



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 May A.D. 2023.

David M. Scanlan

Secretary of State

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CERTIFICATE OF AUTHORITY

I, MADELEINE LAROSE, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of NASHUA SOUP KITCHEN & SHELTER
(Corporation/LLC Name)

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 MAY 7, 2023, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That MICHAEL REINKE, EXECUTIVE DIRECTOR (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of NSKS to enter into contracts or agreements with the State
(Name of Corporation/ LLC)

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 8, 2023

Madeleine LaRose
Signature of Elected Officer
Name: MADELEINE LAROSE
Title: CLERK

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 5/9/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Eaton & Berube Insurance Agency, Inc. 11 Concord Street Nashua NH 03064	CONTACT NAME: Kimberly Gutekunst PHONE (A/C, No, Ext): 603-882-2766 FAX (A/C, No): E-MAIL ADDRESS: kgutekunst@eatonberube.com
INSURED NASSO Nashua Soup Kitchen & Shelter, Inc. P.O. Box 3116 Nashua NH 03061	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : The Hanover Insurance Companies — 22292 INSURER B : AmTrust North America, Inc. — 42376 INSURER C : Selective Insurance Group Inc. — 14376 INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** 394579249 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT LOC OTHER:			ZHVA685423	7/1/2022	7/1/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 100,000 $ 10,000 $ 1,000,000 $ 3,000,000 $ 3,000,000 $
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY X HIRED AUTOS ONLY SCHEDULED AUTOS X NON-OWNED AUTOS ONLY			ADVA685320	7/1/2022	7/1/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
A	UMBRELLA LIAB X OCCUR X EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 10,000			UHVA685516	7/1/2022	7/1/2023	EACH OCCURRENCE AGGREGATE $	$ 5,000,000 $ 5,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		TWC4120182	7/1/2022	7/1/2023	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 500,000 $ 500,000 $ 500,000
A A C	Property Crime Management Liability			ZHVA685423 ZHVA685423 MY 1006756	7/1/2022 7/1/2022 7/1/2022	7/1/2023 7/1/2023 7/1/2023	Buildings Contents Crime	$3,369,328 $982,870 $100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Soup Kitchen and Shelter

CERTIFICATE HOLDER

State of New Hampshire
Department of Health and Human Services
129 Pleasant Street
Concord NH 03301

CANCELLATION 30 days/10 days non-payment

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Marc L Berube

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Mission Statement:

The Nashua Soup Kitchen & Shelter is dedicated to providing shelter and food to those in need. The overall objective of the agency is to advocate, create and operate programs and services that promote dignity and self-sufficiency for those we serve. To ensure that basic needs are addressed, the NSK&S is committed to joining with others in a community-wide ethic of caring.

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NASHUA SOUP KITCHEN AND SHELTER, INC.

FINANCIAL STATEMENTS
JUNE 30, 2021
AND
INDEPENDENT AUDITORS' REPORT

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NASHUA SOUP KITCHEN AND SHELTER, INC.

JUNE 30, 2021

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William P. Connor, CPA, LLC

CERTIFIED
PUBLIC
ACCOUNTANT

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of
Nashua Soup Kitchen and Shelter, Inc.:

We have audited the accompanying financial statements of Nashua Soup Kitchen and Shelter, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

41 Brook Street, Manchester, New Hampshire, 03104 Tel. (603) 623-9868 Fax (603) 623-9872

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Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Nashua Soup Kitchen and Shelter, Inc. as of June 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.

Report on Summarized Comparative Information

We have previously audited the Nashua Soup Kitchen and Shelter, Inc.'s 2020 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 8, 2020. In our opinion, the summarized comparative information presents herein as of and for the year ended June 30, 2020 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional support and revenue on page 16 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Manchester, New Hampshire
February 9, 2022

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NASHUA SOUP KITCHEN AND SHELTER, INC.

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2021
(with comparative totals for 2020)

ASSETS

	Without Donor Restrictions	With Donor Restrictions	Total 2021	Total 2020
CURRENT ASSETS:				
Cash (Note 1)	$1,427,470	$ 457,729	$1,885,199	$ 730,577
Grants and accounts receivable (Note 1)	91,309	75,000	166,309	101,381
Prepaid expenses	30,245	-	30,245	30,705
Total current assets	1,549,024	532,729	2,081,753	862,663
INVESTMENTS (Note 2)	906,342	-	906,342	722,208
LAND, BUILDING AND EQUIPMENT, at cost (Notes 1 and 3):				
Land and buildings	2,557,472	-	2,557,472	2,557,472
Building improvements	537,008	-	537,008	350,910
Furniture, fixtures and equipment	266,064	-	266,064	207,467
	3,360,544	-	3,360,544	3,115,849
Less - Accumulated depreciation	903,798	-	903,798	822,319
	2,456,746	-	2,456,746	2,293,530
OTHER ASSETS:				
Notes receivable (Note 8)	110,987	-	110,987	105,702
	$5,023,099	$ 532,729	$5,555,828	$3,984,103

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES:				
Accounts payable	$ 26,222	$ -	$ 26,222	$ 103,740
Accrued expenses	182,341	-	182,341	112,880
Fiscal agent payable	46,619	-	46,619	51,901
Security deposits	1,500	-	1,500	1,500
Total current liabilities	256,682	-	256,682	270,021
NET ASSETS (Note 1):				
Without donor restrictions	4,766,417	-	4,766,417	3,558,082
With donor restrictions	-	532,729	532,729	156,000
Total net assets	4,766,417	532,729	5,299,146	3,714,082
	$5,023,099	$ 532,729	$5,555,828	$3,984,103

The accompanying notes to financial statements are an integral part of these statements.

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NASHUA SOUP KITCHEN AND SHELTER, INC.

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2021
(with comparative totals for 2020)

	Without Donor Restrictions	With Donor Restrictions	Total 2021	Total 2020
SUPPORT AND REVENUE:				
Support				
Public contributions	$1,700,582	$ -	$1,700,582	$ 1,171,294
In-kind contributions (Note 4)	1,204,189	-	1,204,189	1,656,197
SMP Grant	776,418	-	776,418	-
State of New Hampshire Emergency Shelter Program Grant	393,387	-	393,387	168,324
Town grants, New Hampshire	54,500	-	54,500	53,297
Special events	245,945	-	245,945	325,635
Capital campaign & restrictive grants	172,028	457,729	629,757	198,225
Other grants	110,136	-	110,136	138,957
Rent- Transitional Housing	34,150	-	34,150	17,395
Net assets released from restrictions	81,000	(81,000)	-	-
Total support	4,772,335	376,729	5,149,064	3,729,954
Revenue				
Investment income	21,848	-	21,848	22,823
Investment return	168,221	-	168,221	11,971
Total revenue	190,069	-	190,069	34,794
OTHER INCOME - PPP ASSISTANCE (NOTE)	-	-	-	171,696
Total support and revenue	$4,962,404	$ 376,729	$5,339,133	$3,936,444

The accompanying notes to financial statements are an integral part of these statements.

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NASHUA SOUP KITCHEN AND SHELTER, INC.

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2021
(with comparative totals for 2020)

	Without Donor Restrictions	With Donor Restrictions	Total 2021	Total 2020
EXPENSES:				
Program Services				
Kitchen	$1,865,061	$ -	$1,865,061	$2,179,248
Housing, shelter & services	1,611,877	-	1,611,877	988,447
Total program services	3,476,938	-	3,476,938	3,167,695
Support Services				
Management and general	137,135	-	137,135	76,666
Fundraising	139,996	-	139,996	223,719
Total support services	277,131	-	277,131	300,385
Total program and support expenses	3,754,069	-	3,754,069	3,468,080
INCREASE IN NET ASSETS	1,208,335	376,729	1,585,064	468,364
NET ASSETS, beginning of year	3,558,082	156,000	3,714,082	3,245,718
NET ASSETS, end of year	$4,766,417	$ 532,729	$5,299,146	$3,714,082

The accompanying notes to financial statements are an integral part of these statements.

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NASHUA SOUP KITCHEN AND SHELTER, INC.

STATEMENT OF FUNCTIONAL EXPENSES

FOR THE YEAR ENDED JUNE 30, 2021

(with comparative totals for 2020)

	Program Services		Management and General	Fundraising	Total 2021	Total 2020
	Soup Kitchen	Client Services				
SALARIES AND RELATED EXPENSES:						
Salaries	$ 377,309	$ 517,862	$ 87,289	$ 65,166	$ 1,047,626	$ 906,306
Payroll taxes	30,416	41,740	7,034	5,252	84,442	66,345
Employee benefits	65,174	89,438	15,072	11,255	180,939	161,258
	472,899	649,040	109,395	81,673	1,313,007	1,133,909
OTHER EXPENSES:						
In-kind food and services	1,119,272	77,999	3,459	3,459	1,204,189	1,656,197
Depreciation	53,925	15,987	6,516	5,052	81,480	76,867
Utilities	26,231	21,653	4,648	3,472	56,004	51,193
Food and supplies	97,447	11,313	-	-	108,760	128,441
Client assistance, training & education	95	53,242	-	-	53,337	36,391
Postage	1,378	1,378	268	200	3,224	1,825
Insurance	11,724	16,047	2,696	2,014	32,481	29,902
Office expense	2,865	3,215	590	441	7,111	6,235
Telephone	2,398	2,836	508	380	6,122	6,142
Newsletter	8,872	8,961	1,727	1,249	20,809	31,986
Repairs and maintenance	13,644	2,952	-	-	16,596	17,769
Professional fees	8,464	10,109	1,799	1,300	21,672	18,481
Miscellaneous	111	193	-	-	304	493
Travel	375	768	50	-	1,193	2,906
Extermination	995	1,447	-	-	2,442	1,775
Advertising and website	164	1,964	-	-	2,128	300
Training	1,274	1,274	-	-	2,548	886
Technology expense	8,723	10,241	967	-	19,931	(5,150)
Maintenance services	33,938	12,546	4,512	3,371	54,367	44,490
Fundraising	-	-	-	37,385	37,385	55,549
Spring Street preconstruction expense	-	613,651	-	-	613,651	147,943
Capital campaign expenses	267	95,061	-	-	95,328	23,550
	1,392,162	962,837	27,740	58,323	2,441,062	2,334,171
TOTAL FUNCTIONAL EXPENSES	$1,865,061	$1,611,877	$137,135	$139,996	$3,754,069	$3,468,080

The accompanying notes to financial statements are an integral part of these statements.

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NASHUA SOUP KITCHEN AND SHELTER, INC.

STATEMENT OF CASH FLOW

FOR THE YEAR ENDED JUNE 30, 2021
(with comparative totals for 2020)

	Total 2021	Total 2020
CASH FLOWS FROM OPERATING ACTIVITIES:		
Change in net assets	$1,585,064	$ 468,364
Adjustment to reconcile change in net assets to net cash provided by operating activities -		
Depreciation	81,480	76,867
Unrealized (appreciation) depreciation of investments	(173,668)	(8,013)
(Increase) decrease in the following assets:		
Grants and accounts receivable	(64,928)	(60,384)
Prepaid expenses	460	2,768
Increase (decrease) in the following liabilities:		
Accounts payable	(77,518)	63,105
Accrued expenses	69,461	(15,347)
Fiscal sponsor payable	(5,282)	51,902
Security deposits	-	1,500
Net cash provided by operating activities	1,415,069	580,762
CASH FLOWS FROM INVESTING ACTIVITIES:		
Capital expenditures	(244,696)	(24,297)
Net proceeds from sale of investments	11,382	55,000
Purchase of investments	(21,848)	(20,250)
Increase in note receivable	(5,285)	(5,034)
Net cash provided by (used in) investing activities	(260,447)	5,419
NET INCREASE (DECREASE) IN CASH	1,154,622	586,181
CASH, beginning of year	730,577	144,396
CASH, end of year	$1,885,199	$ 730,577

SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION

CASH PAID DURING THE YEAR FOR:		
Interest	$ -	$ -

The accompanying notes to financial statements are an integral part of these statements.

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NASHUA SOUP KITCHEN AND SHELTER, INC.

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2021

1. Nature of operations:

The Organization provides meals, emergency shelter, transitional housing, food baskets and advocacy to poor and homeless men, women and families in the Greater Nashua, New Hampshire area. Additionally, the Organization owns a subsidiary that was setup to acquire rental properties in the Greater Nashua area to provide housing to low and moderate income individuals and families.

The Organization is dependent, to a significant extent, upon contributions from the general public for annual support of its operations and services. Contributions are obtained through year-round special events, direct mail programs, as well as, ongoing initiatives encompassing foundations, corporations, and related development programs.

2. Summary of significant accounting policies:

Basis of accounting and presentation - The financial statements of the Organization have been prepared on the accrual basis in accordance with accounting principles generally accepted in the United Sates of America. The accrual method of accounting recognizes revenue when it is earned and expenses when incurred. Certain comparative amounts in the statements of activities and functional expenses have been reclassified to conform with the current years presentation.

Net assets and revenues, gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the Organization and changes therein are classified as follows:

Net assets without donor restrictions - Net assets without donor restrictions are assets that have been acquired from donors (or certain grantors) without restrictions that may be expended for any purpose in performing the primary objectives of the Organization. The governing Board has designated, from net assets without donor restrictions, net assets for an operating reserve.

Net assets with donor restrictions - Net assets subject to donor or (or certain grantor) imposed restrictions are assets subject to stipulations imposed by the donor. Some donor imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

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2. Summary of significant accounting policies (cont't):

Support and revenue recognition - Unconditional contributions are recognized when pledged and recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Conditional promises to give are recognized when the conditions on which they depend are substantially met. Gifts of cash and other assets are reported with donor restricted support if they are received with donor stipulations that limit the use of the donated assets or designate them for future periods.

Grants and contributions received are considered to be available for use unless specifically restricted by the grantor or donor. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets released from restrictions. Donor restricted contributions whose restrictions are met in the same reporting period are reported as net assets without donor restricted support.

Functional expenses - Direct expenses are charged to their specific program as incurred. Any expenditures not directly chargeable are allocated to a program based on the proportion of time spent on each program by the staff.

Income tax status - The Organization is exempt from income taxes under Internal Revenue Code, Section 501(c)(3). The Organization can be taxed on activities considered by the Internal Revenue Service to be outside of the Organization's exempt purpose.

The Organization's Forms 990, *Return of Organization Exempt from Income Tax*, for the years ending June 30, 2021, 2020 and 2019 are subject to examination by the IRS, generally for three years after they were filed.

Land, building and equipment - Land, building and equipment purchased are recorded at cost. The Organization follows the policy of charging to expenses annual amounts of depreciation which allocates the cost of buildings and equipment over their estimated useful lives. The Organization employs the straight-line method for determining the annual charge for depreciation. The ranges of the estimated useful lives used are as follows:

	Years
Buildings	27.5 - 40
Building improvements	27.5
Kitchen equipment	10
Furniture, fixtures and equipment	5 - 10

Expenditures for repairs and maintenance are expensed when incurred and betterments are capitalized. Assets sold or otherwise disposed of are removed from the accounts, along with the related accumulated depreciation, and any gain or loss is recognized.

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2. Summary of significant accounting policies (cont'd):

Use of estimates - The preparation of financial statements in conformity with Generally Accepted Accounting Principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Cash and cash equivalents - All highly liquid investments with a maturity of one year or less are considered to be cash equivalents. At June 30, 2021, the carrying amount of the Organization's cash was $1,885,199 and the institution balance was $1,879,143. Of this amount, $767,138 was covered by federal depositor's insurance and $1,112,275 was uninsured.

Grants and accounts receivable - Grants and accounts receivable consists principally of the grants receivable from governmental agencies and rent receivable from tenants. Grants and accounts receivable are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a charge to earnings and a credit 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 trade accounts receivable. Changes in the valuation allowance have not been material to the financial statements. The accounts receivable in the accompanying financial statements have been reduced by an allowance for doubtful accounts of $ 0.

Advertising costs - The Company expenses all advertising costs as incurred. Advertising and marketing expenses for the year ended June 30, 2021 amounted to $2,128.

New accounting pronouncement - On August 18, 2016, The Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) 2016-14, *Not-for-profit Entities (Topic 958) - Presentation of Financial Statements for Not-for-Profit Entities*. The update addresses the complexity and understandability of net asset classification, deficiencies in information about liquidity and availability of resources, and the lack of consistency in the type of information provided about expenses and investment return. Nashua Soup Kitchen and Shelter, Inc. has implemented ASU 2016-14 and has adjusted the presentation in these financial statements accordingly. Ths ASU has been applied retrospectively to all periods presented. The implementation had no impact on previously reported net assets.

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3. Investments:

The Organization records its investments in accordance with the fair value guidance established by the Financial Accounting Standards Board ("FASB"). Under these standards, fair value is defined as the price the Organization would receive from the sale of an asset, or pay to transfer a liability, in a timely transaction with an independent buyer in a principal market. The standards established a three-tier hierarchy to distinguish between various types of inputs used in determining the value of the Organization's investments. The inputs are summarized as outlined below:

Level 1 Inputs - Quoted prices (unadjusted) in active markets for the identical assets and liabilities. Level 1 assets include fixed income mutual funds, equity mutual funds and money market funds. Valuations of these instruments do not require a high degree of judgement as the valuations are based on quoted prices in active markets that are readily available.

Level 2 Inputs - Quoted prices for similar assets or liabilities in active markets; quoted prices for identical or similar assets and liabilities that are not active; and inputs other than quoted prices that are observable, such as models or other valuation methodologies. Valuations in this category are inherently less reliable than quoted market prices due to the degree of subjectivity involved in determining appropriate methodologies and the applicable underlying assumptions.

Level 3 Inputs - Unobservable inputs for the valuation of the asset or liability. Level 3 assets include investments for which there is little, if any, market activity. These inputs require significant management judgement and estimation. These financial instruments have inputs that cannot be validated by readily determinable market data and generally involve considerable judgement by management.

The Organization does not have Level 2 or 3 assets or liabilities.

The fair value and unrealized depreciation of investments at December 31, 2021 are summarized as follows:

	Book Value	Market Value	Unrealized Appreciation (Depreciation)
Mutual & ETF funds	$ 890,382	$735,154	$155,228
Money markets and cash equivalents	15,961	15,961	-
	$906,343	$751,115	$155,228

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3. Investments cont'd):

The Organization recognized net investment return on their investment portfolio of $168,221 which included recognized realized gains or losses, unrealized appreciation (depreciation) and is net of charged management fees of $5,447 for the year ended June 30, 2021. The Organization's investments are not insured by the FDIC and are not collateralized and therefore are subject to market risks.

4. In-kind contributions:

Donated materials and equipment are reflected as contributions in the accompanying financial statements at fair market value at the date of the donation. Donated professional services have been reflected in the statements at the fair market value for those services. These transactions have been allocated as follows:

	Kitchen	Client Services	Management and Fundraising	Total
Donated food	$1,100,870	$ -	$ -	$1,100,870
Donated equipment and materials	18,402	77,999	6,918	103,319
services	$1,119,272	$ 77,999	$ 6,918	$1,204,189

5. Retirement plan:

The Organization offers a defined contribution retirement plan under the Internal Revenue Code 403(b) voluntary tax deferred annuity program. Full-time employees are eligible for this benefit after one year of continuous employment. The Organization matches each dollar contributed by employees up to a maximum of 6% of regular salary. For employees hired prior to July 1,2017 once the employee has reached five years of continuous employment, the Organization will match up to 12% of the employee's regular salary at a ratio of 1 to 1, not to exceed limits allowed under tax law. Total Organizational contributions for the year ended June 30, 2021 were $58,085.

6. Endowment funds:

Interpretation of relevant law - The Board of the Organization follows the Uniform Prudent Management of Institutional Funds Acts (the Act) and has interpreted the Act as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Organization classifies as permanently restricted net assets (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund.

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6. Endowment funds (cont'd):

The remaining portion of a donor-restricted endowment fund that is not classified in permanently restricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the Organization in a manner consistent with the standard of prudence prescribed by the Act.

In accordance with the Act, the Organization considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

1. The duration and preservation of the fund
2. The purposes of the Organization and the donor-restricted endowment fund
3. General economic conditions
4. The possible effect of inflation and deflation
5. The expected total return from income and the appreciation of investments
6. Other resources of the Organization
7. The investment policies of the Organization

Return objections and risk parameters - The Organization has adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of the endowment assets.

Strategies employed for achieving objectives - To satisfy its long-term rate-of-return objectives, the Organization relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Organization targets a diversified asset allocation that places a greater emphasis on investments in equity-based investments to achieve its long-term return objectives within prudent risk constraints.

As of June 30, 2021, the Organization had no endowment funds.

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7. Notes receivable:

Note receivable represents unsecured loans made to the NH Community Loan Fund, a non-profit agency, at an interest rate as indicated below. Interest is paid annually at June 30. The note matures as follows:

Note Value	Interest	Maturity
$ 41,175	5%	11/30/2023
41,175	5%	11/30/2023
28,637	5%	6/30/2029
$110,987		

Based on interest rates at June 30, 2021 for similar loans by independent established lending institutions, the fair value of these notes approximate the amount recorded in the financial statements at that date.

8. Liquidity and availability of funds:

Nashua Soup Kitchen and Shelter, Inc. (NSK) financial assets available within one year of the statement of financial position for general expenditures are as follows:

Cash and cash equivalents	$1,885,199
Grants and accounts receivable	166,309
Investments	906,342
	$2,957,850

As part of NSK's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due. In addition, the Organization invests cash in excess of daily requirements in short-term investments.

9. Commitments and contingencies:

During the prior year, the Organization (NSK) began negotiations with a local church to potentially lease and renovate a building that would allow NSK to combined its shelter programs and to expand potential client services. NSK signed a forty year lease that expires September 1, 2063 contingent on development costs, city approval and financing. The lease calls for annual payments of $1 and monthly utility costs.

The organization began feasability and planning studies and began a capital campaign to help finance these expenses. The organization was able to obtain a grant and contributions specific for these costs and as of June 30, 2021 and there were remaining unspent funds of $532,729 that is shown in donor restricted assets.

NSK anticipates that the necessary studies and financing will be completed in the next fiscal year and if successful to begin renovations shortly thereafter.

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9. Commitments and contingencies (cont'd):

Covid-19 - In March 2020, the Covid-19 corona virus pandemic emerged in the United States triggering widespread government mandated and voluntary business closures, which in turn have led to substantial interruptions in financial markets, employment and the economy as a whole. Though the potential financial effects cannot be reasonably estimated at this time, these circumstances may have adverse effects on the Organization its operations and future financial statements. As of the date of this report, there has not been a significant negative financial impact to the Organization. However, management continues to monitor these events closely as future operating results could be significantly impacted because of the disease's severity and the duration of the outbreak.

10. Evaluation of subsequent events:

The Organization has evaluated events through February 9, 2022, the date which the financial statements were available to be issued.

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NASHUA SOUP KITCHEN AND SHELTER, INC.

SCHEDULE OF FUNCTIONAL SUPPORT AND REVENUE

FOR THE YEAR ENDED JUNE 30, 2021
(with comparative totals for 2020)

	Program Services					
	Soup Kitchen	Client Services	Management and General	Fundraising	Total 2021	Total 2020
SUPPORT AND REVENUE:						
Support						
Public contributions	$ 806,429	$752,459	$141,694	$ -	$1,700,582	$1,171,294
In-kind contributions	1,119,272	77,999	3,459	3,459	1,204,189	1,656,197
SMP grant	-	776,418	-	-	776,418	-
State of New Hampshire						
Emergency Shelter Program Grant	-	393,387	-	-	393,387	168,324
Town Grants	-	54,500	-	-	54,500	53,927
Special events	-	-	-	245,945	245,945	325,635
Capital campaign	-	629,757	-	-	629,757	198,225
Other grants	80,384	29,752	-	-	110,136	138,957
Rent	-	34,150	-	-	34,150	17,395
Total support	2,006,085	2,748,422	145,153	249,404	5,149,064	3,729,954
Revenue						
Interest and dividend income	8,442	11,586	1,820	-	21,848	22,823
Unrealized appreciation (depreciation) on investments	64,998	89,210	14,013	-	168,221	11,971
Total revenue	73,440	100,796	15,833	-	190,069	34,794
Other income - PPP grant	-	-	-	-	-	171,696
Total support and revenue	$2,079,525	$2,849,218	$160,986	$249,404	$5,339,133	$3,936,444

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NSKS Board Members May 2023	Affiliation
Krishna Mangipudi, President	Teacher Shawsheen Tech
Jane Goodman, Vice President	Nashua Health Department
Michael J. Ryan, Treasurer	Retired
Madeline LaRose, Clerk	Retired
Keith Bagley	Northeastern University
Joseph Bates	Linaro
Linda Bennett	Nashua Public Schools
Thomas Bolton	Nashua Police Department
Shoshanna Kelly	Kelly Creative
Iraida Munoz	Nashua Health Department
Camille Pattison	Greater Nashua Regional Planning Council
Rick Ruo	Ruo Realty

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Michael Reinke

[redacted]

Employment

2016 – present

Executive Director
Nashua Soup Kitchen & Shelter

- Completed an $8,500,000 campaign (January 2019 - June 2022) for a new shelter raising over $9,400,000 in three years.
- Developed and signed a 43 year lease for the Sacred Heart Elementary School in Nashua to serve as the new location of the emergency housing services and 11 new units of permanent housing for chronically homeless individuals.
- Increased annual giving from $776,000 in FY17 to over $1,300,000 in FY22
- 50% increase in special event revenue to $315,000 (pre-covid)
- Increased total assets from $$3,553,250 in 2017 to 11,406,974 in 2022, including $2 million in cash reserves.
- Started Nashua Meals for kids annually delivering 12,000 frozen meals to seven Nashua Public Schools and a system of 13 mobile food pantries distributing 46,000 pounds of produce over the last 12 months.
- Led a strategic plan/staff reorganization saving $120,000 in annual operating expenses. Prioritized integrating three different databases into one comprehensive system.
- Supported the developed an interfaith group of clergy (Nashua Interfaith Housing Justice) advocating for a greater investment in affordable housing.

2015 – 2016

Executive Director
Inter-Faith Council for Social Service

- Developed $300,000 of new federal and state grants and increased existing local grants totaling $100,000 by 13%.
- Negotiated a $2,600,000 estate gift.
- Launched FoodfortheSummer.org doubling the number of meal sites and children served from 2015 to 2016.
- Integrate the agency's five separate databases to one combined system.
- Placed 27 articles in the local news media.

2012-2015

Director of Development
Duke University Sanford School of Public Policy

- Managed the major gift initiative for the Sanford School of Public Policy as part of the Duke Forward Campaign.
- $25 million raised over three years.
- Developed the advancement infrastructure to provide long term support for the college.

2011- 2012

Director of Development – Major Gifts
PeaceHealth St. Joseph Medical Center Foundation

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- Managed the major gift initiative for the Center for Integrated Cancer Care raising $8,000,000 in 11 months.
- Introduced a prospect tracking system and with regular reporting.
- Developed and executed a constituent engagement plans for potential prospects and for healthcare providers.

2007 – 2011 Director of Development
Woodring College of Education, Western Washington University

- Prospect giving increased 117% from $81,727 in 2007 to $178,157 in 2010
- Corporate given increased from one to eleven and from $3,000 to $165,000.
- Five endowments established with gifts totaling $2,800,000
- Named scholarships increased 69% from 32 to 54.
- Established the Friends of Woodring with commitments from 14 outside members or organizations.
- Launched a planned giving initiative with initial commitments of $2,325,000.

2004 – 2007 Executive Director
Indiana Coalition on Housing and Homeless Issues

- Increased membership by from 57 to 134 members and created the first "legislative awareness day" with 180 people participating annually.
- Developed the "Indiana's Campaign for Affordable Housing" resulting in state funding of $7,000,000 annually, the first state funding for affordable house.
- Increased corporate giving from three to ten organizations, average gift of $8,000.
- Was interviewed for over 80 articles in the newspaper, television or radio, including three separate editorials in the Indianapolis Star.
- Planned and coordinated the first statewide conference on hunger and nutrition.
- State lead for federal lobbying efforts on homeless and poverty issues.

2001 - 2003 Executive Director
United Way Community Services of Monroe County, Inc.

- Raised a record $1.78 million in 2002, with over $130,000 in first-time gifts to the United Way.
- Recruited more than 30 new corporate campaigns with over 4,000 employees, a 25 percent increase.
- Led a community-wide needs assessment providing a five-year plan for community development and philanthropy.
- Introduced and implemented an outcomes-based allocations model.

1997 - 2001 Executive Director
Shelter, Inc.

- Increased annual giving by 180%, including $110,000 in individual gifts and $30,000 in corporate gifts.
- Secured more than one million dollars in renewable and nonrenewable funding from federal, state, and local governments, foundation grants and individual bequests.
- Planned and developed
    - 22 units of transitional housing.
    - Indiana's first federally funded single room occupancy units.

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- The Shalom Community Day Center in partnership with the First United Methodist Church, daily serving over 200 people.

1994 - 1997 Executive Director
Holy Trinity Neighborhood Center (Episcopal), New York City, New York

- Directed a homeless shelter, soup kitchen, after-school program, senior lunch program, and summer camp.
- Increased enrollment in youth programs by 120% - developed a computer learning center.

Volunteer

- National Coalition for the Homeless – Board of Directors
- Lamprey Community Health Center – Board of Directors
- Greater Nashua Chamber of Commerce – Board of Directors
- Co-Chair Greater Nashua Continuum of care.

Education

MBA 2010 — Western Washington University, Bellingham, Washington

Certification 2000 — School of Philanthropy, Indiana University
Nonprofit management

M. Div. 1996 — Union Theological Seminary, New York City, New York
Master's thesis on education, religion, and the civil-rights movement

B.A. 1991 — Wesleyan University, Middletown, Connecticut
Undergraduate Majors in African-American Studies and Government

Recognition — Distinguished Hoosier, Office of the Governor of Indiana, May 2007

Skills and abilities — Distance bicycling, hiking, guitar, banjo, and acapella singing

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OLGA CRUZ

[redacted]

EXPERIENCE

12-07 – Present Nashua Soup Kitchen & Shelter Nashua, NH
Director of Housing Supports
Monitor the daily operations of two emergency shelters, a soup kitchen, 3 transitional apartments, and the administrative staff. Assure that all shelter and kitchen guidelines are followed in order to keep the staff and clients safe. Other responsibilities include budgeting, grant reporting, liaison between the city welfare office and other social service agencies to network in providing services to the clients. Administer performance reviews, supervision of office staff and managers. Participate in the shelter directors meetings, ending homelessness meetings, continuum of care meetings, and other meetings as necessary for the Greater Nashua Area.

2/07 – 12/07 ***Hispanic Advocate***
Assisted the Hispanic population in accessing services with other providers and referred them to the appropriate agency. Assessed client needs and assisted them by collaborating with other agencies to obtain funds for clients who were facing eviction, have utility shut off notices, vital records, and other issues. Clients received a loan from the agency so that they can keep their utility services active, and also received financial assistance to avoid eviction.

8/99 - 8/05 CAB Health & Recovery Services, Inc. Danvers, MA
Program Manager
Responsibilities included the overall daily operations of two residential treatment programs for women and children. Assured that all residents were safe and followed program guidelines and procedures. Delegated and monitored tasks assigned to staff for completion in a timely manner. Responsible for accounts receivables, budgeting, staff meetings, liaison between the agency and outside service providers, mediation between residents, administering performance reviews, supervision of all employees, house meetings with residents, attended program managers meetings, health & safety meetings, and other meetings as required. Also helped others with whatever was necessary.

7/97 - 8/99
Office Manager
Supervision of the House Manager and the Driver; arranged meetings, transportation schedule for residents; delegated work; daycare menus; staff meetings; manager meetings; budgeting, incoming calls, general office procedures, accounts receivables, accounts payables; developed and maintained budgets for food, housekeeping, medical supplies, office supplies, etc; data entry for the research team, third party billing, bank deposits, and many other tasks as necessary.

1992-1996 Dipti V. Shah, R.P.T. Lowell, MA
Officer Manager
Managed three offices for the sole proprietor of a physical therapy office; general office procedures. Accounts payable, accounts receivables, bank deposits, owner's banking accounts, supervised 4 employees plus delegated work to other staff members, traveled between offices for necessary paperwork and files to be completed, incoming and outgoing calls. Produced patient reports, collections, attorney liaison.

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1983 - 1991 Lowell Community Health Center Lowell, MA
Administrative Assistant
Incoming and outgoing calls, third party billing, general office procedures, translated, pediatric/adult appointments, registered new patients, completed new records, data entry, mental health appointments, reports, scheduled meetings, etc.

EDUCATION

University of Phoenix
BS/BM 2010

1994-1996 Newbury College - Brookline, MA
Associates of Science in Paralegal
- Attended 3 semesters of course studies.

1993 G.L.R.V.T.H.S. - Lowell, MA
Legal Secretary Certificate
Intensive 900 hours certificate in a 6 month period. MS Word, Powerpoint, Excel, Desktop Publishing, WordPerfect, Transcribing, Legal Terminology, Technical Business Writing, and Business Math.

Certificate in Collections
Legal Secretary Certificate
Type 95 WPM
Organizational Skills
Communication Skills
Leadership Skills
Certificate in Batterer's Prevention Program

LANGUAGE

Fluent in Spanish

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CONTRACTOR NAME

Key Personnel

Name	Job Title	Salary	% Paid from this Contract	Amount Paid from this Contract
Michael Reinke	Executive Director	$111,317	2.5%	$2,782.93
Olga Cruz	Director of Housing Services	$75,327	10%	$7,532.70

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Lori A. Shibinette
Commissioner

Karen E. Hebert
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

November 15, 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 of Economic and Housing Stability, to amend existing contracts with the Contractors listed below in **bold** for the continued provision of the State Grant in Aid (SGIA) Home Assistance program, by increasing the total price limitation by $3,999,996 from $12,725,724 to $16,725,720 with no change to the contract completion dates of June 30, 2023, effective upon Governor and Council approval. 100% Federal funding.

Contractor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House, Inc.	**165288 - B001**	**Plymouth NH**	**$264,968**	**$96,644**	**$361,612**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	267140 -B001	Bow NH	$185,945	$0	$185,945	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

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						A2: 05/19/21 (Tabled Item #15)
Cross Roads House	166570 - B001	Portsmouth NH	$1,390,758	$515,436	$1,906,194	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Families In Transition (F.K.A. FIT/NHNH, Inc.)	157730 - B001	Manchester NH	$2,942,938	$955,704	$3,898,642	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
The Friends Program, Inc.	154987 - B001	Concord NH	$352,114	$182,550	$534,664	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Helping Hands Outreach Ministries, Inc.	174226 - R001	Manchester NH	$405,272	$171,812	$577,084	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Hundred Nights, Inc	313375	Keene NH	$434,964	$451,006	$885,970	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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Lakes Region Community Developers	156571 - B001	Laconia NH	$204,991	$0	$204,991	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Marguerites Place	157465 - B001	Nashua NH	$327,536	$0	$327,536	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
My Friend's Place	**156274 - B001**	**Dover NH**	**$305,697**	**$161,074**	**$466,771**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Nashua Soup Kitchen and Shelter, Inc.	**174173 - R001**	**Nashua NH**	**$468,328**	**$236,241**	**$704,569**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)	**177295 - B001**	**Greenland NH**	**$296,982**	**$118,121**	**$415,103**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$1,678,826	$0	$1,678,826	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Salvation Army	**177627 - B001**	**Laconia NH**	**$444,758**	**$225,503**	**$670,261**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
The Salvation Army	**177627 - B003**	**Concord NH**	**$569,845**	**$214,765**	**$784,610**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Seacoast Family Promise	**311097**	**Exeter NH**	**$180,305**	**$75,168**	**$255,473**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Southwestern Community Services, Inc.	**177511 - R001**	**Keene NH 03431**	**$992,485**	**$440,267**	**$1,432,752**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
The Front Door Agency	156244 - B001	Nashua NH 03064	$557,157	$0	$557,157	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

The Way Home, Inc	166673 - B001	Manchester NH	$256,886	$0	$256,886	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Tri-County Community Action Program, Inc.	**177195 - B009**	**Berlin NH**	**$205,825**	**$155,705**	**$361,530**	**O:07/10/19 (Item #16)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0	$252,556	O: 06/19/19 (Item #40) A1:08/28/19 (Item #20B) A2:07/15/20 (Tabled Item #15)
		Total	**$12,725,724**	**$3,999,996**	**$16,725,720**	

Funds are available in the following accounts for State Fiscal Year 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 request is to provide additional funding made available by the Governor's Office for Emergency Relief and Recovery to support the State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing homelessness receive the essential services and supports in emergency shelters. Emergency shelters provide critical services and supports for those NH residents who do not have a home. This additional funding will help emergency shelter programs cover the increased cost of food, electricity, heat, and workforce to ensure these safety net providers are able to continue providing services. Due to the pandemic, most emergency shelters have lost their volunteer base, increasing the reliance on paid staff.

Approximately 4,500 individuals will be served during State Fiscal Year 2023.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services, other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services

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include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Source of Federal Funds: Assistance Listing Number #21.023 FAIN #ERA0012 and #ERA0435, Assistance Listing Number #21.027 FAIN #4515DRNHP00000001

In the event that the Federal 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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05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
2023	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
		Sub Total		$264,968	$0	$264,968

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2023	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
		Sub Total		$185,945	$0	$185,945

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
2023	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
		Sub Total		$1,390,758	$0	$1,390,758

Families in Transition (F.K.A. FIT/NHNH, Inc.) Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
2023	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
		Sub Total		$2,942,938	$0	$2,942,938

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$352,114	$0	$352,114

Helping Hands Outreach Center Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
2023	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
		Sub Total		$405,272	$0	$405,272

Hundred Nights, Inc Vendor #: 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
2023	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
		Sub Total		$434,964	$0	$434,964

Lakes Region Community Developers Vendor # 156571-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$204,991	$0	$204,991

Marguerites Place Vendor # 157465-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536

2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
2023	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
		Sub Total		$327,536	$0	$327,536

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
2023	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
		Sub Total		$305,697	$0	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
2023	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
		Sub Total		$468,328	$0	$468,328

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
2023	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
		Sub Total		$296,982	$0	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
2023	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
		Sub Total		$1,678,826	$0	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
2023	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
		Sub Total		$444,758	$0	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
2023	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
		Sub Total		$569,845	$0	$569,845

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
2023	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
		Sub Total		$180,305	$0	$180,305

Southern NH Services — Vendor # 177198-B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
2023	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
		Sub Total		$992,485	$0	$992,485

The Front Door Agency — Vendor # 156244-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
2023	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
		Sub Total		$557,157	$0	$557,157

The Way Home, Inc — Vendor # 166673-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482

2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$256,886	$0	$256,886

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
2023	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
		Sub Total		$205,825	$0	$205,825

Waypoint — Vendor # 177166-B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$252,556	$0	$252,556

Total	$12,725,724	$0	$12,725,724

05-095-094-940010-24650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HEW HAMPSHIRE HOSPITAL, ARPA DHHS FISCAL RECOVERY FUNDS
100% Federal Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$96,644	$96,644
		Sub Total		$0	$96,644	$96,644

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$515,436	$515,436
		Sub Total		$0	$515,436	$515,436

Families In Transition (F.K.A. FIT/NHNH) — Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$955,704	$955,704
		Sub Total		$0	$955,704	$955,704

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$182,550	$182,550
		Sub Total		$0	$182,550	$182,550

Helping Hands Outreach Center — Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$171,812	$171,812
		Sub Total		$0	$171,812	$171,812

Hundred Nights, Inc — Vendor # 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$451,006	$451,006
		Sub Total		$0	$451,006	$451,006

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$161,074	$161,074
		Sub Total		$0	$161,074	$161,074

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$236,241	$236,241
		Sub Total		$0	$236,241	$236,241

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$118,121	$118,121
		Sub Total		$0	$118,121	$118,121

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$225,503	$225,503
		Sub Total		$0	$225,503	$225,503

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$214,765	$214,765
		Sub Total		$0	$214,765	$214,765

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$75,168	$75,168
		Sub Total		$0	$75,168	$75,168

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Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$440,267	$440,267
		Sub Total		$0	$440,267	$440,267

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$155,705	$155,705
		Sub Total		$0	$155,705	$155,705

Total	$0	$3,999,996	$3,999,996

Total Contract	$12,725,724	$3,999,996	$16,725,720

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Nashua Soup Kitchen and Shelter, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, 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 1.8, Price Limitation, to read:

   $704,569

2. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

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 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

10/28/2022
Date

DocuSigned by:
Karen Hebert
628C8CEB1B4A415...
Name: Karen Hebert
Title: Division Director

The Nashua Soup Kitchen and Shelter, Inc.

10/21/2022
Date

DocuSigned by:
Michael Reinke
Name: Michael P. Reinke
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

10/31/2022
Date

DocuSigned by:
Robyn Guarino
74A734044941400
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:

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15 mac

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 08/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County.	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 08/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 08/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 08/19/19 (Item #40) A1: 07/15/20, (Item #20)**

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Families in Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154987 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157485 - B001	Nashua NH	$186,836	$140,700	$327,536	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,622	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,682	$296,982	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

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Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	$200,062	$244,696	$444,758	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	$312,915	$256,930	$569,845	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Seacoast Family Promise	TBD	Exeter NH	$94,661	$85,644	$180,305	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	177511 - R001	Keene NH	$527,563	$464,922	$992,485	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Front Door Agency	156244 - B001	Nashua NH	$287,991	$269,166	$557,157	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Way Home, Inc.	166673 - B001	Manchester NH	$140,656	$116,230	$256,886	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Tri-County CAP, Inc.	177195 - B009	Berlin NH	$126,299	$79,526	$205,825	O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	$6,882,604	$5,665,716	$12,548,320	

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Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori A. Shibinette
Commissioner

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05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652; Vendor # 1652; Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130	
2022	102/500732	Contracts for Program Services	TBD	$61,174	$0	$61,174	
2023	102/500733	Contracts for Program Services	TBD	$61,174	$0	$61,174	
		Sub Total		$264,968	$0	$264,968	

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$6,588	$0	$6,588	

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2022	102/500732	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2023	102/500733	Contracts for Program Services	TBD	$58,618	$0	$58,618	
		Sub Total		$185,945	$0	$185,945	

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221	O: 06/19/19 (Item #40) A1: 07/15/20,
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563	
2022	102/500732	Contracts for Program Services	TBD	$311,987	$0	$311,987	

2023	102/500733	Contracts for Program Services	TBD	$311,987	$0	$311,987	(Item #20) A2: 05/19/21 (Tabled Item #15)
		Sub Total		$1,390,758	$0	$1,390,758	

FITNHNH, Inc. Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$820,866	$0	$820,866	
2022	102/500732	Contracts for Program Services	TBD	$642,327	$0	$642,327	
2023	102/500733	Contracts for Program Services	TBD	$642,327	$0	$642,327	
		Sub Total		$2,942,938	$0	$2,942,938	

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702	
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702	
		Sub Total		$174,710	$177,404	$352,114	

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608	
2022	102/500732	Contracts for Program Services	TBD	$97,878	$0	$97,878	
2023	102/500733	Contracts for Program Services	TBD	$97,878	$0	$97,878	
		Sub Total		$405,272	$0	$405,272	

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478	
2022	102/500732	Contracts for Program Services	TBD	$107,055	$0	$107,055	
2023	102/500733	Contracts for Program Services	TBD	$107,055	$0	$107,055	
		Sub Total		$434,964	$0	$434,964	

Lakes Region Community Developers

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	

		Sub Total		$204,991	$0	$204,991	A2: 05/19/21 (Tabled Item #15)

Marquerites Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300	
2022	102/500732	Contracts for Program Services	TBD	$70,350	$0	$70,350	
2023	102/500733	Contracts for Program Services	TBD	$70,350	$0	$70,350	
		Sub Total		$327,536	$0	$327,536	

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$82,087	$0	$82,087	
2022	102/500732	Contracts for Program Services	TBD	$84,233	$0	$84,233	
2023	102/500733	Contracts for Program Services	TBD	$84,233	$0	$84,233	
		Sub Total		$305,697	$0	$305,697	

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695	
2022	102/500732	Contracts for Program Services	TBD	$91,761	$0	$91,761	
2023	102/500733	Contracts for Program Services	TBD	$91,761	$0	$91,761	
		Sub Total		$468,328	$0	$468,328	

Vendor # 177295 - B001

New Generation

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043	
2022	102/500732	Contracts for Program Services	TBD	$67,291	$0	$67,291	
2023	102/500733	Contracts for Program Services	TBD	$67,291	$0	$67,291	
		Sub Total		$296,982	$0	$296,982	

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693	
2022	102/500732	Contracts for Program Services	TBD	$443,512	$0	$443,512	
2023	102/500733	Contracts for Program Services	TBD	$443,512	$0	$443,512	
		Sub Total		$1,678,826	$0	$1,678,826	

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$81,602	$0	$81,602	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260	
2022	102/500732	Contracts for Program Services	TBD	$122,348	$0	$122,348	
2023	102/500733	Contracts for Program Services	TBD	$122,348	$0	$122,348	
		Sub Total		$444,758	$0	$444,758	

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173	
2022	102/500732	Contracts for Program Services	TBD	$128,465	$0	$128,465	
2023	102/500733	Contracts for Program Services	TBD	$128,465	$0	$128,465	
		Sub Total		$569,845	$0	$569,845	

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391	
2022	102/500732	Contracts for Program Services	TBD	$42,822	$0	$42,822	
2023	102/500733	Contracts for Program Services	TBD	$42,822	$0	$42,822	
		Sub Total		$180,305	$0	$180,305	

Southern NH Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694	
2022	102/500732	Contracts for Program Services	TBD	$232,481	$0	$232,481	
2023	102/500733	Contracts for Program Services	TBD	$232,481	$0	$232,481	
		Sub Total		$992,485	$0	$992,485	

The Front Door Agency

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086	
2022	102/500732	Contracts for Program Services	TBD	$134,583	$0	$134,583	
2023	102/500733	Contracts for Program Services	TBD	$134,583	$0	$134,583	
		Sub Total		$557,157	$0	$557,157	

The Way Home, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	
		Sub Total		$256,886	$0	$256,886	

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435	
2022	102/500732	Contracts for Program Services	TBD	$39,763	$0	$39,763	
2023	102/500733	Contracts for Program Services	TBD	$39,763	$0	$39,763	
		Sub Total		$205,825	$0	$205,825	

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A2: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$252,556	$0	$252,556	

Overall Total	$12,548,320	$177,404	$12,725,724

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

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Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40,
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
[redacted]	[redacted]	**Total**	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

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Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
[redacted]	[redacted]	**Total: $7,000,000**

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

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- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

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New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12. The Salvation Army-McKenna House		100	100

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13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families in Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and New Hampshire Catholic Charities ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), as amended on December 7, 2022, (Item #20), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $465,571

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

5/15/2023
Date

DocuSigned by:
Katja S. Fox
ED8D038B04C63442...
Name: Katja S. Fox
Title: Director

New Hampshire Catholic Charities

5/12/2023
Date

DocuSigned by:
Dominique Rust
EE05CC145262452...
Name: Dominique Rust
Title: VP & COO

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
748734844941460
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:

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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 NEW HAMPSHIRE CATHOLIC CHARITIES is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on March 07, 1946. 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: **66153**

Certificate Number: **0006197335**

IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 5th day of April A.D. 2023.

David M. Scanlan
Secretary of State

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CERTIFICATE OF AUTHORITY

I, Edward J. Powers, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of New Hampshire Catholic Charities.
(Corporation/LLC Name)

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 September 14, 20 22, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That Thomas Blonski, Dominique Rust and David Hildenbrand (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of New Hampshire Catholic Charities to enter into contracts or agreements with the State
(Name of Corporation/ LLC)

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: 4/18/23

Signature of Elected Officer
Name: Edward J. Powers
Title: Secretary

Rev. 03/24/20

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 04/24/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Suzanne Robotham
Porter & Curtis, LLC 225 State Road Media, PA 19063	PHONE (A/C, No, Ext): - FAX (A/C, No): E-MAIL ADDRESS: srobotham@portercurtis.com

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A :	THE NATIONAL CATHOLIC RISK RETENTION GROUP, INC	10083
INSURER B :	PRINCETON EXCESS AND SURPLUS LINES INSURANCE COMPA	10786
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED
NEW HAMPSHIRE CATHOLIC CHARITES, INC. DBA NEW GENERATION, INC.
568 Portsmouth Avenue
GREENLAND, NH 03840

COVERAGES **CERTIFICATE NUMBER:** C000228889 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT LOC OTHER:			RRG 10407-26	03/01/2023	03/01/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ Included $ Not Covered $ 1,000,000 $ None Applicable $ None Applicable
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $
B	UMBRELLA LIAB X OCCUR X EXCESS LIAB X CLAIMS-MADE DED RETENTION $			N2-A3-FF-0000022-03	03/01/2023	03/01/2024	EACH OCCURRENCE AGGREGATE	$ 14,000,000 $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $
A	Professional Liability - Non-Medical Claims Made			RRG 10407-26	03/01/2023	03/01/2024	$1,000,000 Each Claim $1,000,000 Aggregate	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The limits include applicable retentions. The certificate holder is included as an Additional Insured if required by written contract with regards to SGIA Grant

CERTIFICATE HOLDER

State of NH, Department of Health and Human Services
129 Pleasant Street
CONCORD, NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/24/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Linda Jaeger, CIC
USI Insurance Services LLC 3 Executive Park Drive, Suite 300 Bedford, NH 03110 855 874-0123	PHONE (A/C, No, Ext): 855 874-0123 FAX (A/C, No): E-MAIL ADDRESS: linda.jaeger@usi.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : AIM Mutual Insurance Company	33758
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
New Hampshire Catholic Charities
100 William Loeb Drive
Manchester, NH 03109

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	☐ OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N [N] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		ECC60040006032022A 3A States: NH	11/01/2022	11/01/2023	X PER STATUTE ☐ OTH-ER	
							E.L. EACH ACCIDENT	$1,000,000
							E.L. DISEASE - EA EMPLOYEE	$1,000,000
							E.L. DISEASE - POLICY LIMIT	$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: New Hampshire Catholic Charities d/b/a New Generation

CERTIFICATE HOLDER

State of N.H.
Dept. of Health & Human Services
129 Pleasant Street
Concord, NH 03301-3857

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CATHOLIC CHARITIES
NEW HAMPSHIRE

Our Vision

We envision a future where vulnerable people are protected and supported, family life and marriage are preserved and strengthened and all are cared for with compassion and respect. We strive to provide person-centered services to strengthen New Hampshire families and build independence.

Our Mission

Grounded in the life and ministry of Jesus Christ, Catholic Charities New Hampshire responds to those in need with programs that heal, comfort and empower.

Our Values

Integrity
Respect
Compassion
Collaboration

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BAKER NEWMAN NOYES

New Hampshire Catholic Charities

Audited Combined Financial Statements, Supplementary Information, and Government Reports in Accordance With Uniform Guidance

Years Ended March 31, 2022 and 2021
With Independent Auditors' Report

Baker Newman & Noyes LLC
MAINE | MASSACHUSETTS | NEW HAMPSHIRE
800.244.7444 | www.bnncpa.com

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NEW HAMPSHIRE CATHOLIC CHARITIES

AUDITED COMBINED FINANCIAL STATEMENTS,
SUPPLEMENTARY INFORMATION, AND GOVERNMENT
REPORTS IN ACCORDANCE WITH UNIFORM GUIDANCE

Years Ended March 31, 2022 and 2021

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INDEPENDENT AUDITORS' REPORT

The Board of Trustees
New Hampshire Catholic Charities

Opinion

We have audited the accompanying combined financial statements of New Hampshire Catholic Charities, d/b/a Catholic Charities New Hampshire (the Organization), which comprise the combined statements of financial position as of March 31, 2022 and 2021, the related combined statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the combined financial statements (collectively, the financial statements).

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as of March 31, 2022 and 2021, and the results of their operations, their functional expenses and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* (*Government Auditing Standards*), issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. 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 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 financial statements that are free from material misstatement, whether due to fraud or error.

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

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The Board of Trustees
New Hampshire Catholic Charities

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' 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 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 financial statements.

In performing an audit in accordance with 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 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 Organization'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 financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization'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 audits were conducted for the purpose of forming an opinion on the 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 financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the financial statements as a whole.

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The Board of Trustees
New Hampshire Catholic Charities

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated July 12, 2022 on our consideration of the Organization'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 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 Organization'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 Organization's internal control over financial reporting and compliance.

Baker Newman & Noyes LLC

July 12, 2022, except as to the Supplementary
Schedule of Expenditures of Federal Awards and
Report on Compliance for Each Major Federal Program
for which the date is October 3, 2022

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NEW HAMPSHIRE CATHOLIC CHARITIES

COMBINED STATEMENTS OF FINANCIAL POSITION

March 31, 2022 and 2021

ASSETS
(In thousands)

	2022	2021
Current assets:		
Cash and cash equivalents	$ 31,427	$ 28,159
Accounts receivable	4,136	4,743
Pledges and grants receivable	49	1,686
Inventory	763	1,895
Prepaid expenses	166	179
Patient, tenant and other cash held in trust	435	432
Total current assets	36,976	37,094
Restricted cash	163	163
Fixed assets:		
Land and improvements	2,384	2,215
Building and improvements	60,445	59,335
Equipment and vehicles	9,080	8,918
Furniture and fixtures	3,113	3,177
Leasehold improvements	1,379	1,273
Construction in process	807	440
	77,208	75,358
Less accumulated depreciation	(38,128)	(35,989)
Fixed assets, net	39,080	39,369
Other assets:		
Investments, at fair value	63,582	55,955
Other assets held for restrictive purposes	396	396
Other	348	485
Total other assets	64,326	56,836
Total assets	$140,545	$133,462

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LIABILITIES AND NET ASSETS
(In thousands)

	2022	2021
Current liabilities:		
Current portion of long-term debt	$ 692	$ 872
Accounts payable:		
Trade	952	1,558
Other	644	744
Affiliates	83	38
Accrued salaries and wages	785	1,124
Employee benefits payable	1,172	1,252
Patient, tenant and other cash held in trust	435	432
Deferred revenue	1,675	77
Total current liabilities	6,438	6,097
Long-term debt, net of current portion:		
Principal amount	15,173	15,917
Less unamortized bond issuance costs	(44)	(199)
Long-term debt, less unamortized bond issuance costs	15,129	15,718
Total liabilities	21,567	21,815
Net assets:		
Without donor restrictions:		
Undesignated	88,518	80,110
Board-designated for capital reserves	17,281	16,663
	105,799	96,773
With donor restrictions:		
Purpose restrictions	10,678	12,295
Restricted endowment appreciation	440	518
Restricted in perpetuity – endowment	2,061	2,061
	13,179	14,874
Total net assets	118,978	111,647
Total liabilities and net assets	$140,545	$133,462

See accompanying notes.

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NEW HAMPSHIRE CATHOLIC CHARITIES

COMBINED STATEMENT OF ACTIVITIES

Year Ended March 31, 2022
(In thousands)

	Without Donor Restrictions	With Donor Restrictions	Total
Revenues, gains and other support:			
Patient and resident services	$ 46,105	$ –	$ 46,105
Annual appeal	3,973	–	3,973
Bequests, donations and fundraising	13,339	1,480	14,819
In-kind donations	19,925	–	19,925
Net assets released from restrictions	3,403	(3,403)	–
Management fee income	143	–	143
COVID-19 related funding	482	–	482
Other	1,618	–	1,618
Total revenue, gains and other support	88,988	(1,923)	87,065
Expenses:			
Program services:			
Rehabilitation and nursing centers, including interest of $122	37,615	–	37,615
Family services	1,088	–	1,088
Parish and community services	1,513	–	1,513
Children's school	1,745	–	1,745
Senior living communities, including interest of $220	1,482	–	1,482
Assisted living services, including interest of $15	1,663	–	1,663
Caregivers	432	–	432
Liberty House	1,164	–	1,164
New Generation	483	–	483
St. Jacinta Healthcare Staffing	2,368	–	2,368
Unmarried mothers and adoption	89	–	89
Food bank program	29,243	–	29,243
Food bank real estate	346	–	346
Our Place	503	–	503
Residence for infirmed priests, including interest of $45	283	–	283
Immigration	1,052	–	1,052
Other programs	653	–	653
Fundraising:			
Annual campaign and other events	2,262	–	2,262
Support services:			
General and administrative, including interest of $21	3,231	1	3,232
Total expenses	87,215	1	87,216
Investment income, net	1,111	229	1,340
Forgiveness of Paycheck Protection Program Loans	6,142	–	6,142
Total change in net assets	9,026	(1,695)	7,331
Net assets, beginning of year	96,773	14,874	111,647
Net assets, end of year	$105,799	$13,179	$118,978

See accompanying notes.

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NEW HAMPSHIRE CATHOLIC CHARITIES

COMBINED STATEMENT OF ACTIVITIES

Year Ended March 31, 2021
(In thousands)

	Without Donor Restrictions	With Donor Restrictions	Total
Revenues, gains and other support:			
Patient and resident services	$46,852	$ –	$ 46,852
Annual appeal	3,793	–	3,793
Bequests, donations and fundraising	17,805	4,727	22,532
In-kind donations	17,618	–	17,618
Net assets released from restrictions	1,203	(1,203)	–
Management fee income	139	–	139
COVID-19 related funding	7,416	–	7,416
Other	1,827	–	1,827
Total revenue, gains and other support	96,653	3,524	100,177
Expenses:			
Program services:			
Rehabilitation and nursing centers, including interest of $147	40,267	–	40,267
Family services	887	–	887
Parish and community services	1,452	–	1,452
Children's school	1,745	–	1,745
Senior living communities, including interest of $328	1,427	–	1,427
Assisted living services, including interest of $24	1,835	–	1,835
Caregivers	342	–	342
Liberty House	751	–	751
St. Jacinta Healthcare Staffing	1,775	–	1,775
Unmarried mothers and adoption	103	–	103
Food bank program	25,807	–	25,807
Food bank real estate	341	–	341
Our Place	468	–	468
Residence for infirmed priests, including interest of $43	288	–	288
Immigration	980	–	980
Other programs	519	–	519
Fundraising:			
Annual campaign and other events	1,947	–	1,947
Support services:			
General and administrative, including interest of $17	3,182	–	3,182
Total expenses	84,116	–	84,116
Investment income, net	13,441	1,645	15,086
Total change in net assets	25,978	5,169	31,147
Net assets, beginning of year	70,795	9,705	80,500
Net assets, end of year	$96,773	$14,874	$111,647

See accompanying notes.

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NEW HAMPSHIRE CATHOLIC CHARITIES

COMBINED STATEMENT OF FUNCTIONAL EXPENSES
(WITH SUPPLEMENTAL COMBINING INFORMATION)

Year Ended March 31, 2022
(In thousands)

	Without Donor Restrictions											
	Supplemental Combining Information											
	Family Services	Parish and Community Services	Our Place	Residence for Infirmed Priests	Immi-gration	Care-givers	Liberty House	St. Jacinta Healthcare Staffing	New Gen-eration	Other Programs	Total Programs/ Home Office	Food Bank
Salaries and wages	$ 657	$ 854	$ 275	$ 59	$ 659	$ 212	$ 430	$ 2,031	$ 286	$ 293	$ 5,756	$ 1,548
Employee benefits	116	168	62	12	132	51	95	34	22	27	719	330
Payroll taxes	47	60	19	–	49	15	–	154	21	20	385	111
Professional fees	–	–	–	1	–	–	5	–	–	26	32	39
Fundraising costs	–	–	–	–	–	–	–	–	–	–	–	–
Purchased services - healthcare	–	–	–	4	–	–	–	–	–	–	4	–
Purchased services – COVID-19	–	–	–	–	–	–	–	–	–	–	–	–
Financial assistance and scholarships	–	–	–	–	–	–	–	–	–	–	–	–
Other purchased services	5	8	30	–	6	2	23	–	20	53	147	408
Advertising and promotion	1	–	–	–	–	30	20	–	1	4	56	43
Recruiting advertising	–	–	–	–	–	2	–	4	–	–	6	1
Office supplies	2	3	1	1	4	2	2	–	2	1	18	10
Healthcare supplies	–	–	–	1	–	–	–	–	–	–	1	–
Other supplies	2	2	2	8	3	2	182	–	22	19	242	92
Postage and shipping	–	3	–	–	1	1	6	–	1	1	13	336
Program materials	–	–	25	–	–	2	–	–	8	–	35	53
Printing	–	1	–	–	–	7	28	–	1	–	37	426
Telephone	10	12	4	1	5	2	5	1	5	5	50	16
Dues and subscriptions	1	–	–	–	17	–	–	–	–	4	22	10
Information technology	23	25	2	3	20	8	14	14	4	7	120	90
Rent and occupancy costs	41	64	8	40	15	30	33	7	37	102	377	536
Equipment maintenance, repair and rentals	2	4	5	1	3	2	55	–	7	–	79	159
Travel	5	6	2	–	1	1	4	107	2	1	129	62
Hospitality	–	1	–	–	–	–	1	–	–	1	3	–
Conferences and meetings	2	–	2	–	4	–	1	8	3	–	20	39
Education and activities	–	–	–	–	–	–	–	–	–	–	–	–
Interest	–	–	–	45	–	–	–	–	–	–	45	–
Depreciation	–	–	6	49	–	17	192	1	31	353	649	119
Insurance	7	9	4	9	4	6	15	7	5	41	107	51
Miscellaneous	5	–	–	–	–	4	2	–	1	6	18	23
Grants and awards	–	85	1	–	2	–	–	–	1	25	114	254
Food purchases and vending	–	1	–	29	–	17	1	–	1	–	49	5,712
Food donations	–	–	–	–	–	–	–	–	–	–	–	18,690
Vista cost share	–	–	–	–	–	–	–	–	–	46	46	–
Parish allocations	–	–	–	–	–	–	–	–	–	–	–	–
Nursing facility assessment tax	–	–	–	–	–	–	–	–	–	–	–	–
Bad debts (recoveries)	–	–	–	–	–	–	–	–	–	–	–	–
Administration costs	159	207	54	20	126	48	48	–	–	52	714	354
RCB sponsorship	–	–	–	–	–	–	–	–	–	–	–	–
Bank service charges	3	–	1	–	1	1	2	–	2	1	11	76
	$ 1,088	$ 1,513	$ 503	$ 283	$ 1,052	$ 462	$ 1,164	$ 2,368	$ 483	$ 1,088	$ 10,004	$ 29,588

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	Without Donor Restrictions										
	Supplemental Combining Information										
	St. Charles School	Six Rehabilitation and Nursing Centers	Senior Living Communities	Warde Assisted Living	Total Program Services	Total Fund-raising	General and Administration	Eliminations	Total Without Donor Restrictions	With Donor Restrictions	Total
Salaries and wages	$ 1,154	$ 17,015	$ 166	$ 917	$26,556	$ 1,144	$ 2,341	$ –	$ 30,041	$ –	$ 30,041
Employee benefits	192	3,320	75	106	4,742	208	392	–	5,342	–	5,342
Payroll taxes	81	1,247	11	53	1,888	81	160	–	2,129	–	2,129
Professional fees	10	127	4	4	216	–	158	–	374	–	374
Fundraising costs	–	–	–	–	–	373	–	–	373	–	373
Purchased services - healthcare	48	8,743	20	25	8,840	–	–	(2,302)	6,538	–	6,538
Purchased services – COVID-19	–	40	–	–	40	–	–	–	40	–	40
Financial assistance and scholarships	2	–	–	–	2	–	–	–	2	–	2
Other purchased services	–	123	16	2	696	–	18	–	714	–	714
Advertising and promotion	–	8	4	5	116	10	7	–	133	–	133
Recruiting advertising	1	100	1	14	123	–	40	–	163	–	163
Office supplies	5	58	2	1	94	4	9	–	107	–	107
Healthcare supplies	–	1,045	–	2	1,048	–	–	–	1,048	–	1,048
Other supplies	24	452	15	39	864	3	21	–	888	–	888
Postage and shipping	1	10	–	–	360	42	6	–	408	–	408
Program materials	5	–	–	–	93	–	–	–	93	–	93
Printing	–	4	–	1	468	128	8	–	604	–	604
Telephone	4	109	2	5	186	7	31	–	224	–	224
Dues and subscriptions	2	92	1	4	131	4	34	–	169	–	169
Information technology	12	227	13	6	468	35	194	–	697	–	697
Rent and occupancy costs	53	1,324	358	242	2,890	–	290	(375)	2,805	1	2,806
Equipment maintenance, repair and rentals	8	123	2	5	376	9	14	–	399	–	399
Travel	1	8	1	1	202	3	28	–	233	–	233
Hospitality	–	–	–	–	3	3	16	–	22	–	22
Conferences and meetings	8	81	–	1	149	13	83	–	245	–	245
Education and activities	4	–	–	–	4	–	–	–	4	–	4
Interest	–	122	220	15	402	–	21	–	423	–	423
Depreciation	97	1,185	402	57	2,509	–	215	–	2,724	–	2,724
Insurance	23	786	41	33	1,041	–	52	–	1,093	–	1,093
Miscellaneous	2	158	118	18	337	–	55	–	392	–	392
Grants and awards	–	–	–	–	368	39	183	–	590	–	590
Food purchases and vending	8	984	2	110	6,865	–	–	–	6,865	–	6,865
Food donations	–	–	–	–	18,690	–	–	–	18,690	–	18,690
Vista cost share	–	–	–	–	46	–	–	–	46	–	46
Parish allocations	–	–	–	–	–	35	–	–	35	–	35
Nursing facility assessment tax	–	2,229	–	–	2,229	–	–	–	2,229	–	2,229
Bad debts (recoveries)	–	189	8	(3)	194	–	–	–	194	–	194
Administration costs	–	–	–	–	1,068	93	(1,161)	–	–	–	–
RCB sponsorship	–	–	–	–	–	–	15	–	15	–	15
Bank service charges	–	8	–	–	95	28	1	–	124	–	124
	$ 1,745	$ 39,917	$ 1,482	$ 1,663	$84,399	$ 2,262	$ 3,231	$ (2,677)	$ 87,215	$ 1	$ 87,216

See accompanying notes.

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NEW HAMPSHIRE CATHOLIC CHARITIES

COMBINED STATEMENT OF FUNCTIONAL EXPENSES
(WITH SUPPLEMENTAL COMBINING INFORMATION)

Year Ended March 31, 2021
(In thousands)

	Without Donor Restrictions										
	Supplemental Combining Information										
	Family Services	Parish and Community Services	Our Place	Residence for Infirmed Priests	Immi-gration	Care-givers	Liberty House	St. Jacinta Healthcare Staffing	Other Programs	Total Programs/ Home Office	Food Bank
Salaries and wages	$ 539	$ 763	$ 268	$ 71	$ 625	$ 173	$ 352	$ 1,561	$ 244	$ 4,596	$ 1,375
Employee benefits	92	147	66	15	124	46	65	55	29	639	256
Payroll taxes	38	53	18	1	45	12	–	123	17	307	98
Professional fees	1	–	–	1	–	–	6	1	6	15	24
Fundraising costs	–	–	–	–	–	1	7	–	–	8	–
Purchased services - healthcare	–	–	–	4	–	–	–	–	–	4	–
Purchased services – COVID-19	–	–	–	–	–	–	–	–	–	–	–
Financial assistance and scholarships	–	–	–	–	–	–	–	–	–	–	–
Other purchased services	31	9	26	–	7	2	10	–	48	133	240
Advertising and promotion	1	–	–	–	–	17	25	–	–	43	47
Recruiting advertising	1	1	–	–	–	–	–	3	–	5	1
Office supplies	2	3	1	1	3	2	3	–	1	16	8
Healthcare supplies	–	–	–	–	–	–	–	–	–	–	–
Other supplies	2	4	4	8	2	2	32	–	8	62	86
Postage and shipping	1	3	–	–	1	1	4	–	1	11	327
Program materials	–	1	15	–	–	1	–	–	4	21	40
Printing	7	1	–	–	1	1	13	–	–	23	365
Telephone	9	11	4	1	7	2	4	–	3	41	17
Dues and subscriptions	1	–	–	1	17	1	–	–	2	22	9
Information technology	21	30	4	2	21	7	19	12	4	120	84
Rent and occupancy costs	33	63	6	31	22	30	29	–	107	321	534
Equipment maintenance, repair and rentals	2	3	2	1	2	2	36	–	1	49	140
Travel	2	1	1	–	–	1	2	13	1	21	53
Hospitality	–	–	–	–	–	–	2	–	–	2	1
Conferences and meetings	2	–	–	–	–	–	–	4	–	6	6
Education and activities	–	–	–	–	–	–	–	–	–	–	–
Interest	–	–	–	43	–	–	–	–	–	43	–
Depreciation	–	–	4	48	–	11	90	–	347	500	96
Insurance	6	10	4	7	5	8	12	3	32	87	49
Miscellaneous	–	–	3	–	–	1	1	–	5	10	59
Grants and awards	–	173	–	–	–	–	2	–	25	200	264
Food purchases and vending	–	–	–	29	–	19	–	–	–	48	4,567
Food donations	–	–	–	–	–	–	–	–	–	–	17,030
Vista cost share	–	–	–	–	–	–	–	–	35	35	–
Parish allocations	–	–	–	–	–	–	–	–	–	–	–
Nursing facility assessment tax	–	–	–	–	–	–	–	–	–	–	–
Bad debts (recoveries)	–	–	–	–	–	–	–	–	–	–	–
Administration costs	93	176	41	24	96	32	34	–	43	539	223
RCB sponsorship	–	–	–	–	–	–	–	–	–	–	–
Bank service charges	3	–	1	–	2	–	3	–	–	9	153
	$ 887	$ 1,452	$ 468	$ 288	$ 980	$ 372	$ 751	$ 1,775	$ 963	$ 7,936	$ 26,152

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	Without Donor Restrictions										
	Supplemental Combining Information										
	St. Charles School	Six Rehabilitation and Nursing Centers	Senior Living Communities	Warde Assisted Living	Total Program Services	Total Fund-raising	General and Administration	Eliminations	Total Without Donor Restrictions	With Donor Restrictions	Total
Salaries and wages	$ 1,070	$ 16,336	$ 188	$ 1,066	$24,631	$ 1,092	$ 2,310	$ –	$ 28,033	$ –	$ 28,033
Employee benefits	243	3,749	75	139	5,101	211	387	–	5,699	–	5,699
Payroll taxes	73	1,155	14	72	1,719	76	155	–	1,950	–	1,950
Professional fees	13	88	5	9	154	–	139	–	293	–	293
Fundraising costs	–	–	–	–	8	72	–	–	80	–	80
Purchased services - healthcare	57	10,343	4	16	10,424	–	–	(1,580)	8,844	–	8,844
Purchased services – COVID-19	–	941	–	1	942	–	–	–	942	–	942
Financial assistance and scholarships	2	–	–	–	2	–	–	–	2	–	2
Other purchased services	–	73	7	1	454	–	24	–	478	–	478
Advertising and promotion	–	8	3	4	105	14	2	–	121	–	121
Recruiting advertising	–	107	–	8	121	–	31	–	152	–	152
Office supplies	6	58	2	4	94	5	10	–	109	–	109
Healthcare supplies	–	1,194	–	5	1,199	–	–	–	1,199	–	1,199
Other supplies	29	471	12	46	706	–	16	–	722	–	722
Postage and shipping	1	13	–	–	352	48	12	–	412	–	412
Program materials	8	–	–	–	69	–	–	–	69	–	69
Printing	–	4	1	1	394	110	13	–	517	–	517
Telephone	4	108	3	5	178	6	25	–	209	–	209
Dues and subscriptions	–	90	2	6	129	3	20	–	152	–	152
Information technology	16	215	10	6	451	28	166	–	645	–	645
Rent and occupancy costs	47	1,273	323	205	2,703	–	193	(375)	2,521	–	2,521
Equipment maintenance, repair and rentals	5	128	3	6	331	6	12	–	349	–	349
Travel	2	4	–	–	80	1	20	–	101	–	101
Hospitality	–	–	–	–	3	3	3	–	9	–	9
Conferences and meetings	10	39	–	1	62	13	30	–	105	–	105
Education and activities	4	–	–	–	4	–	–	–	4	–	4
Interest	–	147	328	24	542	–	17	–	559	–	559
Depreciation	105	1,234	400	58	2,393	–	203	–	2,596	–	2,596
Insurance	20	864	41	37	1,098	–	34	–	1,132	–	1,132
Miscellaneous	2	161	3	3	238	–	48	–	286	–	286
Grants and awards	–	–	–	–	464	143	130	–	737	–	737
Food purchases and vending	9	945	2	108	5,679	–	–	–	5,679	–	5,679
Food donations	–	–	–	–	17,030	–	–	–	17,030	–	17,030
Vista cost share	–	–	–	–	35	–	–	–	35	–	35
Parish allocations	–	–	–	–	–	14	–	–	14	–	14
Nursing facility assessment tax	–	2,317	–	–	2,317	–	–	–	2,317	–	2,317
Bad debts (recoveries)	19	(226)	–	4	(203)	–	–	–	(203)	–	(203)
Administration costs	–	–	–	–	762	72	(834)	–	–	–	–
RCB sponsorship	–	–	–	–	–	–	15	–	15	–	15
Bank service charges	–	8	1	–	171	30	1	–	202	–	202
	$ 1,745	$ 41,847	$ 1,427	$ 1,835	$80,942	$ 1,947	$ 3,182	$ (1,955)	$ 84,116	$ –	$ 84,116

See accompanying notes.

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NEW HAMPSHIRE CATHOLIC CHARITIES

COMBINED STATEMENTS OF CASH FLOWS

Years Ended March 31, 2022 and 2021
(In thousands)

	2022	2021
Operating activities:		
Change in net assets	$ 7,331	$ 31,147
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Restricted donations	(1,480)	(4,727)
Contribution of assets from acquisition	(957)	(331)
Depreciation	2,724	2,596
Amortization of bond issuance costs	2	17
Loss (gain) on investments, net	670	(13,986)
Net investment income reinvested	(1,985)	(1,177)
Forgiveness of Paycheck Protection Program Loans	(6,142)	–
Food donations received	(19,556)	(17,522)
Food donations distributed	18,690	17,030
Changes in operating assets and liabilities:		
Accounts receivable	607	773
Inventory	1,998	(501)
Prepaid expenses	13	13
Pledges and grants receivable	1,637	(1,365)
Due to/from affiliates	45	5
Other assets	137	(292)
Accounts payable and accrued expenses	(1,125)	(572)
Deferred revenue	1,598	75
Net cash provided by operating activities	4,207	11,183
Investing activities:		
Purchases of fixed assets	(1,702)	(3,849)
(Purchases) sales of investments, net	(6,051)	179
Cash change related to acquisitions	(37)	256
Net cash used by investing activities	(7,790)	(3,414)
Financing activities:		
Proceeds from issuance of long-term debt	–	207
Proceeds from Paycheck Protection Program Loans	6,142	–
Principal payments on long-term debt	(924)	(900)
Bond issuance costs, net	153	–
Restricted donations	1,480	4,727
Net cash provided by financing activities	6,851	4,034
Increase in cash, cash equivalents and restricted cash	3,268	11,803
Cash, cash equivalents and restricted cash, beginning of year	28,322	16,519
Cash, cash equivalents and restricted cash, end of year	$ 31,590	$ 28,322

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NEW HAMPSHIRE CATHOLIC CHARITIES

COMBINED STATEMENTS OF CASH FLOWS (CONTINUED)

Years Ended March 31, 2022 and 2021
(In thousands)

	2022	2021
Supplemental disclosure of cash flow information:		
Interest paid	$ 421	$ 542
Certain assets and liabilities were acquired and recorded at their estimated fair values as a result of the acquisitions described in note 1.		
Reconciliation of the combined statements of cash flows to the combined statements of financial position:		
Cash and cash equivalents	$ 31,427	$ 28,159
Restricted cash	163	163
	$ 31,590	$ 28,322

See accompanying notes.

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1. Description of Organization and Summary of Significant Accounting Policies

Organization

New Hampshire Catholic Charities d/b/a Catholic Charities New Hampshire (the Organization) is a nonprofit organization which provides health and social service programs to individuals throughout the State of New Hampshire. As of March 31, 2022, the Organization owns and operates the following wholly-owned agencies: six licensed rehabilitation and nursing centers, one assisted living facility, four senior living communities, a food bank and a children's school, all of which are located in New Hampshire.

The combined financial statements include the accounts of the social service activities of the Organization and its wholly-owned agencies and funds: Mount Carmel, St. Vincent de Paul, St. Ann, St. Francis, St. Teresa, and Warde Rehabilitation and Nursing Centers (collectively the Rehabilitation and Nursing Centers); Warde Assisted Living; Bishop Bradley, Bishop Primeau and Bishop Gendron Senior Living Communities and Searles Place at Warde (collectively the Senior Living Communities); St. Charles School; the New Hampshire Food Bank (the Food Bank); and the associated donor-restricted funds. Warde Rehabilitation and Nursing Center, Warde Assisted Living and Searles Place at Warde are collectively referred to herein as Warde Health Center. All significant interagency balances and transactions have been eliminated in the accompanying combined financial statements.

On October 3, 2020, the Organization entered into a program and acquisition agreement to acquire the programs and assets of Guardian Angel Thrift Shop, a nonprofit organization in New Hampshire that offers a wide range of clothing, collectibles, furniture and other household items, with proceeds supporting emergency assistance needs for individuals and families throughout the greater Berlin, New Hampshire area. There was no consideration paid for the acquisition, and the Organization received net assets with a fair value of approximately $331.

On May 31, 2021, the Organization entered into a program and acquisition agreement to acquire the programs and assets of New Generation, Inc., a nonprofit organization in New Hampshire that operates a shelter home for pregnant women and parenting homeless women and their infants in Greenland, New Hampshire. There was no consideration paid for the acquisition, and the Organization received net assets with an estimated fair value of approximately $957.

The Food Bank's assets, liabilities, net assets, revenues and expenses are separately stated in the combining information. Any revenue received from and expenses resulting from the capital campaign initiated by the Organization on behalf of the Food Bank were considered fundraising revenue or expense. The capital campaign funds were used to defray costs associated with the purchase and renovation of a warehouse used by the Food Bank, land improvements to the property, and fixed equipment (see note 11). These assets are considered to be owned by the Home Office. The related expenses and depreciation expense for these assets are included in the Home Office accounts. Included in the Food Bank accounts is rent expense of $345 for both 2022 and 2021 for the use of the facility, which has been eliminated in the combined totals.

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1. Description of Organization and Summary of Significant Accounting Policies (Continued)

Basis of Presentation

The accompanying combined financial statements have been prepared using the accrual basis of accounting. In accordance with accounting principles generally accepted in the United States of America (U.S. GAAP), the Organization is required to report information regarding its financial position and activities according to the following net asset classifications:

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These net assets may be used at the discretion of the Organization's management and the Board of Trustees.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization, or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Cash and Cash Equivalents

The Organization considers certificates of deposit and other highly liquid debt instruments with a maturity of three months or less from the date of purchase to be cash equivalents.

The Organization considers money market accounts and other highly liquid debt securities managed by its investment advisors as investments and not as cash equivalents, since it is the Organization's intention to invest these funds for long-term purposes.

The Organization customarily maintains amounts on deposit in various bank and brokerage accounts which, at times, may exceed the limit of federal deposit insurance coverage. The Organization has not experienced any losses on such accounts.

Accounts Receivable

Patient accounts receivable for which the unconditional right to payment exists are receivables if the right to consideration is unconditional and only the passage of time is required before payment of that consideration is due. Accounts receivable at March 31, 2022 and 2021 reflect the fact that any estimated uncollectible amounts are generally considered implicit price concessions that are a direct reduction to accounts receivable rather than allowance for doubtful accounts. Certain uncollectible amounts that are not deemed to be price concessions may continue to be reported as bad debts in the accompanying combined statements of activities. At March 31, 2022 and 2021, estimated implicit price concessions of $459 and $337, respectively, have been recorded as reductions to accounts receivable balances to enable the Organization to record revenues and accounts receivable at the estimated amounts expected to be collected.

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1. Description of Organization and Summary of Significant Accounting Policies (Continued)

A substantial portion (approximately 87% in 2022 and 85% in 2021) of accounts receivable arose from the operations of the Rehabilitation and Nursing Centers, and are primarily due from the Federal Government and the State of New Hampshire. The Organization does not generally require collateral for the extension of credit.

Pledges and Grants Receivable

Pledges receivable are recognized as revenue when the unconditional promise to give is made. Pledges are recorded at the net present value of estimated future cash flows. The Organization estimates the allowance for uncollectible pledges based on specific review, current economic conditions and historical loss factors, if applicable. See note 11.

Conditional grants are recognized as revenue when the applicable terms and conditions required to retain the grants are met. Grants earned but not yet received are recorded as grants receivable in the accompanying combined statements of financial position.

Inventory

Inventory consists primarily of food and products which are purchased for resale by the Organization and product which is donated. Inventory values for purchased products are stated at the lower of cost or net realizable value. Donated inventory items are valued at the estimated average wholesale value of one pound of donated product as outlined in the "Product Valuation Survey Methodology," prepared by Feeding America, of which the Food Bank is a member. The Organization may provide for an allowance for obsolescence based on specific review and historical loss factors. Management determined that no allowance for inventory obsolescence was required at March 31, 2022 and 2021.

Fixed Assets

It is the Organization's policy to capitalize fixed assets over five hundred dollars. Lesser amounts are charged to operations. Fixed assets are capitalized at cost if purchased or at their estimated fair value if the assets are donated.

The Organization provides for depreciation of its fixed assets on the straight-line method by charges to expense in amounts estimated to recover the initial carrying value of the assets over their estimated useful lives. Depreciation expense was $2,724 in 2022 and $2,596 in 2021.

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1. Description of Organization and Summary of Significant Accounting Policies (Continued)

Investments

Investments are carried at fair value in the accompanying combined statements of financial position. See note 12 for fair value measurement disclosures for investments. The Organization classifies its investments as trading securities. Investment income (loss) (including realized and unrealized gains and losses on investments, interest and dividends) is included as a component of the change in net assets without donor restrictions unless the income is restricted by donor or law.

The Organization invests in various investment securities. Investment securities are exposed to various risks such as interest rate, market and credit risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near-term and that such changes could materially affect the amounts reported in the accompanying combined financial statements.

Bond Issuance Costs

Bond issuance costs incurred to obtain financing for capital projects are amortized to interest expense using the straight-line method, which approximates the effective interest method, over the life of the bonds.

Functional Allocation of Expenses

The Home Office allocates employee salaries to various salary expense classifications. This allocation is based on management estimates of the percentage of time each individual devotes to each type of service. The Home Office also allocates administrative expenses to the various programs based on estimates made by management of the Organization.

Patient and Resident Services Revenue

Patient and resident services revenue is reported at the amount that reflects the consideration to which the Organization expects to be entitled in exchange for providing patient and resident care. These amounts are due from patients, third-party payors and others. Revenue is recognized as the performance obligations are satisfied. The Organization determined that the services provided under the contracts with patients and residents are considered one performance obligation. Revenue is recognized when the performance obligation is satisfied by transferring control of the service provided to the resident or patient, which is generally when services are provided over the duration of care. The Organization also provides certain ancillary services which are treated as a separate performance obligation satisfied at a point in time, if and when those services are rendered.

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1. Description of Organization and Summary of Significant Accounting Policies (Continued)

Patient and resident services revenue includes income earned from the care of private paying residents and residents covered under the Federal Medicare Program or the State of New Hampshire Medicaid Program as reimbursement of costs incurred in the care of residents in the Rehabilitation and Nursing Centers. The Federal Government and the State of New Hampshire set the rate of reimbursement for the care of residents eligible under the Medicare and Medicaid Programs, respectively. These rates may be less than the actual costs incurred by the facilities to care for the residents. Approximately 72% and 73% of patient and resident services revenue was derived from the Medicaid and Medicare programs for the years ended March 31, 2022 and 2021, respectively. Total patient and resident services revenue of the Rehabilitation and Nursing Centers was $40,725 in 2022 and $41,539 in 2021.

For the skilled nursing facility (SNF) services provided, the Organization is paid a predetermined fixed daily rate for private pay residents. The Organization is also paid fixed daily rates from Medicare and Medicaid. Rate adjustments from Medicare or Medicaid are recorded when known (without regard to when the assessment is paid or withheld), and subsequent adjustments to these amounts are recorded in revenues when known. Billings under certain of these programs are subject to audit and possible retroactive adjustment, and related revenue is recorded at the amount the Organization ultimately expects to receive, which is inclusive of the estimated retroactive adjustments or refunds, if any, under reimbursement programs. Retroactive adjustments are recorded on an estimated basis in the period the related services are rendered and adjusted in future periods or as final settlements are determined. Such adjustments were not significant for 2022 and 2021.

The State of New Hampshire imposes a 5.5% assessment on the patient and resident services revenue of nursing facilities as a means to potentially increase Medicaid reimbursement rates through quality incentive revenue payments. The accompanying combined statements of activities include the following amounts related to this legislation:

	2022	2021
Quality incentive revenue (included in patient and resident services revenue)	$ 5,373	$ 4,970
Nursing facility assessment tax (included in rehabilitation and nursing centers expenses)	(2,229)	(2,317)
Net effect on combined statements of activities	$ 3,144	$ 2,653

At March 31, 2022 and 2021, the Rehabilitation and Nursing Centers were due $1,329 and $1,117, respectively, in quality incentive revenue and owed $529 and $540, respectively, for nursing facility assessment tax. These amounts are included in accounts receivable and accounts payable, respectively, in the accompanying combined statements of financial position.

Laws and regulations governing the Medicare and Medicaid programs are complex and subject to interpretation. As a result, there is at least a reasonable possibility that recorded estimates may change by a material amount in the near term.

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1. Description of Organization and Summary of Significant Accounting Policies (Continued)

Income Taxes

The Organization is exempt from federal and state income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been recorded in the accompanying combined financial statements. Management evaluated the Organization's tax positions and concluded the Organization has maintained its tax-exempt status, does not have any significant unrelated business income and has taken no uncertain tax positions that require adjustment to the accompanying combined financial statements.

Donated Goods and Services

Donated goods and services are reported as support at estimated fair value at the date of the gift. During the years ended March 31, 2022 and 2021, the Food Bank received approximately $19,556 and $17,522, respectively, of donated product. The approximate average wholesale value of one pound of donated product at the national level, which was determined to be $1.79 in 2022 and $1.74 in 2021, was based on a study performed by Feeding America, of which the Food Bank is a member.

Food donations are reported as a program expense when the food is distributed to local distribution centers and needy individuals. During the years ended March 31, 2022 and 2021, the Food Bank distributed approximately $18,690 and $17,030, respectively, of donated product.

Exclusive of the donated food, other in-kind donations and services for which fair value can be validated and requiring special expertise have been reflected in the accompanying combined financial statements at their estimated fair value. For the years ended March 31, 2022 and 2021, the Organization received approximately $369 and $96 in other donated goods and services, respectively.

In addition, a number of individuals and organizations have volunteered their services to the Organization. For those services that do not require special expertise, the estimated value of such donated services has not been recorded in the accompanying combined financial statements.

Restricted Support

The Organization reports gifts of cash, fixed assets and other assets as donor-restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, net assets with restrictions are reclassified to net assets without donor restrictions in the combined statements of activities as net assets released from restrictions. In the absence of donor-imposed stipulations regarding how long donated fixed assets must be used, the Organization has adopted a policy of reporting the expiration of donor restrictions when the donated or acquired long-lived assets are placed in service. The Organization has adopted a policy of treating donor-restricted donations, whose restrictions are met within the same year, as donations within net assets without donor restrictions in the accompanying combined statements of activities.

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1. Description of Organization and Summary of Significant Accounting Policies (Continued)

Net assets with donor restrictions were available for the following purposes at March 31:

	2022	2021
Subject to expenditure for specified purposes:		
Educational scholarships	$ 339	$ 327
Benefit of children	962	971
Benefit of elderly	2,864	2,762
Food bank	3,246	5,034
Other	3,267	3,201
	$10,678	$12,295
Restricted endowment:		
Benefit of elderly	$ 587	$ 605
Benefit of children	756	777
Charitable programs	1,117	1,157
Other	41	40
	$ 2,501	$ 2,579

Net assets were released from donor restrictions as follows for the years ended March 31:

	2022	2021
Satisfaction of donor restrictions	$ 3,231	$ 1,103
Release of appropriated endowment funds	172	100
	$ 3,403	$ 1,203

Use of Estimates

The preparation of combined financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the combined financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Annual Campaign

The Organization solicits donations from the general public during its annual campaign. Pledges from the annual campaign that remain uncollected as of the end of the year are recorded in the accompanying combined financial statements at their estimated net collectible amounts.

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1. Description of Organization and Summary of Significant Accounting Policies (Continued)

Board Designated Net Assets

The Organization's Board of Trustees has designated certain assets be held and used for future long-term capital expenditures of the Rehabilitation and Nursing Centers and the Senior Living Communities. These assets totaled $17,281 and $16,663 at March 31, 2022 and 2021, respectively, and are included in investments in the accompanying combined statements of financial position.

Advertising Costs

It is the Organization's policy to expense advertising and promotion costs as incurred. Advertising and promotion costs were $133 and $121 in 2022 and 2021, respectively.

New Accounting Pronouncements

In February 2016, the Financial Accounting Standards Board issued Accounting Standards Update (ASU) No. 2016-02, *Leases (Topic 842)*, which requires that lease arrangements longer than twelve months result in an entity recognizing an asset and liability. The pronouncement is effective for the Organization beginning April 1, 2022. The guidance may be adopted retrospectively. Management expects the adoption of this ASU to result in the recognition of a liability and offsetting right-of-use asset totaling approximately $3.5 million.

In September 2020, the FASB issued ASU No. 2020-07, *Not-for-Profit Entities (Topic 958): Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets.* ASU 2020-07 enhances the presentation of disclosure requirements for contributed nonfinancial assets. ASU 2020-07 requires entities to present contributed nonfinancial assets as a separate line item in the combined statement of activities and disclose the amount of contributed nonfinancial assets recognized within the combined statement of activities by category that depicts the type of contributed nonfinancial assets, as well as a description of any donor-imposed restrictions associated with the contributed nonfinancial assets and the valuation techniques used to arrive at a fair value measure at initial recognition. ASU 2020-07 is effective for the Organization beginning April 1, 2022. The adoption of ASU 2020-07 is not expected to have a significant impact on its combined financial statements.

Risks and Uncertainties

On March 11, 2020, the World Health Organization declared the outbreak of the coronavirus (COVID-19) a pandemic. The COVID-19 pandemic has significantly affected employees, patients, systems, communities and business operations, as well as the U.S. economy and financial markets. Patient volumes and the related revenues for most services were impacted for a period of time during the 2021 fiscal year as various policies were implemented by federal, state and local governments in response to the COVID-19 pandemic that caused many people to remain at home and forced the closure of or limitations on certain businesses. While patient volumes and revenues have since experienced gradual improvement that has continued through the end of the 2022 fiscal year, uncertainty still exists as the future is unpredictable. The Organization's pandemic response plan has multiple facets and continues to evolve as the pandemic unfolds.

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1. Description of Organization and Summary of Significant Accounting Policies (Continued)

Since the declaration of the pandemic, the Organization has received the following sources of funding:

- The Rehabilitation and Nursing Centers received approximately $1.6 million and $3.4 million in 2022 and 2021, respectively, from the United States Department of Health and Human Services (DHHS) under the *Coronavirus Aid, Relief and Economic Security Act* (CARES Act) Provider Relief Fund.
- The Rehabilitation and Nursing Centers were awarded approximately $0.4 million and $1.5 million in 2022 and 2021, respectively, from the Governor's Office of Emergency Relief and Recovery (GOFERR) under the COVID-19 Impact Long-Term Care Program (2022) and Healthcare System Relief Fund (2021), as provided for under the CARES Act.
- The Rehabilitation and Nursing Centers were reimbursed approximately $0.8 million in 2021 from the New Hampshire DHHS Long-Term Care Facility COVID-19 Testing Program under the CARES Act.
- The Rehabilitation and Nursing Centers and the Home office obtained approximately $6.1 million in 2022 in Paycheck Protection Program (PPP) Loans established by the CARES Act (forgiven during 2022 as discussed in note 10).
- The Home Office was awarded approximately $0.6 million in 2021 from GOFERR under the Nonprofit Relief Fund, as provided for under the CARES Act.
- St. Charles School was awarded approximately $33 (thousand) in 2021 from GOFERR under the Special Ed Provider Relief Fund, as provided for under the CARES Act.
- Liberty House was awarded approximately $1.1 million in 2021 in funding from GOFERR. This was a subrecipient award allocated to Liberty House by another agency under the CARES Act. The grant funds were specifically for the support of service members, veterans and/or their families in New Hampshire, principally by providing certain programs and services to address the increased adverse effects of homelessness and/or mental health issues that past or current military service members and their families experienced due to the COVID-19 pandemic.

Distributions from the Provider Relief Fund and GOFERR are not subject to repayment, provided the Organization is able to attest to and comply with the terms and conditions of the funding, including demonstrating that the distributions received have been used for COVID-19 related expenses or lost revenue attributable to COVID-19. Such payments are accounted for as government grants. Based on an analysis of the compliance and reporting requirements of the Provider Relief Fund and GOFERR and the impact of the pandemic on operating results through March 31, 2022 and 2021, the Organization recognized approximately $482 (thousand) and $7.4 million related to these funds, which is recorded within revenue, gains and other support in the combined statements of activities for the years ended March 31, 2022 and 2021, respectively.

The Organization will continue to monitor compliance with the terms and conditions of the Provider Relief Fund, GOFERR grants, and other potential assistance programs and available grants, and the impact of the pandemic on revenues and expenses. If the Organization is unable to attest to or comply with current or future terms and conditions, the Organization's ability to retain some or all of the distributions received may be impacted.

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1. Description of Organization and Summary of Significant Accounting Policies (Continued)

Subsequent Events

Events occurring after the statement of financial position date are evaluated by management to determine whether such events should be recognized or disclosed in the combined financial statements. Management has evaluated subsequent events through July 12, 2022, which is the date the combined financial statements were available to be issued.

Subsequent to year end, in June 2022, the Food Bank was notified that it had been awarded $880,000 in grant funding under the Local Food Purchase Assistance Cooperative Agreement Program (the Program). Under the Program, the NH Department of Agriculture, Markets and Food (NHDAMF) will collaborate with the Food Bank and its partners on the expansion of NH Feeding NH. NHDAMF will subaward procurement activities for this grant to the Food Bank, which will use its NH Feeding NH program to distribute funds to its network of more than 400 partner agencies. The Program's funding is expected to be expended over a two-year period.

2. Liquidity and Availability

At March 31, 2022, the Organization has $29,775 of financial assets available within one year of the statement of financial position date to meet cash needs for general expenditure. These financial assets consist of unrestricted cash of $25,639 and accounts receivable of $4,136. None of these financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditure within one year of the statement of financial position date. The Organization's goal is generally to structure its financial assets to be available as its general expenditures, liabilities and other obligations become due. As part of its liquidity plan, excess cash is invested in higher yield cash and cash equivalents, including time deposit accounts. In addition, as previously discussed, the Organization has board designated net assets without donor restrictions totaling $17,281 at March 31, 2022 that may be utilized to help fund both operational needs and/or capital projects, as necessary.

The Organization's endowment funds consist of donor-restricted endowments. Income from donor-restricted endowments is restricted for specific purposes and is not available for general expenditures.

3. Annual Campaign

The annual campaign to raise funds by voluntary contributions from individuals and businesses throughout the State of New Hampshire begins in April of each year. For the years ended March 31, 2022 and 2021, recorded contributions of $3,973 and $3,793, respectively, included amounts collected by parishes of the Diocese of Manchester, New Hampshire (the Diocese) on behalf of the Organization. Starting in fiscal year 2023, the parish appeal portion of the annual campaign is changing, which could impact the amount of funds raised by the Organization going forward.

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4. Investments

The Organization and its wholly-owned agencies deposit money into the Catholic Charities Investment Fund (the Fund). The Fund pools all of the money received and invests in various securities in accordance with the Organization's investment policy. The investment income (loss) of the Fund is allocated to each agency based on their percentage share of the total Fund. Beginning in fiscal year 2022, the Food Bank also maintains its own investment fund.

The investments reported in the accompanying combined statements of financial position include the securities held in the Fund and by the Food Bank, in addition to other investments held by the Organization, including investments held in the donor-restricted funds.

Investments that individually exceed 10% of total investments include the State Street Russell 3000 Screened Index Non-Lending Common Trust Fund at March 31, 2022 and 2021.

5. Related Party Transactions

Through October 2020, the Organization's main office was located in facilities owned and shared by the Diocese, an organization related through common governance. The Organization reimbursed the Diocese for a portion of the operating costs of the facility, which amounted to approximately $74 in 2021. The Organization also pays premiums for property, liability and automobile insurance to the Diocese. The Diocese is self-insured up to a maximum amount per occurrence and has secured insurance to provide for losses over this amount. The premiums are expensed by the Organization over the term of coverage. Total property, liability and automobile insurance billed by the Diocese was $1,093 and $1,132 in 2022 and 2021, respectively.

The Organization's professional liability insurance provides coverage on a claims-made basis. As of March 31, 2022, there were no known malpractice claims outstanding which, in the opinion of management, will be settled for amounts in excess of insurance coverage nor are there any unasserted claims or incidents for which a loss accrual has not been made. The Organization intends to continue this coverage through the Diocese and anticipates that such coverage will remain available.

6. Retirement Plan

The Organization has a contributory defined contribution retirement plan. The Organization's eligible employees may participate in this plan by deferring a portion of their pay as plan contributions. The Organization also makes contributions to the plan equal to 3% of the eligible employees' gross wages. The total expense for the years ended March 31, 2022 and 2021 was $682 and $721, respectively.

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7. Commitments

The Organization rents office space throughout the State of New Hampshire under long-term and tenant at will agreements from various religious organizations and third parties. The total rent expense for the years ended March 31, 2022 and 2021 was $371 and $271, respectively, for these leases. In addition, the Organization leased land for $25 in both 2022 and 2021, under a lease which expires in 2083. The Organization also leased various vehicles under agreements that expire through 2029. Vehicle lease payments totaled $69 and $64 in 2022 and 2021, respectively. The following is a summary of noncancelable future minimum rent payments for the above leases for each of the next five years ending March 31 and thereafter:

2023	$ 328
2024	310
2025	277
2026	261
2027	261
Thereafter	3,233
	$4,670

8. Compensated Absences

It is the Organization's policy to accrue for compensated absences as time is earned based upon length of employment. Effective July 1, 2016, the maximum accrual for most employees at the Organization is capped at one year of accrued and unused compensated absences. An accrual for compensated absences, inclusive of vacation, earned but not taken of $1,172 in 2022 and $1,252 in 2021 has been included in the accompanying combined statements of financial position.

9. Other Assets Held for Restrictive Purposes

Other assets held for restricted purposes are to be held in perpetuity and consisted of the following at March 31:

	2022	2021
Cash – operating account	$394	$394
Certificate of deposit	2	2
	$396	$396

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10. Long-Term Debt

In August 2015, the New Hampshire Health and Education Facilities Authority (NHHEFA) issued $15.5 million of bonds which were purchased by a local bank in a private placement. The proceeds of the bond were then loaned to the Organization. The loan is collateralized by a security interest in all of the business assets of the Organization, as defined, which include accounts receivable, inventory, equipment, furniture and gross receipts. The loan is also collateralized by a mortgage lien on the land and buildings of Mt. Carmel, St. Ann and St. Teresa. The loan carried an initial fixed interest rate of 2.93% through August 1, 2030 and requires monthly installments for principal and interest based on a 25-year amortization period. The maturity date of the bond is August 1, 2045, however, the bond provided for a tender date on August 1, 2030. On May 1, 2021, the Organization reissued the 2015 NHHEFA Bonds at the amounts outstanding as of that date totaling $12,181. The interest rate was reset effective May 14, 2021 to 2.21%, with an interest reset date and tender date of May 14, 2026. At the tender date, the bank that purchased the bond may renegotiate the interest rate or other terms of the bond. The bank may waive the mandatory tender, at its discretion, if the Organization submits a request not earlier than two years prior to the mandatory tender date. The bond can be repaid at any time provided the Organization gives the bank 30 days' notice. The outstanding balance related to this bond issuance totaled $11,388 and $12,252 at March 31, 2022 and 2021, respectively.

In October 2018, NHHEFA issued revenue bonds not to exceed $3.1 million, which were purchased by a local bank in a private placement. The bonds were structured as draw-down bonds and the final draw was to be made no later than April 1, 2020. The bonds were issued to assist the Organization in the funding of certain construction projects at Warde Health Center, including the construction of twenty-one independent living units, and to pay certain costs of issuing the bonds. The bonds are collateralized by a security interest in substantially all of the business assets of the Organization, as defined, which include accounts receivable, inventory, equipment, furniture and gross receipts. The bonds are also collateralized by a mortgage lien on the land and buildings of St. Vincent de Paul. The bonds carried an initial fixed interest rate of 4.11% through October 1, 2028 and required monthly installments for principal and interest beginning April 1, 2020. The maturity date of the bonds is October 1, 2048, however, there was an initial mandatory tender date on October 1, 2028. On May 1, 2021, the Organization reissued the 2018 NHHEFA Bonds at the amounts outstanding as of that date totaling $3,302. The interest rate was reset effective May 14, 2021 to 2.20% through an initial mandatory tender date of May 14, 2026. At the tender date, the bank that purchased the bonds may renegotiate the interest rate or other terms of the bonds. The bank may waive the mandatory tender, at its discretion, if the Organization submits a request not earlier than two years prior to the mandatory tender date. The bonds can be repaid at any time provided that the Organization gives the bank 30 days' notice. The outstanding balance related to this issuance totaled $2,977 and $3,037 at March 31, 2022 and 2021, respectively.

The NHHEFA loan agreements contain, among other things, certain restrictions and covenants which must be met by the Organization as to the use of bond proceeds, fixed asset additions and dispositions, the incurring of additional debt, the maintenance of a 1.15 ratio of aggregate income available for debt service to annual debt service, as defined, and the maintenance of minimum days cash on hand of no less than sixty-five days, as defined. The Organization was in compliance with its loan covenants at March 31, 2022 and 2021.

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10. Long-Term Debt (Continued)

In January 2019, the Organization entered into a loan agreement with the Roman Catholic Bishop of Manchester (RCBM). As discussed above, the Organization had an ongoing construction project at Warde Health Center, which included providing new residences for retired Roman Catholic priests. RCBM has agreed to assist in funding this renovation by lending the Organization up to $1.5 million. The term of the loan is for 20 years, with the final payment due and payable on December 31, 2038. The interest rate is fixed at 3%. Every five years during the term of the loan, one-quarter of the loan principal balance will be forgiven by RCBM. If, at any future date, the Organization ceases to operate the residences for retired priests at Warde Health Center during the term of the loan, the then outstanding principal and interest balance will become immediately due and payable to RCBM. As of March 31, 2022 and 2021, RCBM has provided funding to the Organization totaling $1,500, which is reflected within long-term debt in the accompanying combined statements of financial position.

The future principal maturities of long-term debt, excluding the RCBM loan, which management of the Organization expects will be forgiven, for the next five years ended March 31 and thereafter are as follows:

2023	$ 692
2024	568
2025	585
2026	602
2027	619
Thereafter	11,299
	$14,365

Paycheck Protection Program (PPP) Loans

In April 2021, the Organization entered into various promissory notes for unsecured loans in an amount totaling approximately $6.1 million under the second draw provisions of the PPP established by the CARES Act and administered by the Small Business Administration (SBA). The PPP provides for loans to qualifying businesses for amounts up to 2.5 times of the average monthly payroll expenses of the qualifying business. The loans and accrued interest are potentially forgivable as long as the borrower uses the loan proceeds for eligible purposes, including payroll, benefits, rent and utilities during a specified period beginning on the date of receipt of the PPP loan and ending no later than September 30, 2021. The amount of loan forgiveness will be reduced if the borrower terminates employees or reduces salaries during the measurement period. The unforgiven portion of the PPP loan bears interest at 1%.

In October 2021, the Organization received notification of forgiveness from the SBA. Upon such notification, the Organization recognized approximately $6.1 million as revenue related to the forgiveness in the accompanying 2022 combined statement of activities.

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11. Pledges and Grants Receivable

Pledges receivable at March 31, 2022 and 2021 include unconditional promises to give in subsequent years. Management has evaluated the outstanding pledges based on the history of the relationship with the donor and the status of the pledges and has deemed all pledges to be collectible. All pledges receivable are classified as current in the accompanying combined statements of financial position as of March 31, 2022 and 2021 and totaled $49 and $136, respectively.

The Food Bank was awarded a grant totaling $1,550 as of March 31, 2021. The grant was earned in fiscal year 2021 and classified as a grant receivable in the accompanying combined statements of financial position as of March 31, 2021. This grant was paid to the Food Bank during fiscal year 2022.

12. Fair Value Measurements

Fair value is the price that would be received upon sale of an asset or paid upon transfer of a liability in an orderly transaction between market participants at the measurement date and in the principal or most advantageous market for that asset or liability. The fair value should be calculated based on assumptions that market participants would use in pricing the asset or liability, not on assumptions specific to the entity. In addition, the fair value of liabilities should include consideration of nonperformance risk including the Organization's own credit risk.

The fair value hierarchy for valuation inputs prioritizes the inputs into three levels based on the extent to which inputs used in measuring fair value are observable in the market. Each fair value measurement is reported in one of the three levels which is determined by the lowest level input that is significant to the fair value measurement in its entirety. These levels are:

Level 1 – inputs are based upon unadjusted quoted prices for identical instruments traded in active markets.

Level 2 – inputs are based upon quoted prices for similar instruments in active markets, quoted prices for identical or similar instruments in markets that are not active, and model-based valuation techniques for which all significant assumptions are observable in the market or can be corroborated by observable market data for substantially the full term of the assets or liabilities.

Level 3 – inputs are generally unobservable and typically reflect management's estimates of assumptions that market participants would use in pricing the asset or liability. The fair values are therefore determined using model-based techniques that include option pricing models, discounted cash flow models, and similar techniques.

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12. Fair Value Measurements (Continued)

For the fiscal years ended March 31, 2022 and 2021, the application of valuation techniques applied to similar assets has been consistent. The following presents the balances of assets measured at fair value on a recurring basis at March 31:

	Level 1	Level 2	Level 3	Total
2022				
Cash and cash equivalents	$ 138	$ –	$ –	$ 138
Common equity securities	26	–	–	26
Equity mutual funds	10,678	–	–	10,678
International equity mutual funds	12,558	–	–	12,558
Fixed income mutual funds	11,617	–	–	11,617
Exchange traded funds - other	2,391	–	–	2,391
Exchange traded funds - equity	8,702	–	–	8,702
Investments measured at fair value	$46,110	$ –	$ –	46,110
Investments measured at net asset value				17,472
Total investments				$63,582
2021				
Cash and cash equivalents	$ 114	$ 71	$ –	$ 185
Common equity securities	21	–	–	21
U.S. Government and agency obligations	–	203	–	203
Corporate bonds	359	–	–	359
Equity mutual funds	8,758	–	–	8,758
International equity mutual funds	9,278	–	–	9,278
Fixed income mutual funds	14,178	–	–	14,178
Exchange traded funds - other	1,970	–	–	1,970
Exchange traded funds - equity	5,184	–	–	5,184
Investments measured at fair value	$39,862	$274	$ –	40,136
Investments measured at net asset value				15,819
Total investments				$55,955

Investments measured at net asset value (NAV) include an equity mutual fund at March 31, 2022 and 2021. The NAV is used as a practical expedient to estimate fair value and is generally determined using audited financial statements of the fund and/or recently settled transactions. The equity mutual fund invests with the objective of approximating, before expenses, the Russell 3000 Index, over the long term and implements a screen of certain social and environmental criteria. The pooled international equity fund invests in a diversified portfolio of equity securities of non-tobacco companies located in any country other than the United States.

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12. Fair Value Measurements (Continued)

The following table summarizes investments for which fair value is measured using the NAV per share practical expedient as of March 31:

	Fair Value	Unfunded Commitment	Redemption Frequency	Redemption Notice Period
2022				
Equity market fund	$17,472	$-	Daily	N/A
2021				
Equity market fund	$15,819	$-	Daily	N/A

13. Donor-Designated Endowments

The Board of Trustees has determined that the majority of the Organization's net assets with donor restrictions restricted in perpetuity meets the definition of endowment funds under the *Uniform Prudent Management of Institutional Funds Act of 2006* (UPMIFA). The Organization's endowments consist of six individual funds established for a variety of purposes. The net assets associated with these endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions.

The Board of Trustees of the Organization has interpreted the *State Prudent Management of Institutional Funds Act* (SPMIFA) as requiring the preservation of the fair value of the original gift as of the date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Organization retains in perpetuity (a) the original value of gifts donated to the endowment, (b) the original value of subsequent gifts to the endowment, and (c) accumulations to the endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. The remaining portion of the donor-restricted endowment fund that is not retained in perpetuity is subject to expenditure by the Organization in a manner consistent with the standard of prudence prescribed by SPMIFA. In accordance with SPMIFA, the Organization considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds: (1) the duration and preservation of the various funds, (2) the purposes of the donor-restricted endowment funds, (3) general economic conditions, (4) the possible effect of inflation and deflation, (5) the expected total return from income and the appreciation of investments, (6) other resources of the Organization, and (7) the Organization's investment policies.

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13. Donor-Designated Endowments (Continued)

All of the Organization's endowment funds are donor-restricted. The Organization does not have any board-designated or endowments without donor restrictions at March 31, 2022 and 2021. The endowment net assets as of March 31, 2022 and 2021 are as follows:

	With Donor Restrictions
2022	
Original donor-restricted gift amount and amounts required to be maintained in perpetuity by donor	$ 2,061
Accumulated investment gains	440
	$ 2,501
2021	
Original donor-restricted gift amount and amounts required to be maintained in perpetuity by donor	$ 2,061
Accumulated investment gains	518
	$ 2,579

The changes in endowment net assets for the years ended March 31, 2022 and 2021 are as follows:

	With Donor Restrictions
Endowment net assets, March 31, 2020	$ 2,001
Investment gain, net	678
Amounts appropriated for expenditure	(100)
Endowment net assets, March 31, 2021	2,579
Investment gain, net	94
Amounts appropriated for expenditure	(172)
Endowment net assets, March 31, 2022	$ 2,501

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13. Donor-Designated Endowments (Continued)

Investment Return Objectives, Risk Parameters and Strategies: The Organization has adopted, with the approval of the Board of Trustees, investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment funds while also maintaining the purchasing power of those endowment assets over the long-term. Accordingly, the investment process seeks to achieve an after-cost total real rate of return, including investment income as well as capital appreciation, which exceeds the annual distribution with acceptable levels of risk. Endowment assets are invested in a well-diversified asset mix, consisting mainly of mutual funds that are intended to result in a consistent inflation-protected rate of return that has sufficient liquidity to make an annual distribution not exceeding 7%, while growing the funds if possible. Therefore, the Organization expects its endowment assets, over time, to produce a rate of return sufficient to provide for the annual distribution. Investment risk is measured in terms of the total endowment funds. Investment assets, and allocation between asset classes and strategies, are managed so the fund is not exposed to unacceptable levels of risk.

Spending Policy: The Organization has a policy of appropriating for distribution each year an amount not to exceed 7% of its endowment fund's average fair value of the prior 12 quarters through the fiscal year end preceding the fiscal year in which the distribution is planned. In establishing this policy, the Organization considered the long-term expected return on its investment assets, the nature and duration of the individual endowment funds, some of which must be maintained in perpetuity because of donor-restrictions, the possible effects of inflation, and the provisions of SPMIFA. The Organization has integrated SPMIFA to permit spending from underwater endowments in accordance with prudent measures required by law. No such spending occurred in 2022 and 2021.

From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor requires the Organization to retain as a fund of permanent duration. Deficiencies of this nature are reported in net assets with donor restrictions. At March 31, 2022 and 2021, there were no deficiencies in individual donor-restricted endowment funds.

14. Major Suppliers

As a member of Feeding America, the national network of food banks, the Food Bank gains access to otherwise unattainable food donations and potential funding. The Food Bank is able to use the national resources of Feeding America to negotiate wholesale food prices and supply their agencies with high-value items at a substantial discount. Partner retailers who only donate to Feeding America members made food donations to the Food Bank totaling approximately $12,253 and $7,039 for the years ended March 31, 2022 and 2021, respectively. These donations represented approximately 62% and 40% of the total donated food received for the years ended March 31, 2022 and 2021, respectively.

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NEW HAMPSHIRE CATHOLIC CHARITIES

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year Ended March 31, 2022

Federal Grantor/Pass-Through Grantor/Program Title	Assistance Listing Number	Direct Award or Pass-Through Award Identifying Number	Total Federal Expenditures
Corporation for National and Community Service:			
Direct program:			
AmeriCorps VISTA	94.013	19VSAHN001	$ 65,298
U.S. Department of Agriculture:			
Passed through the NH Department of Education:			
Summer Food Service Program for Children	10.559	N/A	56,626
U.S. Department of Justice:			
Passed through the NH Department of Justice:			
Crime Victim Assistance (VOCA)	16.575	02-20-20-201510-5021-072-500575	138,064
U.S. Department of Transportation:			
Passed through the NH Department of Transportation:			
Enhanced Mobility of Seniors and Individuals with Disabilities	20.513	N/A	19,558
U.S. Department of Treasury:			
Passed through the Governor's Office Emergency Relief and Recovery (GOFERR):			
Coronavirus Relief Fund:			
COVID-19 Impact Long Term Care Program	21.019	COVID-19	420,000
COVID-19 Shelter Impact Program	21.019	COVID-19	7,926
Total U.S. Department of Treasury			427,926
U.S. Department of Health and Human Services:			
Direct program:			
COVID-19 Provider Relief Funds	93.498	Period 1 General	930,814*
COVID-19 Provider Relief Funds	93.498	Period 1 Targeted	1,275,000*
COVID-19 Provider Relief Funds	93.498	Period 2 Infection Control	689,622*
Total U.S. Department of Health and Human Services			2,895,436
Total expenditures of federal awards			$3,602,908

* Major program

See notes to this schedule.

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NEW HAMPSHIRE CATHOLIC CHARITIES

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year Ended March 31, 2022

1. Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) includes the federal grant activity of New Hampshire Catholic Charities, d/b/a Catholic Charities New Hampshire (the Organization) for the year beginning April 1, 2021 and ending March 31, 2022, and is presented on the accrual basis of accounting. The Schedule includes all applicable federal awards to the Organization. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Since the Schedule presents only a selected portion of the operations of the Organization, it is not intended to and does not present the financial position, results of operations, changes in net assets or cash flows of the Organization.

For purposes of the Schedule, federal awards include all grants, contracts and similar agreements entered into directly between the Organization and agencies and departments of the federal government and all subawards to the Organization by nonfederal organizations pursuant to federal grants, contracts and similar agreements.

2. Summary of Significant Accounting Policies

Expenditures for direct and indirect costs are recognized as incurred using the accrual method of accounting and the cost accounting principles contained in Uniform Guidance, as applicable. Under these cost principles, certain types of expenditures are not allowable or are limited as to reimbursement. The categorization of expenditures by program included in the Schedule is based upon the Assistance Listing Number (ALN). The Organization has elected to use the de minimis indirect cost rate of 10% as allowed under the Uniform Guidance. No grant monies expended and reported within the Schedule were passed-through to subrecipients.

3. Pass-Through Awards

The Organization receives certain federal awards in the form of pass-through awards. Such amounts received as pass-through awards are specifically identified on the Schedule.

4. Donated Personal Protective Equipment (PPE) (Unaudited)

During the year ended March 31, 2022, the Organization did not receive donated PPE.

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5. **United States Department of Health and Human Services Coronavirus Aid Relief and Economic Securities (CARES) Act**

The Schedule includes grant activity related to the United States Department of Health and Human Services CARES Act ALN 93.498, Provider Relief Funds (PRF). As required by the 2021 OMB Compliance Supplement, the Schedule includes all PRF received between April 10, 2020 and June 30, 2020 (Reporting Period 1), and expended by June 30, 2021, and all PRF received between July 1, 2020 and December 31, 2020 (Reporting Period 2), and expended by December 31, 2021. The PRF funds were used to cover direct expenditures and lost revenues. The following is a summary of the reported PRF included within the Schedule for the year ended March 31, 2022:

Entity	TIN	Amount	Reporting Period
New Hampshire Catholic Charities	02-0222163	$930,814	Period 1 – General
Rehabilitation and Nursing Centers:			
Mt. Carmel	02-0276834	355,000	Period 1 – Targeted
St. Ann	02-0244589	185,000	Period 1 – Targeted
St. Francis	02-0222187	177,500	Period 1 – Targeted
St. Teresa	02-0222158	177,500	Period 1 – Targeted
St. Vincent de Paul	02-6006981	250,000	Period 1 – Targeted
Warde	47-2733133	130,000	Period 1 – Targeted
Mt. Carmel	02-0276834	197,716	Period 2 – Infection Control
St. Ann	02-0244589	95,605	Period 2 – Infection Control
St. Francis	02-0222187	95,093	Period 2 – Infection Control
St. Teresa	02-0222158	88,636	Period 2 – Infection Control
St. Vincent de Paul	02-6006981	145,121	Period 2 – Infection Control
Warde	47-2733133	67,451	Period 2 – Infection Control

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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Trustees
New Hampshire Catholic Charities

We have audited, in accordance with the 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, the combined financial statements of New Hampshire Catholic Charities, d/b/a Catholic Charities New Hampshire (the Organization), which comprise the combined statement of financial position as of March 31, 2022, and the related combined statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the combined financial statements (collectively, the financial statements), and have issued our report thereon dated July 12, 2022.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization'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 Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization'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 Organization'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 may exist that have not been identified.

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To the Board of Trustees
New Hampshire Catholic Charities

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's 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 Organization'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 Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Baker Newman & Noyes LLC

Manchester, New Hampshire
July 12, 2022

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

To the Board of Trustees
New Hampshire Catholic Charities

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited New Hampshire Catholic Charities', d/b/a Catholic Charities New Hampshire (the Organization) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the Organization's major federal programs for the year ended March 31, 2022. The Organization's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Organization complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended March 31, 2022.

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 (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 Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with 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 Organization's compliance with the compliance requirements referred to above.

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To the Board of Trustees
New Hampshire Catholic Charities

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 Organization's federal programs.

Auditors' 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 Organization'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 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 Organization's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with 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 Organization's compliance with the compliance requirements referred to above and performing such other procedures as we consider necessary in the circumstances.
- Obtain an understanding of the Organization's internal control over compliance 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 Organization'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.

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To the Board of Trustees
New Hampshire Catholic Charities

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 Auditors' Responsibility 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 in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses.

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.

Baker Newman & Noyes LLC

Manchester, New Hampshire
October 3, 2022

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NEW HAMPSHIRE CATHOLIC CHARITIES

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Year Ended March 31, 2022

I. Summary of Auditors' Results

Financial Statements:

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP:	*Unmodified*			
Internal control over financial reporting:				
• Material weakness(es) identified?	____	yes	X	no
• Significant deficiency(ies) identified?	____	yes	X	none reported
Noncompliance material to financial statements noted?	____	yes	X	no

Federal Awards:

Internal control over major federal programs:				
• Material weakness(es) identified?	____	yes	X	no
• Significant deficiency(ies) identified?	____	yes	X	none reported
Type of auditors' report issued on compliance for major federal programs:	*Unmodified*			
• Any audit findings disclosed that are required to be reported in accordance with Section 2 CFR 200 516(a)?	____	yes	X	no

Identification of Major Programs:

ALN	Name of Federal Program or Cluster
93.498	United States Department of Health and Human Services COVID-19 Provider Relief Funds

Dollar threshold used to distinguish between type A and type B programs:	$750,000			
Auditee qualified as low-risk auditee?	____	yes	X	no

II. Financial Statement Findings

None.

III. Federal Award Findings and Questioned Costs

None.

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NEW HAMPSHIRE CATHOLIC CHARITIES

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

Year Ended March 31, 2022

There were no reported findings from the prior period.

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New Hampshire
Catholic Charities

Most Reverend Peter A. Libasci (Chair)
Bishop of Manchester
[redacted]

Very Rev. Jason Jalbert (Vicar General)
Diocese of Manchester
[redacted]

Russ Ouellette (Vice Chair)
Sojourn Partners
[redacted]

Dr. Susan Huard (Deputy Vice Chair)
[redacted]

E.J. Powers (Secretary)
Montagne Communications
[redacted]

Patrick H. Ford, III (Treasurer)
Lodging Econometrics
[redacted]

Thomas E. Blonski (President and CEO)
Catholic Charities New Hampshire
[redacted]

Kevin Barrett
[redacted]

Dean Christon
[redacted]

Adam Coughlin
[redacted]

Kate Baker Demers
[redacted]

Dr. Kevin Desrosiers
[redacted]

Deacon Rick Hilton
[redacted]

Tina Legere
[redacted]

Jeff McLean
[redacted]

Catharine Mirabile
CGI Business Solutions
[redacted]

Ken Senus
[redacted]

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Elsy Cipriani, MPA



EXPERIENCE

New Generation, Greenland, NH - Executive Director / November 2020 - Present

- Provide oversight of all department heads and staff for the delivery of successful and impactful programs.
- Design and drive fundraising strategy and development efforts with a view to diversifying funding streams to support existing program operations and expand capacity to implement the strategic plan.
- Interface and collaborate with other community agencies in the seacoast and in the state.

International Institute of New England, Manchester, NH -Managing Director / July 2019 - January 2021

- Responsible for the planning, development, and implementation of all programs, including grant and contract development, reporting, and policy setting for program activities.
- Assessed and evaluated program effectiveness and outcomes to ensure responsiveness to client needs. Work with program staff to implement program modifications to reflect contractual regulations, client needs, and the IINE mission and goals.
- Developed new programming in the areas of housing, education, health access, employment, skills training, community services, and citizenship that are financially sustainable.

Heading Home, Boston, MA — Senior Director of Program Operations August 2018 - July 2019

- Built and guided a diverse team of professionals towards aggressive goals while maintaining positive team culture, particularly during times of organizational growth and change.
- Responsible for the designing and implementation of tracking, monitoring, and evaluation systems for all agency's programs.
- Ensured programs operate within the approved budgets and grant agreements.
- Oversaw the delivery of all client services, evaluated programs impact and recommended program/policy changes.
- Collaborated with community partners, the City of Boston and the State of MA to make positive improvements towards the Housing Emergency Assistance system in Massachusetts.

Heading Home, Boston, MA — Director of Family Services July 2016 - August 2018

- Provided regular supervision, support, and personalized professional development for all Family Services programs staff.

BOARD OF DIRECTORS

Vida AfroLatina Fund
2018 to present
Board of Advisors

CASA New Hampshire
July 2020 to June 2021
Board Member

EDUCATION

Master in Public Administration
Strayer University

BA, Economics
Pontificia Universidad Católica del Ecuador 2005

LANGUAGES

English and Spanish

SKILLS

Wide experience in program management and development.

Successful record working together with and managing multicultural teams.

High commitment to work with and serve vulnerable populations.

AWARDS AND PUBLICATIONS

Hispanic Heritage Award 2018. Award provided by the Boston City Council for my work with Latino

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- Oversaw the delivery of family services, evaluated programs impact and recommended program/policy changes.
- Collaborated with the COO and Data Team to develop and/or streamline the tracking of outcome data for all programs.
- Represented Heading Home at community meetings, including those sponsored by Homes for Families, United Way, Cambridge Housing Authority and the Department of Housing and Community Development (DHCD).

Boston Public Health Commission, Boston, MA - Director of Planning Council / January 2015 - July 2016

- Managed Planning Council staff and all Council-related activities and act as intermediary between the Planning Council, community, and government.
- Developed funding streams and needs assessment reports and participated heavily in the drafting of yearly grant applications.
- Worked to retain and increase participation of current members, and developed recruitment plans to attract new applicants. particularly from underrepresented minority communities.

Southern Jersey Family Medical Centers, Hammonton, NJ - Community Programs Manager / September 2013 - February 2015

- Designed, implemented, and evaluated different community programs with the goal of improving health outcomes among migrant farm workers and other target populations.
- Oversaw the implementation of the Affordable Care Act across 7 community health centers and surrounding communities, through partnerships with local agencies, schools, and businesses. Responsible for all programs' fiscal management.
- Managed Mobile Medic logistics, and personnel to make sure we reached out to populations in need in our area of service. This service was targeted primarily to Haitian and Mexican farm workers.

La Casa de Don Pedro, Newark, NJ - Health Services Manager October 2009 - September 2013

- Responsible for the operations and continuous improvement of all community health programs.
- Designed and implemented community programs' curriculums based on the target population's needs.
- Developed partnerships with local agencies and schools to support the delivery of our programs.

California Rural Legal Assistance, Marysville, CA - Community Worker July 2006 - August 2009

- Identified target population's needs through direct outreach and networking. Developed and managed the office's marketing and outreach initiatives.
- Designed and delivered educational workshops on health, housing, labor, and consumer rights.

communities in Boston.

Paradigmas del Refugio Colombiano en Quito. Jesuit Refugee Service 2006.

Colombia más allá de la migración: El refugio humanitario. Jesuit Refugee Services 2004.

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BRANDY L. RICKABY

PROFESSIONAL SUMMARY

Administrative support professional experienced working in fast-paced environments demanding strong organizational, technical, and interpersonal skills. Highly trustworthy, ethical, and discreet; committed to superior customer service. Excellent written/verbal communication skills. Adept troubleshooter and problem-solver. Detail-oriented multitasker resourceful in completing projects.

WORK EXPERIENCE

New Generation, Greenland, NH 11/2021-Present
Family Services Manager

- Oversee the integrity and implementation of all case management plans/programs
- Ensure that program data outcomes are entered into Apricot and HMIS timely and accurately
- Provide regular supervision, support, and training to all Resident Support Staff
- Work together with the Executive Director in talent acquisitions activities related to the recruitment, hiring, and training Resident Support Staff
- Assist the Executive Director with employee disciplinary meetings, termination, and investigations

New Generation, Greenland, NH 05/2019-11/2021
RSS-Resident Support Staff/Care Coordinator

- Provide general support and encouragement to residents
- Support residents with social and interpersonal development
- Weekly case management with residents
- Oversee and encourage weekly goals

EASTCONN @ CT Works, Danielson, CT
4/2012- 2014
Receptionist

- Greet customers entering building, determine nature and purpose of visit, and direct or escort them to specific destinations.
- Transmit information and documents to customers, using computer, mail, or facsimile machine.
- Hear and resolve complaints from customers or the public.

Foxwoods Casino, High Rollers Luxury Lanes & Lounge, Ledyard, CT 2010-2011
Food/Cocktail Server

- Ensured customer satisfaction and acted to correct any problems.
- Served food and beverages to patrons and served specialty dishes at tables as required.
- Prepared checks that itemize and total meal costs and sales taxes. Collected payments from customers.

Olive Garden Italian Restaurant, Augusta, ME 2005-2010
Hostess and *Food/Cocktail Server*

- Ensured customer satisfaction and acted to correct any problems.
- Served food and beverages to patrons and served specialty dishes at tables as required.
- Prepared checks that itemize and total meal costs and sales taxes. Collected payments from customers.

EDUCATION

CRSW, State of NH
License #0344 Expiration Date: 06/30/2023

Springfield College, Springfield, MA 2002-2003
Business Administration

Killingly High School, Killingly, CT
High School Diploma

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SCHUYLER CUMBACK

[redacted]

Proven experience providing one-on-one and group support to women in crisis as well as conflict resolution. Highly knowledgeable in the delivery of life and parenting skills to residents living in a structured shelter environment as well as empowering families and individuals to meet weekly goals and achieve self-sufficiency.

EXPERIENCE

AUGUST 2021 - PRESENT

FAMILY SERVICES SPECIALIST, NEW GENERATION – CATHOLIC CHARITIES NH

- Establish a service plan and follow up with each family on a weekly basis.
- Provide support and encouragement to residents on their physical, emotional, social, and interpersonal development.
- Ensure guidelines are followed daily and report any non-compliance of program rules/policies to the Family Services Manager.
- Complete paperwork requirements, including staff notes, regarding each resident when on duty.
- Manage waitlist and ensure clients are ready for admission. Assist with building tours for potential residents.
- Provide transportation for residents as needed and maintain daily mileage tracking, resident use, etc.
- Assist with the general upkeep of the shelter including room checks and room turn over when families move out.
- Organize donations received at the shelter.

OCTOBER 2020 – AUGUST 2021

DAY RESIDENT-SUPPORT STAFF, NEW GENERATION INC.

- Assist residents in completing objectives on their client action plans.
- Provide general support and encouragement of the residents' physical, emotional, social interpersonal development.
- Informally teach parenting and life-management skills daily.
- Oversee and encourage weekly goals.

MARCH 2019– OCTOBER 2020

NIGHT RESIDENT-SUPPORT STAFF, NEW GENERATION INC.

- Offered supportive counsel and encouragement of the resident's interpersonal development.
- Insured that house rules and family guidelines are observed during evening hours.
- Kept staff notes of each resident when on duty.
- Oversaw group evening meals, encouraging participation and communication
- Supervised evening clean-up and upkeep of the house.

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JULY 2018– FEBRUARY 2019

SHOP ASSOCIATE, SECOND GENERATION THRIFT SHOP

- Responsible for accepting and evaluating donated items.
- Priced donated items and placed items in the stands for sale.
- Operated cash register and daily cash receipts.
- Maintained a clean and attractive Shop environment.
- Assisted clients as needed.

EDUCATION

SEPTEMBER 2017

BACHELOR'S DEGREE IN PSYCHOLOGY, SOUTHERN NEW HAMPSHIRE UNIVERSITY

Graduated Cum Laude

SKILLS

- Proficient in multitasking and problem solving
- Role model of communication skills
- Organized
- Understanding of individuals in crisis

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Contractor Name
Key Personnel

Name	Job Title	Salary Amount Paid from this Contract
Elsa Cipriani	Executive Director	$10,000
Brandy Rickaby	Family Services Manager	$15,000
Schuyler Cumback	Family Support Specialist	$18,000

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

Lori A. Shibinette
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

November 15, 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 of Economic and Housing Stability, to amend existing contracts with the Contractors listed below in **bold** for the continued provision of the State Grant in Aid (SGIA) Home Assistance program, by increasing the total price limitation by $3,999,996 from $12,725,724 to $16,725,720 with no change to the contract completion dates of June 30, 2023, effective upon Governor and Council approval. 100% Federal funding.

Contractor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House, Inc.	**165288 - B001**	**Plymouth NH**	**$264,968**	**$96,644**	**$361,612**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	267140 -B001	Bow NH	$185,945	$0	$185,945	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

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						A2: 05/19/21 (Tabled Item #15)
Cross Roads House	166570 - B001	Portsmouth NH	$1,390,758	$515,436	$1,906,194	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Families In Transition (F.K.A. FIT/NHNH, Inc.)	157730 - B001	Manchester NH	$2,942,938	$955,704	$3,898,642	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
The Friends Program, Inc.	154987 - B001	Concord NH	$352,114	$182,550	$534,664	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Helping Hands Outreach Ministries, Inc.	174226 - R001	Manchester NH	$405,272	$171,812	$577,084	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Hundred Nights, Inc	313375	Keene NH	$434,964	$451,006	$885,970	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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Lakes Region Community Developers	156571 - B001	Laconia NH	$204,991	$0	$204,991	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Marguerites Place	157465 - B001	Nashua NH	$327,536	$0	$327,536	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
My Friend's Place	**156274 - B001**	**Dover NH**	**$305,697**	**$161,074**	**$466,771**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Nashua Soup Kitchen and Shelter, Inc.	**174173 - R001**	**Nashua NH**	**$468,328**	**$236,241**	**$704,569**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)	**177295 - B001**	**Greenland NH**	**$296,982**	**$118,121**	**$415,103**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$1,678,826	$0	$1,678,826	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Salvation Army	**177627 - B001**	**Laconia NH**	**$444,758**	**$225,503**	**$670,261**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
The Salvation Army	**177627 - B003**	**Concord NH**	**$569,845**	**$214,765**	**$784,610**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Seacoast Family Promise	**311097**	**Exeter NH**	**$180,305**	**$75,168**	**$255,473**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Southwestern Community Services, Inc.	**177511 - R001**	**Keene NH 03431**	**$992,485**	**$440,267**	**$1,432,752**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
The Front Door Agency	156244 - B001	Nashua NH 03064	$557,157	$0	$557,157	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Way Home, Inc	166673 - B001	Manchester NH	$256,886	$0	$256,886	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Tri-County Community Action Program, Inc.	**177195 - B009**	**Berlin NH**	**$205,825**	**$155,705**	**$361,630**	**O:07/10/19 (Item #16)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0	$252,556	O: 06/19/19 (Item #40) A1:08/28/19 (Item #20B) A2:07/15/20 (Tabled Item #15)
		Total	$12,725,724	$3,999,996	$16,725,720	

Funds are available in the following accounts for State Fiscal Year 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 request is to provide additional funding made available by the Governor's Office for Emergency Relief and Recovery to support the State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing homelessness receive the essential services and supports in emergency shelters. Emergency shelters provide critical services and supports for those NH residents who do not have a home. This additional funding will help emergency shelter programs cover the increased cost of food, electricity, heat, and workforce to ensure these safety net providers are able to continue providing services. Due to the pandemic, most emergency shelters have lost their volunteer base, increasing the reliance on paid staff.

Approximately 4,500 individuals will be served during State Fiscal Year 2023.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services

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include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Source of Federal Funds: Assistance Listing Number #21.023 FAIN #ERA0012 and #ERA0435, Assistance Listing Number #21.027 FAIN #4515DRNHP00000001

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

Respectfully submitted,

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
2023	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
		Sub Total		$264,968	$0	$264,968

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2023	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
		Sub Total		$185,945	$0	$185,945

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
2023	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
		Sub Total		$1,390,758	$0	$1,390,758

Families in Transition (F.K.A. FIT/NHNH, Inc.) Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
2023	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
		Sub Total		$2,942,938	$0	$2,942,938

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$352,114	$0	$352,114

Helping Hands Outreach Center Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
2023	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
		Sub Total		$405,272	$0	$405,272

Hundred Nights, Inc Vendor #: 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
2023	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
		Sub Total		$434,964	$0	$434,964

Lakes Region Community Developers Vendor # 156571-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$204,991	$0	$204,991

Marguerites Place Vendor # 157465-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536

2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
2023	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
		Sub Total		$327,536	$0	$327,536

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
2023	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
		Sub Total		$305,697	$0	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
2023	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
		Sub Total		$468,328	$0	$468,328

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
2023	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
		Sub Total		$296,982	$0	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
2023	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
		Sub Total		$1,678,826	$0	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
2023	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
		Sub Total		$444,758	$0	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
2023	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
		Sub Total		$569,845	$0	$569,845

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
2023	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
		Sub Total		$180,305	$0	$180,305

Southern NH Services — Vendor # 177198-B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
2023	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
		Sub Total		$992,485	$0	$992,485

The Front Door Agency — Vendor # 156244-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
2023	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
		Sub Total		$557,157	$0	$557,157

The Way Home, Inc — Vendor # 166673-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482

2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$256,886	$0	$256,886

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
2023	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
		Sub Total		$205,825	$0	$205,825

Waypoint — Vendor # 177166-B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$252,556	$0	$252,556

Total	$12,725,724	$0	$12,725,724

05-095-094-940010-24650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HEW HAMPSHIRE HOSPITAL, ARPA DHHS FISCAL RECOVERY FUNDS
100% Federal Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$96,644	$96,644
		Sub Total		$0	$96,644	$96,644

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$515,436	$515,436
		Sub Total		$0	$515,436	$515,436

Families in Transition (F.K.A. FIT/NHNH) — Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$955,704	$955,704
		Sub Total		$0	$955,704	$955,704

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$182,550	$182,550
		Sub Total		$0	$182,550	$182,550

Helping Hands Outreach Center — Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$171,812	$171,812
		Sub Total		$0	$171,812	$171,812

Hundred Nights, Inc — Vendor # 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$451,006	$451,006
		Sub Total		$0	$451,006	$451,006

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$161,074	$161,074
		Sub Total		$0	$161,074	$161,074

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$236,241	$236,241
		Sub Total		$0	$236,241	$236,241

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$118,121	$118,121
		Sub Total		$0	$118,121	$118,121

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$225,503	$225,503
		Sub Total		$0	$225,503	$225,503

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$214,765	$214,765
		Sub Total		$0	$214,765	$214,765

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$75,168	$75,168
		Sub Total		$0	$75,168	$75,168

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$440,267	$440,267
		Sub Total		$0	$440,267	$440,267

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$155,705	$155,705
		Sub Total		$0	$155,705	$155,705

Total	$0	$3,999,996	$3,999,996
Total Contract	$12,725,724	$3,999,996	$16,725,720

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and New Hampshire Catholic Charities. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, 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. All references in the Contract and amendments to New Generation, Inc., including Form P-37 General Provisions, Block 1.3, Contractor name, are replaced with:

   New Hampshire Catholic Charities

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $415,103

3. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

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 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

11/7/2022
Date

DocuSigned by:
Karen Hebert
628C6CEB1B4A418...
Name: Karen Hebert
Title: Division Director

New Hampshire Catholic Charities

11/7/2022
Date

DocuSigned by:
Dominique Rust
Name: Dominique Rust
Title: VP & COO

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

OFFICE OF THE ATTORNEY GENERAL

11/16/2022
Date

DocuSigned by:
Robyn Guarino
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:

DocuSign Envelope ID: 3DA57634-A108-4AF4-ABE5-3209C1DC3D27

15 mac

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

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Families in Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154987 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$89,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157465 - B001	Nashua NH	$186,936	$140,700	$327,636	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,522	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,682	$296,982	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

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Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	$200,062	$244,696	$444,758	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	$312,915	$256,930	$569,845	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Seacoast Family Promise	TBD	Exeter NH	$94,661	$85,644	$180,305	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	177511 - R001	Keene NH	$527,563	$464,922	$992,485	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Front Door Agency	156244 - B001	Nashua NH	$287,991	$269,166	$557,157	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Way Home, Inc.	166673 - B001	Manchester NH	$140,656	$116,230	$256,886	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Tri-County CAP, Inc.	177195 - B009	Berlin NH	$126,299	$79,526	$205,825	O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	$6,882,604	$5,665,716	$12,548,320	

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Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652: Vendor # 1652: Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130	
2022	102/500732	Contracts for Program Services	TBD	$61,174	$0	$61,174	
2023	102/500733	Contracts for Program Services	TBD	$61,174	$0	$61,174	
		Sub Total		$264,968	$0	$264,968	

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$6,588	$0	$6,588	

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Concord Coalition to End Homelessness — Vendor # 287140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2022	102/500732	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2023	102/500733	Contracts for Program Services	TBD	$58,618	$0	$58,618	
		Sub Total		$185,945	$0	$185,945	

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221	O: 06/19/19 (Item #40) A1: 07/15/20,
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563	
2022	102/500732	Contracts for Program Services	TBD	$311,987	$0	$311,987	

2023	102/500733	Contracts for Program Services	TBD	$311,987	$0	$311,987	(Item #20) A2: 05/19/21 (Tabled Item #15)
		Sub Total		$1,390,758	$0	$1,390,758	

FITNHNH, Inc. Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866	
2022	102/500732	Contracts for Program Services	TBD	$842,327	$0	$842,327	
2023	102/500733	Contracts for Program Services	TBD	$842,327	$0	$842,327	
		Sub Total		$2,942,938	$0	$2,942,938	

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702	
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702	
		Sub Total		$174,710	$177,404	$352,114	

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608	
2022	102/500732	Contracts for Program Services	TBD	$97,878	$0	$97,878	
2023	102/500733	Contracts for Program Services	TBD	$97,878	$0	$97,878	
		Sub Total		$405,272	$0	$405,272	

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478	
2022	102/500732	Contracts for Program Services	TBD	$107,055	$0	$107,055	
2023	102/500733	Contracts for Program Services	TBD	$107,055	$0	$107,055	
		Sub Total		$434,964	$0	$434,964	

Lakes Region Community Developers

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	

		Sub Total		$204,991	$0	$204,991	A2: 05/19/21 (Tabled Item #15)

Marquerites Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300	
2022	102/500732	Contracts for Program Services	TBD	$70,350	$0	$70,350	
2023	102/500733	Contracts for Program Services	TBD	$70,350	$0	$70,350	
		Sub Total		$327,536	$0	$327,536	

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087	
2022	102/500732	Contracts for Program Services	TBD	$64,233	$0	$64,233	
2023	102/500733	Contracts for Program Services	TBD	$64,233	$0	$64,233	
		Sub Total		$305,697	$0	$305,697	

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695	
2022	102/500732	Contracts for Program Services	TBD	$91,761	$0	$91,761	
2023	102/500733	Contracts for Program Services	TBD	$91,761	$0	$91,761	
		Sub Total		$488,328	$0	$488,328	

New Generation

Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$85,043	$0	$85,043	
2022	102/500732	Contracts for Program Services	TBD	$67,291	$0	$67,291	
2023	102/500733	Contracts for Program Services	TBD	$67,291	$0	$67,291	
		Sub Total		$296,982	$0	$296,982	

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693	
2022	102/500732	Contracts for Program Services	TBD	$443,512	$0	$443,512	
2023	102/500733	Contracts for Program Services	TBD	$443,512	$0	$443,512	
		Sub Total		$1,678,826	$0	$1,678,826	

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260	
2022	102/500732	Contracts for Program Services	TBD	$122,348	$0	$122,348	
2023	102/500733	Contracts for Program Services	TBD	$122,348	$0	$122,348	
		Sub Total		$444,758	$0	$444,758	

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173	
2022	102/500732	Contracts for Program Services	TBD	$128,465	$0	$128,465	
2023	102/500733	Contracts for Program Services	TBD	$128,465	$0	$128,465	
		Sub Total		$569,845	$0	$569,845	

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391	
2022	102/500732	Contracts for Program Services	TBD	$42,822	$0	$42,822	
2023	102/500733	Contracts for Program Services	TBD	$42,822	$0	$42,822	
		Sub Total		$180,305	$0	$180,305	

Southern NH Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694	
2022	102/500732	Contracts for Program Services	TBD	$232,461	$0	$232,461	
2023	102/500733	Contracts for Program Services	TBD	$232,461	$0	$232,461	
		Sub Total		$992,485	$0	$992,485	

The Front Door Agency

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$130,088	$0	$130,088	
2022	102/500732	Contracts for Program Services	TBD	$134,583	$0	$134,583	
2023	102/500733	Contracts for Program Services	TBD	$134,583	$0	$134,583	
		Sub Total		$557,157	$0	$557,157	

The Way Home, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	
		Sub Total		$256,886	$0	$256,886	

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435	
2022	102/500732	Contracts for Program Services	TBD	$39,763	$0	$39,763	
2023	102/500733	Contracts for Program Services	TBD	$39,763	$0	$39,763	
		Sub Total		$205,825	$0	$205,825	

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #208) A2: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$252,556	$0	$252,556	

Overall Total	$12,548,320	$177,404	$12,725,724	

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing Retroactive agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

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Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
		Total	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract. The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

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Jeffrey A. Meyers
Commissioner

Christine L. Santoniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

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- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

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New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

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13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families in Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and New Hampshire Coalition Against Domestic and Sexual Violence ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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,. Renewal, 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $2,011,460

3. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

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

5/5/2023
Date

DocuSigned by:
Katja S. Fox
ED9D0F804E03442...
Name: Katja S. Fox
Title: Director

New Hampshire Coalition Against
Domestic and Sexual Violence

5/4/2023
Date

DocuSigned by:
Lyn Schollett
EC2EFED2...
Name: Lyn Schollett
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

5/8/2023
Date

DocuSigned by:
Robyn Guarino
74873484444444460
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:

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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 NEW HAMPSHIRE COALITION AGAINST DOMESTIC AND SEXUAL VIOLENCE is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on April 30, 1981. 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: **63838**

Certificate Number: **0006198590**

IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 6th day of April A.D. 2023.

David M. Scanlan

Secretary of State

DocuSign Envelope ID: EACC9B42-43F8-4D3A-9CCF-F55CFC346546

CERTIFICATE OF AUTHORITY

I, Suzanne Carmichael, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Chairperson/Officer of the NH Coalition Against Domestic and Sexual Violence ___.
(Corporation/LLC Name)

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 November 29, 2022, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That Lyn M. Schollett, Executive Director
(Name and Title of Contract Signatory)

is duly authorized on behalf of the NH Coalition Against Domestic and Sexual Violence to enter into contracts or
(Name of Corporation/ LLC)

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: 4/27/2023

Signature of Elected Officer
Name: Suzanne Carmichael
Title: Chairperson, Board of Directors

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ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 04/21/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Eleanor Spinazzola	
E & S Insurance Services LLC	PHONE (A/C, No, Ext): (603) 293-2791	FAX (A/C, No): (603) 293-7188
21 Meadowbrook Lane	E-MAIL ADDRESS: Eleanorspinazzola@esinsurance.net	
P O Box 7425	INSURER(S) AFFORDING COVERAGE	NAIC #
Gilford NH 03247-7425	INSURER A : Great American Insurance Group	GAIG
INSURED	INSURER B : Liberty Mutual Agency Corporation	
NH Coalition Against Domestic and Sexual Violence, DBA: NHCADSV	INSURER C :	
PO Box 353	INSURER D :	
	INSURER E :	
Concord NH 03302	INSURER F :	

COVERAGES CERTIFICATE NUMBER: 2022 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			MAC 5464236 22	05/15/2023	05/15/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG [ ]	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			MAC 5464236 22	05/15/2023	05/15/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) [ ]	$ \100,000 $ $ $ $
A	[X] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [X] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000			UMB8234007-15	05/15/2023	05/15/2024	EACH OCCURRENCE AGGREGATE [ ]	$ 1,000,000 $ 1,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WC5-31S-604577-013	05/15/2023	05/15/2024	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 500,000 $ 500,000 $ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

NH Dept. of Health & Human Services
29 Hazen Dr
Concord NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Tairby Kennelly

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NHCADSV Vision and Mission

Vision

All New Hampshire communities provide safety for every person.

Mission

The New Hampshire Coalition Against Domestic and Sexual Violence creates safe and just communities through advocacy, prevention and empowerment of anyone affected by sexual violence, domestic violence and stalking.

Note: The language below will be used in grant applications and other documents to provide further clarification of what the Coalition does.
The statement above is the actual Mission Statement.

This mission is accomplished by the Coalition, which includes 13 independent community-based member programs, a Board of Directors and a central staff working together to:

- Influence public policy on the local, state and national levels;
- Ensure that quality services are provided to victims;
- Promote the accountability of societal systems and communities for their responses to sexual violence, domestic violence and stalking;
- Prevent violence and abuse before they occur.

Approved April 2011

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NEW HAMPSHIRE COALITION AGAINST DOMESTIC AND SEXUAL VIOLENCE

AUDITED FINANCIAL STATEMENTS

June 30, 2022 and 2021

SINGLE AUDIT REPORTS

June 30, 2022

DocuSign Envelope ID: EACC9B42-43F8-4D3A-9CCF-F55CFC346546

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ROWLEY & ASSOCIATES, P.C.

CERTIFIED PUBLIC ACCOUNTANTS
46 N. STATE STREET
CONCORD, NEW HAMPSHIRE 03301
TELEPHONE (603) 228-5400
FAX # (603) 226-3532

MEMBER
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS

MEMBER OF THE PRIVATE
COMPANIES PRACTICE SECTION

INDEPENDENT AUDITOR'S REPORT

Board of Directors
New Hampshire Coalition
Against Domestic and Sexual Violence
Concord, New Hampshire

Opinion

We have audited the accompanying financial statements of New Hampshire Coalition Against Domestic and Sexual Violence (a nonprofit organization), which comprise the statement of financial position as of June 30, 2022, and the related 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 financial statements present fairly, in all material respects, the financial position of New Hampshire Coalition Against Domestic and Sexual Violence as of June 30, 2022, 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 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. 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 New Hampshire Coalition Against Domestic and Sexual Violence 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 opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the 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 financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about New Hampshire Coalition Against Domestic and Sexual Violence's ability to continue as a going concern within one year after the date that 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 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 generally accepted auditing standards 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 financial statements.

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In performing an audit in accordance with generally accepted auditing standards 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 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 New Hampshire Coalition Against Domestic and Sexual Violence'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 financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about New Hampshire Coalition Against Domestic and Sexual Violence'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 financial statements as a whole. The accompanying 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 financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the 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 October 5, 2022, on our consideration of New Hampshire Coalition Against Domestic and Sexual Violence'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 New Hampshire Coalition Against Domestic and Sexual Violence'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 New Hampshire Coalition Against Domestic and Sexual Violence's internal control over financial reporting and compliance.

Report on Summarized Comparative Information

We have previously audited the New Hampshire Coalition Against Domestic and Sexual Violence's 2021 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated September 22, 2021. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2021, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Rowley & Associates, PC

Rowley & Associates, P.C.
Concord, New Hampshire
October 5, 2022

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New Hampshire Coalition Against Domestic and Sexual Violence
Statements of Financial Position
June 30, 2022 and June 30, 2021
See Independent Auditors' Report

	2022	2021
ASSETS		
CURRENT ASSETS		
Cash and Cash Equivalents	$ 360,445	$ 184,123
Restricted Cash and Cash Equivalents	104,331	133,856
Certificates of Deposit, Short-Term	-	226,062
Grants Receivable	2,261,113	2,088,047
Prepaid Expenses	25,009	23,904
Total Current Assets	2,750,898	2,655,992
PROPERTY AND EQUIPMENT		
Equipment	14,654	14,654
Leasehold Improvements	61,072	61,072
	75,726	75,726
Less Accumulated Depreciation	(33,551)	(24,170)
Total Property and Equipment, Net	42,175	51,556
OTHER ASSETS		
Long-term Investments	392,595	454,367
Certificates of Deposit, Long-Term	171,136	68,057
Security Deposit	6,213	6,213
Total Other Assets	569,944	528,637
Total Assets	$ 3,363,017	$ 3,236,185
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Grants and Accounts Payable	$ 1,730,517	$ 1,692,068
Accrued Expenses	91,641	72,402
Total Current Liabilities	1,822,158	1,764,470
NET ASSETS		
Without Donor Restrictions	1,436,528	1,337,859
With Donor Restrictions	104,331	133,856
Total Net Assets	1,540,859	1,471,715
Total Liabilities and Net Assets	$ 3,363,017	$ 3,236,185

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New Hampshire Coalition Against Domestic and Sexual Violence
Statements of Activities and Changes in Net Assets
Year Ended June 30, 2022, With Comparative Totals for Year Ended June 30, 2021
See Independent Auditors' Report

	Net Assets Without Donor Restrictions	Net Assets With Donor Restrictions	2022	2021
CONTRIBUTIONS AND SUPPORT				
Grant Revenue	$ 10,360,042	$ 82,000	$ 10,442,042	$ 10,259,624
Contributions	165,473	-	165,473	147,285
Donated Services	4,692	-	4,692	1,496
Interest Income	3,722	-	3,722	6,910
Miscellaneous Income	12,678	-	12,678	21,640
Total Contributions and Support	10,546,607	82,000	10,628,607	10,436,955
Net Assets Released from Donor Imposed Restrictions	111,525	(111,525)	-	-
EXPENSES				
Program Services	10,321,468	-	10,321,468	10,037,272
Management and General	154,423	-	154,423	93,744
Fundraising	21,800	-	21,800	18,748
Total Expenses	10,497,691	-	10,497,691	10,149,764
INCREASE (DECREASE) IN OPERATING NET ASSETS	160,441	(29,525)	130,916	287,191
NONOPERATING GAINS (LOSSES)				
Investment Dividends	14,093	-	14,093	10,397
Unrealized and Realized Gain (Loss)	(73,579)	-	(73,579)	78,134
Investment Fees	(2,286)	-	(2,286)	(1,911)
Net Nonoperating Gains (Losses)	(61,772)	-	(61,772)	86,620
INCREASE (DECREASE) IN NET ASSETS	98,669	(29,525)	69,144	373,811
NET ASSETS AT BEGINNING OF YEAR	1,337,859	133,856	1,471,715	1,097,904
NET ASSETS AT END OF YEAR	$ 1,436,528	$ 104,331	$ 1,540,859	$ 1,471,715

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New Hampshire Coalition Against Domestic and Sexual Violence
Statement of Functional Expenses
Year Ended June 30, 2022
With Comparative Totals for Year Ended June 30, 2021
See Independent Auditors' Report

	Program Services	Management & General	Fundraising	Total 2022	Total 2021
Salaries	$ 1,149,926	$ 101,176	$ 13,592	$ 1,264,694	$ 1,187,973
Payroll taxes	89,346	7,861	1,053	98,260	95,076
Health and Dental Insurance	117,119	10,243	676	128,038	127,717
Other Employee Benefits	34,184	2,972	-	37,156	35,774
Professional Services	71,493	6,217	-	77,710	106,976
Contract/Grant Services	8,091,952	-	-	8,091,952	7,616,005
Survivor Grants	79,225	-	-	79,225	127,032
Rental Assistance	211,314	-	-	211,314	182,398
Memberships	6,010	523	-	6,533	5,995
Publications	1,771	154	-	1,925	1,778
Advertising/Public Awareness	1,616	140	-	1,756	3,144
Copying	2,688	234	-	2,922	3,637
Office Supplies	34,353	3,348	4,154	41,855	49,640
Postage	2,954	280	266	3,500	3,577
Printing	227	119	1,147	1,493	3,851
File storage management	1,082	94	-	1,176	1,078
Maintenance & Repair	32,951	2,865	-	35,816	43,512
Rent Expense	84,466	7,345	-	91,811	88,542
Parking	7,176	624	-	7,800	7,800
Insurance	11,408	992	-	12,400	9,596
Staff Development	8,072	714	135	8,921	13,717
Travel	9,318	810	-	10,128	1,502
Telephone	51,769	4,502	-	56,271	54,433
Technology	111,806	-	-	111,806	159,137
Miscellaneous Expense	12,996	1,198	777	14,971	4,310
AVAP Member Training/Education	827	-	-	827	604
Direct Training	32,369	-	-	32,369	46,029
Community Education	39,915	-	-	39,915	143,718
Depreciation Expense	8,631	751	-	9,382	8,282
Accounting Fees	14,504	1,261	-	15,765	16,931
Total Expenses	**$ 10,321,468**	**$ 154,423**	**$ 21,800**	**$ 10,497,691**	**$ 10,149,764**

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New Hampshire Coalition Against Domestic and Sexual Violence
Statements of Cash Flows
Years Ended June 30, 2022 and 2021
See Independent Auditors' Report

	2022	2021
CASH FLOWS FROM OPERATING ACTIVITIES		
Increase in Net Assets	$ 69,144	$ 373,811
Adjustments to Reconcile Increase in Net Assets to Net Cash Provided by Operating Activities		
Depreciation	9,383	8,282
Net (Gain) Loss on Investments	61,772	(86,620)
SBA Payroll Protection Program Loan Forgiveness	-	(175,000)
(Increase) Decrease in Operating Assets:		
Grants Receivable	(173,066)	(119,787)
Prepaid Expenses	(1,105)	(925)
Increase (Decrease) in Operating Liabilities:		
Grants and Accounts Payable	38,447	171,127
Accrued Expenses	19,239	(6,820)
NET CASH PROVIDED BY OPERATING ACTIVITES	23,814	164,068
CASH FLOWS FROM INVESTING ACTIVITIES		
Acquisition of Property and Equipment	-	(23,353)
Net (Purchase) Maturity of Certificates of Deposit	122,983	58,865
Proceeds on Sales of Investments	-	-
Purchases of Investments	-	(20,058)
NET CASH PROVIDED BY INVESTING ACTIVITIES	122,983	15,454
NET INCREASE IN CASH AND CASH EQUIVALENTS	146,797	179,522
CASH AND CASH EQUIVALENTS, AT BEGINNING OF YEAR	317,979	138,457
CASH AND CASH EQUIVALENTS, AT END OF YEAR	$ 464,776	$ 317,979
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION		
Donated Services	$ 4,692	$ 1,496

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NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

The Coalition is a private, non-profit, tax-exempt organization committed to ending domestic and sexual violence. The Coalition serves as a coordinating organization for its 12-member agency crisis centers that in turn provide services to survivors of sexual assault, domestic violence, human trafficking, and stalking. Eleven of the Coalition's member agencies are autonomous, private, non-profit organizations with their own mission, structure, and board of directors; one is a university-based program. The Coalition receives 96% of its funding from federal and state agencies and less than 1% from private fundraising.

The Vision of the Coalition is:

All New Hampshire communities provide safety for every person.

The Mission of the Coalition is:

The New Hampshire Coalition Against Domestic & Sexual Violence creates safe and just communities through advocacy, prevention and empowerment of anyone affected by sexual violence, domestic violence and stalking.

This mission is accomplished by the Coalition, which includes 12 independent community-based member programs, a board of directors and a central staff working together to:

- Influence public policy on the local, state and national levels;
- Ensure that quality services are provided to victims;
- Promote the accountability of societal systems and communities for their responses to sexual violence, domestic violence and stalking;
- Prevent violence and abuse before they occur.

To elaborate on the above mission and vision statements, the Coalition supports member agency staff with specialized training, resources and technical assistance; convenes member agency staff to facilitate shared learning and peer support; and collects and disseminates best practices and current information. The Coalition supports the development of new services and serves as a statewide clearinghouse and coordinating organization related to victim services. It administers state and federal contracts that provide funding for its member programs.

Coalition staff provide education and training to court and law enforcement officials and attorneys, and collaborate with legal assistance organizations that provide lawyers for survivors and their families. Coalition staff work to promote cross-system collaboration with child protective services and child advocacy centers to assure safety for children exposed to or who have experienced domestic and sexual violence, and for their parents. Coalition staff participate on numerous statewide boards and commissions to advocate for effective responses to victims.

The Coalition's Public Affairs staff work closely with other advocacy groups, legislators and survivors to draft legislation, organize testimony, and advocate for policy changes throughout the legislative session. The Coalition either takes an active role in or tracks close to 150 bills each legislative session. These bills address a wide range of issues including domestic and sexual violence; stalking; family law; divorce and child custody/visitation/support; reproductive rights; law enforcement and courts; privacy and personal information; healthcare; and economic justice.

Coalition staff also provide resources and sources for responsible news media and reporting. Coalition staff create and distribute statewide communications materials to raise awareness about sexual assault, domestic violence, prevention and services available to victims.

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NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES, (continued)

Nature of Activities (Continued)

The Coalition plays a key leadership role in efforts to prevent domestic and sexual violence throughout New Hampshire. Coalition staff collaborate with state and local entities to support policies and practices to advance effective prevention education. Coalition staff are proactive in educating the public about the causes and effects of domestic and sexual violence and stalking and as well as services available across the state. The Coalition has sponsored research on the prevalence of violence in New Hampshire.

The Coalition also manages several specific programs to assist its member crisis centers and the public. The following are three distinct programs that directly affect survivors of domestic violence, sexual violence and stalking:

AmeriCorps Victim Assistance Program (AVAP)

The AmeriCorps Victim Assistance Program (AVAP) founded in 1994 is a program of the Coalition that ensures that direct services are available to victims of domestic and sexual violence and stalking throughout New Hampshire. AVAP is part of AmeriCorps, a national service program that offers opportunities to Americans who are interested in making a substantial commitment to serve their country through national service.

Members of the AmeriCorps Victim Assistance Program are placed throughout New Hampshire at member agencies, police departments, prosecutor offices, the New Hampshire Department of Corrections, and child advocacy centers to offer support and information to victims of domestic and sexual violence and stalking. Currently, AVAP members are focusing their advocacy efforts on providing financial literacy and housing services to survivors of domestic violence, sexual assault, and stalking. AVAP members are trained in the AllState Foundation's Moving Ahead through Financial Management curriculum which they use in one-on-one sessions and in financial literacy workshops focused on an array of topics from basic budgeting to checking a credit report. AVAP members also provide information and facilitate referrals to local financial and housing services.

Sexual Assault Nurse Examiner (SANE) Program

A Sexual Assault Nurse Examiner (SANE) is a Registered Nurse who has been specially trained to provide comprehensive care to sexual assault survivors, who demonstrates competency in conducting medical/forensic examinations and who has the ability to be a witness in a sexual assault prosecution. Coalition staff are responsible for training and working with registered SANEs and medical professionals across the state to ensure that sexual assault victims receive consistent and professional care during forensic exams.

The Family Violence Prevention Specialist Program

Research shows a high correlation (40-60%) between the perpetration of domestic violence and the perpetration of child abuse and neglect in the same family. The Family Violence Prevention Specialist Program was built on the principle that abused and neglected children are best served when they can remain in a safe household with a non-violent parent.

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NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES, (continued)

The Family Violence Prevention Specialist program began in 1998 as a coordinated effort between the Coalition and the Division for Children, Youth, and Families (DCYF). Family Violence Prevention Specialists (FVPSs) are employed by local member agencies of the Coalition, and are co-located at local DCYF District Offices. The FVPSs are a source of assistance and training to child protective service workers while providing advocacy services to victims of domestic violence involved with DCYF. This program results in more effective assistance to victims through the development of interventions that recognize the adult victim's need for support and advocacy in order to improve safety outcomes for children.

Significant Accounting Policies

The financial statements of the Coalition have been prepared in conformity with Generally Accepted Accounting Principles (GAAP) as applied to not-for-profits. The Financial Accounting Standards Board (FASB) is the accepted standard-setting body for establishing accounting and financial reporting principles for not-for-profits. The more significant of the FASB's generally accepted accounting principles applicable to the Coalition, and the Coalition's conformity with such principles, are described below. These disclosures are an integral part of the Coalition's financial statements.

Basis of Presentation

The Coalition reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

Net assets without donor restrictions - These net assets generally result from revenues generated by receiving contributions that have no donor restrictions, providing services, and receiving interest from operating investments, less expenses incurred in providing program-related services raising contributions, and performing administrative functions.

Net assets with donor restrictions - These net assets result from gifts of cash and other assets that are received with donor stipulations that limit the use of the donated assets, either temporarily or permanently, until the donor restriction expires, that is until the stipulated time restriction ends or the purpose of the restriction is accomplished.

Basis of Accounting

The financial statements of the Coalition have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables and other liabilities.

Grants Receivable and Promises to Give

Contributions are recognized when the donor makes a promise to give to the Coalition that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions.

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NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES, (continued)

Contributed Services

During the Years Ended June 30, 2022 and 2021, the value of contributed services relating to professional services were $4,692 and $1,496, respectively. All contributed services were considered without donor restriction and were valued at fair-market-value.

In addition, many individuals volunteer their time and perform a variety of tasks that assist the Coalition; these amounts have not been recognized in the accompanying statement of activities because the criteria for recognition as contributed services has not been met.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Compensated Absences

Employees of the Coalition are entitled to paid vacation depending on job classification, length of services, and other factors. The statement of financial position reflects accrued vacation earned, but unpaid as of June 30, 2022 and 2021 in the amounts of $71,602 and $58,904, respectively.

Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the statements of activities and functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited based on estimates that are based on their relationship to those activities. Those expenses include payroll and payroll related expenses and occupancy costs. Occupancy costs are allocated based on square footage. Payroll and payroll related expenses are based on estimates of time and effort. Other cost allocations are based on the relationship between the expenditure and the activities benefited.

Property and Equipment

It is the Coalition's policy to capitalize property and equipment over $2,500 and all expenditures for repairs, maintenance, renewals and betterments that prolong the useful lives of assets. Lesser amounts are expensed. Purchased property and equipment is capitalized at cost. Donations of property and equipment are recorded as contributions at their estimated fair value. Such donations are reported as contributions without donor restriction unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted contributions. Absent donor stipulations regarding how long those donated assets must be maintained, the Coalition reports expiration of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. The Coalition reclassifies net assets with donor restrictions to net assets without donor restrictions at that time. Property and equipment are depreciated using the straight-line method. The ranges of useful lives are as follows:

Improvements	39 Years
Equipment	3-7 Years

Depreciation expense recorded by the Coalition for the Years Ended June 30, 2022 and 2021 was $9,383 and $8,282, respectively.

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NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES, (continued)

Income taxes

The Coalition has been notified by the Internal Revenue Service that it is exempt from federal income tax under Section 501(c) (3) of the Internal Revenue Code. The Coalition is further classified as an organization that is not a private foundation under Section 509(a)(3) of the Code. The most significant tax positions of the Coalition are its assertion that it is exempt from income taxes and its determination of whether any amounts are subject to unrelated business tax (UBIT). The Coalition follows the guidance of Accounting Standards Codification (ASC) 740, Accounting for Income Taxes, related to uncertain income taxes, which prescribes a threshold of more likely than not for recognition of tax positions taken or expected to be taken in a tax return.

Cash and Cash Equivalents

For purposes of the statements of cash flows, the Coalition considers all highly liquid investments (short-term investments such as certificates of deposits and money market accounts) with an initial maturity of three months or less to be cash equivalents. The following table provides a reconciliation of cash and cash equivalents reported within the statement of financial position to the sum of the corresponding amounts within the statement of cash flows as of June 30:

	2022	2021
Cash and Cash Equivalents	$360,445	$184,123
Restricted Cash and Cash Equivalents	104,331	133,856
Total	$464,776	$317,979

Certificates of Deposit

Certificates of deposit are reported on the accompanying statement of financial position. The certificates bear interest ranging from 1.00% to 2.27% as of June 30, 2022. Maturities range from two to three and a half years.

Segregation of Accounts

Under Title 1, New Hampshire, The State and Its Government, Chapter 15 Lobbyist Section 15:1-a, the Coalition is required to physically and financially separate state funds from any non-state funds that may be used for the purposes of lobbying or attempting to influence legislation, participate in political activity, or contribute funds to any entity engaged in these activities. The Coalition has established and maintains a separate bank account for this purpose. The account balances were $23,455 and $16,022 at June 30, 2022 and 2021, respectively.

Concentration of Credit Risk

The Coalition maintains cash balances in accounts at two local banks. These accounts are insured by the Federal Deposit Insurance Corporation up to $250,000. At various times throughout the year, the Coalition may have cash balances at the financial institution that exceeds the insured amount. Management does not believe this concentration of cash results in a high level of risk for the Coalition. At June 30, 2022 and 2021 the Coalition had uninsured cash balances of $134,613 and $92,848, respectively.

Advertising Costs

The Coalition follows the policy of charging the production costs of advertising to expense as incurred. Advertising expense at June 30, 2022 and 2021 was $1,756 and $3,144 respectively.

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NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES, (continued)

Comparative Financial Information

The financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Coalition's financial statements for the year ended June 30, 2021, from which the summarized information was derived.

Financial Instruments

The carrying value of cash and cash equivalents, certificates of deposit, grants receivable, prepaid expenses, accounts payable and accrued expenses are stated at carrying cost at June 30, 2022 and 2021, which approximates fair value due to the relatively short maturity of these instruments. Other financial instruments held at year-end are investments, which are stated at fair value.

Reclassifications

Certain financial statement and note information from the prior year financial statements has been reclassified to conform with current year presentation format.

Subsequent Event

Management has evaluated subsequent events through October 5, 2022, the date on which the financial statements were available to be issued to determine if any are of such significance to require disclosure. It has been determined that no other subsequent events matching this criterion occurred during this period.

Newly Adopted Accounting Pronouncements

In the year ended June 30, 2021 the Coalition adopted Financial Accounting Standards Board Accounting Standards Update (ASU) 2018-08, Not-for-Profit Entities (Topic 958)—Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made. The FASB issued this ASU to clarify and improve the scope and the accounting guidance for contributions received and contributions made. The amendments in this ASU should assist entities in (1) evaluating whether transactions should be accounted for as contributions (nonreciprocal transactions) within the scope of Topic 958, Not-for-Profit Entities, or as exchange (reciprocal) transactions subject to other guidance and (2) determining whether a contribution is conditional. Analysis of the provision of these standards resulted in no significant changes in the way the Coalition recognizes revenue and, therefore, no changes to the previously issued audited financial statements (presented in these financial statements as comparative financial information) were required on a retrospective basis. The adoption of this ASU did not have a significant impact on the financial statements.

In the year ended June 30, 2021 the Coalition adopted Financial Accounting Standards Board Accounting Standards Update (ASU) 2014-09, Revenue Recognition (Topic 606)—Revenue from Contracts with Customers. This ASU introduces a new five-step revenue recognition model in which an entity should recognize revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services. Analysis of the provision of these standards resulted in no significant changes in the way the Coalition recognizes revenue and, therefore, no changes to the previously issued audited financial statements (presented in these financial statements as comparative financial information) were required on a retrospective basis. The adoption of this ASU did not have a significant impact on the financial statements.

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NOTE A-NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES, (continued)

Recent Accounting Pronouncements

In February, 2016, the FASB issued ASU 2016-02, Leases (Topic 842). Under the new guidance, a lessee will be required to recognize assets and liabilities for leases with lease terms of more than twelve months. Consistent with current GAAP, the recognition, measurement, and presentation of expenses and cash flows arising from a lease by a lessee primarily will depend on its classification as a finance or operating lease. However, unlike current GAAP—which requires only capital leases to be recognized on the statement of financial position—the new ASU will require both types of leases to be recognized on the statement of financial position. This standard is effective for annual reporting periods beginning after December 15, 2021.

NOTE B – NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions consist of funds received by the Coalition, restricted as to use or time. The restrictions are considered to expire when payments are made. As of June 30, 2022 and 2021 respectively, the net assets with donor restrictions are available for the following purpose:

	2022	2021
Operations Support	$ -	$ 20,000
Coalition Services	-	20,000
Technology Improvement	19,225	29,751
Human Trafficking Services	55,575	40,574
Economic Support to Survivors	29,531	23,531
Total	$ 104,331	$ 133,856

Net assets in the amount of $111,525 and $80,681 were released from donor restrictions by incurring expenses satisfying the restricted purpose during the years ended June 30, 2022 and 2021, respectively.

NOTE C – DESCRIPTION OF LEASING ARRANGEMENTS

The Coalition presently leases office equipment under short-term operating lease agreements.

The Coalition entered a ten-year lease agreement for office space and parking spaces on March 1, 2018, expiring in 2028. Initial annual rent was $74,556 with 4% annual escalations each year on the anniversary of the lease term. Annual parking was $7,800 with no more than 2% annual increases. The future minimum lease payments on this agreement as of June 30 are:

2023	$ 103,011
2024	106,546
2025	110,223
2026	114,047
2027	66,092
Total	$ 499,919

Rent expense related to the lease was $91,811 and $88,542 for the years ended June 30, 2022 and 2021 respectively. Rent paid for parking spaces totaled $7,800 during the years ended June 30, 2022 and 2021, respectively, and are included in parking expense on the statement of functional expenses.

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NOTE D – PENSION PLAN

The Coalition has a 403(b) savings plan for the benefit of its employees. The plan covers substantially all employees after one year of service. During their budgeting process, the Board of Directors determines the amount to be contributed annually. Employer contributions for the Years Ended June 30, 2022 and 2021 totaled $27,848 and $23,089, respectively.

NOTE E – FAIR VALUE MEASUREMENTS

In accordance with FASB ASC 820, *Fair Value Measurements and Disclosures*, the Coalition is required to disclose certain information about its financial assets and liabilities. Fair values of assets measured on a recurring basis at June 30 were as follows:

		Quoted Prices In Active Markets For Identical Assets
2022	Fair Value	(Level 1)
Investments	$ 392,595	$ 392,595
Certificates of Deposit	171,136	171,136
	$ 563,731	$ 563,731
2021		
Investments	$ 454,367	$ 454,367
Certificates of Deposit	294,119	294,119
	$ 748,486	$ 748,486

Fair values for investments were determined by reference to quoted market prices and other relevant information generated by market transactions.

NOTE F – BOARD DESIGNATED NET ASSETS

The Coalition has net assets designated for various future needs. These funds are comprised of the following as of June 30:

	2022	2021
Fund for Grace	$ 59,932	$ 56,918
Operating Reserve	148,665	148,665
	$ 208,597	$ 205,583

NOTE G – LIQUIDITY & AVAILABILITY OF FINANCIAL ASSETS

The Coalition has a policy to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due. The Coalition's primary source of support is grants. That support is held for the purpose of supporting the Coalition's budget. The Coalition had the following financial assets that could be readily made available within one year to fund expenses without limitations:

	2022	2021
Cash and Cash Equivalents	$ 464,776	$ 317,979
Certificates of deposit, short-term	-	226,062
Grants Receivable, net of Grants Payable	530,596	395,979
Less Amounts:		
With Donor Imposed Restriction	(104,331)	(133,856)
	$ 896,041	$ 806,164

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NOTE H – INVESTMENTS

Investments are presented in the financial statements at fair-market value. Investments at June 30, 2022 and 2021 are composed of the following:

	2022		2021	
	Cost	Market	Cost	Market
Equity Mutual Funds	$ 52,185	$ 58,471	$ 84,225	$ 112,698
Mutual Funds	135,292	123,730	135,363	134,725
Money Market	32,037	32,037	22,559	22,559
Exchange traded funds	170,824	178,357	125,635	184,385
Total	$ 390,338	$ 392,595	$ 367,782	$ 454,367

FASB Accounting Standards Codification Topic 820-10 *Fair Value Measurements* defines fair value, requires expanded disclosures about fair value measurements, and establishes a three-level hierarchy for fair value measurements based on the observable inputs to the valuation of an asset or liability at the measurement date. Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. It prioritizes the inputs to the valuation techniques used to measure fair value by giving the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurement) and the lowest priority to measurements involving significant unobservable inputs (Level 3 measurement).

Under Topic 820-10, the three levels of the fair value hierarchy are as follows:

> Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities that the Coalition has the ability to access at the measurement date.
> Level 2 inputs are inputs other than quoted prices included in Level 1 that are either directly or indirectly observable for the assets or liabilities.
> Level 3 inputs are unobservable inputs for the assets or liabilities.

The level in the fair value hierarchy within which a fair measurement in its entirety falls is based on the lowest level input that is significant to the fair value measurement in its entirety.

All investments are measured at Level 1. Inputs to the valuation methodology are unadjusted quoted prices for identical assets in active markets.

The individual investments contain net assets without donor restrictions. Investments in marketable equity securities and marketable debt securities are carried at fair market value determined by "quoted market prices" per unit (share) as of the statement of financial position date. All other investments are stated at cost. Donated investments are recorded at the mean of the high and low price as of the date of receipt. Gains and losses on investments are reported as increases or decreases in net assets without donor restrictions, unless their use is restricted by explicit donor stipulation or by law.

Spending Policy

Each fiscal year the Coalition is authorized to withdraw up to 5% of the total market value of the total portfolio of the Fund. The amount available to be withdrawn in a fiscal year will be up to 5% of the Fund market value as of the last business day of the fiscal third quarter of the preceding fiscal year. Only with the approval of a majority vote of the Board of Directors, present at a meeting duly called for such purpose, may the Coalition exceed the 5% spending cap.

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NOTE H – INVESTMENTS, (continued)

Investment Return Objectives, Risk Parameters and Strategies

The Coalition Board of Directors is responsible for developing policies that govern investment of the assets of the Coalition. The purpose of the following Investment Policy, which is to be reviewed annually by the Finance Committee of the Coalition are to:

Establish the investment objectives, policies, guidelines and eligible securities relating to investments owned or controlled by the Coalition through a third-party investment advisor.

Identify the criteria against which the investment performance of the Coalition's investments will be measured.

Communicate the objectives to the Board of Directors, investment managers and funding sources that may have involvement.

Serve as a review document to guide the ongoing oversight of the management of the Coalition's investments.

NOTE I – LINE OF CREDIT

The Coalition has a one-year $150,000 revolving line of credit agreement with Merrimack County Savings Bank. The credit line matures on May 20, 2023 and automatically renews annually. Interest is stated at the Wall Street Journal prime rate plus .5%, which resulted in interest rates of 5.25% and 3.75% as of June 30, 2022 and 2021, respectively. The line of credit is secured by all business assets. There were no borrowings against the line as of June 30, 2022 and 2021.

NOTE J – SBA PAYROLL PROTECTION PROGRAM LOAN

On April 23, 2020 the Coalition received approval of a loan from The U.S. Small Business Administration as part of the Paycheck Protection Program in the amount of $175,000. This loan called for interest fixed at 1%. No payments were required for six months from the date of the loan. This note was to mature two years from the date of first disbursement of the loan.

The loan was forgiven in full under the provisions of Section 1106 of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) (P.L. 116-136) on February 26, 2021. The revenue is included in grant revenue in the statement of activities and changes in net assets for the year ended June 30, 2021.

NOTE K – RISKS AND UNCERTAINTIES – COVID-19

As a result of the spread of the COVID-19 coronavirus, economic uncertainties have arisen which may negatively impact future financial performance. The potential impact of these uncertainties is unknown and cannot be estimated at the present time.

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ROWLEY & ASSOCIATES, P.C.

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MEMBER
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CERTIFIED PUBLIC ACCOUNTANTS

MEMBER OF THE PRIVATE
COMPANIES PRACTICE SECTION

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Directors
New Hampshire Coalition
Against Domestic and Sexual Violence
Concord, New Hampshire

We have audited, in accordance with the 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, the financial statements of New Hampshire Coalition Against Domestic and Sexual Violence (a nonprofit organization), which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 5, 2022.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered New Hampshire Coalition Against Domestic and Sexual Violence'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 New Hampshire Coalition Against Domestic and Sexual Violence's internal control. Accordingly, we do not express an opinion on the effectiveness of New Hampshire Coalition Against Domestic and Sexual Violence'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.

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As part of obtaining reasonable assurance about whether New Hampshire Coalition Against Domestic and Sexual Violence's 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 organization'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 organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Rowley & Associates, P.C.

Rowley & Associates, P.C.
Concord, New Hampshire
October 5, 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
New Hampshire Coalition
Against Domestic and Sexual Violence
Concord, New Hampshire

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited New Hampshire Coalition Against Domestic and Sexual Violence's compliance with the types of compliance requirements identified as subject to audit in the OMB Compliance Supplement that could have a direct and material effect on each of New Hampshire Coalition Against Domestic and Sexual Violence's major federal programs for the year ended June 30, 2022. New Hampshire Coalition Against Domestic and Sexual Violence'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, New Hampshire Coalition Against Domestic and Sexual Violence 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 June 30, 2022.

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; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; 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 New Hampshire Coalition Against Domestic and Sexual Violence and to meet our other ethical responsibilities, in accordance with 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 New Hampshire Coalition Against Domestic and Sexual Violence's compliance with the compliance requirements referred to above.

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 New Hampshire Coalition Against Domestic and Sexual Violence'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 New Hampshire Coalition Against Domestic and Sexual Violence'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 generally accepted auditing standards, *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 New Hampshire Coalition Against Domestic and Sexual Violence's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *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 New Hampshire Coalition Against Domestic and Sexual Violence'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 New Hampshire Coalition Against Domestic and Sexual Violence's 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 New Hampshire Coalition Against Domestic and Sexual Violence'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 in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not 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.

Rowley & Associates, PC

Rowley & Associates, P.C.
Concord, New Hampshire
October 5, 2022

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New Hampshire Coalition Against Domestic and Sexual Violence
Schedule of Findings and Question Costs
Year Ended June 30, 2022

SECTION I – SUMMARY OF AUDITOR'S RESULTS

1. The auditor's report expresses an unmodified opinion on the financial statements of the New Hampshire Coalition Against Domestic and Sexual Violence.

2. No reportable conditions relating to the audit of the financial statements are reported in the Independent Auditor's Report. No material weaknesses are reported.

3. No instances of noncompliance material to the financial statements of New Hampshire Coalition Against Domestic and Sexual Violence, which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.

4. No significant deficiencies in internal control over major federal award programs are reported in the Independent Auditor's Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance. No Material weaknesses are reported.

5. The auditor's report on compliance for the major federal award programs for New Hampshire Coalition Against Domestic and Sexual Violence expresses an unmodified opinion on all major federal programs.

6. Audit findings that are required to be reported in accordance with 2 CFR section 200.516(a) are reported in this Schedule.

7. The programs tested as a major program were:

Victims of Crime Act	16.575
Family Violence Prevention Service Act	93.671

8. The threshold for distinguishing Types A and B Programs was: $750,000.

9. The New Hampshire Coalition Against Domestic and Sexual Violence was determined to be a low-risk auditee.

SECTION II – FINDINGS: FINANCIAL STATEMENT AUDIT

No matters were reported.

SECTION III – FINDINGS AND QUESTIONED COSTS: FEDERAL AWARD PROGRAMS AUDIT

No matters were reported.

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New Hampshire Coalition Against Domestic and Sexual Violence
Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2022

Program Title	Federal CFDA/ Assistance Listing Number	Pass-Through Entity Identifying Number	Passed Through to Subrecipients	Federal Expenditures
U.S. Department of Housing and Urban Development:				
Pass-Through Programs from State of NH Department of HHS:				
Emergency Solutions Grant Program	14.231		$ 528,400	$ 528,400
Continuum of Care Program	14.267	102-500731	224,154	235,447
TOTAL U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT			752,554	763,847
U.S. Department of Justice:				
Direct Program - Violence Against Women Act of 2000	16.556		-	257,837
Pass-Through Programs from State of NH Department of Justice:				
VAWA, SASP	16.017	2021SASP01	373,856	373,856
OVC Human Trafficking	16.320		-	116,289
VOCA, Data Projects Coordinator	16.575		-	24,137
VOCA, Competitive	16.575	2022VOC72	231,088	244,488
VOCA, PMC Subcontracts	16.575	2022VOC31	3,239,899	3,717,342
Subtotal			3,470,987	3,985,967
VAWA, STOP	16.588	2022VAW16	-	158,854
Total Pass-Through Programs			3,844,843	4,634,966
TOTAL U.S. DEPARTMENT OF JUSTICE			3,844,843	4,892,803
U.S. Department of Health and Human Services:				
Direct Program - Family Violence Prevention Services Act	93.591		-	359,838
Direct Program - Family Violence Prevention Services Act - Covid-19	93.591		-	7,793
Subtotal			-	367,631
Pass-Through Programs from State of NH Department of HHS:				
Sexual Violence Prevention	93.136	102-500731	219,735	310,170
Family Violence Prevention Services Act	93.671	155510 B001	1,102,895	1,182,781
Family Violence Prevention Services Act - Covid-19	93.671	155510 B001	23,458	23,458
Subtotal			1,126,353	1,206,239
Total Pass-Through Programs			1,346,088	1,516,409
TOTAL U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES			1,346,088	1,884,040
Corporation for National & Community Services:				
Pass-Through from Volunteer NH!				
AmeriCorps Victim Assist Program	94.006		-	229,691
TOTAL EXPENDITURES OF FEDERAL AWARDS			$ 5,943,485	$ 7,770,381

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NOTE A – BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of New Hampshire Coalition Against Domestic and Sexual Violence under programs of the federal government for the year ended June 30, 2022. 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 for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of New Hampshire Coalition Against Domestic and Sexual Violence, it is not intended to and does not present the financial position, changes in net assets, or cash flows of New Hampshire Coalition Against Domestic and Sexual Violence

NOTE B – 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, *Cost Principles for Non-profit Organizations*, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

2. Pass-through entity identifying numbers are presented where available.

NOTE C – SUBRECIPIENTS

The New Hampshire Coalition Against Domestic and Sexual Violence provide federal awards to subrecipients as follows:

Program Title	Federal CFDA/ Assistance Listing #	Amount Provided
Emergency Solutions Grant Program	14.231	$ 528,400
Rapid Re-Housing Program	14.267	224,154
Sexual Assault Services Program	16.017	373,856
Victims of Crime Act	16.575	3,470,987
Sexual Violence Prevention	93.136	219,735
Family Violence Prevention Services Act	93.671	1,126,353
		$ 5,943,485

NOTE D – INDIRECT COST RATE

The New Hampshire Coalition Against Domestic and Sexual Violence has not elected to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.

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the coalition AGAINST DOMESTIC & SEXUAL VIOLENCE

Board of Directors

Chairperson
Suzanne Carmichael
Mentor Program Coordinator, John Stark Regional High School

Vice Chair
Tina Smith
Nurse, Concord Pediatrics

Treasurer
Susan Nooney
Accountant, Susan Nooney CPA

Clerk
Hilary Holmes Rheaume
Associate, Bernstein, Shur, Sawyer & Nelson, P.A.

Ally Goddard Richardson
Managing Director, Dartmouth College

Brian Harlow
Community Activist

Carlos Jauhola-Straight
Pastor, First Congregational Church of Pelham

Deb Haynes-Kenney
Executive Director, Response

John Gasaway
Prosecutor, State of NH, Department of Safety

Julia Williams
Director, Mass General Brigham

Michael Hauptly-Pierce
Commercial Water Specialist, Secondwind Water Systems, Inc.

Sarah Gagnon
VP of Clinical Operations, Riverbend Community Mental Health

Shauna Foster
Executive Director, New Beginnings

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PAMELA ENGLISH

EMPLOYMENT

New Hampshire Coalition Against Domestic and Sexual Violence, Concord, NH

Administrative and Finance Director, 2006 - Present

- Continued all duties of Business and Grants Manager, including all Financial Management of the NHCADSV.
- Assist with grant writing.
- Administration management including maintaining insurance coverage for organization and employees and administering employee benefits.
- Management of information technology systems.
- Facilities Manager for building at 4 South State Street, Concord.

Business and Grants Manager, 1995 - 2006

- Maintain all financial records, including payroll and employee benefits.
- Manage state and federal funding programs and provide technical assistance to subcontractors.
- Managed conversion to new computerized Fund Accounting system.
- Hire and manage Bookkeeper and Office Coordinator.
- Act as Facilities Manager for building at 4 South State Street, Concord.

Administrative Assistant, 1993 - 1995

- Assisted two Co-Directors and a trainer with their administrative needs.
- Responsible for coordination and management of office.
- Maintain accurate financial records using full charge computerized bookkeeping system.
- Insured compliance with all state and federal reporting requirements, including 941, state UC, W-2, 1099.

Self Employed Child care provider and Nanny, Concord, NH, 1988 - 1993

Law Offices, Concord, NH, 1985 - 1988

Legal Secretary

- Daniel D. Crean, Esq. and Charles H. Morang, Esq., Municipal and Business Law Practices
- Robert K. Mekeel, Esq. Labor, Criminal, Worker's Comp. and General Law Practice

COMPUTER EXPERIENCE AND SKILLS

- Fund Accounting Software
  Spreadsheets
  Microsoft Office Word and Excel
  Outlook and Outlook Express

- Effective supervisory management
  Excellent organizational skills
  Detail oriented
  Ability to manage multiple, simultaneous deadlines
  Working knowledge of federal and state grant compliance requirements
  Working knowledge of computer management
  Computerized accounting management
  Experience and knowledge of New Hampshire employment law

EDUCATION

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- **NH Technical Institute, Concord, NH**
  Selected Accounting and Management Courses
- **Merritt Davis Business College, Eugene, OR**
  Legal Secretarial Degree II

COMMUNITY ACTIVITIES

2002-Present	Northwood Elementary School PTA, President for 2003/2005 school years
1990-2002	Dewey/Kimball School PTA
1983-1984	President, Merrimack County Legal Secretaries Association

REFERENCES

Available upon request.

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Joi Smith

SKILLS SUMMARY:

Highly creative and enthusiastic community builder
Excellent communication and organizational skills
Aptitude for technology and innovation
Activist and passionate participant in the arts community

EMPLOYMENT HISTORY:

NH Coalition Against Domestic & Sexual Violence – ***Program Director*** **August 2020 – Present**
Concord, NH
Provide leadership and oversight in the development and administration of member services, training, and technical assistance, statewide programs, and other special projects of the NHCADSV in line with its mission, strategic plan, and community needs. Recruit, train and supervise program staff, as they implement and sustain initiatives of the NHCADSV. Oversee training and technical assistance efforts of the NHCADSV. Develop and implement evaluation tools for statewide programs and special projects. Provide high-level management and support to the AmeriCorps Victim Assistance Program (AVAP.) Assist with grant writing in response to federal, state, and private funding opportunities. Serve as liaison to the NHCADSV's 12 member programs by identifying needed resources and training to improve direct service delivery. Serve on statewide committees to assist in developing state protocols and improving multi-disciplinary response to domestic violence, sexual violence, stalking, and human trafficking.

HAVEN – ***Manager of Client Services*** **July 2015 – August 2020**
Portsmouth, NH
Managed HAVEN's domestic and sexual violence client services program and supervised direct service staff. Served as the Agency's AmeriCorps Victim Assistance Program Advocate Coordinator and Internship Coordinator. Developed, organized, and facilitated in-service and ongoing training programs for all direct service staff, interns, and volunteers. Developed and maintained an ongoing effective client services program using best practices for survivors of domestic and sexual violence through a 24 - hour hotline, office walk-ins, and accompaniments to hospitals, police stations, courts, and child advocacy centers. Engaged and maintained collaborative relationships with victim service community partners at the local and state levels.

Sexual Assault Support Services (SASS) **September 2011 – July 2015**
Volunteer Advocate (Sept. 2011 – July 2012) | Night Supervisor (July 2012- Sept.2013) | Client Services Coordinator (Sept. 2013 – July 2015)
Portsmouth, NH
Provided supportive services and referrals to victims and survivors of sexual violence through the 24 - hour hotline, hospital and police accompaniments, and peer support groups. Scheduled and coordinated SASS's 24-hour services coverage. Provided supervision to direct service staff and volunteer advocates. Developed and implemented training and programming for trauma-informed sexual assault/abuse support services.

COMMITTEES & TASK FORCES:

NH Attorney General's Task Force on Child Abuse & Neglect	*2020 - Present*
NH Campus Consortium Against Sexual and Interpersonal Violence	*2020 - Present*
NH Child Fatality Review Committee	*2020 - Present*
NH Human Trafficking Collaborative Task Force	*2017 - Present*
NH Incapacitated & Vulnerable Adult Fatality Review Committee	*2020 - Present*
NH Lethality Assessment Program (LAP) Steering Committee	*2018 - Present*
NH Sexual Assault & Sexual Assault Nurse Examiner (SANE) Advisory Board	*2017 - Present*
NH Task Force on Sexual Misconduct at Institutions of Higher Education	*2020 - Present*
NH Wellness & Primary Prevention Council	*2020- 2022*
Child Advocacy Center of Rockingham County MDT Advisory Board	*2019 - 2020*
Strafford County Child Advocacy Center Advisory Board	*2017 - 2020*
Strafford County Sexual Assault Resource Team (SART)	*2016 - 2020*
Rockingham County Sexual Assault Resource Team (SART)	*2015 - 2020*

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Joi Smith

OTHER RELATED EXPERIENCE:

Back Alley Productions - ***Founder/Director/Producer*** **2008 - Present**
A cutting-edge, independent theater company focused on executing a clear, strong vision for quality theater programs, and maintaining inclusivity, integrity, and respect for all involved with each production.

Players' Ring Board of Directors - ***Board Member/Producer Liaison/Marketing Chair*** **2013 – 2019**
Portsmouth, NH
A non-profit, groundbreaking, black box theater whose mission is to provide an environment where artists can thrive, grow, take risks and make daring choices. Responsible for training, coordinating, scheduling, supporting, and mentoring more than 25 production companies throughout the season, as well as planning and executing any fundraising efforts and events for the theater. Manage and develop content for marketing, social media, and bi-weekly newsletters promoting each production and event. Organize and facilitate community volunteer projects aimed at improving the theater space.

V-Day Portsmouth NH/V-Day Rochester NH/One Billion Rising - ***Organizer/Producer/Director*** **2001-2015**
Organized, produced, and directed a yearly theatrical event focused on raising awareness and funds to end violence against women. Organized all aspects of these events, from casting and staging, fundraising and securing donations, and creating marketing content for the promotion of the events. Fostered collaboration with local beneficiaries and other community V-Day organizers to cross-promote causes and events and ensure consistent messaging. Completing required reports and reconciled budgets at the end of each event.

ADDITIONAL SKILLS:

Training & Group Facilitation: Experienced in developing and facilitating ongoing required training for staff, and community partner professionals, and developing and facilitating survivor support groups.
Technology: Proficient in both MAC and PC platforms. Expertise in Microsoft Office programs & Office 365, Adobe Acrobat, Adobe Photoshop, QuickBooks, and online project management and file share systems such as Freedcamp, Basecamp, and Dropbox, as well as Google docs.
Marketing: Additional expertise & aptitude for website design, social media management, and email marketing. Skilled at copywriting, editing, and basic graphic design.

AWARDS & HONORS:

2019 Everyday Hero Award
Granite State Children's Alliance & the Stafford County Child Advocacy Center
2015 Champion for Children
The Child Advocacy Center of Rockingham County
2014 Saving Lives & Creating Futures Award
A Safe Place Portsmouth, NH

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CONTRACTOR NAME: NH Coalition Against Domestic and Sexual Violence

Key Personnel

Name	Job Title	Salary	% Paid from this Contract	Amount Paid from this Contract
Joi Smith	Program Director	n/a	none	none
Pamela English	Administrative & Finance Director	n/a	None	none

15 mac

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

Families in Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154987 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157465 - B001	Nashua NH	$186,836	$140,700	$327,536	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,522	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,682	$296,882	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

Salvation Army Carey House, Laconia	**177627 - B001**	**Laconia NH**	**$200,062**	**$244,696**	**$444,758**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Salvation Army McKenna House, Concord, Eastern Territory	**177627 - B003**	**Concord NH**	**$312,915**	**$256,930**	**$569,845**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Seacoast Family Promise	**TBD**	**Exeter NH**	**$94,661**	**$85,644**	**$180,305**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	**177511 - R001**	**Keene NH**	**$527,563**	**$464,922**	**$992,485**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
The Front Door Agency	**156244 - B001**	**Nashua NH**	**$287,991**	**$269,166**	**$557,157**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
The Way Home, Inc.	**166673 - B001**	**Manchester NH**	**$140,656**	**$116,230**	**$256,886**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Tri-County CAP, Inc.	**177195 - B009**	**Berlin NH**	**$126,299**	**$79,526**	**$205,825**	**O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	$6,882,604	$5,665,716	$12,548,320	

Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program .to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652 Vendor # 1652 Vendor # 1652

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500732	Contracts for Program Services	TBD	$0	$61,174	$61,174
2023	102/500733	Contracts for Program Services	TBD	$0	$61,174	$61,174
		Sub Total		$142,620	$122,348	$264,968

Community Action Partnership of Strafford County — Vendor # 1772 Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 1772 Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 2671 Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500732	Contracts for Program Services	TBD	$0	$58,618	$58,618
2023	102/500733	Contracts for Program Services	TBD	$0	$58,618	$58,618
		Sub Total		$68,709	$117,236	$185,945

Cross Roads House — Vendor # 1665 Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500732	Contracts for Program Services	TBD	$0	$311,987	$311,987
2023	102/500733	Contracts for Program Services	TBD	$0	$311,987	$311,987

		Sub Total		$766,784	$623,974	$1,390,758

FITNHNH, Inc. Vendor # 1577 Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500732	Contracts for Program Services	TBD	$0	$642,327	$642,327
2023	102/500733	Contracts for Program Services	TBD	$0	$642,327	$642,327
		Sub Total		$1,658,284	$1,284,654	$2,942,938

Friends Program Vendor # 1549 Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$174,710	$0	$174,710

Helping Hands Outreach Center Vendor # 174226 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500732	Contracts for Program Services	TBD	$0	$97,878	$97,878
2023	102/500733	Contracts for Program Services	TBD	$0	$97,878	$97,878
		Sub Total		$209,516	$195,756	$405,272

Hundred Nights, Inc Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500732	Contracts for Program Services	TBD	$0	$107,055	$107,055
2023	102/500733	Contracts for Program Services	TBD	$0	$107,055	$107,055
		Sub Total		$220,854	$214,110	$434,964

Lakes Region Community Developers Vendor # 156571 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500732	Contracts for Program Services	TBD	$0	$58,115	$58,115
2023	102/500733	Contracts for Program Services	TBD	$0	$58,115	$58,115
		Sub Total		$88,761	$116,230	$204,991

Marquerites Place Vendor # 157465 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500732	Contracts for Program Services	TBD	$0	$70,350	$70,350
2023	102/500733	Contracts for Program Services	TBD	$0	$70,350	$70,350
		Sub Total		$186,836	$140,700	$327,536

My Friend's Place — Vendor # 156274 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500732	Contracts for Program Services	TBD	$0	$64,233	$64,233
2023	102/500733	Contracts for Program Services	TBD	$0	$64,233	$64,233
		Sub Total		$177,231	$128,466	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500732	Contracts for Program Services	TBD	$0	$91,761	$91,761
2023	102/500733	Contracts for Program Services	TBD	$0	$91,761	$91,761
		Sub Total		$284,806	$183,522	$468,328

New Generation — Vendor # 1772 Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500732	Contracts for Program Services	TBD	$0	$67,291	$67,291
2023	102/500733	Contracts for Program Services	TBD	$0	$67,291	$67,291
		Sub Total		$162,400	$134,582	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500732	Contracts for Program Services	TBD	$0	$443,512	$443,512
2023	102/500733	Contracts for Program Services	TBD	$0	$443,512	$443,512
		Sub Total		$791,802	$887,024	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500732	Contracts for Program Services	TBD	$0	$122,348	$122,348
2023	102/500733	Contracts for Program Services	TBD	$0	$122,348	$122,348
		Sub Total		$200,062	$244,696	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500732	Contracts for Program Services	TBD	$0	$128,465	$128,465
2023	102/500733	Contracts for Program Services	TBD	$0	$128,465	$128,465
		Sub Total		$312,915	$256,930	$569,845

Seacoast Family Promise — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500732	Contracts for Program Services	TBD	$0	$42,822	$42,822
2023	102/500733	Contracts for Program Services	TBD	$0	$42,822	$42,822
		Sub Total		$94,661	$85,644	$180,305

Southern NH Services — Vendor # 177198 - B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500732	Contracts for Program Services	TBD	$0	$232,461	$232,461
2023	102/500733	Contracts for Program Services	TBD	$0	$232,461	$232,461
		Sub Total		$527,563	$464,922	$992,485

The Front Door Agency — Vendor # 156244 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500732	Contracts for Program Services	TBD	$0	$134,583	$134,583
2023	102/500733	Contracts for Program Services	TBD	$0	$134,583	$134,583
		Sub Total		$287,991	$269,166	$557,157

The Way Home, Inc — Vendor # 166673 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500732	Contracts for Program Services	TBD	$0	$58,115	$58,115
2023	102/500733	Contracts for Program Services	TBD	$0	$58,115	$58,115
		Sub Total		$140,656	$116,230	$256,886

Tri-County CAP, Inc — Vendor # 177195 - B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500732	Contracts for Program Services	TBD	$0	$39,763	$39,763
2023	102/500733	Contracts for Program Services	TBD	$0	$39,763	$39,763
		Sub Total		$126,299	$79,526	$205,825

Waypoint — Vendor # 177166 - B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Current Modified Budget	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$252,556	$0	$252,556

Overall Total	$6,882,604	$5,665,716	$12,548,320

State of New Hampshire
Department of Health and Human Services
Amendment #2

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and New Hampshire Coalition Against Domestic and Sexual Violence ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, the Contract may be amended and extended 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 and increase the price limitation 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:

   $1,678,826

3. Modify Exhibit A, Scope of Services, Section 2, Scope of Services, to read:

   2. Scope of Services

   2.1. The Contractor shall provide emergency shelter services to individuals and families who are homeless statewide that include but are not limited to:

   2.1.1. Ensuring temporary shelter (non-permanent shelter) is designed to meet the basic needs of individuals and families who have no other housing options and who would otherwise be without a place to sleep.

   2.1.2. Ensuring basic needs of each individual are met that at a minimum include a safe, protective, and sanitary environment on a short-term emergency or transitional basis, as described in RSA 126-A:26.

   2.1.3. Operating a facility in accordance with Exhibit C, Section 15, Operation of Facilities: Compliance with Laws and Regulations that includes, but is not limited to:

   2.1.3.1. Building maintenance and repair.

   2.1.3.2. Security systems.

   2.1.3.3. Heating and possible cooling equipment.

   2.1.3.4. Property and business insurance.

   2.1.3.5. Utilities and furnishings.

   2.1.3.6. Amenities, including bathrooms.

   2.2. The Contractor shall assist individuals and families who are homeless with accessing and applying for services that lead to permanent housing by providing Case

Management Services that include, but are not limited to:

2.2.1. Assessing individual and family needs for well-being and obtaining housing.

2.2.2. Developing individualized plans with the types of services and assistance programs to meet individual and family and needs.

2.2.3. Assisting individuals and families with accessing emergency shelter.

2.2.4. Assisting individuals and families with applying for and accessing permanent housing.

2.2.5. Assisting individuals and families with applying for mainstream benefits, including, but not limited to, SSI, TANF, SNAP, Medicaid, Veteran and other State or Federal benefits.

2.2.6. Assisting individuals and families with accessing community providers and supports, that may include, but are not limited to, mental health services, substance use treatment, medical care, employment services, veterans benefits, financial and food assistance, and education supports.

2.3. The Contractor shall comply with program requirements that include, but are not limited to:

2.3.1. Following best practices in providing emergency shelter services in accordance with the National Alliance to End Homelessness, "The Five Keys to Effective Emergency Shelter" that include:

2.3.1.1. Housing First Approach;

2.3.1.2. Safe and appropriate diversion;

2.3.1.3. Immediate and low-barrier access;

2.3.1.4. Housing-focused, rapid exit services; and

2.3.1.5. Data to measure performance.

2.3.2. Participating in Coordinated Entry as required by the State, a centralized or coordinated process designed to get people in permanent support housing, in accordance with the NH BOS CES Policy Manual adopted op January 23, 2018, that is herein incorporated by reference and as amended.

2.3.3. Accepting homeless and at risk of homelessness individuals and families regardless of their sobriety and other conditions, which may include but are not limited to mental health services; medication stability; sexual orientation; vulnerability to illness; vulnerability to victimization; vulnerability to physical assault; racial equality; marital status; or ability to pay program fee, in accordance with federal Housing Urban Development (HUD) guidance for low threshold eligibility programs.

2.3.4. The Contractor shall ensure all programs are licensed to provide client level data into the New Hampshire Homeless Management Information System (NH HMIS), unless prohibited by law as described in 2.3.5. Programs shall follow NH HMIS policy, including specific information required for data entry, accuracy of data entered, and time required for data entry.

2.3.5. The Contractor shall ensure sufficient licensed staff to provide client level data into the New Hampshire Homeless Management Information System (NH HMIS) or into a Comparable Database, as detailed by The National Network to End Domestic Violence (NNEDV), which complies with the NH HMIS requirements and policies.

2.3.6. The Contractor shall enter client information into the Comparable Database, and provide aggregate data to the CoC.

2.3.7. The Contractor shall follow NH HMIS policy relative to information required for data entry, accuracy of data entered, and time required for data entry. Refer to Exhibit K for Information Security Requirements and Exhibit I for Privacy Requirements.

2.3.8. The Contractor shall ensure the Comparable Databases must have the following characteristics:

2.3.8.1. The victim service provider must control who can access and see client information.

2.3.8.2. Access to the database is carefully controlled by the victim service provider.

2.3.8.3. Meets the standards for security, data quality, and privacy of the HMIS within the CoC. The Comparable Database may use more stringent standards than the CoC.

2.3.8.4. Must comply with all HUD-related technical specifications and data fields listed in HMIS.

2.3.8.5. Be programmed to collect data with the most up-to-date HMIS Data Standards.

2.3.8.6. Have the functionality necessary to de-duplicate client records within each system in order to provide an aggregate and unduplicated count of clients by project type.

2.3.8.7. Data fields that can be modified and customized by the victim service provider to benefit clients.

2.3.9. Agreeing to on-site monitoring, on an annual basis, to review compliance, progress, and performance, which includes, but is not limited to:

2.3.9.1. Reviewing policies and procedures for services provided.

2.3.9.2. Reviewing financial analyses.

2.3.9.3. Reviewing for compliance with safety and hazard requirements.

2.3.9.4. Reviewing Data and HMIS entry standards.

2.3.10. Complying with New Hampshire Administrative Rules He-M 314, Rights of Persons Using Emergency Shelters and ensuring individuals understand their rights. http://www.gencourt.state.nh.us/rules/state_agencies.he-m300.html

2.4. The Contractor shall complete a SGIA Program Project Program Monitoring Workbook per Department request.

2.5. The Contractor shall participate in training on contractual compliance and technical assistance, as required by the Department.

4. Modify Exhibit B, Method and Conditions Precedent to Payment Section 3 by adding Subsection 3.6 to read:

3.6. The Contractor shall provide backup documentation for all reimbursement requests.

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 upon the date of Governor and Executive 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

3/30/2021
Date

DocuSigned by:
Christine Santaniello
Name: Christine Santaniello
Title: Director

New Hampshire Coalition Against Domestic and Sexual Violence

3/30/2021
Date

DocuSigned by:
Lyn M. Schollett
Name: Lyn M. Schollett
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

3/31/2021
Date

DocuSigned by:
[signature]
Name: Catherine Pinos
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:

20 mac

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021; effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
[redacted]	[redacted]	**Total**	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract. The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget
2020	102/500731	Contracts for Program Services		$83,490
2021	102/500731	Contracts for Program Services		$59,130
		Sub Total		$142,620

Community Action Partnership of Strafford County — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$6,588
2021	102/500731	Contracts for Program Services		$0
		Sub Total		$6,588

Community Action Program, Belknap and Merrimack — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$0
2021	102/500731	Contracts for Program Services		$0
		Sub Total		$0

Concord Coalition to End Homelessness — Vendor # 2671

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$10,091
2021	102/500731	Contracts for Program Services		$58,618
		Sub Total		$68,709

Cross Roads House — Vendor # 1665

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$465,221
2021	102/500731	Contracts for Program Services		$301,563
		Sub Total		$766,784

FITNHNH, Inc. — Vendor # 1577

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$1,037,418
2021	102/500731	Contracts for Program Services		$620,866
		Sub Total		$1,658,284

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

Friends Program — Vendor # 1549

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$88,971
2021	102/500731	Contracts for Program Services		$85,739
		Sub Total		$174,710

Helping Hands Outreach Center — Vendor # 1742

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$114,908
2021	102/500731	Contracts for Program Services		$94,608
		Sub Total		$209,516

Hundred Nights, Inc — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$117,376
2021	102/500731	Contracts for Program Services		$103,478
		Sub Total		$220,854

Lakes Region Community Developers — Vendor # 1565

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$32,587
2021	102/500731	Contracts for Program Services		$56,174
		Sub Total		$88,761

Marquerites Place — Vendor # 1574

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$118,536
2021	102/500731	Contracts for Program Services		$68,300
		Sub Total		$186,836

My Friend's Place — Vendor # 1562

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$115,144
2021	102/500731	Contracts for Program Services		$62,087
		Sub Total		$177,231

Nashua Soup Kitchen & Shelter, Inc — Vendor # 1741

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

2020	102/500731	Contracts for Program Services		$196,111
2021	102/500731	Contracts for Program Services		$88,695
		Sub Total		$284,806

New Generation — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$97,357
2021	102/500731	Contracts for Program Services		$65,043
		Sub Total		$162,400

NH Coalition Against Domestic and Sexual Violence — Vendor # 1555

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$363,109
2021	102/500731	Contracts for Program Services		$428,693
		Sub Total		$791,802

Salvation Army Carey House, Laconia — Vendor # 1776

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$81,802
2021	102/500731	Contracts for Program Services		$118,260
		Sub Total		$200,062

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 1776

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$188,742
2021	102/500731	Contracts for Program Services		$124,173
		Sub Total		$312,915

Seacoast Family Promise — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$53,270
2021	102/500731	Contracts for Program Services		$41,391
		Sub Total		$94,661

Southern NH Services — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$0
2021	102/500731	Contracts for Program Services		$0

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

		Sub Total		$0

Southwestern Community Services — Vendor # 1775

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$302,869
2021	102/500731	Contracts for Program Services		$224,694
		Sub Total		$527,563

The Front Door Agency — Vendor # 1562

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$157,905
2021	102/500731	Contracts for Program Services		$130,086
		Sub Total		$287,991

The Way Home, Inc — Vendor # 1666

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$84,482
2021	102/500731	Contracts for Program Services		$56,174
		Sub Total		$140,656

Tri-County CAP, Inc — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$87,864
2021	102/500731	Contracts for Program Services		$38,435
		Sub Total		$126,299

Waypoint — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$166,817
2021	102/500731	Contracts for Program Services		$85,739
		Sub Total		$252,556

Overall Total	$6,882,604

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STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF ECONOMIC & HOUSING STABILITY

Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise.	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families in Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Salvation Army ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), as amended on December 7, 2022, (Item #20), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $762,022

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

5/23/2023
Date

DocuSigned by:
Katja S. Fox
Name: Katja S. Fox
Title: Director

The Salvation Army

5/19/2023
Date

DocuSigned by:
Richard Allen
Name: Richard Allen
Title: Assistant Secretary -Legal

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

OFFICE OF THE ATTORNEY GENERAL

6/7/2023
Date

DocuSigned by:
Robyn Guarino
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:

DocuSign Envelope ID: CEC94B15-ADF9-45C9-841F-FFCCD80DC676

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 THE SALVATION ARMY is a New York Nonprofit Corporation registered to transact business in New Hampshire on July 19, 1954. 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: **64368**

Certificate Number: **0005888465**

IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 25th day of October A.D. 2022.

David M. Scanlan
Secretary of State

DocuSign Envelope ID: CEC94B15-ADF9-45C9-841F-FFCCD80DC676

BRIAN PEDDLE
GENERAL

WILLIAM A. BAMFORD
TERRITORIAL COMMANDER

THE SALVATION ARMY

FOUNDED IN 1865 BY WILLIAM AND CATHERINE BOOTH

EASTERN TERRITORIAL HEADQUARTERS
LEGAL DEPARTMENT
440 WEST NYACK ROAD, P.O. BOX C-635
WEST NYACK, NY 10994-1739
http://easternusa.salvationarmy.org
TELEPHONE (845) 620-7200
FAX (845) 620-7753

CERTIFICATE OF AUTHORITY

I, Adolph M. Orlando, hereby certify that:
(Name of the elected Officer of the Agency; cannot be contract signatory)

1. I am a duly elected Officer Second Assistant Secretary -Property of The Salvation Army
(Corporation/LLC Name)

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 September 1, 2015, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That Michael J. Southwick, Secretary or Richard D. Allen, Assistant Secretary -Legal
(Name and Title of Contract Signatory)

is duly authorized on behalf of The Salvation Army to enter into contracts or agreements with
(Name of Corporation/ LLC)

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, as he/she may deem necessary, desirable or appropriate.

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.

Dated: **May 16, 2023**

(Signature of Elected Officer)
Adolph M. Orlando
Second Assistant Secretary - Property

State of New York
County of Rockland

The forgoing instrument was acknowledged before me this 16th day of May 2023

By Adolph M. Orlando
(Name of Elected Officer of the Agency)

(Notary Public/Justice of the Peace)
Tahnia Wilson, Notary Public, State of New York
No. 01WI6213088 Qualified in Rockland County
Commission Expires November 2, 2025

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 05/30/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CHESTERFIELD INSURANCE AGENCY, INC. CHESTERFIELD INSURANCE AGENCY, INC. P. O. BOX 237 GREEN, OH 44232-0237	CONTACT NAME: SEAN O'NEILL PHONE (A/C, No, Ext): (330) 896-9777 EXT. 8123 FAX (A/C, No): 330-896-6548 E-MAIL ADDRESS:
INSURED THE SALVATION ARMY, A NEW YORK CORP. 440 WEST NYACK ROAD WEST NYACK, NY 10994-1739	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: ZURICH AMERICAN INS. CO. — 16535 INSURER B: THE SALVATION ARMY RISK TRUST INSURER C: THE SALVATION ARMY, A NY CORP. INSURER D: AMERICAN ZURICH INS. CO. — 40142 INSURER E: AIG LEXINGTON — 19437 INSURER F:

COVERAGES CERTIFICATE NUMBER: 004010053023 LACONIA NH REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
C	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT [X] LOC OTHER:			SELF INSURED RETENTION	01/01/23	01/01/24	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 500,000 $ 500,000 $ 5,000 $ 500,000 $ 500,000 $ 500,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY			TRUST # 19578500	01/01/23	01/01/24	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 100,000 $ $ $
B	UMBRELLA LIAB X OCCUR X EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 500,000			TRUST#19578500 62785336	01/01/23	01/01/24	EACH OCCURRENCE AGGREGATE	$ 9,500,000 $ 9,500,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WC 8978533-27	01/01/23	01/01/24	X PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
C	AUTO LIABILITY EXCESS			SELF INSURED RENTENTION	01/01/23	01/01/24	XS OF $100,000	$400,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Carey House Shelter, The Salvation Army 6 Spring St, Laconia, NH 03264 shelter and operations. Coverage is 5/30/23 to 01/01/24

CERTIFICATE HOLDER

State of New Hampshire
Department of Health and Human Services
129 Pleasant Street
Concord, NH 03301-3857

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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DOING THE MOST GOOD®

The Salvation Army, an international movement, is an evangelical part of the universal Christian church. Its message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination.

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Consolidated Financial Statements and Report of Independent Certified Public Accountants

The Salvation Army - Eastern Territory

September 30, 2021 and 2020

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Grant Thornton

GRANT THORNTON LLP
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New York, NY 10017

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REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS

To the Board of Trustees of
The Salvation Army - Eastern Territory

We have audited the accompanying consolidated financial statements of The Salvation Army - Eastern Territory (the "Eastern Territory"), which comprise the consolidated statements of financial position as of September 30, 2021 and 2020, and the related consolidated statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the consolidated financial statements.

Management's responsibility for the financial statements
Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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.

Auditor's responsibility
Our responsibility is to express an opinion on these consolidated financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Eastern Territory's preparation and fair presentation of the consolidated financial statements 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 Eastern Territory's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

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Grant Thornton

Opinion
In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of The Salvation Army - Eastern Territory as of September 30, 2021 and 2020, and the changes in their net assets and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Grant Thornton LLP

New York, New York
February 28, 2022

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The Salvation Army - Eastern Territory

CONSOLIDATED STATEMENTS OF FINANCIAL POSITION

As of September 30,
(In thousands)

	2021	2020
ASSETS		
Cash and cash equivalents	$ 196,803	$ 174,629
Accounts receivable	29,545	29,206
Legacies and bequests receivable	21,065	24,007
Pledges receivable, net	964	1,396
Inventory	7,419	6,373
Prepaid expenses and deferred charges	13,571	10,842
Right-of-use assets - operating	10,079	-
Right-of-use asset - finance	1,294	-
Notes receivable	25,364	38,027
Investments, at fair value	2,624,321	2,115,351
Assets of trusts administered by the Eastern Territory	98,730	93,882
Beneficial interest in trusts held by others	270,663	235,659
Net investment in lease	14,100	-
Land, buildings and equipment, net		
Land	199,197	200,959
Buildings, net of accumulated depreciation of $921,481 in 2021 and $883,665 in 2020	921,167	929,250
Construction in progress	63,918	84,552
Equipment, net of accumulated depreciation of $82,778 in 2021 and $81,165 in 2020	15,935	19,920
Land, buildings and equipment, net	1,200,217	1,234,681
Total assets	$ 4,514,135	$ 3,964,053
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts payable and accrued expenses	$ 41,121	$ 39,165
Lease liabilities - operating	10,263	-
Lease liability - finance	1,404	-
Liability for split-interest agreements	51,154	54,049
Mortgages and notes payable	493,468	528,753
Interest rate swaps	144,986	187,512
Conditional asset retirement obligations	68,870	67,416
Estimated liability for self-insurance claims	59,254	62,195
Estimated liability for pension and other postretirement benefits	744,552	736,868
Other liabilities	16,410	17,713
Total liabilities	1,631,482	1,691,671
Commitments and contingencies		
Net assets		
Net assets without donor restrictions:		
General operating	114,643	66,624
Board-designated	368,374	18,738
Land, buildings and equipment	1,084,544	1,092,397
Total net assets without donor restrictions	1,567,761	1,177,759
Net assets with donor restrictions:		
Amounts to be held in perpetuity	696,213	656,630
Other restrictions	618,679	437,993
Total net assets with donor restrictions	1,314,892	1,094,623
Total net assets	2,882,653	2,272,382
Total liabilities and net assets	$ 4,514,135	$ 3,964,053

The accompanying notes are an integral part of these consolidated financial statements.

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The Salvation Army - Eastern Territory

CONSOLIDATED STATEMENT OF ACTIVITIES

For the year ended September 30, 2021
with comparative totals for the year ended September 30, 2020
(In thousands)

	2021			2020
	Without Donor Restrictions	With Donor Restrictions	Total	Total
Support and revenues				
Public support				
Received directly				
Contributions	$ 193,981	$ 12,611	$ 206,592	$ 199,604
Donations-in-kind and contributed services	124,194	64	124,258	124,452
Legacies and bequests	67,230	5,275	72,505	62,165
Special events	5,714	-	5,714	4,109
Contributions from split-interest agreements	740	9,793	10,533	8,991
Total received directly	391,859	27,743	419,602	399,321
Received indirectly				
Allocated by federated fund raising organizations	8,277	-	8,277	8,985
Total public support	400,136	27,743	427,879	408,306
Fees and grants from governmental agencies	120,242	152	120,394	113,069
Other revenues				
Program and service fees	26,418	-	26,418	29,688
Sales to the public	113,106	-	113,106	92,821
Investment return, net	418,548	223,614	642,162	154,197
Gain on sale/disposition of land, buildings and equipment	23,860	-	23,860	126,720
Other	10,308	-	10,308	10,216
Total other revenues	592,240	223,614	815,854	413,642
Total support and revenues before net assets released from restrictions	1,112,618	251,509	1,364,127	935,017
Net assets released from restrictions	62,613	(62,613)	-	-
Total support and revenues	1,175,231	188,896	1,364,127	935,017
Expenses				
Program services				
Corps community center services	247,948	-	247,948	254,895
Rehabilitation center services	167,155	-	167,155	184,736
Residential and institutional services	67,726	-	67,726	67,456
Other social services	192,268	-	192,268	219,471
Total program services	675,097	-	675,097	726,558
Supporting services				
Management and general	100,527	-	100,527	99,811
Fundraising	39,992	-	39,992	38,659
Total supporting services	140,519	-	140,519	138,470
Total expenses	815,616	-	815,616	865,028
Surplus of support and revenues over expenses	359,615	188,896	548,511	69,989
Change in fair value of interest rate swaps	42,526	-	42,526	(36,209)
Change in value of split-interest agreements	403	31,373	31,776	4,828
Other components of net periodic benefit cost	(28,304)	-	(28,304)	(30,690)
Retirement related activity other than net periodic benefit cost	15,762	-	15,762	29,495
Change in net assets	390,002	220,269	610,271	37,413
Net assets at beginning of year	1,177,759	1,094,623	2,272,382	2,234,969
Net assets at end of year	$ 1,567,761	$ 1,314,892	$ 2,882,653	$ 2,272,382

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

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The Salvation Army - Eastern Territory

CONSOLIDATED STATEMENT OF ACTIVITIES

For the year ended September 30, 2020
(In thousands)

	Without Donor Restrictions	With Donor Restrictions	Total
Support and revenues			
Public support			
Received directly			
Contributions	$ 188,290	$ 11,314	$ 199,604
Donations-in-kind and contributed services	124,260	192	124,452
Legacies and bequests	50,672	11,493	62,165
Special events	4,109	-	4,109
Contributions from split-interest agreements	866	8,125	8,991
Total received directly	368,197	31,124	399,321
Received indirectly			
Allocated by federated fund raising organizations	8,985	-	8,985
Total public support	377,182	31,124	408,306
Fees and grants from governmental agencies	111,665	1,404	113,069
Other revenues			
Program and service fees	29,688	-	29,688
Sales to the public	92,821	-	92,821
Investment return, net	111,243	42,954	154,197
Gain on sale/disposition of land, buildings and equipment	126,720	-	126,720
Other	10,216	-	10,216
Total other revenues	370,688	42,954	413,642
Total support and revenues before net assets released from restrictions	859,535	75,482	935,017
Net assets released from restrictions	63,790	(63,790)	-
Total support and revenues	923,325	11,692	935,017
Expenses			
Program services			
Corps community center services	254,895	-	254,895
Rehabilitation center services	184,736	-	184,736
Residential and institutional services	67,456	-	67,456
Other social services	219,471	-	219,471
Total program services	726,558	-	726,558
Supporting services			
Management and general	99,811	-	99,811
Fund raising	38,659	-	38,659
Total supporting services	138,470	-	138,470
Total expenses	865,028	-	865,028
Surplus of support and revenues over expenses	58,297	11,692	69,989
Change in fair value of interest rate swaps	(36,209)	-	(36,209)
Change in value of split-interest agreements	(1,233)	6,061	4,828
Other components of net periodic benefit cost	(30,690)		(30,690)
Retirement related activity other than net periodic benefit cost	29,495	-	29,495
Change in net assets	19,660	17,753	37,413
Net assets at beginning of year	1,158,099	1,076,870	2,234,969
Net assets at end of year	$ 1,177,759	$ 1,094,623	$ 2,272,382

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

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The Salvation Army - Eastern Territory

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

For the year ended September 30, 2021,
with comparative totals for the year ended September 30, 2020
(In thousands)

	Program Services					Supporting Services				
	Corps Community Center Services	Rehabilitation Center Services	Residential and Institutional Services	Other Social Services	Total	Management and General	Fundraising	Total	2021 Total	2020 Total
Salaries, officer allowances and payroll taxes	$ 77,582	$ 81,635	$ 29,751	$ 34,292	$ 223,270	$ 47,483	$ 15,828	$ 63,311	$ 286,581	$ 308,922
Officer and employee benefits	38,495	16,741	7,172	6,533	68,941	13,838	3,346	17,184	86,125	86,744
Professional fees	8,219	1,941	5,451	3,897	19,508	7,972	8,568	16,540	36,048	32,065
Supplies	7,360	7,550	2,360	4,265	21,535	1,267	576	1,843	23,378	28,689
Telecommunications, postage and shipping	3,367	1,582	516	920	6,485	1,786	2,554	4,340	10,825	11,041
Occupancy, furnishings and equipment	43,471	33,306	10,138	7,762	94,677	13,068	696	13,764	108,441	113,993
Printing and publications	3,810	371	546	2,678	7,405	3,931	7,585	11,516	18,921	16,276
Travel, meals and transportation	8,016	6,165	477	1,770	16,428	1,656	449	2,105	18,533	23,079
Specific assistance to individuals	4,595	809	4,943	110,781	121,128	-	-	-	121,128	141,538
World services	-	-	-	9,501	9,501	-	-	-	9,501	10,531
Interest expense	14,369	1,952	1,268	989	18,578	1,108	-	1,108	19,686	19,960
Depreciation and amortization	34,130	14,716	3,569	6,392	58,827	2,500	248	2,748	61,575	60,052
Other	4,534	287	1,505	2,488	8,814	5,918	142	6,060	14,874	12,136
Total expenses	$ 247,948	$ 167,155	$ 67,726	$ 192,268	$ 675,097	$ 100,527	$ 39,992	$ 140,519	$ 815,616	$ 865,028

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

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The Salvation Army - Eastern Territory

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

For the year ended September 30, 2020
(In thousands)

	Program Services					Supporting Services			
	Corps Community Center Services	Rehabilitation Center Services	Residential and Institutional Services	Other Social Services	Total	Management and General	Fundraising	Total	Total
Salaries, officer allowances and payroll taxes	$ 84,694	$ 87,087	$ 31,855	$ 39,670	$ 243,096	$ 47,722	$ 16,104	$ 63,826	$ 306,922
Officer and employee benefits	38,172	19,808	6,948	6,097	71,025	12,687	3,052	15,719	86,744
Professional fees	8,889	1,776	4,360	3,846	18,871	6,706	6,488	13,194	32,065
Supplies	8,402	9,716	3,002	5,461	26,583	1,373	733	2,106	28,689
Telecommunications, postage and shipping	3,908	1,543	374	985	6,810	1,567	2,664	4,231	11,041
Occupancy, furnishings and equipment	39,458	39,405	9,626	7,229	95,718	17,891	584	18,275	113,993
Printing and publications	2,909	507	441	2,044	5,901	4,533	7,844	12,377	18,278
Travel, meals and transportation	10,380	7,139	681	2,401	20,601	1,656	822	2,478	23,079
Specific assistance to individuals	5,280	1,323	3,665	131,070	141,538	-	-	-	141,538
World services	-	-	-	10,531	10,531	-	-	-	10,531
Interest expense	14,454	1,926	1,464	1,032	18,876	1,084	-	1,084	19,960
Depreciation	32,957	13,852	3,673	6,834	57,316	2,439	297	2,736	60,052
Other	5,392	672	1,357	2,271	9,692	2,373	71	2,444	12,136
Total expenses	$ 254,895	$ 184,738	$ 67,456	$ 219,471	$ 726,558	$ 99,811	$ 38,659	$ 138,470	$ 865,028

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

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The Salvation Army - Eastern Territory

CONSOLIDATED STATEMENTS OF CASH FLOWS

For the years ended September 30,
(In thousands)

	2021	2020
Cash flows from operating activities:		
Change in net assets	$ 610,271	$ 37,413
Adjustments to reconcile change in net assets to net cash used in operating activities:		
Change in fair value of interest rate swaps	(42,526)	38,209
Retirement related activity other than service cost	12,542	1,195
Depreciation and amortization	61,575	60,052
Realized and unrealized gains on investments	(613,103)	(127,215)
Change in value of split-interest agreements	(31,778)	(4,828)
Gain on sale/disposition of land, buildings and equipment	(23,860)	(126,720)
Gain on extinguishment of new markets tax credits	(4,978)	-
Legacies and bequests restricted for endowment	(1,470)	(1,581)
Contributions restricted for permanent investments and split-interest agreements	(10,780)	(458)
Contributions restricted for acquiring and constructing land, buildings and equipment	(35)	(86)
Changes in operating assets and liabilities:		
Accounts receivable	(339)	3,879
Legacies and bequests receivable	3,127	(1,636)
Pledges receivable	(220)	679
Inventory	(1,046)	892
Prepaid expenses and deferred charges	(2,729)	(1,065)
Right-of-use assets - operating	4,095	-
Split-interest agreements	20,989	8,185
Accounts payable and accrued expenses	1,530	(10,949)
Lease liabilities - operating	(3,911)	-
Conditional asset retirement obligations	1,454	1,370
Liability for self-insurance claims	(2,941)	1,883
Liability for pension and other postretirement benefits	(4,858)	(3,637)
Other liabilities	(1,303)	(1,215)
Net cash used in operating activities	(30,292)	(127,833)
Cash flows from investing activities:		
Purchase of investments	(446,870)	(547,672)
Proceeds from sale of investments	534,915	720,241
Proceeds from sale of land, buildings and equipment	21,261	76,246
Purchase of land, buildings and equipment	(38,073)	(56,958)
Net cash provided by investing activities	71,233	191,857
Cash flows from financing activities:		
Legacies and bequests restricted for endowment	1,285	1,871
Contributions restricted for acquiring and constructing land, buildings and equipment	687	420
Contributions restricted for permanent investments and split-interest agreements	739	805
Payments related to split-interest agreements	(5,831)	(6,312)
Proceeds from mortgages and notes payable	335,901	424,654
Payments on mortgages and notes payable and lease liability - finance	(351,548)	(444,779)
Net cash used in financing activities	(18,767)	(23,341)
NET INCREASE IN CASH AND CASH EQUIVALENTS	22,174	40,883
Cash and cash equivalents, beginning of year	174,629	133,746
Cash and cash equivalents, end of year	$ 196,803	$ 174,629
Supplemental disclosures of cash flow information:		
Cash paid during the year for interest	$ 19,686	$ 19,838
Accounts payable for construction projects	$ 2,811	$ 2,385
Right-of-use assets acquired under operating leases	$ 14,175	$ -
Right-of-use asset acquired under finance lease	$ 1,407	$ -
Extinguishment of New Markets Tax Credits loans receivables	$ 12,663	$ -
Extinguishment of New Markets Tax Credits loans payables	$ 17,641	$ -
Net investment in lease recognized for 99-year ground lease	$ 14,100	$ -
Reduction of financing obligation attributed to sale of property	$ -	$ 59,642

The accompanying notes are an integral part of these consolidated financial statements.

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NOTE 1 - PURPOSE AND ORGANIZATION

The Salvation Army, founded in 1865, is a not-for-profit international religious organization and charitable movement organized and operated on a quasi-military pattern and is a branch of the Christian Church. Its membership includes officers (clergy), soldiers and adherents (laity), members of various activity groups and volunteers who serve as advisors, associates and committed participants in its service functions.

The accompanying consolidated financial statements include all programs and operations of The Salvation Army - Eastern Territory (the "Eastern Territory") incorporated as The Salvation Army (A New York Corporation), with its corporate headquarters located in West Nyack, New York. The Eastern Territory comprises the states of Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, Connecticut, New York, New Jersey, Pennsylvania, Delaware, Ohio and Northeast Kentucky, the Commonwealth of Puerto Rico and the U.S. Virgin Islands. The Eastern Territory also consolidates other related entities in which it has an economic interest and control. The centers of operation, which are the divisional headquarters, institutions, corps community centers, service extension units and adult rehabilitation centers, maintain their own standardized financial systems and accounting records under powers of attorney granted by corporate authority, and issue such reports and financial statements as may be called for locally, pertaining to the financial and property resources which they administer. All intercompany accounts and transactions have been eliminated.

The Eastern Territory is an organization exempt from income taxes under Section 501(a) as an entity described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended and is exempt from state income taxes under related state provisions.

The Eastern Territory operates a variety of programs including corps community centers that provide spiritual, educational and recreational services; homeless and emergency shelters; senior citizens' residences, children's homes and children's day care centers; adult rehabilitation centers and substance abuse centers; emergency disaster services; assistance for the poor, disabled, and retired; jail and hospital visitation; and camping activities.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The accompanying consolidated financial statements have been prepared in accordance with the national accounting policies of The Salvation Army. These policies are consistent with accounting principles generally accepted in the United States of America ("U.S. GAAP").

In order to observe restrictions which donors place on grants and other gifts, as well as designations made by the Board of Trustees, all assets, liabilities and activities are accounted for in the following net asset classifications:

Net Assets Without Donor Restrictions - Net assets that are not subject to donor-imposed restrictions and may be designated for specific purposes or locations by action of the Board of Trustees.

Net Assets With Donor Restrictions - Net assets that are subject to donor-imposed restrictions that will be fulfilled either by actions of the Eastern Territory or the passage of time or that include a stipulation that assets provided be retained and invested in perpetuity while permitting the Eastern Territory to use all or part of the investment return on these assets for specified or unspecified purposes.

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Cash and Cash Equivalents

For purposes of these consolidated financial statements, cash equivalents are defined as short-term, highly liquid investments that are both readily convertible to known amounts of cash and have original maturities of three months or less. Cash and cash equivalents do not include cash held for reinvestment which is included in investments. At September 30, 2021 and 2020, cash equivalents included $21,470 and $21,014, respectively, held in a money market account at a commercial bank as collateral for letters of credit for insurance purposes (see Note 19).

Pledges Receivable

Unconditional pledges receivable are recorded at net realizable value. Pledges receivable that are expected to be collected after one year are recorded at the present value of estimated future cash flows and discounted using a credit-adjusted discount rate applicable to the year in which the pledge was made. Amortization of the discount is recorded as additional contribution revenue. An allowance for uncollectible pledges receivable is based on management's judgment, including such factors as prior collection history, subsequent collections, creditworthiness of donor and nature of fundraising activity. Pledges are written off when determined to be uncollectible. Conditional pledges receivable are not recognized until they become unconditional, that is, when the conditions on which they depend are substantially met.

Inventory

Inventory for goods purchased for resale is stated at the lower of weighted average cost or market. Inventory for goods donated for resale is recorded based on estimated fair value.

Investments

Investments are recorded at fair value. Investment return includes interest and dividends and realized and unrealized appreciation (depreciation). Investment expenses, such as custodial fees, investment advisory fees and direct internal investment expenses involving the direct conduct or direct supervision of the strategic and tactical activities involved in generating investment return, are netted against investment return in the accompanying consolidated statements of activities.

The Eastern Territorial headquarters has the responsibility for investment activity for all units within the Eastern Territory. The portfolios related to net assets with donor restrictions are maintained on a pooled "mutual fund" accounting basis, with the net investment return being allocated to each participating account on a pro rata basis. Investment return earned on portfolios related to net assets without donor restrictions is distributed to the constituent accounts on the basis of a stated percentage of the monthly account balances during the year. Amounts so deposited may be withdrawn when required for use by the centers of operation.

Charitable gift annuities are maintained in a separate portfolio and are invested in accordance with applicable state laws for such monies. The Eastern Territory maintains assets sufficient to meet annuity requirements of various state laws.

Split-Interest Agreements

Accounting standards require that the following instruments be recorded as income and net assets at the present value of their ultimate Eastern Territory interest:

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Beneficial Interest in Trusts Held by Others

Donors have established and funded trusts which are administered by organizations other than the Eastern Territory. Under the terms of these trusts, the Eastern Territory has the irrevocable right to receive all or a portion of the income earned on the trust assets either in perpetuity or for the life of the trust. The Eastern Territory does not control the assets held by an outside trustee. The Eastern Territory records its beneficial interest in trusts held by a third party as increases in net assets with donor restrictions at the fair value of the assets contributed to the trust.

Distributions from trust assets that are free of purpose or time restrictions are recorded as net assets without donor restrictions. Distributions from trust assets that are restricted for a particular time or purpose are reported as net assets with donor restrictions and released from restrictions when the time has elapsed or the purpose has been satisfied. Adjustments to the beneficial interest to reflect changes in the fair value are reported in the consolidated statement of activities as a change in value of split-interest agreements.

Charitable Remainder Trusts

Donors have established and funded trusts under which specified distributions are to be made to a designated beneficiary or beneficiaries over the trusts' term. Upon termination of the trusts, the Eastern Territory receives the assets remaining in the trusts. Trusts are recorded as increases to net assets with donor restrictions at the fair value of trust assets, less the present value of the estimated future payments to be made under the specific terms of the trust on the date of the contribution using the Annuity 2012 mortality table. The discount rates ranged from 0.4% to 10.0% at September 30, 2021 and 1.8% to 10.0% at September 30, 2020.

Charitable Gift Annuities

Donors have contributed assets to the Eastern Territory in exchange for a promise by the Eastern Territory to pay a fixed amount or percentage for a specified period of time to the donors or to individuals or organizations designated by the donors. Under the terms of such agreements no trust exists as the assets received are held by, and the annuity liability is an obligation of, the Eastern Territory. Contribution revenue is recognized as increases to net assets with or without donor restrictions based on the existence or absence of donor-imposed restrictions and recorded at the fair value of the assets contributed, less the present value of the estimated future payments to be made under the specific terms of the agreement on the date of the contribution.

The discount rates ranged from 0.4% to 10.6% at September 30, 2021 and 0.6% to 10.6% at September 30, 2020. In fiscal years 2021 and 2020, the assumptions used in the valuation of the annuity liability include mortality data in accordance with the Annuity 2012 mortality table.

Pooled (Life) Income Funds

The Eastern Territory manages a life income fund. The fund is divided into units, and contributions from many donors are pooled and invested as a group. Donors are assigned a specific number of units based on the proportion of the fair value of their contributions to the total fair value of the pooled income fund on the date of the donor's entry into the pooled fund. The donor is paid the actual income earned on those units until his or her death. Upon the donor's death, the value of these assigned units reverts to the Eastern Territory.

The Eastern Territory recognizes its interest in the assets received as contribution revenue with donor restrictions, at the fair value of the assets received net of a discount for future interest based on the life expectancy of the donor. The contribution revenue net of this discount is recorded as contributions from split-interest agreements.

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The discount rates ranged from 2.7% to 11.2% at September 30, 2021 and 2020. In fiscal years 2021 and 2020, the assumptions used in the valuation of the liability include mortality data in accordance with the Annuity 2012 mortality table.

Land, Buildings and Equipment

Land, buildings and equipment (with a purchase price of $10 or more) are stated at cost or, if donated, at fair value at the date of donation.

Revenue Recognition

All items of support and revenue are stated on the accrual basis.

Support and revenue are reported as increases in net assets without donor restrictions unless use of the related assets is limited by donor-imposed restrictions that are not fulfilled in the accounting period. Gains and losses on investments and other assets or liabilities are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulations or by law. All expenses are reported as decreases in net assets without donor restrictions.

Contributions subject to donor-imposed restrictions are recorded as revenue with donor restrictions. When the donor-imposed restriction has been fulfilled or the stipulated time period has elapsed, the net assets are reclassified as net assets without donor restrictions and reported as net assets released from restrictions. Contributions with restrictions that are met during the fiscal year in which they are received are recorded as revenue without donor restrictions. Conditional promises to give and intentions to give are not recognized until they become unconditional, that is, when the conditions on which they depend are substantially met.

In accordance with Financial Accounting Standards Board ("FASB") Accounting Standards Codification ("ASC") Topic 606, *Revenue from Contracts with Customers* ("ASC 606"), the Eastern Territory recognizes revenue when control of the promised goods or services are transferred to outside parties in an amount that reflects the consideration the Eastern Territory expects to be entitled to in exchange for those goods or services. Revenue for sales to public is recognized at the point in time of the sales transaction. Program and service fees are recognized as the services are rendered.

The Eastern Territory recognizes revenue from grants and contracts in accordance with Accounting Standards Update ("ASU") 2018-08, *Not-For-Profit Entities (Topic 958): Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*. In accordance with ASU 2018-08, the Eastern Territory evaluates whether a transfer of assets is (1) an exchange transaction in which a resource provider is receiving commensurate value in return for the resources transferred or (2) a contribution. If the transfer of assets is determined to be an exchange transaction, the Eastern Territory applies guidance under ASC 606. If the transfer of assets is determined to be a contribution, the Eastern Territory evaluates whether the contribution is conditional based upon whether the agreement includes both (1) one or more barriers that must be overcome before the Eastern Territory is entitled to the assets transferred and promised and (2) a right of return of assets transferred or a right of release of a promisor's obligation to transfer assets.

A portion of the Eastern Territory's revenue is derived from federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when expenditures have been incurred or performance requirements have been met, in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures are reported as other liabilities in the consolidated statements of financial position.

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Donations-in-Kind and Contributed Services

Material gifts-in-kind items used in the Eastern Territory's Corps and Unit programs and services (e.g., vehicles, free rent, and equipment, etc.) and donated goods distributed (e.g., clothing, furniture, and foodstuffs, etc.) are recorded at their estimated fair value as income when received and expense at the time the items are placed into service or distributed.

Goods donated for sale in the Eastern Territory's adult rehabilitation centers and thrift stores are recorded as contributions and processed donations-in-kind on the basis of a percentage of sales income determined by appraisal studies.

Contributed land, buildings and equipment are recorded at fair value at the date of donation as support and revenue without donor restrictions unless the use of such contributed assets is restricted by a donor-imposed restriction.

Contributed services are reported as contributions at their fair value if such services 1) create or enhance nonfinancial assets, or 2) they would typically need to be purchased if not provided by contribution, require specialized skills and are provided by individuals possessing such specialized skills. In addition, the appropriate value of donated services of individuals is recorded as an expense when such services qualify for cost reimbursement from third-party providers.

The Eastern Territory has a significant number of volunteers who contribute meaningful amounts of time in furtherance of the Eastern Territory's mission. Such contributions do not meet generally accepted accounting criteria for recognition as contributed services and, accordingly, are not reflected in the consolidated statements of activities.

Expenses

All expenses are stated on the accrual basis and are presented in the accompanying consolidated statements of activities and functional expenses. Expenses directly attributable to a specific functional category are reported as expenses of those functional categories. Expenses attributable to more than one functional category are allocated across program services and supporting services using a variety of cost allocation techniques. These techniques include the allocation of occupancy, furnishings and equipment, and depreciation expenses based on calculated use of the square footage of buildings. Salaries, allowances and taxes and employee and officer benefits are allocated based on an employee's time attributable to specific program and supporting services. Other expenses not attributed directly to a specific functional category are allocated based on the benefit attributed to each functional category.

Depreciation

Depreciation is provided on buildings, vehicles and equipment at straight-line rates based on estimated service lives. The estimated service lives for buildings and improvements are 20-50 years and 4-20 years for vehicles and equipment. For buildings, a half year of depreciation is charged in the year of acquisition or completion of construction, and in the year of disposition. For vehicles and equipment, a full year of depreciation is charged in the year of acquisition and no depreciation is charged in the year of disposition.

Use of Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the amounts reported in the consolidated financial statements and accompanying notes. Actual results could differ from these estimates.

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Reclassification

Certain information in the fiscal 2020 consolidated financial statements has been reclassified to conform to the fiscal 2021 presentation. Such reclassifications did not change total assets, liabilities, net assets, revenues or expenses as reported in the 2020 consolidated financial statements.

NOTE 3 - RECENT ACCOUNTING PRONOUNCEMENTS

In February 2016, the FASB issued ASU No. 2016-02, *Leases (Topic 842)*, which requires organizations that lease assets (lessees) to recognize the assets and related liabilities for the rights and obligations created by the leases on the statement of financial position for leases with terms exceeding 12 months. ASU No. 2016-02 defines a lease as a contract or part of a contract that conveys the right to control the use of identified assets for a period of time in exchange for consideration. The lessee in a lease will be required to initially measure the right-of-use asset and the lease liability at the present value of the remaining lease payments, as well as capitalize initial direct costs as part of the right-of-use asset. In June 2020, the FASB issued ASU No. 2020-05, *Revenue from Contracts with Customers (Topic 606) and Leases (Topic 842)*, that allowed certain entities the option to defer the adoption of ASU 2016-02 by one year. The Eastern Territory adopted ASU 2016-02 for the year ended September 30, 2021 using the current period adjustment method which impacted the Eastern Territory's financial condition but did not have a material impact on the consolidated financial statements (see Note 18).

In September 2020, the FASB issued ASU No. 2020-07, *Presentation and Disclosure by Not-for-Profit Entities for Contributed Nonfinancial Assets* to increase the transparency of contributed nonfinancial assets through enhancement to presentation and disclosure. The new guidance requires contributed nonfinancial assets to be presented as a separate line item on the consolidated statement of activities, apart from cash and other financial asset contributions. This guidance also requires disclosure of the types of contributed nonfinancial assets and, for each category, information about whether the assets were monetized or utilized, a description of the policies to monetize or utilize such assets, a description of donor-imposed restrictions associated with the contributions, and a description of the valuation techniques and principal market used to arrive at a fair value measure at initial recognition. ASU No. 2020-07 will be effective for the Eastern Territory in fiscal year 2022. The Eastern Territory is in the process of evaluating the impact this standard will have on the consolidated financial statements.

NOTE 4 - PLEDGES RECEIVABLE, NET

Pledges receivable, net, at September 30, 2021 and 2020 include the following:

	2021	2020
Pledges receivable due in:		
Less than one year	$ 1,280	$ 1,538
One year to five years	177	653
	1,457	2,191
Discount to present value	(5)	(24)
Allowance for uncollectibles	(488)	(771)
Pledges receivable, net	$ 964	$ 1,396

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At September 30, 2021 and 2020, the interest rates used to discount pledges receivable to present value ranged from 0.13% to 1.63% and 0.13% to 2.81%, respectively.

During fiscal years 2021 and 2020, the Eastern Territory received notification of certain intentions to give. However, due to their conditional nature, these gifts have not been reflected in the accompanying consolidated financial statements.

NOTE 5 - INVESTMENTS

Investments, at fair value, consisted of the following at September 30, 2021 and 2020:

	2021	2020
Marketable securities:		
Short-term securities	$ 120,518	$ 87,000
Corporate bonds and other fixed income securities	136,995	145,150
Government securities	78,892	105,511
Equity securities	720,737	593,155
Mutual fund	30,103	-
Total marketable securities	1,087,245	930,816
Alternative investments:		
Private equity	392,652	193,965
Timber	60,464	64,096
Real estate	60,348	64,260
Hedge funds	310,268	328,672
Commingled funds	672,944	544,411
Commodities	51,874	34,797
Total alternative investments	1,548,550	1,230,201
Receivables for securities sold	22,522	65,139
Liabilities for securities purchased	(36,532)	(113,308)
Accrued income	2,536	2,503
Total investments, at fair value	$ 2,624,321	$ 2,115,351

Depending on the underlying asset, the fair value is determined through a national exchange price for securities with a readily determinable value or by valuations and estimates typically determined by the underlying asset manager. Although the majority of these investment values are determined through national exchanges, certain investment values may differ from the values that would have been used had a ready market for these investments existed and the differences could be material. The financial statements of these investments are audited annually (typically at December 31) by independent auditors.

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Investment return, net, for the years ended September 30, 2021 and 2020 consists of the following:

	2021	2020
Dividends and interest	$ 49,430	$ 38,340
Realized and unrealized gains, net	613,103	127,215
Investment fees	(20,371)	(11,358)
Investment return, net	$ 642,162	$ 154,197

NOTE 6 - FAIR VALUE MEASUREMENTS

U.S. GAAP defines fair value as the exchange price that would be received for an asset or paid to transfer a liability (an exit price) in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants at the measurement date.

U.S. GAAP establishes a three-level fair value hierarchy that prioritizes the inputs used to measure fair value. This fair value hierarchy requires entities to maximize the use of observable inputs and minimize the use of unobservable inputs. Observable inputs reflect the assumptions market participants would use in pricing the asset or liability developed from sources independent of the reporting entity; and unobservable inputs reflect the reporting entity's own assumptions about the assumptions market participants would use in pricing the asset or liability developed based on the best information available in the circumstances. The fair value hierarchy is categorized into three levels based on inputs as follows:

Level 1 - Quoted market prices for identical assets or liabilities to which an entity has access at the measurement date.

Level 2 - Inputs and information other than quoted market indices included in Level 1 that are observable for the asset or liability, either directly or indirectly. Level 2 inputs include the following:

a. Quoted prices for similar assets or liabilities in active markets;

b. Quoted prices for identical or similar assets in markets that are not active;

c. Observable inputs other than quoted prices for the asset or liability; and

d. Inputs derived principally from, or corroborated by, observable market data by correlation or by other means.

Level 3 - Inputs that are unobservable and significant to the overall fair value measurement of the asset or liability.

The Eastern Territory has segregated all financial assets and liabilities that are measured at fair value on a recurring basis (at least annually) into the most appropriate level within the fair value hierarchy based on the inputs used to determine the fair value, except for those investments and assets of trusts administered by the Eastern Territory that are measured at fair value using the net asset value ("NAV") per share practical expedient.

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The following table serves to prioritize the inputs used to value the Eastern Territory's financial assets and liabilities within the fair value hierarchy as of September 30, 2021:

	Level 1	Level 2	Level 3	Net Asset Value	Total
Assets					
Marketable securities:					
Short-term securities	$ 118,354	$ 2,164	$ -	$ -	$ 120,518
Corporate bonds and other fixed income securities	-	136,995	-	-	136,995
Government securities	23,236	55,656	-	-	78,892
Equity securities	720,484	253	-	-	720,737
Mutual fund	30,103	-	-	-	30,103
Total marketable securities	892,177	195,068	-	-	1,087,245
Alternative investments	-	-	28,527	1,520,023	1,548,550
Total investments*	892,177	195,068	28,527	1,520,023	2,635,795
Split-interest agreements:					
Assets of trusts administered by the Eastern Territory					
Cash and cash equivalents	2,408	-	-	-	2,408
Equity securities	31	-	-	-	31
Exchange-traded fund	1,600	-	-	-	1,600
Mutual fund	3,861	-	-	-	3,861
Common trust funds	-	-	-	90,830	90,830
Total assets of trusts administered by the Eastern Territory	7,900	-	-	90,830	98,730
Interests in trusts held by others	-	-	270,663	-	270,663
Total split-interest agreements	7,900	-	270,663	90,830	369,393
Total assets	$ 900,077	$ 195,068	$ 299,190	$ 1,610,853	$ 3,005,188
Liabilities					
Interest rate swaps	$ -	$ 144,986	$ -	$ -	$ 144,986
Total liabilities	$ -	$ 144,986	$ -	$ -	$ 144,986

* Excluded from the summary of investments but included in the Eastern Territory's investments are pending trade receivables, pending trade payables and accrued income.

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The following table serves to prioritize the inputs used to value the Eastern Territory's financial assets and liabilities within the fair value hierarchy as of September 30, 2020:

	Level 1	Level 2	Level 3	Net Asset Value	Total
Assets					
Marketable securities:					
Short-term securities	$ 85,765	$ 1,235	$ -	$ -	$ 87,000
Corporate bonds and other fixed income securities	2,043	143,107	-	-	145,150
Government securities	26,345	79,166	-	-	105,511
Equity securities	592,914	241	-	-	593,155
Total marketable securities	707,067	223,749	-	-	930,816
Alternative investments	-	-	25,233	1,204,968	1,230,201
Total investments*	707,067	223,749	25,233	1,204,968	2,161,017
Split-interest agreements:					
Assets of trusts administered by the Eastern Territory					
Cash and cash equivalents	2,227	-	-	-	2,227
Equity securities	190	-	-	-	190
Exchange-traded fund	1,442	-	-	-	1,442
Mutual fund	3,466	-	-	-	3,466
Common trust funds	-	-	-	86,557	86,557
Total assets of trusts administered by the Eastern Territory	7,325	-	-	86,557	93,882
Interests in trusts held by others	-	-	235,659	-	235,659
Total split-interest agreements	7,325	-	235,659	86,557	329,541
Total assets	$ 714,392	$ 223,749	$ 260,892	$ 1,291,525	$ 2,490,558
Liabilities					
Interest rate swaps	$ -	$ 187,512	$ -	$ -	$ 187,512
Total liabilities	$ -	$ 187,512	$ -	$ -	$ 187,512

* Excluded from the summary of investments but included in the Eastern Territory's investments are pending trade receivables, pending trade payables and accrued income.

The following are rollforwards of Level 3 financial assets for the years ended September 30, 2021 and 2020:

	Beginning Balance as of October 1, 2020	Purchases/ Additions	Sales/ Distributions	Realized and Unrealized Gains, Net	Ending Balance as of September 30, 2021
Real estate alternative investment	$ 25,233	$ 2,989	$ (1,728)	$ 2,033	$ 28,527
Interests in trusts held by others	235,659	9,676	(7,339)	32,667	270,663
	$ 260,892	$ 12,665	$ (9,067)	$ 34,700	$ 299,190

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	Beginning Balance as of October 1, 2019	Purchases/ Additions	Sales/ Distributions	Realized and Unrealized Gains, Net	Ending Balance as of September 30, 2020
Real estate alternative investment	$ 23,348	$ 273	$ (233)	$ 1,847	$ 25,233
Interests in trusts held by others	231,078	7,947	(8,868)	5,502	235,659
	$ 254,424	$ 8,220	$ (9,101)	$ 7,349	$ 260,892

Net realized and unrealized gains (losses) in the table above are reflected in the accompanying consolidated statements of activities and included as part of investment return, net, and change in value of split-interest agreements.

The Eastern Territory uses the NAV per share or its equivalent as a practical expedient to determine the fair value of all the underlying investments, which (a) do not have a readily determinable fair value and (b) prepare their financial statements consistent with the measurement principles of an investment company or have the attributes of an investment company.

The following table lists investments valued at NAV per share or its equivalent, by major category, at September 30, 2021:

	Strategy	NAV in Funds	# of Funds	Remaining Life	$ Amount of Unfunded Commitments	Redemption Terms	Redemption Restrictions
Private Equity	Venture and buyout in the U.S. and international	$ 392,652	27	1 – 10 years, 1 fund pending liquidation	$ 61,939	1 fund pending liquidation, No liquidity for the remaining funds	N/A
Real Estate	Real Estate	31,821	9	7 funds 1 – 11 years, 2 funds pending liquidation	32,057	2 funds pending liquidation, No liquidity for remaining funds	N/A
Timber	Holdings of timber producing property	60,464	7	1 – 4 years	-	No liquidity	N/A
Commingled Funds	Distressed asset funds and credit strategies	4,413	1	1 year	750	No liquidity	N/A
Commingled Funds	Global funds	668,531	9	6 funds N/A, 1 fund pending liquidation	303	Monthly for 6 funds, Quarterly for 3 funds, 1 fund pending liquidation	2 funds have redemption gates, 1 fund has a 3 year rolling lock up
Commodities	Energy, Metals, Agriculture	61,874	3	1 fund 1 year, 2 funds 5-7 years	3,776	No liquidity	N/A
Hedge Funds	U.S. and Global Long/ Short-Term Equities	310,268	8	6 funds N/A, 2 funds pending liquidation	50,000	Monthly for 1 fund, Quarterly for 2 funds, Annual for 2 funds, Biannual for 1 fund, 2 funds pending liquidation	3 funds have redemption gates, 1 fund has a 2 year lock up
Common Trust Funds	Track or exceed certain U.S. and international equity and fixed income indices	90,830	8	N/A	-	Daily liquidity	N/A
	Total	$1,610,853	72		$ 148,825		

As of September 30, 2021, additional unfunded commitments totaling $6,739 pertain to the Level 3 real estate alternative investment and are excluded from the table above.

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The following table lists investments valued at NAV per share or its equivalent, by major category, at September 30, 2020:

	Strategy	NAV in Funds	# of Funds	Remaining Life	$ Amount of Unfunded Commitments	Redemption Terms	Redemption Restrictions
Private Equity	Venture and buyout in the U.S. and international	$ 193,965	23	1 – 11 years, 1 fund pending liquidation	$ 71,990	1 fund pending liquidation, No liquidity for the remaining funds	N/A
Real Estate	Real Estate	39,027	10	7 funds 1 – 10 years, 1 fund N/A, 2 funds pending liquidation	41,775	Quarterly for 1 fund, 2 funds pending liquidation, No liquidity for remaining funds	N/A
Timber	Holdings of timber producing property	64,096	7	1 – 3 years	-	No liquidity	N/A
Commingled Funds	Distressed asset funds and credit strategies	4,376	1	1 year	750	No liquidity	N/A
Commingled Funds	Global funds	540,035	10	9 funds N/A, 1 fund pending liquidation	2,248	Monthly for 5 funds, Quarterly for 4 funds, 1 fund pending liquidation	4 funds have redemption gates
Commodities	Energy, Metals, Agriculture	34,797	3	1 fund 2 years, 2 funds 5-7 years	9,996	No liquidity	N/A
Hedge Funds	U.S. and Global Long/ Short-Term Equities	328,672	11	5 funds N/A, 6 funds pending liquidation	-	Monthly for 1 fund, Quarterly for 2 funds, Annual for 1 fund, Biannual for 1 fund, 6 funds pending liquidation	2 funds have redemption gates, 1 fund has a 1 year lock up
Common Trust Funds	Track or exceed certain U.S. and international equity and fixed income indices	88,557	8	N/A	-	Daily liquidity	N/A
	Total	$1,291,525	73		$ 126,759		

NOTE 7 - PENSION, RETIREMENT AND OTHER POSTRETIREMENT PLANS

Employee Pension Plans

Eligible employees participate in the Employee Pension Plan (the "Plan") with other Salvation Army Territories which provides for death, disability and retirement benefits. The Plan is a defined contribution, money purchase plan.

Annual contributions to the Plan for the Eastern Territory are based on a stipulated 6% of employees' salaries. In fiscal years 2021 and 2020, the Eastern Territory incurred $8,693 and $8,672 of expenses under this plan, net of employee forfeitures of $2,425 and $2,504, respectively. The Eastern Territory has recorded a liability for contributions accrued under the Plan of $2,186 and $1,863 as of September 30, 2021 and 2020, respectively, and are included on the accompanying consolidated statements of financial position as part of the estimated liability for pension and other postretirement benefits.

The Eastern Territory has board-designated assets of $3,690 and $3,990 as of September 30, 2021 and 2020, respectively, for an inactive money purchase pension plan for employees whose benefits were frozen as of April 30, 1977. The liability for benefits accrued under this plan of $3,690 and $3,990 as of September 30, 2021 and 2020, respectively, are included on the accompanying consolidated statements of financial position as part of the estimated liability for pension and other postretirement benefits.

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Officers' Retirement Provisions and Other Post-Retirement Benefits

The Eastern Territory has a noncontributory retirement provision for officers which provides retirement benefits, as defined by The Salvation Army policy governing such benefits. Retirement allowances are determined based upon active officer allowances and length of service.

They are self-funded principally by annual assessments to all centers of operation, by designated portions of legacy income, by earnings on assets designated for retirement benefits and by special appropriations. Such designated assets, which were $16,873 and $16,123 as of September 30, 2021 and 2020, respectively, are included in board-designated net assets. These assets may be reallocated for other purposes at any time by the Eastern Territory's Board of Trustees.

The Eastern Territory also provides certain healthcare and death benefits for retired Salvation Army officers as part of the retirement provision for officers. The Eastern Territory also provides a housing and furnishings allowance at the time of retirement. All Eastern Territory officers and their eligible dependents are eligible for these benefits, as defined by the Eastern Territory policy. Provisions for these benefits are self-funded in a manner similar to officers' retirement benefits. Such designated assets, which were $58,392 and $66,218 as of September 30, 2021 and 2020, respectively, are included in board-designated net assets. These assets may be reallocated for other purposes at any time by the Eastern Territory's Board of Trustees.

The following table summarizes the benefit obligations, fair value of plan assets, funded status, and accrued benefit cost of the plans reported on the consolidated statements of financial position at September 30, 2021 and 2020:

	2021		2020	
	Retirement Provisions	Other Postretirement Benefits	Retirement Provisions	Other Postretirement Benefits
Benefit obligation, beginning of year	$ 354,006	$ 377,009	$ 332,888	$ 399,858
Service cost	10,418	12,447	10,131	14,053
Interest cost	9,906	11,303	10,547	13,183
Plan amendments	-	-	-	-
Assumption changes	(9,566)	(11,812)	15,544	(6,554)
Actuarial loss (gain)	5,099	7,613	637	(32,162)
Benefit payments	(16,895)	(10,852)	(15,741)	(11,369)
Benefit obligation, end of year	$ 352,968	$ 385,708	$ 354,006	$ 377,009
Fair value of plan assets at September 30	$ -	$ -	$ -	$ -
Funded status at September 30	$ (352,968)	$ (385,708)	$ (354,006)	$ (377,009)
Accrued benefit cost	$ 327,552	$ 380,303	$ 327,250	$ 367,193

In December 2019, Congress passed the 2020 Further Consolidated Appropriations Act (the "Act") which repealed the Cadillac Tax, a tax on high-cost health care plans that was originally passed as a provision of the Affordable Care Act. The change in law served to decrease the fiscal year 2020 other postretirement benefits plan obligation by approximately $19,600. However, this impact was offset due to a decrease in the discount rates commensurate with lower long-term interest rates which served to increase the fiscal year 2020 retirement plan and postretirement benefits plan obligations by approximately $19,800 and $19,700, respectively. During fiscal year 2021, higher long-term interest rates resulted in an increase to

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discount rates which served to decrease the fiscal year 2021 retirement plan and postretirement benefits plan obligations by approximately $10,600 and $13,300, respectively. These changes are reflected in the table above as part of assumption changes.

The amount reflected in the 2020 table above as an actuarial gain, which served to decrease the fiscal year 2020 benefit obligation of the other postretirement plan by $32,162, is primarily due to differences between actual and expected plan experience relating to claims paid and demographic changes.

The amount of contributions and benefit payments from the plans for the years ended September 30, 2021 and 2020 were:

	2021		2020	
	Retirement Provisions	Other Postretirement Benefits	Retirement Provisions	Other Postretirement Benefits
Employer contributions	$ 16,895	$ 10,852	$ 15,741	$ 11,369
Participant contributions	-	-	-	-
Benefit payments	$ 16,895	$ 10,852	$ 15,741	$ 11,369

The following table provides the components of the net periodic benefit cost recognized as expense for the years ended September 30, 2021 and 2020:

	2021		2020	
	Retirement Provisions	Other Postretirement Benefits	Retirement Provisions	Other Postretirement Benefits
Service cost	$ 10,418	$ 12,447	$ 10,131	$ 14,053
Interest cost	9,906	11,303	10,547	13,183
Amortization of unrecognized:				
Prior service cost	1,422	212	1,422	212
Net actuarial loss	5,461	-	4,793	533
Net periodic benefits cost	$ 27,207	$ 23,962	$ 26,893	$ 27,981

Service cost totaling $22,865 and $24,184 for fiscal years 2021 and 2020, respectively, are reported as part of operating expenses and officer and employee benefits in the accompanying consolidated statements of activities and functional expenses. Other components of net periodic benefit cost totaling $28,304 and $30,690, for fiscal years 2021 and 2020, respectively, are reported as nonoperating activities in the accompanying consolidated statements of activities.

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For the years ended September 30, 2021 and 2020, the change in estimated additional minimum liability for retirement and other post-retirement benefits consisted of:

	2021		2020	
	Retirement Provisions	Other Postretirement Benefits	Retirement Provisions	Other Postretirement Benefits
Net actuarial (gain) loss	$ (4,468)	$ (4,199)	$ 16,181	$ (38,716)
Amortization of net actuarial loss	(5,461)	-	(4,793)	(533)
Amortization of prior service cost	(1,422)	(212)	(1,422)	(212)
	$ (11,351)	$ (4,411)	$ 9,966	$ (39,461)

Items not yet recognized as a component of net periodic benefit cost as of September 30, 2021 and 2020 consisted of:

	2021		2020	
	Retirement Provisions	Other Postretirement Benefits	Retirement Provisions	Other Postretirement Benefits
Unrecognized actuarial loss	$ 102,911	$ 4,117	$ 112,839	$ 8,316
Unrecognized prior service cost	11,190	1,286	12,613	1,498
	$ 114,101	$ 5,403	$ 125,452	$ 9,814

The estimated net actuarial loss and prior service cost for the defined benefit pension plan that will be amortized from net assets without donor restrictions into the net periodic benefit cost during the next fiscal year are $4,843 and $1,422, respectively. The estimated net actuarial loss and prior service cost for the postretirement benefit plan that will be amortized from net assets without donor restrictions into the net periodic benefit cost during the next fiscal year are $0 and $212, respectively.

The weighted-average rates used in the measurement of the benefit obligations as of September 30, 2021 and 2020, were as follows:

	2021		2020	
	Retirement Provisions	Other Postretirement Benefits	Retirement Provisions	Other Postretirement Benefits
Discount rate	3.05%	3.23%	2.85%	3.04%
Rate of compensation increase	2.50%	N/A	2.50%	N/A
Expected rate of return on plan assets	N/A	N/A	N/A	N/A

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Other actuarial assumptions used as of September 30, 2021 and 2020, were as follows:

	2021	2020
Initial healthcare cost trend rate:		
Pre-65	6.19%	6.66%
Post-65	6.46%	7.11%
Ultimate healthcare cost trend rate:		
Pre-65	4.50%	4.50%
Post-65	4.50%	4.50%
Year ultimate healthcare cost trend rate is achieved	2031	2028

The weighted-average rates used in the measurement of the net periodic benefit cost for the years ended September 30, 2021 and 2020, were as follows:

	2021		2020	
	Retirement Provisions	Other Postretirement Benefits	Retirement Provisions	Other Postretirement Benefits
Discount rate	2.85%	3.04%	3.24%	3.34%
Rate of compensation increase	2.50%	N/A	2.50%	N/A

Other actuarial assumptions used for the years ended September 30, 2021 and 2020, were as follows:

	2021	2020
Initial healthcare cost trend rate:		
Pre-65	6.66%	7.02%
Post-65	7.11%	7.52%
Ultimate healthcare cost trend rate:		
Pre-65	4.50%	4.50%
Post-65	4.50%	4.50%
Year ultimate healthcare cost trend rate is achieved	2028	2028

For the years ended September 30, 2021 and 2020, the effect of a 1% change in the healthcare cost trend rate were as follows:

	2021		2020	
	1% Increase	1% Decrease	1% Increase	1% Decrease
Effect on net periodic benefit cost	$ 6,489	$ (4,812)	$ 6,200	$ (4,587)
Effect on accumulated benefit obligation	72,576	(56,854)	72,672	(56,697)

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The estimated future benefit payments as of September 30, 2021, were projected to be as follows:

Fiscal Year	Retirement Provisions	Other Postretirement Benefits
2022	$ 14,385	$ 11,102
2023	15,747	11,567
2024	16,456	12,100
2025	19,288	12,736
2026	17,794	13,689
2027 - 2031	106,439	80,736

Because the plans are unfunded, the estimated future benefit payments also represent the expected contributions to the plans for that year.

NOTE 8 - ESTIMATED LIABILITY FOR SELF-INSURANCE CLAIMS

Officers and employees of the Eastern Territory are provided health benefits under a self-insured program which is administered by a third-party claims administrator. The employee medical plan is funded by employee contributions and annual assessments to all centers of operations.

The Eastern Territory also maintains self-insurance programs for general liability, automobile, workers' compensation, and property coverage. The programs are administered by the Eastern Territory Headquarters and are intended to provide coverage for claims arising in all centers of operations. Funding for these programs is obtained through assessments to all centers of operations for each line of coverage and through earnings on designated assets held to pay claims. Assets designated by the Eastern Territory's Board of Trustees for insurance programs amounted to $62,203 and $59,296 at September 30, 2021 and 2020, respectively, and were included in board-designated net assets. These assets may be reallocated for other purposes at any time by the Eastern Territory's Board of Trustees.

Liabilities for self-insurance claims have been developed based on an actuarial model based on historical claims and industry experience. As of September 30, 2021 and 2020, the actuarially determined liabilities consisted of the following:

	2021		
	Case Reserve	Incurred But Not Reported	Total
Officer and employee medical plans	$ 124	$ 6,665	$ 6,789
General liability, automobile, workers' compensation and property coverage	25,622	26,843	52,465
Total liability for self-insurance claims	$ 25,746	$ 33,508	$ 59,254

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	2020		
	Case Reserve	Incurred But Not Reported	Total
Officer and employee medical plans	$ 312	$ 7,190	$ 7,502
General liability, automobile, workers' compensation and property coverage	26,675	28,018	54,693
Total liability for self-insurance claims	$ 26,987	$ 35,208	$ 62,195

NOTE 9 - MORTGAGES AND NOTES PAYABLE

Notes Payable

On August 16, 2007, the Eastern Territory issued an offering memorandum for the sale and issuance of up to $400,000 of Taxable Commercial Paper Notes (the "Notes") for the purpose of real estate acquisitions and facilities construction. The Notes were split into two Series, the Series 2007A Notes and the Series 2007B Notes, and were purchased or the sale arranged by JPMorgan Chase Securities, Inc. ("JPMorgan") and Merrill Lynch & Co. Inc. ("Merrill Lynch"), respectively, the dealers in the transactions. The Series 2007A Notes were sold at a discount with the face amount payable at maturity and the Series 2007B Notes were offered at both a discount and at par with the face amount payable at maturity and both series are interest bearing. The Notes carry maximum maturities of 270 days and may be issued in denominations of $100 or in integral multiples of $1 in excess of $100. The Notes are unsecured general obligations of the Eastern Territory. Deutsche Bank Trust Company Americas was the issuing and paying agent.

On August 22, 2007, $100,000 of Series 2007A Notes and $60,000 of Series 2007B Notes were issued. On September 11, 2008, an additional $35,000 of Series 2007A Notes and $40,000 of Series 2007B Notes were issued. On October 15, 2009, an additional $50,000 of Series 2007A Notes was issued. On October 9, 2010, the Eastern Territory issued an additional $35,000 of Series 2007A Notes and $25,000 of Series 2007B Notes. Deutsche Bank Trust Company Americas was the issuing and paying agent. On August 13, 2013, U.S. Bank Global Corporate Trust Services became the issuing and paying agent.

On November 29, 2011, the Eastern Territory entered a credit agreement with U.S. Bank for two term loans in accordance with its long-term financing strategy. The first term loan ("Term Loan A") of $45,000 with a repayment term of 54 months was due and payable in full on December 1, 2019. On February 6, 2019, the Term Loan A credit agreement was amended to extend the loan maturity date to July 1, 2022. Proceeds were used to pay down $45,000 of Series 2007B Notes issued in 2007. The second term loan ("Term Loan B") of $55,000 with a repayment term of 10 years is due and payable in full on November 29, 2021. On November 23, 2021, the Term Loan B credit agreement was amended to extend the loan maturity date to November 29, 2022. The loans bear interest daily at a per annum rate equal to one-month LIBOR plus the applicable margin, which amount to 0.40% (0.50% prior to December 28, 2018) and 0.80% for Term Loan A and Term Loan B, respectively. At September 30, 2021 and 2020, the Eastern Territory had a combined principal balance outstanding of $100,000 for Term Loans A and B. Term Loans A and B are unsecured general obligations of the Eastern Territory. The interest rates on Term Loans A and B were 0.486% and 0.886%, respectively, at September 30, 2021 and 0.557% and 0.957%, respectively, at September 30, 2020.

On May 24, 2012, the Eastern Territory entered into a credit agreement with TD Bank for a term loan in accordance with its long-term financing strategy. The term loan ("TD Term Loan") of $100,000 with a repayment term of 10 years is due and payable in full on May 24, 2022. Proceeds were used to retire $20,000 of Series 2007A Notes issued in 2007 and $50,000 of Series 2007B Notes issued in 2007 and

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2008. On June 5, 2012, $14,000 of Series 2007B Notes issued in 2008 and 2010 were paid down and not reissued and on July 6, 2012, an additional $16,000 of Series 2007B Notes issued in 2008 and 2010 were paid down and not reissued. The loan bears interest daily at a per annum rate equal to one-month LIBOR plus an applicable margin of 1.0%. At September 30, 2021 and 2020, the Eastern Territory had a principal balance outstanding of $100,000. The interest rate on the TD Term Loan was 1.086% and 1.155% at September 30, 2021 and 2020, respectively.

On February 17, 2016, the Eastern Territory issued a Supplement to the Offering Memorandum dated April 16, 2015 (the "Supplement"). As set forth in the Supplement, the Eastern Territory reduced the principal amount of the Series 2007A Notes to $100,000, and issued a new series of commercial paper notes in an amount up to $100,000, which was denoted as Taxable Commercial Paper Notes, Series 2016A. J.P. Morgan Securities LLC, the dealer with respect to the 2007A Notes, serves as dealer with respect to the Series 2016A Notes. JPMorgan Chase Bank, N.A. provided $100,000 of liquidity for the payment of maturing principal of the Series 2016A Notes pursuant to the terms of a Revolving Loan Agreement. The Series 2016A Notes carry maximum maturities of 270 days and may be issued in denominations of $100 or in integral multiples of $1 in excess of $100. The Series 2016A Notes are unsecured general obligations of the Eastern Territory. U.S. Bank National Association is the issuing and paying agent.

As of September 30, 2021 and 2020, the Eastern Territory had a principal balance outstanding of $199,903, net of discount $97, and a principal balance of $199,842, net of discount of $158, respectively, for Series 2007A and Series 2016A Notes. During fiscal years 2021 and 2020, interest rates on the Series 2007A and Series 2016A Notes ranged from 0.08% to 0.29% and 0.24% to 1.90%, respectively.

Total interest expense related to the long-term financing strategy for the years ended September 30, 2021 and 2020 was $19,245 and $19,255, respectively. Included in this amount are net payments to counterparties related to interest rate swap agreements (see Note 10) of $16,855 and $12,464 for the years ended September 30, 2021 and 2020, respectively.

Mortgages Payable

United States Department of Housing and Urban Development

The Eastern Territory is obligated under various mortgages payable, which represent liabilities to the United States Department of Housing and Urban Development ("HUD") related to the purchase of land and construction of buildings for senior citizens' residences as well as for transitional and emergency shelter programs.

Funding from HUD has been in the form of mortgage notes and capital advances, some of which bear interest expense and for which repayment is not required as long as the Eastern Territory operates the programs stipulated by HUD. At the end of a 40-year period, the mortgage notes and capital advances payable to HUD are to be forgiven by HUD assuming that terms of the agreement are satisfied. Mortgages payable and capital advances in the amount of $39,568 as of September 30, 2021 and 2020, have been included in mortgages and notes payable in the accompanying consolidated statements of financial position. All HUD mortgages and capital advances are collateralized by the related underlying assets.

One HUD mortgage, which requires principal and interest payments, is financed with a third-party financial institution. At September 30, 2021 and 2020, the amounts outstanding were $5,356 and $5,447, respectively, with interest payable at 5.4% per annum. The financing is collateralized by the related underlying assets.

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Other Mortgages Payable

The Eastern Territory has multiple mortgages payable outstanding with a New York State agency. These mortgages require no current principal or interest payment and have maturities through fiscal year 2035. Repayment is not required unless the Eastern Territory discontinues the related program or sells the underlying assets. At September 30, 2021 and 2020, amounts outstanding totaled $2,611.

The Eastern Territory has multiple mortgages payable outstanding with an Ohio State agency. These mortgages require no current principal or interest payment and are reduced by 10% per year over a ten-year period with maturities through fiscal year 2029. Repayment is not required unless the Eastern Territory discontinues the related program or sells the underlying assets. At September 30, 2021 and 2020, amounts outstanding totaled $938 and $1,057, respectively.

At September 30, 2021 and 2020, the Eastern Territory had multiple mortgages payable outstanding aggregating $8,157 and $8,130, respectively, inclusive of accrued interest payable of $1,331 and $1,225, respectively, with interest payable at rates varying from 0.00% to 5.61% per annum with maturities through fiscal year 2047. These mortgages are collateralized by the related underlying assets.

Future principal payments on notes and mortgages payable noted above as of September 30, 2021 are as follows:

Fiscal Year	
2022	$ 345,096
2023	55,101
2024	107
2025	113
2026	119
Thereafter	12,977
	413,513
Mortgages not requiring repayment	43,117
Discount on commercial paper	(97)
Total	$ 456,533

Line of Credit and Other Credit Facilities

Effective July 31, 2021, the Eastern Territory reduced its unsecured master line of credit (the "Master LOC") available from Bank of America from $100,000 to $75,000. Amounts drawn down from the Master LOC bear interest at one-month LIBOR plus 0.50% and are payable on or before July 31, 2022. At September 30, 2021, the Eastern Territory had no amounts outstanding on the Master LOC, but has issued letters of credit on the Master LOC totaling $1,045. At September 30, 2020, the Eastern Territory had $15,522 outstanding on the Master LOC, (0.655% at September 30, 2020) and issued letters of credit on the Master LOC totaling $1,045 (see Note 19).

On October 20, 2020, the Eastern Territory entered into a $50,000 unsecured line of credit agreement with TD Bank to provide liquidity support. Amounts drawn down from the line of credit bear interest at one-month LIBOR plus an applicable spread and is payable on or before October 19, 2021. At September 30, 2021, the Eastern Territory had no amounts outstanding on the line of credit. The credit facility was not renewed upon maturity.

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On April 5, 2018, the Eastern Territory entered into a $35 million unsecured credit facility agreement with U.S. Bank National Association to provide bridge financing for a capital project. Amounts drawn from the credit facility will bear interest at a rate equal to the bank cost of funds rate plus a margin (0.23% per annum) as determined on the date of each loan. Interest on outstanding amounts are payable monthly with full repayment of principal due on April 4, 2021. In August 2020, the entire outstanding balance of $29,600 was paid in full and no further amounts were withdrawn from the credit facility through the maturity date.

Debt Covenants

The terms of the term loans and line of credit agreements contain requirements for maintaining certain financial and non-financial covenants. The Eastern Territory was in compliance with all applicable covenants at September 30, 2021 and 2020.

New Markets Tax Credits

During fiscal years 2014 and 2015, the Eastern Territory entered into three (3) New Markets Tax Credit ("NMTC") transactions for the benefit of the Camden Kroc Center. Through these transactions, the Eastern Territory issued leveraged loans receivables of $12,663 to two investment funds in fiscal 2014 ("Camden 1" and "Camden 2") and $7,054 to one investment fund in fiscal 2015 ("Camden 3"), due in 2044 and 2045, respectively, with interest payments only on the loans until 2021 and 2022, respectively. The loans bear an interest rate of 1% and are unsecured. As of September 30, 2021 and 2020, amounts due to the Eastern Territory totaled $7,054 and $19,717, respectively, and are included in notes receivable on the accompanying consolidated statements of financial position.

In connection with the Camden NMTC transactions, the Eastern Territory obtained loans payable for $17,641 and $9,800 for the Camden Kroc Center during the years ended September 30, 2014 and 2015, respectively, maturing in 2044 and 2045, respectively. The loans bear interest rates that range between 0.71% and 1.15%. Interest-only payments are required until maturity upon which time the entire principal balance will become due. As of September 30, 2021 and 2020, amounts payable by the Eastern Territory totaled $9,800 and $27,441, respectively, and are included in mortgages and notes payable on the accompanying consolidated statements of financial position.

At the closing of each of the Camden NMTC transactions, the Eastern Territory and the investor executed put and call option agreements that would grant the respective investor the right and option to cause the Eastern Territory to purchase (within three months after the seven-year compliance period) the investor's membership interests in the fund (i.e., the "put") for a predetermined purchase price of approximately $1. If the investor does not elect to put its interests to the Eastern Territory beyond the end of month 87, the Eastern Territory will have the right to call its purchase right in the fund for the current fair market value.

On June 11, 2021, the Camden 1 investor exercised their put option to sell their membership interest in the fund at the end of the seven year compliance period and unwound the deal. The unwind of the Camden 1 NMTC deal occurred on June 21, 2021, and resulted in the extinguishment of the related loans receivable of $6,946 and loans payable of $9,800. The net gain of $2,854 is included as part of other revenue in the accompanying 2021 consolidated statement of activities.

On August 16, 2021, the Camden 2 investor exercised their put option to sell their membership interest in the fund at the end of the seven year compliance period and unwound the deal. The unwind of the Camden 2 NMTC deal occurred on September 13, 2021, and resulted in the extinguishment of the related loans receivable of $5,717 and loans payable of $7,841. The net gain of $2,124 is included as part of other revenue in the accompanying 2021 consolidated statement of activities.

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On February 23, 2022, the Camden 3 investor exercised their put option to sell their membership interest in the fund at the end of the seven year compliance period and unwound the deal. The unwind of the Camden 3 NMTC deal occurred on February 23, 2022, and resulted in the extinguishment of the related loans receivable of $7,054 and loans payable of $9,800. The net gain of $2,746 will be recognized by the Eastern Territory in fiscal year 2022.

During fiscal year 2016, the Eastern Territory entered into a NMTC transaction for the benefit of the Greater Cleveland Area Services ("GCAS"). Through this transaction, the Eastern Territory issued a leveraged loan receivable for $11,508 to an investment fund due in 2045. The loan bears an interest rate of 1.15%. Interest-only payments are required until 2022 and the loan is unsecured. As of September 30, 2021 and 2020, amounts due to the Eastern Territory totaled $11,508 and are included in notes receivable on the accompanying consolidated statements of financial position.

In connection with the GCAS NMTC transaction, the Eastern Territory obtained three loans payable totaling $17,435 for the GCAS. The loans bear an interest rate of 1%. Interest-only payments are required until maturity in 2045. As of September 30, 2021 and 2020, amounts payable by the Eastern Territory totaled $17,435 and are included in mortgages and notes payable on the accompanying consolidated statements of financial position.

During fiscal year 2018, the Eastern Territory entered into a NMTC transaction for the benefit of the Harrisburg Corps ("Harrisburg"). Through this transaction, the Eastern Territory issued a leveraged loan receivable for $6,802 to an investment fund due in 2040. The loan bears an interest rate of 1%. Interest-only payments are required until 2025 and the loan is unsecured. As of September 30, 2021 and 2020, amounts due to the Eastern Territory totaled $6,802 and are included in notes receivable on the accompanying consolidated statements of financial position.

In connection with the Harrisburg NMTC transaction, the Eastern Territory obtained two loans payable totaling $9,700 for Harrisburg. The loans bear an interest rate of 1.52%. Interest-only payments are required until maturity in 2048. As of September 30, 2021 and 2020, amounts payable by the Eastern Territory totaled $9,700 and are included in mortgages and notes payable on the accompanying consolidated statements of financial position.

At the closing of the GCAS and Harrisburg NMTC transactions, the Eastern Territory and the investor executed put and call option agreements that would grant the respective investor the right and option to cause the Eastern Territory to purchase (within three months after the seven-year compliance period) the investor's membership interests in the fund (i.e., the "put") for a predetermined purchase price of approximately $1. If the investor does not elect to put its interests to the Eastern Territory beyond the end of month 87, the Eastern Territory will have the right to call its purchase right in the fund for the current fair market value.

Other Financing Obligation

On October 16, 2015, the Eastern Territory entered into a sale of property in New York City for $108,750, in exchange for cash proceeds of $70,000 and a purchase money mortgage note of $38,750. The principal amount is due on its maturity date of December 31, 2050, unless terminated earlier upon agreement of both parties to certain terms and conditions. Interest is payable monthly at 6% per annum. The Eastern Territory simultaneously entered into a lease for the premises, expiring no later than October 15, 2045, with an annual base rent of $2,325, subject to the same termination conditions included in the purchase money mortgage. The lease also requires payment of property taxes and certain utilities and maintenance expenses. This sale-leaseback transaction did not qualify for sale-leaseback accounting due to the Eastern Territory's continuing involvement and as a result, the transaction was accounted for by the Eastern Territory using the financing method. Under the financing method, the Eastern Territory did not recognize

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any profit, did not record the note receivable and continued to report the property on its consolidated statements of financial position.

During fiscal year 2020, the termination conditions stipulated in the purchase money mortgage and lease were met by the Eastern Territory which accelerated the maturity date of the purchase money mortgage note. In July 2020, the Eastern Territory received $41,200 from the buyer for repayment of the purchase money mortgage note of $38,750, reimbursement of shared occupancy costs of $525 and payment of accrued interest of $1,925. The Eastern Territory recognized the sale of property in fiscal 2020 that resulted in a gain of approximately $97,000 that is recorded within gain on sale/disposition of land, buildings and equipment in the accompanying 2020 consolidated statement of activities. In conjunction with the sale of the property, the net book value of the property and the net financing obligation are no longer included as part of land, buildings and equipment, net, and other liabilities in the accompanying 2020 consolidated statement of financial position.

NOTE 10 - INTEREST RATE SWAPS

Concurrent with the issuance of the Notes, the Eastern Territory entered into a total of six interest rate swap agreements with notional amounts totaling $345,000 in order to hedge its interest rate risk on the Notes whereby the Eastern Territory agreed to pay a counterparty a fixed rate and the counterparty agreed to pay the Eastern Territory a variable interest rate intended to approximate the variable rate equal to 30-Day LIBOR (0.080% at September 30, 2021 and 0.148% at September 30, 2020) on the Eastern Territory's Commercial Paper and Term Loans. The interest rate swap agreements issued concurrently with the issuance of the Notes in fiscal years 2007 through 2011 were maintained to hedge interest rate risk on the 2007A Notes and 2016A Notes.

Concurrent with the issuance of Term Loan B, the Eastern Territory has entered into an interest rate swap transaction with U.S. Bank in the notional amount of $55,000, wherein the Eastern Territory agreed to pay U.S. Bank a fixed rate of interest equal to 2.149% of the notional amount and receive from U.S. Bank an interest payment equal to 30-Day LIBOR (0.080% at September 30, 2021 and 0.148% at September 30, 2020). The interest rate swap agreement issued concurrently with the 2007 Series B Notes was maintained to hedge interest rate risk on Term Loan A.

The summary of the Eastern Territory's interest rate swap agreements as of September 30, 2021 and 2020 are as follows:

Counterparty	Notional Amount	Eastern Territory Fixed Rate	Expiration	Counterparty Interest Rate
JPMorgan	$ 100,000	5.615%	June 1, 2040	30-Day LIBOR
Bank of America	60,000	5.615%	June 1, 2040	30-Day LIBOR
JPMorgan	40,000	4.576%	June 1, 2040	30-Day LIBOR
Merrill Lynch	35,000	4.576%	June 1, 2040	30-Day LIBOR
U.S. Bank	50,000	3.960%	June 1, 2024	30-Day LIBOR
U.S. Bank	60,000	2.975%	June 1, 2024	30-Day LIBOR
U.S. Bank	55,000	2.149%	November 1, 2021	30-Day LIBOR
	$ 400,000			

On November 1, 2021, the $55,000 interest rate swap agreement with U.S. Bank expired.

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The Eastern Territory accounts for its interest rate swap agreements in accordance with ASC Topic 815, *Accounting for Derivative Instruments and Hedging Activities*. Fair values of interest rate swap agreements are the estimated amounts that the Eastern Territory would have received or paid, including accrued interest, to terminate the agreements on the date of the consolidated statement of financial position. The estimated fair values of the agreements are recorded as assets or liabilities within the consolidated statements of financial position. Changes in the estimated fair values are recorded in the consolidated statements of activities.

Amounts included within the consolidated financial statements as of September 30, 2021 and 2020 are as follows:

Counterparty	Fair Value as of September 30, 2021	Fair Value as of September 30, 2020	Consolidated Statement of Financial Position Location	Change in Fair Value for the Year Ended September 30, 2021	Change in Fair Value for the Year Ended September 30, 2020	Consolidated Statement of Activities Location
JPMorgan	$ 63,145	$ 79,117		$ 15,972	$ (13,996)	
Bank of America	37,887	47,470		9,583	(8,397)	
JPMorgan	18,684	24,700		6,016	(5,351)	
Merrill Lynch	16,396	21,612		5,216	(4,681)	
U.S. Bank	4,660	7,057		2,397	(1,253)	
U.S. Bank	4,025	6,270		2,245	(1,987)	
U.S. Bank	189	1,286		1,097	(544)	
	$ 144,986	$ 187,512	Interest rate swaps	$ 42,526	$ (36,209)	Change in fair value of interest rate swaps

NOTE 11 - CONDITIONAL ASSET RETIREMENT OBLIGATIONS

The Eastern Territory is required to recognize a conditional asset retirement obligation ("CARO") related to the cost associated with the eventual remediation and abatement of asbestos and other environmental hazards contained within its physical plant. The cost of the abatement was based upon a consultant's estimate which specializes in such abatements. At September 30, 2021 and 2020, the CARO was $68,870 and $67,416, respectively. Land, buildings and equipment included capitalized conditional asset retirement obligations at a cost of $13,810 and accumulated depreciation of $13,810 at September 30, 2021 and 2020. For the years ended September 30, 2021 and 2020, the Eastern Territory recorded accretion expense of $1,968 and $1,929, respectively. During fiscal years 2021 and 2020, the remediation costs amounted to $514 and $559, respectively, and were recorded as a reduction to the CARO.

NOTE 12 - ENDOWMENTS

The Eastern Territory's endowment consists of approximately one thousand four hundred individual funds established for a variety of purposes. Its endowment includes both donor-restricted endowment funds and funds designated by the Board of Trustees to function as endowments. As required by U.S. GAAP, net assets associated with endowment funds, including funds designated by the Board of Trustees to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

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Interpretation of Relevant Law

The Eastern Territory is subject to the New York Prudent Management of Institutional Funds Act ("NYPMIFA"), as enacted by the State of New York and thus, classifies earnings in its donor-restricted endowment funds as net assets with donor restrictions because those net assets are time restricted until the Board of Trustees appropriates such amounts for expenditure. Most of those net assets are also subject to purpose restrictions that must be met before reclassifying those net assets to net assets without donor restrictions. The Board of Trustees has interpreted NYPMIFA as not requiring the maintenance or purchasing power of the original gift amount contributed to the endowment fund, unless explicit donor restrictions to the contrary. As a result of this interpretation, when reviewing its donor-restricted endowment funds, the Eastern Territory considers a fund to be underwater if the fair value of the fund is less than the sum of (a) the original value of initial and subsequent gifts donated to the fund and (b) any accumulations to the fund that are required to be maintained in perpetuity in accordance with the direction of the applicable donor gift instrument. The Eastern Territory has interpreted NYPMIFA to permit spending from underwater funds in accordance with prudent measures required under the law. Additionally, in accordance with NYPMIFA, the Board of Trustees considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- The duration and preservation of the fund
- The purpose of the Eastern Territory and the donor-restricted endowment fund
- General economic conditions
- The possible effects of inflation and deflation
- The expected total return from income and the appreciation of investments
- Other resources of the Eastern Territory
- The investment policies of the Eastern Territory

Spending Policy

The Eastern Territory has a policy of making available for distribution each year 5% of its endowment fund's average fair value over the prior 20 quarters, excluding the immediately preceding quarter, unless otherwise directed by the donor. In establishing this policy, the Eastern Territory considered the long-term expected return on its endowment. Accordingly, over the long-term, the Eastern Territory expects the current spending policy to allow its endowment to grow at an average real rate of return greater than inflation. This is consistent with the Eastern Territory's objective to maintain the purchasing power of the endowment assets held in perpetuity or for a specified term, as well as to provide additional real growth through new gifts and investment return.

Return Objectives and Risk Parameters

The Eastern Territory has adopted investment policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of the endowment assets. Endowment assets are those assets of donor-restricted funds that the Eastern Territory must hold in perpetuity or for donor-specified periods as well as board-designated funds. Under this policy, as approved by the Board of Trustees, the endowment assets are invested in a manner that is intended to produce results that exceed the price and yield results of appropriate benchmarks without putting the assets at imprudent risk.

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Strategies Employed for Achieving Objectives

To satisfy its long-term objectives, the Eastern Territory relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Eastern Territory targets a diversified asset allocation to achieve its long-term return objectives within prudent risk constraints.

Underwater Endowment Funds

From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that donors or NYPMIFA requires the Eastern Territory to retain as a fund of perpetual duration.

Deficiencies of this nature exist in donor-restricted endowment funds, which together have an original gift value of $66, a current fair value of $65, and a deficiency of $1 as of September 30, 2021. Deficiencies of this nature exist in donor-restricted endowment funds, which together have an original gift value of $7,669, a current fair value of $7,493, and a deficiency of $176 as of September 30, 2020. These deficiencies resulted from unfavorable market fluctuations that occurred after the investment of new contributions for donor-restricted endowment funds and continued appropriations for certain programs that were deemed prudent by the Board of Trustees.

Endowment Net Asset Composition by Type of Fund

The following table summarizes endowment net asset composition by type of fund as of September 30, 2021 and 2020:

	2021		
	Without Donor Restrictions	With Donor Restrictions	Total
Board-designated endowment funds	$ 107,475	$ -	$ 107,475
Donor-restricted endowment funds			
Original donor-restricted gift amount and amounts required to be maintained in perpetuity	-	441,976	441,976
Accumulated investment gains			
Without purpose restrictions	-	42,111	42,111
With purpose restrictions	-	398,392	398,392
	-	440,503	440,503
Total endowment funds	$ 107,475	$ 882,479	$ 989,954

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	2020		
	Without Donor Restrictions	With Donor Restrictions	Total
Board-designated endowment funds	$ 122,002	$ -	$ 122,002
Donor-restricted endowment funds			
Original donor-restricted gift amount and amounts required to be maintained in perpetuity	-	439,544	439,544
Accumulated investment gains			
Without purpose restrictions	-	28,312	28,312
With purpose restrictions	-	237,802	237,802
	-	266,114	266,114
Total endowment funds	$ 122,002	$ 705,658	$ 827,660

The following table summarizes changes in endowment net assets for fiscal years 2021 and 2020.

	Without Donor Restrictions	With Donor Restrictions	Total
Endowment net assets, September 30, 2019	$ 214,531	$ 694,780	$ 909,311
Contributions and bequests	-	3,248	3,248
Designated by Board	14,385	-	14,385
Re-designated by Board for other purposes	(79,685)	-	(79,685)
Appropriation of endowment assets for expenditure	(37,144)	(34,928)	(72,072)
Investment return, net	9,915	42,558	52,473
Endowment net assets, September 30, 2020	122,002	705,658	827,660
Contributions and bequests	-	2,432	2,432
Designated by Board	24,166	-	24,166
Re-designated by Board for other purposes	(2,985)	-	(2,985)
Appropriation of endowment assets for expenditure	(37,936)	(35,584)	(73,520)
Investment return, net	2,228	209,973	212,201
Endowment net assets, September 30, 2021	$ 107,475	$ 882,479	$ 989,954

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NOTE 13 - NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions are restricted for the following purposes or periods at September 30, 2021 and 2020:

	2021	2020
Subject to expenditure for specified purpose or future period, including accumulated earnings on endowment assets:		
Character building/social programs	$ 521,273	$ 342,337
Assets of trusts administered by the Eastern Territory	15,766	12,834
Beneficial interest in trusts held by others	20,557	20,106
Building/capital purposes	20,156	24,295
Camp and recreational activities	24,345	15,892
Disaster relief services	15,035	18,944
Pledges, legacies and bequests to be paid in future periods	1,547	3,585
Total subject to expenditure for specified purpose or future period	618,679	437,993
Endowments subject to spending policy and appropriation		
Amounts held in perpetuity, for which earnings may be appropriated to support:		
Character building/social programs	412,832	411,017
Building/capital purposes	3,284	3,284
Camp and recreational activities	24,220	23,838
Disaster relief services	1,640	1,405
Total endowments subject to spending policy and appropriation	441,976	439,544
Amounts held in perpetuity not subject to appropriation or expenditure:		
Assets of trusts administered by the Eastern Territory	3,629	1,217
Beneficial interest in trusts held by others	250,106	215,553
Pledges, legacies and bequests to be paid in future periods	502	316
Total not subject to appropriation or expenditure	254,237	217,086
Total net assets with donor restrictions	$ 1,314,892	$ 1,094,623

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NOTE 14 - NET ASSETS WITHOUT DONOR RESTRICTIONS

Net assets without donor restrictions is comprised of undesignated and Board-designated amounts for the following purposes at September 30, 2021 and 2020:

	2021	2020
General operating	$ 114,843	$ 66,624
Board-designated		
Officer retirement and healthcare	(663,411)	(648,734)
Insurance programs	2,949	(2,899)
Split-interest agreements	28,181	25,782
Building/capital purposes	357,504	358,320
Other	643,151	286,269
	368,374	18,738
Land, buildings and equipment	1,084,544	1,092,397
	$ 1,567,761	$ 1,177,759

NOTE 15 - NET ASSETS RELEASED FROM RESTRICTIONS

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purposes and/or by occurrence of other events specified by the donors for the years ended September 30, 2021 and 2020:

	2021	2020
Purpose restriction accomplished:		
Character building/social programs	$ 31,741	$ 35,138
Building/capital purposes	6,523	5,419
Camp and recreational activities	2,076	1,858
Disaster relief services	10,041	16,571
	50,381	58,986
Time restrictions expired	12,232	4,804
Total net assets released from restrictions	$ 62,613	$ 63,790

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NOTE 16 - LIQUIDITY AND AVAILABILITY OF RESOURCES

The following reflects the Eastern Territory's financial assets as of September 30, 2021 and 2020, reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year of September 30, 2021 and 2020. Amounts not available include amounts set aside for long-term obligations that could be drawn upon if the Board of Trustees approves that action. However, amounts already appropriated from the donor-restricted endowment for general expenditure within one year of the consolidated statement of financial position date have not been subtracted as unavailable.

	2021	2020
Financial assets at September 30		
Cash and cash equivalents	$ 196,803	$ 174,629
Accounts receivable	29,545	29,206
Legacies and bequest receivable	21,065	24,007
Pledges receivable, net	964	1,396
Investments, at fair value	2,624,321	2,115,351
Total financial assets at September 30	2,872,698	2,344,589
Less those unavailable for general expenditures within one year, due to:		
Contractual or donor-imposed restrictions:		
Contractual restrictions	(25,668)	(27,728)
Subject to appropriation and satisfaction of purpose/time restrictions	(536,685)	(398,815)
Investments illiquid within one year	(687,176)	(406,914)
Pledges receivable collectible beyond one year	(177)	(653)
Board designations:		
Amounts set aside for long-term obligations	(422,973)	(440,989)
Financial assets available to meet cash needs for general expenditures within one year	$ 1,200,019	$ 1,069,490

The Eastern Territory is substantially supported by restricted contributions. Because a donor's restriction requires resources to be used in a particular manner or in a future period, the Eastern Territory must maintain sufficient resources to meet those responsibilities to its donors. Thus, financial assets may not be available for general expenditures within one year. As part of the Eastern Territory's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due. In addition, the Eastern Territory invests cash in excess of daily requirements in short-term investments. In the event of an unanticipated liquidity need, the Eastern Territory could draw upon $75,000 of an available line of credit, less $1,045 for amounts previously withdrawn or issued as letters of credit as of September 30, 2021 (see Notes 9 and 19).

NOTE 17 - CONCENTRATION OF CREDIT RISK

Financial instruments which potentially subject the Eastern Territory to concentrations of credit risk consist primarily of cash and cash equivalents, receivables and investment securities. The Eastern Territory maintains its cash and cash equivalents with large financial institutions. At certain times, the Eastern Territory's cash account balances may exceed federally insured limits. However, the Eastern Territory has not experienced, nor does it anticipate, any losses with respect to such bank balances. Receivables are

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due from a large number of government agencies, entities and individuals, thereby, diversifying the related concentration of credit risk. Investments are exposed to various risks, such as interest rate, market and credit risks. Due to the level of risk associated with investments, it is reasonably possible that changes in risk in the near term would materially affect the amounts reported in the consolidated statements of financial position. However, the Eastern Territory's investment portfolio is diversified with several investment managers in a variety of asset classes. The Eastern Territory regularly evaluates its depository arrangements and investments, including performance thereof.

NOTE 18 - LEASES

Lessee

The Eastern Territory has various lease agreements, principally for office space and thrift stores. The Eastern Territory determines if an arrangement is a lease or contains a lease at a contract's inception. A contract is determined to be or contain a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. In evaluating its contracts, the Eastern Territory separately identifies lease and non-lease components, such as common area and other maintenance costs. The Eastern Territory has elected the practical expedient to not separate lease and non-lease components. The Eastern Territory's lease agreements do not contain any residual value guarantees or material restrictive covenants.

Leases result in recognition of right-of-use ("ROU") assets and lease liabilities on the consolidated statements of financial position. ROU assets represent the right to use an underlying asset for the lease term. Lease liabilities represent the obligation to make lease payments arising from the lease, measured on a discounted basis. The Eastern Territory determines lease classification as operating or finance at the lease commencement date. ROU assets and lease liabilities for operating and finance leases are included in the consolidated statements of financial position and presented separately based on the classification of the underlying lease arrangement. At lease inception, the lease liability is measured at the present value of the lease payments over the lease term. The discount rate is based on the rate implicit within the lease. If this rate is unknown, the Eastern Territory has elected the practical expedient to use a risk-free rate for operating leases or the incremental borrowing rate using a period comparable with the lease term for finance leases. The lease term may include options to extend or terminate the lease that the Eastern Territory is reasonably certain to exercise.

The Eastern Territory has various lease agreements that do not exceed 12 months ("short-term leases"). The Eastern Territory has elected not to recognize ROU assets and lease liabilities for short-term leases and accordingly, they are excluded from the accompanying consolidated statements of financial position.

Components of lease expense for the year ended September 30, 2021 is summarized as follows:

	2021
Lease expenses*	
Finance lease cost – amortization of ROU asset	$ 47
Finance lease cost – Interest on lease liability	54
Operating lease cost	4,516
Short-term lease cost	5,158
Variable lease cost	286
Total lease expenses	$ 10,061

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- Lease expense represents the amount recorded within the consolidated statement of activities. Variable lease amounts represent expenses recognized as incurred which are not included in lease liabilities. Operating lease expenses are recorded on a straight-line basis over the lease term and therefore are not necessarily representative of cash payments during the same period.

Supplemental quantitative information related to leases for the year ended September 30, 2021, was as follows:

Cash paid for amounts included in the measurement of lease obligations	
Operating cash flows from finance lease	$ 54
Financing cash flows from finance lease	3
Operating cash flows from operating leases	4,046
ROU assets obtained in exchange for new operating lease obligations	14,175
ROU assets obtained in exchange for new finance lease obligation	1,407
Weighted average remaining lease term (in years) - operating leases	3.3
Weighted average discount rate - operating leases	0.30%
Weighted average remaining lease term (in years) - finance lease	27.6
Weighted average discount rate - finance lease	3.84%

Minimum future lease payments under non-cancelable leases having remaining terms in excess of one year as of September 30, 2021, are as follows:

Years Ending September 30,	Operating	Finance
2022	$ 3,877	$ 58
2023	2,753	60
2024	2,192	62
2025	943	63
2026	494	65
Thereafter	63	2,131
Total minimum lease payments	10,322	2,439
Less: amounts representing interest	(59)	(1,035)
Present value of future minimum lease payments	$ 10,263	$ 1,404

Lessor – 99-Year Ground Lease

The Eastern Territory owns the land and building at 132 West 14th Street in New York City. In June 2021, the Eastern Territory entered into a 99-year ground lease with a developer that expires in 2120, for the land and building at that location. Under the terms of the lease agreement, annual base rent payments of $650 are due starting on the day immediately following the 3rd anniversary of the lease commencement ("Rent Commencement Date") and are payable to the Eastern Territory on a quarterly basis on the first day of each calendar quarter. Beginning in the 6th year of the lease, annual base rent will increase 3% and remain fixed for the immediate five-year period (i.e. through the 10th year of the lease). At the conclusion of the 10th year and for each successive five-year period thereafter, annual base rent will increase 3% until the end of the lease term.

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However, the lease agreement provides for an annual base rent reset at the following dates:

- At the commencement of the 33rd year of the lease, annual base rent will be adjusted by increasing the amount of base rent due in that year by the lower of (a) base rent due multiplied by 102% or (b) base rent by the average annual increase in the Consumer Price Index for each year commencing from the 1st year of the lease through the 32nd year of the lease.
- At the commencement of the 66th year of the lease, annual base rent will be adjusted by increasing the amount of base rent due in that year by the lower of (a) base rent due multiplied by 102% or (b) base rent by the average annual increase in the Consumer Price Index for each year commencing from the 33rd year of the lease through the 65th year of the lease.

Upon reset of annual base rent in years 33 and 66 of the lease, all remaining rent years within that specific five-year period will be adjusted to the new base rent calculation (e.g. years 34 and 35 will be adjusted to the reset rate from year 33). Each successive five-year period thereafter will be increased by 3%.

The lease agreement also provides for additional rent to be paid to the Eastern Territory at specified dates. The first up-front rent payment of $7,000 was received by the Eastern Territory in July 2021. The secondary up-front payment of $2,000 is due on Rent Commencement Date (June 2024) and the tertiary up-front payment of $2,000 is due on the day immediately following the 10th anniversary of the lease commencement date (June 2031).

In addition to base rent and additional rent, the lessee is responsible for all other costs and expenses relating to or arising out of the use, operation, and maintenance of the property inclusive of real estate taxes, assessments and other impositions. At all times, the lessee shall keep the building insured against loss or damage by fire or other casualty. If the property were to be damaged or destroyed, the lessee must repair, replace, restore or rebuild the structure to at least as valuable as the improvements prior to such casualty. Legal title to both the land and the building rests with the Eastern Territory and possession of the building, including tenant improvements, will revert to the Eastern Territory in 2120.

The 99-year ground lease transaction was accounted for by the Eastern Territory, as a lessor, as a sales-type lease. Accordingly, on lease commencement date, the Eastern Territory a) derecognized the net book value of land and building of $643, b) recognized a net investment in lease of $21,100, which consisted of (i) present value of lease payments not yet received by the lessor of $21,056 and (ii) present value of the unguaranteed residual asset of $44 and, c) recorded selling profit of $19,537, net of direct costs of $920, which is included within gain on sale/disposition of land, buildings and equipment in the accompanying 2021 consolidated statement of activities.

Components of net investment in lease as of September 30, 2021 includes the following:

Lease receivable	$	14,056
Unguaranteed residual asset		44
Net investment in lease	$	14,100

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Minimum future lease payments due to the Eastern Territory under the ground lease as of September 30, 2021, are as follows:

Years Ending September 30,	
2022	$ -
2023	-
2024	2,163
2025	650
2026	662
Thereafter	136,747
Total minimum lease payments	140,222
Less: amounts representing interest (6.28%)	(126,166)
Present value of future minimum lease payments	$ 14,056

NOTE 19 - COMMITMENTS AND CONTINGENCIES

Letters of Credit

As of September 30, 2021, the Eastern Territory has issued letters of credit totaling $22,486 primarily to insurance companies under various insurance programs. These letters of credit are collateralized by the Eastern Territory's cash and cash equivalents and renew automatically each year.

Legal Proceedings

The Eastern Territory, in the normal course of its operations, is or could become a party to various legal proceedings and complaints, the majority of which are covered by insurance. While it is not feasible to predict the ultimate outcomes of such matters, management is not aware of any claims or contingencies, which are not covered by insurance, that would have a material adverse effect on the consolidated financial position, changes in net assets and cash flows of the Eastern Territory.

Real Estate and Construction Commitments

The Board of Trustees of the Eastern Territory had future capital commitments of approximately $27,600 which was unspent as of September 30, 2021.

Government Grants and Contracts

The Eastern Territory receives grants and contracts from federal, state and local governments. Cost reimbursement grant programs, including those subject to independent audit under the Office of Management and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, may be reviewed by grantor agencies. These audits and reviews could result in the disallowance of expenditures under the terms of the grant or reductions of future grant funds. Based on prior experience, management believes that any costs ultimately disallowed would not materially affect the Eastern Territory's consolidated financial position.

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NOTE 20 - RELATED PARTY TRANSACTIONS

For fiscal years 2021 and 2020, the Eastern Territory made payments for administrative services to The Salvation Army National Headquarters of $1,300 each year. In addition, for fiscal years 2021 and 2020, the Eastern Territory made payments to The Salvation Army International Headquarters of $6,524 and $6,427, respectively, for World Services and $4,890 and $5,707, respectively, for other mission grants and administrative services.

NOTE 21 - ACCOUNTING FOR INCOME TAXES

The Eastern Territory follows guidance that clarifies the accounting for uncertainty in tax positions taken or expected to be taken in a tax return, including issues relating to financial statement recognition and measurement. This guidance provides that the tax effects from an uncertain tax position can only be recognized in the consolidated financial statements if the position is "more-likely-than-not" to be sustained if the position were to be challenged by a taxing authority. The assessment of the tax position is based solely on the technical merits of the position, without regard to the likelihood that the tax position may be challenged.

The Eastern Territory has processes presently in place to ensure the maintenance of its tax-exempt status; to identify and report unrelated income; to determine its filing and tax obligations in jurisdictions for which it was nexus; and to identify and evaluate other matters that may be considered tax positions. The Eastern Territory has determined that as of September 30, 2021 and 2020, there are no material uncertain tax positions that require recognition or disclosure in the consolidated financial statements.

NOTE 22 - SUBSEQUENT EVENTS

The Eastern Territory evaluated its September 30, 2021 consolidated financial statements for subsequent events through February 28, 2022, the date the consolidated financial statements were issued. The Eastern Territory is not aware of any material subsequent events which would require recognition or disclosure in the accompanying consolidated financial statements, except as disclosed in Notes 9 and 10.

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THE SALVATION ARMY
a New York Corporation
[redacted]

Executive Address: 440 West Nyack Road
West Nyack, New York 10994-1739
T 845-620-7200 F 877-664-7729

Listing of Corporate Trustees and Officers

NAME/EMPLOYMENT	TITLE	HOME ADDRESS
Kenneth G. Hodder	Chairman Trustee	[redacted]
William A. Bamford III	President, Trustee	[redacted]
Ivan K. Rock	Vice President, Trustee	[redacted]
Hubert S. Steele III	Treasurer, Trustee	[redacted]
Michelle L. Dressler	First Assistant Treasurer Trustee	[redacted]
Michael J. Southwick	Secretary	[redacted]
Richard D. Allen	Assistant Secretary – Legal	[redacted]
Thomas O. Henson	Second Assistant Treasurer	[redacted]
Charles S. Foster	Assistant Secretary – Property	[redacted]
Adolph M. Orlando	Second Assistant Secretary –Property	[redacted]
Jae S. Im	Assistant Secretary – Finance	[redacted]
Christine J. Rock	Trustee	[redacted]
Kathleen J. Steele	Trustee	[redacted]
Cindy-Lou Drummond	Trustee	[redacted]
G. Lorraine Bamford	Trustee	[redacted]
Martha L. Bone	Trustee	[redacted]

As of 1 February 2023
(EXADPL)

Abrah Goddard

[redacted]

My goal is to work in an environment that will enable me to enhance my clinical skills.

Authorized to work in the US for any employer

Work Experience

Residential Counselor
Mental Health Center of Greater Manchester - Manchester, NH
May 2017 to Present

Work with individuals with persistent mental illness. Prepare all meals, medication monitoring, and facilitate group activities.

Recovery Coach
Webster Place Recovery Center - Franklin, NH
January 2011 to April 2017

Work with individuals with addiction to one or more substances in a residential setting. Facilitated a workshop each week for the families of the residents. I also completed both group and individual counseling.

Youth Counselor Supervisor
Tobey School - Concord, NH
February 2006 to December 2010

Work with adolescents with addiction and emotional diagnoses in a Residential setting

Mental Health Worker
NH Hospital - Concord, NH
April 2004 to November 2006

Provided care of daily needs for patients with mental illness in a highly secured environment.

Licensed Nursing Assistant
World Health Nursing Agency - Haverhill, MA
June 2005 to February 2006

Traveled to several local nursing homes to aid elderly clients with activities of daily living.

Addiction Counselor
Alcohol and Drug Intervention Program - Concord, NH
September 2004 to December 2005

Worked with individuals who have drug addictions. Responsible for intake, psycho-social evaluation, and referral into a twenty-eight day program.

Residential Counselor II
Spaulding Youth Center - Northfield, NH
September 2001 to June 2005

Responsibilities
I worked with children whom reside in residential care. These children had diagnoses of mental health and developmental disabilities.

Education

Bachelor's in Human Services
Springfield College - Manchester, NH
January 2009 to May 2011

Associate's in Addiction Counseling
New Hampshire Technical Institute - Concord, NH
September 2002 to May 2006

Certificate in Early Childhood Education
NH Community Technical College - Manchester, NH
January 2000 to May 2001

Skills

- Direct Care
- Psychology
- Child Care
- CNA
- Direct Support
- Individual / group counseling
- Crisis intervention
- Addiction counseling
- Mental health counseling
- Developmental disabilities experience
- Group therapy
- Behavioral therapy
- Social work
- Cognitive behavioral therapy
- Child & family counseling
- Motivational interviewing
- Applied behavior analysis

Certifications and Licenses

Paraprofessional certification for state of NH
Present

Certified in the state of NH to work with children on the public school system. This includes with working with children with intellectual education plans in the classroom

CPR

First Aid Certification

AED Certification

Substance Abuse Counseling Certification

CNA

Marriage & Family Therapy Certification

State Tested Nursing Assistant

Certified Substance Abuse Counselor

Kevin Rodney

Residential House Manager

[redacted]

Maintain a stable and secure environment for residents.
Support and encourage staff through supervision and team building.
Conduct weekly house meetings.
Participate in leadership meetings weekly.

Authorized to work in the US for any employer

Work Experience

Residential supervisor
Chase Home for Children - Portsmouth, NH
March 2020 to Present

Delegate responsibilities to residential counselors.
Supervision to residential counselors i am responsible for.
Complete daily itinerary.
Ensure a safe and secure environment for all residents.

Residential Supervisor
Chase Home for Children - Portsmouth, NH
March 2020 to Present

Provide care and supervision for Children ages 9-19.
Ensure the safety and well been of all individuals.
Support and give supervision for all Residential counselors.

Manager
Concord Coalition to End Homelessness - Concord, NH
December 2019 to Present

Supervise and monitor guests.
Conflict resolution.
Answer phone calls.
Complete documentation.

Lead Staff
Concord Coalition to End Homeless - Concord, NH
December 2019 to March 2021

Provide a secure and safe environment for all guest.
Provide assistance to guests and volunteers.

Prep Cook/Cleaner
Margaritas - Concord, NH

August 2015 to December 2015

Review prep list for assigned duties
* Prepare a variety of food items each day
* Ensure that there is a consistency with ingredients with each item made.
* Maintain a clean and sanitary work environment.

Supervisor/Lead Stewrad
Tavern On The Green - New York, NY
May 2014 to July 2015

Delegate job duties and responsibilities to all steward.
Supervise job performance and training to new employees
Maintain a clean and sanitary work environment
* Make sure kitchen is properly clean, maintain and stock with supplies.
* Make sure floors are mop as needed.
* Maintain a positive work environment at all times.

Prep cook
Margaritas - Concord, NH
May 2012 to February 2014

Review prep list for assigned duties
* Prepare a variety of food items each day
* Ensure that the right ingredients and amount are consistent with each recipe.
* Make sure prep food is stored properly.
* Maintain a clean and sanitary work station and environment.

Dishwashing duties, make sure all dishes, pots and pans are clean and put away in there designated areas.

Milieu Manager
Keystone Hall - Nashua, NH
July 2009 to October 2009

* Assure the safety and adherence to the house rules for all clients.
* Perform telephone screenings, entering information into the log.
* Perform random urinalyses of residents as needed.
* Facilitate weekly groups.
* Escort clients to outside AA/NA meetings

Residential Instructor
Easter Seals - Manchester, NH
September 2008 to July 2009

* Ensure the safety of the clients.
* Maintain records for state purposes.
* Work with Case Managers to develop focus of treatments for each individual client.
* Integrate clients into the community and work on independent living skills with the clients.

Residential Counselor/Case Manager
Odyssey House - Hampton, NH
October 2007 to September 2008

* Case management responsibilities.
* Maintain records of daily activities and behaviors.
* Counsel and teach independent living skills to youths with various behavioral problems.
* De-escalation and therapeutic crisis intervention.

Education

Associate In Human Service In Human Services
NHTI-Concord's Community College - Concord, NH
September 2003 to May 2005

Associate In Psychology
Mount Ida College - Newton, MA
1997 to 2000

Skills

- Food Prep
- Food Service
- Case Management
- Individual / Group Counseling
- Kitchen Experience
- Behavioral Therapy
- Developmental Disabilities Experience
- Group Therapy
- Crisis Intervention
- Addiction Counseling
- Medication Administration
- Autism Experience
- Conflict Management
- Motivational Interviewing
- Cognitive Behavioral Therapy
- Special Education

Assessments

Management & Leadership Skills: Impact & Influence — Completed
March 2020

Adapting leadership style to accomplish goals using rational or emotional appeal.
Full results: Completed

Work Style: Reliability — Highly Proficient
January 2020

Tendency to be dependable and come to work
Full results: Highly Proficient

Logic & Critical Thinking — Familiar
February 2020

Using logic to solve problems.
Full results: Familiar

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

Additional Information

Residential Supervisor at Chase Home for Children Portsmouth, NH.
03/25/20-current.

Contractor Name
Key Personnel

Name	Job Title	Salary Amount Paid from this Contract
Abrah Goddard	Director	$50,001.00
Kevin Rodney	House Supervisor	$30,900.00

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ARC

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

Lori A. Shibinette
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

November 15, 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 of Economic and Housing Stability, to amend existing contracts with the Contractors listed below **in bold** for the continued provision of the State Grant in Aid (SGIA) Home Assistance program, by increasing the total price limitation by $3,999,996 from $12,725,724 to $16,725,720 with no change to the contract completion dates of June 30, 2023, effective upon Governor and Council approval. 100% Federal funding.

Contractor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House, Inc.	**165288 - B001**	**Plymouth NH**	**$264,968**	**$96,644**	**$361,612**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	267140 -B001	Bow NH	$185,945	$0	$185,945	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

						A2: 05/19/21 (Tabled Item #15)
Cross Roads House	166570 - B001	Portsmouth NH	$1,390,758	$515,436	$1,906,194	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Families In Transition (F.K.A. FIT/NHNH, Inc.)	157730 - B001	Manchester NH	$2,942,938	$955,704	$3,898,642	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
The Friends Program, Inc.	154987 - B001	Concord NH	$352,114	$182,550	$534,664	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Helping Hands Outreach Ministries, Inc.	174226 - R001	Manchester NH	$405,272	$171,812	$577,084	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Hundred Nights, Inc	313375	Keene NH	$434,964	$451,006	$885,970	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

Lakes Region Community Developers	156571 - B001	Laconia NH	$204,991	$0	$204,991	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Marguerites Place	157465 - B001	Nashua NH	$327,536	$0	$327,536	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
My Friend's Place	**156274 - B001**	**Dover NH**	**$305,697**	**$161,074**	**$466,771**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Nashua Soup Kitchen and Shelter, Inc.	**174173 - R001**	**Nashua NH**	**$468,328**	**$236,241**	**$704,569**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)	**177295 - B001**	**Greenland NH**	**$296,982**	**$118,121**	**$415,103**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$1,678,826	$0	$1,678,826	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

The Salvation Army	**177627 - B001**	**Laconia NH**	**$444,758**	**$225,503**	**$670,261**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
The Salvation Army	**177627 - B003**	**Concord NH**	**$569,845**	**$214,765**	**$784,610**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Seacoast Family Promise	**311097**	**Exeter NH**	**$180,305**	**$75,168**	**$255,473**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Southwestern Community Services, Inc.	**177511 - R001**	**Keene NH 03431**	**$992,485**	**$440,267**	**$1,432,752**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
The Front Door Agency	156244 - B001	Nashua NH 03064	$557,157	$0	$557,157	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

The Way Home, Inc	166673 - B001	Manchester NH	$256,886	$0	$256,886	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Tri-County Community Action Program, Inc.	**177195 - B009**	**Berlin NH**	**$205,825**	**$155,705**	**$361,530**	**O:07/10/19 (Item #16)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0	$252,556	O: 06/19/19 (Item #40) A1:08/28/19 (Item #20B) A2:07/15/20 (Tabled Item #15)
		Total	$12,725,724	$3,999,996	$16,725,720	

Funds are available in the following accounts for State Fiscal Year 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 request is to provide additional funding made available by the Governor's Office for Emergency Relief and Recovery to support the State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing homelessness receive the essential services and supports in emergency shelters. Emergency shelters provide critical services and supports for those NH residents who do not have a home. This additional funding will help emergency shelter programs cover the increased cost of food, electricity, heat, and workforce to ensure these safety net providers are able to continue providing services. Due to the pandemic, most emergency shelters have lost their volunteer base, increasing the reliance on paid staff.

Approximately 4,500 individuals will be served during State Fiscal Year 2023.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services

include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Source of Federal Funds: Assistance Listing Number #21.023 FAIN #ERA0012 and #ERA0435, Assistance Listing Number #21.027 FAIN #4515DRNHP00000001

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

Respectfully submitted,

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
2023	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
		Sub Total		$264,968	$0	$264,968

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2023	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
		Sub Total		$185,945	$0	$185,945

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
2023	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
		Sub Total		$1,390,758	$0	$1,390,758

Families in Transition (F.K.A. FIT/NHNH, Inc.) Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
2023	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
		Sub Total		$2,942,938	$0	$2,942,938

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$352,114	$0	$352,114

Helping Hands Outreach Center Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
2023	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
		Sub Total		$405,272	$0	$405,272

Hundred Nights, Inc Vendor #: 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
2023	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
		Sub Total		$434,964	$0	$434,964

Lakes Region Community Developers Vendor # 156571-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$204,991	$0	$204,991

Marguerites Place Vendor # 157465-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536

2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
2023	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
		Sub Total		$327,536	$0	$327,536

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
2023	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
		Sub Total		$305,697	$0	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
2023	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
		Sub Total		$468,328	$0	$468,328

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
2023	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
		Sub Total		$296,982	$0	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
2023	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
		Sub Total		$1,678,826	$0	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
2023	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
		Sub Total		$444,758	$0	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
2023	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
		Sub Total		$569,845	$0	$569,845

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
2023	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
		Sub Total		$180,305	$0	$180,305

Southern NH Services — Vendor # 177198-B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
2023	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
		Sub Total		$992,485	$0	$992,485

The Front Door Agency — Vendor # 156244-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
2023	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
		Sub Total		$557,157	$0	$557,157

The Way Home, Inc — Vendor # 166673-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482

2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$256,886	$0	$256,886

Tri-County CAP, Inc

Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
2023	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
		Sub Total		$205,825	$0	$205,825

Waypoint

Vendor # 177166-B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$252,556	$0	$252,556

Total	$12,725,724	$0	$12,725,724

05-095-094-940010-24650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HEW HAMPSHIRE HOSPITAL, ARPA DHHS FISCAL RECOVERY FUNDS
100% Federal Funds

Bridge House, Inc.

Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$96,644	$96,644
		Sub Total		$0	$96,644	$96,644

Cross Roads House

Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$515,436	$515,436
		Sub Total		$0	$515,436	$515,436

Families in Transition (F.K.A. FIT/NHNH)

Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$955,704	$955,704
		Sub Total		$0	$955,704	$955,704

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$182,550	$182,550
		Sub Total		$0	$182,550	$182,550

Helping Hands Outreach Center — Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$171,812	$171,812
		Sub Total		$0	$171,812	$171,812

Hundred Nights, Inc — Vendor # 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$451,006	$451,006
		Sub Total		$0	$451,006	$451,006

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$161,074	$161,074
		Sub Total		$0	$161,074	$161,074

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$236,241	$236,241
		Sub Total		$0	$236,241	$236,241

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$118,121	$118,121
		Sub Total		$0	$118,121	$118,121

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$225,503	$225,503
		Sub Total		$0	$225,503	$225,503

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$214,765	$214,765
		Sub Total		$0	$214,765	$214,765

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$75,168	$75,168
		Sub Total		$0	$75,168	$75,168

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$440,267	$440,267
		Sub Total		$0	$440,267	$440,267

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$155,705	$155,705
		Sub Total		$0	$155,705	$155,705

Total	$0	$3,999,996	$3,999,996

Total Contract	$12,725,724	$3,999,996	$16,725,720

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Salvation Army ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, 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 1.8, Price Limitation, to read:

   $670,261

2. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

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 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

11/9/2022
Date

DocuSigned by:
Karen Hebert
Name: Karen Hebert
Title: Division Director

The Salvation Army

11/9/2022
Date

DocuSigned by:
Michael J. Southwick
Name: Michael J. Southwick
Title: Secretary

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

OFFICE OF THE ATTORNEY GENERAL

11/15/2022
Date

DocuSigned by:
Robyn Guarino
74873484941460...
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:

15 mac

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

Families in Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154987 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157465 - B001	Nashua NH	$186,836	$140,700	$327,536	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,522	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Groenland NH	$162,400	$134,682	$296,982	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	$200,062	$244,696	$444,758	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	$312,915	$256,930	$569,845	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Seacoast Family Promise	TBD	Exeter NH	$94,661	$85,644	$180,305	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	177511 - R001	Keene NH	$527,563	$464,922	$992,485	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Front Door Agency	156244 - B001	Nashua NH	$287,991	$269,166	$557,157	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Way Home, Inc.	166673 - B001	Manchester NH	$140,656	$116,230	$256,886	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Tri-County CAP, Inc.	177195 - B009	Berlin NH	$126,299	$79,526	$205,825	O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	$6,682,604	$5,665,716	$12,548,320	

Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program .to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652; Vendor # 1652; Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130	
2022	102/500732	Contracts for Program Services	TBD	$61,174	$0	$61,174	
2023	102/500733	Contracts for Program Services	TBD	$61,174	$0	$61,174	
		Sub Total		$264,968	$0	$264,968	

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$6,588	$0	$6,588	

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2022	102/500732	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2023	102/500733	Contracts for Program Services	TBD	$58,618	$0	$58,618	
		Sub Total		$185,945	$0	$185,945	

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221	O: 06/19/19 (Item #40) A1: 07/15/20,
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563	
2022	102/500732	Contracts for Program Services	TBD	$311,987	$0	$311,987	

2023	102/500733	Contracts for Program Services	TBD	$311,987	$0	$311,987	(Item #20) A2: 05/19/21 (Tabled Item #15)
		Sub Total		$1,390,758	$0	$1,390,758	

FITNHNH, Inc. Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866	
2022	102/500732	Contracts for Program Services	TBD	$642,327	$0	$642,327	
2023	102/500733	Contracts for Program Services	TBD	$642,327	$0	$642,327	
		Sub Total		$2,942,938	$0	$2,942,938	

Friends Program Vendor # 154887 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702	
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702	
		Sub Total		$174,710	$177,404	$352,114	

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608	
2022	102/500732	Contracts for Program Services	TBD	$97,878	$0	$97,878	
2023	102/500733	Contracts for Program Services	TBD	$97,878	$0	$97,878	
		Sub Total		$405,272	$0	$405,272	

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478	
2022	102/500732	Contracts for Program Services	TBD	$107,055	$0	$107,055	
2023	102/500733	Contracts for Program Services	TBD	$107,055	$0	$107,055	
		Sub Total		$434,964	$0	$434,964	

Lakes Region Community Developers

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	

		Sub Total		$204,991	$0	$204,991	A2: 05/19/21 (Tabled Item #15)

Marquerites Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300	
2022	102/500732	Contracts for Program Services	TBD	$70,350	$0	$70,350	
2023	102/500733	Contracts for Program Services	TBD	$70,350	$0	$70,350	
		Sub Total		$327,536	$0	$327,536	

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$82,087	$0	$82,087	
2022	102/500732	Contracts for Program Services	TBD	$84,233	$0	$84,233	
2023	102/500733	Contracts for Program Services	TBD	$84,233	$0	$84,233	
		Sub Total		$305,697	$0	$305,697	

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695	
2022	102/500732	Contracts for Program Services	TBD	$91,761	$0	$91,761	
2023	102/500733	Contracts for Program Services	TBD	$91,761	$0	$91,761	
		Sub Total		$468,328	$0	$468,328	

New Generation

Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$85,043	$0	$85,043	
2022	102/500732	Contracts for Program Services	TBD	$67,291	$0	$67,291	
2023	102/500733	Contracts for Program Services	TBD	$67,291	$0	$67,291	
		Sub Total		$296,982	$0	$296,982	

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$383,109	$0	$383,109	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693	
2022	102/500732	Contracts for Program Services	TBD	$443,512	$0	$443,512	
2023	102/500733	Contracts for Program Services	TBD	$443,512	$0	$443,512	
		Sub Total		$1,678,826	$0	$1,678,826	

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260	
2022	102/500732	Contracts for Program Services	TBD	$122,348	$0	$122,348	
2023	102/500733	Contracts for Program Services	TBD	$122,348	$0	$122,348	
		Sub Total		$444,758	$0	$444,758	

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173	
2022	102/500732	Contracts for Program Services	TBD	$128,465	$0	$128,465	
2023	102/500733	Contracts for Program Services	TBD	$128,465	$0	$128,465	
		Sub Total		$569,845	$0	$569,845	

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391	
2022	102/500732	Contracts for Program Services	TBD	$42,822	$0	$42,822	
2023	102/500733	Contracts for Program Services	TBD	$42,822	$0	$42,822	
		Sub Total		$180,305	$0	$180,305	

Southern NH Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694	
2022	102/500732	Contracts for Program Services	TBD	$232,461	$0	$232,461	
2023	102/500733	Contracts for Program Services	TBD	$232,461	$0	$232,461	
		Sub Total		$992,485	$0	$992,485	

The Front Door Agency

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/18/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086	
2022	102/500732	Contracts for Program Services	TBD	$134,583	$0	$134,583	
2023	102/500733	Contracts for Program Services	TBD	$134,583	$0	$134,583	
		Sub Total		$557,157	$0	$557,157	

The Way Home, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/18/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	
		Sub Total		$256,886	$0	$256,886	

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/18/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435	
2022	102/500732	Contracts for Program Services	TBD	$39,763	$0	$39,763	
2023	102/500733	Contracts for Program Services	TBD	$39,763	$0	$39,763	
		Sub Total		$205,825	$0	$205,825	

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A2: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$252,556	$0	$252,556	

Overall Total	$12,548,320	$177,404	$12,725,724	

20 mac

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
		Total	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract. The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

JUN07'19 PM 1:49 DAS

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STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF ECONOMIC & HOUSING STABILITY

Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names

1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families in Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Salvation Army ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), as amended on December 7, 2022, (Item #20), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $880,959

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

5/30/2023
Date

DocuSigned by:
Katja S. Fox
ED6D05B0AC834A2...
Name: Katja S. Fox
Title: Director

The Salvation Army

5/19/2023
Date

DocuSigned by:
Richard D. Allen
5C12B8BE1B0A4B3...
Name: Richard D. Allen
Title: Assistant Secretary -Legal

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

OFFICE OF THE ATTORNEY GENERAL

6/7/2023
Date

DocuSigned by:
Robyn Guarino
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:

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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 THE SALVATION ARMY is a New York Nonprofit Corporation registered to transact business in New Hampshire on July 19, 1954. 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: **64368**

Certificate Number: **0005888465**



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 25th day of October A.D. 2022.

David M. Scanlan
Secretary of State

DocuSign Envelope ID: 7C73C2F1-13E4-489B-B640-DA244D42F44B

BRIAN PEDDLE
GENERAL

WILLIAM A. BAMFORD
TERRITORIAL COMMANDER

THE SALVATION ARMY

FOUNDED IN 1865 BY WILLIAM AND CATHERINE BOOTH

EASTERN TERRITORIAL HEADQUARTERS
LEGAL DEPARTMENT
440 WEST NYACK ROAD, P.O. BOX C-635
WEST NYACK, NY 10994-1739
http://easternusa.salvationarmy.org
TELEPHONE (845) 620-7200
FAX (845) 620-7753

CERTIFICATE OF AUTHORITY

I, **Adolph M. Orlando** . hereby certify that:
(Name of the elected Officer of the Agency; cannot be contract signatory)

1. I am a duly elected Officer **Second Assistant Secretary -Property** of **The Salvation Army**
(Corporation/LLC Name)

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 **September 1, 2015**, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That **Michael J. Southwick, Secretary or Richard D. Allen, Assistant Secretary -Legal**
(Name and Title of Contract Signatory)

is duly authorized on behalf of **The Salvation Army** to enter into contracts or agreements with
(Name of Corporation/ LLC)

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, as he/she may deem necessary, desirable or appropriate.

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.

Dated: **May 16, 2023**

(Signature of Elected Officer)
Adolph M. Orlando
Second Assistant Secretary - Property

State of New York
County of Rockland

The forgoing instrument was acknowledged before me this 16th day of May 2023

By Adolph M. Orlando
(Name of Elected Officer of the Agency)

(Notary Public/Justice of the Peace)
Tahnia Wilson, Notary Public, State of New York
No. 01WI6213088 Qualified in Rockland County
Commission Expires November 2, 2025

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 06/01/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
CHESTERFIELD INSURANCE AGENCY, INC.
CHESTERFIELD INSURANCE AGENCY, INC.
P. O. BOX 237
GREEN, OH 44232-0237

CONTACT NAME: SEAN O'NEILL
PHONE (A/C, No, Ext): (330) 896-9777 EXT. 8123 FAX (A/C, No): 330-896-6548
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : ZURICH AMERICAN INS. CO.	16535
INSURER B : THE SALVATION ARMY RISK TRUST	
INSURER C : THE SALVATION ARMY, A NY CORP.	
INSURER D : AMERICAN ZURICH INS. CO.	40142
INSURER E : AIG LEXINGTON	19437
INSURER F :	

INSURED
THE SALVATION ARMY, A NEW YORK CORP.
440 WEST NYACK ROAD
WEST NYACK, NY 10994-1739

COVERAGES CERTIFICATE NUMBER: 004007 060123 CONCORD, NH REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
C	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [X] LOC OTHER:			SELF INSURED RETENTION	01/01/23	01/01/24	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 500,000 $ 500,000 $ 5,000 $ 500,000 $ 500,000 $ 500,000
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			TRUST # 19578500	01/01/23	01/01/24	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 100,000 $ $ $
B	[ ] UMBRELLA LIAB [X] OCCUR [X] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 500,000			TRUST#19578500 62785336	01/01/23	01/01/24	EACH OCCURRENCE AGGREGATE	$ 9,500,000 $ 9,500,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] N/A If yes, describe under DESCRIPTION OF OPERATIONS below			WC 8978533-27	01/01/23	01/01/24	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
C	AUTO LIABILITY EXCESS			SELF INSURED RENTENTION	01/01/23	01/01/24	XS OF $100,000	$400,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

McKenna House Shelter, Concord, NH Corps, 100 South Fruit Street, Concord, NH 03301. Coverage from 7/1/23 through 1/1/24.

CERTIFICATE HOLDER

State of NH Department of Health & Human Services
129 Pleasant Street
Concord, NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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DOING THE MOST GOOD®

The Salvation Army, an international movement, is an evangelical part of the universal Christian church. Its message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination.

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Consolidated Financial Statements and Report of Independent Certified Public Accountants

The Salvation Army - Eastern Territory

September 30, 2021 and 2020

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Grant Thornton

GRANT THORNTON LLP
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New York, NY 10017

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F +1 212 370 4520

REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS

To the Board of Trustees of
The Salvation Army - Eastern Territory

We have audited the accompanying consolidated financial statements of The Salvation Army - Eastern Territory (the "Eastern Territory"), which comprise the consolidated statements of financial position as of September 30, 2021 and 2020, and the related consolidated statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the consolidated financial statements.

Management's responsibility for the financial statements
Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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.

Auditor's responsibility
Our responsibility is to express an opinion on these consolidated financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Eastern Territory's preparation and fair presentation of the consolidated financial statements 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 Eastern Territory's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

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Grant Thornton

Opinion
In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of The Salvation Army - Eastern Territory as of September 30, 2021 and 2020, and the changes in their net assets and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Grant Thornton LLP

New York, New York
February 28, 2022

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The Salvation Army - Eastern Territory

CONSOLIDATED STATEMENTS OF FINANCIAL POSITION

As of September 30,
(In thousands)

ASSETS	2021	2020
Cash and cash equivalents	$ 196,803	$ 174,629
Accounts receivable	29,645	29,206
Legacies and bequests receivable	21,065	24,007
Pledges receivable, net	964	1,396
Inventory	7,419	6,373
Prepaid expenses and deferred charges	13,571	10,842
Right-of-use assets - operating	10,079	-
Right-of-use asset - finance	1,294	-
Notes receivable	25,364	38,027
Investments, at fair value	2,624,321	2,115,351
Assets of trusts administered by the Eastern Territory	98,730	93,882
Beneficial interest in trusts held by others	270,663	235,659
Net investment in lease	14,100	-
Land, buildings and equipment, net		
Land	199,197	200,959
Buildings, net of accumulated depreciation of $921,481 in 2021 and $883,665 in 2020	921,167	929,250
Construction in progress	63,918	84,552
Equipment, net of accumulated depreciation of $82,778 in 2021 and $81,165 in 2020	15,935	19,920
Land, buildings and equipment, net	1,200,217	1,234,681
Total assets	$ 4,514,135	$ 3,964,053
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts payable and accrued expenses	$ 41,121	$ 39,165
Lease liabilities - operating	10,263	-
Lease liability - finance	1,404	-
Liability for split-interest agreements	51,154	54,049
Mortgages and notes payable	493,488	528,753
Interest rate swaps	144,886	187,512
Conditional asset retirement obligations	68,670	67,416
Estimated liability for self-insurance claims	59,254	62,195
Estimated liability for pension and other postretirement benefits	744,552	736,868
Other liabilities	16,410	17,713
Total liabilities	1,631,482	1,691,671
Commitments and contingencies		
Net assets		
Net assets without donor restrictions:		
General operating	114,843	66,624
Board-designated	368,374	18,738
Land, buildings and equipment	1,084,544	1,092,397
Total net assets without donor restrictions	1,567,761	1,177,759
Net assets with donor restrictions:		
Amounts to be held in perpetuity	696,213	656,630
Other restrictions	618,679	437,993
Total net assets with donor restrictions	1,314,892	1,094,623
Total net assets	2,882,653	2,272,382
Total liabilities and net assets	$ 4,514,135	$ 3,964,053

The accompanying notes are an integral part of these consolidated financial statements.

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The Salvation Army - Eastern Territory

CONSOLIDATED STATEMENT OF ACTIVITIES

For the year ended September 30, 2021
with comparative totals for the year ended September 30, 2020
(in thousands)

	2021			2020
	Without Donor Restrictions	With Donor Restrictions	Total	Total
Support and revenues				
Public support				
Received directly				
Contributions	$ 193,981	$ 12,611	$ 206,592	$ 199,804
Donations-in-kind and contributed services	124,194	64	124,258	124,452
Legacies and bequests	67,230	5,275	72,505	62,165
Special events	5,714	-	5,714	4,109
Contributions from split-interest agreements	740	9,793	10,533	8,991
Total received directly	391,859	27,743	419,602	399,321
Received indirectly				
Allocated by federated fund raising organizations	8,277	-	8,277	8,985
Total public support	400,136	27,743	427,879	408,306
Fees and grants from governmental agencies	120,242	152	120,394	113,069
Other revenues				
Program and service fees	26,418	-	26,418	29,888
Sales to the public	113,106	-	113,106	92,821
Investment return, net	418,548	223,614	642,162	154,197
Gain on sale/disposition of land, buildings and equipment	23,860	-	23,860	126,720
Other	10,308	-	10,308	10,216
Total other revenues	592,240	223,614	815,854	413,842
Total support and revenues before net assets released from restrictions	1,112,618	251,509	1,364,127	935,017
Net assets released from restrictions	62,613	(62,613)	-	-
Total support and revenues	1,175,231	188,896	1,364,127	935,017
Expenses				
Program services				
Corps community center services	247,948	-	247,948	254,895
Rehabilitation center services	167,155	-	167,155	184,738
Residential and institutional services	67,726	-	67,726	67,456
Other social services	192,268	-	192,268	219,471
Total program services	675,097	-	675,097	726,558
Supporting services				
Management and general	100,527	-	100,527	99,811
Fundraising	39,992	-	39,992	38,659
Total supporting services	140,519	-	140,519	138,470
Total expenses	815,616	-	815,616	865,028
Surplus of support and revenues over expenses	359,615	188,896	548,511	69,989
Change in fair value of interest rate swaps	42,526	-	42,526	(36,209)
Change in value of split-interest agreements	403	31,373	31,776	4,828
Other components of net periodic benefit cost	(28,304)	-	(28,304)	(30,690)
Retirement related activity other than net periodic benefit cost	15,762	-	15,762	29,495
Change in net assets	390,002	220,269	610,271	37,413
Net assets at beginning of year	1,177,759	1,094,623	2,272,382	2,234,969
Net assets at end of year	$ 1,567,761	$ 1,314,892	$ 2,882,653	$ 2,272,382

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

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The Salvation Army - Eastern Territory

CONSOLIDATED STATEMENT OF ACTIVITIES

For the year ended September 30, 2020
(In thousands)

	Without Donor Restrictions	With Donor Restrictions	Total
Support and revenues			
Public support			
Received directly			
Contributions	$ 188,290	$ 11,314	$ 199,604
Donations-in-kind and contributed services	124,260	192	124,452
Legacies and bequests	50,672	11,493	62,165
Special events	4,109	-	4,109
Contributions from split-interest agreements	866	8,125	8,991
Total received directly	368,197	31,124	399,321
Received indirectly			
Allocated by federated fund raising organizations	8,985	-	8,985
Total public support	377,182	31,124	408,306
Fees and grants from governmental agencies	111,665	1,404	113,069
Other revenues			
Program and service fees	29,688	-	29,688
Sales to the public	92,821	-	92,821
Investment return, net	111,243	42,954	154,197
Gain on sale/disposition of land, buildings and equipment	126,720	-	126,720
Other	10,216	-	10,216
Total other revenues	370,688	42,954	413,642
Total support and revenues before net assets released from restrictions	859,535	75,482	935,017
Net assets released from restrictions	63,790	(63,790)	-
Total support and revenues	923,325	11,692	935,017
Expenses			
Program services			
Corps community center services	254,895	-	254,895
Rehabilitation center services	184,736	-	184,736
Residential and institutional services	67,456	-	67,456
Other social services	219,471	-	219,471
Total program services	726,558	-	726,558
Supporting services			
Management and general	99,811	-	99,811
Fund raising	38,659	-	38,659
Total supporting services	138,470	-	138,470
Total expenses	865,028	-	865,028
Surplus of support and revenues over expenses	58,297	11,692	69,989
Change in fair value of interest rate swaps	(38,209)	-	(38,209)
Change in value of split-interest agreements	(1,233)	6,061	4,828
Other components of net periodic benefit cost	(30,690)		(30,690)
Retirement related activity other than net periodic benefit cost	29,495	-	29,495
Change in net assets	19,660	17,753	37,413
Net assets at beginning of year	1,158,099	1,076,870	2,234,969
Net assets at end of year	$ 1,177,759	$ 1,094,623	$ 2,272,382

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

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The Salvation Army - Eastern Territory

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

For the year ended September 30, 2021,
with comparative totals for the year ended September 30, 2020
(In thousands)

	Program Services					Supporting Services				
	Corps Community Center Services	Rehabilitation Center Services	Residential and Institutional Services	Other Social Services	Total	Management and General	Fundraising	Total	2021 Total	2020 Total
Salaries, officer allowances and payroll taxes	$ 77,582	$ 81,635	$ 29,761	$ 34,292	$ 223,270	$ 47,483	$ 15,828	$ 63,311	$ 286,581	$ 308,922
Officer and employee benefits	38,495	16,741	7,172	6,533	68,941	13,838	3,346	17,184	86,125	86,744
Professional fees	8,219	1,941	5,451	3,897	19,508	7,972	8,568	16,540	36,048	32,065
Supplies	7,360	7,550	2,360	4,265	21,535	1,257	576	1,843	23,378	28,689
Telecommunications, postage and shipping	3,367	1,682	516	920	6,485	1,786	2,554	4,340	10,825	11,041
Occupancy, furnishings and equipment	43,471	33,306	10,138	7,762	94,677	13,068	696	13,764	108,441	113,993
Printing and publications	3,810	371	546	2,678	7,405	3,931	7,585	11,516	18,921	18,278
Travel, meals and transportation	8,016	6,165	477	1,770	16,428	1,656	449	2,105	18,533	23,079
Specific assistance to individuals	4,595	609	4,943	110,781	121,128	-	-	-	121,128	141,538
World services	-	-	-	9,501	9,501	-	-	-	9,501	10,531
Interest expense	14,369	1,952	1,268	989	18,578	1,108	-	1,108	19,686	19,900
Depreciation and amortization	34,130	14,716	3,589	6,392	58,827	2,500	248	2,748	61,575	60,052
Other	4,534	267	1,505	2,488	8,814	5,918	142	6,060	14,874	12,136
Total expenses	$ 247,948	$ 167,155	$ 67,726	$ 192,268	$ 675,097	$ 100,527	$ 39,992	$ 140,519	$ 815,616	$ 865,028

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

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The Salvation Army - Eastern Territory

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

For the year ended September 30, 2020
(In thousands)

	Program Services					Supporting Services			
	Corps Community Center Services	Rehabilitation Center Services	Residential and Institutional Services	Other Social Services	Total	Management and General	Fundraising	Total	Total
Salaries, officer allowances and payroll taxes	$ 84,694	$ 67,067	$ 31,855	$ 39,570	$ 243,096	$ 47,722	$ 16,104	$ 63,826	$ 306,922
Officer and employee benefits	38,172	19,806	6,948	6,097	71,025	12,667	3,052	15,719	86,744
Professional fees	8,889	1,776	4,360	3,846	18,871	6,706	6,488	13,194	32,065
Supplies	8,402	9,718	3,002	5,461	26,583	1,373	733	2,106	28,689
Telecommunications, postage and shipping	3,908	1,543	374	985	6,810	1,567	2,664	4,231	11,041
Occupancy, furnishings and equipment	39,458	39,405	9,626	7,229	95,718	17,691	584	18,275	113,993
Printing and publications	2,909	507	441	2,044	5,901	4,533	7,844	12,377	18,278
Travel, meals and transportation	10,380	7,139	681	2,401	20,601	1,656	822	2,478	23,079
Specific assistance to individuals	5,280	1,323	3,655	131,070	141,538	-	-	-	141,538
World services	-	-	-	10,531	10,531	-	-	-	10,531
Interest expense	14,454	1,926	1,464	1,032	18,876	1,084	-	1,084	19,960
Depreciation	32,957	13,852	3,673	6,834	57,318	2,439	297	2,736	60,052
Other	5,392	672	1,357	2,271	9,692	2,373	71	2,444	12,136
Total expenses	$ 254,895	$ 184,736	$ 67,456	$ 219,471	$ 726,558	$ 99,811	$ 38,659	$ 138,470	$ 865,028

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

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The Salvation Army - Eastern Territory

CONSOLIDATED STATEMENTS OF CASH FLOWS

For the years ended September 30,
(In thousands)

	2021	2020
Cash flows from operating activities:		
Change in net assets	$ 510,271	$ 37,413
Adjustments to reconcile change in net assets to net cash used in operating activities:		
Change in fair value of interest rate swaps	(42,526)	38,209
Retirement related activity other than service cost	12,542	1,195
Depreciation and amortization	61,575	60,052
Realized and unrealized gains on investments	(613,103)	(127,215)
Change in value of split-interest agreements	(31,776)	(4,828)
Gain on sale/disposition of land, buildings and equipment	(23,860)	(126,720)
Gain on extinguishment of new markets tax credits	(4,978)	-
Legacies and bequests restricted for endowment	(1,470)	(1,581)
Contributions restricted for permanent investments and split-interest agreements	(10,780)	(458)
Contributions restricted for acquiring and constructing land, buildings and equipment	(35)	(86)
Changes in operating assets and liabilities:		
Accounts receivable	(339)	3,879
Legacies and bequests receivable	3,127	(1,636)
Pledges receivable	(220)	579
Inventory	(1,046)	892
Prepaid expenses and deferred charges	(2,729)	(1,065)
Right-of-use assets - operating	4,095	-
Split-interest agreements	20,989	8,185
Accounts payable and accrued expenses	1,530	(10,949)
Lease liabilities - operating	(3,911)	-
Conditional asset retirement obligations	1,454	1,370
Liability for self-insurance claims	(2,941)	1,883
Liability for pension and other postretirement benefits	(4,858)	(3,637)
Other liabilities	(1,303)	(1,215)
Net cash used in operating activities	(30,292)	(127,633)
Cash flows from investing activities:		
Purchase of investments	(446,870)	(547,672)
Proceeds from sale of investments	534,915	720,241
Proceeds from sale of land, buildings and equipment	21,261	76,248
Purchase of land, buildings and equipment	(38,073)	(56,958)
Net cash provided by investing activities	71,233	191,857
Cash flows from financing activities:		
Legacies and bequests restricted for endowment	1,285	1,871
Contributions restricted for acquiring and constructing land, buildings and equipment	687	420
Contributions restricted for permanent investments and split-interest agreements	739	805
Payments related to split-interest agreements	(5,831)	(6,312)
Proceeds from mortgages and notes payable	335,901	424,654
Payments on mortgages and notes payable and lease liability - finance	(351,548)	(444,779)
Net cash used in financing activities	(18,767)	(23,341)
NET INCREASE IN CASH AND CASH EQUIVALENTS	22,174	40,883
Cash and cash equivalents, beginning of year	174,629	133,746
Cash and cash equivalents, end of year	$ 196,803	$ 174,629
Supplemental disclosures of cash flow information:		
Cash paid during the year for interest	$ 19,686	$ 19,838
Accounts payable for construction projects	$ 2,811	$ 2,385
Right-of-use assets acquired under operating leases	$ 14,175	$ -
Right-of-use asset acquired under finance lease	$ 1,407	$ -
Extinguishment of New Markets Tax Credits loans receivables	$ 12,663	$ -
Extinguishment of New Markets Tax Credits loans payables	$ 17,641	$ -
Net investment in lease recognized for 99-year ground lease	$ 14,100	$ -
Reduction of financing obligation attributed to sale of property	$ -	$ 59,842

The accompanying notes are an integral part of these consolidated financial statements.

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NOTE 1 - PURPOSE AND ORGANIZATION

The Salvation Army, founded in 1865, is a not-for-profit international religious organization and charitable movement organized and operated on a quasi-military pattern and is a branch of the Christian Church. Its membership includes officers (clergy), soldiers and adherents (laity), members of various activity groups and volunteers who serve as advisors, associates and committed participants in its service functions.

The accompanying consolidated financial statements include all programs and operations of The Salvation Army - Eastern Territory (the "Eastern Territory") incorporated as The Salvation Army (A New York Corporation), with its corporate headquarters located in West Nyack, New York. The Eastern Territory comprises the states of Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, Connecticut, New York, New Jersey, Pennsylvania, Delaware, Ohio and Northeast Kentucky, the Commonwealth of Puerto Rico and the U.S. Virgin Islands. The Eastern Territory also consolidates other related entities in which it has an economic interest and control. The centers of operation, which are the divisional headquarters, institutions, corps community centers, service extension units and adult rehabilitation centers, maintain their own standardized financial systems and accounting records under powers of attorney granted by corporate authority, and issue such reports and financial statements as may be called for locally, pertaining to the financial and property resources which they administer. All intercompany accounts and transactions have been eliminated.

The Eastern Territory is an organization exempt from income taxes under Section 501(a) as an entity described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended and is exempt from state income taxes under related state provisions.

The Eastern Territory operates a variety of programs including corps community centers that provide spiritual, educational and recreational services; homeless and emergency shelters; senior citizens' residences, children's homes and children's day care centers; adult rehabilitation centers and substance abuse centers; emergency disaster services; assistance for the poor, disabled, and retired; jail and hospital visitation; and camping activities.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The accompanying consolidated financial statements have been prepared in accordance with the national accounting policies of The Salvation Army. These policies are consistent with accounting principles generally accepted in the United States of America ("U.S. GAAP").

In order to observe restrictions which donors place on grants and other gifts, as well as designations made by the Board of Trustees, all assets, liabilities and activities are accounted for in the following net asset classifications:

Net Assets Without Donor Restrictions - Net assets that are not subject to donor-imposed restrictions and may be designated for specific purposes or locations by action of the Board of Trustees.

Net Assets With Donor Restrictions - Net assets that are subject to donor-imposed restrictions that will be fulfilled either by actions of the Eastern Territory or the passage of time or that include a stipulation that assets provided be retained and invested in perpetuity while permitting the Eastern Territory to use all or part of the investment return on these assets for specified or unspecified purposes.

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Cash and Cash Equivalents

For purposes of these consolidated financial statements, cash equivalents are defined as short-term, highly liquid investments that are both readily convertible to known amounts of cash and have original maturities of three months or less. Cash and cash equivalents do not include cash held for reinvestment which is included in investments. At September 30, 2021 and 2020, cash equivalents included $21,470 and $21,014, respectively, held in a money market account at a commercial bank as collateral for letters of credit for insurance purposes (see Note 19).

Pledges Receivable

Unconditional pledges receivable are recorded at net realizable value. Pledges receivable that are expected to be collected after one year are recorded at the present value of estimated future cash flows and discounted using a credit-adjusted discount rate applicable to the year in which the pledge was made. Amortization of the discount is recorded as additional contribution revenue. An allowance for uncollectible pledges receivable is based on management's judgment, including such factors as prior collection history, subsequent collections, creditworthiness of donor and nature of fundraising activity. Pledges are written off when determined to be uncollectible. Conditional pledges receivable are not recognized until they become unconditional, that is, when the conditions on which they depend are substantially met.

Inventory

Inventory for goods purchased for resale is stated at the lower of weighted average cost or market. Inventory for goods donated for resale is recorded based on estimated fair value.

Investments

Investments are recorded at fair value. Investment return includes interest and dividends and realized and unrealized appreciation (depreciation). Investment expenses, such as custodial fees, investment advisory fees and direct internal investment expenses involving the direct conduct or direct supervision of the strategic and tactical activities involved in generating investment return, are netted against investment return in the accompanying consolidated statements of activities.

The Eastern Territorial headquarters has the responsibility for investment activity for all units within the Eastern Territory. The portfolios related to net assets with donor restrictions are maintained on a pooled "mutual fund" accounting basis, with the net investment return being allocated to each participating account on a pro rata basis. Investment return earned on portfolios related to net assets without donor restrictions is distributed to the constituent accounts on the basis of a stated percentage of the monthly account balances during the year. Amounts so deposited may be withdrawn when required for use by the centers of operation.

Charitable gift annuities are maintained in a separate portfolio and are invested in accordance with applicable state laws for such monies. The Eastern Territory maintains assets sufficient to meet annuity requirements of various state laws.

Split-Interest Agreements

Accounting standards require that the following instruments be recorded as income and net assets at the present value of their ultimate Eastern Territory interest:

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Beneficial Interest in Trusts Held by Others

Donors have established and funded trusts which are administered by organizations other than the Eastern Territory. Under the terms of these trusts, the Eastern Territory has the irrevocable right to receive all or a portion of the income earned on the trust assets either in perpetuity or for the life of the trust. The Eastern Territory does not control the assets held by an outside trustee. The Eastern Territory records its beneficial interest in trusts held by a third party as increases in net assets with donor restrictions at the fair value of the assets contributed to the trust.

Distributions from trust assets that are free of purpose or time restrictions are recorded as net assets without donor restrictions. Distributions from trust assets that are restricted for a particular time or purpose are reported as net assets with donor restrictions and released from restrictions when the time has elapsed or the purpose has been satisfied. Adjustments to the beneficial interest to reflect changes in the fair value are reported in the consolidated statement of activities as a change in value of split-interest agreements.

Charitable Remainder Trusts

Donors have established and funded trusts under which specified distributions are to be made to a designated beneficiary or beneficiaries over the trusts' term. Upon termination of the trusts, the Eastern Territory receives the assets remaining in the trusts. Trusts are recorded as increases to net assets with donor restrictions at the fair value of trust assets, less the present value of the estimated future payments to be made under the specific terms of the trust on the date of the contribution using the Annuity 2012 mortality table. The discount rates ranged from 0.4% to 10.0% at September 30, 2021 and 1.8% to 10.0% at September 30, 2020.

Charitable Gift Annuities

Donors have contributed assets to the Eastern Territory in exchange for a promise by the Eastern Territory to pay a fixed amount or percentage for a specified period of time to the donors or to individuals or organizations designated by the donors. Under the terms of such agreements no trust exists as the assets received are held by, and the annuity liability is an obligation of, the Eastern Territory. Contribution revenue is recognized as increases to net assets with or without donor restrictions based on the existence or absence of donor-imposed restrictions and recorded at the fair value of the assets contributed, less the present value of the estimated future payments to be made under the specific terms of the agreement on the date of the contribution.

The discount rates ranged from 0.4% to 10.6% at September 30, 2021 and 0.6% to 10.6% at September 30, 2020. In fiscal years 2021 and 2020, the assumptions used in the valuation of the annuity liability include mortality data in accordance with the Annuity 2012 mortality table.

Pooled (Life) Income Funds

The Eastern Territory manages a life income fund. The fund is divided into units, and contributions from many donors are pooled and invested as a group. Donors are assigned a specific number of units based on the proportion of the fair value of their contributions to the total fair value of the pooled income fund on the date of the donor's entry into the pooled fund. The donor is paid the actual income earned on those units until his or her death. Upon the donor's death, the value of these assigned units reverts to the Eastern Territory.

The Eastern Territory recognizes its interest in the assets received as contribution revenue with donor restrictions, at the fair value of the assets received net of a discount for future interest based on the life expectancy of the donor. The contribution revenue net of this discount is recorded as contributions from split-interest agreements.

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The discount rates ranged from 2.7% to 11.2% at September 30, 2021 and 2020. In fiscal years 2021 and 2020, the assumptions used in the valuation of the liability include mortality data in accordance with the Annuity 2012 mortality table.

Land, Buildings and Equipment

Land, buildings and equipment (with a purchase price of $10 or more) are stated at cost or, if donated, at fair value at the date of donation.

Revenue Recognition

All items of support and revenue are stated on the accrual basis.

Support and revenue are reported as increases in net assets without donor restrictions unless use of the related assets is limited by donor-imposed restrictions that are not fulfilled in the accounting period. Gains and losses on investments and other assets or liabilities are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulations or by law. All expenses are reported as decreases in net assets without donor restrictions.

Contributions subject to donor-imposed restrictions are recorded as revenue with donor restrictions. When the donor-imposed restriction has been fulfilled or the stipulated time period has elapsed, the net assets are reclassified as net assets without donor restrictions and reported as net assets released from restrictions. Contributions with restrictions that are met during the fiscal year in which they are received are recorded as revenue without donor restrictions. Conditional promises to give and intentions to give are not recognized until they become unconditional, that is, when the conditions on which they depend are substantially met.

In accordance with Financial Accounting Standards Board ("FASB") Accounting Standards Codification ("ASC") Topic 606, *Revenue from Contracts with Customers* ("ASC 606"), the Eastern Territory recognizes revenue when control of the promised goods or services are transferred to outside parties in an amount that reflects the consideration the Eastern Territory expects to be entitled to in exchange for those goods or services. Revenue for sales to public is recognized at the point in time of the sales transaction. Program and service fees are recognized as the services are rendered.

The Eastern Territory recognizes revenue from grants and contracts in accordance with Accounting Standards Update ("ASU") 2018-08, *Not-For-Profit Entities (Topic 958): Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*. In accordance with ASU 2018-08, the Eastern Territory evaluates whether a transfer of assets is (1) an exchange transaction in which a resource provider is receiving commensurate value in return for the resources transferred or (2) a contribution. If the transfer of assets is determined to be an exchange transaction, the Eastern Territory applies guidance under ASC 606. If the transfer of assets is determined to be a contribution, the Eastern Territory evaluates whether the contribution is conditional based upon whether the agreement includes both (1) one or more barriers that must be overcome before the Eastern Territory is entitled to the assets transferred and promised and (2) a right of return of assets transferred or a right of release of a promisor's obligation to transfer assets.

A portion of the Eastern Territory's revenue is derived from federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when expenditures have been incurred or performance requirements have been met, in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures are reported as other liabilities in the consolidated statements of financial position.

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Donations-In-Kind and Contributed Services

Material gifts-in-kind items used in the Eastern Territory's Corps and Unit programs and services (e.g., vehicles, free rent, and equipment, etc.) and donated goods distributed (e.g., clothing, furniture, and foodstuffs, etc.) are recorded at their estimated fair value as income when received and expense at the time the items are placed into service or distributed.

Goods donated for sale in the Eastern Territory's adult rehabilitation centers and thrift stores are recorded as contributions and processed donations-in-kind on the basis of a percentage of sales income determined by appraisal studies.

Contributed land, buildings and equipment are recorded at fair value at the date of donation as support and revenue without donor restrictions unless the use of such contributed assets is restricted by a donor-imposed restriction.

Contributed services are reported as contributions at their fair value if such services 1) create or enhance nonfinancial assets, or 2) they would typically need to be purchased if not provided by contribution, require specialized skills and are provided by individuals possessing such specialized skills. In addition, the appropriate value of donated services of individuals is recorded as an expense when such services qualify for cost reimbursement from third-party providers.

The Eastern Territory has a significant number of volunteers who contribute meaningful amounts of time in furtherance of the Eastern Territory's mission. Such contributions do not meet generally accepted accounting criteria for recognition as contributed services and, accordingly, are not reflected in the consolidated statements of activities.

Expenses

All expenses are stated on the accrual basis and are presented in the accompanying consolidated statements of activities and functional expenses. Expenses directly attributable to a specific functional category are reported as expenses of those functional categories. Expenses attributable to more than one functional category are allocated across program services and supporting services using a variety of cost allocation techniques. These techniques include the allocation of occupancy, furnishings and equipment, and depreciation expenses based on calculated use of the square footage of buildings. Salaries, allowances and taxes and employee and officer benefits are allocated based on an employee's time attributable to specific program and supporting services. Other expenses not attributed directly to a specific functional category are allocated based on the benefit attributed to each functional category.

Depreciation

Depreciation is provided on buildings, vehicles and equipment at straight-line rates based on estimated service lives. The estimated service lives for buildings and improvements are 20-50 years and 4-20 years for vehicles and equipment. For buildings, a half year of depreciation is charged in the year of acquisition or completion of construction, and in the year of disposition. For vehicles and equipment, a full year of depreciation is charged in the year of acquisition and no depreciation is charged in the year of disposition.

Use of Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the amounts reported in the consolidated financial statements and accompanying notes. Actual results could differ from these estimates.

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Reclassification

Certain information in the fiscal 2020 consolidated financial statements has been reclassified to conform to the fiscal 2021 presentation. Such reclassifications did not change total assets, liabilities, net assets, revenues or expenses as reported in the 2020 consolidated financial statements.

NOTE 3 - RECENT ACCOUNTING PRONOUNCEMENTS

In February 2016, the FASB issued ASU No. 2016-02, *Leases (Topic 842)*, which requires organizations that lease assets (lessees) to recognize the assets and related liabilities for the rights and obligations created by the leases on the statement of financial position for leases with terms exceeding 12 months. ASU No. 2016-02 defines a lease as a contract or part of a contract that conveys the right to control the use of identified assets for a period of time in exchange for consideration. The lessee in a lease will be required to initially measure the right-of-use asset and the lease liability at the present value of the remaining lease payments, as well as capitalize initial direct costs as part of the right-of-use asset. In June 2020, the FASB issued ASU No. 2020-05, *Revenue from Contracts with Customers (Topic 606) and Leases (Topic 842)*, that allowed certain entities the option to defer the adoption of ASU 2016-02 by one year. The Eastern Territory adopted ASU 2016-02 for the year ended September 30, 2021 using the current period adjustment method which impacted the Eastern Territory's financial condition but did not have a material impact on the consolidated financial statements (see Note 18).

In September 2020, the FASB issued ASU No. 2020-07, *Presentation and Disclosure by Not-for-Profit Entities for Contributed Nonfinancial Assets* to increase the transparency of contributed nonfinancial assets through enhancement to presentation and disclosure. The new guidance requires contributed nonfinancial assets to be presented as a separate line item on the consolidated statement of activities, apart from cash and other financial asset contributions. This guidance also requires disclosure of the types of contributed nonfinancial assets and, for each category, information about whether the assets were monetized or utilized, a description of the policies to monetize or utilize such assets, a description of donor-imposed restrictions associated with the contributions, and a description of the valuation techniques and principal market used to arrive at a fair value measure at initial recognition. ASU No. 2020-07 will be effective for the Eastern Territory in fiscal year 2022. The Eastern Territory is in the process of evaluating the impact this standard will have on the consolidated financial statements.

NOTE 4 - PLEDGES RECEIVABLE, NET

Pledges receivable, net, at September 30, 2021 and 2020 include the following:

	2021	2020
Pledges receivable due in:		
Less than one year	$ 1,280	$ 1,538
One year to five years	177	653
	1,457	2,191
Discount to present value	(5)	(24)
Allowance for uncollectibles	(488)	(771)
Pledges receivable, net	$ 964	$ 1,396

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At September 30, 2021 and 2020, the interest rates used to discount pledges receivable to present value ranged from 0.13% to 1.63% and 0.13% to 2.81%, respectively.

During fiscal years 2021 and 2020, the Eastern Territory received notification of certain intentions to give. However, due to their conditional nature, these gifts have not been reflected in the accompanying consolidated financial statements.

NOTE 5 - INVESTMENTS

Investments, at fair value, consisted of the following at September 30, 2021 and 2020:

	2021	2020
Marketable securities:		
Short-term securities	$ 120,518	$ 87,000
Corporate bonds and other fixed income securities	136,995	145,150
Government securities	78,892	105,511
Equity securities	720,737	593,155
Mutual fund	30,103	-
Total marketable securities	1,087,245	930,816
Alternative investments:		
Private equity	392,652	193,965
Timber	60,464	64,096
Real estate	60,348	64,260
Hedge funds	310,268	328,672
Commingled funds	672,944	544,411
Commodities	51,874	34,797
Total alternative investments	1,548,550	1,230,201
Receivables for securities sold	22,522	65,139
Liabilities for securities purchased	(36,532)	(113,308)
Accrued income	2,536	2,503
Total investments, at fair value	$ 2,624,321	$ 2,115,351

Depending on the underlying asset, the fair value is determined through a national exchange price for securities with a readily determinable value or by valuations and estimates typically determined by the underlying asset manager. Although the majority of these investment values are determined through national exchanges, certain investment values may differ from the values that would have been used had a ready market for these investments existed and the differences could be material. The financial statements of these investments are audited annually (typically at December 31) by independent auditors.

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Investment return, net, for the years ended September 30, 2021 and 2020 consists of the following:

	2021	2020
Dividends and interest	$ 49,430	$ 38,340
Realized and unrealized gains, net	613,103	127,215
Investment fees	(20,371)	(11,358)
Investment return, net	$ 642,162	$ 154,197

NOTE 6 - FAIR VALUE MEASUREMENTS

U.S. GAAP defines fair value as the exchange price that would be received for an asset or paid to transfer a liability (an exit price) in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants at the measurement date.

U.S. GAAP establishes a three-level fair value hierarchy that prioritizes the inputs used to measure fair value. This fair value hierarchy requires entities to maximize the use of observable inputs and minimize the use of unobservable inputs. Observable inputs reflect the assumptions market participants would use in pricing the asset or liability developed from sources independent of the reporting entity; and unobservable inputs reflect the reporting entity's own assumptions about the assumptions market participants would use in pricing the asset or liability developed based on the best information available in the circumstances. The fair value hierarchy is categorized into three levels based on inputs as follows:

Level 1 - Quoted market prices for identical assets or liabilities to which an entity has access at the measurement date.

Level 2 - Inputs and information other than quoted market indices included in Level 1 that are observable for the asset or liability, either directly or indirectly. Level 2 inputs include the following:

a. Quoted prices for similar assets or liabilities in active markets;

b. Quoted prices for identical or similar assets in markets that are not active;

c. Observable inputs other than quoted prices for the asset or liability; and

d. Inputs derived principally from, or corroborated by, observable market data by correlation or by other means.

Level 3 - Inputs that are unobservable and significant to the overall fair value measurement of the asset or liability.

The Eastern Territory has segregated all financial assets and liabilities that are measured at fair value on a recurring basis (at least annually) into the most appropriate level within the fair value hierarchy based on the inputs used to determine the fair value, except for those investments and assets of trusts administered by the Eastern Territory that are measured at fair value using the net asset value ("NAV") per share practical expedient.

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The following table serves to prioritize the inputs used to value the Eastern Territory's financial assets and liabilities within the fair value hierarchy as of September 30, 2021:

	Level 1	Level 2	Level 3	Net Asset Value	Total
Assets					
Marketable securities:					
Short-term securities	$ 118,354	$ 2,164	$ -	$ -	$ 120,518
Corporate bonds and other fixed income securities	-	136,995	-	-	136,995
Government securities	23,236	55,656	-	-	78,892
Equity securities	720,484	253	-	-	720,737
Mutual fund	30,103	-	-	-	30,103
Total marketable securities	892,177	195,068	-	-	1,087,245
Alternative investments	-	-	28,527	1,520,023	1,548,550
Total investments*	892,177	195,068	28,527	1,520,023	2,635,795
Split-interest agreements:					
Assets of trusts administered by the Eastern Territory					
Cash and cash equivalents	2,408	-	-	-	2,408
Equity securities	31	-	-	-	31
Exchange-traded fund	1,600	-	-	-	1,600
Mutual fund	3,861	-	-	-	3,861
Common trust funds	-	-	-	90,830	90,830
Total assets of trusts administered by the Eastern Territory	7,900	-	-	90,830	98,730
Interests in trusts held by others	-	-	270,663	-	270,663
Total split-interest agreements	7,900	-	270,663	90,830	369,393
Total assets	$ 900,077	$ 195,068	$ 299,190	$ 1,610,853	$ 3,005,188
Liabilities					
Interest rate swaps	$ -	$ 144,986	$ -	$ -	$ 144,986
Total liabilities	$ -	$ 144,986	$ -	$ -	$ 144,986

* Excluded from the summary of investments but included in the Eastern Territory's investments are pending trade receivables, pending trade payables and accrued income.

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The following table serves to prioritize the inputs used to value the Eastern Territory's financial assets and liabilities within the fair value hierarchy as of September 30, 2020:

	Level 1	Level 2	Level 3	Net Asset Value	Total
Assets					
Marketable securities:					
Short-term securities	$ 85,765	$ 1,235	$ -	$ -	$ 87,000
Corporate bonds and other fixed income securities	2,043	143,107	-	-	145,150
Government securities	26,345	79,166	-	-	105,511
Equity securities	592,914	241	-	-	593,155
Total marketable securities	707,067	223,749	-	-	930,816
Alternative investments	-	-	25,233	1,204,968	1,230,201
Total investments*	707,067	223,749	25,233	1,204,968	2,161,017
Split-interest agreements:					
Assets of trusts administered by the Eastern Territory					
Cash and cash equivalents	2,227	-	-	-	2,227
Equity securities	190	-	-	-	190
Exchange-traded fund	1,442	-	-	-	1,442
Mutual fund	3,466	-	-	-	3,466
Common trust funds	-	-	-	86,557	86,557
Total assets of trusts administered by the Eastern Territory	7,325	-	-	86,557	93,882
Interests in trusts held by others	-	-	235,659	-	235,659
Total split-interest agreements	7,325	-	235,659	86,557	329,541
Total assets	$ 714,392	$ 223,749	$ 260,892	$ 1,291,525	$ 2,490,558
Liabilities					
Interest rate swaps	$ -	$ 187,512	$ -	$ -	$ 187,512
Total liabilities	$ -	$ 187,512	$ -	$ -	$ 187,512

* Excluded from the summary of investments but included in the Eastern Territory's investments are pending trade receivables, pending trade payables and accrued income.

The following are rollforwards of Level 3 financial assets for the years ended September 30, 2021 and 2020:

	Beginning Balance as of October 1, 2020	Purchases/ Additions	Sales/ Distributions	Realized and Unrealized Gains, Net	Ending Balance as of September 30, 2021
Real estate alternative investment	$ 25,233	$ 2,989	$ (1,728)	$ 2,033	$ 28,527
Interests in trusts held by others	235,659	9,676	(7,339)	32,667	270,663
	$ 260,892	$ 12,665	$ (9,067)	$ 34,700	$ 299,190

	Beginning Balance as of October 1, 2019	Purchases/ Additions	Sales/ Distributions	Realized and Unrealized Gains, Net	Ending Balance as of September 30, 2020
Real estate alternative investment	$ 23,346	$ 273	$ (233)	$ 1,847	$ 25,233
Interests in trusts held by others	231,078	7,947	(8,868)	5,502	235,659
	$ 254,424	$ 8,220	$ (9,101)	$ 7,349	$ 260,892

Net realized and unrealized gains (losses) in the table above are reflected in the accompanying consolidated statements of activities and included as part of investment return, net, and change in value of split-interest agreements.

The Eastern Territory uses the NAV per share or its equivalent as a practical expedient to determine the fair value of all the underlying investments, which (a) do not have a readily determinable fair value and (b) prepare their financial statements consistent with the measurement principles of an investment company or have the attributes of an investment company.

The following table lists investments valued at NAV per share or its equivalent, by major category, at September 30, 2021:

	Strategy	NAV in Funds	# of Funds	Remaining Life	$ Amount of Unfunded Commitments	Redemption Terms	Redemption Restrictions
Private Equity	Venture and buyout in the U.S. and international	$ 392,652	27	1 – 10 years, 1 fund pending liquidation	$ 61,939	1 fund pending liquidation, No liquidity for the remaining funds	N/A
Real Estate	Real Estate	31,821	9	7 funds 1 – 11 years, 2 funds pending liquidation	32,057	2 funds pending liquidation, No liquidity for remaining funds	N/A
Timber	Holdings of timber producing property	60,464	7	1 – 4 years	-	No liquidity	N/A
Commingled Funds	Distressed asset funds and credit strategies	4,413	1	1 year	750	No liquidity	N/A
Commingled Funds	Global funds	668,531	9	8 funds N/A, 1 fund pending liquidation	303	Monthly for 5 funds, Quarterly for 3 funds, 1 fund pending liquidation	2 funds have redemption gates, 1 fund has a 3 year rolling lock up
Commodities	Energy, Metals, Agriculture	51,874	3	1 fund 1 year, 2 funds 5-7 years	3,776	No liquidity	N/A
Hedge Funds	U.S. and Global Long/ Short-Term Equities	310,268	8	6 funds N/A, 2 funds pending liquidation	50,000	Monthly for 1 fund, Quarterly for 2 funds, Annual for 2 funds, Biannual for 1 fund, 2 funds pending liquidation	3 funds have redemption gates, 1 fund has a 2 year lock up
Common Trust Funds	Track or exceed certain U.S. and international equity and fixed income indices	90,830	8	N/A	-	Daily liquidity	N/A
	Total	$1,610,853	72		$ 148,825		

As of September 30, 2021, additional unfunded commitments totaling $6,739 pertain to the Level 3 real estate alternative investment and are excluded from the table above.

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The following table lists investments valued at NAV per share or its equivalent, by major category, at September 30, 2020:

	Strategy	NAV in Funds	# of Funds	Remaining Life	$ Amount of Unfunded Commitments	Redemption Terms	Redemption Restrictions
Private Equity	Venture and buyout in the U.S. and international	$ 193,965	23	1 – 11 years, 1 fund pending liquidation	$ 71,690	1 fund pending liquidation, No liquidity for the remaining funds	N/A
Real Estate	Real Estate	39,027	10	7 funds 1 – 10 years, 1 fund N/A, 2 funds pending liquidation	41,775	Quarterly for 1 fund, 2 funds pending liquidation, No liquidity for remaining funds	N/A
Timber	Holdings of timber producing property	64,096	7	1 – 3 years		No liquidity	N/A
Commingled Funds	Distressed asset funds and credit strategies	4,376	1	1 year	750	No liquidity	N/A
Commingled Funds	Global funds	540,035	10	9 funds N/A, 1 fund pending liquidation	2,248	Monthly for 5 funds, Quarterly for 4 funds, 1 fund pending liquidation	4 funds have redemption gates
Commodities	Energy, Metals, Agriculture	34,797	3	1 fund 2 years, 2 funds 5-7 years	9,996	No liquidity	N/A
Hedge Funds	U.S. and Global Long/ Short-Term Equities	328,672	11	5 funds N/A, 6 funds pending liquidation		Monthly for 1 fund, Quarterly for 2 funds, Annual for 1 fund, Biannual for 1 fund, 6 funds pending liquidation	2 funds have redemption gates, 1 fund has a 1 year lock up
Common Trust Funds	Track or exceed certain U.S. and international equity and fixed income indices	86,557	8	N/A	-	Daily liquidity	N/A
	Total	$1,291,525	73		$ 126,759		

NOTE 7 - PENSION, RETIREMENT AND OTHER POSTRETIREMENT PLANS

Employee Pension Plans

Eligible employees participate in the Employee Pension Plan (the "Plan") with other Salvation Army Territories which provides for death, disability and retirement benefits. The Plan is a defined contribution, money purchase plan.

Annual contributions to the Plan for the Eastern Territory are based on a stipulated 6% of employees' salaries. In fiscal years 2021 and 2020, the Eastern Territory incurred $8,693 and $8,672 of expenses under this plan, net of employee forfeitures of $2,425 and $2,504, respectively. The Eastern Territory has recorded a liability for contributions accrued under the Plan of $2,186 and $1,863 as of September 30, 2021 and 2020, respectively, and are included on the accompanying consolidated statements of financial position as part of the estimated liability for pension and other postretirement benefits.

The Eastern Territory has board-designated assets of $3,690 and $3,990 as of September 30, 2021 and 2020, respectively, for an inactive money purchase pension plan for employees whose benefits were frozen as of April 30, 1977. The liability for benefits accrued under this plan of $3,690 and $3,990 as of September 30, 2021 and 2020, respectively, are included on the accompanying consolidated statements of financial position as part of the estimated liability for pension and other postretirement benefits.

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Officers' Retirement Provisions and Other Post-Retirement Benefits

The Eastern Territory has a noncontributory retirement provision for officers which provides retirement benefits, as defined by The Salvation Army policy governing such benefits. Retirement allowances are determined based upon active officer allowances and length of service.

They are self-funded principally by annual assessments to all centers of operation, by designated portions of legacy income, by earnings on assets designated for retirement benefits and by special appropriations. Such designated assets, which were $16,873 and $16,123 as of September 30, 2021 and 2020, respectively, are included in board-designated net assets. These assets may be reallocated for other purposes at any time by the Eastern Territory's Board of Trustees.

The Eastern Territory also provides certain healthcare and death benefits for retired Salvation Army officers as part of the retirement provision for officers. The Eastern Territory also provides a housing and furnishings allowance at the time of retirement. All Eastern Territory officers and their eligible dependents are eligible for these benefits, as defined by the Eastern Territory policy. Provisions for these benefits are self-funded in a manner similar to officers' retirement benefits. Such designated assets, which were $58,392 and $66,218 as of September 30, 2021 and 2020, respectively, are included in board-designated net assets. These assets may be reallocated for other purposes at any time by the Eastern Territory's Board of Trustees.

The following table summarizes the benefit obligations, fair value of plan assets, funded status, and accrued benefit cost of the plans reported on the consolidated statements of financial position at September 30, 2021 and 2020:

	2021		2020	
	Retirement Provisions	Other Postretirement Benefits	Retirement Provisions	Other Postretirement Benefits
Benefit obligation, beginning of year	$ 354,006	$ 377,009	$ 332,888	$ 399,858
Service cost	10,418	12,447	10,131	14,053
Interest cost	9,906	11,303	10,547	13,183
Plan amendments	-	-	-	-
Assumption changes	(9,566)	(11,812)	15,544	(6,554)
Actuarial loss (gain)	5,099	7,613	637	(32,162)
Benefit payments	(16,895)	(10,852)	(15,741)	(11,369)
Benefit obligation, end of year	$ 352,968	$ 385,708	$ 354,006	$ 377,009
Fair value of plan assets at September 30	$ -	$ -	$ -	$ -
Funded status at September 30	$ (352,968)	$ (385,708)	$ (354,006)	$ (377,009)
Accrued benefit cost	$ 327,552	$ 380,303	$ 327,250	$ 367,193

In December 2019, Congress passed the 2020 Further Consolidated Appropriations Act (the "Act") which repealed the Cadillac Tax, a tax on high-cost health care plans that was originally passed as a provision of the Affordable Care Act. The change in law served to decrease the fiscal year 2020 other postretirement benefits plan obligation by approximately $19,600. However, this impact was offset due to a decrease in the discount rates commensurate with lower long-term interest rates which served to increase the fiscal year 2020 retirement plan and postretirement benefits plan obligations by approximately $19,800 and $19,700, respectively. During fiscal year 2021, higher long-term interest rates resulted in an increase to

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discount rates which served to decrease the fiscal year 2021 retirement plan and postretirement benefits plan obligations by approximately $10,600 and $13,300, respectively. These changes are reflected in the table above as part of assumption changes.

The amount reflected in the 2020 table above as an actuarial gain, which served to decrease the fiscal year 2020 benefit obligation of the other postretirement plan by $32,162, is primarily due to differences between actual and expected plan experience relating to claims paid and demographic changes.

The amount of contributions and benefit payments from the plans for the years ended September 30, 2021 and 2020 were:

	2021		2020	
	Retirement Provisions	Other Postretirement Benefits	Retirement Provisions	Other Postretirement Benefits
Employer contributions	$ 16,895	$ 10,852	$ 15,741	$ 11,369
Participant contributions	-	-	-	-
Benefit payments	$ 16,895	$ 10,852	$ 15,741	$ 11,369

The following table provides the components of the net periodic benefit cost recognized as expense for the years ended September 30, 2021 and 2020:

	2021		2020	
	Retirement Provisions	Other Postretirement Benefits	Retirement Provisions	Other Postretirement Benefits
Service cost	$ 10,418	$ 12,447	$ 10,131	$ 14,053
Interest cost	9,906	11,303	10,547	13,183
Amortization of unrecognized:				
Prior service cost	1,422	212	1,422	212
Net actuarial loss	5,461	-	4,793	533
Net periodic benefits cost	$ 27,207	$ 23,962	$ 26,893	$ 27,981

Service cost totaling $22,865 and $24,184 for fiscal years 2021 and 2020, respectively, are reported as part of operating expenses and officer and employee benefits in the accompanying consolidated statements of activities and functional expenses. Other components of net periodic benefit cost totaling $28,304 and $30,690, for fiscal years 2021 and 2020, respectively, are reported as nonoperating activities in the accompanying consolidated statements of activities.

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For the years ended September 30, 2021 and 2020, the change in estimated additional minimum liability for retirement and other post-retirement benefits consisted of:

	2021		2020	
	Retirement Provisions	Other Postretirement Benefits	Retirement Provisions	Other Postretirement Benefits
Net actuarial (gain) loss	$ (4,468)	$ (4,199)	$ 16,181	$ (38,716)
Amortization of net actuarial loss	(5,461)	-	(4,793)	(533)
Amortization of prior service cost	(1,422)	(212)	(1,422)	(212)
	$ (11,351)	$ (4,411)	$ 9,966	$ (39,461)

Items not yet recognized as a component of net periodic benefit cost as of September 30, 2021 and 2020 consisted of:

	2021		2020	
	Retirement Provisions	Other Postretirement Benefits	Retirement Provisions	Other Postretirement Benefits
Unrecognized actuarial loss	$ 102,911	$ 4,117	$ 112,839	$ 8,316
Unrecognized prior service cost	11,190	1,286	12,613	1,498
	$ 114,101	$ 5,403	$ 125,452	$ 9,814

The estimated net actuarial loss and prior service cost for the defined benefit pension plan that will be amortized from net assets without donor restrictions into the net periodic benefit cost during the next fiscal year are $4,843 and $1,422, respectively. The estimated net actuarial loss and prior service cost for the postretirement benefit plan that will be amortized from net assets without donor restrictions into the net periodic benefit cost during the next fiscal year are $0 and $212, respectively.

The weighted-average rates used in the measurement of the benefit obligations as of September 30, 2021 and 2020, were as follows:

	2021		2020	
	Retirement Provisions	Other Postretirement Benefits	Retirement Provisions	Other Postretirement Benefits
Discount rate	3.05%	3.23%	2.85%	3.04%
Rate of compensation increase	2.50%	N/A	2.50%	N/A
Expected rate of return on plan assets	N/A	N/A	N/A	N/A

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Other actuarial assumptions used as of September 30, 2021 and 2020, were as follows:

	2021	2020
Initial healthcare cost trend rate:		
Pre-65	6.19%	6.66%
Post-65	6.46%	7.11%
Ultimate healthcare cost trend rate:		
Pre-65	4.50%	4.50%
Post-65	4.50%	4.50%
Year ultimate healthcare cost trend rate is achieved	2031	2028

The weighted-average rates used in the measurement of the net periodic benefit cost for the years ended September 30, 2021 and 2020, were as follows:

	2021		2020	
	Retirement Provisions	Other Postretirement Benefits	Retirement Provisions	Other Postretirement Benefits
Discount rate	2.85%	3.04%	3.24%	3.34%
Rate of compensation increase	2.50%	N/A	2.50%	N/A

Other actuarial assumptions used for the years ended September 30, 2021 and 2020, were as follows:

	2021	2020
Initial healthcare cost trend rate:		
Pre-65	6.66%	7.02%
Post-65	7.11%	7.52%
Ultimate healthcare cost trend rate:		
Pre-65	4.50%	4.50%
Post-65	4.50%	4.50%
Year ultimate healthcare cost trend rate is achieved	2028	2028

For the years ended September 30, 2021 and 2020, the effect of a 1% change in the healthcare cost trend rate were as follows:

	2021		2020	
	1% Increase	1% Decrease	1% Increase	1% Decrease
Effect on net periodic benefit cost	$ 6,489	$ (4,812)	$ 6,200	$ (4,587)
Effect on accumulated benefit obligation	72,576	(56,854)	72,672	(56,697)

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The estimated future benefit payments as of September 30, 2021, were projected to be as follows:

Fiscal Year	Retirement Provisions	Other Postretirement Benefits
2022	$ 14,385	$ 11,102
2023	15,747	11,567
2024	16,456	12,100
2025	19,288	12,736
2026	17,794	13,689
2027 - 2031	106,439	80,736

Because the plans are unfunded, the estimated future benefit payments also represent the expected contributions to the plans for that year.

NOTE 8 - ESTIMATED LIABILITY FOR SELF-INSURANCE CLAIMS

Officers and employees of the Eastern Territory are provided health benefits under a self-insured program which is administered by a third-party claims administrator. The employee medical plan is funded by employee contributions and annual assessments to all centers of operations.

The Eastern Territory also maintains self-insurance programs for general liability, automobile, workers' compensation, and property coverage. The programs are administered by the Eastern Territory Headquarters and are intended to provide coverage for claims arising in all centers of operations. Funding for these programs is obtained through assessments to all centers of operations for each line of coverage and through earnings on designated assets held to pay claims. Assets designated by the Eastern Territory's Board of Trustees for insurance programs amounted to $62,203 and $59,296 at September 30, 2021 and 2020, respectively, and were included in board-designated net assets. These assets may be reallocated for other purposes at any time by the Eastern Territory's Board of Trustees.

Liabilities for self-insurance claims have been developed based on an actuarial model based on historical claims and industry experience. As of September 30, 2021 and 2020, the actuarially determined liabilities consisted of the following:

	2021		
	Case Reserve	Incurred But Not Reported	Total
Officer and employee medical plans	$ 124	$ 6,665	$ 6,789
General liability, automobile, workers' compensation and property coverage	25,622	26,843	52,465
Total liability for self-insurance claims	$ 25,746	$ 33,508	$ 59,254

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	2020		
	Case Reserve	Incurred But Not Reported	Total
Officer and employee medical plans	$ 312	$ 7,190	$ 7,502
General liability, automobile, workers' compensation and property coverage	26,675	28,018	54,693
Total liability for self-insurance claims	$ 26,987	$ 35,208	$ 62,195

NOTE 9 - MORTGAGES AND NOTES PAYABLE

Notes Payable

On August 16, 2007, the Eastern Territory issued an offering memorandum for the sale and issuance of up to $400,000 of Taxable Commercial Paper Notes (the "Notes") for the purpose of real estate acquisitions and facilities construction. The Notes were split into two Series, the Series 2007A Notes and the Series 2007B Notes, and were purchased or the sale arranged by JPMorgan Chase Securities, Inc. ("JPMorgan") and Merrill Lynch & Co. Inc. ("Merrill Lynch"), respectively, the dealers in the transactions. The Series 2007A Notes were sold at a discount with the face amount payable at maturity and the Series 2007B Notes were offered at both a discount and at par with the face amount payable at maturity and both series are interest bearing. The Notes carry maximum maturities of 270 days and may be issued in denominations of $100 or in integral multiples of $1 in excess of $100. The Notes are unsecured general obligations of the Eastern Territory. Deutsche Bank Trust Company Americas was the issuing and paying agent.

On August 22, 2007, $100,000 of Series 2007A Notes and $60,000 of Series 2007B Notes were issued. On September 11, 2008, an additional $35,000 of Series 2007A Notes and $40,000 of Series 2007B Notes were issued. On October 15, 2009, an additional $50,000 of Series 2007A Notes was issued. On October 9, 2010, the Eastern Territory issued an additional $35,000 of Series 2007A Notes and $25,000 of Series 2007B Notes. Deutsche Bank Trust Company Americas was the issuing and paying agent. On August 13, 2013, U.S. Bank Global Corporate Trust Services became the issuing and paying agent.

On November 29, 2011, the Eastern Territory entered a credit agreement with U.S. Bank for two term loans in accordance with its long-term financing strategy. The first term loan ("Term Loan A") of $45,000 with a repayment term of 54 months was due and payable in full on December 1, 2019. On February 6, 2019, the Term Loan A credit agreement was amended to extend the loan maturity date to July 1, 2022. Proceeds were used to pay down $45,000 of Series 2007B Notes issued in 2007. The second term loan ("Term Loan B") of $55,000 with a repayment term of 10 years is due and payable in full on November 29, 2021. On November 23, 2021, the Term Loan B credit agreement was amended to extend the loan maturity date to November 29, 2022. The loans bear interest daily at a per annum rate equal to one-month LIBOR plus the applicable margin, which amount to 0.40% (0.50% prior to December 28, 2018) and 0.80% for Term Loan A and Term Loan B, respectively. At September 30, 2021 and 2020, the Eastern Territory had a combined principal balance outstanding of $100,000 for Term Loans A and B. Term Loans A and B are unsecured general obligations of the Eastern Territory. The interest rates on Term Loans A and B were 0.486% and 0.886%, respectively, at September 30, 2021 and 0.557% and 0.957%, respectively, at September 30, 2020.

On May 24, 2012, the Eastern Territory entered into a credit agreement with TD Bank for a term loan in accordance with its long-term financing strategy. The term loan ("TD Term Loan") of $100,000 with a repayment term of 10 years is due and payable in full on May 24, 2022. Proceeds were used to retire $20,000 of Series 2007A Notes issued in 2007 and $50,000 of Series 2007B Notes issued in 2007 and

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2008. On June 5, 2012, $14,000 of Series 2007B Notes issued in 2008 and 2010 were paid down and not reissued and on July 6, 2012, an additional $16,000 of Series 2007B Notes issued in 2008 and 2010 were paid down and not reissued. The loan bears interest daily at a per annum rate equal to one-month LIBOR plus an applicable margin of 1.0%. At September 30, 2021 and 2020, the Eastern Territory had a principal balance outstanding of $100,000. The interest rate on the TD Term Loan was 1.086% and 1.155% at September 30, 2021 and 2020, respectively.

On February 17, 2016, the Eastern Territory issued a Supplement to the Offering Memorandum dated April 16, 2015 (the "Supplement"). As set forth in the Supplement, the Eastern Territory reduced the principal amount of the Series 2007A Notes to $100,000, and issued a new series of commercial paper notes in an amount up to $100,000, which was denoted as Taxable Commercial Paper Notes, Series 2016A. J.P. Morgan Securities LLC, the dealer with respect to the 2007A Notes, serves as dealer with respect to the Series 2016A Notes. JPMorgan Chase Bank, N.A. provided $100,000 of liquidity for the payment of maturing principal of the Series 2016A Notes pursuant to the terms of a Revolving Loan Agreement. The Series 2016A Notes carry maximum maturities of 270 days and may be issued in denominations of $100 or in integral multiples of $1 in excess of $100. The Series 2016A Notes are unsecured general obligations of the Eastern Territory. U.S. Bank National Association is the issuing and paying agent.

As of September 30, 2021 and 2020, the Eastern Territory had a principal balance outstanding of $199,903, net of discount $97, and a principal balance of $199,842, net of discount of $158, respectively, for Series 2007A and Series 2016A Notes. During fiscal years 2021 and 2020, interest rates on the Series 2007A and Series 2016A Notes ranged from 0.08% to 0.29% and 0.24% to 1.90%, respectively.

Total interest expense related to the long-term financing strategy for the years ended September 30, 2021 and 2020 was $19,245 and $19,255, respectively. Included in this amount are net payments to counterparties related to interest rate swap agreements (see Note 10) of $16,855 and $12,464 for the years ended September 30, 2021 and 2020, respectively.

Mortgages Payable

United States Department of Housing and Urban Development

The Eastern Territory is obligated under various mortgages payable, which represent liabilities to the United States Department of Housing and Urban Development ("HUD") related to the purchase of land and construction of buildings for senior citizens' residences as well as for transitional and emergency shelter programs.

Funding from HUD has been in the form of mortgage notes and capital advances, some of which bear interest expense and for which repayment is not required as long as the Eastern Territory operates the programs stipulated by HUD. At the end of a 40-year period, the mortgage notes and capital advances payable to HUD are to be forgiven by HUD assuming that terms of the agreement are satisfied. Mortgages payable and capital advances in the amount of $39,568 as of September 30, 2021 and 2020, have been included in mortgages and notes payable in the accompanying consolidated statements of financial position. All HUD mortgages and capital advances are collateralized by the related underlying assets.

One HUD mortgage, which requires principal and interest payments, is financed with a third-party financial institution. At September 30, 2021 and 2020, the amounts outstanding were $5,356 and $5,447, respectively, with interest payable at 5.4% per annum. The financing is collateralized by the related underlying assets.

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Other Mortgages Payable

The Eastern Territory has multiple mortgages payable outstanding with a New York State agency. These mortgages require no current principal or interest payment and have maturities through fiscal year 2035. Repayment is not required unless the Eastern Territory discontinues the related program or sells the underlying assets. At September 30, 2021 and 2020, amounts outstanding totaled $2,611.

The Eastern Territory has multiple mortgages payable outstanding with an Ohio State agency. These mortgages require no current principal or interest payment and are reduced by 10% per year over a ten-year period with maturities through fiscal year 2029. Repayment is not required unless the Eastern Territory discontinues the related program or sells the underlying assets. At September 30, 2021 and 2020, amounts outstanding totaled $938 and $1,057, respectively.

At September 30, 2021 and 2020, the Eastern Territory had multiple mortgages payable outstanding aggregating $8,157 and $8,130, respectively, inclusive of accrued interest payable of $1,331 and $1,225, respectively, with interest payable at rates varying from 0.00% to 5.61% per annum with maturities through fiscal year 2047. These mortgages are collateralized by the related underlying assets.

Future principal payments on notes and mortgages payable noted above as of September 30, 2021 are as follows:

Fiscal Year	
2022	$ 345,096
2023	55,101
2024	107
2025	113
2026	119
Thereafter	12,977
	413,513
Mortgages not requiring repayment	43,117
Discount on commercial paper	(97)
Total	$ 456,533

Line of Credit and Other Credit Facilities

Effective July 31, 2021, the Eastern Territory reduced its unsecured master line of credit (the "Master LOC") available from Bank of America from $100,000 to $75,000. Amounts drawn down from the Master LOC bear interest at one-month LIBOR plus 0.50% and are payable on or before July 31, 2022. At September 30, 2021, the Eastern Territory had no amounts outstanding on the Master LOC, but has issued letters of credit on the Master LOC totaling $1,045. At September 30, 2020, the Eastern Territory had $15,522 outstanding on the Master LOC, (0.655% at September 30, 2020) and issued letters of credit on the Master LOC totaling $1,045 (see Note 19).

On October 20, 2020, the Eastern Territory entered into a $50,000 unsecured line of credit agreement with TD Bank to provide liquidity support. Amounts drawn down from the line of credit bear interest at one-month LIBOR plus an applicable spread and is payable on or before October 19, 2021. At September 30, 2021, the Eastern Territory had no amounts outstanding on the line of credit. The credit facility was not renewed upon maturity.

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On April 5, 2018, the Eastern Territory entered into a $35 million unsecured credit facility agreement with U.S. Bank National Association to provide bridge financing for a capital project. Amounts drawn from the credit facility will bear interest at a rate equal to the bank cost of funds rate plus a margin (0.23% per annum) as determined on the date of each loan. Interest on outstanding amounts are payable monthly with full repayment of principal due on April 4, 2021. In August 2020, the entire outstanding balance of $29,600 was paid in full and no further amounts were withdrawn from the credit facility through the maturity date.

Debt Covenants

The terms of the term loans and line of credit agreements contain requirements for maintaining certain financial and non-financial covenants. The Eastern Territory was in compliance with all applicable covenants at September 30, 2021 and 2020.

New Markets Tax Credits

During fiscal years 2014 and 2015, the Eastern Territory entered into three (3) New Markets Tax Credit ("NMTC") transactions for the benefit of the Camden Kroc Center. Through these transactions, the Eastern Territory issued leveraged loans receivables of $12,663 to two investment funds in fiscal 2014 ("Camden 1" and "Camden 2") and $7,054 to one investment fund in fiscal 2015 ("Camden 3"), due in 2044 and 2045, respectively, with interest payments only on the loans until 2021 and 2022, respectively. The loans bear an interest rate of 1% and are unsecured. As of September 30, 2021 and 2020, amounts due to the Eastern Territory totaled $7,054 and $19,717, respectively, and are included in notes receivable on the accompanying consolidated statements of financial position.

In connection with the Camden NMTC transactions, the Eastern Territory obtained loans payable for $17,641 and $9,800 for the Camden Kroc Center during the years ended September 30, 2014 and 2015, respectively, maturing in 2044 and 2045, respectively. The loans bear interest rates that range between 0.71% and 1.15%. Interest-only payments are required until maturity upon which time the entire principal balance will become due. As of September 30, 2021 and 2020, amounts payable by the Eastern Territory totaled $9,800 and $27,441, respectively, and are included in mortgages and notes payable on the accompanying consolidated statements of financial position.

At the closing of each of the Camden NMTC transactions, the Eastern Territory and the investor executed put and call option agreements that would grant the respective investor the right and option to cause the Eastern Territory to purchase (within three months after the seven-year compliance period) the investor's membership interests in the fund (i.e., the "put") for a predetermined purchase price of approximately $1. If the investor does not elect to put its interests to the Eastern Territory beyond the end of month 87, the Eastern Territory will have the right to call its purchase right in the fund for the current fair market value.

On June 11, 2021, the Camden 1 investor exercised their put option to sell their membership interest in the fund at the end of the seven year compliance period and unwound the deal. The unwind of the Camden 1 NMTC deal occurred on June 21, 2021, and resulted in the extinguishment of the related loans receivable of $6,946 and loans payable of $9,800. The net gain of $2,854 is included as part of other revenue in the accompanying 2021 consolidated statement of activities.

On August 16, 2021, the Camden 2 investor exercised their put option to sell their membership interest in the fund at the end of the seven year compliance period and unwound the deal. The unwind of the Camden 2 NMTC deal occurred on September 13, 2021, and resulted in the extinguishment of the related loans receivable of $5,717 and loans payable of $7,841. The net gain of $2,124 is included as part of other revenue in the accompanying 2021 consolidated statement of activities.

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On February 23, 2022, the Camden 3 investor exercised their put option to sell their membership interest in the fund at the end of the seven year compliance period and unwound the deal. The unwind of the Camden 3 NMTC deal occurred on February 23, 2022, and resulted in the extinguishment of the related loans receivable of $7,054 and loans payable of $9,800. The net gain of $2,746 will be recognized by the Eastern Territory in fiscal year 2022.

During fiscal year 2016, the Eastern Territory entered into a NMTC transaction for the benefit of the Greater Cleveland Area Services ("GCAS"). Through this transaction, the Eastern Territory issued a leveraged loan receivable for $11,508 to an investment fund due in 2045. The loan bears an interest rate of 1.15%. Interest-only payments are required until 2022 and the loan is unsecured. As of September 30, 2021 and 2020, amounts due to the Eastern Territory totaled $11,508 and are included in notes receivable on the accompanying consolidated statements of financial position.

In connection with the GCAS NMTC transaction, the Eastern Territory obtained three loans payable totaling $17,435 for the GCAS. The loans bear an interest rate of 1%. Interest-only payments are required until maturity in 2045. As of September 30, 2021 and 2020, amounts payable by the Eastern Territory totaled $17,435 and are included in mortgages and notes payable on the accompanying consolidated statements of financial position.

During fiscal year 2018, the Eastern Territory entered into a NMTC transaction for the benefit of the Harrisburg Corps ("Harrisburg"). Through this transaction, the Eastern Territory issued a leveraged loan receivable for $6,802 to an investment fund due in 2040. The loan bears an interest rate of 1%. Interest-only payments are required until 2025 and the loan is unsecured. As of September 30, 2021 and 2020, amounts due to the Eastern Territory totaled $6,802 and are included in notes receivable on the accompanying consolidated statements of financial position.

In connection with the Harrisburg NMTC transaction, the Eastern Territory obtained two loans payable totaling $9,700 for Harrisburg. The loans bear an interest rate of 1.52%. Interest-only payments are required until maturity in 2048. As of September 30, 2021 and 2020, amounts payable by the Eastern Territory totaled $9,700 and are included in mortgages and notes payable on the accompanying consolidated statements of financial position.

At the closing of the GCAS and Harrisburg NMTC transactions, the Eastern Territory and the investor executed put and call option agreements that would grant the respective investor the right and option to cause the Eastern Territory to purchase (within three months after the seven-year compliance period) the investor's membership interests in the fund (i.e., the "put") for a predetermined purchase price of approximately $1. If the investor does not elect to put its interests to the Eastern Territory beyond the end of month 87, the Eastern Territory will have the right to call its purchase right in the fund for the current fair market value.

Other Financing Obligation

On October 16, 2015, the Eastern Territory entered into a sale of property in New York City for $108,750, in exchange for cash proceeds of $70,000 and a purchase money mortgage note of $38,750. The principal amount is due on its maturity date of December 31, 2050, unless terminated earlier upon agreement of both parties to certain terms and conditions. Interest is payable monthly at 6% per annum. The Eastern Territory simultaneously entered into a lease for the premises, expiring no later than October 15, 2045, with an annual base rent of $2,325, subject to the same termination conditions included in the purchase money mortgage. The lease also requires payment of property taxes and certain utilities and maintenance expenses. This sale-leaseback transaction did not qualify for sale-leaseback accounting due to the Eastern Territory's continuing involvement and as a result, the transaction was accounted for by the Eastern Territory using the financing method. Under the financing method, the Eastern Territory did not recognize

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any profit, did not record the note receivable and continued to report the property on its consolidated statements of financial position.

During fiscal year 2020, the termination conditions stipulated in the purchase money mortgage and lease were met by the Eastern Territory which accelerated the maturity date of the purchase money mortgage note. In July 2020, the Eastern Territory received $41,200 from the buyer for repayment of the purchase money mortgage note of $38,750, reimbursement of shared occupancy costs of $525 and payment of accrued interest of $1,925. The Eastern Territory recognized the sale of property in fiscal 2020 that resulted in a gain of approximately $97,000 that is recorded within gain on sale/disposition of land, buildings and equipment in the accompanying 2020 consolidated statement of activities. In conjunction with the sale of the property, the net book value of the property and the net financing obligation are no longer included as part of land, buildings and equipment, net, and other liabilities in the accompanying 2020 consolidated statement of financial position.

NOTE 10 - INTEREST RATE SWAPS

Concurrent with the issuance of the Notes, the Eastern Territory entered into a total of six interest rate swap agreements with notional amounts totaling $345,000 in order to hedge its interest rate risk on the Notes whereby the Eastern Territory agreed to pay a counterparty a fixed rate and the counterparty agreed to pay the Eastern Territory a variable interest rate intended to approximate the variable rate equal to 30-Day LIBOR (0.080% at September 30, 2021 and 0.148% at September 30, 2020) on the Eastern Territory's Commercial Paper and Term Loans. The interest rate swap agreements issued concurrently with the issuance of the Notes in fiscal years 2007 through 2011 were maintained to hedge interest rate risk on the 2007A Notes and 2016A Notes.

Concurrent with the issuance of Term Loan B, the Eastern Territory has entered into an interest rate swap transaction with U.S. Bank in the notional amount of $55,000, wherein the Eastern Territory agreed to pay U.S. Bank a fixed rate of interest equal to 2.149% of the notional amount and receive from U.S. Bank an interest payment equal to 30-Day LIBOR (0.080% at September 30, 2021 and 0.148% at September 30, 2020). The interest rate swap agreement issued concurrently with the 2007 Series B Notes was maintained to hedge interest rate risk on Term Loan A.

The summary of the Eastern Territory's interest rate swap agreements as of September 30, 2021 and 2020 are as follows:

Counterparty	Notional Amount	Eastern Territory Fixed Rate	Expiration	Counterparty Interest Rate
JPMorgan	$ 100,000	5.615%	June 1, 2040	30-Day LIBOR
Bank of America	60,000	5.615%	June 1, 2040	30-Day LIBOR
JPMorgan	40,000	4.576%	June 1, 2040	30-Day LIBOR
Merrill Lynch	35,000	4.576%	June 1, 2040	30-Day LIBOR
U.S. Bank	50,000	3.960%	June 1, 2024	30-Day LIBOR
U.S. Bank	60,000	2.975%	June 1, 2024	30-Day LIBOR
U.S. Bank	55,000	2.149%	November 1, 2021	30-Day LIBOR
	$ 400,000			

On November 1, 2021, the $55,000 interest rate swap agreement with U.S. Bank expired.

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The Eastern Territory accounts for its interest rate swap agreements in accordance with ASC Topic 815, *Accounting for Derivative Instruments and Hedging Activities*. Fair values of interest rate swap agreements are the estimated amounts that the Eastern Territory would have received or paid, including accrued interest, to terminate the agreements on the date of the consolidated statement of financial position. The estimated fair values of the agreements are recorded as assets or liabilities within the consolidated statements of financial position. Changes in the estimated fair values are recorded in the consolidated statements of activities.

Amounts included within the consolidated financial statements as of September 30, 2021 and 2020 are as follows:

Counterparty	Fair Value as of September 30, 2021	Fair Value as of September 30, 2020	Consolidated Statement of Financial Position Location	Change in Fair Value for the Year Ended September 30, 2021	Change in Fair Value for the Year Ended September 30, 2020	Consolidated Statement of Activities Location
JPMorgan	$ 63,145	$ 79,117		$ 15,972	$ (13,996)	
Bank of America	37,887	47,470		9,583	(8,397)	
JPMorgan	18,684	24,700		6,016	(5,351)	
Merrill Lynch	16,396	21,612		5,216	(4,681)	
U.S. Bank	4,660	7,057		2,397	(1,253)	
U.S. Bank	4,025	6,270		2,245	(1,987)	
U.S. Bank	189	1,286		1,097	(544)	
	$ 144,986	$ 187,512	Interest rate swaps	$ 42,526	$ (36,209)	Change in fair value of interest rate swaps

NOTE 11 - CONDITIONAL ASSET RETIREMENT OBLIGATIONS

The Eastern Territory is required to recognize a conditional asset retirement obligation ("CARO") related to the cost associated with the eventual remediation and abatement of asbestos and other environmental hazards contained within its physical plant. The cost of the abatement was based upon a consultant's estimate which specializes in such abatements. At September 30, 2021 and 2020, the CARO was $68,870 and $67,416, respectively. Land, buildings and equipment included capitalized conditional asset retirement obligations at a cost of $13,810 and accumulated depreciation of $13,810 at September 30, 2021 and 2020. For the years ended September 30, 2021 and 2020, the Eastern Territory recorded accretion expense of $1,968 and $1,929, respectively. During fiscal years 2021 and 2020, the remediation costs amounted to $514 and $559, respectively, and were recorded as a reduction to the CARO.

NOTE 12 - ENDOWMENTS

The Eastern Territory's endowment consists of approximately one thousand four hundred individual funds established for a variety of purposes. Its endowment includes both donor-restricted endowment funds and funds designated by the Board of Trustees to function as endowments. As required by U.S. GAAP, net assets associated with endowment funds, including funds designated by the Board of Trustees to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

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Interpretation of Relevant Law

The Eastern Territory is subject to the New York Prudent Management of Institutional Funds Act ("NYPMIFA"), as enacted by the State of New York and thus, classifies earnings in its donor-restricted endowment funds as net assets with donor restrictions because those net assets are time restricted until the Board of Trustees appropriates such amounts for expenditure. Most of those net assets are also subject to purpose restrictions that must be met before reclassifying those net assets to net assets without donor restrictions. The Board of Trustees has interpreted NYPMIFA as not requiring the maintenance or purchasing power of the original gift amount contributed to the endowment fund, unless explicit donor restrictions to the contrary. As a result of this interpretation, when reviewing its donor-restricted endowment funds, the Eastern Territory considers a fund to be underwater if the fair value of the fund is less than the sum of (a) the original value of initial and subsequent gifts donated to the fund and (b) any accumulations to the fund that are required to be maintained in perpetuity in accordance with the direction of the applicable donor gift instrument. The Eastern Territory has interpreted NYPMIFA to permit spending from underwater funds in accordance with prudent measures required under the law. Additionally, in accordance with NYPMIFA, the Board of Trustees considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- The duration and preservation of the fund
- The purpose of the Eastern Territory and the donor-restricted endowment fund
- General economic conditions
- The possible effects of inflation and deflation
- The expected total return from income and the appreciation of investments
- Other resources of the Eastern Territory
- The investment policies of the Eastern Territory

Spending Policy

The Eastern Territory has a policy of making available for distribution each year 5% of its endowment fund's average fair value over the prior 20 quarters, excluding the immediately preceding quarter, unless otherwise directed by the donor. In establishing this policy, the Eastern Territory considered the long-term expected return on its endowment. Accordingly, over the long-term, the Eastern Territory expects the current spending policy to allow its endowment to grow at an average real rate of return greater than inflation. This is consistent with the Eastern Territory's objective to maintain the purchasing power of the endowment assets held in perpetuity or for a specified term, as well as to provide additional real growth through new gifts and investment return.

Return Objectives and Risk Parameters

The Eastern Territory has adopted investment policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of the endowment assets. Endowment assets are those assets of donor-restricted funds that the Eastern Territory must hold in perpetuity or for donor-specified periods as well as board-designated funds. Under this policy, as approved by the Board of Trustees, the endowment assets are invested in a manner that is intended to produce results that exceed the price and yield results of appropriate benchmarks without putting the assets at imprudent risk.

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Strategies Employed for Achieving Objectives

To satisfy its long-term objectives, the Eastern Territory relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Eastern Territory targets a diversified asset allocation to achieve its long-term return objectives within prudent risk constraints.

Underwater Endowment Funds

From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that donors or NYPMIFA requires the Eastern Territory to retain as a fund of perpetual duration.

Deficiencies of this nature exist in donor-restricted endowment funds, which together have an original gift value of $66, a current fair value of $65, and a deficiency of $1 as of September 30, 2021. Deficiencies of this nature exist in donor-restricted endowment funds, which together have an original gift value of $7,669, a current fair value of $7,493, and a deficiency of $176 as of September 30, 2020. These deficiencies resulted from unfavorable market fluctuations that occurred after the investment of new contributions for donor-restricted endowment funds and continued appropriations for certain programs that were deemed prudent by the Board of Trustees.

Endowment Net Asset Composition by Type of Fund

The following table summarizes endowment net asset composition by type of fund as of September 30, 2021 and 2020:

	2021		
	Without Donor Restrictions	With Donor Restrictions	Total
Board-designated endowment funds	$ 107,475	$ -	$ 107,475
Donor-restricted endowment funds			
Original donor-restricted gift amount and amounts required to be maintained in perpetuity	-	441,976	441,976
Accumulated investment gains			
Without purpose restrictions	-	42,111	42,111
With purpose restrictions	-	398,392	398,392
	-	440,503	440,503
Total endowment funds	$ 107,475	$ 882,479	$ 989,954

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	2020		
	Without Donor Restrictions	With Donor Restrictions	Total
Board-designated endowment funds	$ 122,002	$ -	$ 122,002
Donor-restricted endowment funds			
Original donor-restricted gift amount and amounts required to be maintained in perpetuity	-	439,544	439,544
Accumulated investment gains			
Without purpose restrictions	-	28,312	28,312
With purpose restrictions	-	237,802	237,802
	-	266,114	266,114
Total endowment funds	$ 122,002	$ 705,658	$ 827,660

The following table summarizes changes in endowment net assets for fiscal years 2021 and 2020.

	Without Donor Restrictions	With Donor Restrictions	Total
Endowment net assets, September 30, 2019	$ 214,531	$ 694,780	$ 909,311
Contributions and bequests	-	3,248	3,248
Designated by Board	14,385	-	14,385
Re-designated by Board for other purposes	(79,685)	-	(79,685)
Appropriation of endowment assets for expenditure	(37,144)	(34,928)	(72,072)
Investment return, net	9,915	42,558	52,473
Endowment net assets, September 30, 2020	122,002	705,658	827,660
Contributions and bequests	-	2,432	2,432
Designated by Board	24,166	-	24,166
Re-designated by Board for other purposes	(2,985)	-	(2,985)
Appropriation of endowment assets for expenditure	(37,936)	(35,584)	(73,520)
Investment return, net	2,228	209,973	212,201
Endowment net assets, September 30, 2021	$ 107,475	$ 882,479	$ 989,954

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NOTE 13 - NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions are restricted for the following purposes or periods at September 30, 2021 and 2020:

	2021	2020
Subject to expenditure for specified purpose or future period, including accumulated earnings on endowment assets:		
Character building/social programs	$ 521,273	$ 342,337
Assets of trusts administered by the Eastern Territory	15,766	12,834
Beneficial interest in trusts held by others	20,557	20,106
Building/capital purposes	20,156	24,295
Camp and recreational activities	24,345	15,892
Disaster relief services	15,035	18,944
Pledges, legacies and bequests to be paid in future periods	1,547	3,585
Total subject to expenditure for specified purpose or future period	618,679	437,993
Endowments subject to spending policy and appropriation		
Amounts held in perpetuity, for which earnings may be appropriated to support:		
Character building/social programs	412,832	411,017
Building/capital purposes	3,284	3,284
Camp and recreational activities	24,220	23,838
Disaster relief services	1,640	1,405
Total endowments subject to spending policy and appropriation	441,976	439,544
Amounts held in perpetuity not subject to appropriation or expenditure:		
Assets of trusts administered by the Eastern Territory	3,629	1,217
Beneficial interest in trusts held by others	250,106	215,553
Pledges, legacies and bequests to be paid in future periods	502	316
Total not subject to appropriation or expenditure	254,237	217,086
Total net assets with donor restrictions	$ 1,314,892	$ 1,094,623

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NOTE 14 - NET ASSETS WITHOUT DONOR RESTRICTIONS

Net assets without donor restrictions is comprised of undesignated and Board-designated amounts for the following purposes at September 30, 2021 and 2020:

	2021	2020
General operating	$ 114,843	$ 66,624
Board-designated		
Officer retirement and healthcare	(663,411)	(648,734)
Insurance programs	2,949	(2,899)
Split-interest agreements	28,181	25,782
Building/capital purposes	357,504	358,320
Other	643,151	286,269
	368,374	18,738
Land, buildings and equipment	1,084,544	1,092,397
	$ 1,567,761	$ 1,177,759

NOTE 15 - NET ASSETS RELEASED FROM RESTRICTIONS

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purposes and/or by occurrence of other events specified by the donors for the years ended September 30, 2021 and 2020:

	2021	2020
Purpose restriction accomplished:		
Character building/social programs	$ 31,741	$ 35,138
Building/capital purposes	6,523	5,419
Camp and recreational activities	2,076	1,858
Disaster relief services	10,041	16,571
	50,381	58,986
Time restrictions expired	12,232	4,804
Total net assets released from restrictions	$ 62,613	$ 63,790

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NOTE 16 - LIQUIDITY AND AVAILABILITY OF RESOURCES

The following reflects the Eastern Territory's financial assets as of September 30, 2021 and 2020, reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year of September 30, 2021 and 2020. Amounts not available include amounts set aside for long-term obligations that could be drawn upon if the Board of Trustees approves that action. However, amounts already appropriated from the donor-restricted endowment for general expenditure within one year of the consolidated statement of financial position date have not been subtracted as unavailable.

	2021	2020
Financial assets at September 30		
Cash and cash equivalents	$ 196,803	$ 174,629
Accounts receivable	29,545	29,206
Legacies and bequest receivable	21,065	24,007
Pledges receivable, net	964	1,396
Investments, at fair value	2,624,321	2,115,351
Total financial assets at September 30	2,872,698	2,344,589
Less those unavailable for general expenditures within one year, due to:		
Contractual or donor-imposed restrictions:		
Contractual restrictions	(25,668)	(27,728)
Subject to appropriation and satisfaction of purpose/time restrictions	(536,685)	(398,815)
Investments illiquid within one year	(687,176)	(406,914)
Pledges receivable collectible beyond one year	(177)	(653)
Board designations:		
Amounts set aside for long-term obligations	(422,973)	(440,989)
Financial assets available to meet cash needs for general expenditures within one year	$ 1,200,019	$ 1,069,490

The Eastern Territory is substantially supported by restricted contributions. Because a donor's restriction requires resources to be used in a particular manner or in a future period, the Eastern Territory must maintain sufficient resources to meet those responsibilities to its donors. Thus, financial assets may not be available for general expenditures within one year. As part of the Eastern Territory's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due. In addition, the Eastern Territory invests cash in excess of daily requirements in short-term investments. In the event of an unanticipated liquidity need, the Eastern Territory could draw upon $75,000 of an available line of credit, less $1,045 for amounts previously withdrawn or issued as letters of credit as of September 30, 2021 (see Notes 9 and 19).

NOTE 17 - CONCENTRATION OF CREDIT RISK

Financial instruments which potentially subject the Eastern Territory to concentrations of credit risk consist primarily of cash and cash equivalents, receivables and investment securities. The Eastern Territory maintains its cash and cash equivalents with large financial institutions. At certain times, the Eastern Territory's cash account balances may exceed federally insured limits. However, the Eastern Territory has not experienced, nor does it anticipate, any losses with respect to such bank balances. Receivables are

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due from a large number of government agencies, entities and individuals, thereby, diversifying the related concentration of credit risk. Investments are exposed to various risks, such as interest rate, market and credit risks. Due to the level of risk associated with investments, it is reasonably possible that changes in risk in the near term would materially affect the amounts reported in the consolidated statements of financial position. However, the Eastern Territory's investment portfolio is diversified with several investment managers in a variety of asset classes. The Eastern Territory regularly evaluates its depository arrangements and investments, including performance thereof.

NOTE 18 - LEASES

Lessee

The Eastern Territory has various lease agreements, principally for office space and thrift stores. The Eastern Territory determines if an arrangement is a lease or contains a lease at a contract's inception. A contract is determined to be or contain a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. In evaluating its contracts, the Eastern Territory separately identifies lease and non-lease components, such as common area and other maintenance costs. The Eastern Territory has elected the practical expedient to not separate lease and non-lease components. The Eastern Territory's lease agreements do not contain any residual value guarantees or material restrictive covenants.

Leases result in recognition of right-of-use ("ROU") assets and lease liabilities on the consolidated statements of financial position. ROU assets represent the right to use an underlying asset for the lease term. Lease liabilities represent the obligation to make lease payments arising from the lease, measured on a discounted basis. The Eastern Territory determines lease classification as operating or finance at the lease commencement date. ROU assets and lease liabilities for operating and finance leases are included in the consolidated statements of financial position and presented separately based on the classification of the underlying lease arrangement. At lease inception, the lease liability is measured at the present value of the lease payments over the lease term. The discount rate is based on the rate implicit within the lease. If this rate is unknown, the Eastern Territory has elected the practical expedient to use a risk-free rate for operating leases or the incremental borrowing rate using a period comparable with the lease term for finance leases. The lease term may include options to extend or terminate the lease that the Eastern Territory is reasonably certain to exercise.

The Eastern Territory has various lease agreements that do not exceed 12 months ("short-term leases"). The Eastern Territory has elected not to recognize ROU assets and lease liabilities for short-term leases and accordingly, they are excluded from the accompanying consolidated statements of financial position.

Components of lease expense for the year ended September 30, 2021 is summarized as follows:

	2021
Lease expenses*	
Finance lease cost – amortization of ROU asset	$ 47
Finance lease cost – Interest on lease liability	54
Operating lease cost	4,516
Short-term lease cost	5,158
Variable lease cost	286
Total lease expenses	$ 10,061

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- Lease expense represents the amount recorded within the consolidated statement of activities. Variable lease amounts represent expenses recognized as incurred which are not included in lease liabilities. Operating lease expenses are recorded on a straight-line basis over the lease term and therefore are not necessarily representative of cash payments during the same period.

Supplemental quantitative information related to leases for the year ended September 30, 2021, was as follows:

Cash paid for amounts included in the measurement of lease obligations	
Operating cash flows from finance lease	$ 54
Financing cash flows from finance lease	3
Operating cash flows from operating leases	4,046
ROU assets obtained in exchange for new operating lease obligations	14,175
ROU assets obtained in exchange for new finance lease obligation	1,407
Weighted average remaining lease term (in years) - operating leases	3.3
Weighted average discount rate - operating leases	0.30%
Weighted average remaining lease term (in years) - finance lease	27.6
Weighted average discount rate - finance lease	3.84%

Minimum future lease payments under non-cancelable leases having remaining terms in excess of one year as of September 30, 2021, are as follows:

Years Ending September 30,	Operating	Finance
2022	$ 3,877	$ 58
2023	2,753	60
2024	2,192	62
2025	943	63
2026	494	65
Thereafter	63	2,131
Total minimum lease payments	10,322	2,439
Less: amounts representing interest	(59)	(1,035)
Present value of future minimum lease payments	$ 10,263	$ 1,404

Lessor – 99-Year Ground Lease

The Eastern Territory owns the land and building at 132 West 14th Street in New York City. In June 2021, the Eastern Territory entered into a 99-year ground lease with a developer that expires in 2120, for the land and building at that location. Under the terms of the lease agreement, annual base rent payments of $650 are due starting on the day immediately following the 3rd anniversary of the lease commencement ("Rent Commencement Date") and are payable to the Eastern Territory on a quarterly basis on the first day of each calendar quarter. Beginning in the 6th year of the lease, annual base rent will increase 3% and remain fixed for the immediate five-year period (i.e. through the 10th year of the lease). At the conclusion of the 10th year and for each successive five-year period thereafter, annual base rent will increase 3% until the end of the lease term.

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However, the lease agreement provides for an annual base rent reset at the following dates:

- At the commencement of the 33rd year of the lease, annual base rent will be adjusted by increasing the amount of base rent due in that year by the lower of (a) base rent due multiplied by 102% or (b) base rent by the average annual increase in the Consumer Price Index for each year commencing from the 1st year of the lease through the 32nd year of the lease.

- At the commencement of the 66th year of the lease, annual base rent will be adjusted by increasing the amount of base rent due in that year by the lower of (a) base rent due multiplied by 102% or (b) base rent by the average annual increase in the Consumer Price Index for each year commencing from the 33rd year of the lease through the 65th year of the lease.

Upon reset of annual base rent in years 33 and 66 of the lease, all remaining rent years within that specific five-year period will be adjusted to the new base rent calculation (e.g. years 34 and 35 will be adjusted to the reset rate from year 33). Each successive five-year period thereafter will be increased by 3%.

The lease agreement also provides for additional rent to be paid to the Eastern Territory at specified dates. The first up-front rent payment of $7,000 was received by the Eastern Territory in July 2021. The secondary up-front payment of $2,000 is due on Rent Commencement Date (June 2024) and the tertiary up-front payment of $2,000 is due on the day immediately following the 10th anniversary of the lease commencement date (June 2031).

In addition to base rent and additional rent, the lessee is responsible for all other costs and expenses relating to or arising out of the use, operation, and maintenance of the property inclusive of real estate taxes, assessments and other impositions. At all times, the lessee shall keep the building insured against loss or damage by fire or other casualty. If the property were to be damaged or destroyed, the lessee must repair, replace, restore or rebuild the structure to at least as valuable as the improvements prior to such casualty. Legal title to both the land and the building rests with the Eastern Territory and possession of the building, including tenant improvements, will revert to the Eastern Territory in 2120.

The 99-year ground lease transaction was accounted for by the Eastern Territory, as a lessor, as a sales-type lease. Accordingly, on lease commencement date, the Eastern Territory a) derecognized the net book value of land and building of $643, b) recognized a net investment in lease of $21,100, which consisted of (i) present value of lease payments not yet received by the lessor of $21,056 and (ii) present value of the unguaranteed residual asset of $44 and, c) recorded selling profit of $19,537, net of direct costs of $920, which is included within gain on sale/disposition of land, buildings and equipment in the accompanying 2021 consolidated statement of activities.

Components of net investment in lease as of September 30, 2021 includes the following:

Lease receivable	$	14,056
Unguaranteed residual asset		44
Net investment in lease	$	14,100

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Minimum future lease payments due to the Eastern Territory under the ground lease as of September 30, 2021, are as follows:

Years Ending September 30,	
2022	$ -
2023	-
2024	2,163
2025	650
2026	662
Thereafter	136,747
Total minimum lease payments	140,222
Less: amounts representing interest (6.28%)	(126,166)
Present value of future minimum lease payments	$ 14,056

NOTE 19 - COMMITMENTS AND CONTINGENCIES

Letters of Credit

As of September 30, 2021, the Eastern Territory has issued letters of credit totaling $22,486 primarily to insurance companies under various insurance programs. These letters of credit are collateralized by the Eastern Territory's cash and cash equivalents and renew automatically each year.

Legal Proceedings

The Eastern Territory, in the normal course of its operations, is or could become a party to various legal proceedings and complaints, the majority of which are covered by insurance. While it is not feasible to predict the ultimate outcomes of such matters, management is not aware of any claims or contingencies, which are not covered by insurance, that would have a material adverse effect on the consolidated financial position, changes in net assets and cash flows of the Eastern Territory.

Real Estate and Construction Commitments

The Board of Trustees of the Eastern Territory had future capital commitments of approximately $27,600 which was unspent as of September 30, 2021.

Government Grants and Contracts

The Eastern Territory receives grants and contracts from federal, state and local governments. Cost reimbursement grant programs, including those subject to independent audit under the Office of Management and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, may be reviewed by grantor agencies. These audits and reviews could result in the disallowance of expenditures under the terms of the grant or reductions of future grant funds. Based on prior experience, management believes that any costs ultimately disallowed would not materially affect the Eastern Territory's consolidated financial position.

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NOTE 20 - RELATED PARTY TRANSACTIONS

For fiscal years 2021 and 2020, the Eastern Territory made payments for administrative services to The Salvation Army National Headquarters of $1,300 each year. In addition, for fiscal years 2021 and 2020, the Eastern Territory made payments to The Salvation Army International Headquarters of $6,524 and $6,427, respectively, for World Services and $4,890 and $5,707, respectively, for other mission grants and administrative services.

NOTE 21 - ACCOUNTING FOR INCOME TAXES

The Eastern Territory follows guidance that clarifies the accounting for uncertainty in tax positions taken or expected to be taken in a tax return, including issues relating to financial statement recognition and measurement. This guidance provides that the tax effects from an uncertain tax position can only be recognized in the consolidated financial statements if the position is "more-likely-than-not" to be sustained if the position were to be challenged by a taxing authority. The assessment of the tax position is based solely on the technical merits of the position, without regard to the likelihood that the tax position may be challenged.

The Eastern Territory has processes presently in place to ensure the maintenance of its tax-exempt status; to identify and report unrelated income; to determine its filing and tax obligations in jurisdictions for which it was nexus; and to identify and evaluate other matters that may be considered tax positions. The Eastern Territory has determined that as of September 30, 2021 and 2020, there are no material uncertain tax positions that require recognition or disclosure in the consolidated financial statements.

NOTE 22 - SUBSEQUENT EVENTS

The Eastern Territory evaluated its September 30, 2021 consolidated financial statements for subsequent events through February 28, 2022, the date the consolidated financial statements were issued. The Eastern Territory is not aware of any material subsequent events which would require recognition or disclosure in the accompanying consolidated financial statements, except as disclosed in Notes 9 and 10.

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THE SALVATION ARMY
a New York Corporation

[redacted]

Executive Address: 440 West Nyack Road
West Nyack, New York 10994-1739
T 845-620-7200 F 877-664-7729

Listing of Corporate Trustees and Officers

NAME/EMPLOYMENT	TITLE	HOME ADDRESS
Kenneth G. Hodder	Chairman Trustee	[redacted]
William A. Bamford III	President, Trustee	[redacted]
Ivan K. Rock	Vice President, Trustee	[redacted]
Hubert S. Steele III	Treasurer, Trustee	[redacted]
Michelle L. Dressler	First Assistant Treasurer Trustee	[redacted]
Michael J. Southwick	Secretary	[redacted]
Richard D. Allen	Assistant Secretary – Legal	[redacted]
Thomas O. Henson	Second Assistant Treasurer	[redacted]
Charles S. Foster	Assistant Secretary – Property	[redacted]
Adolph M. Orlando	Second Assistant Secretary –Property	[redacted]
Jae S. Im	Assistant Secretary – Finance	[redacted]
Christine J. Rock	Trustee	[redacted]
Kathleen J. Steele	Trustee	[redacted]
Cindy-Lou Drummond	Trustee	[redacted]
G. Lorraine Bamford	Trustee	[redacted]
Martha L. Bone	Trustee	[redacted]

As of 1 February 2023
(EXADPL)

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Jenny Connor-Belcourt, CRSW

[redacted]

Education

New Hampshire Technical Institute
Associate of Science – Addiction Counseling – 2010

Fullerton College, CA
Environmental Science - 1981

Occupational Licenses and Certificates

Certified Recovery Support Worker (No.0001) State of New Hampshire
Notary Public for the State of New Hampshire
New Hampshire Commercial Driver's License

Professional Experience

The Salvation Army McKenna House - 2010 to present
Shelter Director - June 2016 to present

- Program Development, Facilities Management, Fundraising, Staff Supervision, Fiscal Management & Planning, Community Relations, Development & Implementation of Procedures

Case Manager/Recovery Support Worker – November 2010 – April 2011 October 2012 - June 2016

- Bio/psycho/social assessments, develop rapport, work with residents to develop a case management plan toward gaining independence and transition into permanent housing, referrals, follow-up, maintaining updated records, group facilitator
- Work closely with Shelter Director and Shelter Supervisor to review case management plans of residents, team discussion of matters affecting the shelter overall (residents, building, policies, programs, etc.)

Phoenix House of New England – 2009 to 2012
Counselor/Director of IDIP

- Direct care to clients in residential treatment, facilitated educational and counseling groups, supervision of second shift staff
- Developed IDIP educational program with Phoenix House Franklin Center Director to comply with NH rules and statutes

Other Activities

- Compliance with maintaining CRSW with training and LADC Supervision requirements
- Attend City of Concord Steering Committee on Ending Homelessness
- Housing Action New Hampshire bi-weekly meetings
- Attend NH BHS Shelter Directors monthly meetings
- Attend BoS-CoC monthly meetings
- Studying Spanish as second language - since 2019

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Kellie Wszolek

[redacted]

Work Experience

Case Manager, Salvation Army Mckenna House, June 2021 to present

- Training in HMIS
- Finding clients' housing
- Signing clients up for benefits when needed

Community Integration Specialist, Fellowship Housing Opportunities, September 2020 to September 2022

Support Staff, Families in Transition/ New Horizons Shelter, April 2020 to August 2020

- Supervise participants attending the shelter
- Knowledge of Narcan
- Keeping participants safe

LNA/Geropsyche, Elliot Hospital, November 2017 to present

- Use of CPI, restraints, and reorientation of patients
- Always supervise patients
- Safety checks

LNA, Havenwood Heritage Heights, August 2001-2017

- Ambulate patients
- Notify nurse of all changes in care
- Input cares into the computer

LNA, Maple Leaf Health Center, June 2001-Aug 2001

- Received LNA license here
- ADLS of all residents
- Supervision in feeding

Education

Bachelors Sociology, Southern New Hampshire University, Manchester NH, September 2015 to July 2017

Volunteer Work, The Friendly Kitchen, April 2005 to March 2020

Licenses, December 14, 2020 to December 14, 2022 , 022968-24 is my license number

Certifications, CPI, June 2020 to June 2022

CPR

February 2020 to February 2022

Awards

LNA of the year 2007

Richard O Artz

Education

University of Central Florida
Bachelor's Degree in Business Administration – 1982

Occupational Licenses & Certificates

Narcan Administration
Nonviolent Crisis Intervention

Professional Experience

The Salvation Army McKenna House
House Supervisor - February 2018 to present
Oversee and manage running of shelter during evening hours, shelter reception, manage all incoming phone calls and messages, maintain daily reports and logs, develop rapport with clients, oversee client program compliance, communication with director and other staff of any arising issues or concerns, USDA inventory, chore scheduling

SCSEP and Residential Staff Volunteer - Front Desk - April 2016 to February 2018

Shelter reception, manage all incoming phone calls and messages, complete forms for NH-HMIS Coordinated Entry, schedule and complete intakes of new clients, maintain daily reports and logs, develop rapport with clients, oversee client program compliance, effective and timely communication with professional staff of any arising issues or concerns

City Cab of Orlando – February 1997 to September 2012
Taxi Cab Driver

Tiffany Furniture – 1989 to December 1996
Warehouse Supervisor

Ability Summary

I am a quick learner, diligent, punctual, conscientious, and reliable. I have the ability to communicate to diverse groups of people. My experience includes retail, customer service, seven years in a supervisory position in production and warehouse, and almost two years as front office staff for a 42 bed homeless shelter. I am also familiar with data entry and internet navigation.

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The Salvation Army

McKenna House

100 S Fruit Street

Concord, NH 03001

Key Personnel Sheet

Jenny Connor-Belcourt	Director	$50,877	40%
Kelly Wszolek	Case Manager	$38,563	40%
Rich Artz	House Manager	$25,500	40%

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

Lori A. Shibinette
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

November 15, 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 of Economic and Housing Stability, to amend existing contracts with the Contractors listed below **In bold** for the continued provision of the State Grant in Aid (SGIA) Home Assistance program, by increasing the total price limitation by $3,999,996 from $12,725,724 to $16,725,720 with no change to the contract completion dates of June 30, 2023, effective upon Governor and Council approval. 100% Federal funding.

Contractor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House, Inc.	**165288 - B001**	**Plymouth NH**	**$264,968**	**$96,644**	**$361,612**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	267140 -B001	Bow NH	$185,945	$0	$185,945	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

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						A2: 05/19/21 (Tabled Item #15)
Cross Roads House	166570 - B001	Portsmouth NH	$1,390,758	$515,436	$1,906,194	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Families In Transition (F.K.A. FIT/NHNH, Inc.)	157730 - B001	Manchester NH	$2,942,938	$955,704	$3,898,642	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
The Friends Program, Inc.	154987 - B001	Concord NH	$352,114	$182,550	$534,664	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Helping Hands Outreach Ministries, Inc.	174226 - R001	Manchester NH	$405,272	$171,812	$577,084	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Hundred Nights, Inc	313375	Keene NH	$434,964	$451,006	$885,970	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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Lakes Region Community Developers	156571 - B001	Laconia NH	$204,991	$0	$204,991	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Marguerites Place	157465 - B001	Nashua NH	$327,536	$0	$327,536	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
My Friend's Place	**166274 - B001**	**Dover NH**	**$305,697**	**$161,074**	**$466,771**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Nashua Soup Kitchen and Shelter, Inc.	**174173 - R001**	**Nashua NH**	**$468,328**	**$236,241**	**$704,669**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)	**177295 - B001**	**Greenland NH**	**$296,982**	**$118,121**	**$415,103**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$1,678,826	$0	$1,678,826	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Salvation Army	**177627 - B001**	**Laconia NH**	**$444,758**	**$225,503**	**$670,261**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
The Salvation Army	**177627 - B003**	**Concord NH**	**$569,845**	**$214,765**	**$784,610**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Seacoast Family Promise	**311097**	**Exeter NH**	**$180,305**	**$75,168**	**$255,473**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Southwestern Community Services, Inc.	**177511 - R001**	**Keene NH 03431**	**$992,485**	**$440,267**	**$1,432,752**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
The Front Door Agency	156244 - B001	Nashua NH 03064	$557,157	$0	$557,157	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Way Home, Inc	166673 - B001	Manchester NH	$256,886	$0	$256,886	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Tri-County Community Action Program, Inc.	**177195 - B009**	**Berlin NH**	**$205,825**	**$155,705**	**$361,630**	**O:07/10/19 (Item #16)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0	$252,556	O: 06/19/19 (Item #40) A1:08/28/19 (Item #20B) A2:07/15/20 (Tabled Item #15)
		Total	$12,725,724	$3,999,996	$16,725,720	

Funds are available in the following accounts for State Fiscal Year 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 request is to provide additional funding made available by the Governor's Office for Emergency Relief and Recovery to support the State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing homelessness receive the essential services and supports in emergency shelters. Emergency shelters provide critical services and supports for those NH residents who do not have a home. This additional funding will help emergency shelter programs cover the increased cost of food, electricity, heat, and workforce to ensure these safety net providers are able to continue providing services. Due to the pandemic, most emergency shelters have lost their volunteer base, increasing the reliance on paid staff.

Approximately 4,500 individuals will be served during State Fiscal Year 2023.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services

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include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Source of Federal Funds: Assistance Listing Number #21.023 FAIN #ERA0012 and #ERA0435, Assistance Listing Number #21.027 FAIN #4515DRNHP00000001

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

Respectfully submitted,

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
2023	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
		Sub Total		$264,968	$0	$264,968

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2023	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
		Sub Total		$185,945	$0	$185,945

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
2023	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
		Sub Total		$1,390,758	$0	$1,390,758

Families in Transition (F.K.A. FIT/NHNH, Inc.) Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
2023	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
		Sub Total		$2,942,938	$0	$2,942,938

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$352,114	$0	$352,114

Helping Hands Outreach Center Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
2023	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
		Sub Total		$405,272	$0	$405,272

Hundred Nights, Inc Vendor #: 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
2023	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
		Sub Total		$434,964	$0	$434,964

Lakes Region Community Developers Vendor # 156571-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$204,991	$0	$204,991

Marguerites Place Vendor # 157465-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536

2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
2023	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
		Sub Total		$327,536	$0	$327,536

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
2023	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
		Sub Total		$305,697	$0	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
2023	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
		Sub Total		$468,328	$0	$468,328

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
2023	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
		Sub Total		$296,982	$0	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
2023	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
		Sub Total		$1,678,826	$0	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
2023	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
		Sub Total		$444,758	$0	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
2023	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
		Sub Total		$569,845	$0	$569,845

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
2023	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
		Sub Total		$180,305	$0	$180,305

Southern NH Services — Vendor # 177198-B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
2023	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
		Sub Total		$992,485	$0	$992,485

The Front Door Agency — Vendor # 156244-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
2023	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
		Sub Total		$557,157	$0	$557,157

The Way Home, Inc — Vendor # 166673-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482

2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$256,886	$0	$256,886

Tri-County CAP, Inc

Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
2023	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
		Sub Total		$205,825	$0	$205,825

Waypoint

Vendor # 177166-B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$252,556	$0	$252,556

Total	$12,725,724	$0	$12,725,724

05-095-094-940010-24650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HEW HAMPSHIRE HOSPITAL, ARPA DHHS FISCAL RECOVERY FUNDS
100% Federal Funds

Bridge House, Inc.

Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$96,644	$96,644
		Sub Total		$0	$96,644	$96,644

Cross Roads House

Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$515,436	$515,436
		Sub Total		$0	$515,436	$515,436

Families in Transition (F.K.A. FIT/NHNH)

Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$955,704	$955,704
		Sub Total		$0	$955,704	$955,704

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$182,550	$182,550
		Sub Total		$0	$182,550	$182,550

Helping Hands Outreach Center — Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$171,812	$171,812
		Sub Total		$0	$171,812	$171,812

Hundred Nights, Inc — Vendor # 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$451,006	$451,006
		Sub Total		$0	$451,006	$451,006

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$161,074	$161,074
		Sub Total		$0	$161,074	$161,074

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$236,241	$236,241
		Sub Total		$0	$236,241	$236,241

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$118,121	$118,121
		Sub Total		$0	$118,121	$118,121

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$225,503	$225,503
		Sub Total		$0	$225,503	$225,503

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$214,765	$214,765
		Sub Total		$0	$214,765	$214,765

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$75,168	$75,168
		Sub Total		$0	$75,168	$75,168

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Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$440,267	$440,267
		Sub Total		$0	$440,267	$440,267

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$155,705	$155,705
		Sub Total		$0	$155,705	$155,705

Total	$0	$3,999,996	$3,999,996

Total Contract	$12,725,724	$3,999,996	$16,725,720

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Salvation Army ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, 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 1.8, Price Limitation, to read:

   $784,610

2. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

Contractor Initials RA
Date 11/2/2022

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 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

11/15/2022
Date

DocuSigned by:
Karen Hebert
Name: Karen Hebert
Title: Division Director

The Salvation Army

11/2/2022
Date

DocuSigned by:
Richard Allen
Name: Richard Allen
Title: Assistant Secretary -Legal

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

OFFICE OF THE ATTORNEY GENERAL

11/16/2022
Date

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:

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

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Families in Transition, NH	167730 - B001	Manchester NH	$1,668,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154887 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157465 - B001	Nashua NH	$186,836	$140,700	$327,536	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,522	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,682	$296,882	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

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Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	$200,062	$244,696	$444,758	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	$312,915	$256,930	$569,845	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Seacoast Family Promise	TBD	Exeter NH	$94,661	$85,644	$180,305	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	177511 - R001	Keene NH	$527,563	$464,922	$992,485	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Front Door Agency	156244 - B001	Nashua NH	$287,991	$269,166	$557,157	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Way Home, Inc.	166673 - B001	Manchester NH	$140,656	$116,230	$256,886	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Tri-County CAP, Inc.	177195 - B009	Berlin NH	$126,299	$79,526	$205,825	O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	$6,682,604	$5,665,716	$12,548,320	

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Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program .to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652: Vendor # 1652: Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130	
2022	102/500732	Contracts for Program Services	TBD	$61,174	$0	$61,174	
2023	102/500733	Contracts for Program Services	TBD	$61,174	$0	$61,174	
		Sub Total		$264,968	$0	$264,968	

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$6,588	$0	$6,588	

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2022	102/500732	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2023	102/500733	Contracts for Program Services	TBD	$58,618	$0	$58,618	
		Sub Total		$185,945	$0	$185,945	

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221	O: 06/19/19 (Item #40) A1: 07/15/20,
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563	
2022	102/500732	Contracts for Program Services	TBD	$311,987	$0	$311,987	

2023	102/500733	Contracts for Program Services	TBD	$311,987	$0	$311,987	(Item #20) A2: 05/19/21 (Tabled Item #15)
		Sub Total		$1,390,758	$0	$1,390,758	

FITNHNH, Inc. Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866	
2022	102/500732	Contracts for Program Services	TBD	$642,327	$0	$642,327	
2023	102/500733	Contracts for Program Services	TBD	$642,327	$0	$642,327	
		Sub Total		$2,942,938	$0	$2,942,938	

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702	
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702	
		Sub Total		$174,710	$177,404	$352,114	

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608	
2022	102/500732	Contracts for Program Services	TBD	$97,878	$0	$97,878	
2023	102/500733	Contracts for Program Services	TBD	$97,878	$0	$97,878	
		Sub Total		$405,272	$0	$405,272	

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478	
2022	102/500732	Contracts for Program Services	TBD	$107,055	$0	$107,055	
2023	102/500733	Contracts for Program Services	TBD	$107,055	$0	$107,055	
		Sub Total		$434,964	$0	$434,964	

Lakes Region Community Developers

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$58,174	$0	$58,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	

		Sub Total		$204,991	$0	$204,991	A2: 05/19/21 (Tabled Item #15)

Marquerites Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300	
2022	102/500732	Contracts for Program Services	TBD	$70,350	$0	$70,350	
2023	102/500733	Contracts for Program Services	TBD	$70,350	$0	$70,350	
		Sub Total		$327,536	$0	$327,536	

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087	
2022	102/500732	Contracts for Program Services	TBD	$64,233	$0	$64,233	
2023	102/500733	Contracts for Program Services	TBD	$64,233	$0	$64,233	
		Sub Total		$305,697	$0	$305,697	

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695	
2022	102/500732	Contracts for Program Services	TBD	$91,761	$0	$91,761	
2023	102/500733	Contracts for Program Services	TBD	$91,761	$0	$91,761	
		Sub Total		$468,328	$0	$468,328	

New Generation

Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043	
2022	102/500732	Contracts for Program Services	TBD	$67,291	$0	$67,291	
2023	102/500733	Contracts for Program Services	TBD	$67,291	$0	$67,291	
		Sub Total		$296,982	$0	$296,982	

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$383,109	$0	$383,109	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693	
2022	102/500732	Contracts for Program Services	TBD	$443,512	$0	$443,512	
2023	102/500733	Contracts for Program Services	TBD	$443,512	$0	$443,512	
		Sub Total		$1,678,826	$0	$1,678,826	

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260	
2022	102/500732	Contracts for Program Services	TBD	$122,348	$0	$122,348	
2023	102/500733	Contracts for Program Services	TBD	$122,348	$0	$122,348	
		Sub Total		$444,758	$0	$444,758	

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173	
2022	102/500732	Contracts for Program Services	TBD	$128,465	$0	$128,465	
2023	102/500733	Contracts for Program Services	TBD	$128,465	$0	$128,465	
		Sub Total		$569,845	$0	$569,845	

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270	O: 06/19/19 (Item #40) A1: 07/15/20; (Item #20) A2: 05/19/21
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391	
2022	102/500732	Contracts for Program Services	TBD	$42,622	$0	$42,622	
2023	102/500733	Contracts for Program Services	TBD	$42,622	$0	$42,622	
		Sub Total		$180,305	$0	$180,305	

Southern NH Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694	
2022	102/500732	Contracts for Program Services	TBD	$232,461	$0	$232,461	
2023	102/500733	Contracts for Program Services	TBD	$232,461	$0	$232,461	
		Sub Total		$992,485	$0	$992,485	

The Front Door Agency

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State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$130,088	$0	$130,088	
2022	102/500732	Contracts for Program Services	TBD	$134,583	$0	$134,583	
2023	102/500733	Contracts for Program Services	TBD	$134,583	$0	$134,583	
		Sub Total		$557,157	$0	$557,157	

The Way Home, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	
		Sub Total		$256,886	$0	$256,886	

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435	
2022	102/500732	Contracts for Program Services	TBD	$39,763	$0	$39,763	
2023	102/500733	Contracts for Program Services	TBD	$39,763	$0	$39,763	
		Sub Total		$205,825	$0	$205,825	

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A2: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$252,556	$0	$252,556	

Overall Total	$12,548,320	$177,404	$12,725,724	

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O: -
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

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Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
		Total	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds:

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

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- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

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New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

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13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families in Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28	0		100	0
29	0		100	0
30	0		100	0
31	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Seacoast Family Promise ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), as amended on December 7, 2022, (Item #20), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $287,590

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

5/12/2023
Date

DocuSigned by:
Katja S. Fox
Name: Katja S. Fox
Title: Director

Seacoast Family Promise

5/11/2023
Date

DocuSigned by:
Pati Frew-Waters
Name: Pati Frew-Waters
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

5/17/2023
Date

DocuSigned by:
Robyn Guarino
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:

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 SEACOAST FAMILY PROMISE is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on August 27, 2001. 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: **384988**

Certificate Number: **0006210449**

IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 19th day of April A.D. 2023.

David M. Scanlan

Secretary of State

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CERTIFICATE OF AUTHORITY

I, Molly Wynne, Vice President, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of Seacoast Family Promise.
(Corporation/LLC Name)

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 May 11, 2023, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That Pat Frew-Waters, Executive Director (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of Seacoast Family Promise to enter into contracts or agreements with the State
(Name of Corporation/ LLC)

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 was **valid thirty (30) days prior to and 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: 5/11/2023

Molly Wynne
Signature of Elected Officer
Name: MOLLY WYNNE, Vice President
Title: 5/11/2023

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ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/21/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Eleanor Spinazzola
E & S Insurance Services LLC	PHONE (A/C, No, Ext): (603) 293-2791 FAX (A/C, No): (603) 293-7188
21 Meadowbrook Lane	E-MAIL ADDRESS: Eleanorspinazzola@esinsurance.net
P O Box 7425	
Gilford NH 03247-7425	

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A	Philadelphia Insurance Co	
INSURER B	FirstComp	27626
INSURER C		
INSURER D		
INSURER E		
INSURER F		

INSURED
Seacoast Family Promise
27 Hampton Road
Exeter NH 03833-4842

COVERAGES CERTIFICATE NUMBER: 22 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			PHPK2337386	11/01/2022	11/01/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG [ ]	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			PHPK2337386	11/01/2022	11/01/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) [ ]	$ 1,000,000 $ $ $ $
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE [ ]	$ $ $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] N/A If yes, describe under DESCRIPTION OF OPERATIONS below			WC0100600-14	11/13/2022	11/13/2023	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 100,000 $ 100,000 $ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

State of NH Department of Health and Human Services
129 Pleasant Street
Concord NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Mission Statement

The mission of Seacoast Family Promise is to empower families with children who are experiencing homelessness to achieve sustainable independence through a community-based approach.

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Youngclaus & Company PLLC
65 Lafayette Rd Ste 102
North Hampton, NH 03862
603-964-2772

June 1, 2022

CONFIDENTIAL

Seacoast Family Promise
27 Hampton Road
Exeter, NH 03833

Dear :

This letter is to confirm and specify the terms of our engagement with you and to clarify the nature and extent of the services we will provide. In order to ensure an understanding of our mutual responsibilities, we ask all clients for whom returns are prepared to confirm the following arrangements.

We will prepare your federal and state exempt organization returns from information which you will furnish to us. We will not audit or otherwise verify the data you submit, although it may be necessary to ask you for clarification of some of the information.

It is your responsibility to provide all the information required for the preparation of complete and accurate returns. You should retain all the documents, cancelled checks and other data that form the basis of these returns. These may be necessary to prove the accuracy and completeness of the returns to a taxing authority. You have the final responsibility for the tax returns and, therefore, you should review them carefully before you sign them.

You should also know that the IRS audit procedures will almost always include questions on bartering transactions and on deductions that require strict documentation such as travel and meals, business usage of automobiles, and charitable donations. In preparing your returns, we rely on your representations that we have been informed of all bartering transactions and that you understand and have complied with the documentation requirements for your expenses and deductions. If you have any questions about these issues, please contact us.

Our work in connection with the preparation of your tax returns does not include any procedures designed to discover defalcations and/or other irregularities, should any exist. We will render such accounting and bookkeeping assistance as determined to be necessary for preparation of the tax returns.

The Internal Revenue Code and regulations impose preparation and disclosure standards with noncompliance penalties on both the preparer of a tax return and on the taxpayer. To avoid exposure to these penalties, it may be necessary in some cases to make certain disclosures to you and/or in the tax return concerning positions taken on the returns that do not meet these standards. Accordingly, we will discuss tax positions that may increase the risk of exposure to penalties and any recommended disclosures with you before completing the preparation of the return.

The IRS permits you to authorize us to discuss, on a limited basis, aspects of your return for one year after the return's due date. Your consent to such a discussion is evidenced by checking a

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box on the return. Unless you tell us otherwise, we will check that box authorizing the IRS to discuss your return with us.

Your returns may be selected for review by the taxing authorities. Any proposed adjustments by the examining agent are subject to certain rights of appeal. In the event of such government tax examination, we will be available upon request to represent you and will render additional invoices for the time and expenses incurred.

Our fees are based upon the time and complexity of the engagement. All invoices are due and payable upon presentation. Finance charges are added to unpaid balances at the rate of 1.5% per month (18% per year) after 30 days.

As your service provider, we are committed to the safekeeping of your confidential information and we maintain physical and electronic safeguard to protect your information. For further information on our privacy policy please contact us.

If the foregoing fairly sets forth your understanding, please sign the enclosed copy of this letter in the space indicated and return it to our office. However, if there are other tax returns you expect us to prepare, please inform us by noting so at the end of the return copy of this letter.

We want to express our appreciation for this opportunity to work with you.

Very truly yours,

Youngclaus & Company PLLC

Accepted By: _____

Seacoast Family Promise

Date: _____

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Forms 990 / 990-EZ Return Summary

For calendar year 2020, or tax year beginning , and ending

-*9881

SEACOAST FAMILY PROMISE

Net Asset / Fund Balance at Beginning of Year			922,524
Revenue			
Contributions		1,134,391	
Program service revenue			
Investment income		99	
Capital gain / loss			
Fundraising / Gaming:			
Gross revenue	28,018		
Direct expenses	7,466		
Net income		20,552	
Other income		0	
Total revenue			1,155,042
Expenses			
Program services		245,724	
Management and general		71,428	
Fundraising		6,000	
Total expenses			323,152
Excess / (deficit)			831,890
Changes			
Net Asset / Fund Balance at End of Year			1,754,414

CLIENT COPY

Reconciliation of Revenue

Total revenue per financial statements	
Less:	
Unrealized gains	
Donated services	
Recoveries	
Other	
Plus:	
Investment expenses	
Other	
Total revenue per return	1,155,042

Reconciliation of Expenses

Total expenses per financial statements	
Less:	
Donated services	
Prior year adjustments	
Losses	
Other	
Plus:	
Investment expenses	
Other	
Total expenses per return	323,152

Balance Sheet

	Beginning	Ending	Differences
Assets	1,014,203	1,761,041	
Liabilities	91,679	6,627	
Net assets	922,524	1,754,414	831,890

Miscellaneous Information

Amended return	
Return / extended due date	05/17/21
Failure to file penalty	

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Youngclaus & Company PLLC
65 Lafayette Rd Ste 102
North Hampton, NH 03862
603-964-2772

June 1, 2022

CONFIDENTIAL

Seacoast Family Promise
27 Hampton Road
Exeter, NH 03833

Dear :

We have prepared the following returns from information provided by you without verification or audit.

Return of Organization Exempt From Income Tax (Form 990)

We suggest that you examine these returns carefully to fully acquaint yourself with all items contained therein to ensure that there are no omissions or misstatements.

Federal Filing Instructions

Your Form 990 for the year ended 12/31/20 shows no balance due.

Your return is being filed electronically with the IRS and is not required to be mailed. If you mail a paper copy of your return to the IRS it will delay the processing of your return. Your electronically filed return is not complete without your signature. You are using a Personal Identification Number (PIN) for signing your return electronically. Form 8879-EO, IRS *e-file* Signature Authorization for an Exempt Organization should be signed and dated by an authorized officer of the organization and returned as soon as possible to:

Youngclaus & Company PLLC
65 Lafayette Rd Ste 102
North Hampton, NH 03862

Important: **Your return will not be filed with the IRS until the signed Form 8879-EO has been received by this office.**

Also enclosed is any material you furnished for use in preparing the returns. If the returns are examined, requests may be made for supporting documentation. Therefore, we recommend that you retain all pertinent records for at least seven years.

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In order that we may properly advise you of tax considerations, please keep us informed of any significant changes in your financial affairs or of any correspondence received from taxing authorities.

If you have any questions, or if we can be of assistance in any way, please call.

Sincerely,

Youngclaus & Company PLLC

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Form **8879-EO**

Department of the Treasury
Internal Revenue Service

IRS *e-file* Signature Authorization for an Exempt Organization

For calendar year 2020, or fiscal year beginning ..... 2020, and ending ..... 20 .....

▶ Do not send to the IRS. Keep for your records.

▶ Go to *www.irs.gov/Form8879EO* for the latest information.

OMB No. 1545-0047

2020

Name of exempt organization or person subject to tax

SEACOAST FAMILY PROMISE

Taxpayer identification number

-*9881

Name and title of officer or person subject to tax

PATI FREW-WATERS
EXECUTIVE DIRECTOR

Part I | Type of Return and Return Information (Whole Dollars Only)

Check the box for the return for which you are using this Form 8879-EO and enter the applicable amount, if any, from the return. If you check the box on line 1a, 2a, 3a, 4a, 5a, 6a, or 7a below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, 5b, 6b, or 7b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. Do not complete more than one line in Part I.

1a	Form 990 check here ▶ [X]	b Total revenue, if any (Form 990, Part VIII, column (A), line 12)	1b	1,155,042
2a	Form 990-EZ check here ▶ [ ]	b Total revenue, if any (Form 990-EZ, line 9)	2b	
3a	Form 1120-POL check here ▶ [ ]	b Total tax (Form 1120-POL, line 22)	3b	
4a	Form 990-PF check here ▶ [ ]	b Tax based on investment income (Form 990-PF, Part VI, line 5)	4b	
5a	Form 8868 check here ▶ [ ]	b Balance due (Form 8868, line 3c)	5b	
6a	Form 990-T check here ▶ [ ]	b Total tax (Form 990-T, Part III, line 4)	6b	
7a	Form 4720 check here ▶ [ ]	b Total tax (Form 4720, Part III, line 1)	7b	

Part II | Declaration and Signature Authorization of Officer or Person Subject to Tax

Under penalties of perjury, I declare that [X] I am an officer of the above organization or [ ] I am a person subject to tax with respect to (name of organization) _____ (EIN) _____ and that I have examined a copy of the 2020 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the electronic return and, if applicable, the consent to electronic funds withdrawal.

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PIN: check one box only

[X] I authorize YOUNGCLAUS & COMPANY PLLC to enter my PIN 98810 as my signature

ERO firm name

Enter five numbers, but do not enter all zeros

on the tax year 2020 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

[ ] As an officer or person subject to tax with respect to the organization, I will enter my PIN as my signature on the tax year 2020 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Signature of officer or person subject to tax ▶ _____ Date ▶ 06/01/22

Part III | Certification and Authentication

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

****

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2020 electronically filed return indicated above. I confirm that I am submitting this return in accordance with the requirements of Pub. 4163, Modernized e-File (MeF) Information for Authorized IRS *e-file* Providers for Business Returns.

ERO's signature ▶ SARAH Y. SMITH, CPA Date ▶ 06/01/22

ERO Must Retain This Form — See Instructions

Do Not Submit This Form to the IRS Unless Requested To Do So

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Form **990**

Department of the Treasury
Internal Revenue Service

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form as it may be made public.

▶ Go to *www.irs.gov/Form990* for instructions and the latest information.

OMB No. 1545-0047

2020

Open to Public Inspection

A For the 2020 calendar year, or tax year beginning , and ending

B Check if applicable:
- ☐ Address change
- ☐ Name change
- ☐ Initial return
- ☐ Final return/ terminated
- ☐ Amended return
- ☐ Application pending

C Name of organization: SEACOAST FAMILY PROMISE

Doing business as: SEACOAST FAMILY PROMISE

Number and street (or P.O. box if mail is not delivered to street address): 27 HAMPTON ROAD

Room/suite:

City or town, state or province, country, and ZIP or foreign postal code: EXETER NH 03833

D Employer identification number: **-***9881

E Telephone number: 603-658-8448

G Gross receipts $: 1,162,508

F Name and address of principal officer:
KEN GEORGE
12 CHRISTIE LANE
STRATHAM NH 03885

H(a) Is this a group return for subordinates? ☐ Yes ☒ No

H(b) Are all subordinates included? ☐ Yes ☐ No

If "No," attach a list. See instructions

I Tax-exempt status: ☒ 501(c)(3) ☐ 501(c) ( ) ◀ (insert no.) ☐ 4947(a)(1) or ☐ 527

J Website: ▶ WWW.SEACOASTFAMILYPROMISE.ORG

H(c) Group exemption number ▶

K Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other ▶

L Year of formation: 2001

M State of legal domicile: NH

Part I | Summary

1 Briefly describe the organization's mission or most significant activities:
THE MISSION OF SEACOAST FAMILY PROMISE IS TO EMPOWER FAMILIES WITH CHILDREN EXPERIENCING HOMELESSNESS TO ACHIEVE SUSTAINABLE INDEPENDENCE THRU A COMMUNITY-BASED RESPONSE.

2 Check this box ▶ ☐ if the organization discontinued its operations or disposed of more than 25% of its net assets.

Activities & Governance	3 Number of voting members of the governing body (Part VI, line 1a)	3	12
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	12
	5 Total number of individuals employed in calendar year 2020 (Part V, line 2a)	5	11
	6 Total number of volunteers (estimate if necessary)	6	1200
	7a Total unrelated business revenue from Part VIII, column (C), line 12	7a	0
	b Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0

		Prior Year	Current Year
Revenue	8 Contributions and grants (Part VIII, line 1h)	495,983	1,134,391
	9 Program service revenue (Part VIII, line 2g)		0
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	220	99
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	16,644	20,552
	12 Total revenue – add lines 8 through 11 (must equal Part VIII, column (A), line 12)	512,847	1,155,042
Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1–3)		0
	14 Benefits paid to or for members (Part IX, column (A), line 4)		0
	15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5–10)	177,719	235,753
	16a Professional fundraising fees (Part IX, column (A), line 11e)		6,000
	b Total fundraising expenses (Part IX, column (D), line 25) ▶ 6,000		
	17 Other expenses (Part IX, column (A), lines 11a–11d, 11f–24e)	101,100	81,399
	18 Total expenses. Add lines 13–17 (must equal Part IX, column (A), line 25)	278,819	323,152
	19 Revenue less expenses. Subtract line 18 from line 12	234,028	831,890

		Beginning of Current Year	End of Year
Net Assets or Fund Balances	20 Total assets (Part X, line 16)	1,014,203	1,761,041
	21 Total liabilities (Part X, line 26)	91,679	6,627
	22 Net assets or fund balances. Subtract line 21 from line 20	922,524	1,754,414

Part II | Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

▶ Signature of officer — Date

▶ PATI FREW-WATERS EXECUTIVE DIRECTOR
Type or print name and title

Paid Preparer Use Only

Print/Type preparer's name	Preparer's signature	Date	Check ☐ if self-employed	PTIN
SARAH Y. SMITH, CPA	SARAH Y. SMITH, CPA	06/01/22		*********

Firm's name ▶ YOUNGCLAUS & COMPANY PLLC — Firm's EIN ▶ **-***3931

Firm's address ▶ 65 LAFAYETTE RD STE 102 NORTH HAMPTON, NH 03862 — Phone no. 603-964-2772

May the IRS discuss this return with the preparer shown above? See instructions ☒ Yes ☐ No

For Paperwork Reduction Act Notice, see the separate instructions. Form **990** (2020)

DAA

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Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III ☒

1 Briefly describe the organization's mission:

SEE SCHEDULE O

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☐ Yes ☒ No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ☐ Yes ☒ No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses $ 245,724 Including grants of $) (Revenue $)

IN 2020, SEACOAST FAMILY PROMISE PROVIDED OVERNIGHT SHELTER TO 12 FAMILIES MADE UP OF 32 PEOPLE, PROVIDING 3,097 BED-NIGHTS AND SERVING 9,291 MEALS. THE AVERAGE LENGTH OF STAY FOR FAMILIES WAS 96 DAYS. SEACOAST FAMILY PROMISE RESPONDED TO REFERRALS FROM 161 PEOPLE DURING 2020. 100% OF THE FAMILIES PARTICIPATING IN THE SFP PROGRAM MOVED ON TO STABLE HOUSING. THESE OUTCOMES WERE ACHEIVED WITH THE ASSISTANCE OF SOME 1200 COMMUNITY VOLUNTEERS AND A SMALL PROFESSIONAL STAFF.

4b (Code:) (Expenses $ Including grants of $) (Revenue $)

N/A

4c (Code:) (Expenses $ Including grants of $) (Revenue $)

N/A

4d Other program services (Describe on Schedule O.)

(Expenses $ Including grants of $) (Revenue $)

4e Total program service expenses ▶ 245,724

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Part IV | Checklist of Required Schedules

			Yes	No
1	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? *If "Yes," complete Schedule A*	1	X	
2	Is the organization required to complete *Schedule B, Schedule of Contributors* (see instructions)?	2	X	
3	Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? *If "Yes," complete Schedule C, Part I*	3		X
4	Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? *If "Yes," complete Schedule C, Part II*	4		X
5	Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? *If "Yes," complete Schedule C, Part III*	5		X
6	Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? *If "Yes," complete Schedule D, Part I*	6		X
7	Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? *If "Yes," complete Schedule D, Part II*	7		X
8	Did the organization maintain collections of works of art, historical treasures, or other similar assets? *If "Yes," complete Schedule D, Part III*	8		X
9	Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? *If "Yes," complete Schedule D, Part IV*	9		X
10	Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? *If "Yes," complete Schedule D, Part V*	10		X
11	If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.			
a	Did the organization report an amount for land, buildings, and equipment in Part X, line 10? *If "Yes," complete Schedule D, Part VI*	11a	X	
b	Did the organization report an amount for investments—other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part VII*	11b		X
c	Did the organization report an amount for investments—program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part VIII*	11c		X
d	Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part IX*	11d		X
e	Did the organization report an amount for other liabilities in Part X, line 25? *If "Yes," complete Schedule D, Part X*	11e		X
f	Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? *If "Yes," complete Schedule D, Part X*	11f		X
12a	Did the organization obtain separate, independent audited financial statements for the tax year? *If "Yes," complete Schedule D, Parts XI and XII*	12a		X
b	Was the organization included in consolidated, independent audited financial statements for the tax year? *If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional*	12b		X
13	Is the organization a school described in section 170(b)(1)(A)(ii)? *If "Yes," complete Schedule E*	13		X
14a	Did the organization maintain an office, employees, or agents outside of the United States?	14a		X
b	Did the organization have aggregate revenues or expenses of more than $10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at $100,000 or more? *If "Yes," complete Schedule F, Parts I and IV*	14b		X
15	Did the organization report on Part IX, column (A), line 3, more than $5,000 of grants or other assistance to or for any foreign organization? *If "Yes," complete Schedule F, Parts II and IV*	15		X
16	Did the organization report on Part IX, column (A), line 3, more than $5,000 of aggregate grants or other assistance to or for foreign individuals? *If "Yes," complete Schedule F, Parts III and IV*	16		X
17	Did the organization report a total of more than $15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? *If "Yes," complete Schedule G, Part I* See instructions	17		X
18	Did the organization report more than $15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? *If "Yes," complete Schedule G, Part II*	18	X	
19	Did the organization report more than $15,000 of gross income from gaming activities on Part VIII, line 9a? *If "Yes," complete Schedule G, Part III*	19		X
20a	Did the organization operate one or more hospital facilities? *If "Yes," complete Schedule H*	20a		X
b	If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b		
21	Did the organization report more than $5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? *If "Yes," complete Schedule I, Parts I and II*	21		X

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Part IV Checklist of Required Schedules *(continued)*

			Yes	No
22	Did the organization report more than $5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? *If "Yes," complete Schedule I, Parts I and III*	22		X
23	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? *If "Yes," complete Schedule J*	23		X
24a	Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than $100,000 as of the last day of the year, that was issued after December 31, 2002? *If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a*	24a		X
b	Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?	24b		
c	Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?	24c		
d	Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?	24d		
25a	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? *If "Yes," complete Schedule L, Part I*	25a		X
b	Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? *If "Yes," complete Schedule L, Part I*	25b		X
26	Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? *If "Yes," complete Schedule L, Part II*	26		X
27	Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? *If "Yes," complete Schedule L, Part III*	27		X
28	Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions, for applicable filing thresholds, conditions, and exceptions):			
a	A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? *If "Yes," complete Schedule L, Part IV*	28a		X
b	A family member of any individual described in line 28a? *If "Yes," complete Schedule L, Part IV*	28b		X
c	A 35% controlled entity of one or more individuals and/or organizations described in lines 28a or 28b? *If "Yes," complete Schedule L, Part IV*	28c		X
29	Did the organization receive more than $25,000 in non-cash contributions? *If "Yes," complete Schedule M*	29		X
30	Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? *If "Yes," complete Schedule M*	30		X
31	Did the organization liquidate, terminate, or dissolve and cease operations? *If "Yes," complete Schedule N, Part I*	31		X
32	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? *If "Yes," complete Schedule N, Part II*	32		X
33	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? *If "Yes," complete Schedule R, Part I*	33		X
34	Was the organization related to any tax-exempt or taxable entity? *If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1*	34		X
35a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?	35a		X
b	If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? *If "Yes," complete Schedule R, Part V, line 2*	35b		
36	Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? *If "Yes," complete Schedule R, Part V, line 2*	36		X
37	Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? *If "Yes," complete Schedule R, Part VI*	37		X
38	Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? Note: All Form 990 filers are required to complete Schedule O.	38		X

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V ☐

				Yes	No
1a	Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	1a	0		
b	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	1b	0		
c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?			1c	X

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Part V | Statements Regarding Other IRS Filings and Tax Compliance *(continued)*

				Yes	No
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2a	11		
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	2b			X
	Note: If the sum of lines 1a and 2a is greater than 250, you may be required to *e-file* (see Instructions)				
3a	Did the organization have unrelated business gross income of $1,000 or more during the year?	3a			X
b	If "Yes," has it filed a Form 990-T for this year? *If "No" to line 3b, provide an explanation on Schedule O*	3b			
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a			X
b	If "Yes," enter the name of the foreign country ▶ See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).				
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a			X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b			X
c	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	5c			
6a	Does the organization have annual gross receipts that are normally greater than $100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a			X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b			
7	**Organizations that may receive deductible contributions under section 170(c).**				
a	Did the organization receive a payment in excess of $75 made partly as a contribution and partly for goods and services provided to the payor?	7a			
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b			
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c			
d	If "Yes," indicate the number of Forms 8282 filed during the year	7d			
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e			
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f			
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g			
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h			
8	**Sponsoring organizations maintaining donor advised funds.** Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	8			
9	**Sponsoring organizations maintaining donor advised funds.**				
a	Did the sponsoring organization make any taxable distributions under section 4966?	9a			
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	9b			
10	**Section 501(c)(7) organizations.** Enter:				
a	Initiation fees and capital contributions included on Part VIII, line 12	10a			
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b			
11	**Section 501(c)(12) organizations.** Enter:				
a	Gross income from members or shareholders	11a			
b	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b			
12a	**Section 4947(a)(1) non-exempt charitable trusts.** Is the organization filing Form 990 in lieu of Form 1041?	12a			
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b			
13	**Section 501(c)(29) qualified nonprofit health insurance issuers.**				
a	Is the organization licensed to issue qualified health plans in more than one state?	13a			
	Note: See the instructions for additional information the organization must report on Schedule O.				
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b			
c	Enter the amount of reserves on hand	13c			
14a	Did the organization receive any payments for indoor tanning services during the tax year?	14a			X
b	If "Yes," has it filed a Form 720 to report these payments? *If "No," provide an explanation on Schedule O*	14b			
15	Is the organization subject to the section 4960 tax on payment(s) of more than $1,000,000 in remuneration or excess parachute payment(s) during the year? If "Yes," see instructions and file Form 4720, Schedule N.	15			X
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? If "Yes," complete Form 4720, Schedule O.	16			X

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Part VI **Governance, Management, and Disclosure** *For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.*

Check if Schedule O contains a response or note to any line in this Part VI ☐

Section A. Governing Body and Management

				Yes	No
1a	Enter the number of voting members of the governing body at the end of the tax year	1a	12		
	If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.				
b	Enter the number of voting members included on line 1a, above, who are independent	1b	12		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	2			X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?	3			X
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4			X
5	Did the organization become aware during the year of a significant diversion of the organization's assets?	5			X
6	Did the organization have members or stockholders?	6			X
7a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	7a			X
b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	7b			X
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:				
a	The governing body?	8a		X	
b	Each committee with authority to act on behalf of the governing body?	8b		X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? *If "Yes," provide the names and addresses on Schedule O*	9			X

Section B. Policies *(This Section B requests information about policies not required by the Internal Revenue Code.)*

			Yes	No
10a	Did the organization have local chapters, branches, or affiliates?	10a		X
b	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	10b		
11a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11a	X	
b	Describe in Schedule O the process, if any, used by the organization to review this Form 990.			
12a	Did the organization have a written conflict of interest policy? *If "No," go to line 13*	12a		X
b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12b		
c	Did the organization regularly and consistently monitor and enforce compliance with the policy? *If "Yes," describe in Schedule O how this was done*	12c		
13	Did the organization have a written whistleblower policy?	13		X
14	Did the organization have a written document retention and destruction policy?	14		X
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?			
a	The organization's CEO, Executive Director, or top management official	15a		X
b	Other officers or key employees of the organization	15b		X
	If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).			
16a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	16a		X
b	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	16b		

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed ▶ NONE

18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.

☐ Own website ☐ Another's website ☐ Upon request ☐ Other *(explain on Schedule O)*

19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.

20 State the name, address, and telephone number of the person who possesses the organization's books and records ▶

PATI FREW-WATERS 6 PAUL STREET

DOVER NH 03820 603-658-8448

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Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII ☐

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's current officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's current key employees, if any. See instructions for definition of "key employee."
- List the organization's five current highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than $100,000 from the organization and any related organizations.
- List all of the organization's former officers, key employees, and highest compensated employees who received more than $100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's former directors or trustees that received, in the capacity as a former director or trustee of the organization, more than $10,000 of reportable compensation from the organization and any related organizations.

See instructions for the order in which to list the persons above.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) PATI FREW-WATERS	40.00									
EXECUTIVE DIRECTOR	0.00	X						66,620	0	0
(2) IRVING CANNER	8.00									
PRESIDENT	0.00	X		X				0	0	0
(3) DIANE CHARNEY	2.00									
GOV COMMITTEE CHAIR	0.00	X						0	0	0
(4) MARK FICHERA	2.00									
BUSINESS COMMITTEE	0.00	X						0	0	0
(5) JUDY GEORGE	0.00									
VICE PRESIDENT	0.00	X		X				0	0	0
(6) KEN GEORGE	2.00									
TREASURER	0.00	X		X				0	0	0
(7) JOHN POTTER	2.00									
DEVELOPMENT	0.00	X						0	0	0
(8) MOLLY WYNNE	2.00									
PROGRAM COMMITTEE	0.00	X						0	0	0
(9)										
(10)										
(11)										

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Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees *(continued)*

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
1b Subtotal								66,620		
c Total from continuation sheets to Part VII, Section A										
d Total (add lines 1b and 1c)								66,620		

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2 Total number of individuals (including but not limited to those listed above) who received more than $100,000 of reportable compensation from the organization ▶ 0

		Yes	No
3	Did the organization list any former officer, director, trustee, key employee, or highest compensated employee on line 1a? *If "Yes," complete Schedule J for such individual*		X
4	For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than $150,000? *If "Yes," complete Schedule J for such individual*		X
5	Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? *If "Yes," complete Schedule J for such person*		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than $100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than $100,000 of compensation from the organization ▶ 0

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Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII ☐

				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514
Contributions, Gifts, Grants and Other Similar Amounts	1a Federated campaigns	1a	15,675				
	b Membership dues	1b					
	c Fundraising events	1c					
	d Related organizations	1d					
	e Government grants (contributions)	1e	143,055				
	f All other contributions, gifts, grants, and similar amounts not included above	1f	975,661				
	g Noncash contributions included in lines 1a-1f	1g	$				
	h Total. Add lines 1a–1f			1,134,391			
Program Service Revenue		Business Code					
	2a						
	b						
	c						
	d						
	e						
	f All other program service revenue						
	g Total. Add lines 2a–2f						
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)			99	99		
	4 Income from investment of tax-exempt bond proceeds						
	5 Royalties						
		(i) Real	(ii) Personal				
	6a Gross rents 6a						
	b Less: rental expenses 6b						
	c Rental inc. or (loss) 6c						
	d Net rental income or (loss)						
		(i) Securities	(ii) Other				
	7a Gross amount from sales of assets other than inventory 7a						
	b Less: cost or other basis and sales exps. 7b						
	c Gain or (loss) 7c						
	d Net gain or (loss)						
	8a Gross income from fundraising events (not including $ ____ of contributions reported on line 1c). See Part IV, line 18	8a	28,018				
	b Less: direct expenses	8b	7,466				
	c Net income or (loss) from fundraising events			20,552			
	9a Gross income from gaming activities. See Part IV, line 19	9a					
	b Less: direct expenses	9b					
	c Net income or (loss) from gaming activities						
	10a Gross sales of inventory, less returns and allowances	10a					
	b Less: cost of goods sold	10b					
	c Net income or (loss) from sales of inventory						
Miscellaneous Revenue		Business Code					
	11a						
	b						
	c						
	d All other revenue						
	e Total. Add lines 11a–11d						
	12 Total revenue. See instructions			1,155,042	99	0	0

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Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX ☐

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	66,620	18,366	48,254	
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	151,119	135,151	15,968	
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes	18,014	10,808	7,206	
11 Fees for services (nonemployees):				
a Management				
b Legal				
c Accounting				
d Lobbying				
e Professional fundraising services. See Part IV, line 17	6,000			6,000
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)				
12 Advertising and promotion				
13 Office expenses	16,028	16,028		
14 Information technology	1,506	1,506		
15 Royalties				
16 Occupancy	28,952	28,952		
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	1,646	1,646		
20 Interest				
21 Payments to affiliates	3,000	3,000		
22 Depreciation, depletion, and amortization	13,540	13,540		
23 Insurance	1,136	1,136		
24 Other expenses. Itemize expenses not covered above (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a GUEST SERVICES	8,247	8,247		
b BEDDING	5,316	5,316		
c OTHER	1,348	1,348		
d VOLUNTEER RECRUITMENT	367	367		
e All other expenses	313	313		
25 Total functional expenses. Add lines 1 through 24e	323,152	245,724	71,428	6,000
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here ▶ ☐ if following SOP 98-2 (ASC 958-720)				

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Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X ☐

				(A) Beginning of year		(B) End of year
Assets	1	Cash—non-interest-bearing		380,815	1	553,650
	2	Savings and temporary cash investments		1,340	2	1,340
	3	Pledges and grants receivable, net			3	69,395
	4	Accounts receivable, net			4	
	5	Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons			5	
	6	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)			6	
	7	Notes and loans receivable, net			7	
	8	Inventories for sale or use			8	
	9	Prepaid expenses and deferred charges			9	
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 1,176,863			
	b	Less: accumulated depreciation	10b 40,207	632,048	10c	1,136,656
	11	Investments—publicly traded securities			11	
	12	Investments—other securities. See Part IV, line 11			12	
	13	Investments—program-related. See Part IV, line 11			13	
	14	Intangible assets			14	
	15	Other assets. See Part IV, line 11			15	
	16	Total assets. Add lines 1 through 15 (must equal line 33)		1,014,203	16	1,761,041
Liabilities	17	Accounts payable and accrued expenses			17	
	18	Grants payable			18	
	19	Deferred revenue			19	
	20	Tax-exempt bond liabilities			20	
	21	Escrow or custodial account liability. Complete Part IV of Schedule D			21	
	22	Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons			22	
	23	Secured mortgages and notes payable to unrelated third parties		91,679	23	6,627
	24	Unsecured notes and loans payable to unrelated third parties			24	
	25	Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D			25	
	26	Total liabilities. Add lines 17 through 25		91,679	26	6,627
Net Assets or Fund Balances		Organizations that follow FASB ASC 958, check here ▶ ☒ and complete lines 27, 28, 32, and 33.				
	27	Net assets without donor restrictions		922,524	27	1,754,414
	28	Net assets with donor restrictions			28	
		Organizations that do not follow FASB ASC 958, check here ▶ ☐ and complete lines 29 through 33.				
	29	Capital stock or trust principal, or current funds			29	
	30	Paid-in or capital surplus, or land, building, or equipment fund			30	
	31	Retained earnings, endowment, accumulated income, or other funds			31	
	32	Total net assets or fund balances		922,524	32	1,754,414
	33	Total liabilities and net assets/fund balances		1,014,203	33	1,761,041

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Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	1,155,042
2	Total expenses (must equal Part IX, column (A), line 25)	2	323,152
3	Revenue less expenses. Subtract line 2 from line 1	3	831,890
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	922,524
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	1,754,414

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII ☐

			Yes	No
1	Accounting method used to prepare the Form 990: ☐ Cash ☒ Accrual ☐ Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.			
2a	Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: ☐ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis	2a		X
b	Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: ☐ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis	2b		X
c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.	2c		
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?	3a		
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits	3b		

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SCHEDULE A (Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to *www.irs.gov/Form990* for instructions and the latest information.

OMB No. 1545-0047

2020

Open to Public Inspection

Name of the organization: SEACOAST FAMILY PROMISE

Employer identification number: **-***9881

Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

1 ☐ A church, convention of churches, or association of churches described in section 170(b)(1)(A)(i).

2 ☐ A school described in section 170(b)(1)(A)(ii). (Attach Schedule E (Form 990 or 990-EZ).)

3 ☐ A hospital or a cooperative hospital service organization described in section 170(b)(1)(A)(iii).

4 ☐ A medical research organization operated in conjunction with a hospital described in section 170(b)(1)(A)(iii). Enter the hospital's name, city, and state:

5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in section 170(b)(1)(A)(iv). (Complete Part II.)

6 ☐ A federal, state, or local government or governmental unit described in section 170(b)(1)(A)(v).

7 ☐ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in section 170(b)(1)(A)(vi). (Complete Part II.)

8 ☐ A community trust described in section 170(b)(1)(A)(vi). (Complete Part II.)

9 ☐ An agricultural research organization described in section 170(b)(1)(A)(ix) operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university:

10 ☒ An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 331/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See section 509(a)(2). (Complete Part III.)

11 ☐ An organization organized and operated exclusively to test for public safety. See section 509(a)(4).

12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2). See section 509(a)(3). Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.

a ☐ Type I. A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. You must complete Part IV, Sections A and B.

b ☐ Type II. A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). You must complete Part IV, Sections A and C.

c ☐ Type III functionally integrated. A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). You must complete Part IV, Sections A, D, and E.

d ☐ Type III non-functionally integrated. A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). You must complete Part IV, Sections A and D, and Part V.

e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.

f Enter the number of supported organizations

g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1–10 above (see instructions))	(iv) Is the organization listed in your governing document? Yes	(iv) No	(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
(A)						
(B)						
(C)						
(D)						
(E)						
Total						

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Part II **Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**
(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4						

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						

12 Gross receipts from related activities, etc. (see instructions) 12

13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here ..... ▶ ☐

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Section C. Computation of Public Support Percentage

14	Public support percentage for 2020 (line 6, column (f) divided by line 11, column (f))	14	%
16	Public support percentage from 2019 Schedule A, Part II, line 14	16	%

16a 33 1/3% support test—2020. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization ..... ▶ ☐

b 33 1/3% support test—2019. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization ..... ▶ ☐

17a 10%-facts-and-circumstances test—2020. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization ..... ▶ ☐

b 10%-facts-and-circumstances test—2019. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization ..... ▶ ☐

18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions ..... ▶ ☐

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Part III Support Schedule for Organizations Described in Section 509(a)(2)
(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")					1,134,391	1,134,391
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose					28,117	28,117
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5					1,162,508	1,162,508
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of $5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						1,162,508

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
9 Amounts from line 6					1,162,508	1,162,508
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)					1,162,508	1,162,508

14 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here ▶ ☐

Section C. Computation of Public Support Percentage

15 Public support percentage for 2020 (line 8, column (f), divided by line 13, column (f))	15	100.00 %
16 Public support percentage from 2019 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2020 (line 10c, column (f), divided by line 13, column (f))	17	%
18 Investment income percentage from 2019 Schedule A, Part III, line 17	18	%

19a 33 1/3% support tests—2020. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization ▶ ☒

b 33 1/3% support tests—2019. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization ▶ ☐

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ▶ ☐

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Part IV Supporting Organizations

(Complete only if you checked a box in line 12 on Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

			Yes	No
1	Are all of the organization's supported organizations listed by name in the organization's governing documents? *If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.*	1		
2	Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? *If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).*	2		
3a	Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? *If "Yes," answer lines 3b and 3c below.*	3a		
b	Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? *If "Yes," describe in Part VI when and how the organization made the determination.*	3b		
c	Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? *If "Yes," explain in Part VI what controls the organization put in place to ensure such use.*	3c		
4a	Was any supported organization not organized in the United States ("foreign supported organization")? *If "Yes," and if you checked 12a or 12b in Part I, answer (b) and (c) below.*	4a		
b	Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? *If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.*	4b		
c	Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? *If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.*	4c		
5a	Did the organization add, substitute, or remove any supported organizations during the tax year? *If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).*	5a		
b	**Type I or Type II only.** Was any added or substituted supported organization part of a class already designated in the organization's organizing document?	5b		
c	**Substitutions only.** Was the substitution the result of an event beyond the organization's control?	5c		
6	Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? *If "Yes," provide detail in Part VI.*	6		
7	Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? *If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).*	7		
8	Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? *If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).*	8		
9a	Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? *If "Yes," provide detail in Part VI.*	9a		
b	Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? *If "Yes," provide detail in Part VI.*	9b		
c	Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? *If "Yes," provide detail in Part VI.*	9c		
10a	Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? *If "Yes," answer line 10b below.*	10a		
b	Did the organization have any excess business holdings in the tax year? *(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)*	10b		

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Part IV Supporting Organizations *(continued)*

			Yes	No
11	Has the organization accepted a gift or contribution from any of the following persons?			
a	A person who directly or indirectly controls, either alone or together with persons described in lines 11b and 11c below, the governing body of a supported organization?	11a		
b	A family member of a person described in line 11a above?	11b		
c	A 35% controlled entity of a person described in line 11a or 11b above? *If "Yes" to line 11a, 11b, or 11c, provide detail in Part VI.*	11c		

Section B. Type I Supporting Organizations

			Yes	No
1	Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? *If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.*	1		
2	Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? *If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.*	2		

Section C. Type II Supporting Organizations

			Yes	No
1	Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? *If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).*	1		

Section D. All Type III Supporting Organizations

			Yes	No
1	Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?	1		
2	Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? *If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).*	2		
3	By reason of the relationship described in line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? *If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.*	3		

Section E. Type III Functionally-Integrated Supporting Organizations

1 *Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).*

a ☐ The organization satisfied the Activities Test. *Complete line 2 below.*

b ☐ The organization is the parent of each of its supported organizations. *Complete line 3 below.*

c ☐ The organization supported a governmental entity. *Describe in Part VI how you supported a governmental entity (see instructions).*

			Yes	No
2	Activities Test. *Answer lines 2a and 2b below.*			
a	Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? *If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.*	2a		
b	Did the activities described in line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in *Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.*	2b		
3	Parent of Supported Organizations. *Answer lines 3a and 3b below.*			
a	Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? *If "Yes" or "No," provide details in Part VI.*	3a		
b	Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? *If "Yes," describe in Part VI the role played by the organization in this regard.*	3b		

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Part V | Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (*explain in Part VI*). See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A – Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1 Net short-term capital gain	1		
2 Recoveries of prior-year distributions	2		
3 Other gross income (see instructions)	3		
4 Add lines 1 through 3.	4		
5 Depreciation and depletion	5		
6 Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6		
7 Other expenses (see instructions)	7		
8 Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8		

Section B – Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1 Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):			
a Average monthly value of securities	1a		
b Average monthly cash balances	1b		
c Fair market value of other non-exempt-use assets	1c		
d Total (add lines 1a, 1b, and 1c)	1d		
e Discount claimed for blockage or other factors (*explain in detail in Part VI*):			
2 Acquisition indebtedness applicable to non-exempt-use assets	2		
3 Subtract line 2 from line 1d.	3		
4 Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4		
5 Net value of non-exempt-use assets (subtract line 4 from line 3)	5		
6 Multiply line 5 by 0.035.	6		
7 Recoveries of prior-year distributions	7		
8 Minimum Asset Amount (add line 7 to line 6)	8		

Section C – Distributable Amount			Current Year
1 Adjusted net income for prior year (from Section A, line 8, column A)	1		
2 Enter 0.85 of line 1.	2		
3 Minimum asset amount for prior year (from Section B, line 8, column A)	3		
4 Enter greater of line 2 or line 3.	4		
5 Income tax imposed in prior year	5		
6 Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6		

7 ☐ Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).

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Part V | Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations *(continued)*

Section D – Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	
4	Amounts paid to acquire exempt-use assets	
5	Qualified set-aside amounts (prior IRS approval required—*provide details in Part VI*)	
6	Other distributions (*describe in Part VI*). See instructions.	
7	Total annual distributions. Add lines 1 through 6.	
8	Distributions to attentive supported organizations to which the organization is responsive (*provide details in Part VI*). See instructions.	
9	Distributable amount for 2020 from Section C, line 6	
10	Line 8 amount divided by line 9 amount	

Section E – Distribution Allocations (see instructions)		(i) Excess Distributions	(ii) Underdistributions Pre-2020	(iii) Distributable Amount for 2020
1	Distributable amount for 2020 from Section C, line 6			
2	Underdistributions, if any, for years prior to 2020 (reasonable cause required–*explain in Part VI*). See instructions.			
3	Excess distributions carryover, if any, to 2020			
a	From 2015			
b	From 2016			
c	From 2017			
d	From 2018			
e	From 2019			
f	Total of lines 3a through 3e			
g	Applied to underdistributions of prior years			
h	Applied to 2020 distributable amount			
i	Carryover from 2015 not applied (see instructions)			
j	Remainder. Subtract lines 3g, 3h, and 3i from line 3f.			
4	Distributions for 2020 from Section D, line 7: $			
a	Applied to underdistributions of prior years			
b	Applied to 2020 distributable amount			
c	Remainder. Subtract lines 4a and 4b from line 4.			
5	Remaining underdistributions for years prior to 2020, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, *explain in Part VI*. See instructions.			
6	Remaining underdistributions for 2020 Subtract lines 3h and 4b from line 1. For result greater than zero, *explain in Part VI*. See instructions.			
7	Excess distributions carryover to 2021. Add lines 3j and 4c.			
8	Breakdown of line 7:			
a	Excess from 2016			
b	Excess from 2017			
c	Excess from 2018			
d	Excess from 2019			
e	Excess from 2020			

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Part VI **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

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Schedule B (Form 990, 990-EZ, or 990-PF)
Department of the Treasury
Internal Revenue Service

Schedule of Contributors

▶ Attach to Form 990, Form 990-EZ, or Form 990-PF.
▶ Go to *www.irs.gov/Form990* for the latest information.

OMB No. 1545-0047

2020

Name of the organization

SEACOAST FAMILY PROMISE

Employer identification number

-*9881

Organization type (check one):

Filers of:	Section:
Form 990 or 990-EZ	[X] 501(c)(3) (enter number) organization
	[ ] 4947(a)(1) nonexempt charitable trust not treated as a private foundation
	[ ] 527 political organization
Form 990-PF	[ ] 501(c)(3) exempt private foundation
	[ ] 4947(a)(1) nonexempt charitable trust treated as a private foundation
	[ ] 501(c)(3) taxable private foundation

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Check if your organization is covered by the **General Rule** or a **Special Rule.**
Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

[X] For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling $5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

[ ] For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33⅓% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) $5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.

[ ] For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than $1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.

[ ] For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than $1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling $5,000 or more during the year ..... ▶ $ .....

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it must answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

Name of organization
SEACOAST FAMILY PROMISE

Employer identification number
-*9881

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	STATE OF NEW HAMPSHIRE CARES ACT GOF 1 EAGLE SQUARE CONCORD NH 03301	$ 80,156	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
2	STATE OF NEW HAMPSHIRE SGIA 25 CAPITAL STREET, RM 121 CONCORD NH 03301-6312	$ 53,072	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
3	NH SMALL BUSINESS ADMINISTRATION 55 PLEASANT STREET CONCORD NH 03301	$ 32,614	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
4	EASTERN BANK FOUNDATION 195 MARKET STREET LYNN MA 01901-1508	$ 26,000	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
5	ARTHURT & OLIVE DOBLES 3 EAGLE SQUARE CONCORD NH 03301-4995	$ 20,222	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
6	UNITED WAY OF MA BAY & MERRIMACK VAL 51 SLEEPER STREET BOSTON MA 02210-1121	$ 15,208	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)

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Name of organization: SEACOAST FAMILY PROMISE

Employer identification number: **-***9881

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
7	NH WOMENS FOUNDATION 18 LOW AVE STE 205 CONCORD NH 03301-4902	$ 15,000	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
8	NEIGHBORWORKS SOUTHERN NH PO BOX 3968 MANCHESTER NH 03105-3968	$ 10,848	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
9	THE BENEVITY COMMUNITY IMPACT FUND PO BOX 101 SAFETY HARBOR FL 34695-1010	$ 10,520	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
10	NH CHARITABLE FOUNDATION 37 PLEASANT ST CONCORD NH 03301-4005	$ 10,250	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
11	OLEONDA JAMESON TRUST 100 ARBORETUM DR STE 140 NEWINGTON NH 03801-7833	$ 10,000	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
12	THE SAAB FAMILY FOUNDATION 579 E MERRIMACK ST LOWELL MA 01852-1418	$ 10,000	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)

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Name of organization: SEACOAST FAMILY PROMISE

Employer identification number: **-***9881

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
13	NH HOUSING AND FINANCE AUTHORITY 32 CONSTITUTION DR BEDFORD NH 03110-6062	$ 9,950	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
14	SCHWAB CHARITABLE FOUNDATION 211 MAIN STREET SAN FRANCISCO CA 94105-1905	$ 8,050	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
15	LONZA 101 INTERNATIONAL DR PORTSMOUTH NH 03801-2846	$ 7,500	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
16	CONGREGATIONAL CHIRCH OF EXETER 21 FRONT ST EXETER NH 03833-2705	$ 6,102	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
17	SUSAN & JAMES ROGERS 190 SOUTH ROAD RYE BEACH NH 03871-0195	$ 5,665	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
18	BEN BRUNO 9828 EASTON DR BEVERLY HILLS CA 90210-1418	$ 5,500	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)

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Name of organization
SEACOAST FAMILY PROMISE

Employer identification number
-*9881

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
19	FULLER FOUNDATION PO BOX 479 RYE BEACH NH 03871-0479	$ 5,000	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
20	HOME FAMILY CHARITABLE FOUNDATION 15 COURT SQ STE 340 BOSTON MA 02108-2518	$ 5,000	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
21	MARJORIE HUNT 37 BELL AVE EXETER NH 03833-3001	$ 5,000	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
22	LONG TERM CARE PARTNERS, LLC 100 ARBORETUM DR STE 200 NEWINGTON NH 03801-7833	$ 5,000	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
23	NHCF-DEXTER FAMILY PO BOX 770001 CINCINNATI OH 45277-0053	$ 5,000	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
		$	Person [ ] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)

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SCHEDULE D (Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
▶ Attach to Form 990.
▶ Go to *www.irs.gov/Form990* for instructions and the latest information.

OMB No. 1545-0047

2020

Open to Public Inspection

Name of the organization

SEACOAST FAMILY PROMISE

Employer identification number

-*9881

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.

Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		

5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? ☐ Yes ☐ No

6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? ☐ Yes ☐ No

Part II Conservation Easements.

Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

☐ Preservation of land for public use (for example, recreation or education)
☐ Protection of natural habitat
☐ Preservation of open space
☐ Preservation of a historically important land area
☐ Preservation of a certified historic structure

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶

4 Number of states where property subject to conservation easement is located ▶

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? ☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ $

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? ☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1 ▶ $
(ii) Assets included in Form 990, Part X ▶ $

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:

a Revenue included on Form 990, Part VIII, line 1 ▶ $
b Assets included in Form 990, Part X ▶ $

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Part III | Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets *(continued)*

3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply):

a ☐ Public exhibition
b ☐ Scholarly research
c ☐ Preservation for future generations
d ☐ Loan or exchange program
e ☐ Other .....

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

Part IV Escrow and Custodial Arrangements.
Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

	Amount
1c	
1d	
1e	
1f	

c Beginning balance .....
d Additions during the year .....
e Distributions during the year .....
f Ending balance .....

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII ☐

Part V Endowment Funds.
Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

a Board designated or quasi-endowment ▶ ..... %
b Permanent endowment ▶ ..... %
c Term endowment ▶ ..... %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

	Yes	No
3a(i) (i) Unrelated organizations		
3a(ii) (ii) Related organizations		
3b b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R?		

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.
Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land		402,501		402,501
b Buildings				
c Leasehold improvements				
d Equipment				
e Other		774,362	40,207	734,155
Total. Add lines 1a through 1e. *(Column (d) must equal Form 990, Part X, column (B), line 10c.)* ▶				1,136,656

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Part VII Investments – Other Securities.
Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. *(Column (b) must equal Form 990, Part X, col. (B) line 12.)* ▶		

Part VIII Investments – Program Related.
Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. *(Column (b) must equal Form 990, Part X, col. (B) line 13.)* ▶		

Part IX Other Assets.
Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. *(Column (b) must equal Form 990, Part X, col. (B) line 15.)* ▶	

Part X Other Liabilities.
Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. *(Column (b) must equal Form 990, Part X, col. (B) line 25.)* ▶	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII ☐

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Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.
Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements			1
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
a	Net unrealized gains (losses) on investments	2a		
b	Donated services and use of facilities	2b		
c	Recoveries of prior year grants	2c		
d	Other (Describe in Part XIII.)	2d		
e	Add lines 2a through 2d			2e
3	Subtract line 2e from line 1			3
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b			4c
5	Total revenue. Add lines 3 and 4c. *(This must equal Form 990, Part I, line 12.)*			5

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.
Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements			1
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
a	Donated services and use of facilities	2a		
b	Prior year adjustments	2b		
c	Other losses	2c		
d	Other (Describe in Part XIII.)	2d		
e	Add lines 2a through 2d			2e
3	Subtract line 2e from line 1			3
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b			4c
5	Total expenses. Add lines 3 and 4c. *(This must equal Form 990, Part I, line 18.)*			5

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Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

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Part XIII Supplemental Information *(continued)*

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SCHEDULE G (Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information Regarding Fundraising or Gaming Activities

Complete if the organization answered "Yes" on Form 990, Part IV, line 17, 18, or 19, or if the organization entered more than $15,000 on Form 990-EZ, line 6a.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to *www.irs.gov/Form990* for instructions and the latest information.

OMB No. 1545-0047

2020

Open to Public Inspection

Name of the organization

SEACOAST FAMILY PROMISE

Employer identification number

-*9881

Part I Fundraising Activities. Complete if the organization answered "Yes" on Form 990, Part IV, line 17. Form 990-EZ filers are not required to complete this part.

1 Indicate whether the organization raised funds through any of the following activities. Check all that apply.

a ☐ Mail solicitations
b ☐ Internet and email solicitations
c ☐ Phone solicitations
d ☐ In-person solicitations
e ☐ Solicitation of non-government grants
f ☐ Solicitation of government grants
g ☐ Special fundraising events

2a Did the organization have a written or oral agreement with any individual (including officers, directors, trustees, or key employees listed in Form 990, Part VII) or entity in connection with professional fundraising services? ☐ Yes ☐ No

b If "Yes," list the 10 highest paid individuals or entities (fundraisers) pursuant to agreements under which the fundraiser is to be compensated at least $5,000 by the organization.

	(i) Name and address of individual or entity (fundraiser)	(ii) Activity	(iii) Did fundraiser have custody or control of contributions? Yes	(iii) No	(iv) Gross receipts from activity	(v) Amount paid to (or retained by) fundraiser listed in col. (i)	(vi) Amount paid to (or retained by) organization
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
Total	▶						

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3 List all states in which the organization is registered or licensed to solicit contributions or has been notified it is exempt from registration or licensing.

Part II **Fundraising Events.** Complete if the organization answered "Yes" on Form 990, Part IV, line 18, or reported more than $15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than $5,000.

		(a) Event #1 FUNDRAISING (event type)	(b) Event #2 (event type)	(c) Other events NONE (total number)	(d) Total events (add col. (a) through col. (c))
Revenue	1 Gross receipts	28,018			28,018
	2 Less: Contributions				
	3 Gross income (line 1 minus line 2)	28,018			28,018
Direct Expenses	4 Cash prizes				
	5 Noncash prizes				
	6 Rent/facility costs	300			300
	7 Food and beverages	2,005			2,005
	8 Entertainment				
	9 Other direct expenses	5,161			5,161
	10 Direct expense summary. Add lines 4 through 9 in column (d)				7,466
	11 Net income summary. Subtract line 10 from line 3, column (d)				20,552

Part III **Gaming.** Complete if the organization answered "Yes" on Form 990, Part IV, line 19, or reported more than $15,000 on Form 990-EZ, line 6a.

		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col. (a) through col. (c))
Revenue	1 Gross revenue				
Direct Expenses	2 Cash prizes				
	3 Noncash prizes				
	4 Rent/facility costs				
	5 Other direct expenses				
	6 Volunteer labor	☐ Yes ☐ No %	☐ Yes ☐ No %	☐ Yes ☐ No %	
	7 Direct expense summary. Add lines 2 through 5 in column (d)				
	8 Net gaming income summary. Subtract line 7 from line 1, column (d)				

9 Enter the state(s) in which the organization conducts gaming activities:

a Is the organization licensed to conduct gaming activities in each of these states? ☐ Yes ☐ No

b If "No," explain:

10a Were any of the organization's gaming licenses revoked, suspended, or terminated during the tax year? ☐ Yes ☐ No

b If "Yes," explain:

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11 Does the organization conduct gaming activities with nonmembers? ☐ Yes ☐ No

12 Is the organization a grantor, beneficiary or trustee of a trust, or a member of a partnership or other entity formed to administer charitable gaming? ☐ Yes ☐ No

13 Indicate the percentage of gaming activity conducted in:

a The organization's facility 13a %

b An outside facility 13b %

14 Enter the name and address of the person who prepares the organization's gaming/special events books and records:

Name ▶

Address ▶

15a Does the organization have a contract with a third party from whom the organization receives gaming revenue? ☐ Yes ☐ No

b If "Yes," enter the amount of gaming revenue received by the organization ▶ $ and the amount of gaming revenue retained by the third party ▶ $

c If "Yes," enter name and address of the third party:

Name ▶

Address ▶

16 Gaming manager information:

Name ▶

Gaming manager compensation ▶ $

Description of services provided ▶

☐ Director/officer ☐ Employee ☐ Independent contractor

17 Mandatory distributions:

a Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license? ☐ Yes ☐ No

b Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year ▶ $

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Part IV **Supplemental Information.** Provide the explanations required by Part I, line 2b, columns (iii) and (v); and Part III, lines 9, 9b, 10b, 15b, 15c, 16, and 17b, as applicable. Also provide any additional information. See instructions.

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SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Go to *www.irs.gov/Form990* for the latest information.

OMB No. 1545-0047

2020

Open to Public Inspection

Name of the organization

SEACOAST FAMILY PROMISE

Employer identification number

-*9881

FORM 990 - ORGANIZATION'S MISSION

IN 2020, SEACOAST FAMILY PROMISE PROVIDED OVERNIGHT SHELTER TO 12 FAMILIES MADE UP OF 32 PEOPLE, PROVIDING 3,097 BED-NIGHTS AND SERVING 9,291 MEALS. THE AVERAGE LENGTH OF STAY FOR FAMILIES WAS 96 DAYS. SEACOAST FAMILY PROMISE RESPONDED TO REFERRALS FROM 161 PEOPLE DURING 2020. 100% OF THE FAMILIES PARTICIPATING IN THE SFP PROGRAM MOVED ON TO STABLE HOUSING. THESE OUTCOMES WERE ACHEIVED WITH THE ASSISTANCE OF SOME 1200 COMMUNITY VOLUNTEERS AND A SMALL PROFESSIONAL STAFF.

FORM 990, PART I, LINE 6

VOLUNTEERS PROVIDE MEALS, ALONG WITH ADMINISTRATIVE AND PROGRAM SUPPORT FOR THE STAFF AND GUESTS ENROLLED IN THE PROGRAM.

FORM 990, PART VI, LINE 11B - ORGANIZATION'S PROCESS TO REVIEW FORM 990

NO REVIEW WAS OR WILL BE CONDUCTED.

FORM 990, PART VI, LINE 19 - GOVERNING DOCUMENTS DISCLOSURE EXPLANATION

NO DOCUMENTS AVAILABLE TO THE PUBLIC

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Form **4562**

Department of the Treasury
Internal Revenue Service (99)

Depreciation and Amortization
(Including Information on Listed Property)

▶ Attach to your tax return.

▶ Go to *www.irs.gov/Form4562* for instructions and the latest information.

OMB No. 1545-0172

2020

Attachment Sequence No. **179**

Name(s) shown on return: SEACOAST FAMILY PROMISE

Identifying number: **-***9881

Business or activity to which this form relates: INDIRECT DEPRECIATION

Part I Election To Expense Certain Property Under Section 179

Note: If you have any listed property, complete Part V before you complete Part I.

1	Maximum amount (see instructions)	1	1,040,000
2	Total cost of section 179 property placed in service (see instructions)	2	
3	Threshold cost of section 179 property before reduction in limitation (see instructions)	3	2,590,000
4	Reduction in limitation. Subtract line 3 from line 2. If zero or less, enter -0-	4	
5	Dollar limitation for tax year. Subtract line 4 from line 1. If zero or less, enter -0-. If married filing separately, see instructions	5	

6	(a) Description of property	(b) Cost (business use only)	(c) Elected cost

7	Listed property. Enter the amount from line 29	7	
8	Total elected cost of section 179 property. Add amounts in column (c), lines 6 and 7	8	
9	Tentative deduction. Enter the smaller of line 5 or line 8	9	
10	Carryover of disallowed deduction from line 13 of your 2019 Form 4562	10	
11	Business income limitation. Enter the smaller of business income (not less than zero) or line 5. See instructions	11	
12	Section 179 expense deduction. Add lines 9 and 10, but don't enter more than line 11	12	
13	Carryover of disallowed deduction to 2021. Add lines 9 and 10, less line 12 ▶	13	

Note: Don't use Part II or Part III below for listed property. Instead, use Part V.

Part II Special Depreciation Allowance and Other Depreciation (Don't include listed property. See instructions.)

14	Special depreciation allowance for qualified property (other than listed property) placed in service during the tax year. See instructions	14	
15	Property subject to section 168(f)(1) election	15	
16	Other depreciation (including ACRS)	16	13,540

Part III MACRS Depreciation (Don't include listed property. See instructions.)

Section A

17	MACRS deductions for assets placed in service in tax years beginning before 2020	17	0
18	If you are electing to group any assets placed in service during the tax year into one or more general asset accounts, check here ▶ ☐		

Section B—Assets Placed in Service During 2020 Tax Year Using the General Depreciation System

	(a) Classification of property	(b) Month and year placed in service	(c) Basis for depreciation (business/investment use only—see instructions)	(d) Recovery period	(e) Convention	(f) Method	(g) Depreciation deduction
19a	3-year property						
b	5-year property						
c	7-year property						
d	10-year property						
e	15-year property						
f	20-year property						
g	25-year property			25 yrs.		S/L	
h	Residential rental property			27.5 yrs.	MM	S/L	
				27.5 yrs.	MM	S/L	
i	Nonresidential real property			39 yrs.	MM	S/L	
					MM	S/L	

Section C—Assets Placed in Service During 2020 Tax Year Using the Alternative Depreciation System

20a	Class life					S/L	
b	12-year			12 yrs.		S/L	
c	30-year			30 yrs.	MM	S/L	
d	40-year			40 yrs.	MM	S/L	

Part IV Summary (See instructions.)

21	Listed property. Enter amount from line 28	21	
22	Total. Add amounts from line 12, lines 14 through 17, lines 19 and 20 in column (g), and line 21. Enter here and on the appropriate lines of your return. Partnerships and S corporations—see instructions	22	13,540
23	For assets shown above and placed in service during the current year, enter the portion of the basis attributable to section 263A costs	23	

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SEACOAST FAMILY PROMISE
BOARD OF DIRECTORS EXTERNAL– July 2022

Irving Canner (1/22) *President** [redacted] Retired Director of Finance	**Scott Earwood (3/23)** *Business Committee** [redacted] Financial Advisor	**Mark Fichera (11/22)** Business Committee* [redacted] Business Professional
Ken George (12/21) **Treasurer** *Building Committee** [redacted] Certified Public Accountant	**Theodora (Teddie) Pike (6.24)** Program Committee [redacted] Accountant Payable	**John Potter (4/22)** *Program Committee Chair** [redacted] Psychologist
Peter Schaeffer TBD [redacted] Retired Technical Advisor	**Kim Wood (12/23)** *Development** [redacted] Events Coordinator	**Molly Wynne (10/22)** **Vice President** Program Committee* [redacted] Retired Teacher
		Pati Frew-Waters *Executive Director* [redacted] [redacted]

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Ashley Miller, MSW

[redacted]

EDUCATION

University of New Hampshire – Durham, NH — December, 2021
Master of Social Work

University of New Hampshire – Durham, NH — May, 2016
Bachelor of Social Work

PROFESSIONAL EXPERIENCE

Seacoast Family Promise – Exeter, NH — December, 2020 – Present
Program Director

- Oversaw programs and direct care services provided to families with children experiencing homelessness.
- Developed new programs, policies and procedures, trained staff and carried out operations.
- Provided evidence-based clinical mental health support to children, youth, adults, and families.
- Supervised direct care staff and provided University of New Hampshire internship supervision.
- Maintained agency statistics and produced agency, community, and grant reports.
- Managed State and Government grants, through financial tracking, documentation, and reporting.
- Established and maintained community partners and stakeholders, for clients and agency.
- Worked in partnership with Board of Directors serving on program and fundraising committees.

Case Manager and Aftercare Coordinator — February, 2016 – December, 2020

- Managed shelter case load of up to 14 individuals and aftercare caseload of up to 56 families.
- Used evidence-based practices and trauma-informed care to assess, create and evaluate family case plans.
- Established and implemented formalized aftercare program.

Spaulding Academy and Family Services – Northfield, NH — January, 2021 – December, 2021
Master of Social Work Clinical Intern

- Worked on Community-Based Program team providing clinical support to children, youth, and families in the Foster Care System..
- Provided clinical services to residentially based children and youth experiencing neurological, behavioral, emotional, and learning and developmental disabilities.
- Utilized agency Trust Based Relational Intervention training to provide individual and group therapy.

TRAININGS AND CERTIFICATIONS

University of New Hampshire — September, 2018 – Current
Department of Social Work Internship Supervisor

NH – HMIS — 2016 – Current
Trained and Certified

Connor's Climb Foundation — August, 2020
SOS Signs of Suicide Implementer Training

University of New Hampshire Professional Development Training — November, 2018
Trauma Informed Care

ADDITIONAL SKILLS

- Adaptable
- Great interpersonal skills
- Experienced supervisor
- Knowledgeable of community resources
- Detailed and accurate documentation
- Strong communication skills
- Organized and timely
- Strong money management skills
- Reliable team member
- Self-motivated
- Proficient in Microsoft Office, Word, and Excel

- Active NASW NH Member serving on New Hampshire Childrens Issues Committee
- Connor's Climb Foundation Board Member

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Kristen Honan

[redacted]

Education

Merrimack College, Winston School of Education and Social Policy
North Andover, MA
Bachelor of Arts in Human Development & Human Services
Graduated Fall 2021

Related Coursework

Developmental Psychopathology
Positive Learning Environments and Behavior Interventions
Child and Adolescent Development
Diversity, Social Justice and Ethics
Counseling
Human Development
Abnormal Psychology (Global Education Program, Sydney, Australia)

Related Work Experience

Mount Prospect Academy
April 2022- Present
Youth Counselor
Hampton, NH

- Provide trauma informed care to youth aged 11-18 in a Level 4 Security Placement.
- Support youth throughout their daily routine, providing discipline and structure.
- Use de-escalation interventions to help dysregulated children return to baseline.
- Manage conflicts between peers and provide support when youth is experiencing past or current trauma.
- Prepared cognitively stimulating programming to help teach coping skills

Childcare
January 2020 - Present
North Hampton, NH

- Engage children in educational and enjoyable activities that do not involve screen time
- Enforce parents' rules to maintain consistency in expectations, prepare healthy meals

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Home Helpers
Non-Medical Home Care
Portsmouth, NH
Caretaker
Summer 2019

- Cared for elderly who had cognitive health decline, such as Dementia or Alzheimer's.
- Completed chores and errands, such as cleaning houses and grocery shopping
- Kept clients company and provided non-medical care to those with severe cognitive impairments

Related Volunteer Experience

New Generation Inc.
Women and Children's Homeless Shelter
Greenland, NH
Volunteer Caretaker
September 2020- May 2021

- Took care of one to five children of various ages at a time, while mothers completed chores, classes, and other obligations
- Assisted staff and residents with tasks
- Modified activities for children depending on age and interests

Lawrence Public Library
Lawrence, MA
Homework Tutor Volunteer
Winter 2017

- Helped children of different ages and varying levels of English proficiency in an afterschool program with homework
- Assisted the librarian with crafts activities
- Attempted to communicate concepts in English in more simplified terms for English Language Learners

Habitat For Humanity
Buffalo, NY
Volunteer
Summer 2016

- Helped a group of volunteers build a house for a family of four in the community.
- Coordinated tasks with other volunteers on different areas of the house
- Gained a deeper understanding of the financial challenges faced by families in other communities

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Certifications and Trainings

- Suicide Prevention Training: Conducted by Merrimack College, gained skills to identify risk factors, enact prevention methods, and emotionally support a person at risk for suicide
- Youth Mental Health First Aid Certified: Trained to identify youth experiencing mental health crises and to aid those at risk.
- Therapeutic Crisis Intervention Training: Trained to support those experiencing trauma or suffering from effects due to past trauma. Trained in trauma informed intervention, de-escalation, and physical management for youth.
- CPR & First Aid: Certified by the American Heart Association. Valid until June 2024

Other Experience

The Abenaqui Country Club
Rye, NH
Server
July 2021- April 2022

- Serve food and drinks to members of the club.
- Required strong customer service skills, focus and attention to detail in a fast paced environment.

The Farm Bar and Grille
Dover, NH
Hostess
May 2019-January 2020

- Worked in a fast-paced environment with multiple tasks
- Took orders over the phone
- Planned seating arrangements and assigned tables to waiters
- Managed customer complaints and communicated with customers about their concerns

Rye Harborside
Rye, NH
Food Preparer
Summer 2017/2018

- Made and prepared various foods and beverages, such as sandwiches and coffee
- Completed customer transactions at the cash register
- Managed small business unsupervised throughout the work day, managing customer complaints, orders and provided customer satisfaction

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Skills & Interests:

- Computer Skills: Proficient in Microsoft Suite, Google Suite
- Languages: Intermediate Spanish
- Interests: Travelling, Cooking, Swimming, Tennis, Soccer

Pati Frew-Waters

[redacted]

EDUCATION

Keene State College — May 1973
University of NH — May 1975
Communications/Early Childhood Education

PROFESSIONAL EXPERIENCE

Seacoast Family Promise – Exeter, NH — September 2006 – Present

Executive Director
Supervised staff members and 1600 volunteers with an operational budget of $500,000. Educated, trained, and motivated staff and volunteers to ensure consistent vision and optimal performance across the board.

- Effectively collaborated with the Board of Directors to support and engage the Board of Directors in revenue growth
- Coordinated efforts to identify, initiate contact, and cultivate new institutional and major corporate donor relationships
- Directed a Capital Campaign for new Day Center Facility and purchase of housing for families with children experiencing homelessness
- Oversaw annual giving and direct mail campaigns
- Directed marketing efforts, social media campaigns and special events
- Recruiter and trainer for more than 1,600 program volunteers
- Developed and implemented successful annual fundraising plans that included strategies and goals for acquiring, renewing, and upgrading support from individuals and institutional donors
- Directed all aspects of operations, including human resources, marketing, budgeting, utilization review, cost control, continuous quality improvement, resident/family/community relations, and risk management/safety.

TRAININGS AND CERTIFICATIONS

NH – HMIS
Trauma Informed Care
Certified Fundraising/Grant Writing
Certified Signs of Suicide Train

AREAS OF EXPERTISE

Strategic Planning
Nonprofit Management
Auctioneer
Public Speaker
Master of Ceremonies
Justice of the Peace
Trainer
Human Resources
Policy and Procedure Development
Budget Development
Finance Management
Event Planning

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CONTRACTOR NAME: Seacoast Family Promise

Key Personnel

Name	Job Title	Salary	% paid from this contract	Amount paid from this contract
Ashley Miller	Program Manager	48,400	30	14,520
Kristen Honen	Case Manager	28,000	35	9,800
Pati Frew-Waters	Executive Director	70,000	0	0

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

Lori A. Shibinette
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

November 15, 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 of Economic and Housing Stability, to amend existing contracts with the Contractors listed below in **bold** for the continued provision of the State Grant in Aid (SGIA) Home Assistance program, by increasing the total price limitation by $3,999,996 from $12,725,724 to $16,725,720 with no change to the contract completion dates of June 30, 2023, effective upon Governor and Council approval. 100% Federal funding.

Contractor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House, Inc.	**165288 - B001**	**Plymouth NH**	**$264,968**	**$96,644**	**$361,612**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	267140 -B001	Bow NH	$185,945	$0	$185,945	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

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						A2: 05/19/21 (Tabled Item #15)
Cross Roads House	166570 - B001	Portsmouth NH	$1,390,758	$515,436	$1,906,194	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Families In Transition (F.K.A. FIT/NHNH, Inc.)	157730 - B001	Manchester NH	$2,942,938	$955,704	$3,898,642	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
The Friends Program, Inc.	154987 - B001	Concord NH	$352,114	$182,550	$534,664	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Helping Hands Outreach Ministries, Inc.	174226 - R001	Manchester NH	$405,272	$171,812	$577,084	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Hundred Nights, Inc	313375	Keene NH	$434,964	$451,006	$885,970	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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Lakes Region Community Developers	156571 - B001	Laconia NH	$204,991	$0	$204,991	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Marguerites Place	157465 - B001	Nashua NH	$327,536	$0	$327,536	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
My Friend's Place	156274 - B001	Dover NH	$305,697	$161,074	$466,771	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Nashua Soup Kitchen and Shelter, Inc.	174173 - R001	Nashua NH	$468,328	$236,241	$704,669	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)	177295 - B001	Greenland NH	$296,982	$118,121	$415,103	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$1,678,826	$0	$1,678,826	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Salvation Army	**177627 - B001**	**Laconia NH**	**$444,758**	**$225,503**	**$670,261**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
The Salvation Army	**177627 - B003**	**Concord NH**	**$569,845**	**$214,765**	**$784,610**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Seacoast Family Promise	**311097**	**Exeter NH**	**$180,305**	**$75,168**	**$255,473**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Southwestern Community Services, Inc.	**177511 - R001**	**Keene NH 03431**	**$992,485**	**$440,267**	**$1,432,752**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
The Front Door Agency	156244 - B001	Nashua NH 03064	$557,157	$0	$557,157	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Way Home, Inc	166673 - B001	Manchester NH	$256,886	$0	$256,886	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Tri-County Community Action Program, Inc.	**177195 - B009**	**Berlin NH**	**$205,825**	**$155,705**	**$361,530**	**O:07/10/19 (Item #16)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0	$252,556	O: 06/19/19 (Item #40) A1:08/28/19 (Item #20B) A2:07/15/20 (Tabled Item #15)
		Total	**$12,725,724**	**$3,999,996**	**$16,725,720**	

Funds are available in the following accounts for State Fiscal Year 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 request is to provide additional funding made available by the Governor's Office for Emergency Relief and Recovery to support the State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing homelessness receive the essential services and supports in emergency shelters. Emergency shelters provide critical services and supports for those NH residents who do not have a home. This additional funding will help emergency shelter programs cover the increased cost of food, electricity, heat, and workforce to ensure these safety net providers are able to continue providing services. Due to the pandemic, most emergency shelters have lost their volunteer base, increasing the reliance on paid staff.

Approximately 4,500 individuals will be served during State Fiscal Year 2023.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services

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include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Source of Federal Funds: Assistance Listing Number #21.023 FAIN #ERA0012 and #ERA0435, Assistance Listing Number #21.027 FAIN #4515DRNHP00000001

In the event that the Federal 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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05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
2023	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
		Sub Total		$264,968	$0	$264,968

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2023	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
		Sub Total		$185,945	$0	$185,945

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
2023	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
		Sub Total		$1,390,758	$0	$1,390,758

Families in Transition (F.K.A. FIT/NHNH, Inc.) Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
2023	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
		Sub Total		$2,942,938	$0	$2,942,938

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$352,114	$0	$352,114

Helping Hands Outreach Center Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
2023	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
		Sub Total		$405,272	$0	$405,272

Hundred Nights, Inc Vendor #: 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
2023	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
		Sub Total		$434,964	$0	$434,964

Lakes Region Community Developers Vendor # 156571-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$204,991	$0	$204,991

Marguerites Place Vendor # 157465-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536

2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
2023	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
		Sub Total		$327,536	$0	$327,536

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
2023	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
		Sub Total		$305,697	$0	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
2023	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
		Sub Total		$468,328	$0	$468,328

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
2023	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
		Sub Total		$296,982	$0	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
2023	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
		Sub Total		$1,678,826	$0	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
2023	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
		Sub Total		$444,758	$0	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
2023	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
		Sub Total		$569,845	$0	$569,845

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
2023	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
		Sub Total		$180,305	$0	$180,305

Southern NH Services — Vendor # 177198-B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
2023	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
		Sub Total		$992,485	$0	$992,485

The Front Door Agency — Vendor # 156244-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
2023	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
		Sub Total		$557,157	$0	$557,157

The Way Home, Inc. — Vendor # 166673-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482

2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$256,886	$0	$256,886

Tri-County CAP, Inc

Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
2023	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
		Sub Total		$205,825	$0	$205,825

Waypoint

Vendor # 177166-B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$252,556	$0	$252,556

Total	$12,725,724	$0	$12,725,724

05-095-094-940010-24650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HEW HAMPSHIRE HOSPITAL, ARPA DHHS FISCAL RECOVERY FUNDS
100% Federal Funds

Bridge House, Inc.

Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$96,644	$96,644
		Sub Total		$0	$96,644	$96,644

Cross Roads House

Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$515,436	$515,436
		Sub Total		$0	$515,436	$515,436

Families In Transition (F.K.A. FIT/NHNH)

Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$955,704	$955,704
		Sub Total		$0	$955,704	$955,704

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$182,550	$182,550
		Sub Total		$0	$182,550	$182,550

Helping Hands Outreach Center — Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$171,812	$171,812
		Sub Total		$0	$171,812	$171,812

Hundred Nights, Inc — Vendor # 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$451,006	$451,006
		Sub Total		$0	$451,006	$451,006

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$161,074	$161,074
		Sub Total		$0	$161,074	$161,074

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$236,241	$236,241
		Sub Total		$0	$236,241	$236,241

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$118,121	$118,121
		Sub Total		$0	$118,121	$118,121

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$225,503	$225,503
		Sub Total		$0	$225,503	$225,503

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$214,765	$214,765
		Sub Total		$0	$214,765	$214,765

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$75,168	$75,168
		Sub Total		$0	$75,168	$75,168

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Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$440,267	$440,267
		Sub Total		$0	$440,267	$440,267

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$155,705	$155,705
		Sub Total		$0	$155,705	$155,705

Total	$0	$3,999,996	$3,999,996
Total Contract	$12,725,724	$3,999,996	$16,725,720

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Seacoast Family Promise ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, 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 1.8, Price Limitation, to read:

   $255,473

2. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

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 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

10/28/2022
Date

DocuSigned by:
Karen Hebert
Name: Karen Hebert
Title: Division Director

Seacoast Family Promise

10/24/2022
Date

DocuSigned by:
Pati Frew-Waters
Name: Pati Frew-Waters
Title: Executive Director

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

OFFICE OF THE ATTORNEY GENERAL

10/31/2022
Date

DocuSigned by:
Robyn Guarino
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:

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

Lori A. Shibinette
Commissioner

Christine L. Santaniello
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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**756,784**	**$623,974**	**1,380,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

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Families in Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154887 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157485 - B001	Nashua NH	$186,636	$140,700	$327,336	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,622	$488,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,682	$296,882	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

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Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	$200,062	$244,696	$444,758	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	$312,915	$256,930	$569,845	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Seacoast Family Promise	TBD	Exeter NH	$94,661	$85,644	$180,305	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	177511 - R001	Keene NH	$527,563	$464,922	$992,485	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Front Door Agency	156244 - B001	Nashua NH	$287,991	$269,166	$557,157	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Way Home, Inc.	166673 - B001	Manchester NH	$140,656	$116,230	$256,886	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Tri-County CAP, Inc.	177195 - B009	Berlin NH	$126,299	$79,526	$205,825	O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	$6,882,604	$5,665,716	$12,548,320	

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Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program .to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652: Vendor # 1652: Vendor # 185288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130	
2022	102/500732	Contracts for Program Services	TBD	$61,174	$0	$61,174	
2023	102/500733	Contracts for Program Services	TBD	$61,174	$0	$61,174	
		Sub Total		$264,968	$0	$264,968	

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$6,588	$0	$6,588	

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Concord Coalition to End Homelessness — Vendor # 287140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2022	102/500732	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2023	102/500733	Contracts for Program Services	TBD	$58,618	$0	$58,618	
		Sub Total		$185,945	$0	$185,945	

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221	O: 06/19/19 (Item #40) A1: 07/15/20,
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563	
2022	102/500732	Contracts for Program Services	TBD	$311,987	$0	$311,987	

2023	102/500733	Contracts for Program Services	TBD	$311,987	$0	$311,987	(Item #20) A2: 05/19/21 (Tabled Item #15)
		Sub Total		$1,390,758	$0	$1,390,758	

FITNHNH, Inc. — Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$820,866	$0	$820,866	
2022	102/500732	Contracts for Program Services	TBD	$842,327	$0	$842,327	
2023	102/500733	Contracts for Program Services	TBD	$842,327	$0	$842,327	
		Sub Total		$2,942,938	$0	$2,942,938	

Friends Program — Vendor # 154887 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702	
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702	
		Sub Total		$174,710	$177,404	$352,114	

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608	
2022	102/500732	Contracts for Program Services	TBD	$97,878	$0	$97,878	
2023	102/500733	Contracts for Program Services	TBD	$97,878	$0	$97,878	
		Sub Total		$405,272	$0	$405,272	

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478	
2022	102/500732	Contracts for Program Services	TBD	$107,055	$0	$107,055	
2023	102/500733	Contracts for Program Services	TBD	$107,055	$0	$107,055	
		Sub Total		$434,964	$0	$434,964	

Lakes Region Community Developers

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	

		Sub Total		$204,991	$0	$204,991	A2: 05/19/21 (Tabled Item #15)

Marquerites Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300	
2022	102/500732	Contracts for Program Services	TBD	$70,350	$0	$70,350	
2023	102/500733	Contracts for Program Services	TBD	$70,350	$0	$70,350	
		Sub Total		$327,536	$0	$327,536	

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$82,087	$0	$82,087	
2022	102/500732	Contracts for Program Services	TBD	$84,233	$0	$84,233	
2023	102/500733	Contracts for Program Services	TBD	$84,233	$0	$84,233	
		Sub Total		$305,697	$0	$305,697	

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695	
2022	102/500732	Contracts for Program Services	TBD	$91,761	$0	$91,761	
2023	102/500733	Contracts for Program Services	TBD	$91,761	$0	$91,761	
		Sub Total		$468,328	$0	$468,328	

Vendor # 177295 - B001

New Generation

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043	
2022	102/500732	Contracts for Program Services	TBD	$67,291	$0	$67,291	
2023	102/500733	Contracts for Program Services	TBD	$67,291	$0	$67,291	
		Sub Total		$296,982	$0	$296,982	

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$383,109	$0	$383,109	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693	
2022	102/500732	Contracts for Program Services	TBD	$443,512	$0	$443,512	
2023	102/500733	Contracts for Program Services	TBD	$443,512	$0	$443,512	
		Sub Total		$1,678,826	$0	$1,678,826	

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260	
2022	102/500732	Contracts for Program Services	TBD	$122,348	$0	$122,348	
2023	102/500733	Contracts for Program Services	TBD	$122,348	$0	$122,348	
		Sub Total		$444,758	$0	$444,758	

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$168,742	$0	$168,742	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173	
2022	102/500732	Contracts for Program Services	TBD	$128,465	$0	$128,465	
2023	102/500733	Contracts for Program Services	TBD	$128,465	$0	$128,465	
		Sub Total		$569,845	$0	$569,845	

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270	O: 06/19/19 (Item #40) A1: 07/15/20; (Item #20) A2: 05/19/21
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391	
2022	102/500732	Contracts for Program Services	TBD	$42,822	$0	$42,822	
2023	102/500733	Contracts for Program Services	TBD	$42,822	$0	$42,822	
		Sub Total		$180,305	$0	$180,305	

Southern NH Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694	
2022	102/500732	Contracts for Program Services	TBD	$232,461	$0	$232,461	
2023	102/500733	Contracts for Program Services	TBD	$232,461	$0	$232,461	
		Sub Total		$992,485	$0	$992,485	

The Front Door Agency

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/18/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$130,088	$0	$130,088	
2022	102/500732	Contracts for Program Services	TBD	$134,583	$0	$134,583	
2023	102/500733	Contracts for Program Services	TBD	$134,583	$0	$134,583	
		Sub Total		$557,157	$0	$557,157	

The Way Home, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/18/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	
		Sub Total		$256,886	$0	$256,886	

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/18/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435	
2022	102/500732	Contracts for Program Services	TBD	$39,763	$0	$39,763	
2023	102/500733	Contracts for Program Services	TBD	$39,763	$0	$39,763	
		Sub Total		$205,825	$0	$205,825	

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #208) A2: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$252,556	$0	$252,556	

Overall Total	$12,548,320	$177,404	$12,725,724	

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

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Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
[redacted]	[redacted]	**Total**	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

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Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

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- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

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New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12. The Salvation Army-McKenna House		100	100

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13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families in Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Southwestern Community Services, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), as amended on December 7, 2022, (Item #20), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $1,607,098

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

5/15/2023
Date

DocuSigned by:
Katja S. Fox
Name: Katja S. Fox
Title: Director

Southwestern Community Services, Inc.

5/15/2023
Date

DocuSigned by:
Beth Daniels
Name: Beth Daniels
Title: Chief Executive Officer

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
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:

DocuSign Envelope ID: 4DA420BE-2B84-444A-8BC9-2688943C3D3F

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 SOUTHWESTERN COMMUNITY SERVICES, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on May 19, 1965. 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: **65514**

Certificate Number: **0006194063**



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 3rd day of April A.D. 2023.

David M. Scanlan
Secretary of State

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CERTIFICATE OF AUTHORITY

I, Kevin Watterson, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of Southwestern Community Services Inc.
(Corporation/LLC Name)

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 June 18, 2021, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That Beth Daniels, CEO (may list more than one person)
(Name and Title of Contract Signatory)
is duly authorized on behalf of Southwestern Community Services Inc. to enter into contracts or agreements with
(Name of Corporation/ LLC)

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: 5/5/2023

Kevin L Watterson
Signature of Elected Officer
Name: Kevin Watterson
Title: Chairman of the Board

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 04/04/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Hilb Group New England, LLC PO Box 606 Keene NH 03431	**CONTACT NAME:** Ana O'Donnell, CPIW, CIC **PHONE (A/C, No, Ext):** **FAX (A/C, No):** **E-MAIL ADDRESS:** aodonnell@hilbgroup.com
INSURED Southwestern Comm Services Inc 63 Community Way PO Box 603 Keene NH 03431	**INSURER(S) AFFORDING COVERAGE** — **NAIC #** INSURER A : Philadelphia Indemnity Insurance Co — 18058 INSURER B : Granite State Healthcare & Human Services Trust INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** 22/23 w/WCO **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR [X] PROFESSIONAL LIABILITY GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			PHPK2431763	06/30/2022	06/30/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG PROFESSIONAL	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $ 1M / 2M
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY			PHPK2431766	06/30/2022	06/30/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	[X] UMBRELLA LIAB [X] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000			PHUB820879	06/30/2022	06/30/2023	EACH OCCURRENCE AGGREGATE	$ 2,000,000 $ 2,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		HCHS20232000036	04/01/2023	04/01/2024	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 500,000 $ 500,000 $ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

3a state: NH. All officers included. This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policies referenced herein.

CERTIFICATE HOLDER

Department of Health & Human Services Bureau of Contracts &
129 Pleasant Street
Concord NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Vision Statement

Southwestern Community Services

SCS seeks to **create** and **support** a climate within the communities of southwestern New Hampshire wherein **poverty is never accepted** as a chronic or permanent condition of any person's life.

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Mission Statement

Southwestern Community Services

SCS strives to **empower** low income people and families. With **dignity and respect, SCS** will provide direct assistance, reduce stressors and advocate for such persons and families as they lift themselves toward **self-sufficiency**.

In **partnership** and close **collaboration** with local communities, **SCS** will provide **leadership** and **support** to develop resources, programs and services to further aid this population.

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Financial Statements

SOUTHWESTERN COMMUNITY SERVICES, INC. AND RELATED COMPANIES

CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEARS ENDED MAY 31, 2022 AND 2021
AND
INDEPENDENT AUDITORS' REPORTS

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SOUTHWESTERN COMMUNITY SERVICES, INC. AND RELATED COMPANIES

CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEARS ENDED MAY 31, 2022 AND 2021

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Leone McDonnell & Roberts
PROFESSIONAL ASSOCIATION
CERTIFIED PUBLIC ACCOUNTANTS
WOLFEBORO • NORTH CONWAY
DOVER • CONCORD
STRATHAM

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of
Southwestern Community Services, Inc.

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying consolidated financial statements of Southwestern Community Services, Inc. (a New Hampshire nonprofit corporation) and related companies, which comprise the consolidated statements of financial position as of May 31, 2022, and the related consolidated statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the consolidated financial statements.

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of Southwestern Community Services, Inc. and related companies as of May 31, 2022, 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 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. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Southwestern Community Services, Inc. and related companies 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 opinions.

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.

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In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Southwestern Community Services, Inc. and related companies' ability to continue as a going concern within one year after the date that the consolidated financial statements are available to be issued.

Auditors' 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 auditors' 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 generally accepted auditing standards 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 generally accepted auditing standards 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 consolidated 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 Southwestern Community Services, Inc. and related companies' 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 Southwestern Community Services, Inc. and related companies' 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.

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Report on Summarized Comparative Information

We have previously audited Southwestern Community Services, Inc. and related companies' 2021 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 22, 2021. In our opinion, the summarized comparative information presented herein as of and for the year ended May 31, 2021, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The accompanying 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 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, including 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 auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards 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 February 9, 2023, on our consideration of Southwestern Community Services, Inc.'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 Southwestern Community Services, Inc.'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 Southwestern Community Services, Inc.'s internal control over financial reporting and compliance.

Leone McDonnell & Roberts
Professional Association

Wolfeboro, New Hampshire
February 9, 2023

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SOUTHWESTERN COMMUNITY SERVICES, INC. AND RELATED COMPANIES

CONSOLIDATED STATEMENTS OF FINANCIAL POSITION

MAY 31, 2022 AND 2021

ASSETS

	2022	2021
CURRENT ASSETS		
Cash and cash equivalents	$ 3,153,976	$ 1,722,941
Accounts receivable, net	1,745,952	1,783,993
Prepaid expenses	243,990	62,628
Total current assets	5,143,918	3,569,562
PROPERTY		
Land and buildings	29,859,136	28,549,202
Vehicles and equipment	555,554	565,380
Furniture and fixtures	958,072	934,441
Total property	31,372,762	30,049,023
Less accumulated depreciation	15,527,483	14,621,952
Property, net	15,845,279	15,427,071
OTHER ASSETS		
Investment in related parties	94,230	138,001
Due from related parties	47,566	55,138
Cash escrow and reserve funds	1,479,277	1,471,741
Security deposits	111,033	105,790
Other assets	384	384
Total other assets	1,732,490	1,771,054
Total assets	$ 22,721,687	$ 20,767,687

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES		
Accounts payable	$ 208,035	$ 240,586
Accrued expenses	229,110	170,074
Accrued payroll and payroll taxes	353,786	244,003
Other current liabilities	158,972	148,854
Refundable advances	1,519,622	729,955
Current portion of Economic Injury Disaster Loan	3,585	
Current portion of long term debt	159,974	142,174
Total current liabilities	2,633,084	1,675,646
NONCURRENT LIABILITIES		
Long term debt, less current portion shown above	11,243,212	10,911,627
Economic Injury Disaster Loan, less current portion shown above	146,415	150,000
Total noncurrent liabilities	11,389,627	11,061,627
Total liabilities	14,022,711	12,737,273
NET ASSETS		
Without donor restrictions	8,564,624	7,815,065
With donor restrictions	134,352	215,349
Total net assets	8,698,976	8,030,414
Total liabilities and net assets	$ 22,721,687	$ 20,767,687

See Notes to Consolidated Financial Statements

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SOUTHWESTERN COMMUNITY SERVICES, INC. AND RELATED COMPANIES

CONSOLIDATED STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED MAY 31, 2022
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION

	Without Donor Restrictions	With Donor Restrictions	2022 Total	2021 Total
REVENUES AND OTHER SUPPORT				
Government contracts	$ 24,553,574	$ -	$ 24,553,574	$ 14,451,497
Program service fees	2,991,407		2,991,407	2,708,902
Rental income	1,817,636		1,817,636	1,657,741
Support	610,247	58,928	669,175	601,638
Sponsorship	28,520		28,520	21,703
Interest income	1,099		1,099	1,402
Forgiveness of debt	90,609		90,609	518,501
Miscellaneous	156,954		156,954	239,096
In-kind contributions	89,366		89,366	65,414
Total revenues and other support	30,339,412	58,928	30,398,340	20,265,894
NET ASSETS RELEASED FROM RESTRICTIONS	139,925	(139,925)	-	-
Total revenues, other support, and net assets released from restrictions	30,479,337	(80,997)	30,398,340	20,265,894
EXPENSES				
Program services:				
Home energy programs	7,051,760		7,051,760	5,559,497
Education and nutrition	2,826,493		2,826,493	2,629,099
Homeless programs	13,349,415		13,349,415	5,516,502
Housing services	3,070,446		3,070,446	2,913,953
Economic development services	658,791		658,791	621,784
Other programs	683,000		683,000	750,430
Total program services	27,639,905		27,639,905	17,991,265
Supporting activities:				
Management and general	2,031,266		2,031,266	1,948,672
Total expenses	29,671,171		29,671,171	19,939,937
CHANGE IN NET ASSETS BEFORE LOSS ON SALE OF PROPERTY	808,166	(80,997)	727,169	325,957
LOSS ON SALE OF PROPERTY	(14,836)		(14,836)	
LOSS ON INVESTMENT IN LIMITED PARTNERSHIPS	(43,771)		(43,771)	(60,897)
CHANGE IN NET ASSETS	749,559	(80,997)	668,562	265,060
NET ASSETS, BEGINNING OF YEAR	7,815,065	215,349	8,030,414	4,911,109
NET ASSETS TRANSFERRED FROM LIMITED PARTNERSHIPS				2,854,245
NET ASSETS, END OF YEAR	$ 8,564,624	$ 134,352	$ 8,698,976	$ 8,030,414

See Notes to Consolidated Financial Statements.

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SOUTHWESTERN COMMUNITY SERVICES, INC. AND RELATED COMPANIES

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED MAY 31, 2022

	Home Energy Programs	Education and Nutrition	Homeless Programs	Housing Services	Economic Development Services	Other Programs	Total Program	Management and General	2022 Total
Payroll	$ 551,449	$ 1,553,713	$ 501,469	$ 672,177	$ 340,079	$ 416,924	$ 4,135,811	$ 856,748	$ 4,992,559
Payroll taxes	45,132	127,557	49,849	51,549	30,490	35,545	340,122	68,379	408,501
Employee benefits	137,544	387,109	140,322	217,637	27,775	137,184	1,047,571	101,743	1,149,314
Retirement	31,440	95,676	32,887	49,044	16,083	18,580	243,710	66,594	310,304
Advertising	1,066	12,573	428	7,537	8,801		30,405	5,120	35,525
Bank charges	35		663	4,650			5,348	9,701	15,049
Computer cost	307	15,754	13,319	8,001	14,818		52,199	127,747	179,946
Contractual	828,975	15,256	87,421	26,033		35,197	992,882	63,330	1,056,212
Depreciation		26,438	134,036	674,506		3,810	838,790	150,983	989,773
Dues/registration		2,539		490	508	125	3,662	11,739	15,401
Duplicating		8,660					8,660	5,503	14,163
Insurance	6,123	18,620	35,676	62,108	19,859	7,313	147,699	45,537	193,236
Interest		423	9,536	48,822		278	59,059	118,506	177,565
Meeting and conference			354	3,255	832	2,862	7,303	1,636	8,939
Miscellaneous expense	670	2,917	120	112,217	8,388	5,102	127,414	30,814	158,228
Miscellaneous taxes				129,976			129,976	150	130,126
Equipment purchases	14,730	3,421		5,376		519	24,046	720	24,766
Office expense	43,201	8,735	22,754	10,409	3,513	90	88,702	24,071	112,773
Postage	190	383	28	24	171		796	33,927	34,723
Professional fees	1,075		4,323	26,930		220	32,548	85,753	118,301
Staff development and training	1,866	2,687	825	3,095	121	1,665	10,259	8,781	19,040
Subscriptions				228			228	180	408
Telephone	5,147	3,727	21,670	19,709	1,930	1,298	53,481	46,594	100,075
Travel	4,715	18,859	11,156	14,784	26,330	249	76,095	1,428	77,523
Vehicle	9,433		2,099	24,565	79,216	13,061	128,374	1,420	129,794
Rent	8,000	16,300			24,595		48,895		48,895
Space costs	21,837	205,132	456,408	886,317	19,742	25	1,589,461	164,162	1,753,623
Direct client assistance	5,338,825	212,648	11,724,070	11,007	37,540	2,953	17,327,043		17,327,043
In-kind expenses		89,366					89,366		89,366
TOTAL FUNCTIONAL EXPENSES BEFORE MANAGEMENT AND GENERAL ALLOCATION	7,051,760	2,626,493	13,349,415	3,070,446	658,791	683,000	27,539,905	2,031,266	29,671,171
Allocation of management and general expenses	518,236	207,720	981,053	225,648	48,415	50,194	2,031,266	(2,031,266)	
TOTAL FUNCTIONAL EXPENSES	$ 7,569,996	$ 3,034,213	$ 14,330,468	$ 3,296,094	$ 707,206	$ 733,194	$ 29,671,171	$	$ 29,671,171

See Notes to Consolidated Financial Statements

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SOUTHWESTERN COMMUNITY SERVICES, INC. AND RELATED COMPANIES

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

FOR THE YEAR ENDED MAY 31, 2021

	Home Energy Programs	Education and Nutrition	Homeless Programs	Housing Services	Economic Development Services	Other Programs	Total Program	Management and and General	2021 Total
Payroll	$ 488,387	$ 1,518,514	$ 491,084	$ 725,103	$ 350,843	$ 439,136	$ 4,011,067	$ 752,116	$ 4,763,183
Payroll taxes	25,674	106,568	37,005	43,514	30,248	33,024	276,033	120,497	396,530
Employee benefits	171,270	381,988	144,229	263,870	55,553	180,793	1,197,703	46,508	1,244,211
Retirement	32,604	85,776	24,671	51,308	20,760	14,238	229,357	66,965	296,322
Advertising		3,100	388	1,295	1,638		6,419	133	6,552
Bank charges	10		1,130	4,109		11	5,260	8,766	14,026
Computer cost	225	28,110	12,051	7,765	16,171		64,322	183,132	247,454
Contractual	1,007,401	12,804	42,954	81,431	680	48,737	1,174,007	59,518	1,233,525
Depreciation		26,438	117,967	603,938		7,620	755,963	153,192	909,155
Dues/registration		2,290		320	543		3,153	8,619	11,772
Duplicating	69	8,160					8,229	4,588	12,817
Insurance	5,539	15,035	33,483	57,881	15,298	6,890	134,126	43,490	177,616
Interest		5,955	5,983	48,121		1,690	61,749	113,918	175,667
Meeting and conference				840	154	133	1,127	1,637	2,764
Miscellaneous expense	2,863		1,242	82,239	9,546	1,359	97,249	2,675	99,924
Miscellaneous taxes				101,224			101,224	300	101,524
Equipment purchases	380	3,330		6,521			10,237	2,808	13,045
Office expense	19,084	17,479	60,872	11,834	2,568	749	112,586	49,579	162,165
Postage	300	366	128	37	348		1,179	31,999	33,178
Professional fees	1,050		3,300	38,627			42,977	81,034	124,011
Staff development and training	3,406	1,327	185	2,488	614	1,185	9,185	17,341	26,526
Subscriptions				98			98	2,767	2,865
Telephone	2,429	3,106	20,892	18,872	2,299	1,117	48,515	47,535	96,050
Travel	6,104	12,328	7,212	9,515	18,338		51,497	5,675	57,172
Vehicle	6,147	4,170	1,748	41,329	35,941	9,852	99,187	3,912	103,099
Rent		24,659			21,112		45,771		45,771
Space costs		122,478	384,093	718,703	16,731	114	1,242,119	139,968	1,382,087
Direct client assistance	3,788,549	179,702	4,126,109	12,971	24,399	13,762	8,135,512		8,135,512
In-kind expenses		65,414					65,414		65,414
TOTAL FUNCTIONAL EXPENSES BEFORE GENERAL AND MANAGEMENT ALLOCATION	5,559,497	2,629,099	5,516,502	2,913,053	621,784	750,430	17,991,265	1,948,672	19,939,937
Allocation of management and general expenses	602,161	284,763	597,504	315,616	67,347	81,281	1,948,672	(1,948,672)	
TOTAL FUNCTIONAL EXPENSES	$ 6,161,658	$ 2,913,862	$ 6,114,006	$ 3,229,589	$ 689,131	$ 831,711	$ 19,939,937	$ -	$ 19,939,937

See Notes to Consolidated Financial Statements

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SOUTHWESTERN COMMUNITY SERVICES, INC. AND RELATED COMPANIES

CONSOLIDATED STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED MAY 31, 2022 AND 2021

	2022	2021
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	$ 668,562	$ 265,060
Adjustments to reconcile change in net assets to net cash from operating activities:		
Depreciation	989,773	909,165
Loss on sale of property	14,836	
Loss on investment in limited partnerships	43,771	60,897
Forgiveness of debt	(90,609)	(518,501)
Decrease (increase) in assets:		
Accounts receivable, net	38,041	(580,604)
Prepaid expenses	(181,362)	31,348
Due from related parties	7,572	8,929
Security deposits	(5,243)	(2,242)
(Decrease) increase in liabilities:		
Accounts payable	(32,551)	22,045
Accrued expenses	59,036	36,929
Accrued payroll and payroll taxes	109,783	15,609
Other current liabilities	10,118	(300)
Refundable advances	789,667	439,518
NET CASH PROVIDED BY OPERATING ACTIVITIES	2,421,394	682,943
CASH FLOWS FROM INVESTING ACTIVITIES		
Proceeds from sale of property	3,840	
Purchase of property	(831,642)	(432,400)
NET CASH USED IN INVESTING ACTIVITIES	(827,802)	(432,400)
CASH FLOWS FROM FINANCING ACTIVITIES		
Proceeds from long term debt		85,000
Repayment of long term debt	(155,021)	(272,062)
Proceeds from Economic Injury Disaster Loan		150,000
NET CASH USED IN FINANCING ACTIVITIES	(155,021)	(37,062)
NET INCREASE IN CASH AND RESTRICTED CASH	1,438,571	213,481
CASH AND RESTRICTED CASH, BEGINNING OF YEAR	3,194,682	2,210,050
CASH AND RESTRICTED CASH TRANSFERRED FROM LIMITED PARTNERSHIPS		771,151
CASH AND RESTRICTED CASH, END OF YEAR	$ 4,633,253	$ 3,194,682

See Notes to Consolidated Financial Statements

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SOUTHWESTERN COMMUNITY SERVICES, INC. AND RELATED COMPANIES

CONSOLIDATED STATEMENTS OF CASH FLOWS (CONTINUED)
FOR THE YEARS ENDED MAY 31, 2022 AND 2021

	2022	2021
SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION		
Cash paid during the year for interest	$ 176,903	$ 175,005
CASH AND RESTRICTED CASH		
Cash and cash equivalents	$ 3,153,976	$ 1,722,941
Cash escrow and reserve funds	1,479,277	1,471,741
Total cash and restricted cash	$ 4,633,263	$ 3,194,682
SUPPLEMENTAL DISCLOSURES OF NONCASH INVESTING AND FINANCING ACTIVITIES		
Property financed by long term debt	$ 695,015	$ 1787,599
Transfer of assets from newly consolidated LPs:		
Prepaid expenses	$	$ 36,807
Land and buildings		3,382,003
Furniture and fixtures		624,491
Security deposits		33,781
Total transfer of assets from newly consolidated LPs	$	$ 4,077,082
Transfer of liabilities from newly consolidated LPs:		
Accounts payable	$	$ 57,865
Accrued expenses		46,122
Long term debt		1,890,298
Total transfer of liabilities from newly consolidated LPs	$	$ 1,994,285
Total partners' capital from newly consolidated LPs	$	$ 2,853,948
Partners' capital previously recorded as investment in related parties		297
Total transfer of partners' capital from newly consolidated LPs	$	$ 2,854,245

See Notes to Consolidated Financial Statements

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SOUTHWESTERN COMMUNITY SERVICES, INC. AND RELATED COMPANIES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEARS ENDED MAY 31, 2022 AND 2021

NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

General

Southwestern Community Services, Inc. is a New Hampshire nonprofit corporation formed as an umbrella corporation that offers an array of services to the elderly, disabled and low-income households in the Cheshire and Sullivan counties of New Hampshire. Various programs provide assistance in the areas of education, child development, employment, energy and its conservation, housing, and homelessness prevention. Services are provided through Southwestern Community Services, Inc. and its related corporations, SCS Management Corporation, SCS Housing, Inc., SCS Development Corporation, SCS Housing Development, Inc., and various limited partnerships, as described below. The Organization is committed to providing respectful support services and assisting individuals and families in achieving self-sufficiency by helping them overcome the causes of poverty. The primary source of revenues is derived from governmental contracts.

Principles of Consolidation

The consolidated financial statements include the accounts of Southwestern Community Services, Inc. and the following entities (collectively the Organization) as Southwestern Community Services, Inc. has both an economic interest and control of the entities through a majority voting interest in their governing board. All significant intercompany items and transactions have been eliminated from the basic consolidated financial statements.

- SCS Management Corporation
- SCS Housing, Inc.
- SCS Development Corporation
- SCS Housing Development, Inc.
- Drewsville Carriage House Associates, Limited Partnership (Drewsville)
- Troy Senior Housing Associates, Limited Partnership (Troy Senior)
- Keene East Side Senior Housing Associates, Limited Partnership (Keene East Side)
- Winchester Senior Housing Associates, Limited Partnership (Winchester)
- Swanzey Township Housing Associates, Limited Partnership (Swanzey)
- Snow Brook Meadow Village Housing Associates, Limited Partnership (Snow Brook)
- Keene Highland Housing Associates, Limited Partnership (Keene Highland)
- Warwick Meadow Housing Associates, Limited Partnership (Warwick)

Basis of Accounting

The consolidated financial statements of the Organization have been prepared utilizing the accrual basis of accounting in accordance with generally accepted accounting principles.

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NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEARS ENDED MAY 31, 2022 AND 2021

Basis of Presentation

The consolidated financial statements of the Organization have been prepared in accordance with U.S. generally accepted accounting principles (US GAAP), which require the Organization to report information regarding its financial position and activities according to the following net asset classifications. The classes of net assets are determined by the presence or absence of donor-imposed restrictions.

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These net assets may be used at the discretion of the Organization's Board of Directors.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization or by passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

As of May 31, 2022 and 2021, the Organization had net assets without donor restrictions and with donor restrictions.

The financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended May 31, 2021 from which the summarized information was derived.

Refundable Advances

The Organization records grant and contract revenue as refundable advances until it is expended for the purpose of the grant or contract, at which time it is recognized as revenue.

In-Kind Support

The Organization records various types of in-kind support including professional services and materials. Contributed professional services are recognized if the service received creates or enhances long-lived assets or requires specialized skill, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation. Contributions of tangible assets are recognized at fair value when received.

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Estimates

The presentation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Organization considers all liquid investments purchased with original maturities of three months or less to be cash equivalents.

Accounts Receivable

Accounts receivable are stated at the amount management expects to collect from balances outstanding at year end. 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 uncollectible accounts was estimated to be zero at May 31, 2022. The allowance for uncollectible accounts was approximately $3,600 for the year ended May 31, 2021. The Organization has no policy for charging interest on overdue accounts.

Concentration of Credit Risk

The Organization maintains its cash accounts in several financial institutions, which at times may exceed federally insured limits. The Organization has not experienced any losses in such accounts and believes it is not exposed to any significant risk with respect to these accounts.

Current Vulnerability Due to Certain Concentrations

The Organization is operated in a heavily regulated environment. The operations of the Organization are subject to the administrative directives, rules, and regulations of federal, state and local regulatory agencies. Such administrative directives, rules and regulations are subject to change by an act of Congress or Legislature. Such changes may occur with little notice or inadequate funding to pay for the related cost, including the additional administrative burden, to comply with a change. For the years ended May 31, 2022 and 2021, approximately 80% and 71%, respectively, of the Organization's total revenue was received from government agencies. The future nature of the Organization is dependent upon continued support from the government.

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Property and Depreciation

Purchased property and equipment are stated at cost at the date of acquisition or at fair value at the date of receipt in the case of donated property. The Organization generally capitalizes and depreciates all assets with a cost greater than $5,000 and an expected life greater than one year. Depreciation is provided for using the straight-line method in amounts designed to amortize the cost of the assets over their estimated useful lives as follows:

Buildings and improvements	10 - 40 Years
Vehicles and equipment	5 - 10 Years
Furniture and fixtures	7 Years

The use of certain assets is specified under the terms of grants received from agencies of the federal government. These grants also place liens on certain assets and impose restrictions on the use of funds received from the disposition of the property. Depreciation expense for the years ended May 31, 2022 and 2021 totaled $989,773 and $909,155, respectively.

Advertising

The Organization expenses advertising costs as incurred.

Income Taxes

Southwestern Community Services, Inc. and SCS Management Corporation are exempt from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code and are not private foundations. As such, they are exempt from income tax on their exempt function income.

SCS Housing, Inc., SCS Development Corporation and SCS Housing Development, Inc. are taxed as corporations. SCS Housing Inc. has federal net operating loss carryforwards available for the May 31, 2022 and 2021 tax returns totaling $1,252,122 and $1,230,191, respectively. These loss carryforwards may be offset against future taxable income and, if not used, will begin to expire in 2027. SCS Development Corporation has federal net operating loss carryforwards totaling $513 and $542 at May 31, 2022 and 2021, respectively. These loss carryforwards may be offset against future taxable income and, if not used, will begin to expire in 2022. SCS Housing Development, Inc. has federal net operating loss carryforwards totaling $55,129 and $59,861 at May 31, 2022 and 2021, respectively. These loss carryforwards may be offset against future taxable income and, if not used, will begin to expire in 2035.

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The tax effects of the carryforwards as related to deferred tax assets is as follows as of May 31, 2022 and 2021:

	2022	2021
Tax benefit from loss carryforwards	$274,630	$271,025
Valuation allowance	(274,630)	(271,025)
Deferred tax asset	$ -	$ -

Drewsville, Troy Senior, Winchester, Keene East Side, Swanzey, Snow Brook, Keene Highland, and Warwick are taxed as partnerships. Federal income taxes are not payable by, or provided for these entities. Earnings and losses are included in the partners' federal income tax returns based on their share of partnership earnings. Partnerships are required to file income tax returns with the State of New Hampshire and pay an income tax at the state's statutory rate.

Accounting Standard Codification No. 740 "Accounting for Income Taxes" established the minimum threshold for recognizing, and a system for measuring, the benefits of tax return positions in financial statements. Management has analyzed the Organization's tax position taken on its income tax returns for all open years and has concluded that no additional provision for income taxes is necessary in the Organization's financial statements.

Fair Value of Financial Instruments

FASB ASC Topic No. 820-10, Financial Instruments, provides a definition of fair value which focuses on an exit price rather than an entry price, establishes a framework in generally accepted accounting principles for measuring fair value which emphasizes that fair value is a market-based measurement, not an entity-specific measurement, and requires expanded disclosures about fair value measurements. In accordance with ASC 820-10, the Organization may use valuation techniques consistent with market, income and cost approaches to measure fair value. As a basis for considering market participant assumptions in fair value measurements, Topic 820-10 establishes a fair value hierarchy, which prioritizes the inputs used in measuring fair values. The hierarchy gives the highest priority to Level 1 measurements and the lowest priority to Level 3 measurements. The three levels of the fair value hierarchy under ASC Topic 820-10 are described as follows:

Level 1 – Inputs to the valuation methodology are quoted prices available in active markets for identical investments as of the reporting date.

Level 2 – Inputs to the valuation methodology are other than quoted market prices in active markets, which are either directly or indirectly observable as of the reporting date, and fair value can be determined through the use of models or other valuation methodologies.

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Level 3 - Inputs to the valuation methodology are unobservable inputs in situations where there is little or no market activity for the asset or liability and the reporting entity makes estimates and assumptions related to the pricing of the asset or liability including assumptions regarding risk.

The carrying amount of cash, accounts receivables, prepaid expenses, accounts payable, accrued expenses, and refundable advances approximates fair value because of the short maturity of those instruments.

Support and Revenue Recognition

Contracts with Customers

Program fees are reported at the amount that reflects the consideration to which the Organization expects to be entitled for providing childcare services to its clients.

Generally, the Organization bills customers and third-party payors several days after the services are performed. Revenue is recognized as performance obligations are satisfied. Performance obligations are determined based on the nature of the services provided by the Organization. The Organization measures the performance obligations of its childcare services to the point when it is no longer required to provide services to the client, which is generally, weekly for childcare services. These services are considered to be a single performance obligation.

Revenue for performance obligations satisfied at a point in time is recognized when services are provided, and the Organization does not believe it is required to provide additional services to the client.

Based on the nature of services provided by the Organization and due to the fact that all of the Organization's performance obligations related to contracts with a duration of less than one year, the Organization has elected to apply the optional exemption provided in FASB ASC 606-10-50-14(a) and, therefore is not required to disclose the aggregate amount of the transaction price allocated to performance obligations that are unsatisfied or partially unsatisfied at the end of the reporting period.

The transaction price for childcare services is based on standard charges for services provided to clients. Under the terms of the State of New Hampshire Department of Health and Human Services childcare subsidy programs, reimbursement for childcare services provided may differ from established rates. It is the Organization's policy to set its rates to be consistent with current reimbursement rates. Therefore, amounts due do not include significant variable consideration subject to retroactive revenue adjustments due to settlement of reviews and audits.

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Private Grant Revenue and Contributions

Private grant contributions are recognized when cash, securities or other assets, an unconditional promise to give, or notification of a beneficial interest is received. Conditional promises to give are not recognized until the conditions on which they depend have been substantially met. Support that is restricted by the donor is reported as an increase in net assets without donor restrictions, if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in net assets with donor restrictions, depending on the nature of the restriction. When a restriction expires, (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the combined statements of activities as net assets released from restrictions.

Grants and Support

Grant revenue is derived from various federal grant agreements and various state and private entity passthrough grant agreements and contracts to provide funding support of the Organization's programs and services provided by the Organization including childcare, child development, social, health, nutrition, employment, language, energy, and special needs services to families enrolled in the Organization's programs. The Organization has evaluated its grant agreements against applicable accounting standard guidance and determined that the grant agreements are contributions (nonreciprocal transaction) conditioned upon certain performance requirements and/or incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Organization has incurred expenses in compliance with specific provisions of the grant agreements.

Rental Revenue

The Organization derives revenues from the rental of apartment units. Revenues are recognized as income monthly, when rents become due and control of the apartment units is transferred to the lessees. The individual leases are for a term of one year and are cancelable by the tenants. Control of the leased units is transferred to the lessee in an amount that reflects the consideration the Partnership expects to be entitled to in exchange for the leased units. The cost incurred to obtain a lease will be expensed as incurred.

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Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis. Natural expenses are defined by their nature, such as salaries, rent, supplies, etc. Functional expenses are classified by the type of activity for which expenses are incurred, such as management and general and direct program costs. Expenses are allocated by function using a reasonable and consistent approach that is primarily based on function and use. The costs of providing certain program and supporting services have been directly charged.

The Organization submits an indirect cost rate proposal for the paid leave, fringe benefits and other indirect costs to the U.S. Department of Health and Human services. The Indirect cost rate is 12% effective from June 1, 2021 through May 31, 2022.

NOTE 2 BANK LINE OF CREDIT

The Organization has a $250,000 revolving line of credit agreement with a bank. Interest is due monthly and is stated at the Wall Street Journal Prime Rate or at a floor rate of 4%. The line is secured by all the Organization's assets. As of May 31, 2022 and 2021, the interest rate was 4%. There was no outstanding balance at May 31, 2022 and 2021.

NOTE 3 LONG TERM DEBT

The long term debt consisted of the following at May 31:

	2022	2021
1% mortgage payable to New Hampshire Housing in monthly installments for principal and interest of $891 through August 2032. The note is secured by real estate of the Organization (NHH, 96 Main Street)	$ 117,535	$ 127,000
Non-interest bearing mortgage payable to Community Development Finance Authority in quarterly principal payments based on an operating income formula applied to affordable housing portion of the specified real estate. The note is secured by real estate of the Organization (CDFA, 96 Main Street)	25,589	27,589

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	2022	2021
Non-interest bearing mortgage payable to New Hampshire Housing. Payment is deferred for 30 years, through September 2031, or until project is sold or refinanced. The note is secured by real estate of the Organization (NHH, 17 Pearl).	242,708	242,708
Non-interest bearing mortgage payable to New Hampshire Housing. Payment is deferred for 30 years, through July 2032, unless there is surplus cash from which to make a payment, or until project is sold or refinanced. The note is secured by real estate of the Organization (NHH, 41-43 Central).	376,066	376,066
4.25% mortgage payable to a bank in monthly installments for principal and interest of $1,875 through December 2016, with a balloon payment that was due January 2017. The note was amended during the year ended May 31, 2019, and is now due December 2026. Under the amendment, interest rate is 4.94% and monthly installments for principal and interest are $1,957. The note is secured by real estate of the Organization (People's United Bank, Milestones).	94,456	112,702
4.375% note payable to Rural Housing Service in monthly installments for principal and interest of $11,050 through May 2049. The note is secured by real estate of the Organization (TD Bank, Keene Office).	2,095,301	2,134,970
Non-interest bearing note payable to Cheshire County in New Hampshire. Payment is not necessary unless Organization defaults on contract. The note is secured by real estate of the Organization (CDBG, Keene Office).	460,000	460,000

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	2022	2021
Note payable to a bank in monthly installments for principal and interest of $2,463 including interest through May 2039. Interest is adjusted every five years based on remaining principal balance and "Classic Advantage Rate" provided by Federal Home Loan Bank of Boston which resulted in an interest rate of 4.67% at May 31, 2022 and 2021. The note is secured by real estate of the Organization (TD Bank, Keene Office/Community Way).	362,931	376,617
Non-interest bearing note payable to the United States Department of Housing and Urban Development. No payment is due and beginning in January 2015 10% of the note is forgiven each year providing the property is used for low income housing through January 2025. The note is secured by real estate of the Organization (HUD, Ashuelot).	50,000	75,000
Non-interest bearing note payable to the United States Department of Housing and Urban Development. No payment is due and beginning in January 2015 10% of the note is forgiven each year providing the property is used for low income housing through January 2025. The note is secured by real estate of the Organization (HUD, 112 Charlestown Road).	30,000	45,000
Non-interest bearing note payable to New Hampshire Housing in annual payments in the amount of 50% of annual surplus cash through July 2042 at which time the remaining balance is due. The note is secured by real estate of the Organization (NHH, Second Chance).	794,189	794,189
Non-interest bearing note payable to a county in New Hampshire. No payment is due and 5% of the balance is forgiven each year through 2032 when the remaining balance becomes due. The note is secured by real estate of the Organization (CDBG, Second Chance).	296,217	311,808

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	2022	2021
Non-interest bearing note payable to a county in New Hampshire, relating to an agreement between the City of Keene and SCS for the purpose of renovating Keene shelters. In total, SCS will receive $472,000 from CDBG. The agreement was amended during the year ended May 31, 2022 to increase the total loan to $652,091. SCS will receive the funds as progress is made. The note is secured by real estate of the Organization and will be fully forgiven providing the facility serves low- and moderate-income individuals for 20 years (Keene Shelters).	629,280	127,215
5.54% note payable to a finance company in monthly installments for principal and interest of $543 through August 2022. The note is secured by a vehicle (Ally, Econoline Van).	1,581	7,815
2.99% note payable to a bank in monthly installments for principal and interest of $820 through May 2031. The note is secured by real estate of the Organization (Savings Bank of Walpole, 45 Central Street).	76,974	84,395
Non-interest bearing note payable to the City of Keene, New Hampshire. The note expires in June 2022 and payment is not necessary unless the Organization defaults on contract. The note is secured by real estate of the Organization (City of Keene, 139 Roxbury Street).	77,100	77,100
Non-interest bearing note payable to the City of Keene, New Hampshire, with an original balance of $240,000, reduced to $204,000 when the Organization acquired the note from Keene Housing in July 2020. No payment is due and 5% of the balance is forgiven each year through June 2037. The note is secured by real estate of the Organization (City of Keene, 139 Roxbury Street).	192,000	204,000
3.575% note payable to a finance company in monthly installments for principal and interest of $650 through September 2026. The note is secured by a vehicle (Leaf, Dodge Ram).	30,888	

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	2022	2021
3.75% note payable to a finance company in monthly installments for principal and interest of $530 through November 2026. The note is secured by a vehicle (Leaf, Promaster Van).	25,960	
4.373% note payable to a finance company in monthly installments for principal and interest of $534 through December 2026. The note is secured by a vehicle (Leaf, Promaster Van).	26,576	
Troy Senior - Non-interest bearing note payable to a county in New Hampshire. Payments are deferred until the note matures in June 2029. The note is secured by real estate of the Organization (CDBG).	640,000	640,000
Troy Senior - Non-interest bearing note payable to New Hampshire Housing Finance Authority to fund energy efficient improvements through the Authority's Greener Homes Program. Payment is deferred for 30 years through August 2042. The note is secured by real estate of the Organization (NHH).	140,210	140,210
Keene East Side - Non-interest bearing note payable to a county in New Hampshire. Payments are deferred until the note matures in December 2028. The note is secured by real estate of the Organization (CDBG).	900,000	900,000
Keene East Side - Non-interest bearing note payable to New Hampshire Community Development Finance Authority (CDFA) to fund energy upgrades and capital improvements. Beginning in 2016, 10% of the note is forgiven each year based on the rolling balance. The mortgage may be released after ten years in January 2026. The note is secured by real estate of the Organization (CDFA).	116,841	139,860

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	2022	2021
Keene East Side - Non-interest bearing note payable to New Hampshire Housing to fund energy efficient improvements through the Authority's Greener Homes Program. Payment is deferred for 30 years through August 2042. The note is secured by real estate of the Organization (NHH).	228,934	228,934
Swanzey - Non-recourse, 4.90% simple interest mortgage note payable to the New Hampshire Housing (HOME), due September 2033, principal and interest payable at the sole discretion of the lender from the excess cash of the borrower determined by formula, secured by the Partnership's land and buildings, subject to low income housing use restrictions for the 30 year term of the mortgage.	286,530	287,710
Swanzey - Non-recourse mortgage note payable to New Hampshire Housing (AHF), due September 2043, payable in monthly installments of $1,698, including interest at 2.35% secured by the Partnership's land and buildings, subject to low income housing use restrictions for the 40 year term of the mortgage.	341,364	353,561
Snow Brook - Non-recourse mortgage note payable to New Hampshire Housing, due July 2057, payable in monthly installments of $2,002 including interest at 4.35%, secured by the Partnership's land and buildings, subject to low income housing use restrictions for the 30 year term of the mortgage.	431,859	436,974
Snow Brook - Non-recourse, zero interest mortgage note payable to New Hampshire Housing (AHF), due June 2034, principal and interest payable at the sole discretion of the lender from the excess cash of the borrower determined by formula, secured by the Partnership's land and buildings, subject to low income housing use restrictions for the 30 year term of the mortgage.	237,173	237,173

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	2022	2021
Winchester - Non-recourse mortgage note payable to New Hampshire Housing (AHF), due May 2032, payable in monthly installments of $370, including interest at 2.00%, secured by the Partnership's land and buildings, subject to low income housing use restrictions for the 30 year term of the mortgage note (NHH).	39,850	43,450
Winchester - Non-recourse, zero interest bearing mortgage note payable to New Hampshire Housing (FAF), due May 2032, payable at the sole discretion of the lender from the excess cash of the borrower determined by formula, secured by the Partnership's land and buildings, subject to low income housing use restrictions for the 30-year term of the mortgage note (NHH).	77,452	79,609
Winchester - Non-recourse, zero interest bearing direct subsidy AHP loan secured by the Partnership's land and buildings, subject to low-income housing restrictions under the terms of the AHP agreement. In the event of a default under the aforementioned agreement, the loan is due upon demand with interest accrued at a rate of 11.67% for the period the funds were outstanding (Federal Home Loan Bank).	150,000	150,000
Keene Highland - Non-recourse mortgage note payable to New Hampshire Housing (AHF), due August 2035, payable in monthly installments of $3,122, including interest at 2.90%, secured by the Partnership's land and buildings, subject to low income housing use restrictions for the 30 year term of the mortgage note (NHH).	409,579	434,765
Keene Highland - 30 year, zero interest, non-recourse deferred mortgage note payable to the City of Keene, New Hampshire due June 2035, payment of principal is deferred until the due date, secured by land and buildings (City of Keene).	915,000	915,000

SOUTHWESTERN COMMUNITY SERVICES, INC. AND RELATED COMPANIES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEARS ENDED MAY 31, 2022 AND 2021

	2022	2021
Warwick, 30 year, zero interest, non-recourse deferred mortgage note payable to the Town of Winchester, New Hampshire due August 2036, payment of principal is deferred until the due date, secured by land and buildings (Town of Winchester)	500,000	500,000
Total long-term debt before unamortized deferred financing costs	11,420,143	11,071,420
Unamortized deferred financing costs	(16,957)	(17,619)
	11,403,186	11,053,801
Less current portion due within one year	159,974	142,174
	$11,243,212	$10,911,627

The schedule of maturities of long term debt at May 31, 2022 is as follows:

Year Ending May 31	Amount
2023	$ 159,974
2024	164,282
2025	170,410
2026	176,786
2027	159,624
Thereafter	10,589,067
Total	$11,420,143

NOTE 4 ECONOMIC INJURY DISASTER LOAN

During June 2020, the Organization received an Economic Injury Disaster Loan (EIDL) from the Small Business Administration with proceeds in the amount of $150,000. The EIDL is payable over 30 years at an interest rate of 2.75% with a deferral of payments for 30 months from the date of the note. Installments, including principal and interest, of $641 monthly begin in December 2022. The balance of principal and interest will be payable in December 2052. The loan is secured by the Small Business Administration.

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The scheduled maturities of the EIDL as of May 31, 2022 were as follows:

Year Ending May 31	Amount
2023	$ 3,585
2024	3,685
2025	3,788
2026	3,893
2027	4,001
Thereafter	131,048
	$ 150,000

NOTE 5 FORGIVENESS OF DEBT

During the years ended May 31, 2022 and 2021, the Organization realized forgiveness of debt income in connection with notes payable to Community Development Block Grant, HUD and Community Development Finance Authority. Forgiveness of debt income totaled $90,609 and $79,431 for the years ended May 31, 2022 and 2021, respectively.

The Organization recognized forgiveness of debt of $439,070 related to the Paycheck Protection Program during the year ended May 31, 2021. See additional detail at **Note 16**.

NOTE 6 OPERATING LEASES

The Organization leases facilities, equipment and vehicles under non-cancelable lease agreements at various financial institutions. Lease periods range from month to month to 2027. Monthly lease payments range from $900 to $3,625. Lease expense for the years ended May 31, 2022 and 2021 totaled $156,230 and $148,143, respectively.

Future minimum payments as of May 31, 2022 on the above leases are as follows:

Year Ending May 31	Amount
2023	$ 52,915
2024	49,500
2025	49,481
2026	49,959
2027	41,576
Total	$ 243,431

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NOTE 7 ACCRUED COMPENSATED BALANCES

At May 31, 2022 and 2021, the Organization accrued a liability for future annual leave time that its employees had earned and vested in the amount of $143,703 and $144,916, respectively.

NOTE 8 CONTINGENCIES

Southwestern Community Services, Inc. is the 100% owner of SCS Housing, Inc. and SCS Housing Development, Inc. - SCS Housing, Inc. and SCS Housing Development, Inc. are the general partners of eight limited partnerships formed to develop low-income housing projects through the use of Low Income Housing Tax Credits. Southwestern Community Services, Inc., SCS Housing, Inc. and SCS Housing Development, Inc. have guaranteed repayment of liabilities of various partnerships totaling approximately $11,760,000 and $11,929,000 at May 31, 2022 and 2021, respectively.

Partnership real estate with a cost basis of approximately $27,348,000 at May 31, 2022 and 2021 provides collateral on these loans.

The Organization receives funds under various state grants and from Federal sources. Under the terms of these agreements, the Organization is required to use the funds within a certain period and for purposes specified by the governing laws and regulations. If costs were found not to have been incurred in compliance with the laws and regulations, the Organization might be required to repay the funds.

No provisions have been made for this contingency because specific amounts, if any, have not been determined or assessed by government audits as of May 31, 2022 and 2021.

NOTE 9 RELATED PARTY TRANSACTIONS

During the years ended May 31, 2022 and 2021, SCS Housing, Inc. managed nine and eleven limited partnerships, respectively. Management fees charged by SCS Housing, Inc. totaled $237,822 and $228,239 for the years ended May 31, 2022 and 2021, respectively. Additionally, SCS Housing, Inc. has advanced the limited partnerships funds for cash flow purposes over several years.

The Organization has also advanced funds to a related entity for Department of Housing and Urban Development (HUD) sponsorship purposes.

The total amounts due and expected to be collected from the limited partnerships and related entities totaled $47,566 and $55,138 at May 31, 2022 and 2021, respectively.

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NOTE 10. EQUITY INVESTMENT

Southwestern Community Services, Inc. and related companies use the equity method to account for their financial interests in the following companies:

	2022	2021
Cityside Housing Associates, LP	$ (9,516)	$ (9,509)
Marlborough Homes, LP	(57)	(43)
Payson Village Senior Housing Associates, LP	(12,539)	(12,524)
Railroad Square Senior Housing Associates, LP	(2,436)	(2,247)
Woodcrest Drive Housing Associates, LP	137,205	180,727
Westmill Senior Housing, LP	34	49
Alstead Senior Housing Associates, LP	(18,461)	(18,452)
	$ 94,230	$ 138,001

SCS Housing Development, Inc. is a 0.01% partner of Cityside Housing Associates, LP, Marlborough Homes, LP, Payson Village Senior Housing Associates, LP, Warwick Meadows Housing Associates, LP, Woodcrest Drive Housing Associates, LP, and Alstead Senior Housing Associates, LP, a 0.10% partner of Railroad Square Senior Housing Associates, LP, and a 1% partner of Westmill Senior Housing, LP during the years ended May 31, 2022 and 2021.

SCS Housing, Inc. is a 0.01% partner of Winchester Senior Housing Associates, LP, Swanzey Township Housing Associates, LP, Snow Brook Meadow Village Housing Associates, LP, and Keene Highland Housing Associates, LP during the years ended May 31, 2022 and 2021.

The remaining 99.99% ownership interest in Keene Highland Housing Associates, LP and Warwick Meadow Housing Associates, LP were acquired by Southwestern Community Services, Inc. during the year ending May 31, 2021 (see **Note 14**), and therefore the limited partnerships are included in the consolidated financial statements for the years ended May 31, 2022 and 2021.

SOUTHWESTERN COMMUNITY SERVICES, INC. AND RELATED COMPANIES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEARS ENDED MAY 31, 2022 AND 2021

Summarized financial information for entities accounted for under the equity method as of May 31, 2022 and 2021 consists of the following:

	2022	2021
Total assets	$ 51,204	$ 56,169
Total liabilities	14,923	15,200
Capital/Member's equity	36,281	37,969
	$ 51,204	$ 53,169
Income	$ 3,306	$ 3,267
Expenses	4,713	4,719
Net loss	$ (1,407)	$ (1,452)

NOTE 11 RETIREMENT PLAN

The Organization maintains a tax sheltered annuity plan under the provisions of Section 403(b) of the Internal Revenue Code. All employees who have had at least 30 days of service to the Organization are eligible to contribute to the plan. The Organization begins matching contributions after the employee has reached one year of service. Employer contributions are at the Organization's discretion and totaled $310,304 and $296,322 for the years ended May 31, 2022 and 2021, respectively.

NOTE 12 RESTRICTIONS ON NET ASSETS

Net assets with donor restrictions are available for the following purposes:

	2022	2021
NNECAC – Annual Conference Fund	$ -	$ 16,646
GAPS/Warm Fund	108,508	101,736
Transport	20,000	90,000
HS Parents Association	5,844	6,967
Total net assets with donor restrictions	$ 134,352	$ 215,349

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NOTE 13 BOARD DESIGNATED NET ASSETS

The board designates a portion of the unrestricted net assets for WM Marcello GAPS funds. There was $12,792 and $12,790 designated by the board at May 31, 2022 and 2021, respectively.

NOTE 14 TRANSFER OF PARTNERSHIP INTERESTS

During the year ended May 31, 2021, Southwestern Community Services, Inc acquired a partnership interest in two low-income housing limited partnerships: Keene Highland and Warwick. The amount paid for the partnership interest in Keene Highland and Warwick was $1 each, and at the time of acquisition, Southwestern Community Services, Inc became the general partner.

The following is a summary of the assets and liabilities of the partnerships at the date of acquisition:

	Keene Highland	Warwick
Date of Transfer	07/01/2020	01/01/2021
Cash	$ 156,907	$ 68,061
Security deposits	21,321	12,460
Cash reserves	391,456	154,727
Property, net	2,769,245	1,237,249
Other assets	25,946	10,861
Total assets	3,364,875	1,483,358
Notes payable	1,372,220	518,078
Other liabilities	85,048	18,939
Total liabilities	1,457,268	537,017
Partners' capital	1,907,607	946,341
Partners' capital previously recorded as an investment in related parties	269	28
Partners' capital transferred	$ 1,907,876	$ 946,369

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NOTE 15 LIQUIDITY AND AVAILABILITY

The following represents Southwestern Community Services, Inc. and related companies' financial assets as of May 31, 2022 and 2021:

	2022	2021
Financial assets at year end:		
Cash and cash equivalents	$ 3,153,976	$ 1,722,941
Accounts receivable	1,745,952	1,783,993
Due from related party	47,566	55,138
Cash escrow and reserve funds	1,479,277	1,471,741
Total financial assets	6,426,771	5,033,813
Less amounts not available to be used within one year:		
Due from related party	(47,566)	(55,138)
Reserve funds	(1,479,277)	(1,471,741)
Total amounts not available within one year	(1,526,843)	(1,526,879)
Financial assets available to meet general expenditures over the next twelve months	$ 4,899,928	$ 3,506,934

The Organization has a goal to maintain unrestricted cash on hand to meet 30 days of normal operating expenditures, which are, on average, approximately $2,350,000 and $1,559,000 at May 31, 2022 and 2021, respectively. The Organization has a $250,000 line of credit available to meet cash flow needs.

NOTE 16 PAYCHECK PROTECTION PROGRAM

In April 2020, the Organization received loan proceeds in the amount of $439,070 under the Paycheck Protection Program (PPP). The PPP is established as part of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). If the Organization did not meet the loan criteria, the unforgiven portion of the PPP loan is payable over five years at an interest rate of 1%, with a deferral of payments for the first ten months. The Organization has used the proceeds for purposes consistent with the PPP and the PPP loan has been forgiven in full. Therefore, forgiveness of the loan totaling $439,070 was recognized on the Consolidated Statement of Activities for the year ended May 31, 2021.

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NOTE 17 RECLASSIFICATION

Certain amounts and accounts from the prior year's financial statements were reclassified to enhance comparability with the current year's financial statements.

NOTE 18 OTHER EVENTS

The impact of the novel coronavirus (COVID-19) and measures to prevent its spread are affecting the Organization's operations. The significance of the impact of these disruptions, including the extent of their adverse impact on the Organization's financial operational results, will be dictated by the length of time that such disruptions continue and, in turn, will depend on the currently unknowable duration of the COVID-19 pandemic and the impact of governmental regulations that might be imposed in response to the pandemic. The Organization's business could also be impacted should the disruptions from COVID-19 lead to changes in consumer behavior. COVID-19 also makes it more challenging for management to estimate future performance of the businesses, particularly over the near to medium term.

NOTE 19 SUBSEQUENT EVENTS

Subsequent events are events or transactions that occur after the statement of financial position date, but before financial statements are available to be issued. Recognized subsequent events are events or transactions that provide additional evidence about conditions that existed at the statement of financial position date, including the estimates inherent in the process of preparing financial statements. Nonrecognized subsequent events are events that provide evidence about conditions that did not exist at the statement of financial position date, but arose after that date. Management has evaluated subsequent events through February 9, 2023, the date the financial statements were available to be issued.

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SOUTHWESTERN COMMUNITY SERVICES, INC. AND RELATED COMPANIES

CONSOLIDATED SCHEDULE OF FUNCTIONAL REVENUES AND EXPENSES

FOR THE YEAR ENDED MAY 31, 2022

	Home Energy Programs	Education and Nutrition	Homeless Programs	Housing Services	Economic Development Services	Other Programs	Total Program	Management and General	2022 Total
REVENUES AND OTHER SUPPORT									
Government contracts	$ 6,681,796	$ 3,398,274	$ 12,926,412	$ 4,791	$ 714,198	$ 225,735	$ 23,951,204	$ 602,370	$ 24,553,574
Program service fees	1,163,537		93,555	781,840		946,475	2,985,407	6,000	2,991,407
Rental income			84,046	1,713,405			1,797,451	20,185	1,817,636
Support	68,298	14,491	254,636		191,342	120,408	649,175	20,000	669,175
Sponsorship						28,520	28,520		28,520
Interest income	7	2	153	302	56	54	574	525	1,099
Forgiveness of debt			67,590	23,019			90,609		90,609
Miscellaneous	10,270	1,033	9,973	86,870	33,651		141,797	15,157	156,954
In-kind contributions		89,366					89,366		89,366
Total revenues and other support	$ 7,923,908	$ 3,503,166	$ 13,436,365	$ 2,610,227	$ 939,245	$ 1,321,192	$ 29,734,103	$ 664,237	$ 30,398,340
EXPENSES									
Payroll	$ 551,449	$ 1,553,713	$ 601,469	$ 672,177	$ 340,079	$ 416,924	$ 4,135,811	$ 856,748	$ 4,992,559
Payroll taxes	45,132	127,557	49,849	51,549	30,490	35,545	340,122	68,379	408,501
Employee benefits	137,544	387,109	140,322	217,637	27,775	137,184	1,047,571	101,743	1,149,314
Retirement	31,440	95,678	32,887	49,044	16,083	18,580	243,710	66,594	310,304
Advertising	1,066	12,573	428	7,537	8,801		30,405	5,120	35,525
Bank charges	35		663	4,650			5,348	9,701	15,049
Computer cost	307	15,754	13,319	8,001	14,818		52,199	127,747	179,946
Contractual	828,975	15,256	67,421	26,033		35,197	992,882	63,330	1,056,212
Depreciation		26,438	134,036	674,506		3,810	838,790	150,983	989,773
Dues/registration		2,539		490	508	125	3,662	11,739	15,401
Duplicating		8,660					8,660	5,503	14,163
Insurance	6,123	16,820	35,676	82,108	19,859	7,313	147,899	45,537	193,236
Interest		423	9,536	48,822		278	59,059	118,506	177,565
Meeting and conference			354	3,255	832	2,862	7,303	1,636	8,939
Miscellaneous expense	870	2,917	120	112,217	8,388	5,102	127,414	30,814	158,228
Miscellaneous taxes				129,976			129,976	150	130,126
Equipment purchases	14,730	3,421		5,376		519	24,046	720	24,766
Office expense	43,201	8,735	22,754	10,409	3,513	90	88,702	24,071	112,773
Postage	190	383	28	24	171		796	33,927	34,723
Professional fees	1,075		4,323	26,930		220	32,548	85,753	118,301
Staff development and training	1,868	2,687	825	3,095	121	1,665	10,259	8,781	19,040
Subscriptions				228			228	180	408
Telephone	5,147	3,727	21,670	19,709	1,930	1,298	53,481	46,594	100,075
Travel	4,715	18,859	11,158	14,784	26,330	249	76,095	1,428	77,523
Vehicle	9,433		2,099	24,565	79,216	13,061	128,374	1,420	129,794
Rent	8,000	18,300			24,595		48,895		48,895
Space costs	21,837	205,132	458,409	886,317	19,742	25	1,589,461	164,162	1,753,623
Direct client assistance	5,338,825	212,648	11,724,070	11,007	37,540	2,953	17,327,043		17,327,043
In-kind expenses		89,366					89,366		89,366
TOTAL FUNCTIONAL EXPENSES BEFORE MANAGEMENT AND GENERAL ALLOCATION	7,051,760	2,826,493	13,349,415	3,070,448	658,791	683,000	27,639,905	2,031,266	29,671,171
Allocation of management and general expenses	518,236	207,720	981,053	225,648	48,415	50,194	2,031,266	(2,031,266)	
TOTAL FUNCTIONAL EXPENSES	$ 7,569,996	$ 3,034,213	$ 14,330,468	$ 3,296,094	$ 707,206	$ 733,194	$ 29,671,171	$	$ 29,671,171

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SOUTHWESTERN COMMUNITY SERVICES, INC. AND RELATED COMPANIES
CONSOLIDATED SCHEDULE OF FUNCTIONAL REVENUES AND EXPENSES
FOR THE YEAR ENDED MAY 31, 2021

	Home Energy Programs	Education and Nutrition	Homeless Programs	Housing Services	Economic Development Services	Other Programs	Total Program	Management and General	2021 Total
REVENUES AND OTHER SUPPORT									
Government contracts	$ 4,633,049	$ 3,125,051	$ 5,267,961	$ 4,060	$ 795,997	$	$ 13,826,118	$ 625,379	$ 14,451,497
Program service fee	1,028,348		56,851	846,971		776,732	2,708,902		2,708,902
Rental income			90,984	1,566,630		127	1,657,741		1,657,741
Support	55,162	9,969	242,175		180,072	114,194	601,572	66	601,638
Sponsorship						21,703	21,703		21,703
Interest income	13	11	198	388	22	35	667	735	1,402
Forgiveness of debt			56,411	23,020			79,431	439,070	518,501
Miscellaneous	1,947	3,908	4,613	119,379	25	38,362	169,234	69,862	239,096
In-kind contributions		65,414					65,414		65,414
Total revenues and other support	$ 5,718,519	$ 3,204,353	$ 5,719,193	$ 2,560,448	$ 976,116	$ 952,153	$ 19,130,782	$ 1,135,112	$ 20,265,894
EXPENSES									
Payroll	$ 488,387	$ 1,518,514	$ 491,084	$ 725,103	$ 350,843	$ 1,439,136	$ 4,011,067	$ 752,116	$ 4,763,183
Payroll taxes	25,674	106,568	37,005	43,514	30,248	33,024	276,033	120,497	396,530
Employee benefits	171,270	381,988	144,229	263,870	55,553	180,793	1,197,703	46,508	1,244,211
Retirement	32,604	85,778	24,671	51,308	20,760	14,238	229,357	66,965	296,322
Advertising		3,100	386	1,295	1,638		6,419	133	6,552
Bank Charges	10		1,130	4,109		11	5,260	8,766	14,026
Computer cost	225	28,110	12,051	7,765	16,171		64,322	183,132	247,454
Contractual	1,007,401	12,804	42,954	61,431	680	48,737	1,174,007	59,518	1,233,525
Depreciation		25,438	117,967	603,938		7,620	755,963	153,192	909,155
Dues/registration		2,290		320	543		3,153	8,619	11,772
Duplicating	89	8,160					8,229	4,588	12,817
Insurance	5,539	15,035	33,483	57,881	15,298	6,890	134,126	43,490	177,616
Interest		5,955	5,983	48,121		1,690	61,749	113,918	175,667
Meeting and conference				840	154	133	1,127	1,637	2,764
Miscellaneous expense	2,863		1,242	82,239	9,646	1,359	97,249	2,675	99,924
Miscellaneous taxes				101,224			101,224	300	101,524
Equipment purchases	386	3,330		6,521			10,237	2,808	13,045
Office expense	19,084	17,479	60,872	11,834	2,588	749	112,586	49,578	162,165
Postage	300	368	126	37	348		1,179	31,999	33,178
Professional	1,050		3,300	38,627			42,977	81,034	124,011
Staff development and training	3,406	1,327	185	2,488	614	1,185	9,185	17,341	26,526
Subscriptions				98			98	2,767	2,865
Telephone	2,429	3,106	20,692	18,872	2,299	1,117	48,515	47,535	96,050
Travel	6,104	12,328	7,212	9,515	10,338		51,497	5,675	57,172
Vehicle	6,147	4,170	1,748	41,329	35,941	9,852	99,187	3,912	103,099
Rent		24,659			21,112		45,771		45,771
Space costs		122,476	384,093	718,703	16,731	114	1,242,119	139,968	1,382,087
Direct client assistance	3,788,549	179,702	4,126,109	12,971	24,399	3,782	8,135,512		8,135,512
In-kind expenses		65,414					65,414		65,414
TOTAL FUNCTIONAL EXPENSES BEFORE GENERAL AND MANAGEMENT ALLOCATION	5,559,497	2,629,099	5,518,502	2,913,953	621,784	750,430	17,991,265	1,948,672	19,939,937
Allocation of management and general expenses	602,161	284,763	597,504	315,616	67,347	81,281	1,948,672	(1,948,672)	
TOTAL FUNCTIONAL EXPENSES	$ 6,161,658	$ 2,913,862	$ 6,114,006	$ 3,229,569	$ 689,131	$ 831,711	$ 19,939,937	$	$ 19,939,937

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SOUTHWESTERN COMMUNITY SERVICES, INC.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED MAY 31, 2022

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM TITLE	ASSISTANCE LISTING NUMBER	PASS-THROUGH GRANTOR'S NAME	GRANTOR'S NUMBER	FEDERAL EXPENDITURE	
U.S. Department of Agriculture					
Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)	10.557	State of NH, Department of Health & Human Services	010-090-52600000-102-500734		$ 250,358
Child and Adult Care Food Program	10.558	State of NH, Department of Education	Unknown	$ 114,790	
Child and Adult Care Food Program	10.558	State of NH, Department of Education	Unknown	89,483	204,273
Food Distribution Cluster					
Commodity Supplemental Food Program	10.565	State of NH, Department of Health & Human Services	010-090-52600000-102-500734	2,400	
Commodity Supplemental Food Program (Food Commodities)	10.565	Community Action Program Belknap-Merrimack Counties	Unknown	106,339	108,739
Total U.S. Department of Agriculture					$ 583,370
U.S. Department of Housing and Urban Development					
Community Development Block Grants/State's Program and Non-Entitlement Grants in Hawaii	14.228	City of Keene	SCS/Shelter Improvements		$ 618,918
Emergency Solutions Grant Program	14.231	State of NH, DHHS, Bureau of Housing Supports	05-95-95-958310-7176000000-102-50731	$ 12,255	
COVID-19 Emergency Solutions Grant Program	14.231	State of NH, DHHS, Bureau of Housing Supports	05-95-42-423010-79270000	283,853	296,108
Supportive Housing Program	14.235	State of NH, DHHS, Bureau of Housing Supports	05-95-95-958310-7176000000-102-50731	133,970	
Supportive Housing Program	14.235	State of NH, DHHS, Bureau of Housing Supports	05-95-42-423010-79270000	27,970	161,940
Shelter Plus Care	14.238	State of NH, DHHS, Bureau of Housing Supports	NH0057L1T001910		226,294
Continuum of Care Program	14.267	State of NH, DHHS, Bureau of Housing Supports	NH0092L1T001904	83,228	
Continuum of Care Program	14.267	State of NH, DHHS, Bureau of Housing Supports	NH0096L1T001904	126,004	
Continuum of Care Program	14.267	State of NH, DHHS, Bureau of Housing Supports	NH0074L1T001907	83,857	293,089
Total U.S. Department of Housing and Urban Development					$ 1,596,349
U.S. Department of Transportation Federal Transit Administration (FTA)					
Formula Grants for Rural Areas	20.509	State of NH, Department of Transportation	04-96-96-964010-2916		$ 548,491
Transit Services Programs Cluster					
Enhanced Mobility of Seniors and Individuals with Disabilities	20.513	State of NH, Department of Transportation	04-96-96-964010-2916		56,465
Federal Transit Cluster					
Bus and Bus Facilities Formula & Discretionary Programs (Bus Program)	20.526	State of NH, Department of Transportation	04-96-96-964010-2916		3,028
Total U.S. Department of Transportation Federal Transit Administration (FTA)					$ 607,984

See Notes to Schedule of Expenditures of Federal Awards

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SOUTHWESTERN COMMUNITY SERVICES, INC.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED MAY 31, 2022

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM TITLE	ASSISTANCE LISTING NUMBER	PASS-THROUGH GRANTOR'S NAME	GRANTOR'S NUMBER		FEDERAL EXPENDITURE
U.S. Department of Treasury					
Coronavirus Relief Fund	21.019	State of NH, DHHS, Bureau of Housing Supports	05-95-42-423010-19410000		$ 80,659
Emergency Rental Assistance Program	21.023	New Hampshire Housing	Unknown		11,410,655
Total U.S. Department of Treasury					$ 11,471,314
U.S. Department of Energy					
Weatherization Assistance for Low-Income Persons	81.042	State of NH, Office of Energy & Planning	01-02-024010-7708-074-500587		$ 869,132
Total U.S. Department of Energy					$ 869,132
U.S. Department of Health & Human Services					
Aging Cluster					
Special Programs for the Aging, Title III, Part B, Grants for Supportive Services and Senior Centers	93.044	State of NH, Office of Energy & Planning	01-02-024010-7708-074-500587	$ 5,730	
Special Programs for the Aging, Title III, Part B, Grants for Supportive Services and Senior Centers	93.044	State of NH, DHHS, Bureau of Elderly & Adult Services	05-95-48-481010-7872	70,240	$ 75,970
Grants to States to Support Oral Health Workforce Activities	93.236	State of NH, DHHS, NH Medicaid	1008368		2,463
Activities to Support State, Tribal, Local and Territorial (STLT) Health Department Response to Public Health or Healthcare Crises	93.391	State of NH, DHHS, Division of Public Health Services	0100905771000050731		16,071
Low Income Home Energy Assistance (Fuel Assistance)	93.568	State of NH, Office of Energy & Planning	02-52-52-520010-18870000-074-500587	1,426,061	
Low Income Home Energy Assistance (BWP)	93.568	State of NH, Office of Energy & Planning	01-02-02-024010-77050000-500587	297,968	
			02-52-52-520010-18870000-074-500587	136,431	
COVID-19 Low Income Home Energy Assistance	93.568	State of NH, DHHS, Administration for Children & Families, Office of Community Services	Grant #2001NHE5C3	307,274	
ARPA Low Income Home Energy Assistance (BWP)	93.568	State of NH, Office of Energy & Planning	02-052-052-520010-24490000-074-500587	33,617	
ARPA Low Income Home Energy Assistance	93.568	State of NH, Office of Energy & Planning	02-052-052-520010-24490000	4,150,168	6,353,519
Community Services Block Grant	93.569	State of NH, DHHS, Div. of Family Assistance	500731	357,612	
COVID-19 Community Services Block Grant	93.569	State of NH, DHHS, Division of Economic & Housing Stability	500731	222,106	579,718
Community Services Block Grant - Discretionary	93.570	State of NH, DHHS, Div. of Family Assistance	Unknown		22,652

See Notes to Schedule of Expenditures of Federal Awards

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SOUTHWESTERN COMMUNITY SERVICES, INC.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED MAY 31, 2022

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM TITLE	ASSISTANCE LISTING NUMBER	PASS-THROUGH GRANTOR'S NAME	GRANTOR'S NUMBER	FEDERAL EXPENDITURE	
U.S. Department of Health & Human Services (continued)					
Head Start Cluster					
Head Start	93.600	Direct Funding	01CH011494	$ 2,270,884	
COVID-19 Head Start	93.600	Direct Funding	01HE000388	68,776	$ 2,339,660
Total U.S. Department of Health & Human Services					$ 9,390,053
U.S. Department of Homeland Security					
Emergency Food and Shelter National Board Program	97.024	State of NH, DHHS, Office of Human Services	Unknown		$ 9,293
Total U.S. Department of Homeland Security					$ 9,293
TOTAL					$ 24,507,495

See Notes to Schedule of Expenditures of Federal Awards

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SOUTHWESTERN COMMUNITY SERVICES, INC.

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED MAY 31, 2022

NOTE 1 BASIS OF PRESENTATION

The accompanying schedule of expenditures of Federal Awards (the Schedule) includes the federal award activity of Southwestern Community Services, Inc. under programs of the federal government for the year ended May 31, 2022. 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 for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of Southwestern Community Services, Inc., it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Organization.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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.

NOTE 3 INDIRECT COST RATE

Southwestern Community Services, Inc. has elected not to use the ten percent de minimis indirect cost rate allowed under the Uniform Guidance.

NOTE 4 FOOD DONATION

Nonmonetary assistance is reported in the Schedule at the fair value of the commodities received and disbursed.

NOTE 5 SUBRECIPIENTS

Southwestern Community Services, Inc. had no subrecipients for the year ended May 31, 2022.

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Leone McDonnell & Roberts
CERTIFIED PUBLIC ACCOUNTANTS
WOLFEBORO · NORTH CONWAY
DOVER · CONCORD
STRATHAM

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors of
Southwestern Community Services, Inc.

We have audited, in accordance with the 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, the consolidated financial statements of Southwestern Community Services, Inc. (a New Hampshire nonprofit corporation) and related companies, which comprise the consolidated statement of financial position as of May 31, 2022, and the related consolidated statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the consolidated financial statements, and have issued our report thereon dated February 9, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the consolidated financial statements, we considered Southwestern Community Services, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the consolidated financial statements, but not for the purpose of expressing an opinion on the effectiveness of Southwestern Community Services, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Southwestern Community Services, Inc.'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 combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's consolidated 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.

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Our consideration of the 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 and therefore material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We identified a deficiency in internal control described in the accompanying schedule of findings and questioned costs as item 2022-001 that we consider to be a significant deficiency.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Southwestern Community Services, Inc.'s consolidated financial statements are free of 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 consolidated 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*.

Southwestern Community Services, Inc.'s Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on Southwestern Community Services, Inc.'s response to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. Southwestern Community Services, Inc.'s response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

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 Organization'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 Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Leone McDonnell & Roberts
Professional Association

Wolfeboro, New Hampshire
February 9, 2023

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Leone McDonnell & Roberts
PROFESSIONAL ASSOCIATION
CERTIFIED PUBLIC ACCOUNTANTS
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STRATHAM

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

To the Board of Directors of
Southwestern Community Services, Inc.

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Southwestern Community Services, Inc.'s (a New Hampshire nonprofit corporation) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Southwestern Community Services, Inc.'s major federal programs for the year ended May 31, 2022. Southwestern Community Services, Inc.'s major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, Southwestern Community Services, Inc. complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended May 31, 2022.

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; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; 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 Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Southwestern Community Services, Inc. and to meet our other ethical responsibilities, in accordance with 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 Southwestern Community Services, Inc.'s compliance with the compliance requirements referred to above.

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 Southwestern Community Services, Inc.'s federal programs.

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Auditors' 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 Southwestern Community Services, Inc.'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 generally accepted auditing standards, *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 Southwestern Community Services, Inc.'s compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *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 Southwestern Community Services, Inc.'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 Southwestern Community Services, Inc.'s 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 Southwestern Community Services, Inc.'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 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

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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 Auditors' 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 in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not 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.

Leone McDonnell & Roberts
Professional Association

Wolfeboro, New Hampshire
February 9, 2023

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SOUTHWESTERN COMMUNITY SERVICES, INC.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED MAY 31, 2022

SUMMARY OF AUDITORS' RESULTS

1. The auditors' report expresses an unmodified opinion on whether the consolidated financial statements of Southwestern Community Services, Inc. and related companies were prepared in accordance with GAAP.

2. One significant deficiency disclosed during the audit of the consolidated financial statements are reported in the *Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards*. No material weaknesses are reported.

3. No instances of noncompliance material to the consolidated financial statements of Southwestern Community Services, Inc. and related companies, which would be required to be reported in accordance with *Government Auditing Standards* were disclosed during the audit.

4. No significant deficiencies in internal control over major federal award programs are reported in the *Independent Auditors' Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance*. No material weaknesses are reported.

5. The auditors' report on compliance for the major federal award programs for Southwestern Community Services, Inc. expresses an unmodified opinion on all major federal programs.

6. Audit findings that are required to be reported in accordance with 2 CFR section 200.516(a) are reported in this Schedule.

7. The programs tested as major programs were U.S. Department of Health and Human Services, Low Income Home Energy Assistance, ALN 93.568; U.S. Department of Treasury, Emergency Rental Assistance Program, ALN 21.023; and U.S. Department of Transportation, Formula Grants for Rural Areas, ALN 20.509.

8. The threshold for distinguishing Type A and B programs was $750,000.

9. Southwestern Community Services, Inc. was determined to be a low-risk auditee.

FINDINGS - FINANCIAL STATEMENTS AUDIT

SIGNIFICANT DEFICIENCY

2022-001 - Lack of accurate and timely reconciliations

Criteria: Internal controls ensuring timely and accurate reconciliations.

Condition: There was a delay in accurate account reconciliations at May 31, 2022.

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Cause: The Organization's internal control policies and procedures were not followed as designed.

Effect: Significant and material journal entries were provided by the client to ensure accurate financial statements.

Context: Reconciliations were not prepared timely, which resulted in late client entries many of which were a result of audit testing and inquiries made by auditor.

Recommendation: Internal control policies and procedures should be followed throughout the year to ensure accurate and timely reconciliations.

Views of Responsible Officials: The Organization acknowledges that internal control policies relative to certain reconciliations were not followed as established. The Organization's Leadership and the Fiscal Department Leadership is aware that is this not acceptable and the expectation is that all fiscal controls and policies are to be followed in a timely and accurate manner.

FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAMS AUDIT

None

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SOUTHWESTERN COMMUNITY SERVICES, INC.

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED MAY 31, 2022

There were no findings or questioned costs that were required to be reported in the Schedule of Findings and Questioned Costs for the year ended May 31, 2021.

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Southwestern Community Services, Inc.
Board of Directors - 2023 Composition

	CHESHIRE COUNTY	SULLIVAN COUNTY
CONSTITUENT SECTOR	**Ron Nason** SCS Tenant	**Mary Lou Huffling** Fall Mountain Emergency Food Shelf Alstead Friendly Meals
	Heather Cameron Head Start Policy Council Parent Representative	**Anne Beattie** Newport Service Organization
PRIVATE SECTOR	**Kevin Watterson, *Chair*** Clarke Companies *(retired)*	**David Edkins, Vice-*Chair*** Town of Walpole
	Dominic Perkins, *Treasurer/Secretary* Senior VP, Retail Administration Savings Bank of Walpole	**Kerry Belknap Morris, M.Ed.** Early Childhood Education River Valley Community College
PUBLIC SECTOR	**Jay Kahn** State Senator, District 10	**Derek Ferland** Sullivan County Manager
	Andy Bohannon Parks, Recreation and Facilities Director City of Keene	**Liz Emerson** Planning and Zoning Administrator Town of Charlestown

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Sharon LaCount McKane

[redacted]

QUALIFICATION HIGHLIGHTS

- 30+ years' experience in Social Services, Human Services, and Administration
- 10+ years supervising staff, and volunteers.
- Skilled at customer relations and interactions with large staff in diverse programs

WORK HISTORY

Southwestern Community Services, *Keene, NH* 2016 – Present

Assistant Director, Housing Stabilization Services

- Supervise HSS Program Staff and Facilities, including approving timecards and PTO
- Review, build and maintain budgets for specific funding sources.
- Administer and report for the New Hampshire Emergency Rental Assistance Program.
- Manage HSS-GAPS Program
- Responsible for the annual evaluations of HSS Staff
- Coding and approval of HSS Program bills
- Assistance with all hiring, HR and onboarding of new program staff

Southwestern Community Services, *Keene, NH* 2007 – 2015

Receptionist/Administrative Office Manager/Housing Stabilization Support

- Created Diversion Assessment Tool database and input of completed forms
- Responsible for CSFP distribution, inventory, reports, mailings, organization and communication with volunteers and sites
- Supervised volunteers and seasonal staff
- Assisted Program Directors with completion and mailing of grants
- Supported all HSS staff as requested by the Director

Southwestern Community Services, *Keene, NH* 1986 – 2006

Receptionist/MIS Support/Web Design

- Operated telephone switchboard to answer, screen, or forward calls, providing information, taking messages, or scheduling appointments
- Greeted persons entering establishment, determined nature and purpose of visit, and directed or escorted them to specific destinations, resolving complaints as necessary
- Handled agency postage and fax machines and billing to all programs
- Responsible for maintaining and designing agency web site, and staff ID badges
- Provided computer software and hardware support to all staff

EDUCATION

Keene High School, *Keene, NH* Diploma

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Lori A. Hathaway

[redacted]

Education

Keene State College BA in English May 2009 Keene, New Hampshire

Employment History

2011-Present SCS **Data Coordinator** Keene, New Hampshire

- Maintenance of daily Data Entry for several sub-programs
- Compiling and analyzing Data Reports as requested
- Maintenance of Data Quality on a regular basis
- Member, NH HMIS Advisory Committee
- Administration of Housing Security Guarantee Loan Program

2009-2011 SCS **Administrative Assistant** Keene, New Hampshire

- Research required to determine program eligibility for Weatherization Program
- Creation and maintenance of client files
- Scheduling of client audits
- Various administrative and support tasks

2000-2008 PEP-Direct **Donor Service Representative** Wilton, New Hampshire

- Fulfillment of special donor requests for non-profit organization
- Telephone interaction with donors
- Maintenance of donor records
- Generation of letters addressing donor issues and complaints

1996-1998 Claire's **Assistant Manager** Nashua, New Hampshire

- Supervised staff
- Responsible for opening and closing store
- Responsible for balancing registers and bank deposits
- Assisted customers with merchandise selection and purchases

Affiliation and Volunteer Experience

2020-Pres. Harmony Rebekah Lodge #16	**Member**	I. O. O. F.
2019-Pres. Beaver Brook Lodge #36	**Member**	I. O.O. F.
2009-2018 MUW Pacesetter Committee	**Member**	SCS
Kappa Delta Phi NAS, Kappa Gamma	**Member**	Keene State College

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SHANNON YEATON

PROFILE

Certified Paraprofessional with 6+ years experience. Creative, motivated, open minded thinker with 30 years of life experience. I am driven with a desire to help my fellow humans reach their fullest potential.

EXPERIENCE

SHELTER COORDINATOR, SOUTHWESTERN COMMUNITY SERVICES; KEENE, NH
MARCH 2023 - PRESENT

Supporting the unhoused community with shelter, connecting with community resources, finding potential housing and supporting their daily needs.

- Completing intake paperwork and supplying clients with totes and basic needs.
- Assigning shelter beds to clients, updating and sharing bed logs.
- Overseeing the daily runnings of SCS shelters, delivering supplies and/or food to shelter clients.
- Maintaining client files, issuing verbal and written warnings.
- Case management with shelter clients and helping to address their barriers to being housed.

INTAKE SPECIALIST, SOUTHWESTERN COMMUNITY SERVICES; KEENE, NH 2022-MARCH 2023

Supporting individuals in need of community resources find and receive available assistance.

- Assisting individuals with rental and electrical assistance through the NHERAP program.
- Meeting with and assisting our hotel clients find resources and housing.
- SOARS certified.
- Case management with clients in need of supportive services.

PARAPROFESSIONAL, WINCHESTER SCHOOL; WINCHESTER,NH – 2016-2022

Support students with IEP or 504 Plans to reach and hopefully exceed their goals.

- Modify classroom assignments, support emotional/social skills, prepare schedules.
- Collaborate with fellow staff to problem solve situations in the future or in the moment.
- Manage and organize group social activities.

Manage and support an entire household.

- Managing/organizing schedules for 3 or more people.
- Meal planning and preparation.
- Money management; grocery shopping, bills, children and household supplies.

SEACOAST FLORIST; HAMPTON,NH – 2000-2003

- Customer service and support in person and on the phone.
- Designing floral arrangements for all occasions; weddings, funerals, proms and centerpieces.
- Replicate floral arrangements from photographs and original designs based on customer requests and preferences.

EDUCATION

THE ART INSTITUTE OF PHILADELPHIA, PHILADELPHIA, PA. ASSOCIATES DEGREE 1998

Areas of study; Photography and Graphic Design.

NOVA SOUTHEASTERN UNIVERSITY, FT. LAUDERDALE, FL. - 1992-1995

Ares of study; Marine Biology, Elementary Education and Art History.

HARRY S. TRUMAN H.S., LEVITTOWN, PA. 19057

High School Diploma; Spanish 4 years, Photography 2 years and graduated on the National Honor Society.

CERTIFICATIONS

- Paraprofessional.
- ASL Level one.
- CPI Training.

SKILLS

- Organizing multiple schedules and tasks.
- Great computer skills: Fluent in multiple computer systems;
  - Mac/Apple; Photoshop, Illustrator, Pages, Numbers etc.
  - Microsoft; Google classroom, Meet, Exel, Word etc.
- Creative thinker and problem solver.

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Sherry Hallock

Emergency Housing Coordinator – Southwestern Community Services

[redacted]

Hi, my name is Sherry, I have been in the human service field for many years, working in private duty as well as working for a few good companies. My field of Specialty is teaching and supporting people with mental health challenges to build skills needed to communicate effectively as well problem solving. effectively. working on skills that promote independent living.

Work Experience

Emergency Housing Coordinator

Southwestern Community Services - Claremont, NH
August 2019 to Present.

I manage the Claremont homeless shelters, making sure that all supplies are ordered and stocked in all units, as well as working to keep shelter running safely and efficiently by following all health and safety codes. I work with all residents encouraging all rules and regulation to be followed as well as cleanliness.

Daily walk throughs in all shelters looking for health and safety risks., meeting with contractors as needed and following all bed bug protocols while using bed bug prevention & cleanings.

My other duties include, but not limited to case management with residents focused on meeting their goal plans by working toward securing housing, employment, filing for SSI & SSDI, doing follow ups and walking clients through the process while assessing individual barriers and focusing on independent living skills, Conflict resolution, building teamwork, while modeling anxiety and anger management to promote success.

I work with community partners doing referrals meetings while focusing on wrap around services with the emphasis on meeting our client's needs.

I continue to do training hours monthly and work closely within our team to bridge the gap with our outreach clients & calls as well as outreach referrals while completing all necessary paperwork for the shelter which include but not limited to, case management, intake/exit logs, bed logs, HMIS, files and Town applications for sponsorship.

Team meetings within the Housing stabilization program strengthen our teams' efforts to have continued communication while following our tree line of information that continues to change with state regulations and challenge our ability to be flexible while always relying on our team members, to meet mission for success.

Respite Care Provider/Therapeutic Goal work

Self Employed - Croydon, NH
August 2014 to Present.

Respite provider for client with Autism and behavior out bursts
Emphasis on building coping skills as well as conflict resolution. Working with client by using picture books that we made together on emotions and reactions. modeling appropriate behaviors and supporting client with anxiety management as well as mindful relaxation techniques. working with client on except-able social behaviors and eating healthy.
Skills used.
positive reinforcement techniques, CBT restructuring, Redirection techniques, role modeling, therapeutic relationship building

Residential Specialist/Case Manager - West Central Behavioral Health

West Central Behavioral Health - Newport, NH
August 2016 to September 2019

My duties include but not limited to writing daily Clinical notes, psychotherapy notes as well as substance abuse, phq9, and at-risk assessments

I assess and support clients with ADLS, Interpersonal functioning, social skill building, conflict resolution as well as medication management for symptom control.

My position requires Assessing and handling medical emergencies in a calm professional manner to support client's needs while also Co-ordinating medical supports by taking clients to doctor appointments while working with the medical team to provide my clients with personalized care.

My duties also include client case management, as a Day Program Specialist on the clinician team, I created and implemented activities with emphasis on teaching specialized skills to help client process repetitive

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information as a way of CBT&DBT restructuring.
I attended team meetings, as well as working within a team to provide excellent individualized care. Familiar with Mind link and echo as well as Microsoft office/Word. Administrative Duties include Customer service, coordinating appointments, filling med orders while keeping records up to date. Experienced with all office equipment including fax, copier, computer and phone. My phone manner and customer service manner are strong and accommodating.
Accomplishments
Gained the trust and respect of management proving to be a reliable part of their team implementing ideas as well taking on more responsibilities.
I have received waivers from the state of New Hampshire for associates degree as well as Case Manager and Day Program Specialist working on our clinician's team specializing in therapeutic treatment.
I co-coordinate Day program services as well as teach groups of ten or more residents, emphasizing on life skills needed to assist in their goals as well as daily living. I specialize in coping skill, social skill and conflict resolution, building skills, teaching with games, handouts, discussions and activities as well as role play. My duties as case manager vary depending on house managers needs but I am familiar with assessments as well as client care coordination.

Direct Service Provider
Independent Service Network - Claremont, NH
May 2014 to November 2016
Responsibilities
I help create an activity schedule then implement it on daily basis. Work on individuals' goals, Assist and monitor clients at jobs or volunteer work as needed. Assist with positive behavior supports by role Modeling and redirection. I work one on one as well as with groups intergrading within the community. Teaching and modeling social skills as well as coping skills and conflict resolution.
Daily notes to track progress and areas of needed supports. ABC sheets and incident reports tracking.
I attend quarterly meetings.
Reviewing individualized goals and program planning while giving assessments and recommendations to the team.
Accomplishments
I have gained the trust of consumers' guardians, parents, and management with positive results.
I have developed and taught a social skills class to a group of 12 clients working on basic independent. Living skills including hygiene, personal safety, conflict resolution, problem solving, coping skills and More. Teachings with art, handouts puzzles and team games where clients have shown some success.
I have also implemented a cooking class, sign language class and music/yoga with much success.
Skills Used
Positive behavior management techniques, positive reinforcement techniques, patience, awareness of Triggers, team building, role modeling, good organization and planning with a professional attitude at All times. Communication skills with case managers, team and providers. Certificates in training.

Respite Provider/ therapeutic goal work
Self Employed - Weathersfield Bow, VT
May 2014 to August 2016
Emphasis on teaching /developing social and coping skills as well as personal boundaries, supporting client with identifying symptoms and skills needed to become independent while practicing good safety boundaries.
supported client with ADLs, emphasizing on cooking, laundry, hygiene and community integration as well as interpersonal skill building.
Accomplishments
I have gained the trust of clients and provider, Making progress on safety plan as well as social boundaries and coping skills
Skills Used
Communication, patience, redirection, supervision, motivational goal work on ADLs and interpersonal, Functioning. Emphasis on safety skill building, personal boundaries and effective communication within the community

Respite Care Provider/ in home care coordinator
Self Employed - Weathersfield Bow, VT
March 2015 to January 2016
Responsibilities

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In home respite care, supporting client with personal and medical needs for rehabilitation.
Meal preparation, and daily medications. Keep all paperwork up to date communicate with her and Provider for her needs. Practice safety and supervision.
Accomplishments
I have gained the trust of client and provider all documentation up to date with all ADLs and medical. Needs are met.
Skills Used
Positive redirection and prompting as well as supervision, supports with All ADLs, Medications and Personal needs. I assisted with doctor appointments and rehabilitation goals emphasis on moving back into independent living.

Therapeutic Foster Parent

Caseys' Family Services
October 2011 to October 2014
Responsibilities
Teaching and modeling safe personal boundaries and personal space while in community and around people to help client prevent being Victimized.
Strong supervision at all times. Work closely with school team, DCF and doctors to develop and Implement all safety procedures and academic needs, needed to assist in everyday life. Receiving DBT and CBT training for myself as a way to better support client with therapeutic treatment , with exercises and activities to help with mindfulness, interpersonal effectiveness, emotional Regulation and distress tolerance.
Accomplishments
I was able to gain trust of my team while teaching effective safety skill building, interpersonal Functioning, trust and social skills. My client went from 3rd grade level at school to 10th grade. I helped Her fine her voice and build confidence while learning safety and boundaries as well independent living Skills
Skills Used
Strong supervision, constant consistency, patience, caring attitude, understanding, strong Boundaries, positive reinforcement and positive behavior management, advocating for needs, team Building, Family supports, training's around trauma and brain development, safety building, social skill Building as well as interpersonal effectiveness, organization and communication

SLP

HCRS - Springfield, VT
April 2013 to April 2014
Shared Living Provider in residential home for one to two clients 3 days weekly.
I supported clients with ADLs as well as interpersonal functioning. Emphasis on independent living skills ,social boundaries, anxiety/anger management as well as coping skills.Modeling appropriate behavior for better results and as a way of helping clients process malformation to build on skills. consistency in skill building while holding client accountable for behaviors with natural consequences I was able to accomplish gaining the trust and respect of my client as well as help him build the skills needed to move into a more home providing situation.

Education

Bachelor's in human services

NH State waver - Concord, NH
August 2016 to April 2018

Skills

Case manager (5 years), Microsoft Excel (2 years), Mental Health (8 years), Documentation (8 years), Microsoft Office (2 years), Management (6 years), Organizational Skills (7 years), Receptionist (5 years), problem solving, Therapy, Case Management

Additional Information

I am familiar in many avenues of human services and mental health,working in this field for many years. My case management skills are excellent, always working with clients,families and agencies to provide the best individualized care. I am creative with strong interpersonal skills as well as excellent boundaries. I have recieved three Newhampshire State Waivers from the Division of Behavior /Mental health waving my associates Degree, and batchelers degree in order to work as Case manager as well as a theraputic clinician.because of my continued work and experience.

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TAMMY L. BARTON

[redacted]

PROFESSIONAL EXPERIENCE

NH Public Golf Courses, Inc, Hudson, NH
Accounting Manager ~ November 2018 – Present

- Produce monthly close and standard reports. Timely reporting of financial and business results.
- Work with the external CPA to produce a year-end close
- Manage daily revenue reporting, bank activity, manage cash deployment and report
- Manage AP process for multiple golf courses/entities
- Process biweekly payroll for multiple entities and oversee related HR record-keeping
- Special reporting as requested
- Process 1099s
- File appropriate monthly taxes

Southwestern Community Services, Keene, NH
HSS Admin Support ~ October 2017 – Present

- Code and approve bills in a timely manner for payment
- Verify that files are complete and ready for processing
- Process vouchers for weekly check runs
- Create and maintain spreadsheets as needed

Constellation Software, Nashua, NH
Software Support ~ December 2017 – November 2018

- Provide tech support for REALedger – an accounting software for Real Estate companies

Tomlinson Group of Companies, Spokane, WA
Staff Accountant ~ November 2007 – September 2017

- Process 80-150 invoices weekly for various entities and pay them in a timely manner
- Process payroll for multiple entities within the Tomlinson companies
- Monthly/Quarterly/Annual business and payroll tax processing
- Process recurring agent charges and payables on a monthly basis
- Monthly bank reconciliations for multiple entities and accounts
- Month-End processing/reconciliation – making sure the GL balances to the AR/AP accounts
- Support various office staff and agents in a timely, courteous manner
- Provide back-up support to the various offices for commissions and other sales related functions
- Train and guide new employees with the various functions/roles within the organization
- Special reports/projects for various owners
- Process 1099's & W-2's
- Journal entries
- Process agent payments and other miscellaneous deposits
- Maintain various databases with agent/employee information to keep them current

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TAMMY L. BARTON

[redacted]

EDUCATION

Associate's Degree - Accounting ~ Spring 2007
Spokane Community Colleges, Spokane, WA

TECHNICAL SKILLS

Proficient in Microsoft Word, Microsoft Excel, Microsoft Internet Explorer, Mozilla Firefox, Microsoft Outlook, Google Chrome and other commonly used computer applications. Also proficient with many web-based applications such as Paychex Flex, Dropbox, QuickBooks, Papersave, and EmpowOR.

LEADERSHIP, SERVICE AND ACCOMPLISHMENTS

Volunteer ~ Southwestern Community Services ~ 1989 – 2017
Keene, NH

- Answered multi-line phone system for SCS and Tenants
- Prepared Copier and Postage billing
- Scheduled appointments for Fuel/Electric Assistance
- Greeted clients
- Made copies and scanned documents for staff and clients
- Maintained spreadsheets for TEFAP
- Took payments for Security Deposits and gave receipts

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HENDERSON

[redacted]

SUMMARY OF QUALIFICATIONS

- Proficient in: Word, Excel, PowerPoint, Internet, Outlook, Photoshop,
- Ability to prioritize in a fast paced environment and to learn new tasks quickly and effectively
- Dedicated, reliable and responsible
- Extensive background in Social Services, Property Management, Finance, and Customer Service

EDUCATION

- **B.A** Psychology with a specialization in counseling — May, 1999
  B.S Business Management
  Keene State College
  Keene, NH 03435

EMPLOYMENT HISTORY

Henderson & Bosley Property Management — **8/02-Present**
President — **Keene, NH**

- Adhering to NH State housing laws and government housing programs
- Advertising and marketing of vacant apartments, creating leases, performing credit checks
- Property inspections and maintenance- including basic carpentry, landscaping etc.
- Research and management of investment opportunities

Southwestern Community Services — **05/23-Present**
HSS Program Consultant — **Keene, NH**

- Maintain compliance with State/Government/Agency protocols, procedures, and reporting
- Reviews and evaluates program policies and protocols to assure efficient operations of all Housing Stabilization Services programs.
- Acts as community liaison for community partners and funding sources

Southwestern Community Services — **05/16-05/23**
Director of Housing Stabilization Services — **Keene, NH**

- Designs and implements systems to provide efficient operations of all Housing Stabilization Services programs.
- Manages and leads assigned staff to ensure SCS policies and procedures are followed in a manner consistent with the organization's mission, values, and culture.
- Participates in the hiring of new employees and oversees the orientation and training of all assigned staff
- Maintain compliance with State/Government/Agency protocols, procedures, and reporting.

Southwestern Community Services — **10/07-05/16**
Assistant Director of Housing Stabilization Services — **Keene, NH**

- Monitor quality of services, operation of assigned programs, facilities, and staff.
- Process and certify tenant/client applications for all Supportive Housing Programs; facilitate move-in process; track and collect rents/subsidies utilizing Classic Real Estate Software; track and collect all match documentation; recertify tenants when necessary and in a timely manner.
- Maintain compliance with State/Government/Agency protocols, procedures, and reporting.

Southwestern Community Services — **02/03-10/07**
Long Term Transitional Housing Program Administrator — **Keene, NH**

- Responsibilities include: Assisting the homeless of Cheshire County with budgeting and referrals to other needed services; Advocating on behalf of clients to create new networks and improve current relationships; providing counsel through tough transitions, as well as, creating and maintaining an environment of success through programs such as Mediation -Training, Consumer Credit Counseling, Psychological Therapy, Parenting Classes, and First Time Homebuyers programs.
- Basic maintenance of shelter properties and inventory control

DocuSign Envelope ID: 4DA420BE-2B84-444A-8BC9-2688943C3D3F ical reports based on information collected to assist in budget allocations for Southwestern Community Services

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AWARDS RECEIVED

- Delta Mu Delta: National Business Honor Society
- Psi Chi: National Psychology Honor Society

CONTINUING EDUCATION AND CERTIFICATIONS

04/18/2007 Certified Occupancy Specialist – National Center for Housing Management

09/23/2008 Successful completion of "Landlord and Tenant Law" seminar – Lorman Educational Services

02/23/2016 HUD Certified Housing Quality Standards Inspector

01/21/2016 Completed 8.5 hours of Nonviolent Crisis Intervention training

04/26/2013 Certification in Fair Housing Law – Granite State Managers Association

08/10/2016 Blood Borne Pathogen Training

08/24/2016 6 hours of comprehensive low income housing tax credit training – Johnson Consulting Services, Inc

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Contractor Name: Southwestern Community Services, Inc.

Key Personnel (SGIA)

Name	Job Title	Salary	% Paid from this Contract	Amount Paid from this Contract
Vacant	Director of Housing Stabilization Services	$60,000	92%	$55,200
Sharon LaCount McKane	HSS Assistant Director	$47,632	100%	$47,632
Lori Hathaway	HSS Data Coordinator	$33,280	92%	$30,618
Shannon Yeaton	Emergency Housing Coordinator	$31,200	100%	$31,200
Sherry Hallock	Emergency Housing Coordinator	$36,400	100%	$36,400
Tammy Barton	HSS Admin Support	$16,640	100%	$16,640
Craig Henderson	HSS Program Consultant	$15,262	100%	$15,262

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Lori A. Shibinette
Commissioner

Karen E. Hebert
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

November 15, 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 of Economic and Housing Stability, to amend existing contracts with the Contractors listed below in **bold** for the continued provision of the State Grant In Aid (SGIA) Home Assistance program, by increasing the total price limitation by $3,999,996 from $12,725,724 to $16,725,720 with no change to the contract completion dates of June 30, 2023, effective upon Governor and Council approval. 100% Federal funding.

Contractor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House, Inc.	**165288 - B001**	**Plymouth NH**	**$264,968**	**$96,644**	**$361,612**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	267140 -B001	Bow NH	$185,945	$0	$185,945	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

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						A2: 05/19/21 (Tabled Item #15)
Cross Roads House	166570 - B001	Portsmouth NH	$1,390,758	$515,436	$1,906,194	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Families In Transition (F.K.A. FIT/NHNH, Inc.)	157730 - B001	Manchester NH	$2,942,938	$955,704	$3,898,642	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
The Friends Program, Inc.	154987 - B001	Concord NH	$352,114	$182,550	$534,664	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Helping Hands Outreach Ministries, Inc.	174226 - R001	Manchester NH	$405,272	$171,812	$577,084	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Hundred Nights, Inc	313375	Keene NH	$434,964	$451,006	$885,970	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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Lakes Region Community Developers	156571 - B001	Laconia NH	$204,991	$0	$204,991	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Marguerites Place	157465 - B001	Nashua NH	$327,536	$0	$327,536	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
My Friend's Place	**156274 - B001**	**Dover NH**	**$305,697**	**$161,074**	**$466,771**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Nashua Soup Kitchen and Shelter, Inc.	**174173 - R001**	**Nashua NH**	**$468,328**	**$236,241**	**$704,569**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)	**177295 - B001**	**Greenland NH**	**$296,982**	**$118,121**	**$415,103**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$1,678,826	$0	$1,678,826	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Salvation Army	**177627 - B001**	**Laconia NH**	**$444,758**	**$225,503**	**$670,261**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
The Salvation Army	**177627 - B003**	**Concord NH**	**$569,845**	**$214,765**	**$784,610**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Seacoast Family Promise	**311097**	**Exeter NH**	**$180,305**	**$75,168**	**$255,473**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Southwestern Community Services, Inc.	**177511 - R001**	**Keene NH 03431**	**$992,485**	**$440,267**	**$1,432,752**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
The Front Door Agency	156244 - B001	Nashua NH 03064	$557,157	$0	$557,157	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

The Way Home, Inc	166673 - B001	Manchester NH	$256,886	$0	$256,886	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Tri-County Community Action Program, Inc.	**177195 - B009**	**Berlin NH**	**$205,825**	**$155,705**	**$361,530**	**O:07/10/19 (Item #16)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0	$252,556	O: 06/19/19 (Item #40) A1:08/28/19 (Item #20B) A2:07/15/20 (Tabled Item #15)
		Total	**$12,725,724**	**$3,999,996**	**$16,725,720**	

Funds are available in the following accounts for State Fiscal Year 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 request is to provide additional funding made available by the Governor's Office for Emergency Relief and Recovery to support the State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing homelessness receive the essential services and supports in emergency shelters. Emergency shelters provide critical services and supports for those NH residents who do not have a home. This additional funding will help emergency shelter programs cover the increased cost of food, electricity, heat, and workforce to ensure these safety net providers are able to continue providing services. Due to the pandemic, most emergency shelters have lost their volunteer base, increasing the reliance on paid staff.

Approximately 4,500 individuals will be served during State Fiscal Year 2023.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services, other essential services, and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services

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include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Source of Federal Funds: Assistance Listing Number #21.023 FAIN #ERA0012 and #ERA0435, Assistance Listing Number #21.027 FAIN #4515DRNHP00000001

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

Respectfully submitted,

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
2023	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
		Sub Total		$264,968	$0	$264,968

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2023	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
		Sub Total		$185,945	$0	$185,945

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
2023	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
		Sub Total		$1,390,758	$0	$1,390,758

Families in Transition (F.K.A. FIT/NHNH, Inc.) Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
2023	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
		Sub Total		$2,942,938	$0	$2,942,938

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$352,114	$0	$352,114

Helping Hands Outreach Center Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
2023	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
		Sub Total		$405,272	$0	$405,272

Hundred Nights, Inc Vendor #: 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
2023	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
		Sub Total		$434,964	$0	$434,964

Lakes Region Community Developers Vendor # 156571-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$204,991	$0	$204,991

Marguerites Place Vendor # 157465-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536

2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
2023	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
		Sub Total		$327,536	$0	$327,536

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
2023	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
		Sub Total		$305,697	$0	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
2023	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
		Sub Total		$468,328	$0	$468,328

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
2023	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
		Sub Total		$296,982	$0	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
2023	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
		Sub Total		$1,678,826	$0	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
2023	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
		Sub Total		$444,758	$0	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
2023	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
		Sub Total		$569,845	$0	$569,845

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
2023	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
		Sub Total		$180,305	$0	$180,305

Southern NH Services — Vendor # 177198-B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
2023	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
		Sub Total		$992,485	$0	$992,485

The Front Door Agency — Vendor # 156244-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
2023	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
		Sub Total		$557,157	$0	$557,157

The Way Home, Inc — Vendor # 166673-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482

2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$256,886	$0	$256,886

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
2023	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
		Sub Total		$205,825	$0	$205,825

Waypoint — Vendor # 177166-B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$252,556	$0	$252,556

Total	$12,725,724	$0	$12,725,724

05-095-094-940010-24650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HEW HAMPSHIRE HOSPITAL, ARPA DHHS FISCAL RECOVERY FUNDS
100% Federal Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$96,644	$96,644
		Sub Total		$0	$96,644	$96,644

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$515,436	$515,436
		Sub Total		$0	$515,436	$515,436

Families in Transition (F.K.A. FIT/NHNH) — Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$955,704	$955,704
		Sub Total		$0	$955,704	$955,704

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$182,550	$182,550
		Sub Total		$0	$182,550	$182,550

Helping Hands Outreach Center — Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$171,812	$171,812
		Sub Total		$0	$171,812	$171,812

Hundred Nights, Inc — Vendor # 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$451,006	$451,006
		Sub Total		$0	$451,006	$451,006

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$161,074	$161,074
		Sub Total		$0	$161,074	$161,074

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$236,241	$236,241
		Sub Total		$0	$236,241	$236,241

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$118,121	$118,121
		Sub Total		$0	$118,121	$118,121

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$225,503	$225,503
		Sub Total		$0	$225,503	$225,503

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$214,765	$214,765
		Sub Total		$0	$214,765	$214,765

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$75,168	$75,168
		Sub Total		$0	$75,168	$75,168

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$440,267	$440,267
		Sub Total		$0	$440,267	$440,267

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$155,705	$155,705
		Sub Total		$0	$155,705	$155,705

Total	$0	$3,999,996	$3,999,996

Total Contract	$12,725,724	$3,999,996	$16,725,720

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Southwestern Community Services, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, 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 1.8, Price Limitation, to read:

   $1,432,752

2. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

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 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

10/28/2022
Date

DocuSigned by:
Karen Hebert
626C6CEB1B4A418...
Name: Karen Hebert
Title: Division Director

Southwestern Community Services, Inc.

10/24/2022
Date

DocuSigned by:
Beth Daniels
Name: Beth Daniels
Title: Chief Executive Officer

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

OFFICE OF THE ATTORNEY GENERAL

10/31/2022
Date

DocuSigned by:
Robyn Guarino
74873484941480...
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:

DocuSign Envelope ID: 4DA420BE-2B84-444A-8BC9-2688943C3D3F

15 mac

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

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Families in Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154987 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157466 - B001	Nashua NH	$186,836	$140,700	$327,536	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,622	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,682	$296,982	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

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Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	$200,062	$244,696	$444,758	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	$312,915	$256,930	$569,845	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Seacoast Family Promise	TBD	Exeter NH	$94,661	$85,644	$180,305	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	177511 - B001	Keene NH	$527,563	$464,922	$992,485	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Front Door Agency	156244 - B001	Nashua NH	$287,991	$269,166	$557,157	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Way Home, Inc.	166673 - B001	Manchester NH	$140,656	$116,230	$256,886	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Tri-County CAP, Inc.	177195 - B009	Berlin NH	$126,299	$79,526	$205,825	O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	$6,882,604	$5,665,716	$12,548,320	

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Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652; Vendor # 1652; Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130	
2022	102/500732	Contracts for Program Services	TBD	$61,174	$0	$61,174	
2023	102/500733	Contracts for Program Services	TBD	$61,174	$0	$61,174	
		Sub Total		$264,968	$0	$264,968	

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$6,588	$0	$6,588	

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2022	102/500732	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2023	102/500733	Contracts for Program Services	TBD	$58,618	$0	$58,618	
		Sub Total		$185,945	$0	$185,945	

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221	O: 06/19/19 (Item #40) A1: 07/15/20,
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563	
2022	102/500732	Contracts for Program Services	TBD	$311,987	$0	$311,987	

2023	102/500733	Contracts for Program Services	TBD	$311,987	$0	$311,987	(Item #20) A2: 05/19/21 (Tabled Item #15)
		Sub Total		$1,390,758	$0	$1,390,758	

FITNHNH, Inc. — Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866	
2022	102/500732	Contracts for Program Services	TBD	$642,327	$0	$642,327	
2023	102/500733	Contracts for Program Services	TBD	$642,327	$0	$642,327	
		Sub Total		$2,942,938	$0	$2,942,938	

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702	
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702	
		Sub Total		$174,710	$177,404	$352,114	

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608	
2022	102/500732	Contracts for Program Services	TBD	$97,878	$0	$97,878	
2023	102/500733	Contracts for Program Services	TBD	$97,878	$0	$97,878	
		Sub Total		$405,272	$0	$405,272	

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478	
2022	102/500732	Contracts for Program Services	TBD	$107,055	$0	$107,055	
2023	102/500733	Contracts for Program Services	TBD	$107,055	$0	$107,055	
		Sub Total		$434,964	$0	$434,964	

Lakes Region Community Developers

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	

		Sub Total		$204,991	$0	$204,991	A2: 05/19/21 (Tabled Item #15)

Marquerites Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300	
2022	102/500732	Contracts for Program Services	TBD	$70,350	$0	$70,350	
2023	102/500733	Contracts for Program Services	TBD	$70,350	$0	$70,350	
		Sub Total		$327,536	$0	$327,536	

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087	
2022	102/500732	Contracts for Program Services	TBD	$64,233	$0	$64,233	
2023	102/500733	Contracts for Program Services	TBD	$64,233	$0	$64,233	
		Sub Total		$305,697	$0	$305,697	

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695	
2022	102/500732	Contracts for Program Services	TBD	$91,761	$0	$91,761	
2023	102/500733	Contracts for Program Services	TBD	$91,761	$0	$91,761	
		Sub Total		$468,328	$0	$468,328	

New Generation

Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043	
2022	102/500732	Contracts for Program Services	TBD	$67,291	$0	$67,291	
2023	102/500733	Contracts for Program Services	TBD	$67,291	$0	$67,291	
		Sub Total		$296,982	$0	$296,982	

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693	
2022	102/500732	Contracts for Program Services	TBD	$443,512	$0	$443,512	
2023	102/500733	Contracts for Program Services	TBD	$443,512	$0	$443,512	
		Sub Total		$1,678,826	$0	$1,678,826	

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260	
2022	102/500732	Contracts for Program Services	TBD	$122,348	$0	$122,348	
2023	102/500733	Contracts for Program Services	TBD	$122,348	$0	$122,348	
		Sub Total		$444,758	$0	$444,758	

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173	
2022	102/500732	Contracts for Program Services	TBD	$128,465	$0	$128,465	
2023	102/500733	Contracts for Program Services	TBD	$128,465	$0	$128,465	
		Sub Total		$569,845	$0	$569,845	

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391	
2022	102/500732	Contracts for Program Services	TBD	$42,822	$0	$42,822	
2023	102/500733	Contracts for Program Services	TBD	$42,822	$0	$42,822	
		Sub Total		$180,305	$0	$180,305	

Southern NH Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694	
2022	102/500732	Contracts for Program Services	TBD	$232,461	$0	$232,461	
2023	102/500733	Contracts for Program Services	TBD	$232,461	$0	$232,461	
		Sub Total		$992,485	$0	$992,485	

The Front Door Agency

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086	
2022	102/500732	Contracts for Program Services	TBD	$134,583	$0	$134,583	
2023	102/500733	Contracts for Program Services	TBD	$134,583	$0	$134,583	
		Sub Total		$557,157	$0	$557,157	

The Way Home, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	
		Sub Total		$256,886	$0	$256,886	

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435	
2022	102/500732	Contracts for Program Services	TBD	$39,763	$0	$39,763	
2023	102/500733	Contracts for Program Services	TBD	$39,763	$0	$39,763	
		Sub Total		$205,825	$0	$205,825	

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817	O: 06/19/19 (Item #40) A1: 08/26/19 (Item #20B) A2: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$252,556	$0	$252,556	

Overall Total	$12,548,320	$177,404	$12,725,724	

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

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Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
[redacted]	[redacted]	**Total**	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract. The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

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Jeffrey A. Meyers
Commissioner

Christine L. Santoniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9474 1-800-852-3345 Ext. 9474
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June 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

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- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

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New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

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13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families in Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Front Door Agency, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $658,094

3. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

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

5/15/2023
Date

DocuSigned by:
Katja S. Fox
Name: Katja S. Fox
Title: Director

The Front Door Agency, Inc.

5/12/2023
Date

DocuSigned by:
Maryse Wirbal
Name: Maryse Wirbal
Title: Maryse Wirbal, CEO

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

OFFICE OF THE ATTORNEY GENERAL

5/30/2023
Date

DocuSigned by:
Robyn Guarino
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:

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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 THE FRONT DOOR AGENCY, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on February 06, 1987. 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: **108359**

Certificate Number: **0006194346**

IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 3rd day of April A.D. 2023.

David M. Scanlan

Secretary of State

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CERTIFICATE OF AUTHORITY

I, Carol Connor, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of The Front Door Agency, Inc.
(Corporation/LLC Name)

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 April 12, 20 23, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That Maryse Wirbal, CEO (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of The Front Door Agency, Inc. to enter into contracts or agreements with the State
(Name of Corporation/ LLC)

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 was **valid thirty (30) days prior to and 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: 4/12/23

Carol Connor
Signature of Elected Officer
Name: Carol Connor
Title: Secretary

State of NH
County of Hillsborough

[signature], Notary Public
4/12/2023

My Commission expires 7/11/2023

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 5/12/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Eaton & Berube Insurance Agency, Inc.
11 Concord Street
Nashua NH 03061

CONTACT NAME: Meaghan Colby
PHONE (A/C, No, Ext): 603-689-7241 **FAX (A/C, No):**
E-MAIL ADDRESS: mcolby@eatonberube.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : The Hanover Insurance Companies	22292
INSURER B : Philadelphia Insurance Company	23850
INSURER C : Granite State Health Care & Human Services Self In	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED NASPA1
The Front Door Agency Inc
7 Concord Street
Nashua NH 03064

COVERAGES **CERTIFICATE NUMBER:** 783398719 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	X COMMERCIAL GENERAL LIABILITY			PHPK2549789	5/5/2023	5/5/2024	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
B	AUTOMOBILE LIABILITY			PHPK2549789	5/5/2023	5/5/2024	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N			HCHS20232000039	5/5/2023	1/1/2024	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Management Liab Claims Made			LHV9132930	5/5/2023	5/5/2024	D&O EPL Fiduciary	$1,000,000 $1,000,000 $1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Workers Compensation Information: No excluded officers; Coverage for NH.
Retentions on Management Liability: D&O $2,500; EPL $5,000; Fiduciary $500.

CERTIFICATE HOLDER

State of New Hampshire
Dept of Health & Human Services
129 Pleasant Street
Concord NH 03301

CANCELLATION 30 days/10 days non-payment

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Marc R Berube

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the FRONT DOOR
Your Path to Self-Sufficiency

The Front Door Agency
Fidelity Foundation Request
October 2022

The Front Door Agency Mission Statement and Strategic Plan

In July of 2022, the Front Door created a strategic plan to guide the Agency for the next three years. As a result of that strategic plan, our Board of Directors unanimously voted to affirm the organization's core values and create a bold new vision and refreshed mission statement. These were made based on community feedback, constituent feedback, and staff recommendations. We are pleased to be able to share these with the Fidelity Foundation, which has so generously supported our work.

Mission
To provide a holistic approach to breaking the cycle of poverty by assisting individuals and families to stabilize, transform, and become empowered to ultimately achieve sustainable independence. We accomplish this by offering an integrated service delivery approach that fosters education and addresses the obstacles that hinder acquiring and maintaining affordable housing and the attainment of self-sufficiency.

Vision
To ensure all individuals and families in Southern NH experiencing a personal crisis are treated with dignity and respect as we help them stabilize, transform, and become self-sufficient.

Values
We believe that, through education, every person can grow and succeed. Everyone deserves a place to call home. We value dignity, respect, compassion, and equity for all people.

To meet its vision and effectively execute its mission, the Front Door Agency will focus on three strategic pillars, each with a commitment to diversity, equity, inclusion, and innovation. The three key pillars in the Agency's Strategic Plan are Growth, Program Impact, and Infrastructure. Access to the complete Strategic Plan is available through this QR Code:

With this solid strategic plan, a dedicated staff, an engaged board of directors, and a large contingency of volunteers, the Front Door Agency is strategically aligned to effectively serve the community for the foreseeable future.

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THE FRONT DOOR AGENCY, INC.

FINANCIAL STATEMENTS
JUNE 30, 2022
AND
INDEPENDENT AUDITORS' REPORT

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OSTER & WHEELER PC
CERTIFIED PUBLIC ACCOUNTANTS

265 Washington Street, Keene, NH 03431
Phone: 603.352.4500
Fax: 603.352.8558
www.osterwheeler.com

INDEPENDENT AUDITORS' REPORT

To the Board of Directors
The Front Door Agency, Inc.:

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of The Front Door Agency, Inc. (a not-for-profit New Hampshire organization) which comprise the statement of financial position as of June 30, 2022, and the related 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 financial statements present fairly, in all material respects, the financial position of The Front Door Agency, Inc. as of June 30, 2022, 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 in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of The Front Door Agency, Inc. 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 these 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 financial statements that are free from material misstatement, whether due to fraud or error.

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

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Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' 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 GAAS 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 financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the 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 Front Door Agency, Inc.'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 financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about The Front Door Agency, Inc.'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.

Report on Summarized Comparative Information

The financial statements of The Front Door Agency, Inc. for the fiscal year ended June 30, 2021, were audited by another auditor, who expressed an unmodified opinion on those statements on October 28, 2021. In our opinion, the summarized comparative information presented herein as of and for the year ended October 28, 2021, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Oster & Wheeler, P.C.

Keene, New Hampshire
October 20, 2022

boster@osterwheeler.com cwheeler@osterwheeler.com blabarre@osterwheeler.com

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THE FRONT DOOR AGENCY, INC.
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2022
(WITH COMPARATIVE TOTALS AS OF JUNE 30, 2021)

ASSETS	2022	2021
CURRENT ASSETS:		
Cash and cash equivalents	$ 1,388,077	$ 1,368,524
Contributions receivable, net	19,022	57,454
Grants receivable	88,277	127,975
Prepaid expenses	233	537
Other current assets	-	600
Total current assets	1,495,609	1,555,090
PROPERTY AND EQUIPMENT, net:	2,503,780	2,538,407
OTHER ASSETS:		
Investments	1,407,203	1,566,618
Revolving loan and securities receivable, net	138,319	163,685
Noncurrent portion of contributions receivable	-	18,650
Total other assets	1,545,522	1,748,953
Total assets	$ 5,544,911	$ 5,842,450
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES:		
Accounts payable	$ 29,083	$ 87,186
Accrued payroll and related liabilities	6,066	8,430
Current portion of long-term debt	5,706	6,207
Security deposits	15,733	15,238
Other current liabilities	10,000	-
Total current liabilities	66,588	117,061
LONG-TERM LIABILITIES:		
Long-term debt, net of current portion	564,577	774,957
Revolving loan and securities payable	175,582	208,316
Total long-term liabilities	740,159	983,273
Total liabilities	806,747	1,100,334
NET ASSETS:		
Without donor restrictions:		
Undesignated	3,528,302	3,268,607
Board designated	468,780	647,600
With donor restrictions:		
Temporary donor restrictions	225,209	355,814
Permanent donor restrictions	515,873	470,095
Total net assets	4,738,164	4,742,116
Total liabilities and net assets	$ 5,544,911	$ 5,842,450

The accompanying notes to financial statements are an integral part of these statements.

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THE FRONT DOOR AGENCY, INC.
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2022
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2021)

	2022			2021
	Without Donor Restrictions	With Donor Restrictions	Totals	Totals
SUPPORT, REVENUE, AND OTHER				
Support:				
Contributions	$ 338,454	$ 166,424	$ 504,878	$ 603,210
Grant income	935,753	-	935,753	2,090,030
COVID relief	-	-	-	141,102
Debt forgiveness	82,167	-	82,167	84,991
In-kind donations	168,875	-	168,875	122,333
Special events, net	160,603	-	160,603	29,542
Revenue:				
Rental income	166,333	-	166,333	155,229
Other:				
Investment income, net	(245,690)	(6,905)	(252,595)	310,050
Interest income	724	-	724	1,701
Other revenue	13,003	-	13,003	2,819
Support, revenue, and other before reclassifications	1,620,222	159,519	1,779,741	3,541,007
Net assets released from restrictions:	244,346	(244,346)	-	-
Total support, revenue, and other	1,864,568	(84,827)	1,779,741	3,541,007
OPERATING EXPENSES				
Program services:				
Transformational housing	702,993	-	702,993	638,659
Housing stability	573,768	-	573,768	682,397
Other programs	150,089	-	150,089	56,420
Total program services	1,426,850	-	1,426,850	1,377,476
Supporting services:				
Management and general	145,702	-	145,702	122,145
Fundraising and development	211,141	-	211,141	218,231
Total support services	356,843	-	356,843	340,376
Total operating expenses	1,783,693	-	1,783,693	1,717,852
CHANGE IN NET ASSETS	80,875	(84,827)	(3,952)	1,823,155
NET ASSETS, beginning of year	3,916,207	825,909	4,742,116	2,918,961
NET ASSETS, end of year	$ 3,997,082	$ 741,082	$ 4,738,164	$ 4,742,116

The accompanying notes to financial statements are an integral part of these statements.

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THE FRONT DOOR AGENCY, INC.
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2022
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2021)

	Program Services				Supporting Services		Totals	
	Transformational Housing	Housing Stability	Other Programs	Total	Management and General	Fundraising and Development	2022	2021
OPERATING EXPENSES:								
Personnel expense:								
Salaries and wages	$ 294,120	$ 204,090	$ 38,533	$ 536,743	$ 49,498	$ 136,377	$ 722,618	$ 640,916
Employee benefits	28,539	18,700	4,445	51,684	10,329	26,407	88,420	81,738
Payroll taxes	23,477	16,090	2,943	42,510	4,490	10,201	57,201	49,276
Direct assistance:								
Holiday/Santa fund program	-	-	11,679	11,679	-	-	11,679	12,718
Holiday/Santa fund in-kind expenses	-	-	90,800	90,800	-	-	90,800	1,873
Rental assistance	5,736	128,726	-	134,462	-	-	134,462	355,016
Utility assistance	-	37,405	-	37,405	-	-	37,405	13,139
Security deposit assistance	3,990	19,174	-	23,164	-	-	23,164	28,130
Therapy for women and children	68,769	-	-	68,769	-	-	68,769	47,686
Client educational scholarships	10,000	-	-	10,000	-	-	10,000	9,000
Client specific household supplies	2,024	-	-	2,024	-	-	2,024	-
Food, clothing, transportation, childcare	6,310	11,943	-	18,253	-	-	18,253	19,414
Fee for services:								
Accounting	3,500	3,500	-	7,000	3,575	3,500	14,075	15,575
Other professional fees	8,688	6,818	-	15,506	13,074	6,767	35,347	10,347
Advertising and promotion	814	771	21	1,606	639	3,598	5,843	9,315
Bad debts	-	9,008	-	9,008	-	250	9,258	17,602
Depreciation	85,439	40,651	-	126,090	35,529	-	161,619	101,899
In-kind expenses	750	-	-	750	2,412	74,913	78,075	120,460
Information technology	6,164	4,497	-	10,661	3,968	7,179	21,808	23,576
Insurance	14,930	6,890	-	21,820	2,336	-	24,156	22,018
Interest expense	24,495	9,537	-	34,032	-	-	34,032	41,586
Licenses and fees	-	-	-	-	-	-	-	11,981
Miscellaneous	1,171	-	-	1,171	-	4	1,175	4,133
Occupancy	95,170	48,544	100	143,814	7,937	6,912	158,663	169,988
Office expenses	9,335	5,245	1,230	15,810	7,664	7,967	31,441	27,212
Telephone and communications	9,572	2,179	338	12,089	4,251	1,979	18,319	17,248
Total operating expenses	702,993	573,768	150,089	1,426,850	145,702	286,054	1,858,606	1,851,846
Less expenses included on the Statement of Activities:								
Cost of special events	-	-	-	-	-	(74,913)	(74,913)	(133,994)
Total net operating expenses	$ 702,993	$ 573,768	$ 150,089	$ 1,426,850	$ 145,702	$ 211,141	$ 1,783,693	$ 1,717,852

The accompanying notes to financial statements are an integral part of these statements.

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THE FRONT DOOR AGENCY, INC.
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2022
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2021)

	2022	2021
CASH FLOWS FROM OPERATING ACTIVITIES:		
Change in net assets	$ (3,952)	$ 1,823,155
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	161,619	101,899
Bad debt expense	9,258	16,756
Debt forgiveness	(53,984)	(53,984)
Unrealized (gain) loss on investments	336,716	(234,488)
Realized gain on investments	(39,164)	(44,788)
(Increase) decrease in the following assets:		
Contributions receivable	57,082	65,514
Grants receivable	39,698	(63,782)
Prepaid expenses	304	332
Other current assets	600	-
Increase (decrease) in the following liabilities:		
Accounts payable	(58,103)	59,956
Accrued payroll and related liabilities	(2,364)	2,042
Security deposits	495	2,188
Other liabilities	10,000	(12,134)
Total adjustments	462,157	(160,489)
Net cash flows from operating activities	458,205	1,662,666
CASH FLOWS FROM INVESTING ACTIVITIES:		
Proceeds from sale of investments	110,041	340,375
Purchase of investments	(257,813)	(305,895)
Purchases of property and equipment	(126,615)	(1,201,415)
Net cash flows from investing activities	(274,387)	(1,166,935)
CASH FLOWS FROM FINANCING ACTIVITIES:		
Principal payments of long-term debt	(156,897)	(60,270)
Net change in revolving loan and security receivables	25,366	25,374
Net change in revolving loan and security payables	(32,734)	(9,774)
Net cash flows from financing activities	(164,265)	(44,670)
NET CHANGE IN CASH AND CASH EQUIVALENTS	19,553	451,061
CASH AND CASH EQUIVALENTS, beginning of year	1,368,524	917,463
CASH AND CASH EQUIVALENTS, end of year	$ 1,388,077	$ 1,368,524
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION:		
Cash paid during the year for interest	$ 5,849	$ 10,579
In-kind donations received	$ 168,875	$ 122,333
Non-cash financing	$ -	$ 150,000

The accompanying notes to financial statements are an integral part of these statements.

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1. Summary of significant accounting policies:

The Front Door Agency, Inc., (the Agency) is a New Hampshire non-profit public benefit organization which was incorporated on February 6, 1987. The Agency is unequivocally committed to helping homeless and disadvantaged people in the Greater Nashua community achieve stability, have the opportunity to transform, and ultimately flourish. Since its inception, the Agency has been offering support, fostering education, and providing services to assist individuals and families transition from crisis to self-sufficiency. It believes that dignity, respect and compassion is deserved for all people and that through education, every person can grow and succeed.

The Agency's core programs were collaboratively developed to provide a comprehensive approach that addresses the root causes of homelessness and poverty. These programs include:

Transformational Housing
Provides long-term transitional housing to homeless single mothers and their children. With a program design of "self-help", mothers must be motivated to create change. The program is not an emergency shelter but serves as a comprehensive long-term "next step" on the road to self-sufficiency as it is the program's primary goal to reduce barriers to higher education in order to increase every client's employability and income, so mothers are empowered to regain their confidence and achieve independence.

The Transformational Housing Program enables clients to remove personal barriers so they can successfully access college degree, credentialing, apprenticeship, or job-skills training programs. The program has had a great success of women graduating with degrees in areas such as accounting, paralegal, marketing, nursing, and social work. Others have earned job skills in areas of LNA, welding, CDL driving, and culinary arts.

Housing Stability
Helps all individuals and families currently experiencing homelessness or on the verge of homelessness by providing prevention and intervention assistance with rent and utilities. Through its security deposit program, it helps families obtain housing with a no-interest or fee security deposit eliminating the barrier to entry. Others who may face a temporary crisis such as an illness or job reduction or loss of a spouse can receive short-term rental assistance to help them avoid homelessness as they regain self-sufficiency. The Agency also offers short-term rental subsidies that gradually reduce over a few months to help families with very low income, and offers 8 units of affordable housing for those that meet HUD income guidelines. All families receive extensive case management and budgeting assistance.

Financial Literacy
A series of workshops that is offered to the general public and program participants. Personal credit reports and budgets are examined, and facilitators provide direction and education on basic banking opportunities, ways to save, and how to reduce costs.

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Holiday Santa
Each year the Agency helps over 500 children during the holidays with gifts and clothing.

Basis of reporting – The Agency presents its financial statements in accordance with *Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) Topic 958 Not-For-Profit Entities*. The accompanying financial statements have been prepared on the accrual basis of accounting. All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Non-cash contributions are recorded at fair market value on the date of the donation. Income earned on net assets, including net realized appreciation on investments, is reflected as a change in net assets without donor restrictions or net assets with donor restrictions in accordance with donor stipulations.

Amounts related to the Agency's financial position and activities are reported in two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

Net assets without donor restrictions are available for use in general operations and not subject to donor or certain grantor restrictions.

Net assets with donor restrictions consist of assets whose use is limited by donor-imposed time or purpose restrictions. Donor-imposed restrictions are released when a restriction expires, that is, when a stipulated time restriction ends, or purpose restriction is accomplished. When a donor restriction expires the net assets are reclassified as net assets without donor restrictions and reported in the Statement of Activities as net assets released from restrictions. Some net assets with donor restrictions include a stipulation that assets provided be maintained permanently (perpetual in nature) while permitting the Agency to expend the income generated by the assets in accordance with the provisions of additional donor-imposed stipulations or a board-approved spending policy. Restricted contributions that are received and utilized in accordance with donor stipulations in the same year are reported as contributions without donor restrictions. The Agency follows a similar policy for investment return on these funds.

Basis of accounting - Revenues and expenses are reported on the accrual basis of accounting. Under this basis, revenues, other than contributions, are reported when earned and expenses are reported when incurred without regard to the date of receipt or payment of cash. Contributions are recognized as revenue when they are received or unconditionally pledged.

Cash and cash equivalents – For purposes of the Statement of Cash Flows, the Agency considers all liquid investments with a maturity of three months or less to be cash equivalents.

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Contributions receivable – Unconditional contributions that are expected to be collected within one year are recorded at net realized value. Unconditional contributions that are expected to be collected in future years are initially recorded at fair value using present value techniques incorporating risk-adjusted discount rates designed to reflect the assumptions market participants would use in pricing the asset. In subsequent years, amortization of discounts is included in contribution revenue in the Statement of Activities. The allowance for uncollectable contributions is based on historical experience, an assessment of economic conditions, and a review of subsequent collections. Balances that are outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance. At June 30, 2022 and 2021, the allowance for doubtful accounts was $4,733.

Grants receivable – Grants receivable, that is, those with a measurable performance or other barrier, and a right of return, are not recognized until the conditions on which they depend have been substantially met. Amounts recorded as grants receivable represent cost-reimbursement contracts and grants, which the incurrence of allowable qualifying expenses and/or the performance of certain requirements have been met or performed. The allowance for uncollectible grants receivable is based on historical experience and a review of subsequent collections. Management has determined that no allowance is necessary at June 30, 2022 and 2021.

Investments – The Agency carries investments in marketable securities with readily determinable fair values at the fair market value in the accompanying Statement of Financial Position. Investment income is presented net of investment expense, and unrealized gains and losses are included in the change in net assets in the accompanying Statement of Activities.

Property and equipment – All acquisitions of property and equipment purchased in excess of $2,500 are capitalized. Property and equipment are carried at cost or, if donated, at the approximate fair value at the date of donation. The Agency charges to expense annual amounts of depreciation which allocate the cost of operating property and equipment over their estimated useful lives. The Agency uses the straight-line method for computing depreciation. The ranges of estimated useful lives used are:

	Years
Buildings and improvements	5 - 27.5
Leasehold improvements	2 - 10
Furniture	7
Equipment	5

Repairs and maintenance are expensed when incurred and betterments are capitalized. Assets sold or otherwise disposed of are removed from the accounts, along with the related depreciation allowances, and any gain or loss is recognized. No impairment loss has been noted during the year.

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Contributions and grant income – Contributions, including promises to give, are considered conditional or unconditional, depending on the nature and existence of any donor or grantor conditions. A contribution or promise to give contains a donor or grantor condition when both of the following are present: (1) An explicit identification of a barrier, that is more than trivial, that must be overcome before the revenue can be earned and recognized (2) An implicit right of return of assets transferred or a right of release of a donor or grantor's obligation to transfer assets promised, if the condition is not met. Conditional contributions are recognized when the barrier(s) to entitlement are overcome. Unconditional contributions are recognized as revenue when received.

Grants are either recorded as contributions or exchange transactions based on criteria contained in the grant award. Grant awards that are contributions are evaluated for conditions and recognized as revenue when conditions in the award are satisfied. Unconditional awards are recognized as revenue when the award is received. Amounts received in which conditions have not been met are reported as a refundable advance liability. Grant awards that are exchange transactions are those in which the resource provider or grantor receives a commensurate value in exchange for goods or services transferred. There were no grants or awards that were considered exchange transactions during the years ended June 30, 2022 and 2021.

Donated assets – Donated marketable securities and other non-cash donations are recorded as contributions at their estimated fair values at the date of donation. There were no amounts reflected in the financial statements for donated assets for the years ended June 30, 2022 and 2021.

Donated materials – Donated materials greater than $500 are recorded as contributions at their estimated fair values at the date of donation. Donated materials for the years ended June 30, 2022 and 2021 totaled $168,375 and $118,833, respectively.

Donated services – The Agency pays for most services requiring specific expertise. However, many individuals volunteer their time and perform a variety of tasks that assist the Agency with specific programs, solicitations and various committee assignments. Contributions of services are recognized when they are received if the services (a) create or enhance nonfinancial assets or (b) require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not donated. Donated services for the years ended June 30, 2022 and 2021 totaled $500 and $3,500, respectively.

Income taxes – The Agency qualifies as an organization exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code (IRC). The Agency has evaluated its significant tax positions, including their tax-exempt status, and determined that they do not need to recognize a liability for any uncertain tax positions for interest, penalties or potential taxes. Accordingly, no provision for income taxes is required. The Agency's annual federal return filings (Form 990) and state filings (Form NHCT-12) remain subject to examination by major tax jurisdictions for the standard three-year statute of limitations.

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Functional allocation of expense - The costs of providing the various program and supporting services have been summarized on a functional basis in the Statement of Activities. The Statement of Functional Expenses presents the natural classification detail of expenses by function. Expenses are charged to programs and supporting services on the basis of periodic expense reviews and management estimates. Expenses directly attributable to a specific functional area of the Agency are reported as expenses of those functional areas. Management and general expenses include those expenses that are not directly identifiable with any other specific function but provide for the overall support and direction of the Agency.

Advertising costs – Advertising costs are expensed as incurred and are reported on the Statement of Activities and the Statement of Functional Expenses.

Use of estimates – The preparation of financial statements, in conformity with generally accepted accounting principles, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Comparative financial information – The financial statements include certain prior period summarized comparative information. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Agency's financial statements for the year ended June 30, 2021, from which it was derived.

Financial instruments and credit risk – Deposit concentration risk is managed by placing cash with financial institutions believed to be creditworthy. At times, amounts on deposit may exceed insured limits or include uninsured investments in money market funds. To date, no losses have been experienced in any of these accounts. Credit risk associated with accounts and contributions receivable is considered to be limited due to high historical collection rates and because substantial portions of the outstanding amounts are due from board members, governmental agencies, and entities supportive of the Agency's mission. Investments are made by diversified investment managers whose performance is monitored by the Finance Committee. Although the fair values of investments are subject to fluctuation on a year-to-year basis, the Finance Committee believes that its investment policies and guidelines are prudent for the long-term welfare of the Agency.

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Accounting pronouncements adopted – In September 2020, the FASB issued ASU No. 2020-07, *Not-for-Profit Entities (Topic 958): Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets*, intended to improve transparency in the reporting of contributed nonfinancial assets, also known as gifts in-kind, for not-for-profit organizations. The ASU requires a not-for-profit organization to present contributed nonfinancial assets as a separate line item in the Statement of Activities, apart from contributions of cash or other financial assets. It also requires certain disclosures for each category of contributed nonfinancial assets recognized. The Agency adopted this guidance as of July 1, 2021, as required by the standard. The Agency applied Topic 958 on a retrospective basis. The Statement of Activities and Statement of Functional Expenses for 2021 has been restated to show contributed nonfinancial assets and the related expense account on a separate line item.

Accounting pronouncements to be adopted in future periods – In February 2016, the FASB issued ASU No. 2016-02, *Leases (Topic 842)*. ASU 2016-02 establishes a comprehensive new lease accounting model. The new standard clarifies the definitions of a lease, requires a dual approach to lease classification similar to current lease classifications, and causes lessees to recognize leases on the balance sheet as a lease liability with a corresponding right-of-use asset for leases with a lease term of more than twelve months. In June 2020, the FASB issued ASU 2020-05 which provided nonpublic companies with a one-year deferral of the effective date of ASC 842. The Agency has elected to adopt this deferral and ASU 2016-02 is effective for the Agency's year ending June 30, 2023. The new standard originally required a modified retrospective transition for capital or operating leases existing at or entered into after the beginning of the earliest comparative period presented in the financial statements, but it does not require transition accounting for leases that expire prior to the date of the initial application. In July 2018, the FASB issued ASU No. 2018-11 *Leases (Topic 842)* which provided another transition method in addition to the existing transition method by allowing entities to initially apply the new leases standard at the adoption date and recognize a cumulative-effect adjustment to the opening balance of net assets in the period of adoption. The Agency has not yet determined the effects, if any, that the adoptions of ASU 2016-02 and ASU 2018-11 may have on its financial position, results of operations, cash flows, or disclosures.

In June 2016, the FASB issued ASU No. 2016-13, *Measurement of Credit Losses on Financial Instruments (Topic 326)*. ASU 2016-13 requires a financial asset measured at amortized cost basis to be presented at the net amount expected to be collected. Thus, the income statement will reflect the measurement of credit losses for newly recognized financial assets as well as the expected increases or decreases of expected credit losses that have taken place during the period. ASU 2016-13 will be effective for the Agency's year ending June 30, 2024. The Agency has not yet determined the effects, if any, that the adoption of ASU 2016-13 may have on its financial position, results of operations, cash flows, or disclosures.

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2. Liquidity:

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the Statement of Financial Position date, comprise the following:

	2022	2021
Financial assets:		
Cash and cash equivalents	$ 1,388,077	$ 1,368,524
Contributions receivable	19,022	76,104
Grants receivable	88,277	127,975
Investments	1,407,203	1,566,618
Total financial assets available within one year	2,902,579	3,139,221
Less:		
Amounts unavailable for general expenditures within one year, due to:		
Restricted by donors with purpose restrictions	(741,082)	(825,909)
Amounts unavailable to management without board of director approval:		
Board designated for operational support	(468,780)	(647,600)
	$ 1,692,717	$ 1,665,712

The Agency maintains a policy of structuring its financial assets to be available as its general expenditures, liabilities and other obligations come due. To help manage unanticipated liquidity needs, the Agency has a committed line of credit of $100,000, which it could draw upon (Note 8). Additionally, the Agency has Board Designated net assets without donor restriction that, while the Agency does not intend to spend for these purposes other than those identified, could be available for current operations if necessary.

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3. Contributions receivable:

The carrying amount of contributions receivable due in more than one year is based on the discounted net present value of the expected future cash receipts and approximates fair value. Unconditional contributions receivable consisted of the following at June 30:

	2022	2021
Contributions receivable	$ 23,755	$ 80,837
Less: allowance for doubtful accounts	4,733	4,733
Net contributions receivable	$ 19,022	$ 76,104

The contributions receivable are due as follows:

Less than one year	$ 23,755	$ 62,187
In one to five years	-	18,650
Total contributions receivable	$ 23,755	$ 80,837

No discount was applied to contributions receivable at June 30, 2022 and 2021 since it was determined to be immaterial.

4. Property and equipment:

The following is a summary of property and equipment as of June 30:

	2022	2021
Land	$ 247,100	$ 247,100
Building and improvements	3,243,931	3,119,516
Leasehold improvements	273,229	271,028
Equipment and furniture	18,155	18,155
	3,782,415	3,655,799
Less: accumulated depreciation	1,278,635	1,117,392
Net property and equipment	$ 2,503,780	$ 2,538,407

Depreciation expense totaled $161,619 and $101,899 for the years ended June 30, 2022 and 2021, respectively.

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5. Fair value measurement:

FASB ASC 820 establishes a framework for measuring fair value. The framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurement) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy under FASB ASC 820 are described below.

Level 1 - Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Agency has the ability to access.

Level 2 - Inputs to the valuation methodology include: quoted prices of similar assets or liabilities in active markets, quoted prices for identical or similar assets or liabilities in inactive markets, inputs other than quoted prices that are observable for that asset or liability, inputs that are derived principally from or corroborated for the asset or liability, or if the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full-term of the asset or liability.

Level 3 - Inputs to the valuation methodology are unobservable and significant to the fair value.

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Agency believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The following table sets forth the fair market hierarchy of the Agency's financial assets as of June 30:

	2022	2021
Money market funds	$ 895	$ 895
Domestic equity funds	453,143	573,291
International equity funds	272,782	496,779
Taxable fixed income funds	599,875	415,153
Certificates of deposit	80,508	80,500
Total investments	$ 1,407,203	$ 1,566,618

As of June 30, 2022 and 2021, the Agency's investment portfolio consisted solely of Level I investments.

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Investment return shown on the Statement of Activities is summarized as follows at June 30:

	2022	2021
Interest and dividends	$ 44,957	$ 30,774
Realized gain on investments	39,164	44,788
Unrealized gain (loss) on investments	(336,716)	234,488
	$ (252,595)	$ 310,050

6. Endowment funds:

The Agency's investments consist of undesignated endowment funds, board designated endowment funds, and donor restricted endowment funds. As required by GAAP, net assets associated with endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions.

The Board of Directors of the Agency has interpreted the State of New Hampshire UPMIFA as requiring the preservation of the fair value of the original gift as of the gift date of the donor restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Agency classifies as permanently restricted net assets: (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and (c) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. The remaining portion of the donor-restricted endowment fund that is not classified in permanently restricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the Agency in a manner consistent with the standard of prudence prescribed by the State UPMIFA. In accordance with UPMIFA, The Agency considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

(1) The duration and preservation of the fund
(2) The purposes of The Agency and the donor-restricted endowment fund
(3) General economic conditions
(4) The possible effect of inflation and deflation
(5) The expected total return from income and the appreciation of investments
(6) Other resources of The Agency
(7) The investment policies of The Agency.

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The Agency has adopted investment policies designed to provide a reasonable stream of income that will rise with inflation to fund activities. The primary total return objective is to exceed the long-term rate of inflation, as measured by the CPI, by 3%. Investment policies also provide for diversification, and stipulate asset mix between equities, fixed income securities, and cash.

The Agency's spending policy is to appropriate up to 7% of the average market value of the endowment fund based on the last three years average value of the endowment fund. The Agency's spending policy for the scholarship fund is to appropriate up to 5% of the average market value of the scholarships annually.

The endowment net asset composition by type of fund as of June 30, 2022 is as follows:

	Without Donor Restrictions	With Donor Restrictions		
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Donor restricted	$ -	$ 202,086	$ 515,876	$ 717,962
Board designated	468,780	-	-	468,780
Undesignated	220,461	-	-	220,461
Total	$ 689,241	$ 202,086	$ 515,876	$ 1,407,203

Changes in endowment net assets for the year ended June 30, 2022 are as follows:

Endowment net assets, beginning of year	$ 894,930	$ 242,086	$ 470,095	$ 1,607,111
Investment return:				
Investment income, net of fees	84,122	-	-	84,122
Change in market value	(329,811)	-	(6,905)	(336,716)
Contributions	-	-	52,686	52,686
Appropriation of endowment net assets for expenditures	-	(40,000)		
Reclassification of appropiration	40,000	-	-	40,000
Endowment net assets, end of year	$ 689,241	$ 202,086	$ 515,876	$ 1,447,203

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The endowment net asset composition by type of fund as of June 30, 2021 is as follows:

	Without Donor Restrictions	With Donor Restrictions		
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Donor restricted	$ -	$ 242,086	$ 470,095	$ 712,181
Board designated	647,600	-	-	647,600
Undesignated	247,330	-	-	247,330
Total	$ 894,930	$ 242,086	$ 470,095	$ 1,607,111

Changes in endowment net assets for the year ended June 30, 2021 are as follows:

Endowment net assets, beginning of year	$ 632,880	$ 282,086	$ 443,398	$ 1,358,364
Investment return:				
Investment income, net of fees	75,561	-	-	75,561
Change in market value	234,489	-	-	234,489
Contributions	-	-	26,697	26,697
Appropriation of endowment net assets for expenditures	(48,000)	(40,000)	-	(88,000)
Endowment net assets, end of year	$ 894,930	$ 242,086	$ 470,095	$ 1,607,111

From time to time, the fair value of endowment funds associated with individual donor-restricted endowment funds may fall below the level that the donor or UPMIFA requires the Agency to retain as a fund of perpetual duration, also known as underwater endowments. As of June 30, 2022, deficiencies of this nature existed in a single, donor-restricted endowment fund created with an original gift of $50,000. The fair value of assets held in the fund was $43,095 as of June 30, 2022, which generated amounts underwater of $6,905. This deficiency is reported in net assets with donor restrictions. These deficiencies resulted from fluctuations in the market causing net losses on the value of the fund during the fiscal year ended June 30, 2022.

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7. Revolving loan and security receivables and payables:

Housing Security Guarantee Program (HSGP)
The Agency and State of New Hampshire were working together with the Housing Security Guarantee Program. Landlords were provided with vouchers instead of cash for security deposits. The client would agree to pay back the Agency for the security deposit. When the deposit is repaid in full, the Agency would pay the landlord in exchange for the voucher. If the lease terminates and the landlord redeems the voucher, any unpaid balance remaining from the client was then billed to the State. The HSGP stopped receiving funds from the State in June 2021, but the Agency continues to run the program for their clients.

Homeless and Housing Access and Revolving Loan Fund (HHARLF)
The Agency had obtained grants in prior years from private entities to provide first month's rent and security deposits for individuals and families experiencing homelessness and how are 30% of area median income. Grants and no-interest or free security deposits are granted to help families transition into permanent housing.

The receivables under these programs at June 30 consisted of the following:

	2022			2021		
	Receivable	Allowance	Net	Receivable	Allowance	Net
HSGP - clients	$ 103,024	$ -	$ 103,024	$ 110,071	$ -	$ 110,071
HSGP - State	3,387	-	3,387	3,578	-	3,578
HHARLF - clients	39,556	(7,648)	31,908	55,791	(5,755)	50,036
Total	$ 145,967	$ (7,648)	$ 138,319	$ 169,440	$ (5,755)	$ 163,685

8. Line of credit:

At June 30, 2021 the Agency had a $75,000 line of credit available which expired in October 2021. In May 2022 the Agency renewed their line of credit for an available balance of $100,000. Amounts borrowed on this line are payable on demand and carry an interest rate based on the Wall Street Journal U.S. Prime Rate (4.75% at June 30, 2022). The line of credit is secured by all assets and expires in June 2029. There were no borrowings as of June 30, 2022 and 2021, respectively.

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9. Long-term debt:

Long-term debt consists of the following as of June 30:

	2022	2021
Mortgage payable to New Hampshire Community Loan Fund, secured by land and building (C Street), due in monthly installments of $218 including principal and interest at 4.00%, through August 2025.	$ 1,713	$ 6,141
Mortgage payable to Community Housing Capital, secured by land and building (Shattuck Street), due in monthly installments of $886 including principal and interest at 5.00%, through June 2027.	134,538	138,584
Mortgage payable to the City of Nashua, secured by land and building (C Street). As long as the Agency owns the property and meets rental affordability criteria, interest is not due. In September 2011, the mortgage was amended to forgive debt equally over 20 years, retroactively through March 2007.	26,200	32,750
Mortgage payable to the City of Nashua, secured by land and building (Amherst Street). As long as the Agency owns the property and meets rental affordability criteria, interest is not due. In September 2011, the mortgage was amended to forgive debt equally over 20 years beginning December 2012.	174,332	191,766
Mortgage payable to the City of Nashua, secured by land and building (Shattuck Street). As long as the Agency owns the property and meets rental affordability criteria, interest is not due. In September 2011, the mortgage was amended to forgive debt equally each year through January 2023.	30,000	60,000
Mortgage payable to the City of Nashua, secured by land and building (Concord Street). Neither interest nor principal are due as long as the Agency owns the property and meets affordability criteria.	203,500	203,500

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	2022	2021
Mortgage payable to Triangle Credit Union, secured by land and building (Marshall Street), due in monthly installments of $751 including principal and interest at 3.50%, through January 2031. This loan was paid off in full during the fiscal year ended June 30, 2022.	-	148,423
	570,283	781,164
Less current portion	5,706	6,207
	$ 564,577	$ 774,957

Maturities of long-term debt are as follows:

2023 (current portion)	$ 5,706
2024	4,197
2025	4,412
2026	4,638
2027	117,298
	136,251
To be forgiven	230,532
No required repayment	203,500
	$ 570,283

10. Board designated net assets:

The Agency holds funds that are reserved by the board to be used for future operational support. These funds are included in net assets without donor restriction on the Statement of Financial Position and are comprised of the following at June 30:

	2022	2021
Endowment funds	$ 449,040	$ 596,216
Scholarship fund	19,740	51,384
Total board designated funds	$ 468,780	$ 647,600

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11. Net assets with donor restrictions:

Net assets with temporary donor restrictions are available for the following purposes at June 30:

	2022	2021
Endowment funds	$ 202,086	$ 242,086
Santa Fund	15,252	20,286
Financial literacy	3,800	3,800
Other funds	3,461	-
Shoes for Kids	607	1,000
Rent and utility assistance	-	50,000
HVAC	-	2,292
United Way grant	-	36,350
Total net assets with temporary donor restrictions	$ 225,206	$ 355,814

Net assets with permanent donor restrictions are available for the following purposes at June 30:

	2022	2021
Endowment funds	$ 515,876	$ 470,095
Total net assets with permanent donor retrictions	$ 515,876	$ 470,095

12. CARES Act grant:

In February 2021, the Agency was the recipient of an award from the Small Business Administration's (SBA) Paycheck Protection Program (PPP) as a result of legislation passed to assist businesses in navigating the Coronavirus pandemic. The total amount of the award was $141,102, and it was to be used for eligible payroll and operating expenses. Should the conditions of the award not be substantially met, all or a portion of the award would have needed to be paid back with 1.00% interest. In June 2021, the SBA determined that all conditions of the award had been substantially met and the entire balance was forgiven. These funds are included under COVID relief reported on the Statement of Activities at June 30, 2021.

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13. Gifts in-kind:

For the years ended June 30, 2022 and 2021, contributed nonfinancial assets recognized within the Statement of Activities consisted of the following:

	2022	2021
Holiday gifts for families	$ 90,800	$ 1,873
Auction event prizes	74,913	113,212
Software	2,412	3,410
Professional services	500	3,500
Household goods	250	-
Other goods	-	338
Total gifts in-kind	$ 168,875	122,333

The Agency recognizes contributed nonfinancial assets within revenue, including auction items, holiday gifts, software, household and other goods, and professional services. Unless otherwise noted, contributed nonfinancial assets did not have donor-imposed restrictions.

Contributed holiday gifts were used for specific families in need designated by the Agency. Contributed household and other goods were used in the Agency's programs assisting those in need. Contributed auction items were used at an auction event put on by the Agency to help raise funds to better serve their clients and community. Contributed software was used by the Agency for operational needs. In valuing holiday gifts, household and other goods, auction items, and software the Agency estimated the fair market value on the basis of estimates of wholesale values that would be received for selling similar products in the United States.

Contributed professional services recognized comprise of services from a paving company in the fiscal year ended June 30, 2022, and services from a storage and moving company in the fiscal year ended June 30, 2021. Contributed professional services are valued and are reported at the estimated fair market value in the financial statements based on current rates for similar services.

14. Operating lease:

The Agency rents its office space located at 7 Concord Street, Nashua, New Hampshire, with monthly payments of $1,650. This lease agreement expires in February 2026.

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The future minimum lease payments due in subsequent years are as follows:

2023	$ 19,800
2024	19,800
2025	19,800
2026	13,200
	$ 72,600

Rent expense for the years ended June 30, 2022 and 2021 totaled $19,800 and $19,400, respectively.

15. Retirement plan:

In March 2018, the Agency adopted a Simple Retirement Plan. All employees meeting age and wage requirements qualify for the plan. The Agency matches employee contributions up to 3% of compensation. The Agency contributed $14,530 and $10,710 to the plan for the years ended June 30, 2022 and 2021, respectively.

16. Subsequent events:

In preparing these financial statements, the Agency has evaluated events and transactions for potential recognition or disclosure through October 20, 2022, the date the financial statements were available to be issued.

No subsequent events were noted that would require disclosure in the Agency's financial statements as of this date.

17. Reclassifications:

Certain amounts have been reclassified in the prior year financial statements to conform with the current year presentation. These reclassifications had no effect on net assets or changes in net assets as previously reported.

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the FRONT DOOR
Your Path to Self-Sufficiency

BOARD OF DIRECTORS
2022-2023

MEMBERS	OCCUPATION	RESIDENCY
Janet Ackerman	TD Bank	
Erin Almeda	Formally, Concord Hospital	
Jed Anderson*	Broad Street Planning	
Maria Botcheva	Citizens Bank	
Derek Bruinooge	Eaton & Berube Insurance Agency	
Nancy Cappiello	Latitude 44, Ltd.	
Karen Carlisle	The Event Center-Courtyard by Marriott	
John Chase, Treasurer	Retired, BAE Systems	
Shane Cochran	Systems Engineering	
Carol Connor, Secretary	Retired, The Front Door Agency	
Kevin Flynn	St. Joseph Hospital	
Nick Frasca	Frasca & Frasca, P.A.	
Officer John Goodridge	Nashua Police Department	
Joyce Hillis	Devine, Millimet and Branch	
Paige Hultman	Purple Finch Properties	
Robert Kennedy*	BAE Systems	
Linda LaFleur*	SquareTail Advisors	
Bill Luk	BAE Systems	
Meagan Pollack*, LY	Curriculum Associates	
President Donna Robinson, CPA	Melanson CPA's	
Dr. Timothy Scherer	Dartmouth Hitchcock	
Tony Rozon	Santander Bank	
Robert Shaw, **President Elect**	Texas Instruments	
Melissa Swidler, Vice President	SWI Designs	
Chris Wilcox, President	Lowell Five Bank	
Kathy Whitaker	BAE Systems	

*Denotes Past Presidents
Total Board Members 26

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REBECCA GAGNE

SUMMARY

A Human Services Professional with over fifteen years experience working in a residential program for women and children. Experience includes: team leadership, substance abuse; mental health; domestic violence, property management, community outreach, and empowering families to transition from crisis to self-sufficiency.

PROFESSIONAL EXPERIENCE

Director of Transformational Housing **April 2012-Present**
THE FRONT DOOR AGENCY, INC., Nashua, New Hampshire
A not-for-profit, 501(c) tax-exempt organization assisting individuals and families in crisis transition to self-sufficiency formally known as the Nashua Pastoral Care Center, Inc.

Providing oversight for a residential Transformational Housing Program for women and children. Duties include:

- Assessing and monitoring young families headed by single mothers with independent life skills.
- Ensuring all residents maintain compliance with the educational and residential components of the program.
- Assessing and interviewing potential candidates.
- Creating and reviewing each program participant's contracts.
- Establishing outcome measurements and ensuring program objectives are met.
- Supervision of all direct service staff, residential aides, program administrative staff and maintenance personnel.
- Overseeing maintenance issues at all three owned properties.
- Providing oversight on all program policies and procedures.
- Participating in community activities.
- Representing the agency in the community.

Case Manager **December 2001-April 2012**
THE NASHUA PASTORAL CARE CENTER, Nashua, New Hampshire
Providing extensive case management for a residential Transitional Housing Program for women and children. Duties include:

- Assessing and monitoring young families headed by single mothers with independent life skills.
- Ensuring all residents maintain compliance with the educational and residential components of the program.
- Assessing and interviewing potential candidates.
- Creating and reviewing each program participant's contracts.
- Providing support, advocating and assisting in eliminating barriers to enhance resident's ability to succeed.
- Coordinating all services necessary for the resident to become a self-sufficient member of the community.
- Participating in community activities.

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Case Manager **May 2001-December 2001**
GIRLS INC., Nashua, New Hampshire
Duties included assisting ten young women ages 14-21 with daily living in a nonprofit residential living facility. Job required effective coordination and linkage of all academic and career related components, time management, positive role modeling, empathetic listening, developing and following individual treatment plans, connecting with people and resources, and follow up. Other duties involved organizing the volunteer program, coordinating educational sessions and activities.

Pre-School Teacher **July 2000-May 2001**
GIRLS INC., Nashua, New Hampshire
Duties included: planning and implementing a monthly curriculum aiding children physically, socially, emotionally, and intellectually; providing age appropriate activities to encourage creative expression and appreciation of the arts; and creating a monthly parent newsletter.

EDUCATION

Leadership Greater Nashua **Sept 2016-June 2017**
Comprehensive overview of the various elements of the Greater Nashua Community
Velocity Performance's Leadership Academy
Certified CPR AED **August 2014**

Certified Non-violent Crisis Intervention **Since 2008**

Graduate
NEW ENGLAND SCHOOL ON ADDICTION STUDIES **June 2008 & 2006**
New Hampshire Training Institute on Addictive Disorders

BA in Psychology **December 1999**
KEENE STATE COLLEGE, Keene, New Hampshire
Member, Delta Phi Epsilon (1997-1999)

AS in Chemical Dependency **May 1999**
KEENE STATE COLLEGE, Keene, New Hampshire

VOLUNTEER EXPERIENCE

Board of Directors	SKIP (School Kids in Peterborough)	2014-2017
Day of Caring Committee Member:	United Way of Greater Nashua	2011- 2015
Big Sister:	Big Brothers and Big Sisters Organization of Nashua	2004-2012
Internship:	Alvirne High School, Hudson, NH Guidance Department	1999

REFERENCES FURNISHED UPON REQUEST

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Sheri Gonzales [redacted]

Objective

Re-entry into the full-time workforce, with a focus on a securing a position where my education and prior work experience in social work can be effectively utilized to help clients achieve self-sustainability.

Qualifications

Practical experience in counseling, tutoring and general interaction with both children and adults in both individual and group settings.

Formal training and practical one-to-one counseling with substance abuse clientele.

A sample of my expertise encompasses:

Individual Counseling	**Multitasking**	**Substance Abuse Counseling**
Appointment Scheduling	**Inter-Agency Communication**	**Client Assessments**
Crisis Management	**Strong Interpersonal Skills**	**Organizational Skills**

HIGHLIGHTS

- Previously licensed by the Massachusetts Board of Registration of Social Workers for several years.
- Ten plus years of social work experience in multiple settings including individual and group counseling and assessments.

CAREER TRACK

The Front Door Agency, **Case Worker** 2021- present

Responsible for screening potential candidates to the program and ensuring all policies and procedures are followed. Schedule and perform initial intake assessments to ensure program compatibility. Work with clients throughout the intake process to ensure follow through. Develop in conjunction with the resident a mutually agreed upon plan for meeting program goals and objectives. Recommend transition protocol for clients from the stabilization phase in the transformation phase.

St. Joseph's Community Services, **Administrative Assistant** 2017 - 2021

Duties include client management, welfare checks, scheduling, and point of contact management. Other key responsibilities include:

- Coordination of meal preparation and delivery for over 300+ clients on a daily basis.
- Assist in the intake process for new and existing clients.
- Crisis intervention to prevent client safety issues.
- Respond to client inquiries and manage changes in scheduling.
- Volunteered at agency for two years prior to employment opportunity.

Nashua Athletic Club, **Receptionist** 2008-2009

Duties included opening of facility and preparing facility for the day. Answered phones and assisted owners and co-workers with basic questions regarding rules and regulations of facility.

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Babies R Us, **Customer Service Associate** 2004-2008
Interacted with customers and provided customer support in a sales position. Responsible for handling currency and assisting managers in supervision of co-workers.

Lowell Community Health Center **Substance Abuse Counselor** 1999-2004
Responsible for direct care of clients with mental and dependence disorders. Completed intake and assessment histories. Facilitated groups regarding substance use and relapse prevention. Continued contact with legal system and was court liaison for clients.

Middlesex DUIL Program **Counselor** 1997-1999
Responsible for the direct care of approximately 10-12 second offense drunk drivers within a two-week inpatient program. Duties include preparing clinical assessments and discharge summaries. Other responsibilities include individual counseling sessions, group counseling sessions and informational classes including substance abuse topics. Also, continued communication with probation officers and aftercare agencies are required.

Wayside Youth and Family Support Network, **Residential Counselor** 1996-1997
Responsible for the direct care of adolescents in a residential setting. Duties include; behavior management; maintaining communication with family members, DSS workers, therapists and lawyers of on-going progress of clients; attend court hearings; work with clients individually using the PAYA curriculum, attended treatment team meetings and prepare milieu reports; maintain confidential client records; present client's progress at Foster Care Reviews.

EDUCATION

Bachelor in Social Work Salem State College

Associate in Science: Mental Health Technology Northern Essex Community College

Program Certificate: Alcohol and Drug Abuse Counseling Northern Essex Community College

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Coraima Kulak

Education

Saint Anselm College
Bachelor of Arts, Psychology — May 2015

Employment Experience

Transformation Phase II Case Manager
Front Door Agency — 10/2020- Present

- Provide case management services to single mothers and their children who are experiencing crisis. Provide directions, guidance, establishment of goals and creating accountability while furthering their education or job training.

Child Protection Service Worker
Division for Children, Youth, and Families — 4/2017- 10/2020

- Investigate reports for concern of abuse or neglect. Work with families and creating safety plans to ensure that their children are safe in their home. Refer families to community resources. Work with community resources to ensure families receive the support and services that are needed.

Intake Specialist
Southern New Hampshire Services — 8/2015- 4/2017

- Review applications and determine individuals' eligibility for fuel and electric assistance. Input data into the FAP/ EAP database. Meet and contact individuals for appointments and needed information to process applications.

Animal Caregiver
Charles River Laboratories — 6/2014-1/2015

- Assist Technicians in providing a stable living environment for animal subjects. Ensuring animals have a clean living area and that they are fed and watered daily. Filling out of proper paperwork to provided proper communication between myself and the Technicians.

Sale Associate
Charlotte Russe — 5/2013-6/2014

- Assist Customers with any questions or concerns they may have regarding the products that are being sold and on sale. Provide a cleaning shopping area for customers to ensure a pleasant shopping experience. Assist in the process of check out and the handling of currency.

Repair Technician
Cellairis — 5/2012-12/2012

- Assist Customers with questions regarding iPhone repairs and cell phone accessories. Repair broken screens in a timely manner while customers shop. Conduct inventory on a daily basis and ensure that the store has met its daily target goal. Open and close register. Deposit money at the end of closing shifts.

Saint Anselm College — 8/2011-4/2015

- Assist visitors into living area and oversee the proper filling out of paperwork provided by the college.

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Service Experience

Activity Assistant

Arbors of Bedford 2/2015-4/2015

- Assist activity coordinator in encouraging residents with dementia to participate in activities that will enhance their everyday life. Assist LNAs in providing residents with meals during their lunch time.

Intern

Division for Children, Youth, and Families- Manchester 9/2014-12/14

- Assisted CPSW IV with tasks such as putting together adoption packets, entering visits in to the department database, and making calls to several professionals in regards to cases. I also worked with a teenager in regards to independent living and assisting with graduation requirements.

Tutor

Sununu Youth Services Center 2/2014-4/2014

- Assist young men with homework assignments and other task requested from them. As well with assisting them with personal situations in which they may need advising. Assist in creating a better relationship between the individuals and other staff.

Teacher Assistant

Bishop O'Neal Center 9/2013-12/2013

- Assisted the teacher with classroom tasks and other tasks that were required. Participated in classroom activities to enhance the learning of the children.

Mentor (Pre-Orientation Program)

Saint Anselm College 8/2013-8/2014

- Assisted incoming freshmen with their transition into a new environment. Developed programs in which these individuals where to take part as a way of becoming aware of their surroundings. Took part in activities that created assisted in the development of new relationships.

Skills

Computer: Microsoft Office

Language: Spanish: Fluency- Advance, Reading- Intermediate, Writing- Intermediate.
English: Fluency, Reading, and Writing –Advance.

KEVIN GAGNON

Service oriented, driven professional with over 25 years of experience seeks to apply knowledge to improve efficiency and client satisfaction as a general maintenance/contractor.

EXPERIENCE

SEPTEMBER 2013 – PRESENT

DIRECTOR OF MAINTENANCE, THE FRONT DOOR AGENCY, INC., NASHUA, NH

- Responsible for the direct day-to-day maintenance oversight of 8 transformational housing and affordable housing rental properties (67 units).
- Schedule, negotiate and oversee contractors on specific projects.
- Completely renovated 12 apartments including install of new kitchens, structures, flooring, painting.
- Ensure apartments meet all federal and local grant maintenance compliance.
- Schedule all routine maintenance on mechanical and fire systems.
- Provide complete landscaping renovation projects to several sites.

2012 –2013

OUTSIDE SALES, HOLDEN HUMPHREY, CHICOPEE, MASSACHUSETTS

Provided direct consultation and sales with commercial and residential customers in the Paint Department.

2005 –2012

SALES, NASHUA WALLPAPER AND PAINT, NASHUA, NH

Provided direct consultation and sales with commercial and residential customers in the Paint Department.

1985 –2005

SELF-EMPLOYED, INDEPENDENT CONTRACTOR

Performed a variety of extensive construction and maintenance projects for commercial and residential customers.

EDUCATION

1985-NH TECHNICAL COLLEGE

Courses in Advanced Mathematics and Computers

JUNE 1984 - HIGH SCHOOL DIPLOMA, NASHUA HIGH SCHOOL

SKILLS

- Motivated, independent worker
- Organized and attentive to detail
- Extensive contractor relations
- Basic knowledge of HVAC, plumbing and electrical systems
- Proficient with a wide range of repair equipment, including power tools
- Take great pride in work and ensure the job is done right the first time.
- Maintain and order maintenance equipment and supplies
- Able to act quickly and effectively in emergencies
- Able to lift and carry up to 50 pounds
- Able to identify and strategize issues effectively and efficiently in order to effectively budget and plan projects.

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The Front Door Agency, Inc.
State Grant-in-Aid

Key Personnel – FY24

Name	Job Title	Salary	% Paid from this Contract	Amount Paid from this Contract
Rebecca Gagne	Director, Transformational Housing	$ 85,00	50%	$42,500
Sheri Gonzales	Case Manager	$ 49,000	30%	$ 14,700
Coraima Kulak	Bi-lingual Case Manager	$ 54,000	50%	$ 27,000
Kevin Gagnon	Maintenance Supervisor	$ 70,000	20%	$ 14,000
				$ 98,200

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

Families In Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154987 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157465 - B001	Nashua NH	$186,836	$140,700	$327,536	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,522	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,582	$296,982	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

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Salvation Army Carey House, Laconia	**177627 - B001**	**Laconia NH**	**$200,062**	**$244,696**	**$444,758**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Salvation Army McKenna House, Concord, Eastern Territory	**177627 - B003**	**Concord NH**	**$312,915**	**$256,930**	**$569,845**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Seacoast Family Promise	**TBD**	**Exeter NH**	**$94,661**	**$85,644**	**$180,305**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	**177511 - R001**	**Keene NH**	**$527,563**	**$464,922**	**$992,485**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
The Front Door Agency	**156244 - B001**	**Nashua NH**	**$287,991**	**$269,166**	**$557,157**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
The Way Home, Inc.	**166673 - B001**	**Manchester NH**	**$140,656**	**$116,230**	**$256,886**	**O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)**
Tri-County CAP, Inc.	**177195 - B009**	**Berlin NH**	**$126,299**	**$79,526**	**$205,825**	**O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	$6,882,604	$5,665,716	$12,548,320	

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Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program .to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652 Vendor # 1652 Vendor # 1652

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500732	Contracts for Program Services	TBD	$0	$61,174	$61,174
2023	102/500733	Contracts for Program Services	TBD	$0	$61,174	$61,174
		Sub Total		$142,620	$122,348	$264,968

Community Action Partnership of Strafford County — Vendor # 1772 Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 1772 Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 2671 Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500732	Contracts for Program Services	TBD	$0	$58,618	$58,618
2023	102/500733	Contracts for Program Services	TBD	$0	$58,618	$58,618
		Sub Total		$68,709	$117,236	$185,945

Cross Roads House — Vendor # 1665 Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500732	Contracts for Program Services	TBD	$0	$311,987	$311,987
2023	102/500733	Contracts for Program Services	TBD	$0	$311,987	$311,987

		Sub Total		$766,784	$623,974	$1,390,758

FITNHNH, Inc.

Vendor # 1577 Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500732	Contracts for Program Services	TBD	$0	$642,327	$642,327
2023	102/500733	Contracts for Program Services	TBD	$0	$642,327	$642,327
		Sub Total		$1,658,284	$1,284,654	$2,942,938

Friends Program

Vendor # 1549 Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$174,710	$0	$174,710

Helping Hands Outreach Center

Vendor # 174226 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500732	Contracts for Program Services	TBD	$0	$97,878	$97,878
2023	102/500733	Contracts for Program Services	TBD	$0	$97,878	$97,878
		Sub Total		$209,516	$195,756	$405,272

Hundred Nights, Inc

Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500732	Contracts for Program Services	TBD	$0	$107,055	$107,055
2023	102/500733	Contracts for Program Services	TBD	$0	$107,055	$107,055
		Sub Total		$220,854	$214,110	$434,964

Lakes Region Community Developers

Vendor # 156571 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500732	Contracts for Program Services	TBD	$0	$58,115	$58,115
2023	102/500733	Contracts for Program Services	TBD	$0	$58,115	$58,115
		Sub Total		$88,761	$116,230	$204,991

Marquerites Place

Vendor # 157465 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500732	Contracts for Program Services	TBD	$0	$70,350	$70,350
2023	102/500733	Contracts for Program Services	TBD	$0	$70,350	$70,350
		Sub Total		$186,836	$140,700	$327,536

My Friend's Place — Vendor # 156274 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500732	Contracts for Program Services	TBD	$0	$64,233	$64,233
2023	102/500733	Contracts for Program Services	TBD	$0	$64,233	$64,233
		Sub Total		$177,231	$128,466	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500732	Contracts for Program Services	TBD	$0	$91,761	$91,761
2023	102/500733	Contracts for Program Services	TBD	$0	$91,761	$91,761
		Sub Total		$284,806	$183,522	$468,328

New Generation — Vendor # 1772 Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500732	Contracts for Program Services	TBD	$0	$67,291	$67,291
2023	102/500733	Contracts for Program Services	TBD	$0	$67,291	$67,291
		Sub Total		$162,400	$134,582	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500732	Contracts for Program Services	TBD	$0	$443,512	$443,512
2023	102/500733	Contracts for Program Services	TBD	$0	$443,512	$443,512
		Sub Total		$791,802	$887,024	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500732	Contracts for Program Services	TBD	$0	$122,348	$122,348
2023	102/500733	Contracts for Program Services	TBD	$0	$122,348	$122,348
		Sub Total		$200,062	$244,696	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500732	Contracts for Program Services	TBD	$0	$128,465	$128,465
2023	102/500733	Contracts for Program Services	TBD	$0	$128,465	$128,465
		Sub Total		$312,915	$256,930	$569,845

Seacoast Family Promise — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500732	Contracts for Program Services	TBD	$0	$42,822	$42,822
2023	102/500733	Contracts for Program Services	TBD	$0	$42,822	$42,822
		Sub Total		$94,661	$85,644	$180,305

Southern NH Services — Vendor # 177198 - B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500732	Contracts for Program Services	TBD	$0	$232,461	$232,461
2023	102/500733	Contracts for Program Services	TBD	$0	$232,461	$232,461
		Sub Total		$527,563	$464,922	$992,485

The Front Door Agency — Vendor # 156244 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500732	Contracts for Program Services	TBD	$0	$134,583	$134,583
2023	102/500733	Contracts for Program Services	TBD	$0	$134,583	$134,583
		Sub Total		$287,991	$269,166	$557,157

The Way Home, Inc — Vendor # 166673 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500732	Contracts for Program Services	TBD	$0	$58,115	$58,115
2023	102/500733	Contracts for Program Services	TBD	$0	$58,115	$58,115
		Sub Total		$140,656	$116,230	$256,886

Tri-County CAP, Inc — Vendor # 177195 - B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500732	Contracts for Program Services	TBD	$0	$39,763	$39,763
2023	102/500733	Contracts for Program Services	TBD	$0	$39,763	$39,763
		Sub Total		$126,299	$79,526	$205,825

Waypoint — Vendor # 177166 - B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Current Modified Budget	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$252,556	$0	$252,556

Overall Total	$6,882,604	$5,665,716	$12,548,320

State of New Hampshire
Department of Health and Human Services
Amendment #2

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and The Front Door Agency, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, the Contract may be amended and extended 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 and increase the price limitation 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:

   $557,157

3. Modify Exhibit A, Scope of Services, Section 2, Scope of Services, to read:

   2. Scope of Services

   2.1. The Contractor shall provide emergency shelter services to individuals and families who are homeless statewide that include but are not limited to:

   2.1.1. Ensuring temporary shelter (non-permanent shelter) is designed to meet the basic needs of individuals and families who have no other housing options and who would otherwise be without a place to sleep.

   2.1.2. Ensuring basic needs of each individual are met that at a minimum include a safe, protective, and sanitary environment on a short-term emergency or transitional basis, as described in RSA 126-A:26.

   2.1.3. Operating a facility in accordance with Exhibit C, Section 15, Operation of Facilities: Compliance with Laws and Regulations that includes, but is not limited to:

   2.1.3.1. Building maintenance and repair.

   2.1.3.2. Security systems.

   2.1.3.3. Heating and possible cooling equipment.

   2.1.3.4. Property and business insurance.

   2.1.3.5. Utilities and furnishings.

   2.1.3.6. Amenities, including bathrooms.

   2.2. The Contractor shall assist individuals and families who are homeless with accessing and applying for services that lead to permanent housing by providing Case

Management Services that include, but are not limited to:

2.2.1. Assessing individual and family needs for well-being and obtaining housing.

2.2.2. Developing individualized plans with the types of services and assistance programs to meet individual and family and needs.

2.2.3. Assisting individuals and families with accessing emergency shelter.

2.2.4. Assisting individuals and families with applying for and accessing permanent housing.

2.2.5. Assisting individuals and families with applying for mainstream benefits, including, but not limited to, SSI, TANF, SNAP, Medicaid, Veteran and other State or Federal benefits.

2.2.6. Assisting individuals and families with accessing community providers and supports, that may include, but are not limited to, mental health services, substance use treatment, medical care, employment services, veterans benefits, financial and food assistance, and education supports.

2.3. The Contractor shall comply with program requirements that include, but are not limited to:

2.3.1. Following best practices in providing emergency shelter services in accordance with the National Alliance to End Homelessness, "The Five Keys to Effective Emergency Shelter" that include:

2.3.1.1. Housing First Approach;

2.3.1.2. Safe and appropriate diversion;

2.3.1.3. Immediate and low-barrier access;

2.3.1.4. Housing-focused, rapid exit services; and

2.3.1.5. Data to measure performance.

2.3.2. Participating in Coordinated Entry as required by the State, a centralized or coordinated process designed to get people in permanent support housing, in accordance with the NH BOS CES Policy Manual adopted op January 23, 2018, that is herein incorporated by reference and as amended.

2.3.3. Accepting homeless and at risk of homelessness individuals and families regardless of their sobriety and other conditions, which may include but are not limited to mental health services; medication stability; sexual orientation; vulnerability to illness; vulnerability to victimization; vulnerability to physical assault; racial equality; marital status; or ability to pay program fee, in accordance with federal Housing Urban Development (HUD) guidance for low threshold eligibility programs.

2.3.4. Entering data into the Homeless Management Information System (HMIS) to collect client-level data and data on the provision of housing and services to homeless individuals and families, in accordance with the federal HUD data standards for emergency shelter, unless restricted by law. The data standards may be found at: http://nh-hmis.org/sites/default/files/reference/NH-HMIS-PnP-112018.pdf

2.3.5. Agreeing to on-site monitoring, on an annual basis, to review compliance,

progress, and performance, which includes, but is not limited to:

2.3.5.1. Reviewing policies and procedures for services provided.

2.3.5.2. Reviewing financial analyses.

2.3.5.3. Reviewing for compliance with safety and hazard requirements.

2.3.5.4. Reviewing Data and HMIS entry standards.

2.3.6. Complying with New Hampshire Administrative Rules He-M 314, Rights of Persons Using Emergency Shelters and ensuring individuals understand their rights. http://www.gencourt.state.nh.us/rules/state_agencies/he-m300.html

2.4. The Contractor shall complete a SGIA Program Project Program Monitoring Workbook per Department request.

2.5. The Contractor shall participate in training on contractual compliance and technical assistance, as required by the Department.

4. Modify Exhibit B, Method and Conditions Precedent to Payment Section 3 by adding Subsection 3.6 to read:

3.6. The Contractor shall provide backup documentation for all reimbursement requests.

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 upon the date of Governor and Executive 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

3/21/2021
Date

DocuSigned by:
Christine Santaniello
Name: Christine Santaniello
Title: Director

The Front Door Agency, Inc.,

3/19/2021
Date

DocuSigned by:
Maryse Wirbal
Name: Maryse Wirbal
Title: CEO

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

OFFICE OF THE ATTORNEY GENERAL

4/1/2021
Date

DocuSigned by:
[redacted]
Name: Catherine Pinos
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:

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20 mac

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June.19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

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Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
[redacted]	[redacted]	**Total**	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract. The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget
2020	102/500731	Contracts for Program Services		$83,490
2021	102/500731	Contracts for Program Services		$59,130
		Sub Total		$142,620

Community Action Partnership of Strafford County — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$6,588
2021	102/500731	Contracts for Program Services		$0
		Sub Total		$6,588

Community Action Program, Belknap and Merrimack — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$0
2021	102/500731	Contracts for Program Services		$0
		Sub Total		$0

Concord Coalition to End Homelessness — Vendor # 2671

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$10,091
2021	102/500731	Contracts for Program Services		$58,618
		Sub Total		$68,709

Cross Roads House — Vendor # 1665

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$465,221
2021	102/500731	Contracts for Program Services		$301,563
		Sub Total		$766,784

FITNHNH, Inc. — Vendor # 1577

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$1,037,418
2021	102/500731	Contracts for Program Services		$620,866
		Sub Total		$1,658,284

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

Friends Program — Vendor # 1549

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$88,971
2021	102/500731	Contracts for Program Services		$85,739
		Sub Total		$174,710

Helping Hands Outreach Center — Vendor # 1742

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$114,908
2021	102/500731	Contracts for Program Services		$94,608
		Sub Total		$209,516

Hundred Nights, Inc — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$117,376
2021	102/500731	Contracts for Program Services		$103,478
		Sub Total		$220,854

Lakes Region Community Developers — Vendor # 1565

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$32,587
2021	102/500731	Contracts for Program Services		$56,174
		Sub Total		$88,761

Marquerites Place — Vendor # 1574

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$118,536
2021	102/500731	Contracts for Program Services		$68,300
		Sub Total		$186,836

My Friend's Place — Vendor # 1562

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$115,144
2021	102/500731	Contracts for Program Services		$62,087
		Sub Total		$177,231

Nashua Soup Kitchen & Shelter, Inc — Vendor # 1741

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

2020	102/500731	Contracts for Program Services		$196,111
2021	102/500731	Contracts for Program Services		$88,695
		Sub Total		$284,806

New Generation — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$97,357
2021	102/500731	Contracts for Program Services		$65,043
		Sub Total		$162,400

NH Coalition Against Domestic and Sexual Violence — Vendor # 1555

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$363,109
2021	102/500731	Contracts for Program Services		$428,693
		Sub Total		$791,802

Salvation Army Carey House, Laconia — Vendor # 1776

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$81,802
2021	102/500731	Contracts for Program Services		$118,260
		Sub Total		$200,062

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 1776

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$188,742
2021	102/500731	Contracts for Program Services		$124,173
		Sub Total		$312,915

Seacoast Family Promise — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$53,270
2021	102/500731	Contracts for Program Services		$41,391
		Sub Total		$94,661

Southern NH Services — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$0
2021	102/500731	Contracts for Program Services		$0

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

		Sub Total		$0

Southwestern Community Services — Vendor # 1775

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$302,869
2021	102/500731	Contracts for Program Services		$224,694
		Sub Total		$527,563

The Front Door Agency — Vendor # 1562

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$157,905
2021	102/500731	Contracts for Program Services		$130,086
		Sub Total		$287,991

The Way Home, Inc — Vendor # 1666

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$84,482
2021	102/500731	Contracts for Program Services		$56,174
		Sub Total		$140,656

Tri-County CAP, Inc — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$87,864
2021	102/500731	Contracts for Program Services		$38,435
		Sub Total		$126,299

Waypoint — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$166,817
2021	102/500731	Contracts for Program Services		$85,739
		Sub Total		$252,556

Overall Total	$6,882,604

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Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

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- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

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New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

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13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families In Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Easter Seals New Hampshire, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), as amended on September 15, 2021, (Item #13), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $300,472

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

5/15/2023
Date

DocuSigned by:
Katja S. Fox
Name: Katja S. Fox
Title: Director

Easter Seals New Hampshire, Inc.

5/15/2023
Date

DocuSigned by:
Catherine Kuhn
Name: Catherine Kuhn
Title: Chief Operating Officer

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
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:

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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 EASTER SEALS NEW HAMPSHIRE, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on November 06, 1967. 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: **61290**

Certificate Number: **0006194169**

IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 3rd day of April A.D. 2023.

David M. Scanlan

Secretary of State

DocuSign Envelope ID: B4F5CAE5-093A-49E6-8692-8A664B2DEE87

CERTIFICATE OF AUTHORITY

I, ___Cynthia Ross_____, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of __Easter Seals New Hampshire, Inc., which includes Manchester Alcoholism Rehabilitation Center, a program of Easterseals NH. _____
(Corporation/LLC Name)

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 _October 12, 2022____, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That Maureen Beauregard, President & CEO; Lisabritt Solsky Stevens, Chief Govt Relations & Compliance Officer; Catherine Kuhn, Chief Operating Officer; Tina Sharby, Chief Human Resources Officer; Catherine Kuhn, Chief Operating Officer; Peter Hastings, Chief Information Officer; and Pamela Hawkes, Chief Development Officer (may list more than one person)
(Name and Title of Contract Signatory)

are duly authorized on behalf of Easter Seals New Hampshire, Inc. and Manchester Alcoholism Rehabilitation Center to enter into contracts or agreements with the State
(Name of Corporation/ LLC)

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: 5/15/2023

Cynthia Ross
Signature of Elected Officer
Name: Cynthia Ross
Title: Assistant Secretary

DocuSign Envelope ID: B4F5CAE5-093A-49E6-8692-8A664B2DEE87

Client#: 497072 EASTESEA7

ACORD. CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 8/19/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER USI Insurance Services LLC 3 Executive Park Drive, Suite 300 Bedford, NH 03110 855 874-0123	CONTACT NAME: Linda Jaeger, CIC PHONE (A/C, No, Ext): 855 874-0123 FAX (A/C, No): E-MAIL ADDRESS: linda.jaeger@usi.com
INSURED Easter Seals New Hampshire, Inc. 555 Auburn Street Manchester, NH 03103	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Philadelphia Indemnity Insurance Co. — 18058 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	X	X	PHPK2454548	09/01/2022	09/01/2023	EACH OCCURRENCE	$1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$100,000
	X Professional Liab						MED EXP (Any one person)	$5,000
							PERSONAL & ADV INJURY	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$3,000,000
	POLICY PRO-JECT X LOC						PRODUCTS - COMP/OP AGG	$3,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY	X	X	PHPK2454546	09/01/2022	09/01/2023	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR	X	X	PHUB829174	09/01/2022	09/01/2023	EACH OCCURRENCE	$15,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$15,000,000
	DED X RETENTION $10K							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) N/A If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE / OTHER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	EDP			PHPK2454548	09/01/2022	09/01/2023	$1,619,050 Special Form Incl Theft $500 Deductible	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Supplemental Names*:Easter Seals ME, Inc., Manchester Alcohol Rehabilitation Center, Inc., dba The Farnum Center, Easter Seals VT, Inc.,*. The General Liability policy includes a Blanket Automatic Additional Insured Endorsement that provides Additional Insured and a Blanket Waiver of Subrogation status to the Certificate Holder, only when there is a written contract or written agreement between the Named Insured and the Certificate Holder that requires such status, and only with regard to the above referenced on (See Attached Descriptions)

CERTIFICATE HOLDER	CANCELLATION
Department of Health & Human Services, State of NH 129 Pleasant Street Concord, NH 03301	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Sue Hoyt

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DESCRIPTIONS (Continued from Page 1)

behalf of the Named Insured. The General Liability policy contains a special endorsement with "Primary and Non-Contributory" wording.

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ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 12/8/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Tanicia Drigo
Hays Companies, Inc. 980 Washington St., Suite 325 Dedham MA 02026	PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: Tanicia.Drigo@bbrown.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: The North River Insurance Company	21105
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Easter Seals New Hampshire,Inc 555 Auburn Street Manchester NH 03103

COVERAGES **CERTIFICATE NUMBER: 23-24 WC** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	☐ OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS		☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS				BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N ☐ If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		406-739207-7	1/1/2023	1/1/2024	X PER STATUTE ☐ OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Department of Health & Human Services is included as additional insured where required by written contract.

CERTIFICATE HOLDER

Department of Health & Human Services
129 Pleasant St.
Concord, NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

James Hays/TADRIG

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easterseals

Mission:

To provide plans of care comprised of thoughtfully integrated services that help those with varied abilities live, learn, work and play throughout their lifetimes.

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BAKER NEWMAN NOYES

Easter Seals New Hampshire, Inc. and Subsidiaries

Consolidated Financial Statements and Other Financial Information

Years Ended August 31, 2022 and 2021
With Independent Auditors' Report

Baker Newman & Noyes LLC
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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATED FINANCIAL STATEMENTS AND
OTHER FINANCIAL INFORMATION

For the Years Ended August 31, 2022 and 2021

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BAKER NEWMAN NOYES

Baker Newman & Noyes LLC
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INDEPENDENT AUDITORS' REPORT

Board of Directors
Easter Seals New Hampshire, Inc. and Subsidiaries

Opinion

We have audited the consolidated financial statements of Easter Seals New Hampshire, Inc. and Subsidiaries (Easter Seals NH), which comprise the consolidated statements of financial position as of August 31, 2022 and 2021, and the related consolidated statements of activities and changes in net assets, functional expenses and cash flows for the years then ended, and the related notes to the consolidated financial statements (collectively, the financial statements).

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Easter Seals NH as of August 31, 2022 and 2021, and the changes in their net assets, functional expenses and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (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 Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Easter Seals NH and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. 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 these 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 financial statements that are free from material misstatement, whether due to fraud or error.

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

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Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' 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 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 financial statements.

In performing an audit in accordance with 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 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 Easter Seals NH'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 financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Easter Seals NH'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.

Other Financial Information

Our audits were conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The accompanying other financial information is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

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Board of Directors
Easter Seals New Hampshire, Inc. and Subsidiaries

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 20, 2022 on our consideration of Easter Seals NH'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 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 Easter Seals NH'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 Easter Seals NH's internal control over financial reporting and compliance.

Baker Newman & Noyes LLC
Manchester, New Hampshire
December 20, 2022

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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATED STATEMENTS OF FINANCIAL POSITION

August 31, 2022 and 2021

	2022	2021
ASSETS		
Current assets:		
Cash and cash equivalents	$14,837,761	$14,389,013
Restricted cash	79,819	82,461
Short-term investments, at fair value	10,055,639	10,681,421
Accounts receivable from related entity	394,316	–
Program and other accounts receivable	9,748,641	8,593,338
Contributions receivable, net	172,253	224,865
Prepaid expenses and other current assets	907,909	633,702
Total current assets	36,196,338	34,604,800
Assets limited as to use	1,837,445	2,357,939
Investments, at fair value	13,419,355	15,889,181
Investment in related entity	1,742	–
Other assets	349,154	378,877
Fixed assets, net	27,216,243	29,899,801
	$79,020,277	$83,130,598
LIABILITIES AND NET ASSETS		
Current liabilities:		
Accounts payable	$ 2,538,018	$ 2,312,551
Accrued expenses	6,450,559	6,895,135
Deferred revenue	4,598,645	1,862,583
Current portion of interest rate swap agreement	579,174	387,067
Current portion of long-term debt	1,016,962	1,222,914
Total current liabilities	15,183,358	12,680,250
Other liabilities	2,130,322	2,682,812
Interest rate swap agreement, less current portion	416,010	1,851,184
Long-term debt, less current portion, net	17,861,006	28,771,371
Total liabilities	35,590,696	45,985,617
Net assets:		
Without donor restrictions	37,450,866	31,026,464
With donor restrictions	5,978,715	6,118,517
Total net assets	43,429,581	37,144,981
	$79,020,277	$83,130,598

See accompanying notes.

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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATED STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

Year Ended August 31, 2022

	Without Donor Restrictions	With Donor Restrictions	Total
Public support and revenue:			
Public support:			
Contributions, net	$ 764,760	$ 368,967	$ 1,133,727
Special events, net of related direct costs of $1,018,200	1,891,609	83,710	1,975,319
Annual campaigns, net of related direct costs of $43,900	232,664	16,362	249,026
Bequests	4,160	–	4,160
Net assets released from restrictions	449,927	(449,927)	–
Total public support	3,343,120	19,112	3,362,232
Revenue:			
Fees and tuition	61,914,620	–	61,914,620
Grants	31,630,150	–	31,630,150
Gain on extinguishment of debt	9,250,000	–	9,250,000
Dividend and interest income	834,614	12,543	847,157
Rental income	31,762	–	31,762
Other	394,652	–	394,652
Total revenue	104,055,798	12,543	104,068,341
Total public support and revenue	107,398,918	31,655	107,430,573
Operating expenses:			
Program services:			
Public health education	26,267	–	26,267
Professional education	160,997	–	160,997
Direct services	85,247,641	–	85,247,641
Total program services	85,434,905	–	85,434,905
Supporting services:			
Management and general	9,493,211	–	9,493,211
Fundraising	2,154,599	–	2,154,599
Total supporting services	11,647,810	–	11,647,810
Total functional expenses	97,082,715	–	97,082,715
Support of National programs	130,276	–	130,276
Total operating expenses	97,212,991	–	97,212,991
Increase in net assets from operations	10,185,927	31,655	10,217,582

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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATED STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS (CONTINUED)

Year Ended August 31, 2022

	Without Donor Restrictions	With Donor Restrictions	Total
Other non-operating expenses, gains and losses:			
Change in fair value of interest rate swap	$ 1,243,067	$ –	$ 1,243,067
Net unrealized and realized losses on investments, net	(3,063,497)	(182,735)	(3,246,232)
Increase in fair value of beneficial interest in trust held by others	–	11,278	11,278
Loss on sales, disposals and impairment of fixed assets	(1,941,095)	–	(1,941,095)
	(3,761,525)	(171,457)	(3,932,982)
Increase (decrease) in net assets	6,424,402	(139,802)	6,284,600
Net assets at beginning of year	31,026,464	6,118,517	37,144,981
Net assets at end of year	$37,450,866	$5,978,715	$43,429,581

See accompanying notes.

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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATED STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

Year Ended August 31, 2021

	Without Donor Restrictions	With Donor Restrictions	Total
Public support and revenue:			
Public support:			
Contributions, net	$ 732,689	$ 327,971	$ 1,060,660
Special events, net of related direct costs of $643,937	1,171,144	208,832	1,379,976
Annual campaigns, net of related direct costs of $42,502	418,831	37,458	456,289
Bequests	4,091	–	4,091
Net assets released from restrictions	837,627	(837,627)	–
Total public support	3,164,382	(263,366)	2,901,016
Revenue:			
Fees and tuition	60,020,761	–	60,020,761
Grants	33,096,374	–	33,096,374
Dividend and interest income	625,522	8,878	634,400
Rental income	29,775	–	29,775
Other	549,546	–	549,546
Total revenue	94,321,978	8,878	94,330,856
Total public support and revenue	97,486,360	(254,488)	97,231,872
Operating expenses:			
Program services:			
Public health education	42,458	–	42,458
Professional education	3,192	–	3,192
Direct services	82,595,976	–	82,595,976
Total program services	82,641,626	–	82,641,626
Supporting services:			
Management and general	9,427,520	–	9,427,520
Fundraising	1,249,556	–	1,249,556
Total supporting services	10,677,076	–	10,677,076
Total functional expenses	93,318,702	–	93,318,702
Support of National programs	105,185	–	105,185
Total operating expenses	93,423,887	–	93,423,887
Increase (decrease) in net assets from operations	4,062,473	(254,488)	3,807,985

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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATED STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS (CONTINUED)

Year Ended August 31, 2021

	Without Donor Restrictions	With Donor Restrictions	Total
Other non-operating expenses, gains and losses:			
Change in fair value of interest rate swap	$ 658,823	$ –	$ 658,823
Net unrealized and realized gains on investments, net	1,830,767	201,783	2,032,550
Decrease in fair value of beneficial interest in trust held by others	–	(696)	(696)
Loss on sales and disposals of fixed assets	(40,958)	–	(40,958)
Contribution of net assets from acquisition – see Note 15	702,572	–	702,572
	3,151,204	201,087	3,352,291
Total increase (decrease) in net assets	7,213,677	(53,401)	7,160,276
Net assets at beginning of year	23,812,787	6,171,918	29,984,705
Net assets at end of year	$31,026,464	$6,118,517	$37,144,981

See accompanying notes.

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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

Year Ended August 31, 2022

	Program Services				Supporting Services			Total Program and Supporting Services Expenses	
	Public Health Education	Professional Education	Direct Services	Total	Management and General	Fund-Raising	Total	2022	2021
Salaries and related expenses	$ 5,780	$ –	$65,741,230	$65,747,010	$6,336,634	$1,061,221	$ 7,397,855	73,144,865	$71,102,855
Professional fees	2,613	127,466	8,234,642	8,364,721	2,066,017	335,013	2,401,030	10,765,751	10,125,183
Supplies	928	5,500	1,777,921	1,784,349	50,158	33,284	83,442	1,867,791	2,160,860
Telephone	8	–	529,613	529,621	200,186	2,696	202,882	732,503	699,817
Postage and shipping	–	229	35,031	35,260	15,776	10,447	26,223	61,483	52,684
Occupancy	–	–	2,472,697	2,472,697	354,406	58,116	412,522	2,885,219	2,798,022
Outside printing, artwork and media	1,303	–	8,519	9,822	309	37,569	37,878	47,700	20,999
Travel	–	–	1,540,938	1,540,938	13,280	864	14,144	1,555,082	1,250,785
Conventions and meetings	6	27,802	98,989	126,797	15,852	22,425	38,277	165,074	77,801
Specific assistance to individuals	–	–	1,786,297	1,786,297	556	–	556	1,786,853	1,379,563
Dues and subscriptions	–	–	17,296	17,296	11,084	955	12,039	29,335	43,126
Minor equipment purchases and equipment rentals	7,926	–	136,235	144,161	74,508	33,003	107,511	251,672	316,808
Ads, fees and miscellaneous	7,703	–	413,578	421,281	31,740	552,377	584,117	1,005,398	388,306
Interest	–	–	642,590	642,590	137,563	–	137,563	780,153	908,999
Depreciation and amortization	–	–	1,812,065	1,812,065	185,142	6,629	191,771	2,003,836	1,992,894
	$26,267	$160,997	$85,247,641	$85,434,905	$9,493,211	$2,154,599	$11,647,810	97,082,715	$93,318,702
	0.03%	0.16%	87.81%	88.00%	9.78%	2.22%	12.00%	100.00%	100.00%

See accompanying notes.

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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

Year Ended August 31, 2021

	Program Services				Supporting Services			Total Program and Supporting Services Expenses
	Public Health Education	Profes-sional Education	Direct Services	Total	Manage-ment and General	Fund-Raising	Total	2021
Salaries and related expenses	$ 11,096	$ –	$64,176,399	$64,187,495	$6,044,992	$ 870,368	$ 6,915,360	$71,102,855
Professional fees	17,291	–	7,842,755	7,860,046	2,100,809	164,328	2,265,137	10,125,183
Supplies	790	–	1,989,877	1,990,667	131,147	39,046	170,193	2,160,860
Telephone	–	–	513,962	513,962	184,045	1,810	185,855	699,817
Postage and shipping	–	–	25,110	25,110	19,618	7,956	27,574	52,684
Occupancy	–	–	2,389,582	2,389,582	338,318	70,122	408,440	2,798,022
Outside printing, artwork and media	5,090	–	4,927	10,017	5,130	5,852	10,982	20,999
Travel	7	–	1,236,068	1,236,075	13,024	1,686	14,710	1,250,785
Conventions and meetings	–	3,192	55,272	58,464	16,905	2,432	19,337	77,801
Specific assistance to individuals	–	–	1,379,455	1,379,455	108	–	108	1,379,563
Dues and subscriptions	–	–	25,725	25,725	13,398	4,003	17,401	43,126
Minor equipment purchases and equipment rentals	775	–	153,295	154,070	158,601	4,137	162,738	316,808
Ads, fees and miscellaneous	7,409	–	222,711	230,120	84,777	73,409	158,186	388,306
Interest	–	–	764,208	764,208	144,791	–	144,791	908,999
Depreciation and amortization	–	–	1,816,630	1,816,630	171,857	4,407	176,264	1,992,894
	$ 42,458	$ 3,192	$82,595,976	$82,641,626	$9,427,520	$1,249,556	$10,677,076	$93,318,702
	0.05%	0.00%	88.51%	88.56%	10.10%	1.34%	11.44%	100.00%

See accompanying notes.

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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATED STATEMENTS OF CASH FLOWS

Years Ended August 31, 2022 and 2021

	2022	2021
Cash flows from operating activities:		
Increase in net assets	$ 6,284,600	$ 7,160,276
Adjustments to reconcile increase in net assets to net cash provided by operating activities:		
Depreciation and amortization	2,003,836	1,992,894
Bond issuance costs amortization	6,110	6,110
(Increase) decrease in fair value of beneficial interest in trust held by others	(11,278)	696
Net loss on sales, disposals and impairment of fixed assets	1,941,095	40,958
Change in fair value of interest rate swap	(1,243,067)	(658,823)
Gain on extinguishment of debt	(9,250,000)	–
Gain on conversion of long-term debt to grant revenue	–	(1,140,000)
Net unrealized and realized losses (gains) on investments, net	3,246,232	(2,032,550)
Donor restricted contributions	(368,967)	(327,971)
Contribution of net assets from acquisition	–	(702,572)
Changes in operating assets and liabilities:		
Program and other accounts receivable	(1,155,303)	706,473
Accounts receivable from related entity	(394,316)	–
Contributions receivable	52,612	105,080
Prepaid expenses and other current assets	(274,207)	77,756
Other assets	41,001	16,437
Accounts payable and accrued expenses	(392,927)	22,693
Deferred revenue	2,736,062	496,622
Other liabilities	(552,490)	191,374
Net cash provided by operating activities	2,668,993	5,955,453
Cash flows from investing activities:		
Purchases of fixed assets	(1,453,563)	(2,184,030)
Proceeds from sale of fixed assets	366,008	20,323
Change in investments, net	(150,624)	(7,132,124)
Change in assets limited as to use	520,494	(203,417)
Investment in related entity	(1,742)	–
Cash, cash equivalents and restricted cash acquired from acquisition	–	365,413
Net cash used by investing activities	(719,427)	(9,133,835)
Cash flows from financing activities:		
Repayment of long-term debt	(1,872,427)	(1,074,073)
Proceeds from long-term debt	–	10,161,364
Donor restricted contributions	368,967	327,971
Net cash (used) provided by financing activities	(1,503,460)	9,415,262

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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATED STATEMENTS OF CASH FLOWS (CONTINUED)

Years Ended August 31, 2022 and 2021

	2022	2021
Increase in cash, cash equivalents and restricted cash	$ 446,106	$ 6,236,880
Cash, cash equivalents and restricted cash, beginning of year	14,471,474	8,234,594
Cash, cash equivalents and restricted cash, end of year	$14,917,580	$14,471,474
Supplemental disclosure of cash flow information:		
Interest paid	$ 742,000	$ 875,000
Supplemental disclosure of noncash activities:		
Fixed asset purchases included in accounts payable at end of year	$ 173,818	$ –

See accompanying notes.

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1. Corporate Organization and Purpose

Easter Seals New Hampshire, Inc. and Subsidiaries (Easter Seals NH) consists of various separate nonprofit entities: Easter Seals New Hampshire, Inc. (parent and service corporation); Manchester Alcoholism Rehabilitation Center (Farnum Center); Easter Seals Maine, Inc.(up to August 31, 2022); and Easter Seals Vermont, Inc. (Easter Seals VT). Additionally, Champlin Place, Inc., was formed on June 30, 2022 and is 100% owned by Easter Seals New Hampshire, Inc. Champlin Place, Inc. is the sole General Partner of Champlin Place Limited Partnership (the Partnership). Champlin Place, Inc. has a 0.01% ownership interest in the Partnership, but oversees certain management and operational aspects of the Partnership subject to the terms set forth in the limited partnership agreement. See note 16. Easter Seals New Hampshire, Inc. is the sole member of each subsidiary. Easter Seals NH is affiliated with Easter Seals, Inc. (the national headquarters for the organization).

Effective August 31, 2022, Easter Seals Maine, Inc. was dissolved, and all assets were transferred to Easter Seals New Hampshire, Inc.

Easter Seals NH's purpose is to provide plans of care comprised of thoughtfully integrated services that help those with varied abilities live, learn, work, and play throughout their lifetimes. Easter Seals NH operates programs throughout New Hampshire and Vermont.

2. Summary of Significant Accounting Policies

Principles of Consolidation

The consolidated financial statements include the accounts of Easter Seals New Hampshire, Inc. and the subsidiaries of which it is the sole member as described in note 1. Significant intercompany accounts and transactions have been eliminated in consolidation.

Cash, Cash Equivalents and Restricted Cash

Easter Seals NH considers all highly liquid securities purchased with an original maturity of 90 days or less to be cash equivalents. Cash equivalents consist of cash, and money market funds, excluding assets limited as to use.

Easter Seals NH maintains its cash and cash equivalents in bank deposit accounts which, at times, may exceed amounts guaranteed by the Federal Deposit Insurance Corporation. Financial instruments which subject Easter Seals NH to credit risk consist primarily of cash equivalents and investments. Easter Seals NH's investment portfolio consists of diversified investments, which are subject to market risk. Investments that exceeded 10% of investments include the Lord Abbett Short Duration Income A Fund with a balance of $10,055,500 and $9,677,021 as of August 31, 2022 and 2021, respectively.

Restricted cash represents reserve accounts held by New Hampshire Housing Finance Authority (NHHFA) for insurance, taxes, replacement costs and operations as well as security deposit accounts held for tenants.

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2. **Summary of Significant Accounting Policies (Continued)**

The following table provides a reconciliation of cash and cash equivalents and restricted cash reported within the consolidated statements of financial position that sum to the total of the same such amounts shown in the consolidated statements of cash flows at August 31:

	2022	2021
Cash and cash equivalents	$14,837,761	$14,389,013
Restricted cash	79,819	82,461
	$14,917,580	$14,471,474

Assets Limited as to Use and Investments

Assets limited as to use consists of cash and cash equivalents, short-term certificates of deposit with original maturities greater than 90 days, but less than one year, and investments. Investments are stated at fair value. Realized gains and losses on investments are computed on a specific identification basis. The changes in net unrealized and realized gains and losses on investments are recorded in other non-operating expenses, gains and losses in the accompanying consolidated statements of activities and changes in net assets. Donated securities are stated at fair value determined at the date of donation.

Beneficial Interest in Trust

Easter Seals NH is the beneficiary of a trust held by others recorded in other assets in the accompanying consolidated statements of financial position. Easter Seals NH has recorded as an asset the fair value of its interest in the trust and such amount is included in net assets with donor restrictions, based on the underlying donor stipulations. The change in the interest due to fair value change is recorded within other non-operating expenses, gains and losses as activity with donor restrictions.

Fixed Assets

Fixed assets are recorded at cost less accumulated depreciation and amortization. Expenditures for maintenance and repairs are charged to expense as incurred, and expenditures for major renovations are capitalized. Depreciation is computed on the straight-line method over the estimated useful lives of the underlying assets. Leasehold improvements are amortized using the straight-line method over the shorter of the lease term or the estimated useful life of the asset.

Fixed assets obtained by Easter Seals NH as a result of acquisitions on or after September 1, 2011 are recorded at estimated fair value as of the date of the acquisition in accordance with generally accepted accounting principles guidance for acquisitions by a not-for-profit entity.

Donated property and equipment not subject to donor stipulated conditions is recorded at fair value at the date of donation. If donors stipulate how long the assets must be used, the contributions are recorded as restricted support or, if significant uncertainties exist, as deferred revenue pending resolution of the uncertainties. In the absence of such stipulations, contributions of property and equipment are recorded as support without donor restrictions. See also note 8.

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2. **Summary of Significant Accounting Policies (Continued)**

Long-Lived Assets

When there is an indication of impairment, management considers whether long-lived assets are impaired by comparing gross future undiscounted cash flows expected to be generated from utilizing the assets to their carrying amounts. If cash flows are not sufficient to recover the carrying amount of the assets, impairment has occurred, and the assets are written down to their fair value. Significant estimates and assumptions are required to be made by management in order to evaluate possible impairment.

Certain long-lived assets were deemed impaired in 2022. See note 8. No long-lived assets were deemed impaired at August 31, 2021.

Bond Issuance Costs

Bond issuance costs are being amortized to interest expense using the straight-line method over the repayment period of the related bonds, or the expected time until the next refinancing, whichever is shorter. Interest expense recognized on the amortization of bond issuance costs during 2022 and 2021 was $6,110. The bond issuance costs are presented as a component of long-term debt on the accompanying consolidated statements of financial position.

Revenue Recognition and Program and Other Accounts Receivable

Easter Seals NH accounts for revenues (mainly relating to fees and tuition in the accompanying consolidated statements of activities and changes in net assets) under Accounting Standards Codification (ASC) 606, *Revenue from Contracts with Customers*, and determines the amount of revenue to be recognized through application of the following steps:

- Identification of the contract with a customer;
- Identification of the performance obligations in the contract;
- Determination of the transaction price;
- Allocation of the transaction price to the performance obligations in the contract; and
- Recognition of revenue when or as Easter Seals NH satisfies the performance obligations.

Easter Seals NH determines the transaction price based on standard charges for goods and services provided, reduced by any applicable discounts, contractual adjustments provided to third-party payors, or explicit and implicit price concessions provided to groups or individuals. A performance obligation is a promise in a contract with a customer to transfer products or services that are distinct. Determining whether products and services are distinct performance obligations that should be accounted for separately or combined as one unit of accounting may require significant judgement.

A significant portion of Easter Seals NH's revenues are derived through arrangements with third-party payors that provide for payment at amounts different from its established rates. Payment arrangements include discounted charges and prospectively determined payments. As such, Easter Seals NH is dependent on these payors in order to carry out its operating activities. There is at least a reasonable possibility that recorded estimates could change by a material amount in the near term. Differences between amounts previously estimated and amounts subsequently determined to be recoverable or payable are included in fees and tuition in the year that such amounts become known.

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2. **Summary of Significant Accounting Policies (Continued)**

Revenues are recognized when performance obligations are satisfied, or attributable to the period in which specific terms of the funding agreement are satisfied, and to the extent that expenses have been incurred for the purposes specified by the funding source. Revenue balances in excess of the foregoing amounts are deferred until any restrictions are met or allowable expenditures are incurred.

The collection of outstanding receivables from third-party payors, patients and other clients is Easter Seals NH's primary source of cash and is critical to its operating performance. The primary collection risks relate to uninsured accounts, including accounts for which the primary insurance carrier has paid the amounts covered by the applicable agreement, but individual responsibility amounts (deductibles and copayments) remain outstanding. Implicit price concessions relate primarily to amounts due directly from patients and other clients. Estimated implicit price concessions are recorded for all uninsured accounts, regardless of the aging of those accounts. Accounts are written off when all reasonable internal and external collection efforts have been performed. The estimates for implicit price concessions are based upon management's assessment of historical write-offs and expected net collections, business and economic conditions, trends in federal, state and private employer health care coverage and other collection indicators. Management relies on the results of detailed reviews of historical write-offs and collections at facilities and programs that represent a majority of revenues and accounts receivable (the "hindsight analysis") as a primary source of information in estimating the collectability of accounts receivable. Management performs the hindsight analysis regularly, utilizing rolling accounts receivable collection and write-off data. Management believes its regular updates to the estimated implicit price concession amounts provide reasonable estimates of revenues and valuations of accounts receivable. These routine, regular changes in estimates have not resulted in material adjustments to the valuations of accounts receivable or period-to-period comparisons of operations. At August 31, 2022 and 2021, estimated implicit price concessions of $855,900 and $1,079,600, respectively, had been recorded as reductions to program and other accounts receivable balances to enable Easter Seals NH to record revenues and accounts receivable at the estimated amounts expected to be collected.

Unconditional contributions are recognized when the promise to give is made and are recorded at the net present value of estimated future cash flows.

Advertising

Easter Seals NH's policy is to expense advertising costs as incurred.

Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the accompanying consolidated statements of activities and changes in net assets. Accordingly, certain costs have been allocated among the programs and supporting services based mainly on time records and estimates made by Easter Seals NH's management.

Charity Care (Unaudited)

Easter Seals NH has a formal charity care policy under which program fees are subsidized as determined by the Board of Directors. Free and subsidized services are rendered in accordance with decisions made by the Board of Directors and, at established charges, amounted to approximately $8,099,000 and $6,850,000 for the years ended August 31, 2022, and 2021, respectively.

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2. **Summary of Significant Accounting Policies (Continued)**

Income Taxes

Easter Seals New Hampshire, Inc., Easter Seals Maine, Inc. (prior to dissolution on August 31, 2022), Easter Seals VT and Farnum Center are exempt from both federal and state income taxes under Section 501(c)(3) of the Internal Revenue Code, with the exception of certain federal taxes applicable to not-for-profit entities.

Tax-exempt organizations could be required to record an obligation for income taxes as the result of a tax position historically taken on various tax exposure items including unrelated business income or tax status. In accordance with U.S. GAAP, assets and liabilities are established for uncertain tax positions taken or positions expected to be taken in income tax returns when such positions are judged to not meet the "more-likely-than-not" threshold, based upon the technical merits of the position.

Champlin Place, Inc. is a for-profit organization subject to Federal and state taxes. Deferred income taxes of Champlin Place, Inc. are computed using the asset and liability method under which deferred income tax assets and liabilities are computed based on temporary differences between the financial statement and tax bases of assets and/or liabilities which will result in taxable or deductible amounts on future tax returns. Champlin Place, Inc. records a valuation allowance against any deferred tax assets when it determines it is unlikely that the tax asset will be realized. No significant deferred income taxes have been realized for Champlin Place, Inc. since the entity's inception.

Management has evaluated tax positions taken by Easter Seals New Hampshire, Inc., Easter Seals Maine, Inc., Easter Seals VT and Farnum Center on their respective filed tax returns and concluded that the organizations have maintained their tax-exempt status, do not have any significant unrelated business income, and have taken no uncertain tax positions that require adjustment to or disclosure in the accompanying consolidated financial statements. Champlin Place, Inc.'s management has determined that Champlin Place, Inc. has not taken, nor expects to take, any uncertain tax positions in any income tax return.

Use of Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements. Estimates also affect the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates. Estimates are used in accounting for explicit and implicit price concessions in revenue, workers' compensation liabilities and contingencies.

Derivatives and Hedging Activities

Accounting guidance requires that Easter Seals NH record as an asset or liability the fair value of the interest rate swap agreement described in note 11. Easter Seals NH is exposed to repayment loss equal to the net amounts receivable under the swap agreement (not the notional amount) in the event of nonperformance of the other party to the swap agreement. However, Easter Seals NH does not anticipate nonperformance and does not obtain collateral from the other party.

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2. **Summary of Significant Accounting Policies (Continued)**

As of August 31, 2022, and 2021, Easter Seals NH had recognized a liability of $995,184 and $2,238,251, respectively, as a result of the interest rate swap agreements discussed in note 11. As a result of changes in the fair value of these derivative financial instruments, Easter Seals NH recognized an increase in net assets of $1,243,067 and $658,823 for the years ended August 31, 2022 and 2021, respectively, in the accompanying consolidated statements of activities and changes in net assets.

Increase (Decrease) in Net Assets from Operations

For purposes of display, transactions deemed by management to be ongoing, major or central to the provision of services are reported as revenue and expenses that comprise the increase (decrease) in net assets from operations. The primary transactions reported as other non-operating expenses, gains and losses include the adjustment to fair value of interest rate swaps, the change in the fair value of beneficial interest in trust held by others, gains and losses on sales, disposals and impairment of fixed assets, the contribution of assets from affiliation (see note 15) and net realized and unrealized gains and losses on investments.

Recent Accounting Pronouncements

In February 2016, the FASB issued Accounting Standards Update (ASU) No. 2016-02, *Leases* (Topic 842). Under ASU 2016-02, at the commencement of a long-term lease, lessees will recognize a liability equivalent to the discounted payments due under the lease agreement, as well as an offsetting right-of-use asset. Lessees (for capital and operating leases) must apply a modified retrospective transition approach for leases existing at, or entered into after, the beginning of the earliest comparative period presented in the consolidated financial statements, with certain practical expedients available. In July 2018, the FASB issued ASU 2018-10, *Codification Improvements to Topic 842, Leases*, which seeks to clarify ASU 2016-02 with respect to certain aspects of the update and ASU 2018-11, *Leases (Topic 842) – Targeted Improvements*, which provides transition relief on comparative reporting upon adoption of the ASU. The guidance is effective for Easter Seals NH on September 1, 2022. Easter Seals NH has evaluated the impact of the pending adoption of this standard on its consolidated financial statements and estimates that the right-of-use asset and operating lease liability to be recorded at September 1, 2022 will approximate $2,807,000.

In September 2020, the FASB issued ASU No. 2020-07, *Not-for-Profit Entities (Topic 958): Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets*. ASU 2020-07 enhances the presentation of disclosure requirements for contributed nonfinancial assets. ASU 2020-07 requires entities to present contributed nonfinancial assets as a separate line item in the statements of activities and disclose the amount of contributed nonfinancial assets recognized within the statements of activities by category that depicts the type of contributed nonfinancial assets, as well as a description of any donor-imposed restrictions associated with the contributed nonfinancial assets and the valuation techniques used to arrive at a fair value measure at initial recognition. ASU 2020-07 is effective for Easter Seals NH and was adopted on September 1, 2021. The adoption of this ASU did not have a significant impact on Easter Seals NH's consolidated financial statements.

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2. Summary of Significant Accounting Policies (Continued)

Subsequent Events

Events occurring after the statement of financial position date are evaluated by management to determine whether such events should be recognized or disclosed in the consolidated financial statements. Management has evaluated events occurring between the end of Easter Seals NH's fiscal year end and December 20, 2022, the date these consolidated financial statements were available to be issued.

3. Classification of Net Assets

The following provides a description of the net asset classifications represented in the Easter Seals NH consolidated statements of financial position:

In accordance with *Uniform Prudent Management of Institutional Funds Act* (UPMIFA), net assets are classified and reported based on the existence or absence of donor-imposed restrictions. Net assets with donor restrictions include contributions and endowment investment earnings subject to donor-imposed restrictions, as well as irrevocable trusts and contributions receivable. Some donor-imposed restrictions are temporary in nature with restrictions that are expected to be met either by actions of Easter Seals NH and/or the passage of time. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources are to be maintained in perpetuity, the income from which is expendable to support all activities of the organization, or as stipulated by the donor.

Donor-restricted contributions whose restrictions are met within the same year as received are reported as support without donor restrictions in the accompanying consolidated financial statements.

In accordance with UPMIFA, Easter Seals NH considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds: (a) the duration and preservation of the fund; (b) the purpose of the organization and the donor-restricted endowment fund; (c) general economic conditions; (d) the possible effect of inflation and deflation; (e) the expected total return from income and the appreciation of investments; (f) other resources of the organization; and (g) the investment policies of the organization.

Revenues are reported as increases in net assets without donor restrictions unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in net assets without donor restrictions. Gains and losses on investments and other assets or liabilities are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulation or by law. Expirations of donor-imposed restrictions on net assets (i.e. the donor-stipulated purpose has been fulfilled and/or the stipulated time period has elapsed) are reported as reclassifications between the applicable classes of net assets.

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3. Classification of Net Assets (Continued)

Endowment Net Asset Composition by Type of Fund

The major categories of endowment funds included in net assets with donor restrictions at August 31, 2022 and 2021 are as follows:

	Original Donor Restricted Gift Maintained in Perpetuity	Accumulated Investment Gains	Total
2022			
Other initiatives	$1,462,085	$ 26,757	$1,488,842
Operations	3,838,633	–	3,838,633
Total endowment net assets	$5,300,718	$ 26,757	$5,327,475
2021			
Other initiatives	$1,437,096	$227,759	$1,664,855
Operations	3,712,974	–	3,712,974
Total endowment net assets	$5,150,070	$227,759	$5,377,829

Changes in Endowment Net Assets

During the years ended August 31, 2022 and 2021, Easter Seals NH had the following endowment-related activities:

Net endowment assets, August 31, 2020	$5,256,534
Investment return:	
Investment income, net of fees	105,151
Net appreciation (realized and unrealized), net	56,955
Contributions	41,921
Appropriated for expenditure	(82,732)
Net endowment assets, August 31, 2021	5,377,829
Investment return:	
Investment income, net of fees	66,470
Net appreciation (realized and unrealized), net	12,536
Contributions	96,811
Appropriated for expenditure	(226,171)
Net endowment assets, August 31, 2022	$5,327,475

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3. Classification of Net Assets (Continued)

Net assets were released from donor restrictions as follows for the years ended August 31:

	2022	2021
Satisfaction of donor restrictions	$223,756	$754,895
Release of appropriated endowment funds	226,171	82,732
	$449,927	$837,627

In addition to endowment net assets, Easter Seals NH also maintains non-endowed funds. The major categories of non-endowment funds, at August 31, 2022 and 2021 are as follows:

	Without Donor Restrictions	With Donor Restrictions	Total Non-Endowment Net Assets
2022			
Other initiatives	$ 134,429	$466,798	$ 601,227
Operations	37,316,437	184,442	37,500,879
Total non-endowment net assets	$37,450,866	$651,240	$38,102,106
2021			
Other initiatives	$ 3,348,849	$516,330	$ 3,865,179
Operations	27,677,615	224,358	27,901,973
Total non-endowment net assets	$31,026,464	$740,688	$31,767,152

From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor requires Easter Seals NH to retain as a fund of permanent duration. Deficiencies of this nature are reported in net assets with donor restrictions. There were no deficiencies between the fair value of the investments of the endowment funds and the level required by donor stipulation at August 31, 2022 or 2021.

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3. Classification of Net Assets (Continued)

Net assets with donor restrictions

Net assets with donor restrictions are available for the following purposes at August 31:

	2022	2021
Purpose restriction:		
Other initiatives	$ 466,798	$ 516,330
Operations	47,200	83,514
	513,998	599,844
Perpetual in nature:		
Original donor restricted gift amount and amounts required to be maintained by donor	5,307,363	5,171,595
Investments, gains and income from which is donor restricted	26,757	227,759
Beneficial interest in perpetual trust	130,597	119,319
	5,464,717	5,518,673
Total net assets with donor restrictions	$5,978,715	$6,118,517

Net assets with donor restrictions are managed in accordance with donor intent and are invested in various portfolios.

Investment and Spending Policies

Easter Seals NH has adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that Easter Seals NH must hold in perpetuity or for a donor-specified period. Under this policy, as approved by the Board of Directors, the endowment assets are invested in a manner that is intended to produce results that exceed the price and yield results of an appropriate market index while assuming a moderate level of investment risk. Easter Seals NH expects its endowment funds to provide an average rate of return over a five-year period equal to the rate of 2% over the inflation rate. Actual returns in any given year may vary from this amount.

To satisfy its long-term rate-of-return objectives, Easter Seals NH relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). Easter Seals NH targets a diversified asset allocation that places a greater emphasis on equity-based investments to achieve its long-term return objectives within prudent risk constraints.

Easter Seals NH may appropriate for distribution some or all of the earnings and appreciation on its endowment for funding of operations. In establishing this policy, Easter Seals NH considered the objective to maintain the purchasing power of the endowment assets held in perpetuity or for a specified term as well as to, so long as it would not detract from Easter Seals NH's critical goals and initiatives, provide additional real growth through new gifts and investment return.

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4. Liquidity and Availability

Financial assets available for general expenditure, such as for operating expenses, and which are without donor or other restrictions limiting their use, within one year of the consolidated statements of financial position date (August 31, 2022), comprise the following:

Cash and cash equivalents	$14,837,761
Short-term investments, at fair value	10,055,639
Program and other accounts receivable	9,748,641
Accounts receivable from related entity	394,316
Contributions receivable, net	172,253
	35,208,610
Investments, at fair value	13,419,355
	48,627,965
Less: net assets with donor restrictions	(5,978,715)
	$42,649,250

To manage liquidity, Easter Seals NH maintains sufficient cash and cash equivalent balances to support daily operations throughout the year. Cash and cash equivalents include bank deposits, money market funds, and other similar vehicles that generate a return on cash and provide daily liquidity to Easter Seals NH. The management of Easter Seals NH has implemented a practice to establish cash reserves on hand that can be utilized at the discretion of management to help fund both operational needs and/or capital projects. As of August 31, 2022, and 2021, approximately $10,200,000 and $10,177,000, respectively, of cash and cash equivalents, and approximately $10,056,000 and $10,681,000, respectively, of investments were on-hand under this practice. Because such funds are available and may be used in current operations, they have been classified as current in the accompanying consolidated statements of financial position.

5. Contributions Receivable

Contributions receivable from donors as of August 31, 2022 and 2021 are $197,962 and $236,642, respectively, net of an allowance for doubtful accounts of $17,329 and $27,931, respectively. The long-term portion of contributions receivable is recorded in other assets in the accompanying consolidated statements of financial position. Gross contributions are due as follows at August 31, 2022:

2023	$189,582
2024	3,380
2025	2,000
2026	2,000
2027	1,000
	$197,962

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6. Revenues

Revenue by Easter Seals NH's core programs included in fees and tuition and grants consisted of the following:

	Fees and Tuition	Grants	Total
2022			
Residential and educational services	$33,336,907	$ 478,631	$33,815,538
Community based services	2,529,116	21,853,895	24,383,011
Farnum Center	5,912,587	3,175,028	9,087,615
Family support services	6,796,612	515,896	7,312,508
Senior services	4,332,135	1,567,091	5,899,226
Transportation services	3,649,934	21,928	3,671,862
Outpatient and early support services	1,030,926	1,787,197	2,818,123
Children development services	1,661,031	494,511	2,155,542
Workforce development	1,878,376	1,125	1,879,501
Other programs	786,996	1,734,848	2,521,844
	$61,914,620	$31,630,150	$93,544,770

	Fees and Tuition	Grants	Total
2021			
Residential and educational services	$28,646,886	$ 982,152	$29,629,038
Community based services	2,190,706	20,537,778	22,728,484
Farnum Center	9,104,776	3,875,518	12,980,294
Family support services	7,150,066	352,915	7,502,981
Senior services	3,831,492	2,018,562	5,850,054
Transportation services	2,999,166	36,563	3,035,729
Outpatient and early support services	1,037,854	1,580,370	2,618,224
Children development services	1,922,827	587,504	2,510,331
Workforce development	2,111,411	5,831	2,117,242
Other programs	1,025,577	3,119,181	4,144,758
	$60,020,761	$33,096,374	$93,117,135

Revenues related to providing health services are recorded at the contracted rate for those that involved a third-party payor and less any implicit price concession. Substantially all such adjustments in 2022 and 2021 are related to Farnum Center. A breakdown of Farnum Center's revenue reflected in fees and tuition in 2022 and 2021 from major payor sources is as follows:

	2022	2021
Private payors (includes coinsurance and deductibles)	$1,633,018	$ 2,845,213
Medicaid	4,279,742	6,243,173
Medicare	14,237	38,368
Self-pay	24,668	(21,978)
	$5,951,665	$ 9,104,776

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6. Revenues (Continued)

In response to the coronavirus (COVID-19) pandemic, Easter Seals NH qualified for certain federal grant funding through the *Coronavirus Aid, Relief and Economic Security Act* (CARES Act) and CARES Act Provider Relief Funding. As of August 31, 2022, and 2021, Easter Seals NH received approximately $1,846,000 and $10,500,000, respectively, of which approximately $900,000 and $4,600,000, respectively, was paid to employees either in the form of bonuses for retention and recruitment or employees who qualified for the additional payments under certain programs. Easter Seals NH also entered a Payroll Protection Program loan in 2021 which was forgiven on February 2, 2022 (see note 11).

7. Leases

Operating

Easter Seals NH leases certain assets under various arrangements which have been classified as operating leases. Total expense under all leases (including month-to-month leases) was approximately $1,200,000 and $1,145,000 for the years ended August 31, 2022 and 2021, respectively. Some of these leases have terms which include renewal options, and others may be terminated at Easter Seals NH's option without substantial penalty. Future minimum payments required under the leases in effect at August 31, 2022, through the remaining contractual term of the underlying lease agreements, are as follows:

2023	$1,077,760
2024	579,592
2025	381,288
2026	276,403
2027	231,914
Thereafter	28,269
Total	$2,575,226

8. Fixed Assets

Fixed assets consist of the following at August 31:

	2022	2021
Buildings	$ 32,931,032	$ 34,233,240
Land and land improvements	3,930,144	4,565,183
Leasehold improvements	77,686	79,367
Office equipment and furniture	9,901,651	10,032,195
Vehicles	2,461,097	2,467,043
Construction in progress	439,135	678,379
	49,740,745	52,055,407
Less accumulated depreciation and amortization	(22,524,502)	(22,155,606)
	$ 27,216,243	$ 29,899,801

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8. Fixed Assets (Continued)

Depreciation and amortization expense related to fixed assets totaled $2,003,836 and $1,992,894 in 2022 and 2021, respectively.

Effective November 13, 2021, Farnum Center no longer provided certain residential treatments at its Franklin, New Hampshire location. On June 29, 2022, Easter Seals New Hampshire, Inc. was awarded a grant agreement totaling $22,974,523 with the State of New Hampshire, Governor's Office of Emergency Relief and Recovery. This grant will support the construction of a mixed housing, supportive services, and retreat campus for veterans and their families located in Franklin, New Hampshire. Easter Seals New Hampshire, Inc. is obligated to complete the project prior to December 31, 2026. No amounts of this grant were utilized through August 31, 2022. Due to this agreement and the extensive nature of the renovation, Easter Seals New Hampshire, Inc. disposed of certain fixed assets associated with the residential treatment center that was closed in November 2021 resulting in recognition of impairment of fixed assets of approximately $1,882,000 in the accompanying 2022 consolidated statement of activities and changes in net assets.

9. Investments and Assets Limited as to Use

Investments and assets limited as to use, at fair value, are as follows at August 31:

	2022	2021
Cash and cash equivalents	$ 252,648	$ 242,131
Marketable equity securities	1,744,099	2,239,468
Mutual funds	22,406,691	25,484,877
Corporate and foreign bonds	287,951	397,883
Government and agency securities	621,050	564,182
	25,312,439	28,928,541
Less: assets limited as to use	(1,837,445)	(2,357,939)
Total investments, at fair value	$23,474,994	$26,570,602

The composition of assets limited as to use totaling $1,837,445 and $2,357,939 at August 31, 2022 and 2021, respectively, are investments under a deferred compensation plan (see note 10) at fair value.

10. Retirement Plans

Easter Seals NH maintains a Section 403(b) Plan (a defined contribution retirement plan), which covers substantially all employees. Eligible employees may contribute any whole percentage of their annual salary. Easter Seals NH makes a matching contribution for eligible employees equal to 100% of the participants' elective deferrals limited to 3% of the participants' allowable compensation each pay period. The combined amount of employer and employee contributions is subject by law to annual maximum amounts. The employer match was approximately $645,000 and $816,000 for the years ended August 31, 2022 and 2021, respectively.

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10. Retirement Plans (Continued)

Easter Seals NH offers, to certain management personnel, the option to participate in an Internal Revenue Code Section 457 Deferred Compensation Plan to which the organization may make a discretionary contribution. The employees' accounts are not available until termination, retirement, death or an unforeseeable emergency. Easter Seals NH contributed approximately $101,210 and $84,000 to this plan during the years ended August 31, 2022 and 2021, respectively. The assets and liabilities associated with this plan were $1,837,445 and $2,357,939 at August 31, 2022 and 2021, respectively, and are included within assets limited as to use and other liabilities in the accompanying consolidated statements of financial position.

11. Borrowings

Borrowings consist of the following at August 31:

	2022	2021
Revenue Bonds, Series 2016A, tax exempt, issued through the New Hampshire Health and Education Facilities Authority (NHHEFA), with an annual LIBOR-based variable rate equal to the sum of (a) 0.6501 times one-month LIBOR, plus (b) 0.6501 times 2.45% (3.14% at August 31, 2022), due in annual principal payments increasing from $49,167 to $62,917 with a final payment of $6,875,413 due in May 2027, secured by a pledge of all gross revenues and negative pledge of cash, investments and real estate.	$10,061,668	$10,643,336
Revenue Bonds, Series 2016B, tax exempt, issued through NHHEFA, with a fixed rate at 3.47%, annual principal payments continually increasing from $17,430 to $21,180 with a final payment of $4,521,598 due in May 2027, secured by a pledge of all gross revenues and negative pledge of cash, investments and real estate.	5,655,563	5,897,177
Various notes payable to a bank with fixed interest rate of 2.24%, various principal and interest payments ranging from $419 to $1,070 payable monthly through dates ranging from September 2021 through September 2025, secured by vehicles with a net book value of $173,523 at August 31, 2022.	174,119	256,662
Mortgage note payable to a bank with a fixed rate of 3.25%. Principal and interest of $12,200 payable monthly, due in February 2030, secured by an interest in certain property with a net book value of $2,691,921 at August 31, 2022.	1,995,428	2,074,653
Note payable to the City of Rochester, New Hampshire, payable in annual payments of $16,408, including interest at 3.35% and net of $7,290 of principal and interest loan funding grant, through July 1, 2027, secured by an interest in certain property, paid off in June 2022 at no penalty.	–	87,859
Payroll Protection Program loan, 1% interest, advance amount payable in equal monthly payments of principal and interest commencing on the first business day after the end of the deferment period (July 31, 2022), forgiven in February 2022.	–	10,000,000

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11. Borrowings (Continued)

	2022	2021
Note payable to NHHFA, 0% interest, repaid at the time of construction loan closing on the project or the project being determined infeasible by the Authority, in which case, the loan shall be forgiven, and no repayment expected. Paid off in July 2022 at no penalty.	$ –	$ 45,000
Note payable to NHHFA, 0% interest, conditional repayment terms, based off surplus cash availability, due October 2031, secured by an interest in certain property with a net book value of $767,351 at August 31, 2022.	531,486	531,486
Note payable to NHHFA, 0% interest, conditional repayment terms, based off surplus cash availability, due March 2040, secured by an interest in certain property with a net book value of $529,443 at August 31, 2022.	492,448	492,448
Note payable to the City of Manchester, New Hampshire, 0% interest, annual principal payable of $4,518 on October 1 each year for 10 years through October 2026 secured by an interest in certain property with a net book value of $767,351 at August 31, 2022.	67,762	72,280
	18,978,474	30,100,901
Less current portion	(1,016,962)	(1,222,914)
Less net unamortized bond issuance costs	(100,506)	(106,616)
	$17,861,006	$28,771,371

Principal payments on long-term debt for each of the following years ending August 31 are as follows:

2023	$ 1,016,962
2024	1,020,737
2025	1,032,876
2026	1,050,365
2027	1,139,574
Thereafter	13,717,960
	$18,978,474

Lines of Credit and Other Financing Arrangements

Easter Seals New Hampshire, Inc. has an agreement with a bank for a $500,000 revolving equipment line, which can be used to fund the purchase of New Hampshire titled vehicles for use by Easter Seals New Hampshire, Inc. on demand. Advances are converted to term notes as utilized. The interest rate charged on outstanding borrowings is a fixed rate equal to the then Business Vehicle Rate at the time of the advance for maturities up to a five-year term. Included in long-term debt are eight notes payable totaling $174,119 and seventeen notes payable totaling $256,662 at August 31, 2022 and 2021, respectively, which originated under this agreement. Availability under this agreement at August 31, 2022 and 2021 is $325,881 and $243,338, respectively.

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11. Borrowings (Continued)

On August 31, 2015, Easter Seals New Hampshire, Inc. entered into a revolving line of credit with a bank. On February 26, 2019, an amendment changed the borrowing availability from $4 million to $7 million (a portion of which is secured by available letters of credit of $24,000). On July 16, 2020, an amendment changed the outstanding advances from due on demand to a firm maturity date of June 30, 2022 and the interest rate charged on outstanding borrowings was revised to be the one-month LIBOR rate plus 2.25%. On June 29, 2022, an amendment changed the interest rate charged on outstanding borrowings to be the one-month BSBY rate plus 2.25% (4.66% at August 31, 2022), and the maturity date was extended to June 30, 2023. Under an event of default, the interest rate will increase from the one-month BSBY rate plus 2.25% to the then applicable interest rate plus 5.00%. The line is secured by a first priority interest in all business assets of Easter Seals New Hampshire, Inc. with guarantees from Easter Seals Vermont, Inc. and Farnum Center. The agreement requires that collective borrowings under the line of credit be reduced to $1,000,000 for 30 consecutive days during each calendar year. There were no amounts outstanding under this revolving line of credit agreement at August 31, 2022 and 2021.

On July 16, 2020, Easter Seals New Hampshire, Inc. entered into a revolving line of credit with a bank with borrowing availability of up to $4 million. Outstanding advances were due upon the expiration date on November 16, 2020, and the revolving line of credit was not renewed upon expiration.

NHHEFA 2016A and 2016B Revenue Bonds

On December 20, 2016, Easter Seals New Hampshire, Inc. issued $13,015,000 in Series 2016A Tax Exempt Revenue Bonds. These bonds were used to refinance the Series 2004A Revenue Bonds.

Also, on December 20, 2016, Easter Seals New Hampshire, Inc. issued $9,175,000 in Series 2016B Tax Exempt Revenue Bonds. The bonds were issued to refinance an existing mortgage and to obtain funds for certain planned capital projects.

Mortgage Notes Payable

On February 18, 2015, Easter Seals New Hampshire, Inc. and Farnum Center entered into a $2,480,000 mortgage note payable to finance the acquisition of certain property located in Franklin, New Hampshire. The initial interest rate charged is fixed at 3.25%. Monthly principal and interest payments are $12,200, and all remaining outstanding principal and interest is due on February 18, 2030. The note is secured by the property.

Effective July 1, 2021, Easter Seals New Hampshire, Inc. has assumed responsibility of the agreement that was made between The Way Home, Inc. (the Organization) and NHHFA dated October 11, 2001 that obtained federal funding through the HOME Investment Partnership Programs (see note 15). The funds were used for improvements on 214 Spruce Street in Manchester, New Hampshire. The interest rate charged is fixed at 0.00%. As defined in accordance with the regulatory agreement that expires on October 11, 2031, repayment of the balance is conditional based on if surplus cash available exceeds 25%, until the project is sold or refinanced, or upon expiration of the regulatory agreement. So long as the Organization continues to comply with the terms of the loan to provide housing and related services to low income, nearly homeless families, the Organization will not be required to repay this loan or any interest. The note is secured by the property. No payments were made in 2022.

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11. Borrowings (Continued)

Effective July 1, 2021, Easter Seals New Hampshire, Inc. has assumed responsibility for the agreement that was made between the Organization and NHHFA dated March 17, 2010. The funds were used for the acquisition, construction and permanent financing on 224 Spruce Street in Manchester, New Hampshire. The interest rate charged is fixed at 0.00%. As defined in accordance with the regulatory agreement that expires on March 17, 2040, repayment of the balance is conditional based on if surplus cash available exceeds 50%, until the project is sold or refinanced, or upon expiration of the regulatory agreement. The note is secured by the property. No payments were made in 2022.

Notes Payable

Effective September 1, 2018, Easter Seals New Hampshire, Inc. has assumed responsibility for the agreement that was made between The Homemakers Health Services, Inc. and the City of Rochester, New Hampshire that obtained grants and other funding commitments to fund the costs associated with the design and construction of an extension of the City of Rochester, New Hampshire's public sewer mains to service the Organization's property in Rochester, New Hampshire. The costs associated with the extension of the sewer main were $523,298, which was funded by grants of $181,925 and a promissory note, payable to the City of Rochester, New Hampshire of $341,373. The promissory note bears interest at 3.35% per annum. In addition, the City of Rochester, New Hampshire was approved for a loan funding grant in the amount of $145,798, which consisted of the loan principal funding of $105,018 and the loan interest funding of $40,780. A net principal promissory note payable of $236,355 was recorded with an issue date of July 1, 2017. This note payable was repaid in full in 2022.

On June 25, 2020, Easter Seals New Hampshire, Inc. entered into a $640,000 note payable with the State of New Hampshire Department of Health and Human Services COVID-19 Emergency Healthcare System Relief Fund (the Lender) to support critical services, costs of health care professionals and the purchase of personal protective equipment and cleaning/sanitization supplies due to the COVID-19 pandemic. At the Lender's discretion, this loan may be converted to a grant and forgiven. The Lender shall determine by November 30, 2020 whether it believes that any part of the funds being loaned should not be repaid in full. There is no interest paid to this note. In November 2020, a notification was received from the Lender that the full note amount was converted to a grant and forgiven.

On June 25, 2020, Farnum Center entered into a $500,000 note payable with the State of New Hampshire Department of Health and Human Services COVID-19 Emergency Healthcare System Relief Fund (the Lender) to support critical services, costs of health care professionals and the purchase of personal protective equipment and cleaning/sanitization supplies due to the COVID-19 pandemic. At the Lender's discretion, this note may be converted to a grant and forgiven. The Lender shall determine by November 30, 2020 whether it believes that any part of the funds being loaned should not be repaid in full. There is no interest paid to this note. In October 2020, a notification was received from the Lender that the full note amount was converted to a grant and forgiven.

On October 14, 2020, Easter Seals New Hampshire, Inc. entered into agreement with NHHFA for a technical assistance loan in an amount not to exceed $45,000 for the Rochester Supportive Housing Project (the project). The interest rate charged is fixed at 0.00%, and the loan shall be repaid at the time of construction loan closing on the project whether the project was financed with NHHFA funds or another funding source. Should the project not proceed to a closing, whether financed through NHHFA or another funding source, and the project be determined infeasible by NHHFA, then the loan shall be forgiven, and no repayment expected. In July 2022, this loan was been paid off by Easter Seals NH.

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11. Borrowings (Continued)

Effective July 1, 2021, Easter Seals New Hampshire, Inc. has assumed responsibility for the agreement dated July 1, 2016 that was made between the Organization and the City of Manchester through the Community Improvement Program. The funds were used for facility upgrades on 214 Spruce Street in Manchester, New Hampshire. The interest rate charged is fixed at 0.00%. Annual principal payments of $4,518 commencing October 1, 2017 can be forgiven through October 1, 2026 so long as the Organization can demonstrate the agreed-upon objectives have been achieved. On August 23, 2018, an amendment changed that the annual principal payments will be deferred from October 1, 2017 and resume October 1, 2022. The note is secured by the property.

Payroll Protection Program Loan

On April 16, 2021, Easter Seals NH entered into a promissory note for an unsecured loan in the amount of $10,000,000 through the Paycheck Protection Program (PPP) established by the CARES Act and administered by the U.S. Small Business Administration (SBA). The PPP provides loans to qualifying businesses for amounts up to 2.5 times the average monthly payroll expenses of the qualifying business. The loan and accrued interest had original terms that were forgivable after the covered period as long as the borrower used the loan proceeds for eligible purposes, including payroll, benefits, rent, and utilities, and maintains its payroll levels. The amount of loan forgiveness would be reduced if the borrower terminated employees or reduced salaries during the period. The PPP loan was made for the purpose of securing funding for salaries and wages of employees that may have otherwise been displaced by the outbreak of COVID-19 and the resulting detrimental impact on Easter Seals NH's business. Any unforgiven portion of the PPP loan bears interest at 1%, with a deferral of payments for the first ten months. Beginning February 16, 2022, principal and interest payments for any unforgiven portion of the PPP loan will be due monthly through April 16, 2026. The PPP loan may be prepaid at any time without penalty. Easter Seals NH accounted for the PPP loan in accordance with the FASB ASC Topic 470 and included the full $10,000,000 within debt in the August 31, 2021 consolidated statement of financial position. In February 2022, Easter Seals NH received approval for full forgiveness from the SBA. Upon receiving forgiveness during the year ended August 31, 2022, Easter Seals NH recognized a gain on extinguishment of long-term debt in the accompanying 2022 consolidated statement of activities and changes in net assets.

Interest Rate Swap Agreement

Easter Seals New Hampshire, Inc. has an interest rate swap agreement with a bank in connection with the Series 2004A NHHEFA Revenue Bonds. On December 1, 2016, an amendment to this agreement was executed in anticipation of the refinancing of the 2004A revenue bonds to change the interest rate charged from 3.54% to 3.62% and the floating rate from LIBOR times 0.67 to LIBOR times 0:6501. The swap agreement had an outstanding notional amount of $10,061,668 and $10,643,336 at August 31, 2022 and 2021, respectively, which reduces in conjunction with principal reductions until the agreement is terminated in November 2034.

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11. Borrowings (Continued)

The fair value of the above interest rate swap agreement totaled $995,184 and $2,238,251 at August 31, 2022 and 2021, respectively, $579,174 and $387,067 of which was current at August 31, 2022 and 2021, respectively. During the years ended August 31, 2022 and 2021, net payments required by the agreement totaled $338,761 and $391,075, respectively. These payments have been included in interest expense within the accompanying consolidated statements of activities and changes in net assets. See note 14 with respect to fair value determinations.

Debt Covenants

In connection with the bonds, lines of credit and various other notes payable described above, Easter Seals NH is required to comply with certain financial covenants including, but not limited to, minimum liquidity and debt service coverage ratios. At August 31, 2022, Easter Seals NH was in compliance with restrictive covenants specified under the NHHEFA bonds and other debt obligations.

12. Donated Services

A number of volunteers have donated their time in connection with Easter Seals NH's program services and fundraising campaigns. However, no amounts have been reflected in the accompanying consolidated financial statements for such donated services, as no objective basis is available to measure the value.

13. Related Party Transactions

Easter Seals NH is a member of Easter Seals, Inc. Membership fees to Easter Seals, Inc. were $130,276 and $105,185 for the years ended August 31, 2022 and 2021, respectively, and are reflected as support of National programs on the accompanying consolidated statements of activities and changes in net assets.

14. Fair Value of Financial Instruments

Fair value of a financial instrument is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at their measurement date. In determining fair value, Easter Seals NH uses various methods including market, income and cost approaches, and utilizes certain assumptions that market participants would use in pricing the asset or liability, including assumptions about risk and the risks inherent in factors used in the valuation. These factors may be readily observable, market corroborated, or generally unobservable. Easter Seals NH utilizes valuation techniques that maximize the use of observable factors and minimizes the use of unobservable factors.

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14. Fair Value of Financial Instruments (Continued)

Certain of Easter Seals NH's financial instruments are reported at fair value, which include beneficial interest held in trust, investments and the interest rate swap, and are classified by levels that rank the quality and reliability of the information used to determine fair value:

Level 1 – Valuations for financial instruments traded in active exchange markets, such as the New York Stock Exchange. Valuations are obtained from readily available pricing sources for market transactions involving identical instruments.

Level 2 – Valuations for financial instruments traded in less active dealer or broker markets. Valuations are obtained from third-party pricing services for identical or similar instruments.

Level 3 – Valuations for financial instruments derived from other methodologies, including option pricing models, discounted cash flow models and similar techniques, and not based on market exchange, dealer or broker traded transactions. Level 3 valuations incorporate certain assumptions and projections in determining fair value.

The following describes the valuation methodologies used to measure financial assets and liabilities at fair value. The levels relate to valuation only and do not necessarily indicate a measure of investment risk. There have been no changes in the methodologies used by Easter Seals NH at August 31, 2022 and 2021.

Investments and Assets Limited as to Use

Cash and cash equivalents are deemed to be Level 1. The fair values of marketable equity securities and mutual funds that are based upon quoted prices in active markets for identical assets are reflected as Level 1. Investments in certain government and agency securities and corporate and foreign bonds where securities are transparent and generally are based upon quoted prices in active markets are valued by the investment managers and reflected as Level 2.

Beneficial Interest in Trust Held by Others

The beneficial interest in trust held by others has been assigned fair value levels based on the fair value levels of the underlying investments within the trust. The fair values of marketable equity securities, money market and mutual funds are based upon quoted prices in active markets for identical assets and are reflected as Level 1. Investments in marketable equity securities and mutual funds where securities are transparent and generally are based upon quoted prices in active markets are valued by the investment managers and reflected as Level 2.

Interest Rate Swap Agreement

The fair value for the interest rate swap liability is included in Level 3 and is estimated by the counterparty using industry standard valuation models. These models project future cash flows and discount the future amounts to present value using market-based observable inputs, including interest rates.

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14. Fair Value of Financial Instruments (Continued)

At August 31, 2022 and 2021, Easter Seals NH's assets and liabilities measured at fair value on a recurring basis were classified as follows:

	Level 1	Level 2	Level 3	Total
2022				
Assets:				
Assets limited as to use and investments at fair value:				
Cash and cash equivalents	$ 252,648	$ –	$ –	$ 252,648
Marketable equity securities:				
Large-cap	1,284,778	–	–	1,284,778
International	459,321	–	–	459,321
Mutual funds; open-ended:				
Short-term fixed income	11,649,947	–	–	11,649,947
Intermediate-term bond fund	3,547,536	–	–	3,547,536
High yield bond fund	74,590	–	–	74,590
Foreign bond	19,577	–	–	19,577
Government securities	160,713	–	–	160,713
Emerging markets bond	376,551	–	–	376,551
International equities	1,290,322	–	–	1,290,322
Domestic, large-cap	1,058,579	–	–	1,058,579
Domestic, small-cap	118,360	–	–	118,360
Domestic, multi alt	300,029	–	–	300,029
Real estate fund	178,165	–	–	178,165
Mutual funds, closed-ended:				
Domestic, large-cap	2,794,158	–	–	2,794,158
Domestic, mid-cap	481,343	–	–	481,343
Domestic, small-cap	356,821	–	–	356,821
Corporate and foreign bonds	–	287,951	–	287,951
Government and agency securities	–	621,050	–	621,050
	$24,403,438	$ 909,001	$ –	$25,312,439
Beneficial interest in trust held by others:				
Money market funds	$ 1,568	$ –	$ –	$ 1,568
Marketable equity securities:				
Large-cap	96,378	–	–	96,378
Mutual funds:				
Domestic, fixed income	–	32,651	–	32,651
	$ 97,946	$ 32,651	$ –	$ 130,597
Liabilities:				
Interest rate swap agreement	$ –	$ –	$ 995,184	$ 995,184

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14. Fair Value of Financial Instruments (Continued)

	Level 1	Level 2	Level 3	Total
2021				
Assets:				
Assets limited as to use and investments at fair value:				
Cash and cash equivalents	$ 242,131	$ –	$ –	$ 242,131
Marketable equity securities:				
Large-cap	1,598,724	–	–	1,598,724
International	640,743	–	–	640,743
Mutual funds, open-ended:				
Short-term fixed income	12,415,237	–	–	12,415,237
Intermediate-term bond fund	3,051,709	–	–	3,051,709
High yield bond fund	86,611	–	–	86,611
Foreign bond	22,597	–	–	22,597
Government securities	165,842	–	–	165,842
Emerging markets bond	215,384	–	–	215,384
International equities	1,559,537	–	–	1,559,537
Domestic, large-cap	1,549,560	–	–	1,549,560
Domestic, small-cap	61,390	–	–	61,390
Domestic, multi alt	819,941	–	–	819,941
Real estate fund	220,075	–	–	220,075
Mutual funds, closed-ended:				
Domestic, large-cap	4,164,781	–	–	4,164,781
Domestic, mid-cap	465,969	–	–	465,969
Domestic, small-cap	686,244	–	–	686,244
Corporate and foreign bonds	–	397,883	–	397,883
Government and agency securities	–	564,183	–	564,183
	$27,966,475	$ 962,066	$ –	$28,928,541
Beneficial interest in trust held by others:				
Money market funds	$ 2,240	$ –	$ –	$ 2,240
Marketable equity securities:				
Large-cap	88,345	–	–	88,345
Mutual funds:				
Domestic, fixed income	–	28,734	–	28,734
	$ 90,585	$ 28,734	$ –	$ 119,319
Liabilities:				
Interest rate swap agreement	$ –	$ –	$2,238,251	$ 2,238,251

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14. Fair Value of Financial Instruments (Continued)

The table below sets forth a summary of changes in the fair value of Easter Seals NH's Level 3 liabilities for the years ended August 31, 2022 and 2021:

	Interest Rate Swap
Ending balance, August 31, 2020	$ (2,897,074)
Change in fair value	658,823
Ending balance, August 31, 2021	(2,238,251)
Change in fair value	1,243,067
Ending balance, August 31, 2022	$ (995,184)

15. Acquisition of The Way Home

On October 28, 2020, Easter Seals NH began providing financial and operational management to The Way Home (the Organization). On July 1, 2021, Easter Seals NH acquired the Organization for no consideration. This affiliation was accounted for in accordance with generally accepted accounting principles guidance on acquisitions by a not-for-profit entity. Upon affiliation, the Organization became a program of Easter Seals NH. The financial position of the Organization, recorded at fair value upon affiliation as of July 1, 2021, was as follows:

Assets:	
Cash and cash equivalents	$ 257,622
Restricted cash	107,791
Program and other accounts receivable	253,631
Prepaid expenses and other current assets	11,319
Other assets	252,995
Fixed assets	1,307,228
Total assets	2,190,586
Liabilities:	
Accrued expenses	(28,577)
Deferred revenue	(26,307)
Other liabilities	(336,916)
Long-term debt	(1,096,214)
Total liabilities	(1,488,014)
Contribution of net assets from acquisition	$ 702,572

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16. Champlin Place Limited Partnership

Champlin Place Limited Partnership (the Partnership) was formed in June 2022 as a limited partnership under the laws of the State of New Hampshire. The Partnership's purpose is to acquire, own, develop, construct and/or rehabilitate, lease, manage, and operate an apartment complex to be constructed and located at 215 Rochester Hill Road, Rochester, New Hampshire, comprised of 65 residential apartments benefiting low to moderate-income households (the Project). The Partnership's equity was contributed by its General Partner, Champlin Place, Inc., of which Easter Seals NH is the sole owner, and Housing New England Fund IV, a limited partner and unrelated party. The Partnership agreement provides for the allocation of profits and losses to the partners, proportionate to the equity contributed, as follows:

General Partner, Champlin Place, Inc. (wholly-owned by Easter Seals NH)	0.01%
Limited Partner, Housing New England Fund IV (an unrelated party)	99.99%

Capital Contributions

Easter Seals NH, as the sole owner of the General Partner, Champlin Place, Inc., has made its required capital contribution of $1,742 as of August 31, 2022, which is recorded as investment in related entity in the accompanying 2022 consolidated statement of financial position. Champlin Place, Inc. is obligated to make additional capital contributions in the amount of $155,078, which amounts are expected to be funded in October 2023.

Deferred Developer Fee

On June 30, 2022, Easter Seals NH entered into a Development Services Agreement for the Project, in which Easter Seals NH will earn up to $2,272,940 as a development fee for its services in connection with the construction and development of the Project. Under the Development Services Agreement, $250,000 was earned and recognized as other revenue by Easter Seals NH in the 2022 consolidated statement of activities and changes in net assets. The balance of the development fee will be earned on the date that the construction and development of the Project is substantially complete, and all dwelling units have been completed and are placed in service, with all balances to be paid prior to December 31, 2036.

Ground Lease

On June 30, 2022, Easter Seals NH entered into a ground lease with the Partnership for the land located at 215 Rochester Hill Road, Rochester, New Hampshire, with terms of 98 years from the date of execution. The Partnership will be required to pay Easter Seals NH base rent of $37,004 per annum, commencing on January 1, 2023, and continuing on each one-year anniversary date of the lease, payable from available cash flow, as defined in the agreement. If available cash flow is insufficient to pay the full amount of the base rent for any year, the unpaid portion will accrue interest at 3.43% per annum and be payable on a cumulative basis in the first year in which there is sufficient available cash flow or capital proceeds.

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16. Champlin Place Limited Partnership (Continued)

Community Development Block Grant Loan and Agreements

In 2022, the City of Rochester, New Hampshire was awarded a Community Development Block Grant by the Community Development Finance Authority. In turn, the City of Rochester, New Hampshire has granted a conditional grant of $975,000 to Easter Seals NH, which in turn will loan the funds to the Partnership to pay for site work improvements and certain construction costs of the Project through a leasehold mortgage that was executed on June 30, 2022 between Easter Seals NH and the Partnership. The loan accrues no interest, and is payable to Easter Seals NH in one lump sum 30 years from the date of the note (July 2052). In the event of default of this condition, Easter Seals NH has the right to recover all of the CDBG funds expended on the Project on behalf of the New Hampshire Community Development Loan Fund. The amount of CDBG funds subject to recovery may decrease over the twenty-year period at a rate negotiated between the City of Rochester and Easter Seals NH and approved by the Community Development Finance Authority. Also as defined in the leasehold mortgage, if the Partnership performs its obligations as defined in the agreement, then repayment of the leasehold mortgage will become void, therefore requiring no repayment by the Partnership to Easter Seals NH. Because of that provision, in 2023 Easter Seals NH will recognize offsetting assets and liabilities related to the $975,000 in funding received from the City of Rochester, New Hampshire and subsequent loan to the Partnership when cash flow associated with the grant and leasehold mortgage is expected.

Sponsor Loan and Terms

On June 30, 2022, in order to provide additional funding to the Partnership for upcoming site work and construction costs, Easter Seals NH entered into a $563,607 loan agreement with the Partnership. This loan bears interest at the rate of 0% and, at August 31, 2022, no amounts had been drawn on the loan by the Partnership. If not paid earlier, all outstanding principal and interest accrued must be repaid to Easter Seals NH on June 30, 2052. Payments of principal and interest are to be made to the extent of available cash flow, as defined in the agreement. If repayment is not made within thirty days of the maturity date, or if any payment due is not paid within thirty days of the due date, then interest will be payable on any unpaid sum at the rate of 12% per annum, compounded annually, until such amount is paid, or another means of payment is arranged.

Reimbursement Agreements

On June 30, 2022, Easter Seals NH entered into a Reimbursement Agreement with the Partnership to reimburse Easter Seals NH for all predevelopment expenses incurred by the Project that were paid by Easter Seals NH. The Partnership acknowledged and agreed that the Partnership is solely responsible to pay all project expenses not later than the date of the closing of the Partnership's construction loan for the Project, which was July 13, 2022. As of August 31, 2022, Easter Seals NH was owed $394,316 by the Partnership, which amount is recorded within accounts receivable from related entity in the accompanying 2022 consolidated statement of financial position.

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16. Champlin Place Limited Partnership (Continued)

Further, Easter Seals NH will be paid certain amounts under a Partnership Administration Agreement, dated as of June 30, 2022 between Easter Seals NH and the Partnership, whereby Easter Seals NH will provide various administrative services in exchange for fees of $4,875 per year beginning in 2023, increasing 3% annually beginning January 1, 2024.

Right of Refusal and Option Agreement

Through a Right of Refusal and Option Agreement dated June 30, 2022, the Partnership granted to Easter Seals NH certain rights of first refusal and options to purchase the Project, which, if elected, would include the 99.99% interest in the Project held by Housing New England Fund IV. As a result, Easter Seals NH has been granted an irrevocable, successive, and exclusive right of refusal to purchase the Project. Such right is exercisable for a period of 24-months beginning upon expiration of an initial 15-year compliance period, and continuing until the Partnership otherwise sells the Project.

Through a Right of Refusal and Opinion Agreement dated June 30, 2022, Housing New England Fund IV has the option to give written notice to Champlin Place, Inc. at any time following the end of the Credit Period, as defined, to require Champlin Place, Inc. to purchase the interest of Housing New England Fund IV for a price equal to the sum of: (i) $100, (ii) the amount of any federal, state or local tax liability required to be paid (including, without limitation, any real estate transfer or franchise taxes), (iii) any costs incurred by Housing New England Fund IV in connection with the transfer of its interest, and (iv) all amounts then due and owing to Housing New England Fund IV or its affiliates under the agreement. Upon receipt of such written notice of the put option, Champlin Place, Inc. shall purchase such interest and make all payments required within 30 days. At the date of these consolidated financial statements, the put option was not eligible to be exercised by Housing New England Fund IV, and it is expected that the Credit Period will extend through December 31, 2034.

Guaranty Agreement

On June 30, 2022, Easter Seals NH unconditionally guaranteed due payment, performance, and fulfillment of certain obligations of the Partnership and Housing New England Fund IV. Easter Seals NH's liability is generally limited and shall not exceed $402,000 in the aggregate, and the guaranty terminates upon the later of the 60th month anniversary of the stabilization date, as defined, and the date that the Partnership has achieved stabilized occupancy for five consecutive calendar years. However, should an operating deficit arise before the latest of permanent mortgage commencement or cost certification, as defined in the agreement, or the date the Project achieves 100% occupancy, then Easter Seals NH's obligation to advance funds to pay operating deficits shall be unlimited. At the date of these consolidated financial statements, no events or conditions have occurred that would trigger Easter Seals NH's performance under the guaranty agreement.

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OTHER FINANCIAL INFORMATION

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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATING STATEMENT OF FINANCIAL POSITION

August 31, 2022

ASSETS

	New Hampshire*	Farnum Center	Vermont	Maine	Elimin-ations	Total
Current assets:						
Cash and cash equivalents	$14,819,630	$ 520	$ 17,611	$ –	$ –	$14,837,761
Restricted cash	79,819	–	–	–	–	79,819
Short-term investments, at fair value	10,055,639	–	–	–	–	10,055,639
Accounts receivable from affiliates	–	9,187,000	573,894	–	(9,760,894)	–
Accounts receivable from related entity	394,316	–	–	–	–	394,316
Program and other accounts receivable	8,063,145	941,833	743,663	–	–	9,748,641
Contributions receivable, net	171,994	259	–	–	–	172,253
Prepaid expenses and other current assets	892,299	2,070	13,540	–	–	907,909
Total current assets	34,476,842	10,131,682	1,348,708	–	(9,760,894)	36,196,338
Assets limited as to use	1,834,925	2,520	–	–	–	1,837,445
Investments, at fair value	12,622,311	797,044	–	–	–	13,419,355
Investment in related entity	1,742	–	–	–	–	1,742
Other assets	349,154	–	–	–	–	349,154
Fixed assets, net	18,914,210	8,214,080	87,953	–	–	27,216,243
	$68,199,184	$19,145,326	$1,436,661	$ –	$(9,760,894)	$79,020,277

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LIABILITIES AND NET ASSETS

	New Hampshire*	Farnum Center	Vermont	Maine	Elimin-ations	Total
Current liabilities:						
Accounts payable	$ 2,538,018	$ –	$ –	–	$ –	$ 2,538,018
Accrued expenses	6,381,470	69,089	–	–	–	6,450,559
Accounts payable to affiliates	9,760,894	–	–	–	(9,760,894)	–
Deferred revenue	4,055,463	527,793	15,389	–	–	4,598,645
Current portion of interest rate swap agreement	579,174	–	–	–	–	579,174
Current portion of long-term debt	901,994	114,968	–	–	–	1,016,962
Total current liabilities	24,217,013	711,850	15,389	–	(9,760,894)	15,183,358
Other liabilities	2,127,802	2,520	–	–	–	2,130,322
Interest rate swap agreement, less current portion	416,010	–	–	–	–	416,010
Long-term debt, less current portion, net	11,817,107	6,043,899	–	–	–	17,861,006
Total liabilities	38,577,932	6,758,269	15,389	–	(9,760,894)	35,590,696
Net assets:						
Without donor restrictions	24,296,543	11,786,295	1,368,028	–	–	37,450,866
With donor restrictions	5,324,709	600,762	53,244	–	–	5,978,715
Total net assets	29,621,252	12,387,057	1,421,272	–	–	43,429,581
	$68,199,184	$19,145,326	$1,436,661	$ –	$(9,760,894)	$79,020,277

* Includes Champlin Place, Inc.

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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATING STATEMENT OF FINANCIAL POSITION

August 31, 2021

ASSETS

	New Hampshire	Farnum Center	Vermont	Maine	Elimin-ations	Total
Current assets:						
Cash and cash equivalents	$14,362,485	$ 680	$ 21,041	$ 4,807	$ –	$14,389,013
Restricted cash	82,461	–	–	–	–	82,461
Short-term investments, at fair value	10,681,421	–	–	–	–	10,681,421
Accounts receivable from affiliates	–	8,293,852	564,017	–	(8,857,869)	–
Program and other accounts receivable	6,754,763	942,023	819,392	77,160	–	8,593,338
Contributions receivable, net	219,930	2,749	2,186	–	–	224,865
Prepaid expenses and other current assets	600,915	12,252	12,684	7,851	–	633,702
Total current assets	32,701,975	9,251,556	1,419,320	89,818	(8,857,869)	34,604,800
Assets limited as to use	2,357,939	–	–	–	–	2,357,939
Investments, at fair value	14,916,185	962,256	–	10,740	–	15,889,181
Other assets	378,877	–	–	–	–	378,877
Fixed assets, net	19,285,292	10,536,119	74,328	4,062	–	29,899,801
	$69,640,268	$20,749,931	$1,493,648	$ 104,620	$(8,857,869)	$83,130,598

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LIABILITIES AND NET ASSETS

	New Hampshire	Farnum Center	Vermont	Maine	Elimin-ations	Total
Current liabilities:						
Accounts payable	$ 2,311,091	$ 35	$ 553	$ 872	$ –	$ 2,312,551
Accrued expenses	6,596,298	298,467	20	350	–	6,895,135
Accounts payable to affiliates	4,872,222	–	–	3,985,647	(8,857,869)	–
Deferred revenue	990,620	851,279	5,792	14,892	–	1,862,583
Current portion of interest rate swap agreement	387,067	–	–	–	–	387,067
Current portion of long-term debt	1,030,748	192,166	–	–	–	1,222,914
Total current liabilities	16,188,046	1,341,947	6,365	4,001,761	(8,857,869)	12,680,250
Other liabilities	2,682,812	–	–	–	–	2,682,812
Interest rate swap agreement, less current portion	1,851,184	–	–	–	–	1,851,184
Long-term debt, less current portion, net	22,615,261	6,156,110	–	–	–	28,771,371
Total liabilities	43,337,303	7,498,057	6,365	4,001,761	(8,857,869)	45,985,617
Net assets (deficit):						
Without donor restrictions	20,884,644	12,641,512	1,401,174	(3,900,866)	–	31,026,464
With donor restrictions	5,418,321	610,362	86,109	3,725	–	6,118,517
Total net assets (deficit)	26,302,965	13,251,874	1,487,283	(3,897,141)	–	37,144,981
	$69,640,268	$20,749,931	$1,493,648	$ 104,620	$(8,857,869)	$83,130,598

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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATING STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

Year Ended August 31, 2022

	New Hampshire*	Farnum Center	Vermont	Maine	Elimin-ations	Total
Public support and revenue:						
Public support:						
Contributions, net	$ 1,014,261	$ 87,404	$ 28,492	$ 3,570	$ –	$ 1,133,727
Special events, net	1,951,633	29,142	(327)	(5,129)	–	1,975,319
Annual campaigns, net	242,613	1,555	4,404	454	–	249,026
Bequests	4,160	–	–	–	–	4,160
Total public support	3,212,667	118,101	32,569	(1,105)	–	3,362,232
Revenue:						
Fees and tuition	49,164,160	5,951,665	6,796,612	65,805	(63,622)	61,914,620
Grants	27,738,493	3,175,912	571,852	143,893	–	31,630,150
Gain on extinguishment of debt	5,531,044	3,595,084	51,164	72,708	–	9,250,000
Dividend and interest income	814,161	32,880	–	116	–	847,157
Rental income	31,762	–	–	–	–	31,762
Intercompany revenue	1,860,214	–	–	–	(1,860,214)	–
Other	391,445	390	2,817	–	–	394,652
Total revenue	85,531,279	12,755,931	7,422,445	282,522	(1,923,836)	104,068,341
Total public support and revenue	88,743,946	12,874,032	7,455,014	281,417	(1,923,836)	107,430,573
Operating expenses:						
Program services:						
Public health education	26,267	–	–	–	–	26,267
Professional education	160,997	–	–	–	–	160,997
Direct services	67,751,508	10,563,928	6,752,825	264,512	(85,132)	85,247,641
Total program services	67,938,772	10,563,928	6,752,825	264,512	(85,132)	85,434,905

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	New Hampshire*	Farnum Center	Vermont	Maine	Elimin-ations	Total
Supporting services:						
Management and general	$ 9,484,776	$ 1,105,551	$ 710,875	$ 30,713	$ (1,838,704)	$ 9,493,211
Fundraising	2,053,912	24,250	51,860	24,577	–	2,154,599
Total supporting services	11,538,688	1,129,801	762,735	55,290	(1,838,704)	11,647,810
Total functional expenses	79,477,460	11,693,727	7,515,560	319,802	(1,923,836)	97,082,715
Support of National programs	130,276	–	–	–	–	130,276
Total operating expenses	79,607,736	11,693,729	7,515,560	319,802	(1,923,836)	97,212,991
Increase (decrease) in net assets from operations	9,136,210	1,180,303	(60,546)	(38,385)	–	10,217,582
Other non-operating expenses, gains and losses:						
Change in fair value of interest rate swap	1,243,067	–	–	–	–	1,243,067
Net unrealized and realized losses on investments, net	(3,081,646)	(163,551)	–	(1,035)	–	(3,246,232)
Increase in fair value of beneficial interest in trust held by others	11,278	–	–	–	–	11,278
Loss on sales, disposal and impairment of fixed assets	(55,771)	(1,881,569)	(2,604)	(1,151)	–	(1,941,095)
	(1,883,072)	(2,045,120)	(2,604)	(2,186)	–	(3,932,982)
Total increase (decrease) in net assets before effects of dissolution of affiliate	7,253,138	(864,817)	(63,150)	(40,571)	–	6,284,600
Dissolution of an affiliate	(3,934,851)	–	(2,861)	3,937,712	–	–
Total increase (decrease) in net assets	3,318,287	(864,817)	(66,011)	3,897,141	–	6,284,600
Net assets (deficit) at beginning of year	26,302,965	13,251,874	1,487,283	(3,897,141)	–	37,144,981
Net assets at end of year	$29,621,252	$12,387,057	$1,421,272	$ –	$ –	$43,429,581

* Includes Champlin Place, Inc.

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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATING STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

Year Ended August 31, 2021

	New Hampshire	Farnum Center	Vermont	Maine	Elimin-ations	Total
Public support and revenue:						
Public support:						
Contributions, net	$ 876,642	$ 55,736	$ 47,117	$ 81,165	$ –	$ 1,060,660
Special events, net	1,216,723	40,522	91,639	31,092	–	1,379,976
Annual campaigns, net	436,622	6,079	12,125	1,463	–	456,289
Bequests	4,091	–	–	–	–	4,091
Total public support	2,534,078	102,337	150,881	113,720	–	2,901,016
Revenue:						
Fees and tuition	43,397,874	9,104,776	7,150,066	438,916	(70,871)	60,020,761
Grants	28,138,237	3,877,583	622,212	458,342	–	33,096,374
Dividend and interest income	607,365	26,794	1	240	–	634,400
Rental income	29,775	–	–	–	–	29,775
Intercompany revenue	2,171,005	–	–	–	(2,171,005)	–
Other	538,083	–	11,412	51	–	549,546
Total revenue	74,882,339	13,009,153	7,783,691	897,549	(2,241,876)	94,330,856
Total public support and revenue	77,416,417	13,111,490	7,934,572	1,011,269	(2,241,876)	97,231,872
Operating expenses:						
Program services:						
Public health education	40,035	–	1,212	1,211	–	42,458
Professional education	3,192	–	–	–	–	3,192
Direct services	62,168,239	12,591,072	7,058,225	861,379	(82,939)	82,595,976
Total program services	62,211,466	12,591,072	7,059,437	862,590	(82,939)	82,641,626

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	New Hampshire	Farnum Center	Vermont	Maine	Elimin-ations	Total
Supporting services:						
Management and general	$ 9,414,586	$ 1,330,879	$ 755,146	$ 85,846	$ (2,158,937)	$ 9,427,520
Fundraising	1,084,072	18,207	73,153	74,124	–	1,249,556
Total supporting services	10,498,658	1,349,086	828,299	159,970	(2,158,937)	10,677,076
Total functional expenses	72,710,124	13,940,158	7,887,736	1,022,560	(2,241,876)	93,318,702
Support of National programs	105,185	–	–	–	–	105,185
Total operating expenses	72,815,309	13,940,158	7,887,736	1,022,560	(2,241,876)	93,423,887
Increase (decrease) in net assets from operations	4,601,108	(828,668)	46,836	(11,291)	–	3,807,985
Other non-operating expenses, gains and losses:						
Change in fair value of interest rate swap	658,823	–	–	–	–	658,823
Net unrealized and realized gains on investments, net	1,919,950	110,636	–	1,964	–	2,032,550
Decrease in fair value of beneficial interest in trust held by others	(696)	–	–	–	–	(696)
Loss on sales and disposals of fixed assets	(35,216)	(5,742)	–	–	–	(40,958)
Contribution of net assets from acquisition	702,572	–	–	–	–	702,572
	3,245,433	104,894	–	1,964	–	3,352,291
Total increase (decrease) in net assets	7,846,541	(723,774)	46,836	(9,327)	–	7,160,276
Net assets (deficit) at beginning of year	18,456,424	13,975,648	1,440,447	(3,887,814)	–	29,984,705
Net assets (deficit) at end of year	$26,302,965	$13,251,874	$1,487,283	$(3,897,141)	$ –	$37,144,981

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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATING STATEMENT OF FUNCTIONAL EXPENSES

Year Ended August 31, 2022

	New Hampshire*	Farnum Center	Vermont	Maine	Elimin-ations	Total
Salaries and related expenses	$59,016,148	$ 7,909,493	$6,054,385	$ 164,839	$ –	$73,144,865
Professional fees	9,956,300	1,828,032	772,153	47,970	(1,838,704)	10,765,751
Supplies	1,402,773	435,168	29,343	507	–	1,867,791
Telephone	555,548	95,972	74,650	6,333	–	732,503
Postage and shipping	44,949	1,615	14,919	–	–	61,483
Occupancy	2,055,257	522,398	293,049	14,515	–	2,885,219
Outside printing, artwork and media	47,301	–	399	–	–	47,700
Travel	1,419,777	35,458	143,244	2,657	(46,054)	1,555,082
Conventions and meetings	116,866	44,568	3,625	15	–	165,074
Specific assistance to individuals	1,681,563	12,718	50,891	80,759	(39,078)	1,786,853
Dues and subscriptions	31,475	(2,275)	135	–	–	29,335
Minor equipment purchases and equipment rentals	228,853	18,230	3,334	1,255	–	251,672
Ads, fees and miscellaneous	885,403	78,016	41,875	104	–	1,005,398
Interest	562,621	217,532	–	–	–	780,153
Depreciation and amortization	1,472,626	496,804	33,558	848	–	2,003,836
	$79,477,460	$11,693,729	$7,515,560	$ 319,802	$(1,923,836)	$97,082,715

* Includes Champlin Place, Inc.

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EASTER SEALS NEW HAMPSHIRE, INC. AND SUBSIDIARIES

CONSOLIDATING STATEMENT OF FUNCTIONAL EXPENSES

Year Ended August 31, 2021

	New Hampshire	Farnum Center	Vermont	Maine	Elimin-ations	Total
Salaries and related expenses	$54,463,022	$ 9,581,703	$6,411,920	$ 646,210	$ –	$71,102,855
Professional fees	9,182,159	2,141,444	829,028	143,557	(2,171,005)	10,125,183
Supplies	1,476,716	650,916	29,933	3,295	–	2,160,860
Telephone	513,556	96,374	77,986	11,901	–	699,817
Postage and shipping	44,122	1,252	6,284	1,026	–	52,684
Occupancy	1,865,409	591,596	303,110	37,907	–	2,798,022
Outside printing, artwork and media	15,847	–	3,648	1,504	–	20,999
Travel	1,086,342	53,597	136,785	18,620	(44,559)	1,250,785
Conventions and meetings	57,117	17,992	2,288	404	–	77,801
Specific assistance to individuals	1,217,642	11,114	23,172	153,947	(26,312)	1,379,563
Dues and subscriptions	29,689	12,859	28	550	–	43,126
Minor equipment purchases and equipment rentals	283,256	30,576	2,110	866	–	316,808
Ads, fees and miscellaneous	344,507	21,702	21,555	542	–	388,306
Interest	685,065	223,934	–	–	–	908,999
Depreciation and amortization	1,445,675	505,099	39,889	2,231	–	1,992,894
	$72,710,124	$13,940,158	$7,887,736	$1,022,560	$(2,241,876)	$93,318,702

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easterseals

NH, VT & Farnum

2023 Board of Directors

Chairman
Andrew MacWilliam

Past Chairman
Matthew Boucher

Vice Chairman
Thomas Sullivan

Chairman Elect & Treasurer
Bryan Bouchard

Assistant Treasurer
Paul Voegelin

Secretary
Mary Flowers

General Counsel & Assistant Secretary
Bradford Cook (non-voting)

Trevor Arp

Gregory Baxter, MD

Rick Courtemanche

Eddie Edwards

Charles Goodwin

Elizabeth Hitchcock

William Lambrukos

Lucy Lange

Tracey Pelton

Richard Rawlings

Linda Roth

Nathan Saller

Sanjeev Srinivasan

Tim Wade

Rob Wieczorek

Last Updated: February 10, 2023

MAUREEN ANN BEAUREGARD
President & CEO
Easterseals New Hampshire, Inc.

[redacted]

EDUCATION:

	B.S.	University of New Hampshire
	M.A.	University of New Hampshire

PROFESSIONAL EXPERIENCE:

2019 – Present
Easterseals New Hampshire, Inc., Manchester, NH
https://www.eastersealsnh.org/
President/CEO

1991 – 2019
Families in Transition – New Horizons, Manchester, NH
https://www.fitnh.org/
President (2018-2019)
President and Founder (1991-2017)

1987 – 1991
State of New Hampshire, Division for Children and Youth Services, Portsmouth, NH
https://www.dhhs.nh.gov/dcyf/
Child Protective Service Worker II

Maureen Ann Beauregard

Professional Expertise

Visionary/Tenacious
Strategic Planning
Community Relationships
Organizational Capacity Building
Strong Financial Acumen
Entrepreneur/Builder
Experienced Communicator
Team Building & Leadership

Professional Experience

November 1991– 2019 Families in Transition

January 2018–2019
President, Families in Transition – New Horizons — Manchester, NH

Key Accomplishments
- Merged Families in Transition with the State's largest shelter and food pantry.
- Successfully led board strategy for combined organization.
- Developed and led public awareness and acceptance of combined organization.
- Merger resulted in being the State's largest organization in the provision of shelter, housing, food and services for homeless families and individuals.

December 2017 – June 2018
Receiver of Serenity Place — Manchester, NH

Key Accomplishments
- Successfully navigated complex negotiations with the dissolution and replacement of critical substance use disorder program with the NH Charitable Trust office.
- Brought together key political leaders, businesses and NH's not-for-profit sector.

November 1991 – December 2017
President & Founder — Manchester, NH

Key Accomplishments:
- Began as a program providing housing and services to 5 women and their children.
- Currently, providing housing to 1,328 families and individuals and 138,000 meals annually.
- Developed housing and services programs in four geographic regions: Manchester, Concord, and Dover & Wolfeboro.
- Developed $38M in Assets and a $14M Annual Budget. Facilities developed with alternative financing structures that include varied layering structures resulting in affordability for the organization and those it serves.

Contact

[redacted]

Community Service

- NH Charitable Foundation – Member, Board of Directors; Current
- NH Interagency Council to End Homelessness – Past Chairperson; Board of Directors, 2015
- Leadership New Hampshire; 2010
- Housing Action New Hampshire – Past Council Member, 2009
- Greater Manchester Chamber of Commerce – Past Member, Board of Directors, 2009

Awards and Honors

- Greater Manchester Chamber of Commerce's Citizen of the Year, 2018
- Southern New Hampshire University, Loeffler Award, 2018
- University of New Hampshire, Granite State Award, 2018
- Business NH Magazine's Nonprofit of the Year; 2013

- Personally Authored and awarded +$20M in HUD funding from 1995 – 2008.
- Developed 272 housing units and 199 shelter beds.
- Specialty Programs developed:
  1. Willows Substance Use Treatment Center – Outpatient and Intensive Outpatient services. Use of 3rd party insurance and state billing. Negotiations with State of NH.
  2. Two Transitional Living Programs; one for men and one for women. Use of 3rd party insurance and state billing. Negotiations with the State of NH.
  3. Recovery Housing - Safe housing for Moms with Children who are recovering from substance use disorder. Negotiated with State of NH.
  4. Open Doors – In-home substance use disorder services for parent(s) and therapeutic services for children.
  5. Connections to Recovery – 4 Geographic area outreach to homeless with substance use disorder. SAMSHA $1.5M.

- Acquired Organizations Include:
  1. Manchester Emergency Housing, 2012. Developed and expanded new family shelter that also includes a Resource Center in 2015.
  2. New Hampshire Coalition to End Homelessness, 2014. Elevated organization as a leader in advocacy, research and training on behalf of homeless families and individuals.

- Organization developed to assist Families in Transition – New Horizons with double bottom line of assisting with financial sustainability and deeper mission impact include:
  1. Housing Benefits, 2009. A not for profit organization and federally designated Community Housing Development Organization that is prioritized in receiving 10% of federal funds for housing related activities. Acts as the property management company and housing development arm of Families in Transition – New Horizons. Both the property management and developer fees assist with the organization's sustainability.

  2. OutFITters Thrift Store, 2003. An LLC entrepreneurial business venture that provides profits and management fees to provide unrestricted resources for Families in Transition's mission. Assists in the sustainability of the organization and is the entry point for in-kind donors who become volunteers and eventually provide financial support the organization through financial donations.

  3. Wilson Street Condo Association, 2018. Development of housing and commercial real estate, $3.9M. A project that houses a collaborative effort amongst four not-for profit organizations with a focus on a substance use disorder. Provides property management and developer fees to assist

- New Hampshire Business Review's, Outstanding Women in Business, 2011
- Key to the City of Manchester by Mayor Robert Baines, 2005
- National Association of Social Workers, Citizen of the Year, 2005
- NH Business Review's Business Excellence Award, 2004
- Walter J. Dunfey Award for Excellence in Management, Organizational Award, 2004
- NH Commission on the Status of Women – Women's Recognition Award, 2003
- New Hampshire Housing Finance Authority, Best Practices in Housing Development, 2003

in organization's sustainability.

4. Antoinette Hill Condo Association, 2019. Purchase of housing units, $1.6M. Provides property management and developer fees to assist in organization's sustainability.

5. Hope House, 2018. With a majority of gifts from two individuals, developed and implemented first shelter for families in the lakes region. The facility includes a commercial rental component of cell antennae and business rental income utilized to assist with the organizations sustainability.

November 1987 – March 1991
Child Protective Service Worker II Portsmouth, NH
State of New Hampshire, Division for Children and Youth Services

Professional Expertise

Bachelor of Science University of New Hampshire, 1987

Masters of Arts Community Development Policy and Practice. University of New Hampshire, 2021

References

Available Upon Request

Tina M. Sharby, PHR
[redacted]

Human Resources Professional with multi-state experience working as a strategic partner in all aspects of Human Resources Management.

Areas of expertise include:

Strong analytical and organizational skills
Ability to manage multiple tasks simultaneously
Employment Law and Regulation Compliance
Strategic management, mergers and acquisitions
Problem solving and complaint resolution
Policy development and implementation
Compensation and benefits administration

PROFESSIONAL EXPERIENCE

Chief Human Resources Officer 2012-Present

Senior Vice President Human Resources
Easter Seals, NH, VT, NY, ME, RI, Harbor Schools & Farnum Center
1998-2012

Reporting directly to the President with total human resources and administration. Responsible for employee relations, recruitment and retention, compensation, benefits, risk management, health and safety, staff development for over 2100 employees in a six state not-for- profit organization. Developed and implemented human resources policies to meet all organizational, state and federal requirements. Research and implemented an organizational wide benefits plan that is supportive of on-boarding and retention needs.

Developed and implemented a due diligence research and analysis system for assessing merger and acquisition opportunities. Partnered with senior staff team in preparation of strategic planning initiatives.

Member of the organizations Compliance Committee, Wellness Committee and Risk Management Committee. Attended various board meetings as part of the senior management team, and sit on the investment committee of the Board of Directors for Easter Seals NH, Inc.

Human Resources Director
Moore Center Services, Inc., Manchester, NH
1986-1998

Held progressively responsible positions in this not-for-profit organization of 450 employees. Responsible for the development and administration of all Human Resources

activities. Implemented key regulatory compliance programs and developed innovative employee relations initiatives in a rapidly changing business environment. Lead the expansion of the Human Resources department from basic benefit administration to becoming a key advisor to the senior management.

Key responsibilities included benefit design, implementation and administration; workers compensation administration; wage and salary administration, new employee orientation and training; policy development and communication; retirement plan administration; budgetary development; and recruitment.

EDUCATION

Bachelor of Science Degree, Keene State College, 1986
Minor in Human Resources and Safety Management
MS Organizational Leadership, Southern NH University (in process)

ORGANIZATIONS

Manchester Area Human Resource Association
Diversity Chair 2010
Society for Human Resource Management
BIA Human Resources
Health Care & Workforce Development Committee 2009, 2010

Claire H. Gagnon, CPA

[redacted]

Experience

Easterseals New Hampshire
Manchester, NH
Senior Vice President/Controller **June 2007 – Current**

- Supervise Senior level Accounting and Payroll staff and departments.
- Manage all accounting functions while ensuring the practice of net asset accounting in a multi-corporate multi-state growing environment.
- Serve as a member of the Senior Management team and participate in strategic planning for the organization.
- Serve as the management liaison to the board and audit committees, assisting the CFO as needed; effectively communicate and present critical financial matters at select board of trustees and committee meetings.
- Establish systems to ensure compliance with the requirements of: GAAP, Circular A-133, Federal and State agencies.
- Oversee preparation of all internal financial reporting to ensure accuracy, timeliness, and relevance.
- Oversee budget planning process, projections and variance analysis.
- Ensure the preparation of all required external reports for all entities ie; IRS form 990's.
- Oversee grants reporting functions.
- Oversee internal controls to include checks and balances, system testing, and procedure documentation and compliance with GAAP and other applicable standards.
- Oversee cash management system to include daily short-term investing and borrowing and cash flow forecasts.
- Perform financial analysis to include assessments for new projects and program initiatives.
- Explore and implement best practices and bench marking tools for related business functions.

ShootingStar Broadcasting of NE, LLC
Derry, NH
Director of Finance **September 2005 – February 2007**

- Manage monthly financial statements and General Ledger Closing process. Includes reporting to outside sources; i.e., lenders and investors.
- Manage accounting staff and all aspects of accounting and business office.
- Prepare and/or review cash activity reports used in cash management on a weekly basis.
- Prepare departmental budgets and forecasts. Revise forecasts quarterly to monitor station's financial position.
- Manage Human Resource function for up to 60 employees, including managing union contractual obligations.
- Supervise credit and collection procedures for accounts receivable.
- Manage insurance and other vendor-related issues. Successfully replaced both employee benefits provider as well as 401(k) administrators.
- Manage FCC compliance requirements.
- Manage barter activity and activity reporting.

Daniel Webster Council, Boy Scouts of America, Inc.
Manchester, NH
Controller **1997 – September 2005**

- Produce all monthly financial reports and monitor Council's financial position.
- Plan, develop and monitor the annual budget.
- Prepare all financial schedules for annual audit and assist with necessary tax filings.
- Participate and advise on the Investment Committee of the Council as well as prepare reports on a quarterly basis summarizing the activity in the $13M endowment.
- Member of Management Team which is responsible for the administration of policies and procedures of the corporation.
- Prepare all payroll returns and year-end reports.
- Manage accounting staff and oversee accounts payables and receivables.
- Administer benefit programs including but not limited to 403(b) and insurance programs for over 40 employees.
- Serve Council in other capacities on various committees with business leaders in the community.

Lynne M. Hudson, PC
Andover, MA
Manager **1994 – 1997**

- Supervise Audit, Reviews and Compilations.
- Prepare and review corporate, personal, fiduciary and payroll tax returns.
- Perform year-end inventory audits on Manufacturing companies.
- Serve as liaison for audits between IRS and Business, as well as personal clients.
- Perform year-end tax projections, tax planning and Management Advisory Services.
- Hire, train, Staff Development and Performance reviews.

Creelman & Smith
Boston, MA
Senior Accountant **1992 – 1994**

- Preparation of Corporate, Personal and Non-Profit tax returns.

Smith Batchelder & Rugg
Manchester, NH
Senior Accountant **1988 - 1992**

- Preparation of Corporate, Personal and Non-Profit tax returns.
- Staff auditor for various companies including financial, service and manufacturing industries.

Volunteer
Board Treasurer, New Hampshire Legal Assistance
Member 100 Women Who Care
Tax Preparer AARP **2014-2018**
Graduate Leadership Greater Manchester 2019

Education

Plymouth State College, B.S. Accounting, May 1987
CPA Certified 1991
Granite State College, Leadership Academy, September 2015

LISABRITT **SOLSKY, JD, CHIE**

[redacted]x

Trusted public sector executive leader specializing in healthcare, equity and the intersectional holistic health needs of individuals and families. Expertise in program design, implementation, and oversight. Recognized for process improvement and operational effectiveness within financially constrained enterprises. Data-driven decision maker skilled in relationship building. Valued for building dynamic and loyal teams that achieve superior, collaborative results for constituencies. Best suited for mission driven organizations.

EXPERTISE

- Strong New Hampshire public sector relationships
- Organizational strategy
- Policy development
- Government regulation & compliance
- Managed Care Operations
- Deep Medicaid service, eligibility and finance knowledge
- Government affairs
- State budgeting

EXPERIENCE

JUNE 2020-PRESENT

VICE PRESIDENT OF STRATEGY AND CORPORATE DEVELOPMENT, GRANITE STATE INDEPENDENT LIVING

Reporting to the CEO and responsible for creating multi-faceted roadmap for non-profit modernity and sustainability at the state's only Center for Independent Living that provides comprehensive services to individuals who experience disability. Portfolio includes strategic business development, advocacy, fundraising, events, donor management and communications. ACCOMPLISHMENTS: Procured multiple grants in first several months of tenure totaling $100k; Oversaw acquisition of new business enterprise; Managed 2 website overhauls and redesigns; Supported other departments in collecting, analyzing and using data to drive decisions; Secured place in Business Development Learning Collaborative through NCIL; Wrote corporate COVID-19 policy; Assumed responsibility for corporate weekly newsletter making it a relevant, informative source of information and corporate communication.

MARCH 2015 – SEPTEMBER 2019

EXECUTIVE DIRECTOR, WELL SENSE HEALTH PLAN

Reporting to the CEO, this role is the most senior position on the ground, leading day-to-day operations of the state's largest and only not-for-profit Medicaid managed care organization. Maintained corporate relationships with government, regulators, thought leaders, legislators, community organizations, vendors and healthcare providers and systems. Set and implemented health plan strategy consistent with corporate financial and performance goals. Served on corporate executive team with chiefs. Led office of 65 employees across clinical, provider, operations, compliance and customer care domains.

ACCOMPLISHMENTS: Co-led successful drafting and submission of bid for second five-year, $400M contract; established strategic partnerships with Families In Transition/New Horizons; advised legislative commission that reauthorized Medicaid adult expansion; rated a Best

Company to Work For by Business NH Magazine 2017 and 2018, and number one female led not-for-profit by Business NH Magazine 2016.

MARCH 2000 – FEBRUARY 2015

DEPUTY MEDICAID DIRECTOR, NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES

Served for seven years as **Deputy Medicaid Director** managing a portfolio that included managed care operations, data & analytics, health planning & research, State Plan & policy, government affairs, provider relations, member services and Children's Health Insurance Program (CHIP). Led team of 8-9 direct reports and supported Medicaid Director and Commissioner.

For eight years prior; served as **General Counsel and Administrator** in Division of Family Assistance, Estate Recovery, Office of Reimbursements and Administrative Rules Unit, providing policy support for programs of public assistance, managing an active probate and trust practice, and overseeing adoption of all departmental regulations.

ACCOMPLISHMENTS: successfully transformed the CHIP program to an MCHIP, saving the state millions of dollars while simultaneously expanding the breadth and depth of coverage for low-income children, launched the state's first mandatory Medicaid managed care program, oversaw publication of scholarly research on the health of New Hampshire's most vulnerable citizens.

1997 – 2000

STAFF ATTORNEY, MERRIMACK VALLEY LEGAL SERVICES

1996 – 1997

LEGAL ADVOCATE & VOLUNTEER COORDINATOR, DOVE, INC.

EDUCATION

JURIS DOCTOR, UNIVERSITY OF THE DISTRICT OF COLUMBIA, DAVID A. CLARKE SCHOOL OF LAW

One of the nation's only public interest law schools and an HBCU.

BACHELOR OF ARTS, UNIVERSITY OF MASSACHUSETTS, AMHERST

Major in English, minor in Women's Studies. Participated in National Student Exchange Program. Lived and worked in fully functioning co-operative dormitory; served on dorm house council for 3 semesters.

DISTINCTIONS

Member Massachusetts Bar Association (retired)
Member New Hampshire Bar Association (inactive)
Earned America's Health Insurance Plans Certified Health Insurance Executive credential (2016)
Business NH Magazine Top Woman-Led Business recognition (2016)
Business NH Magazine Best Company to Work For (2017 & 2018)
Business and Industry Association "Above and Beyond Award" recipient (2011)
Manchester Union Leader 40 Under Forty honoree (2010)
Leadership New Hampshire (2008)

CIVIC ENGAGEMENT

Member New Hampshire Governor's Interagency Council on Homelessness (2018-2021)
Board of Directors, New Hampshire Public Health Association (2020 to present)
NH COVID-19 Equity Task Force (2020-present) led "Justice Involved" Workgroup promoting needs/interests of incarcerated people vis-à-vis COVID-19
Board of Directors, NH Women's Foundation F/K/A Women's Initiative (2010 – 2015)
Leadership NH Selection Committee (2014 – 2018)
NH Bar Association Lawyer & Judge In Every School (2006, 2007)

CATHY KUHN, PHD

cathy-kuhn

NONPROFIT EXECUTIVE LEADER

STRATEGIST | COMMUNITY RELATIONS | NONPROFIT MANAGEMENT

Agile, innovative leader with a proven record of accomplishments, creating long-standing trust and respect from executives, staff, key stakeholders, and media. Results-oriented professional with a natural ability to motivate others to achieve desired outcomes. Knowledgeable and articulate advocate with a proven track record of results

Signature Achievements & Competencies

- Doubled budget of the Metropolitan Housing Coalition in one year with private foundation grants and contracts.
- Managed over $4 million in local, federal and state funding sources at Families in Transition. Secured over $400,000 in private foundation grants in 2019, over $500,000 in private foundation grants in 2018, as well as a new federal grant for $1.5 million over five years.
- Provided strategic direction for all agency activities including Emergency Shelter and Housing Services, Research and Evaluation, Marketing and Communications, Resource Development, Grants Management, Property Management and Housing Development.
- Served as subject matter expert on the issue of homelessness across the state of New Hampshire. Currently serve as subject matter expert for TV, radio and print media on a range of issues related to safe and affordable housing. in Louisville, KY.
- Develop and foster strong relationships with city, state, federal and corporate partners.
- Served as the Chairperson of the NH Governor's Interagency Council of Homelessness, appointed by Governor Hassan and Governor Sununu.

PROFESSIONAL HIGHLIGHTS

EXECUTIVE DIRECTOR

Metropolitan Housing Coalition Louisville, KY | October 2020 - Present

- Responsible for all aspects of agency operations including board development and engagement, financial management and forecasting; fundraising; strategic planning; communications and marketing; outcomes and evaluation.
- Leader in advocacy regarding all aspects of affordable housing including fair housing; vacant and abandoned properties; land development code reform; utility insecurity.
- Led successful application for national affordable housing learning collaborative. Louisville was 1 in 8 cities selected for participation in the Housing Solutions Collaborative in partnership with over 10 local organizations.
- Received $120,000 research grant to investigate interventions to reduce the high rate of evictions in Louisville.
- Serve as local expert on issues related to affordable housing, participating on dozens of local housing committees and panels, as well as key spokesperson for TV, print, and radio media.

PROFESSIONAL HIGHLIGHTS - CONTINUED

HOUSING DEVELOPMENT CONSULTANT

Easter Seals NH, VT and ME | January-July 2021

- Provide consultation to Easter Seals NH on acquisition of new permanent supportive housing projects for people experiencing homeless in New Hampshire.
- Provide assistance to Easter Seals NH on the development of new affordable housing in Northern New England.
- Provide consultation to Easter Seals NH on Property Management processes and funding compliance.

PROFESSIONAL HIGHLIGHTS - CONTINUED

CHIEF STRATEGY OFFICER/INTERIM TEAM EXECUTIVE DIRECTOR

Families in Transition Manchester, NH | Oct 2019-June 2020

VP, Research and Training (2009-2019) Director, Housing Development (2007-2008)

- Appointed Interim Team Leader after departure of agency founder in October 2019. Assigned supervisory responsibilities for staff and departments formerly supervised by the former President including Property Maintenance and Housing Development, Resource Development, and Marketing and Communications.
- Led the agency through the COVID-19 pandemic, successfully and immediately standing up the city's only decompression and quarantine site for people experiencing homelessness. Ensured a safe working environment for all staff and a safe living environment for over 500+ people per night.
- Core member of senior management team providing strategic direction and operational management for organization with $13M budget and 200+ staff, operating programs in four cities and towns in New Hampshire.
- Provided strategic direction for Emergency Shelter and Housing Intake, Research and Evaluation, Marketing and Communications, Resource Development, Grants Management, Property Management and Housing Development.
- Acted as agency spokesperson.
- Led fundraising, construction and programmatic development of new emergency shelters and permanent supportive housing programs across New Hampshire.
- Acted as the direct supervision to 11 staff at all levels ranging from senior management, mid-management, frontline, administration and 1 VISTA (Volunteer in Service to America).
- Provided strategic guidance in the merger of the organization with another large nonprofit and provided oversight for the rebranding process.
- Successfully started Housing Benefits, an independent Community Housing Development Organization (CHDO) and ensured compliance with 501c3 and CHDO requirements.
- Managed the maintenance and administration of existing and new housing projects.
- Led agency evaluation efforts on existing programs and services to ensure fidelity with evidence-based models.
- Led high quality training and educational forums for both staff and citizens on existing research regarding homelessness and the provision of evidence based practices.

PROFESSIONAL HIGHLIGHTS - CONTINUED

DIRECTOR

New Hampshire Coalition to End Homelessness | 2012-2020

- Established, developed and managed agency Board of Directors.
- Led statewide advocacy activities in the response to COVID-19 highlighting the need for shelter decompression, isolation and quarantine locations, testing, and PPEs for staff and people experiencing homelessness in NH.
- Served as subject matter expert on the issue of homelessness across the state.
- Developed and authored annual report on the State of Homelessness in New Hampshire.
- Management of all programmatic and financial affairs of the agency including strategic planning and implementation of new programming.
- Created and implemented the Granite Leaders Program, a six month leadership training program for people with histories of homelessness interested in leadership opportunities in their communities.
- Provided trainings on trauma informed services and other best practices in service provision for people experiencing homelessness.
- Researched and authored Community Analyses of Housing and Homelessness, Wakefield, NH. 2018.
- Developed and implemented marketing strategies and public awareness activities.
- Identified and led statewide collaborations and innovations in homeless services, including the establishment of the NH Homeless Advocate Leader Collaborative.
- Served as the Chairperson of the NH Governor's Interagency Council of Homelessness, appointed under Governor Hassan and Governor Sununu.
- Led state and local advocacy efforts including public testimony at legislative hearings.
- Founded Research Program Facilitating Research on Homelessness with faculty and students in institutions of higher learning across NH.

PROFESSIONAL HIGHLIGHTS - CONTINUED

ADJUNCT PROFESSOR

St Anselm College, Southern New Hampshire University, New Hampshire Technical Institute

Manchester and Concord, NH | 2006 – Present

- Courses taught include: Social and Professional Issues in Human Services; Introduction to Sociology; Poverty and Social Welfare Policy; Sociology of Gender; Social Stratification; Race and Ethnicity; Family and Society.
- Consistently receive high evaluations from students of all backgrounds and abilities.

Additional Achievements, Education & Board Service, Continued Page 3

PROFESSIONAL HIGHLIGHTS - CONTINUED

UNITED STATES PEACE CORPS VOLUNTEER

PANAMA | 1997-1999

- Environmental Education Instructor, Grades K-5.

[redacted]

EDUCATION & PROFESSIONAL DEVELOPMENT

Ph.D. Sociology/Urban Studies, July 2006
Michigan State University

Master of Science, Resource Development/Urban Studies, May 2001
Michigan State University

Bachelor of Science, *cum laude*, Environmental Studies, May 1995
Rollins College, Winter Park, FL

BOARD LEADERSHIP & PROFESSIONAL ACHIEVEMENTS

Co-Author of Chapter in Forthcoming Book.. Oxford University Press comprehensive, interdisciplinary volume on hope. "Hope and Homelessness." with Therese Seibert, PhD | May 2021-Present.

Awardee, 2020 Home Matters in NH Award for Affordable Housing and Ending Homelessness Advocacy in NH. | December 16, 2020.

Chair, NH Governor's Interagency Council on Homelessness | 2016 – August 2020.

Vice Chair, Manchester Continuum of Care | 2017-August 2020.

Governing Council Member, Housing Action New Hampshire | 2016– August 2020.

Member, Housing and Community Development Planning Committee | 2018-August 2020.
New Hampshire Housing and Finance Authority

Board Member, Concord Coalition to End Homelessness | 2014-2016

Graduate, Leadership New Hampshire | Class of 2019

Awardee, NH Union Leader 40 Under Forty | Class of 2012
Recognizing young leaders making a difference in the state.

Interviewee, Movers & Shakers iHeartRADIO Show | June 2020
A series of interviews of leaders from all over the country

Guest on NHPR's The Exchange Radio Show | 2013, 2014, 2015, 2016 and 2019.

Guest on KY Radio Alliance Show | 2021

BOARD LEADERSHIP & PROFESSIONAL ACHIEVEMENTS, CONTINUED:

Guest on Louisville Public Meida's *In Conversation* Radio Show | September 2021

Subject Matter Expert
Appearance in TV and print media sources including
WMUR, NH1, Union Leader, Seacoast Online, HIPPO, Manchester Ink Link,
NH Business Review, Laconia Daily Sun, Christian Science Monitor, AP, Courier Journal, Louisville Public Media, Spectrum News, etc.de

Peter C. Hastings

C-LEVEL INFORMATION TECHNOLOGY EXECUTIVE

With 30 years of IT Experience and Track record of Success Delivering Results-Driven Technology Solutions

Career Profile

Results-driven IT Executive with expertise envisioning and leading technology-based, multi-million-dollar budget initiatives, grounded solidly on business and economic value. Proven track record management career, marked by demonstrated ability to build performance-driven teams and achieve cross-functional business objectives. A valued member of senior executive teams, contributing a seasoned road-based perspective to create practical IT strategies and implementing plans designed for maximum return at the lowest cost.

Core areas of expertise include:

➢ IT Strategy and Execution	➢ Global ERP Implementations	➢ Organization Design & Restructuring
➢ Time and Resource Optimization	➢ Process Improvement	➢ Team Building & Leadership
➢ Enterprise IT Systems	➢ Information Architecture	➢ New Product & Technology Launch
➢ Project and Program Management	➢ Corporate Mission Fulfillment	➢ Multi-Million Dollar Budget Management
➢ PMO Management	➢ Cyber Security leadership	➢ Vendor & Contract Negotiations
➢ Matrix Management	➢ Global Management	➢ Innovation leadership
➢ Merger & Acquisitions	➢ Disaster Recovery	➢ Homeland Security
➢ Private Sector	➢ Change Management	➢ Public Policy
➢ Higher Education Sector	➢ Non – Profit Sector	➢ State Government Sector

Selected value-offered Highlights

- **Making Cyber Security a critical priority;** Demonstrating that Cybersecurity needs to be a top priority of every organization through examples. Then creating policy and awareness training to ensure the security of all environments by each.

- **Driving force to standardized Software configuration Management Enterprise-Wide;** drove innovation in the State of New Hampshire by standardizing software development processes across the enterprise, utilizing a centralized software configuration management tool. Oversaw an enterprise migration from individual servers to a virtual enterprise environment containing over 300 servers saving both money and staff hours.

- **Led team to standardize a hybrid ERP implementation process for global deployment;** produced an Oracle ERP implementation methodology that utilized internal personnel instead of consultants saving the company over 20 million dollars in 6 years. This process streamlined the project schedule from 12 months to 21 weeks per manufacturing facility. This methodology was executed in 24 countries over 24 months, resulting in the conversion of 108 manufacturing facilities to a common ERP platform.

PROFESSIONAL EXPERIENCE

Easterseals - Manchester, NH **November 2021 – Present**

Chief Information Officer / Information Security Officer

Leading information technology functions of the organization, serving as an integral partner and member of the Senior Management team. Guiding Information Technology strategy to support and strengthen Easter Seals. Implementing the current information security initiatives throughout the agency while planning for changes in a defensive and offensive posture to meet future threats.

Merrimack College – No. Andover MA **July 2015 – November 2021**

Associate Vice President/CIO

Part of the Senior Leadership Team to provide vision, leadership, strategic planning, increase customer service, bringing credibility to IT, drive critical change in technology to meet the mission and strategic plan of Merrimack College. To ensure that the college's technology infrastructure is being maintained, protected and provides the functional tools for the college's mission of higher education. To provide fiscal leadership in developing an IT budget based on the approved plan and responsible infrastructure goals in supporting the higher education needs of the college. Support institution initiatives such as Mobile Merrimack that supports thousands of iPads for teaching in the classrooms.

STATE OF NEW HAMPSHIRE - Concord, New Hampshire — **March 2007 to August 2014**
Commissioner/CIO Department of Information Technology — **June 5, 2013, to August 2014**
Acting Commissioner/CIO Department of Information Technology — **October 17, 2012, to June 5, 2013**
Interim Commissioner/CIO Department of Information Technology — **April 2010 to February 2011**

Reported to the Governor of the State of New Hampshire - managed the Department of Information Technology (DoIT), an agency which has a staff of over 350 and an annual budget that exceeds 60 million dollars. DoIT is responsible for all IT support for the State's 65 agencies and over 10,000 full-time employees, including cybersecurity, desktops, servers, applications, networks and providing services to the over 1.3M citizens of the State.

Director of Agency Software Division — **March 2008 – June 2013**
Reported to the CIO of the State of New Hampshire - managed the Agency Software Division (ASD) in 20 of the State's largest agencies overseeing the efforts of over 160 staff. Engaged Agency Commissioners and senior management in the development of tactical and strategic plans, reporting, budgets, problem resolutions, and promoted DoIT best practices, policies, standards and procedures.

Agency IT Leader (Department of Safety) — **March 2007 – March 2008**
Reported to the Director of the Agency Software Division - managed the IT organization responsible for the software development, production and maintenance of all software applications for the State of New Hampshire's Department of Safety. The Department of Safety encompasses the State Police, Highway Patrol, Bureau of Emergency Management and Department of Motor Vehicle.

VECTRON INTERNATIONAL CORP - Hudson, NH — **July 2005 – February 2007**
Director of Global IT
Reported to the CFO - responsibilities encompassed managing the $10 million IT budget, 4 direct and 13 indirect reports providing global support for continuous operations for ERP, LAN/WAN, infrastructure, telecommunications, and end-user computing environment. LI

SANMINA-SCI Corp - Salem, NH — **April 1996 – January 2005**
Sr. Director of Global EMS Services — **January 2003 – January 2005**
Managed a direct staff of 10 and was responsible for the planning, master scheduling and managing the migrating of 108 global manufacturing facilities to the Oracle 11i ERP System.

Sr. Director of Mergers & Acquisitions, Administration — **November 2001 – January 2003**
Managed a direct staff of 7 and was responsible for creating, developing and managing the M&A administration team while managing the IT $35M budget.

Sr. Director of Global Applications — **April 2000 – November 2001**
Managed a direct staff of 25 and worked closely with other Directors to understand their business requirements and issues to translate them into technical deliverables for the application group.

Director of Americas Field IT — **April 1996 – April 2000**
Managed a direct staff of 30 and was responsible for supporting 65 manufacturing facilities throughout North American and for supporting all aspects regarding telecommunications and business systems in the Eastern division of the company.

Education and Credentials

Merrimack College: Master's of Science in Management - MSM
Rivier University: Awarded a BA in Individualized Studies - Summa Cum Laude
Northern Essex Community College: Awarded an Associates in Electronic Technologies - Cum Laude

Military

United States Army, Honorable Discharge

Affiliations

Sigma Iota Epsilon (SIE)
National Organization of State CIOs' (NASCIO)
Multi-State Information Sharing & Analysis Center (MS-ISAC)
National Association of Insurance Commissioners (NAIC)
State of New Hampshire Town Clerks Association

Interests

Family
Chess
Outdoor Activities
Theater
Music
Building

Pamela Hawkes

Director of Donor Relations

CONTACT



Personal Experience

- Board of Directors, Girls Inc.
- LGM Steering Committee
- Leadership Greater Manchester, Class of 2021

PROFILE

For the last sixteen years I have been working with nonprofits in fundraising and development programs. For thirteen of those years I was with Families in Transition (FIT) working with their mission to break the cycle of homelessness in New Hampshire. Hired as the Volunteer & In Kind Coordinator, in just 3 years I was promoted to the Donor Relations Manager. By the end of my time with the organization, I was promoted to Chief Development Officer, a member of the Executive Leadership Team. At the close of 2021, I had taken a new position with the New Hampshire Community Loan Fund as their Director of Donor Relations. The main goal of this position was to create a Major Donor Program for their organization.

In any of the positions that I have been in over the years, my role began and still to this day focuses on relationships, from onboarding volunteers and building their relationships to major donors. From connecting with community members on potential mission impacts to creating a lifelong supporter, at the end of the day, my main goal has been to show people their value and how they can make a difference in the lives of others.

Below you will find the many roles I have had in my nonprofit career thus far. From day one, I have been a key employee that has played in many leadership roles around change management, culture, moral and mergers. I have overseen 30 people in a statewide program, partnering with 20+ nonprofits at a time. I have also led a team of 8 employees, my department being one with the most longevity, which is something I am extremely proud of.

In my role as the CDO/VP of Resource Development, I oversaw our fundraising efforts, annual events, volunteer management, and marketing/communications team for the agency. I have strong experience in board development, strategic planning, volunteer management, leadership, program development, change management, and public speaking. I started my leadership experience with an annual goal of $800,000 a year, and in 2020, raised over $3 million in private funds with the support of my instrumental team and our solid development plan, even after pivoting due to the impact of the pandemic.

- Pivoting, adapting, out of the box thinking, strategizing, forward thinking, are all things I have been doing long before the pandemic.

SKILLS

- Donor relations expert
- Board development
- Nonprofit leadership
- Strategic thinker

EDUCATION

Southern New Hampshire University

Masters of Science Marketing

Southern New Hampshire University

Bachelor's Degree Business Administration and Management

Southern New Hampshire University

Leadership of Nonprofit Organizations, Graduate Certificate

NHTI, Concord

Associates, Criminal Justice

EXPERIENCE AT NH Community Loan Fund

Director of Donor Relations

2021- Present

In November of 2021 I took the position of Director of Donor Relations. It was a position that the organization created for me. The NH Community Loan Fund did not have major gifts, corporate giving or volunteer focused programs. They knew how essential these three programs were to the growth of their development and fundraising goals.

Over the last seven months, I have established the outline and foundation to these programs. I also have hired a Philanthropy Officer to help elevate the relationship building with the existing donors, as well as identifying ways to gain new donors. We have created a portfolio concept for the fundraising team, as well as established a forecasting structure in the CRM, Salesforce, to have a better plan of action to execute how to exceed our annual goals.

EXPERIENCE AT FAMILIES IN TRANSITION

Chief Development Officer/VP of Resource Dev.

2019- 2021

In January of 2019 I took the position of Vice President, Resource Development. This opportunity came when Families in Transition and New Horizons merged. The goal given to me was to create one unified development team of eight full time staff members, along with a one fundraising development plan that would have the newly defined team to meet our goal of raising $1.75 million in private funding. This goal was an increase from the previous year's goal of $800,000. We hit our goal in year one, then set our 2020 fundraising goal to raise $1.85 million which we surpassed, hitting the $3 million. This was a huge accomplishment in the midst of a huge leadership change, our Founder and President leaving, and pivoting our fundraising efforts that were very much impacted by the pandemic. It took a team to pull off what we did and I am so proud of how hard they all worked, while navigating their own transitions in their personal lives.

In addition, the agency had also invested in a new CRM software, Salesforce, which I took the project management lead on. With consultants, we created a CRM that aligned with the agency needs, as well as the needs of the newly merged fundraising department. Project managing was something I had never really done before, but found it to be a great project! A lot of work, but well worth it to see the investment and return on the investments in year two of having the software. Prior to leaving the organization in 2021, I had been promoted to Chief Development Officer.

Director of Resource Development

2016-2019

When promoted to the Director level I was tasked with creating new donor initiatives and worked closely with a Task Force that included members of our board of directors and other key stakeholders to see it through. During this time, my focus was really on systems, stewardship and cultivation efforts. Growing our volunteers into donors, and our donors into major investors. My goal was to show them the impact they had on those in their own community and know that they could be part of the solution. It was a lot of work over those three years, but well worth it as we have created relationships with our donors who have become lifelong supporters of the work we do.

Donor Relations Manager

2011-2016

When promoted to this new Management position, I had oversight of the FIT VISTA Program which had a reach across a variety of nonprofits across New Hampshire. When FIT first took over the program, we worked with 16 VISTA members and ten non profits. During this time, FIT was asked to take over a VISTA Program that was going to close. We saw too much value in the VISTA Program and quickly said yes to the merger. We doubled the number of members to 32, and also doubled the number of nonprofits we worked with across the state, no longer just in Manchester. My main focus was to build the moral backup of those that were displaced, but also bring the two groups together to be a unified group. It took a lot of work, we the group came together and became one of the most well respected VISTA Programs in New England.

Volunteer & In Kind Coordinator

2008-2011

Hired as the Coordinator of Volunteers & In Kind Donations, I created a structured system and process for both programs. The agency was just starting out with a volunteer program. Over the course of these three years, I worked on getting buyin from other departments to take on volunteers as resources. I also worked really hard on bringing new volunteers in and watching their relationship grow with nurture to become advocates, supporters and some staff. I also created a robust internship program for our clinical department, which is still running strong today. .

During this time we also acquired the Manchester VISTA Program from the City of Manchester. This gave me the oversight of 16 AmeriCorps VISTA Members supporting Manchester based nonprofits.

Susan L. Silsby

SUMMARY OF QUALIFICATIONS

- Over 25 years of experience in the non- profit industry
- Successful track record in program operations across multiple states
- Strong leadership and managerial skills
- Solid fiscal management ability
- Exceptional customer service skills
- Professional, organized and highly motivated

EDUCATION

University System of New Hampshire Plymouth, New Hampshire
BA in Psychology

Varsity Swimming & Diving, Varsity Field Hockey, Delta Zeta National Sorority

PROFESSIONAL EXPERIENCE

1988- Present EASTER SEALS NEW HAMPSHIRE

Senior Vice President of Program Services

Plan, develop, implement and monitor program services for adults throughout New Hampshire.

Manage all aspects of operations related to the delivery services including program development, financial management and personnel management.

Analyze trends in referrals, service delivery and funding to develop and implement strategic plans that increase the market share, enhance financial viability and improve public relations.

Report on administrative, financial, and programmatic outcomes.

Initiate and maintain contact with local and state agency representatives, at all levels, to promote Easter Seals services and develop new program opportunities.

Establish and maintain effective and positive relationships with public and private agencies, referring agencies, parents, funders, and community representatives to ensure customer satisfaction and solicit increased referrals

Other positions held: Vice President of Community Based Services, Director of Vocational Services, Direct Support Professional

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EASTER SEALS NEW HAMPSHIRE, INC.

Key Personnel

Name	Job Title	Salary	% Paid from this Contract	Amount Paid from this Contract
Maureen Beauregard	President & CEO	$340,000.00	0%	$0
Claire Gagnon	CFO	$200,000.00	0%	$0
Lisabritt Solsky Stevens	CGRCO	$175,100.00	0%	$0
Catherine Kuhn	COO	$175,100.00	0%	$0
Tina Sharby	CHRO	$195,05200	0%	$0
Peter Hastings	CIO	$190,550.00	0%	$0
Pamela Hawkes	CDO	$170,000.00	0%	$0
Susan Silsby	EVP	$190,550.00	0%	$0

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Associate Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9404 1-800-852-3345 Ext. 9404
Fax: 603-271-4230 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

August 9, 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 of Economic and Housing Stability, to enter into a **Retroactive** amendment to an existing contract with The Way Home, Inc. (VC#166673-B001) Manchester, NH as a result of the acquisition of The Way Home, Inc. by Easter Seals New Hampshire, Inc. (VC#177204-B000) on July 1, 2021, with no change to the price limitation of $256,886 and no change to the contract completion date of June 30, 2023 effective retroactive to July 1, 2021 upon Governor and Council approval.

The original contract was approved by Governor and Council on June 19, 2019, item #40. It was subsequently amended with Governor and Council approval on July 15, 2020, item #20, and most recently amended with Governor and Council approval on May 19, 2021, Tabled item #15.

EXPLANATION

This request is **Retroactive** in order to align existing contract services with the acquisition date to ensure individuals and families experiencing housing instability continue to receive the essential services and supports that include case management and emergency shelter services through the State Grant in Aid (SGIA) Homeless Assistance program. The Way Home, Inc. was acquired by Easter Seals New Hampshire, Inc. on July 1, 2021. The purpose of this request is to enable Easter Seals New Hampshire Inc. to assume responsibility for all contract services provided to the Department by The Way Home, Inc.

Approximately 200 individuals will be served from July 1, 2021 to June 30, 2023.

The Contractor will continue providing emergency shelter to individuals and families who are homeless. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services and other essential services. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

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The Contractor is monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Hillsborough County

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Easter Seals New Hampshire, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on July 15, 2020, (Item #20), and as amended on May 19, 2021 (Tabled Item #15), the Way Home, Inc. 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, on July 1, 2021 Easter Seals New Hampshire, Inc. acquired The Way Home, Inc. and assumed the delivery of all Contract services and funding; 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

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. All references in the Contract and amendments to The Way Home, Inc., including Form P-37 General Provisions, Block 1.3, Contractor name, are replaced with:

   Easter Seals New Hampshire, Inc.

2. Modify Exhibit D, Certification Regarding Drug-Free Workplace Requirements, Section 2 to read:

   The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant.

   Place of Performance (street address, city, county, state, zip code) (list each location)

   555 Auburn St, Manchester, NH, 03101

3. Delete Exhibit I, Health Insurance Portability Act Business Associate Agreement, and replace in its entirety with Exhibit I Amendment #3, Health Insurance Portability Act Business Associate Agreement, 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 retroactively effective to July 1, 2021 upon the date of Governor and Executive 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

8/10/2021
Date

DocuSigned by:
Katja Fox
Name: Katja Fox
Title: Director

Easter Seals New Hampshire, Inc.

8/9/2021
Date

DocuSigned by:
Erin Treanor
Name: Erin Treanor
Title: CFO

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

OFFICE OF THE ATTORNEY GENERAL

DocuSigned by:

Date

DocuSigned by:

Name: Catherine Pinos
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:

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165288 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166570 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

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Families in Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154887 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157466 - B001	Nashua NH	$186,836	$140,700	$327,536	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,522	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177285 - B001	Greenland NH	$162,400	$134,682	$296,982	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

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Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	$200,062	$244,696	$444,758	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	$312,915	$256,930	$569,845	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Seacoast Family Promise	TBD	Exeter NH	$94,661	$85,644	$180,305	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	177511 - R001	Keene NH	$527,563	$464,922	$992,485	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Front Door Agency	156244 - B001	Nashua NH	$287,991	$269,166	$557,157	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Way Home, Inc.	166673 - B001	Manchester NH	$140,656	$116,230	$256,886	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Tri-County CAP, Inc.	177195 - B009	Berlin NH	$126,299	$79,526	$205,825	O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	$6,882,604	$5,665,716	$12,548,320	

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Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program .to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

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05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652 Vendor # 1652 Vendor # 1652

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500732	Contracts for Program Services	TBD	$0	$61,174	$61,174
2023	102/500733	Contracts for Program Services	TBD	$0	$61,174	$61,174
		Sub Total		$142,620	$122,348	$264,968

Community Action Partnership of Strafford County — Vendor # 1772 Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 1772 Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 2671 Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500732	Contracts for Program Services	TBD	$0	$58,618	$58,618
2023	102/500733	Contracts for Program Services	TBD	$0	$58,618	$58,618
		Sub Total		$68,709	$117,236	$185,945

Cross Roads House — Vendor # 1665 Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500732	Contracts for Program Services	TBD	$0	$311,987	$311,987
2023	102/500733	Contracts for Program Services	TBD	$0	$311,987	$311,987

		Sub Total		$766,784	$623,974	$1,390,758

FITNHNH, Inc.

Vendor # 1577 Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500732	Contracts for Program Services	TBD	$0	$642,327	$642,327
2023	102/500733	Contracts for Program Services	TBD	$0	$642,327	$642,327
		Sub Total		$1,658,284	$1,284,654	$2,942,938

Friends Program

Vendor # 1549 Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$174,710	$0	$174,710

Helping Hands Outreach Center

Vendor # 174226 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$114,808	$0	$114,808
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500732	Contracts for Program Services	TBD	$0	$97,878	$97,878
2023	102/500733	Contracts for Program Services	TBD	$0	$97,878	$97,878
		Sub Total		$209,516	$195,756	$405,272

Hundred Nights, Inc

Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500732	Contracts for Program Services	TBD	$0	$107,055	$107,055
2023	102/500733	Contracts for Program Services	TBD	$0	$107,055	$107,055
		Sub Total		$220,854	$214,110	$434,964

Lakes Region Community Developers

Vendor # 156571 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500732	Contracts for Program Services	TBD	$0	$58,115	$58,115
2023	102/500733	Contracts for Program Services	TBD	$0	$58,115	$58,115
		Sub Total		$88,761	$116,230	$204,991

Marquerites Place

Vendor # 157465 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500732	Contracts for Program Services	TBD	$0	$70,350	$70,350
2023	102/500733	Contracts for Program Services	TBD	$0	$70,350	$70,350
		Sub Total		$186,836	$140,700	$327,536

My Friend's Place — Vendor # 156274 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500732	Contracts for Program Services	TBD	$0	$64,233	$64,233
2023	102/500733	Contracts for Program Services	TBD	$0	$64,233	$64,233
		Sub Total		$177,231	$128,466	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500732	Contracts for Program Services	TBD	$0	$91,761	$91,761
2023	102/500733	Contracts for Program Services	TBD	$0	$91,761	$91,761
		Sub Total		$284,806	$183,522	$468,328

New Generation — Vendor # 1772 Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500732	Contracts for Program Services	TBD	$0	$67,291	$67,291
2023	102/500733	Contracts for Program Services	TBD	$0	$67,291	$67,291
		Sub Total		$162,400	$134,582	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500732	Contracts for Program Services	TBD	$0	$443,512	$443,512
2023	102/500733	Contracts for Program Services	TBD	$0	$443,512	$443,512
		Sub Total		$791,802	$887,024	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500732	Contracts for Program Services	TBD	$0	$122,348	$122,348
2023	102/500733	Contracts for Program Services	TBD	$0	$122,348	$122,348
		Sub Total		$200,062	$244,696	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500732	Contracts for Program Services	TBD	$0	$128,465	$128,465
2023	102/500733	Contracts for Program Services	TBD	$0	$128,465	$128,465
		Sub Total		$312,915	$256,930	$569,845

Seacoast Family Promise — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500732	Contracts for Program Services	TBD	$0	$42,822	$42,822
2023	102/500733	Contracts for Program Services	TBD	$0	$42,822	$42,822
		Sub Total		$94,661	$85,644	$180,305

Southern NH Services — Vendor # 177198 - B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511 - R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500732	Contracts for Program Services	TBD	$0	$232,461	$232,461
2023	102/500733	Contracts for Program Services	TBD	$0	$232,461	$232,461
		Sub Total		$527,563	$464,922	$992,485

The Front Door Agency — Vendor # 156244 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500732	Contracts for Program Services	TBD	$0	$134,583	$134,583
2023	102/500733	Contracts for Program Services	TBD	$0	$134,583	$134,583
		Sub Total		$287,991	$269,166	$557,157

The Way Home, Inc

Vendor # 166673 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500732	Contracts for Program Services	TBD	$0	$58,115	$58,115
2023	102/500733	Contracts for Program Services	TBD	$0	$58,115	$58,115
		Sub Total		$140,656	$116,230	$256,886

Tri-County CAP, Inc

Vendor # 177195 - B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500732	Contracts for Program Services	TBD	$0	$39,763	$39,763
2023	102/500733	Contracts for Program Services	TBD	$0	$39,763	$39,763
		Sub Total		$126,299	$79,526	$205,825

Waypoint

Vendor # 177166 - B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Current Modified Budget	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$252,556	$0	$252,556

Overall Total	$6,882,604	$5,665,716	$12,548,320

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

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Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
		Total	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

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Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
		Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

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- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

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New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names

1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Tri-County Community Action Program, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on July 10, 2019 (Item #16), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), as amended on December 7, 2022, (Item #20), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $391,352

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

5/3/2023
Date

DocuSigned by:
Katja S. Fox
ED0D059D04C83442...
Name: Katja S. Fox
Title: Director

Tri-County Community Action Program, Inc.

5/3/2023
Date

DocuSigned by:
Jeanne Robillard
4DFF7B1003AD4C3...
Name: Jeanne Robillard
Title: CEO

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

OFFICE OF THE ATTORNEY GENERAL

5/5/2023
Date

DocuSigned by:
Robyn Guarino
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:

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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 TRI-COUNTY COMMUNITY ACTION PROGRAM, INC. (TRI-COUNTY CAP) is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on May 18, 1965. 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: **63020**

Certificate Number: **0006195524**

IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 4th day of April A.D. 2023.

David M. Scanlan

Secretary of State

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CERTIFICATE OF AUTHORITY

I, Sandy Alonzo, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected board chair of Tri-County Community Action Program, Inc.
(Corporation/LLC Name)

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 May 31st, 2022, at which a quorum of the Directors/shareholders were present and voting.
(Date)

VOTED: That Jeanne Robillard CEO and or Randall Pilotte CFO (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of Tri-County Community Action Program, Inc. to enter into contracts or agreements with the State
(Name of Corporation/ LLC)

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: 5/3/23

Signature of Elected Officer
Name: Sandy Alonzo
Title: Board Chair

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 01/03/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER FIAI/Cross Insurance 1100 Elm Street Manchester NH 03101	CONTACT NAME: Susan Sullivan PHONE (A/C, No, Ext): (603) 669-3218 FAX (A/C, No): (603) 645-4331 E-MAIL ADDRESS: manch.certs@crossagency.com
INSURED Tri-County Community Action Program, Inc 30 Exchange Street Berlin NH 03570	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Philadelphia Indemnity Ins Co — 18058 INSURER B: Granite State Health Care and Human Services Self- INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: 22-23 All Lines 23-24 WC REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:			PHPK2433324	07/01/2022	07/01/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Professional Liability	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 3,000,000 $ 3,000,000 $ 1,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY			PHPK2433331	07/01/2022	07/01/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	UMBRELLA LIAB X OCCUR X EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 10,000			PHUB821555	07/01/2022	07/01/2023	EACH OCCURRENCE AGGREGATE	$ 2,000,000 $ 2,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		HCHS20220000058 (3a.) NH	01/01/2023	01/01/2024	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Refer to policy for exclusionary endorsements and special provisions.

CERTIFICATE HOLDER

State of NH - DHHS
129 Pleasant Street
Concord NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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TRI-COUNTY COMMUNITY ACTION

Serving Coös, Carroll & Grafton Counties since 1965

MISSION **STATEMENT**

Tri-County Community Action Program provides opportunities to strengthen communities by improving the lives of low to moderate income families and individuals.

VISION **STATEMENT**

Individuals and families are empowered to create vibrant communities and foster self-sufficiency.

VALUES **STATEMENT**

Tri-County Community Action Program, values a culture of integrity.

This Includes:

1. Transparency in all our interactions and communications, stressing accountability to ourselves as an organization and to those we serve.
2. Connection to community. We value our community partners and work to build strong partnerships that unite us all in the common goal of improving the lives of others.
3. Recognition of our mutual humanity. We treat customers, co-workers and colleagues with compassion, fairness, dignity and respect.
4. We value the empowerment of those who seek our services, believing that empowerment leads to improved self-worth and enables those we serve to fully participate in their communities and share their success with others.









Helping People. Changing Lives. community Action. PARTNERSHIP

30 Exchange St., Berlin, NH 03570
Phone: (603) 752-7001
www.tccap.org

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Financial Statements

TRI-COUNTY COMMUNITY ACTION PROGRAM, INC.

AND AFFILIATE

CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021
AND
INDEPENDENT AUDITORS' REPORTS AND
REPORTS ON COMPLIANCE AND
INTERNAL CONTROL

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TRI-COUNTY COMMUNITY ACTION PROGRAM, INC. AND AFFILIATE

CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021

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Leone, McDonnell & Roberts
Professional Association
CERTIFIED PUBLIC ACCOUNTANTS
WOLFEBORO • NORTH CONWAY
• DOVER • CONCORD
• STRATHAM

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of
Tri-County Community Action Program, Inc. and Affiliate

Report on Audit of the Financial Statements

Opinion

We have audited the accompanying consolidated financial statements of Tri-County Community Action Program, Inc. and Affiliate (New Hampshire nonprofit organizations), which comprise the consolidated statements of financial position as of June 30, 2022 and 2021, the related consolidated statements of functional expenses, and cash flows for the years then ended, the related statement of activities for the year ended June 30, 2022, and the related notes to the consolidated financial statements.

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of Tri-County Community Action Program, Inc. and Affiliate as of June 30, 2022, 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 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. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Tri-County Community Action Program, Inc. and Affiliate 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 opinions.

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 Tri-County Community Action Program, Inc. and Affiliate's ability to continue as a going concern within one year after the date that the consolidated financial statements are available to be issued.

Auditors' 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 auditors' 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 generally accepted auditing standards 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 generally accepted auditing standards 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 consolidated 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 Tri-County Community Action Program, Inc. and Affiliate'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 Tri-County Community Action Program, Inc. and Affiliate'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.

Report on Summarized Comparative Information

We have previously audited Tri-County Community Action Program, Inc. and Affiliates' 2021 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated November 19, 2021. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2021, is consistent, in all material respects, with the audited financial statements from which it has been derived.

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Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The accompanying 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 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, including 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 auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards 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 November 15, 2022, on our consideration of Tri-County Community Action Program, Inc.'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 Tri-County Community Action Program, Inc.'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 Tri-County Community Action Program, Inc.'s internal control over financial reporting and compliance.

Leone McDonnell & Roberts
Professional Association

North Conway, New Hampshire
November 15, 2022

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TRI-COUNTY COMMUNITY ACTION PROGRAM, INC. AND AFFILIATE

CONSOLIDATED STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2022 AND 2021

ASSETS

	2022	2021
CURRENT ASSETS		
Cash and cash equivalents	$ 3,827,664	$ 3,237,032
Restricted cash, Guardianship Services Program	977,227	1,317,839
Accounts receivable	1,807,274	1,617,249
Pledges receivable	169,196	216,423
Inventories	59,759	52,985
Prepaid expenses	138,811	53,594
Total current assets	6,979,931	6,495,122
PROPERTY		
Property and equipment	12,794,151	12,917,935
Less accumulated depreciation	(6,088,609)	(5,850,185)
Property, net	6,705,542	7,067,750
OTHER ASSETS		
Restricted cash	410,431	439,822
TOTAL ASSETS	$ 14,095,904	$ 14,002,694

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES		
Current portion of long term debt	$ 134,452	$ 129,155
Accounts payable,	262,473	4,303
Accrued compensated absences	228,342	233,907
Accrued salaries	81,707	383,435
Accrued expenses	117,415	266,595
Refundable advances	446,208	324,140
Other liabilities	1,085,406	1,400,645
Total current liabilities	2,356,003	2,742,180
LONG TERM DEBT		
Long term debt, net of current portion	4,442,866	4,577,505
Total liabilities	6,798,869	7,319,685
NET ASSETS		
Without donor restrictions	7,037,337	6,199,624
With donor restrictions	259,698	483,385
Total net assets	7,297,035	6,683,009
TOTAL LIABILITIES AND NET ASSETS	$ 14,095,904	$ 14,002,694

See Notes to Consolidated Financial Statements

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TRI-COUNTY COMMUNITY ACTION PROGRAM, INC. AND AFFILIATE

CONSOLIDATED STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2022
WITH PRIOR YEAR SUMMARIZED COMPARATIVE INFORMATION

	Without Donor Restrictions	With Donor Restrictions	2022 Total	2021 Total
REVENUES AND OTHER SUPPORT				
Grants and contracts	$ 32,657,364	$ 361,664	$ 33,019,028	$ 18,711,410
Program funding	1,178,528	-	1,178,528	1,177,937
Utility programs	1,862,325	-	1,862,325	2,659,293
In-kind contributions	228,341	-	228,341	364,580
Contributions	140,578	-	140,578	462,340
Fundraising	8,616	-	8,616	1,802
Rental income	797,436	-	797,436	684,169
Interest income	484	-	484	888
Gain (loss) on disposal of property	8,874	-	8,874	(27,288)
Other revenue	4,789	-	4,789	13,364
Total revenues and other support	36,887,335	361,664	37,248,999	24,048,495
NET ASSETS RELEASED FROM RESTRICTIONS	585,351	(585,351)	-	-
Total revenues, other support, and net assets released from restrictions	37,472,686	(223,687)	37,248,999	24,048,495
FUNCTIONAL EXPENSES				
Program Services:				
Agency Fund	1,453,842	-	1,453,842	1,017,860
Head Start	2,792,837	-	2,792,837	2,856,419
Guardianship	658,956	-	658,956	760,053
Transportation	892,112	-	892,112	870,078
Volunteer	62,053	-	62,053	96,817
Workforce Development	-	-	-	40,175
Carroll County Dental	673,708	-	673,708	669,641
Support Center	-	-	-	356,359
Homeless	17,630,850	-	17,630,850	4,760,909
Energy and Community Development	9,978,945	-	9,978,945	8,541,527
Elder	1,095,578	-	1,095,578	1,192,453
Housing Services	248,736	-	248,736	192,010
Total program services	35,487,617	-	35,487,617	21,354,301
Supporting Activities:				
General and administrative	1,146,090	-	1,146,090	1,172,988
Fundraising	1,266	-	1,266	-
Total supporting activities	1,147,356	-	1,147,356	1,172,988
Total functional expenses	36,634,973	-	36,634,973	22,527,289
CHANGE IN NET ASSETS	837,713	(223,687)	614,026	1,521,206
NET ASSETS, BEGINNING OF YEAR	6,199,624	483,385	6,683,009	5,161,803
NET ASSETS, END OF YEAR	$ 7,037,337	$ 259,698	$ 7,297,035	$ 6,683,009

See Notes to Consolidated Financial Statements

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TRI-COUNTY COMMUNITY ACTION PROGRAM, INC. AND AFFILIATE

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2022

	Agency Fund	Head Start	Guardianship	Transportation	Volunteer	Carroll County Dental	Homeless	Energy and Community Development	Elder	Housing Services	Total	General and Administrative	Fundraising	Total
Direct Expenses														
Payroll	$ 491,447	$ 1,591,962	$ 460,242	$ 447,910	$ 42,414	$ 272,090	$ 693,549	$ 1,412,854	$ 490,039	$ 23,485	$ 5,925,992	$ 581,978	$ -	$ 6,507,970
Payroll taxes and benefits	112,083	425,086	103,479	79,984	8,955	58,357	161,250	352,787	96,642	-	1,398,623	133,158	-	1,531,781
Assistance to clients	-	-	-	89,597	-	-	16,494,024	7,043,336	-	-	23,626,957	-	-	23,626,957
Consumable supplies	8,143	167,505	8,474	7,296	445	57,798	28,753	573,445	308,046	727	1,160,632	20,525	-	1,181,157
Space costs and rentals	4,434	194,445	44,378	16,638	5,481	582	74,769	217,912	56,492	-	615,131	112,318	-	727,449
Depreciation expense	168,801	50,198	500	108,348	-	42,409	15,459	60,397	5,833	67,389	519,334	-	-	519,334
In-kind expended	-	117,498	-	-	-	-	53,684	-	57,159	-	228,341	-	-	228,341
Consultants and contractors	94,310	2,132	5,635	13,178	-	197,993	203	44	17,986	-	331,481	35,842	-	367,323
Utilities	191,020	28,064	21,922	16,187	1,597	13,097	43,598	44,724	26,182	26,303	412,694	4,851	-	417,545
Travel and meetings	9,147	56,484	5,892	27,591	-	4,329	21,471	17,291	11,289	825	154,299	6,024	-	160,323
Other direct program costs	67,883	52,568	(8,580)	3,699	2,598	971	943	25,003	5,765	106,265	257,115	63,834	1,266	322,215
Fiscal and administrative	91	294	8,928	622	75	8,480	6,667	38,011	4,578	2,919	70,665	144,494	-	215,159
Building and grounds maintenance	135,694	64,895	-	2,111	-	1,966	10,103	154	3,817	8,757	227,497	442	-	227,939
Interest expense	94,838	66	1,031	66	-	-	102	386	11	-	96,500	82	-	96,582
Vehicle expense	5,557	-	-	69,672	-	-	-	93,810	-	-	169,039	-	-	169,039
Insurance	48,467	6,338	579	2,627	488	1,341	8,073	6,018	-	3,250	77,181	34,884	-	112,065
Maintenance of equipment and rental	8,601	35,322	6,441	6,486	-	12,700	18,121	87,777	8,332	8,691	192,471	7,383	-	199,854
Fixed fees	13,326	-	35	100	-	1,595	81	4,996	3,407	125	23,665	275	-	23,940
Total Direct Expenses	1,453,842	2,792,837	658,956	892,112	62,053	673,708	17,630,850	9,978,945	1,095,578	246,736	35,487,617	1,146,090	1,266	36,634,973
Indirect Expenses														
Indirect costs	144,922	273,225	70,128	75,578	6,193	68,561	110,702	289,953	106,828	-	1,146,090	(1,146,090)	-	-
Total Direct & Indirect expenses	$ 1,598,764	$ 3,066,062	$ 729,084	$ 967,690	$ 68,246	$ 742,269	$ 17,741,552	$ 10,268,898	$ 1,202,406	$ 246,736	$ 36,633,707	$ -	$ 1,266	$ 36,634,973

See Notes to Consolidated Financial Statements

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TRI-COUNTY COMMUNITY ACTION PROGRAM, INC. AND AFFILIATE

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2021

	Agency Fund	Head Start	Quantlanshie	Transportation	Volunteer	Workforce Development	Carroll County Dental	Support Center	Homeless	Energy and Community Development	Elder	Housing Services	Total	General and Administrative	Fundraising	Total
Direct Expenses																
Payroll	$ 420,622	$ 1,590,671	$ 518,354	$ 427,492	$ 53,155	$ 14,240	$ 258,217	$ 111,206	$ 496,439	$ 1,356,876	$ 541,938	$ 34,064	$ 5,823,276	$ 657,959	$ -	$ 6,481,235
Payroll taxes and benefits	114,664	458,854	141,579	86,552	14,246	5,288	57,625	29,302	124,300	388,856	128,187	-	1,549,453	171,815	-	1,721,268
Assistance to clients	31,899	-	-	79,632	-	10,650	-	73,957	3,964,734	5,803,029	982	-	9,964,883	-	-	9,964,883
Consumable supplies	15,065	224,233	9,885	12,788	6,717	53	45,030	3,472	13,399	489,802	298,651	1,275	1,100,370	13,443	-	1,113,813
Space costs and rentals	4,975	195,497	42,625	15,783	4,664	8,708	495	1,249	29,218	140,400	53,262	-	496,876	92,807	-	589,683
Depreciation expense	160,408	55,544	-	69,021	-	-	40,214	11,064	2,439	38,852	3,333	67,389	448,264	1,151	-	449,415
In-kind expended	-	123,709	-	29,863	-	-	-	90,076	48,507	-	72,626	-	364,581	-	-	364,581
Consultants and contractors	-	6,937	1,370	-	-	-	201,033	-	-	44	10,318	-	219,702	19,424	-	239,126
Utilities	135,721	25,781	20,811	14,346	1,535	1,123	12,763	18,170	25,890	43,414	25,548	23,937	349,039	4,036	-	353,075
Travel and meetings	1,369	56,943	2,929	22,740	162	113	1,370	907	17,189	23,188	9,785	-	136,695	2,458	-	139,153
Other direct program costs	(38,110)	37,061	1,610	20,399	2,046	-	1,249	5,472	20,605	56,967	21,932	37,742	166,973	13,077	-	180,050
Fiscal and administrative	1,721	1,005	10,788	882	1,047	-	7,637	1,273	3,166	33,866	4,670	2,389	68,444	134,629	-	203,073
Building and grounds maintenance	107,973	21,907	130	7,907	72	-	4,819	7,441	6,791	68,567	5,596	11,141	242,344	-	-	242,344
Interest expense	96,971	16	449	4	-	-	39,240	10	3	720	3	-	137,416	(104)	-	137,312
Vehicle expense	2,156	-	-	73,585	-	-	-	-	-	84,998	-	-	160,739	-	-	160,739
Insurance	49,960	7,079	506	2,296	-	-	1,334	2,695	3,714	6,491	-	3,251	77,326	31,502	-	108,828
Maintenance of equipment and rental	(56,923)	51,182	9,017	6,988	13,173	-	(3,131)	83	2,559	24,134	12,430	10,822	70,314	20,351	-	90,665
Fixed fees	(30,611)	-	-	-	-	-	1,746	-	1,956	1,323	3,212	-	(22,374)	10,440	-	(11,934)
Total Direct Expenses	1,017,860	2,856,419	760,053	870,078	96,817	40,175	669,641	356,359	4,760,909	8,541,527	1,192,453	192,010	21,354,301	1,172,988	-	22,527,289
Indirect Expenses																
Indirect costs	130,691	292,769	83,180	78,104	9,042	2,961	72,356	21,593	81,587	280,488	120,217	-	1,172,988	(1,172,988)	-	-
Total Direct & Indirect expenses	$ 1,148,551	$ 3,149,188	$ 843,233	$ 948,182	$ 105,859	$ 43,136	$ 741,997	$ 377,952	$ 4,842,496	$ 8,822,015	$ 1,312,670	$ 192,010	$ 22,527,289	$ -	$ -	$ 22,527,289

See Notes to Consolidated Financial Statements

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TRI-COUNTY COMMUNITY ACTION PROGRAM, INC. AND AFFILIATE

CONSOLIDATED STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021

	2022	2021
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	$ 614,026	$ 1,521,206
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation and amortization	520,221	450,040
Loss (gain) on disposal of property	(8,874)	27,288
Decrease (increase) in assets:		
Accounts receivable	(190,025)	(294,397)
Pledges receivable	47,227	90,594
Inventories	(6,774)	49,445
Prepaid expenses	(85,217)	24,288
Increase (decrease) in liabilities:		
Accounts payable	258,170	(176,124)
Accrued compensated absences	(5,565)	(9,872)
Accrued salaries	(301,728)	334,376
Accrued expenses	(149,180)	129,291
Refundable advances	122,068	142,677
Other liabilities	(315,239)	549,663
NET CASH PROVIDED BY OPERATING ACTIVITIES	499,110	2,838,475
CASH FLOWS FROM INVESTING ACTIVITIES		
Proceeds from disposal of property	8,874	25,000
Purchases of property and equipment	(158,013)	(780,217)
NET CASH USED IN INVESTING ACTIVITIES	(149,139)	(755,217)
CASH FLOWS FROM FINANCING ACTIVITIES		
Repayment on long-term debt	(129,342)	(523,740)
Repayment on capital lease obligations	-	(3,554)
NET CASH USED IN FINANCING ACTIVITIES	(129,342)	(527,294)
NET INCREASE IN CASH AND RESTRICTED CASH	220,629	1,555,964
CASH AND RESTRICTED CASH, BEGINNING OF YEAR	4,994,693	3,438,729
CASH AND RESTRICTED CASH, END OF YEAR	$ 5,215,322	$ 4,994,693
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION:		
Cash paid during the year for:		
Interest	$ 95,593	$ 136,425

See Notes to Consolidated Financial Statements

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NOTE 1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization and Principles of Consolidation

The consolidated financial statements include the accounts of Tri-County Community Action Program, Inc. and its affiliate, Cornerstone Housing North, Inc. The two organizations are consolidated because Tri-County Community Action Program, Inc. controls 100% of the voting power of Cornerstone Housing North, Inc. All significant intercompany items and transactions have been eliminated from the basic financial statements. Tri-County Community Action Program, Inc. (the Organization) is a New Hampshire non-profit corporation that operates a wide variety of community service programs which are funded primarily through grants or contracts from various federal, state, and local agencies. Cornerstone Housing North, Inc. (Cornerstone) is a New Hampshire nonprofit corporation that was incorporated under the laws of the State of New Hampshire for the acquisition, construction and operation of community-based housing for the elderly.

Nature of activities

The Organization's programs consist of the following:

Agency

Tri-County CAP Administration provides central program management support and oversight to the Organization's many individual programs. This includes planning and budget development, bookkeeping and accounting, payroll and HR services, legal and audit services, IT support, management support, financial support and central policy development.

Tri-County CAP Administration is the liaison between Tri-County Community Action Program, Inc.'s, Board of Directors and its programs, ensuring that programs comply with agreements made by the Board to funding sources and vendors.

Other responsibilities include the management and allocation of funding received through a Community Services Block Grant, as well as management of the Organization's real estate property.

Head Start

Head Start provides comprehensive services to low-income children and their families. Head Start supports children's growth and development in a positive learning environment through a variety of activities as well as providing services, which include in addition to early learning, health and family well-being. All children receive health and development screenings, nutritious meals, oral health and mental health support. Parents and families are supported in achieving their own goals, such as housing stability, continued education, and financial stability.

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Programs support and strengthen parent-child relationships as their child's primary educator. Head Start staff work as partners with parents to identify and provide individualized activities that support their child's growth and development.

Tri-County Community Action Head Start funded enrollment is 217, but over the course of the program year serves approximately 250 children in Carroll, Coos & Grafton counties in 9 locations with 13 center-based classrooms and 1 home-based option.

Guardianship

The Organization's Guardianship program provides advocacy and guardian services for the vulnerable population of New Hampshire residents (developmentally disabled, chronically mentally ill, traumatic brain injury, and the elderly suffering from Alzheimer's, dementia, and multiple medical issues) who need a guardian and who have no family member or friend willing, able, or suitable to serve in that capacity. This program serves over 400 individuals. Additional services include, conservatorship, representative payee-ship, federal fiduciary services, benefit management services and private probate accounting services.

Transportation

The Organization's transit program provides various transportation services: public bus routes, door-to-door service by request, long distance medical travel to medical facilities outside our regular service area, and special trips for the elderly to go shopping and enjoy other activities that are located outside the regular service area. The Organization's fleet of 17 wheelchair accessible vehicles offers transportation options to the elderly and disabled, as well as to the general public.

Volunteer

The Coos County Retired & Senior Volunteers Program (RSVP) maintains a minimum group of 211 volunteers, ages 55 and older, of which 41 actively served during the last reporting period. These volunteers share their skills, life experiences, and time with over 60 local non-profit and public agencies throughout Coos County that depend on volunteer assistance to meet the needs of their constituents. Our volunteers donate over 20,000 hours yearly.

Workforce Development

The Organization is assisting transitional and displaced workers as they prepare for new jobs, and also assisting currently-employed workers to gain the skills required for better jobs.

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The Organization is helping to implement New Hampshire's Unified State Plan for Workforce Development, in line with the federal Workforce Investment Act. Workforce training programs, with training facilities in three towns, provide temporary assistance for needy families (TANF) recipients with 20-30 hours per week of training in the areas of employment skills, computer skills, and business experience, and also place participating TANF recipients in community-based work experience sites.

Carroll County Dental

Tamworth Dental Center (the Center) offers state of the art quality oral healthcare to uninsured families and individuals. The Center offers a full array of services including preventative, restorative, and oral surgery. The Center accepts most dental insurances, state insurances, and offers a sliding fee scale based on income ratio to federal poverty guidelines. The school-based project of the Center has undergone modifications necessary due to the pandemic. 9 outreach schools within the vicinity of the Center will be made. Education, treatments, and referrals will be made available.

Support Center

The Organization's Support Center at Burch House provides direct service and shelter to victims and survivors of domestic and sexual violence and stalking in Northern Grafton County. Support Center services are accessible 24 hours a day, 365 days a year. They include: crisis intervention; supportive counseling; court, hospital and policy advocacy and accompaniment; emergency shelter; support groups; community education and outreach; violence prevention programs for students; information, referrals and assistance accessing other community resources.

Homeless

Homeless services include an outreach intervention and prevention project that strives to prevent individuals and families from becoming homeless, and assists the already homeless in securing safe, affordable housing. The Organization provides temporary shelter space for homeless clients.

The Organization also provides some housing rehabilitation services to help preserve older housing stock.

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Energy Assistance and Outreach

Energy Assistance Services provide fuel and electric assistance through direct pay to vendors or a discount on the client's bill. Community Contact sites allow local participants access to energy assistance programs and other emergency services. The offices provide information to the Organization's clients about other programs offered, as well as other programs available through other organizations in the community.

Low-Income Weatherization

The NH weatherization program helps low-income families, elderly, disabled, small children and individuals lower their home energy costs; increase their health, safety, and comfort; and improve the quality of living while improving housing stock in communities around the state utilizing energy cost saving, health and safety and carbon lowering measures. The NH Weatherization Assistance Program also creates local NH jobs.

Elder

The Organization's elder program provides senior meals in 4 community dining sites, home delivered meals (Meals on Wheels) to the frail and homebound elderly, and senior nutrition education and related programming. The Coos County ServiceLink Aging & Disability Resource Center assists with person-centered counseling, Medicare counseling, Medicaid assistance, long-term care counseling services, and caregiver supports.

Housing Services

Cornerstone Housing North, Inc. (Cornerstone) is subject to a Project Rental Assistance Contract (PRAC) with the United States Department of Housing and Urban Development (HUD), and a significant portion of their rental income is received from HUD.

Cornerstone includes a 12-unit apartment complex in Berlin, New Hampshire for the elderly. This operates under Section 202 of the National Housing Act and is regulated by HUD with respect to the rental charges and operating methods.

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Cornerstone has a Section 202 Capital Advance. Under guidelines established by the U.S. Office of Management and Budget *Uniform Guidance, Title 2 U.S. Code of Federal Regulations (CFR) part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards,* the Section 202 Capital Advance is considered to be a major program. A separate audit is performed as it relates to Cornerstone's compliance with its major federal program in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States and the audit requirements of *Title 2 of U.S. Code of Federal Regulations part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements of Federal Awards (Uniform Guidance).* An unmodified opinion was issued.

Method of accounting

The consolidated financial statements of Tri-County Community Action Program, Inc. have been prepared utilizing the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America, as promulgated by the Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC). Under this basis, revenue, other than contributions, and expenses are reported when incurred without regard to the date of receipt or payment of cash.

Basis of presentation

The financial statements of the Organization have been prepared in accordance with U.S. generally accepted accounting principles (US GAAP), which require the Organization to report information regarding its financial position and activities according to the following net asset classifications:

Net assets without donor restrictions include net assets that are not subject to any donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These net assets may be used at the discretion of the Organization's management and board of directors.

Net assets with donor restrictions include net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization or by passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

The Organization has net assets with donor restrictions of $259,698 and $483,385 at June 30, 2022 and 2021, respectively. See **Note 13**.

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Contributions

Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Support that is restricted is reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the contribution is recognized. All other donor restricted contributions are reported as net assets with donor restrictions, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

Accounts Receivable

Accounts receivable are stated at the amount management expects to collect from balances outstanding at year-end. Most of the receivables are amounts due from federal and state awarding agencies and are based on reimbursement for expenditures made under specific grants or contracts. A portion of the accounts receivable balance represents amounts due from patients at Carroll County Dental program. Past due receivables are written off at management's discretion using the direct write off method; this is not considered a departure from accounting principles generally accepted in the United State because the effects of the direct write off method approximate those of the allowance method. Management selects accounts to be written off after analyzing past payment history, the age of the accounts receivable, and collection rates for receivables with similar characteristics, such as length of time outstanding. The Organization does not charge interest on outstanding accounts receivable.

Property and Depreciation

Acquisitions of buildings, equipment, and improvements in excess of $5,000 and all expenditures for repairs, maintenance, and betterments that materially prolong the useful lives of assets are capitalized. Buildings, equipment, and improvements are stated at cost less accumulated depreciation. Depreciation is provided using the straight-line method over the estimated useful lives of the related assets.

Depreciation expense related to assets used solely by an individual program is charged directly to the related program. Depreciation expense for assets used by more than one program is charged to the program based upon a square footage or other similar allocation.

Depreciation expense related to administrative assets is included in the indirect cost pool and charged to the programs in accordance with the indirect cost plan. Maintenance and repairs that do not materially prolong the useful lives of assets are charged to expense as incurred.

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Estimated useful lives are as follows:

Buildings and improvements	20 to 40 years
Vehicles	5 to 8.5 years
Furniture and equipment	5 to 15 years

Client Rents and HUD Rent Subsidy

Cornerstone Housing North, Inc.'s rents are approved on an annual basis by the Department of Housing and Urban Development. Rental increases are prohibited without such approval. The clients are charged rent equal to 30% of their income less adjustments allowed by the Department of Housing and Urban Development. Rent subsidies are received from the Department of Housing and Urban Development for the difference between the allowed rents and the amounts received from the clients.

Refundable Advances

Grants received in advance are recorded as refundable advances and recognized as revenue in the period in which the related services or expenditures are performed or incurred. Funds received in advance of grantor conditions being met aggregated $446,208 and $324,140 as of June 30, 2022 and 2021, respectively.

Nonprofit tax status

The Organization is a not-for-profit, Section 501(c)(3) organization in accordance with the Internal Revenue Code. It has been classified as an organization that is not a private foundation under the Internal Revenue Code and qualifies for a charitable contribution deduction for donors. The Organization files information returns in the United States. The Organization's Federal Form 990 (Return of Organization Exempt from Income Tax), is subject to examination by the IRS, generally for three years after it is filed.

The Organization follows FASB ASC 740, *Accounting for Income Taxes,* which clarifies the accounting for uncertainty in income taxes and prescribes a recognition threshold and measurement attribute for financial statement recognition and measurement of tax positions taken or expected to be taken in a tax return. The Organization does not believe they have taken uncertain tax positions, therefore, a liability for income taxes associated with uncertain tax positions has not been recognized.

Cornerstone Housing North, Inc. is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. The Internal Revenue Service has determined the Organization to be other than a private foundation within the meaning of Section 509(a).

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Retirement plan

The Organization maintains a tax-sheltered annuity plan under the provisions of Section 403(b) of the Internal Revenue Code. All employees are eligible to contribute to the plan beginning on the date they are employed. Each employee may elect salary reduction agreement contributions in accordance with limits allowed in the Internal Revenue Code. Employer contributions are at the Organization's annual discretion. In January 2013, employer contribution payments ceased, therefore as of June 30, 2022 and 2021, there were no discretionary contributions recorded. Further information can be obtained from the Organization's 403(b) audited financial statements.

Donated services and goods

Contributions of donated services that create or enhance non-financial assets or that require specialized skills and would typically need to be purchased if not provided by donation are recorded at their fair values in the period received.

Contributed noncash assets are recorded at fair value at the date of donation. If donors stipulate how long the assets must be used, the contributions are recorded as net assets with donor restrictions. In the absence of such stipulations, contributions of noncash assets are recorded as net assets without donor restrictions.

Donated property and equipment

Donations of property and equipment are recorded as support at their estimated fair value at the date of donation. Such donations are reported as net assets without donor restrictions unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as net assets with donor restrictions. Absent donor stipulations regarding how long those donated assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. The Organization reclassifies net assets with donor restrictions to net assets without donor restrictions at that time.

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Promises to Give

Conditional promises to give are not recognized in the financial statements until the conditions are substantially met. Unconditional promises to give that are expected to be collected within one year are recorded at the net realizable value. Unconditional promises to give that are expected to be collected in more than one year are recorded at fair value, which is measured as the present value of their future cash flows. The discounts on those amounts are computed using risk-adjusted interest rates applicable to the years in which the promises are received. Amortization of the discounts is included in contribution revenue. In the absence of donor stipulations to the contrary, promises with payments due in future periods are restricted to use after the due date. Promises that remain uncollected more than one year after their due dates are written off unless the donors indicate that payment is merely postponed. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions. There were no unconditional promises to give that are expected to be collected in more than one year at June 30, 2022 and 2021.

As of June 30, 2022 and 2021, there were promises to give that were absent of donor stipulations, but restricted in regards to timing, and therefore classified as net assets with donor restrictions in the amount of $169,196 and $216,423, respectively. This amount is included in grants and contracts in the Consolidated Statement of Activities.

Use of estimates

The presentation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

Fair Value of Financial Instruments

Accounting Standards Codification No. 825 (ASC 825), *Disclosures of Fair Value of Financial Instruments*, requires the Organization to disclose fair values of its financial instruments. The carrying amount of the Organization's financial instruments which consists of cash, accounts receivable, deposits and accounts payable, approximate fair value because of the short-term maturity of those instruments.

Functional allocation of expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the program services and supporting activities benefited.

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Program salaries and related expenses are allocated to the various programs and supporting services based on actual or estimated time employees spend on each function as reported on a timesheet.

Workers Compensation expenses are charged to each program based upon the classification of each employee and allocated to the various program based upon the time employees spend on each function as noted above.

Paid Leave is charged to a leave pool and is allocated to each program as a percentage of total salaries.

Fringe Benefits are charged to a Fringe Benefit Pool. These expenses include employer payroll taxes, pension expenses, health and dental insurance and unemployment compensation. The pool is allocated to each program based upon a percentage of salaries.

Depreciation expense is allocated to each program based upon specific assets used by the program and is reported as depreciation expense on the statements of functional expenses.

Other occupancy expenses are applicable to assets which are used by multiple programs. Buildings are primarily charged to the benefiting program based upon an analysis of square footage. Costs related to a building include depreciation, insurance, utilities, building maintenance, etc. These costs are reported as space costs on the statements of functional expenses.

Insurance: automobile insurance is allocated to programs based on vehicle usage; building liability insurance is allocated to programs based on square footage of the buildings; and insurance for furniture and equipment is allocated to programs using the book basis of the insured assets.

The remaining shared expenses are charged to an Indirect Cost Pool and are allocated to each program based upon a percentage of program expenses. The expenses include items such as administrative salaries, general liability insurance, administrative travel, professional fees, and other expenses which cannot be specifically identified and charged to a program.

The Organization submits an indirect cost rate proposal for the paid leave, fringe benefits and other indirect costs to the U.S. Department of Health and Human Services. The proposal, effective for the fiscal year beginning July 1, 2020, received provisional approval and is effective, until amended, at a rate of 12%. The actual rates for the years ended June 30, 2022 and 2021 were approximately 10.95% and 11.37%, respectively, which is allowable because it is less than the provisional rate.

Advertising policy

The Organization uses advertising to inform the community about the programs it offers and the availability of services. Advertising is expensed as incurred. The total cost of advertising for the years ended June 30, 2022 and 2021 was $6,696 and $28,130, respectively.

Debt Issuance Costs

During the year ended June 30, 2019, the Organization retrospectively adopted the provisions of the FASB Accounting Standards Update (ASU) No. 2015-03, "*Simplifying the Presentation of Debt Issuance Costs.*" The ASU is limited to simplifying the presentation of debt issuance costs, and the recognition and measurement guidance for debt issuance costs is not affected by the ASU. Amortization expense of $887 has been included with interest expense in the consolidated statements of functional expenses for both 2022 and 2021.

Revenue Recognition Policy

The Organization derives revenue primarily from grants, contracts, and contributions. Grants are recognized as revenue upon receipt. Revenue from contracts is recognized when the service has been performed. Contributions are recognized as revenue when the donor makes a pledge to give that is, in substance, an unconditional promise. Contributions are recorded as with donor restrictions or without donor restrictions.

Other Matters

The impact of the novel coronavirus (COVID-19) and measures to prevent its spread continue to affect the Organization's business. The significance of the impact of these disruptions, including the extent of their adverse impact on the Organization's financial operational results, will be dictated by the length of time that such disruptions continue and, in turn, will depend on the currently unknowable duration of the COVID-19 pandemic and the impact of governmental regulations that might be imposed in response to the pandemic.

During the years ended June 30, 2022 and 2021, and through the date of this report, the Organization has not experienced a significant decline in revenues, nor a significant change in its operations.

New Accounting Pronouncement

In September 2020, the FASB issued Accounting Standards Update (ASU) No. 2020-07, Not-for-Profit Entities (Topic 958): Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets, intended to improve transparency in the reporting of contributed nonfinancial assets, also known as gifts-in-kind, for not-for-profit organizations. Examples of contributed nonfinancial assets include fixed assets such as land, buildings, and equipment; the use of fixed assets or utilities; materials and supplies, such as food or clothing; intangible assets; and recognized contributed services. The ASU requires a not-for-profit organization to present contributed nonfinancial assets as a separate line item in the statement of activities, apart from contributions of cash or other financial assets. It also requires certain disclosures for each category of contributed nonfinancial assets recognized. The Organization adopted the new standard effective July 1, 2021.

NOTE 2. LIQUIDITY AND AVAILABILITY

The following represents the Organization's financial assets as of June 30, 2022 and 2021:

	2022	2021
Financial assets at year-end:		
Cash and cash equivalents, undesignated	$ 3,827,664	$ 3,237,032
Restricted cash, Guardianship Services Program	977,227	1,317,839
Accounts receivable	1,807,274	1,617,249
Pledges receivable	169,196	216,423
Restricted cash	410,431	439,822
Total financial assets	7,191,792	6,828,365
Less amounts not available to be used within one year:		
Net assets with donor restrictions	259,698	483,385
Restricted cash, Guardianship Services Program	977,227	1,317,839
Restricted cash	410,431	439,822
Less net assets with time restrictions to be met in less than a year	(207,879)	(412,665)
Amounts not available within one year	1,439,477	1,828,381
Financial assets available to meet general expenditures over the next twelve months	$ 5,752,315	$ 4,999,984

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It is the Organization's goal to maintain financial assets to meet 60 days of operating expenses which approximates $5,899,000 and $3,569,000 at June 30, 2022 and 2021, respectively.

NOTE 3. CASH AND CASH EQUIVALENTS

Cash and cash equivalents consist of cash on hand, funds on deposit with financial institutions, and investments with original maturities of three months or less. At year end and throughout the year, the Organization's cash balances were deposited with multiple financial institutions. The balances are insured by the Federal Deposit Insurance Corporation (FDIC) for each financial institution up to $250,000. Cash balances may exceed the insured limits at times throughout the year.

The following table provides a reconciliation of cash and restricted cash reported within the statements of financial position that sum to the total in the statements of cash flows as of June 30:

	2022	2021
Cash, operations	$ 3,827,664	$ 3,237,032
Restricted cash, current	977,227	1,317,839
Restricted cash, long term	410,431	439,822
Total cash and restricted cash	$ 5,215,322	$ 4,994,693

Cash Restrictions

The Organization is required to maintain a deposit account with a bank as part of the loan security agreement disclosed at **Note 7.** It is required to maintain a balance of $19,968 in the account, which is restricted from withdrawal except to make payments of debt service or as approved by the U.S. Department of Agriculture.

Amounts withdrawn to make payments of debt service must be replenished with monthly deposits until the maximum required deposit balance is achieved. The balance as of June 30, 2022 and 2021 was $20,069 and $20,059, respectively. The Organization has made all of their scheduled deposits for the years ended June 30, 2022 and 2021. These amounts are included in restricted cash in the Consolidated Statements of Financial Position.

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The Organization is required to maintain a deposit account with another bank as part of a bond issue (see bond payable in **Note 7**). The required balance in the account is $173,817 and is equal to 12 monthly payments. The balance as of June 30, 2022 and 2021 was $174,807 and $174,755, respectively, and the Organization was in compliance with this requirement. These amounts are included in restricted cash in the Consolidated Statements of Financial Position.

The Organization maintains a deposit account on behalf of clients who participate in the Guardianship Services Program. The balance in the account is restricted for use on behalf of these clients and an offsetting liability is reported on the financial statements as other current liabilities. The total current liability related to this restriction at June 30, 2022 and 2021 was $977,227 and $1,317,839, respectively. These amounts are included in other liabilities on the Statements of Financial Position. The total restricted cash within this account at June 30, 2022 and 2021 was $977,227 and $1,317,839, respectively, and is included in the restricted cash, Guardianship Services Program balance on the Statements of Financial Position.

Certain cash accounts related to Cornerstone Housing North, Inc. are restricted for certain uses in the Organization under rules and regulations prescribed by the Department of Housing and Urban Development. The total amount restricted at June 30, 2022 and 2021 was $215,555 and $245,008, respectively. See **Note 15**.

NOTE 4. INVENTORY

In 2022 and 2021, inventory included weatherization materials which had been purchased in bulk. These items are valued at the most recent cost. A physical inventory is taken annually. Cost is determined using the first-in, first-out (FIFO) method. Inventory at June 30, 2022 and 2021 consists of weatherization materials, totaling $59,759 and $52,985, respectively.

NOTE 5. PROPERTY

Property consists of the following at June 30, 2022:

	Capitalized Cost	Accumulated Depreciation	Net Book Value
Building	$ 10,039,601	$ 4,426,613	$ 5,612,988
Equipment	2,329,022	1,661,996	667,026
Construction in progress	6,688	-	6,688
Land	418,840	-	418,840
	$12,794,151	$ 6,088,609	$ 6,705,542

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Property consists of the following at June 30, 2021:

	Capitalized Cost	Accumulated Depreciation	Net Book Value
Building	$ 9,931,953	$ 4,233,084	$ 5,698,869
Equipment	2,394,489	1,617,101	777,388
Construction in progress	172,653	-	172,653
Land	418,840	-	418,840
	$12,917,935	$ 5,850,185	$ 7,067,750

The Organization has use of computers and equipment which are the property of state and federal agencies under grant agreements. The equipment, whose book value is immaterial to the financial statements, is not included in the Organization's property and equipment totals.

Depreciation expense for the years ended June 30, 2022 and 2021 totaled $519,334 and $449,415, respectively.

NOTE 6. ACCRUED COMPENSATED ABSENCES

For the years ending June 30, 2022 and 2021, employees of the Organization were eligible to accrue vacation for a maximum of 160 hours. At June 30, 2022 and 2021, the Organization had accrued a liability for future annual leave time that its employees had earned and vested in the amount of $228,342 and $233,907, respectively.

NOTE 7. LONG TERM DEBT

The long term debt of the Organization as of June 30, 2022 and 2021 consisted of the following:

	2022	2021
Note payable with the USDA requiring 360 monthly installments of $1,664, including interest at 5% per annum. Secured by general business assets. Final installment due January 2027.	$ 80,546	$ 96,062

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	2022	2021
Note payable with a bank requiring 120 monthly installments of $2,936, including interest at 4% per annum. Secured by first mortgages on two commercial properties. Final installment due April 2031.	261,160	285,268
Bond payable with a bank requiring monthly installments of $14,485, including interest of 2.75% plus the bank's internal cost of funds multiplied by 67% with an indicative rate of 3.28%. Secured by first commercial real estate mortgage on various properties and assignments of rents at various properties. Final installment due August 2040.	2,377,169	2,467,774
Cornerstone Housing North, Inc. capital advance due to the U.S. Department of Housing and Urban Development. This capital advance is not subject to interest or principal amortization and will be forgiven after 40 years, or in August 2047.	1,617,600	1,617,600
Cornerstone Housing North, Inc. mortgage payable due to New Hampshire Housing Finance Authority. The mortgage is not subject to interest or principal amortization. Payments are deferred for 40 years; final payment due in August 2047.	250,000	250,000
Total long term debt before unamortized debt issuance costs	4,586,475	4,716,704
Unamortized debt issuance costs	(9,157)	(10,044)
Total long term debt	4,577,318	4,706,660
Less current portion due within one year	(134,452)	(129,155)
	$ 4,442,866	$ 4,577,505

The scheduled maturities of long-term debt as of June 30, 2022 were as follows:

Years ending June 30	Amount
2023	$ 134,452
2024	139,961
2025	145,697
2026	151,677
2027	148,112
Thereafter	3,866,576
	$ 4,586,475

As described at **Note 3**, the Organization is required to maintain a reserve account with a bank for the first two notes payable listed above.

NOTE 9. DEMAND NOTE PAYABLE

The Organization has available a $750,000 line of credit with its primary financial institution which is secured by real estate mortgages and assignments of leases and rents on various properties as disclosed in the line of credit agreement. Borrowings under the line bear interest for the years ended June 30, 2022 and 2021 at 5.75% and 4.25% per annum, respectively. There was no balance outstanding at June 30, 2022 and 2021. The line is subject to renewal each January.

NOTE 10. OPERATING LEASES

The Organization has entered into numerous lease commitments for space and office equipment. Leases under non-cancelable lease agreements have various starting dates, lengths, and terms of payment and renewal. Additionally, the Organization has several facilities which are leased on a month to month basis. For the years ended June 30, 2022 and 2021, the annual rent expense for leased facilities and office equipment totaled $141,820 and $138,598, respectively.

Future minimum lease payments under non-cancelable operating leases having initial terms in excess of one year as of June 30, 2022, are as follows:

Years ending June 30	Amount
2023	$ 99,533
2024	43,884
2025	43,884
2026	42,579
2027	3,512
	$ 233,392

NOTE 11. IN-KIND CONTRIBUTIONS

The Organization records the value of in-kind contributions according to the accounting policy described in **Note 1**. The Head Start, Transportation and Elder programs rely heavily on volunteers who donate their services to the Organization. These services are valued based upon the comparative market wage for similar paid positions.

The fair value of donated services included as contributions in the consolidated financial statements and the corresponding program expenses for the year ended June 30, 2022 are as follows:

	Head Start	Senior Meals	Total
Professional services and services for disabled	$ 2,479	$ -	$ 2,479
Packing, setup, and delivery of congregate and home delivered meals	-	55,360	55,360
Total	$ 2,479	$ 55,360	$ 57,839

The fair value of donated services included as contributions in the consolidated financial statements and the corresponding program expenses for the year ended June 30, 2021 are as follows:

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021

	Head Start	Transit	Total
Professional services and services for disabled	$ 11,274	$ -	$ 11,274
Volunteer driver program	-	29,663	29,663
Total	$ 11,274	$ 29,663	$ 40,937

Numerous volunteers have donated significant amounts of time to the Organization's program services. Although no amounts have been reflected in the consolidated financial statements, management estimates the fair value of those services to be approximately $277,300 and $340,000 for the years ended June 30, 2022 and 2021, respectively.

The Organization is also the beneficiary of a donation of in kind in the form of below market rent for some of the facilities utilized by the Head Start and Elder programs. The value of the in-kind rent is recorded at the difference between the rental payment and the market rate for the property based upon a recent appraisal.

The fair value of donated facilities included as contributions in the consolidated financial statements and the corresponding program expenses for the year ended June 30, 2022 are as follows:

	Head Start	Senior Meals	Total
Difference between rent paid and market rate	$ 58,230	$ 1,800	$ 60,030

The fair value of donated facilities included as contributions in the consolidated financial statements and the corresponding program expenses for the year ended June 30, 2021 are as follows:

	Head Start	Senior Meals	Total
Difference between rent paid and market rate	$ 115,433	$ 1,800	$ 117,233

The fair value of other gifts in kind included as contributions in the consolidated financial statements and the corresponding program expenses for the year ended June 30, 2022 are as follows:

	Head Start	Housing	Total
Employee use of home	$ 56,788	$ -	$ 56,788
Donated goods	-	1,400	1,400
Hotel rooms for homeless clients	-	52,284	52,284
Total	$ 56,788	$ 53,684	$ 110,472

The fair value of other gifts in kind included as contributions in the consolidated financial statements and the corresponding program expenses for the year ended June 30, 2021 are as follows:

	Head Start	Housing	Total
Employee use of home	$ 147,567	$ -	$ 147,567
Donated goods	-	2,385	2,385
Hotel rooms for homeless clients	-	56,458	56,458
Total	$ 147,567	$ 58,843	$ 206,410

NOTE 12. CONCENTRATION OF RISK

Tri-County Community Action Program, Inc. receives a majority of its support from federal and state governments. For the years ended June 30, 2022 and 2021, approximately $32,598,596 (88%) and $18,238,690 (76%), respectively, of the Organization's total revenue was received from federal and state governments. If a significant reduction in the level of support were to occur, it would have a significant impact on the Organization's programs and activities.

Cornerstone Housing North, Inc. receives a large majority of its support from the U.S. Department of Housing and Urban Development. For the years ended June 30, 2022 and 2021, approximately 67% and 68%, respectively, of the Organization's total revenue was derived from the U.S. Department of Housing and Urban Development. In the absence of additional revenue sources, the future existence of Cornerstone Housing North, Inc. is dependent upon the funding policies of the U.S. Department of Housing and Urban Development.

The majority of Cornerstone Housing North, Inc.'s assets are apartment projects, for which operations are concentrated in the elderly person's real estate market. In addition, the Organization operates in a regulated environment. The operation of the Organization is subject to administrative directives, rules and regulations of federal, state and local regulatory agencies, including, but not limited to, HUD. Such administrative directives, rules and regulations are subject to change by an act of Congress or an administrative change mandated by HUD. Such changes may occur with little notice or inadequate funding to pay for the related cost, including the administrative burden, to comply with the change.

NOTE 13. NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions are available for the following specific program services as of June 30, 2022 and 2021:

	2022	2021
Temporary Municipal Funding	$ 169,196	$ 216,423
Restricted Buildings	38,084	39,913
Loans – HSGP	24,234	24,403
FAP/EAP	12,079	16,330
RSVP Program Funds	6,255	5,887
CC Coos	6,132	-
Head Start	2,370	-
RSVP – Matter to Balance	500	500
CC Carroll	427	-
CC Grafton	421	-
Head Start	-	5,856
10 Bricks Shelter Funds	-	17
FAP	-	174,056
Total net assets with donor restrictions	$ 259,698	$ 483,385

NOTE 14. COMMITMENTS AND CONTINGENCIES

Grant Compliance

The Organization receives funds under several federal and state grants. Under the terms of the grants the Organization is required to comply with various stipulations including use and time restrictions. If the Organization was found to be noncompliant with the provisions of the grant agreements, the Organization could be liable to the grantor or face discontinuation of funding.

Environmental Contingencies

On March 30, 2009, the Organization's Board of Directors agreed to secure ownership of a 1.2-acre site located in Berlin, New Hampshire. There are 2 buildings on this site designated as the East Wing and West Wing Buildings which were formerly used as a research and development facility for the Berlin Mills Company.

The exterior soil and interior parts of the East Wing Building contained contaminants which required environmental remediation. In a letter dated May 2, 2012, the State of New Hampshire Department of Environment Services (the Department) noted that the remedial actions for the exterior soils and parts of the East Wing Building had been completed to the Department's satisfaction.

In addition, the Department noted that the contaminants related to the West Wing Building did not pose an exposure hazard to site occupants, area residents, and the environment, provided the West Wing Building is maintained to prevent further structural deterioration. If further deterioration occurs and contaminants are released into the environment, the Organization could be required to take additional action including containment and remediation.

Loss Contingencies

During the year ended June 30, 2018 and subsequently, legal actions were brought against the Organization. The Organization accrued $41,291 as of June 30, 2022 as that is the expected amount that the Organization will be held liable for.

NOTE 15. REPLACEMENT RESERVE AND RESIDUAL RECEIPTS ACCOUNTS

Under Cornerstone Housing North, Inc.'s regulatory agreement with HUD, the Organization is required to set aside amounts into a replacement reserve for the replacement of property and other project expenditures approved by HUD. HUD-restricted deposits of $208,162 and $181,723 were held in a segregated account at June 30, 2022 and 2021, respectively. HUD-restricted deposits generally are not available for operating purposes.

Cornerstone Housing North, Inc.'s use of the residual receipts account is contingent upon HUD's prior written approval. Residual receipts of $3,003 and $59,517 were held in a segregated account for the years ended June 30, 2022 and 2021, respectively.

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Under the regulatory agreement, Cornerstone Housing North, Inc.'s is required to set aside amounts for the return of resident paid deposits. At June 30, 2022 and 2021 $4,390 and $3,768, respectively, were held in a segregated account and generally are not available for operating purposes.

HUD has initiated policies to recapture funds built up in residual receipts accounts upon renewal of the Organization's project rental assistance contract. The policies direct that the amounts in excess of certain limits in the residual receipts account be (a) used to offset rent subsidies due from HUD under HAP contracts, or (b) remitted directly to HUD. The policies generally require project owners to limit the monies accumulated in the residual receipts account to $250 per unit.

In accordance with the policy noted above, the Organization was required to remit funds to HUD totaling $71,396 during the year ended June 30, 2022.

NOTE 16. RECLASSIFICATION

Certain amounts and accounts from the prior year's financial statements were reclassified to enhance comparability with the current year's financial statements.

NOTE 17. SUBSEQUENT EVENTS

The Organization has evaluated events through November 15, 2022, which is the date that the financial statements were available to be issued.

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TRI-COUNTY COMMUNITY ACTION PROGRAM, INC.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2022

FEDERAL GRANTOR/PROGRAM TITLE	FEDERAL ALN	PASS-THROUGH GRANTOR'S NAME	GRANTOR'S IDENTIFYING NUMBER	FEDERAL EXPENDITURES
U.S. Department of Health and Human Services				
HEAD START CLUSTER				
Head Start	93.600		01CH011936-01-00	$ 1,469,171
Head Start	93.600		01CH011936-02-00	1,175,150
CRSSA-Head Start	93.600		01HE001251-01-01	14,097
ARPA-Head Start	93.600		01HE001251-01-01	102,741
			CLUSTER TOTAL	2,761,159
Low-Income Home Energy Assistance	93.568	State of New Hampshire Office of Energy and Planning	G-21B1NHLIEA	1,440,623
Low-Income Home Energy Assistance	93.568	State of New Hampshire Office of Energy and Planning	52BGARP22	5,686,465
CV-Low-Income Home Energy Assistance	93.568	State of New Hampshire Office of Energy and Planning	2001NHE5C3	409,927
Low-Income Home Energy Assistance	93.568	State of New Hampshire Office of Energy and Planning	G-2001NHLIEA	193,625
ARPA-Low-Income Home Energy Assistance	93.568	State of New Hampshire Office of Energy and Planning	G-2001NHLIEA	468,360
			TOTAL	8,199,000
AGING CLUSTER				
Special Programs for the Aging - Title III, Part B - Grants for Supportive Services and Senior Centers (SEAS)	93.044	State of New Hampshire Office of Energy and Planning	18AANHT3SS	6,218
Special Programs for the Aging - Title III, Part B - Grants for Supportive Services and Senior Centers (Sr. Wheels)	93.044	State of New Hampshire Department of Health and Human Services	512-500352	91,009
			TOTAL	97,227
Special Programs for the Aging - Title III, Part C - Nutrition Services (Congregate & HD Meals)	93.045	State of New Hampshire Department of Health and Human Services	541-500386	284,480
Special Programs for the Aging - Title III, Part C - HDCS	93.045	State of New Hampshire Department of Health and Human Services		58,750
CV-Special Programs for the Aging-Title III, Part C - Nutrition Services (Congregate & HD Meals)	93.045	State of New Hampshire Department of Health and Human Services		15,612
			TOTAL	358,842
Nutrition Services Incentive Program (NSIP)	93.053	State of New Hampshire Department of Health and Human Services	NONE	88,214
			CLUSTER TOTAL	544,283
Community Services Block Grant	93.569	State of New Hampshire Department of Health and Human Services	102-500731	
CV - Community Services Block Grant	93.569	State of New Hampshire Department of Health and Human Services	102-500731	707,458
			TOTAL	707,458
Temporary Assistance for Needy Families (JARC)	93.558	State of New Hampshire Department of Health and Human Services	1802NHTANF	24,800
Activities to Support STLT Health Department Response to Public Health or Healthcare Crises	93.391	State of New Hampshire Department of Health and Human Services	NH75OT000031	21,162
Social Services Block Grant (Title XX I&R)	93.667	State of New Hampshire Department of Health and Human Services	545-500387	106,637
Social Services Block Grant (Title XX HD)	93.667	State of New Hampshire Department of Health and Human Services	544-500386	85,043
Social Services Block Grant (Guardianship)	93.667	State of New Hampshire Department of Health and Human Services	102-500731	13,742
			TOTAL	205,422
Provider Relief Fund	93.498			75,211
Projects for Assistance in Transition from Homelessness	93.150	State of New Hampshire Office of Human Services, Bureau of Homeless	05-95-42-423010-7926	52,372
Total U.S. Department of Health and Human Services				$ 12,590,867

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TRI-COUNTY COMMUNITY ACTION PROGRAM, INC.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2022

FEDERAL GRANTOR/PROGRAM TITLE	FEDERAL ALN	PASS-THROUGH GRANTOR'S NAME	GRANTOR'S IDENTIFYING NUMBER	FEDERAL EXPENDITURES
U.S. Department of Energy				
Weatherization Assistance for Low-Income Persons	81.042	State of New Hampshire Governor's Office of Energy & Community Service	EE0007935	$ 302,299
Total U.S. Department of Energy				$ 302,299
U.S. Corporation for National and Community Service				
Retired and Senior Volunteer Program	94.002		19SRANH001	$ 67,706
Total U.S. Corporation for National and Community Service				$ 67,706
U.S. Department of Agriculture				
Child and Adult Care Food Program	10.558	State of New Hampshire Department of Education	NONE	$ 135,249
FOOD DISTRIBUTION CLUSTER				
Emergency Food Assistance Program	10.569	BMCAP	CLUSTER TOTAL	17,269
Total U.S. Department of Agriculture				$ 152,518
U.S. Department of Transportation				
Formula Grants for Rural Areas (Section 5311)	20.509	State of New Hampshire Department of Transportation	NH-18-X046	$ 383,553
TRANSIT SERVICES PROGRAMS CLUSTER				
Enhanced Mobility of Seniors and Individuals with Disabilities	20.513	State of New Hampshire Department of Transportation	NH-65-X006	145,560
			CLUSTER TOTAL	145,560
Total U.S. Department of Transportation				$ 529,113
U.S. Department of Housing and Urban Development				
Emergency Solutions Grant Program	14.231	State of New Hampshire Department of Health and Human Services	102-500731	$ 10,543
CV-Emergency Solutions Grant Program	14.231	State of NH Governor's Office for Emergency Relief & Recovery	SS-2021-DEHS-06-EMERG-13	467,492
			TOTAL	478,035
Continuum of Care Program (HOIP)	14.267	State of New Hampshire Department of Health and Human Services	NH0020I1001811	32,704
Continuum of Care Program (HOIP)	14.267	State of New Hampshire Department of Health and Human Services	SS-2019-BHHS-01-Coord-04	130,258
Continuum of Care Program (HOIP)	14.267	State of New Hampshire Department of Health and Human Services	NH0120T1G00190	42,722
			TOTAL	205,684
Total U.S Department of Housing and Urban Development				$ 683,719

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TRI-COUNTY COMMUNITY ACTION PROGRAM, INC.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2022

FEDERAL GRANTOR/PROGRAM TITLE	FEDERAL ALN	PASS-THROUGH GRANTOR'S NAME	GRANTOR'S IDENTIFYING NUMBER	FEDERAL EXPENDITURES
U.S. Department of the Treasury				
Coronavirus Relief Fund	21.019	State of NH Governor's Office of Emergency Relief and Recovery Shelter Program		39,936
Coronavirus Relief Fund	21.019	State of NH Governor's Office of Emergency Relief and Recovery Housing Stabilization Fund		252
Coronavirus Relief Fund	21.019	State of NH Governor's Office of Emergency Relief and Recovery Healthcare System Relief		10,000
			TOTAL	50,188
Emergency Rental Assistance Program	21.023	NH Housing Finance Authority		16,784,198
Total U.S. Department of the Treasury				$ 16,834,386
TOTAL EXPENDITURES OF FEDERAL AWARDS				$ 31,160,608

NOTE A - BASIS OF PRESENTATION

The accompanying schedule of expenditures of Federal Awards (the Schedule) includes the federal award activity of Tri-County Community Action Program, Inc. under programs of the federal government for the year ended June 30, 2022. 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 for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of Tri-County Community Action Program, Inc., it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Organization.

NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years.

NOTE C - INDIRECT RATE

Tri-County Community Action Program Inc. has elected to not use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors of
Tri-County Community Action Program, Inc.

We have audited, in accordance with the 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 , the financial statements of Tri-County Community Action Program, Inc. (a New Hampshire nonprofit organization), which comprise the statements of financial position as of June 30, 2022 and 2021, and the related statements of functional expenses, and cash flows for the years then ended, the related statement of activities for the year ended June 30, 2022, and the related notes to the financial statements, and have issued our report thereon dated November 15, 2022.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Tri-County Community Action Program, Inc.'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 Tri-County Community Action Program, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Tri-County Community Action Program, Inc.'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.

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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 Tri-County Community Action Program, Inc.'s 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 organization'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 organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Leone McDonnell & Roberts
Professional Association

North Conway, New Hampshire
November 15, 2022

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Leone, McDonnell & Roberts
Professional Association
CERTIFIED PUBLIC ACCOUNTANTS
WOLFEBORO • NORTH CONWAY
DOVER • CONCORD
STRATHAM

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

To the Board of Directors of
Tri-County Community Action Program, Inc.

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Tri-County Community Action Program, Inc.'s compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of Tri-County Community Action Program, Inc.'s major federal programs for the year ended June 30, 2022. Tri-County Community Action Program, Inc.'s major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, Tri-County Community Action Program, Inc. 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 June 30, 2022.

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; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; 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 Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Tri-County Community Action Program, Inc. and to meet our other ethical responsibilities, in accordance with 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 Tri-County Community Action Program, Inc.'s compliance with the compliance requirements referred to above.

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 Tri-County Community Action Program, Inc.'s federal programs.

Auditors' 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 Tri-County Community Action Program, Inc.'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 generally accepted auditing standards, *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 Tri-County Community Action Program, Inc.'s compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *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 Tri-County Community Action Program, Inc.'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 Tri-County Community Action Program, Inc.'s 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 Tri-County Community Action Program, Inc.'s internal control over compliance. Accordingly, no such opinion is expressed.

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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 Auditors' 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 in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not 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.

Leone McDonnell & Roberts
Professional Association

North Conway, New Hampshire
November 15, 2022

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TRI-COUNTY COMMUNITY ACTION PROGRAM, INC.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2022

1. The auditors' report expresses an unmodified opinion on the financial statements of Tri-County Community Action Program, Inc.

2. No significant deficiencies relating to the audit of the financial statements are reported in the *Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards.*

3. No instances of noncompliance material to the financial statements of Tri-County Community Action Program, Inc. which would be required to be reported in accordance with *Government Auditing Standards,* were disclosed during the audit.

4. No significant deficiencies in internal control over major federal award programs during the audit are reported in the *Independent Auditors' Report on Compliance for Each Major Program and on Internal Control over Compliance Required by the Uniform Guidance.*

5. The auditors' report on compliance for the major federal award programs for Tri-County Community Action Program, Inc. expresses an unmodified opinion on all major programs.

6. No audit findings that are required to be reported in accordance with 2 CFR 200.516(a) are reported in this Schedule.

7. The programs tested as major programs included:

   U.S. Department of Health & Human Services, Head Start – ALN 93.600

   U.S. Department of the Treasury, Emergency Rental Assistance Program – ALN 21.023

   U.S. Department of Health & Human Services, Aging Cluster – ALN 93.044, 93.045, 93.053

8. The threshold for distinguishing Type A and B programs was $934,818.

9. Tri-County Community Action Program, Inc. was determined to be a low-risk auditee.

FINDINGS - FINANCIAL STATEMENTS AUDIT

None

FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAMS AUDIT

None

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TRI-COUNTY COMMUNITY ACTION

Serving Coös, Carroll & Grafton Counties since 1965

Helping People. Changing Lives.

Board of Directors

FY2023

Coos County	Carroll County	Grafton County
Board Chair	Charles Monaghan	Linda Massimilla
Sandy Alonzo	Business	Elected Official
Business		
	Melissa Mullen	Ruth Heintz
Brian Hoffman	Business	Business Attorney
Business		
Fay Pierce		Richard Mcleod
Low Income		Low Income
Brian Bresnahan		Treasurer
Low Income		George Sykes
		Elected Official
		Jared Sullivan
		Elected Official

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Jeanne L. Robillard

CORE STRENGTHS

Program development, management and administration • Community collaborations
Development of policy, protocol, and service delivery to meet funder standards
Grant writing and management • Budget performance and financial reporting
Innovative solutions & problem solving • Capacity building
Professional presentations • Public speaking
Dedication • Imagination • Determination • Fortitude

PROFESSIONAL EXPERIENCE

Tri-County Community Action Programs, Inc.
Chief Executive Officer
Berlin, NH ***2018 - current FT employment***

Tri-County Community Action Programs, Inc.
Chief Operating Officer
Berlin, NH 2016 - 2018
Responsible for the operations of six agency Divisions with 15 individual programs that provide over 60 consumer services across three counties of Northern New Hampshire. Essential duties include; supervision of Division Directors, oversee and monitor program resources, revenues, expenditures and budget performance; tactical oversight of programs to meet or exceed agency defined strategic goals; develop and implement strategies to improve individual programs and overall agency program and fiscal performance; oversee and lead special projects such as the Annual Report, Strategic Plan, Community Needs Assessment process, and work with Senior Management Team to develop new service initiatives. Provide tactical guidance to Division Directors to trouble shoot issues and problems in the daily operations of programs.

Tri-County Community Action Programs, Inc.
Division Director: TCCAP Prevention Services
Berlin, NH 2015- 2016
Responsible for four agency programs under the umbrella of TCCAP Prevention Services; oversee division resources, revenues, and expenditures and monitor budget performance; general oversight of programs to meet or exceed agency defined strategic goals; supervise program directors; write grants to support programs, monitor results, and prepare grant reports and financial statements for funders and agency; develop fundraising and marketing strategies for programs; represent program through participation in state and local initiatives relative to program/division goals and service delivery; collaborate with stakeholders and elected officials, including presenting legislative testimony.

Tri-County Community Action Programs, Inc.
Program/Division Director: Support Center at Burch House
Littleton, New Hampshire 2007- 2015
Oversee daily operation and supervision of domestic and sexual violence crisis center and residential shelter; write grants to support programs, monitor results, and prepare grant reports and financial statements for funders and parent agency; oversee program resources, revenues and expenditures, and monitor budget performance and progress toward strategic goals; create and direct victim advocacy programs to ensure compliance with grant deliverables and applicable state and federal law; develop fundraising and marketing strategies; participate in state and local collaborations to enhance victim services; represent program in state and federal victim service initiatives, including presentation of legislative testimony; create and present trainings for medical and legal professionals on legal standards and best practices for victim services.

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Bookkeeper: Women's Rural Entrepreneurial Network (WREN)
Bethlehem, NH current PT employment
Responsible for grant fiscal tracking, reporting, funds release and account transfers, bi-weekly payroll and 941 payments, accounts payable and receivable, month end reconciliations for bank accounts, credit cards, petty cash, retail and market sales; monthly POS/QB reconciliation for three retail locations, preparing monthly cash flow, forecasts, and standard fiscal reports for Board of Directors.

Tri-County Community Action Programs, Inc.
Direct Services/Volunteer Coordinator: Support Center at Burch House
Littleton, New Hampshire 1997 to 2007
Provide advocacy and direct service to victims of domestic and sexual violence; supervise court advocacy programs; recruit, train and supervise staff, volunteers, and interns; develop agency systems, policies and protocols; create and present community outreach presentations and campaigns; present school-based violence prevention classes for grades K-12 ; provide on-call coverage of crisis line

Director: Haverhill Area Juvenile Diversion Program
Woodsville, New Hampshire 1999-2001
Recruit, train, and supervise volunteer diversion committees; establish community programming for diverted youth; supportive counseling of youth; maintain collaborative relationships between the court system, juvenile service officers, local police departments, and diversion program; prepare and file court reports on diverted youth; community outreach and education

Counselor/Title I Teacher: Northern Family Institute-Jefferson Shelter
Jefferson, New Hampshire 1996-1999
Provide individual supportive counseling to adjudicated youth, facilitate peer support groups, develop and implement treatment plans and case management services to clients, supervise and tutor youth in classroom setting, supervise youth in daily living skills

Education

BS in Human Services, Springfield College School of Human Services, Boston, MA
Criminal Justice Concentration, *Graduated with 4.0 GPA*

AS in Drug and Alcohol Rehabilitation Counseling (DARC Program)
Southern Connecticut Community College, New Haven, CT

Additional Skills, Professional Leadership and Civic Affiliations

- Chairman, Bethlehem Board of Selectmen, Town of Bethlehem Twice Elected *2006-2010*
- Chairman, Arts Alliance of Northern New Hampshire *2000-2003, Treasurer 1996-1998*
- Chairman, Haverhill Area Family Violence Council *1998-2003*
- Certified PRIME FOR LIFE Impaired Driver Intervention Program Instructor #NH16199
- Registered Sexual Harassment Prevention Trainer in the State of New Hampshire
- Board Member, Women's Rural Entrepreneurial Network *2014; Individual Member 2008-2017*
- Bethlehem Planning Board *2010 - 2015*
- Bethlehem Conservation Commission *2006 - current*
- Granite United Way, North Country Cabinet Member *2011-2012*
- TCCAP: Commendation- Division Director Award, *2011*
- Bethlehem Citizen's Advisory Committee on Recycling *2007-2010*
- Licensed Foster Parent, State of NH *2000-2006*
- Small Business Owner : Aurora Energies *2015- current*
- Speakeasy Trio Jazz Vocalist/ Sweet Jamm Swing Band Jazz Vocalist *1997- current*
- Member, United States Figure Skating Association/International Skating Institute *current since 1993*

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RANDALL S. PILOTTE

SUMMARY

Accounting professional with over 29 years of experience, of which 21 years were with a single private manufacturer. 16 years of experience managing accounting professionals. Key competencies include:

Financial Statements	Accounts Payables	Inventory	Fixed Assets
Payroll	Bank Reconciliations	Accounts Receivables	Sales/Use Tax
Budgeting	Cash Flow Management	Audits	Forecasting

EXPERIENCE

TRI-COUNTY COMMUNITY ACTION PROGRAM, INC., Berlin, NH — 06/2013-Present

CFO (2017 – Present)
Work closely with the CEO, Treasurer and Finance Committee to identify performance goals for the Agency and to maintain systems to monitor performance against those goals. Plan, direct, coordinate, implement and evaluate the financial management systems and activities of the Agency with a budget of $18M.

- Prepare/provides complete and accurate financial, statistical, and accounting records for the Agency and outside regulatory agencies.
- As a member of the senior management team, assists in the formulation and execution of corporate finance policies, objectives and programs.
- Prepares program and agency budgets in conjunction with the CEO and Program Directors. Plan, direct, coordinate, implement and evaluate fiscal performance reviews of Tri-County CAPs divisions.
- Hire, train, direct and evaluate employee performance within the department; recommend promotions and salary adjustments.
- Provides supervision and direction for the Facilities Management Team, ensuring that all mortgages, leases and covenants are maintained for Tri-County CAP's facilities. Creation of five-year capital plan.
- Reviews cash flows for each division, monitor cash management practices, and monitor investments associated with each property.
- Prepared five-year debt reduction plan.

Fiscal Director/Interim CFO (2016 – 2017)

- Direct and manage a fiscal staff of 5 and processes associated with the general ledger, payroll, and accounts payable, accounts receivable, cash receipts and fixed assets.
- Prepare and supervise the production of financial statements including Balance Sheet, Revenue and Expense Reports, and Cost Summaries on a monthly and annual basis.
- Maintain proper accounting controls on grants and contributions to ensure accurate revenue reporting and expense tracking to support periodic monitoring's by funders and auditors.
- Ensure all balance sheet, revenue and expense accounts are analyzed and reconciled periodically.
- Collaborate with Division Directors to monitor departmental revenue and expenses versus budget.
- Worked with the CFO to develop real time monthly and annual financial reporting; and implementing departmental goals.
- Prepare audit schedules for external auditors.
- Collaborate with external auditors in completing annual audit in a timely manner

Accounting Manager (2015-2016)

Sr. Accountant (2013-2014)
RANDALL PILOTTE RESUME:

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KENT NUTRITION GROUP, INC. (f/k/a Blue Seal Feeds, Inc.), Londonderry, NH 03/1989-09/2010

Assistant Controller (2005-2010)

- Ensured an accurate and timely monthly and year end close, consisting of the preparation of a consolidated and individual financial statement in accordance with GAAP for nine manufacturing plants and 11 retail stores with gross revenues in excess of $200M. Additional responsibilities included preparing journal entries, account analysis, inventory review and observation, fixed assets, and depreciation.
- Managed, trained, and supervised a staff accountant responsible for ensuring accurate journal entries, inventory reconciliation, tonnage tax returns, bank reconciliations, and assignment of special projects.
- Oversaw all aspects of proprietary software, multi-state payroll system for 500 employees. Prepared all federal and state payroll tax reports, including quarterly and year-end returns, processing of W2s, and supervision of payroll clerk.
- Interfaced with 18 various banks throughout New England and Mid-Atlantic area used as depositories.
- Prepared multi-state sales/use tax returns and acted as point of contact for audits.
- Pro-actively coached and consulted plant and store management on the annual budget development process.
- Oversaw month-end accruals.
- Assisted and responded to auditors' requests on annual audit.
- Filed annual franchise and abandoned property reports with appropriate states.

Accounting Manager (1999-2005)

Supported the Corporate Controller's initiatives by providing supervision and oversight to the Accounting function. Supervised and trained two accounts payable clerks on Chart of Accounts, Accounts Payable, timely and accurate processing and payment of vendor's invoices, employee travel reimbursements, and standard accounting practices.

Accountant/Payroll Supervisor (1994-1999)

Accountant (1989-1994)

NORTHERN TELECOM, INC., Concord, NH 05/1987-03/1989

Associate Results Accountant (1988-1989)

Accounts Payable (1987-1988)

EDUCATION

Bachelor of Science, Accounting, FRANKLIN PIERCE COLLEGE, Concord, NH

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Brenda Gagne
Chief Program Officer
Tri County Community Action Program Inc.

Professional Summary:
Successful oversight of the day to day aspects and operations of Tri County CAP's Transit, Guardianship and Energy Assistance Programs.

Experience:

Tri County Community Action Program, Inc.
6/30/2020 - Present
Department Head, Economic Supports
6/5/2022 Chief Programs Officer

Tri County CAP, Inc.
Tri County Transit
31 Pleasant St.
Berlin NH 03570
5/2017 – 6/30/2020
Director of Transportation

Responsibilities include;
Overseeing the operations and administrative functions of a social service transportation program serving Coos, Northern Grafton and Carroll Counties.

Tri-County CAP, Inc.
Tri County Transit
31 Pleasant St.
Berlin NH 03570
7/2004-5/2017
Operations Manager

Responsibilities include;
*Running the daily operations of a public transit and para transit service.
*Facility Management.
*Gathering statistics
*Quarterly reporting to NHDOT and BEAS.
*Preparing quarterly invoices to BEAS and NHDOT
*Weekly employee scheduling, staff management.
*Creating procedure manuals
*Grant writing
*Budget preparation
*Writing Warrant Articles
*Drug & Alcohol Testing
*Emergency Preparedness

Mountain Village Construction
P.O. Box 96
Milan, N.H. 03588
5/1995 - 1/2004
Accounts Manager/Office Manager

Responsibilities included;
*Customer service.
*Accounting using Quick Books Pro.

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*Preparing payroll and Tax Payments.
*Preparing Customer Statements and Invoices.
*Accounts Receivable and Accounts Payable.
*Creating and running Profit and Loss Reports.
*Data Entry.
*Phone communications and general secretarial duties.

Milan Parks and Recreation Dept.
P.O. Box 300
Milan, N.H. 03588
6/1997 - 3/2002
Parks and Recreation Director

Responsibilities included;
*Directed and implemented sports and recreational programs for youth and adults for the Towns of Milan, West Milan, and Dummer.
*Development of new programs and year round activities.
*Producing yearly budgets.
*Equipment and materials purchasing.
*Organizing and supervising a large Volunteer staff.
*Working with the public to create new programs.
*Coordinating with the Milan Village School on athletic and after school programs.
*Applying for Federal and State Grants.

Education:

- Graduate Gorham High School
  Gorham NH
- Granite State College
  Emergency Management
- Southern New Hampshire University
  Bachelor of Business Administration

NHDOT Courses
Fundamentals of Successful Project Management, MTAP/RTAP Financial Management Course
Basics of Facilities Management Seminar (Facility Maintenance Plan), Transit Security Workshop
FTA Drug & Alcohol Workshop, Emergency Planning and Disaster Management, NH Conference on Statewide Emergency Preparedness, Procurement for Small and Medium Transit Systems.

Certified Training and Safety Reviewer
Community Transportation Association of America
June 2009

Certified Safety and Security Officer
Community Transportation Association of America
10/2010

Tri State Transit Conference
9/2007, 10/2008, 10/2010, 9/2011, 9/2013, 9/2014, 9/2016, 9/2017

Grant Writing Workshop
New Hampshire Community Technical College
Berlin NH 10/2005

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SARAH WIGHT

[redacted]

EXPERIENCE

April 2021 – Present
Department Head Housing Stability, TRI-COUNTY COMMUNITY ACTION

2019 – April 2021
PROGRAM DIRECTOR (DIVISION DIRECTOR) ENERGY ASSISTANCE SERVICES, TRI-COUNTY COMMUNITY ACTION

- Ensure the Energy Assistance Program's contracts and Federal guidelines are followed by all employee's within the program
- Create and Track Budgets for the program, staying within the programs contracted amount
- Attend monthly/quarterly meetings with the Office of Strategic Initiatives and Neighbor Helping Neighbor
- Update Department Head of any changes or issues that arise

FEBRUARY 2014 – 2019
ENERGY ASSISTANCE PROGRAM MANAGER, TRI-COUNTY COMMUNITY ACTION

- Supervise the processing of the Fuel and Electric Applications
- Oversee staff members of the Energy Assistance Services Program
- Interview and hire staff.
- Work with Office Coordinators with disciplinary actions and/or plans
- Have a professional relationship with outside agencies, town offices and state programs
- Submit weekly and monthly reimbursement request

AUGUST 2010 – FEBRUARY 2019
CERTIFIER, TRI-COUNTY COMMUNITY ACTION

- Verify that submitted Fuel and Electric Applications are processed correctly and all required information is included
- Ensure the State Manual is known and followed when processing applications
- Have a professional relationship with vendors and landlords with mutual clients
- Make referrals to other programs or agencies that can assist clients further

AUGUST 2009 – August 2010
FRONT DESK/DATA ENTRY, ANDROSCOGGIN VALLEY HOSPITAL

- Answer telephone and in person questions
- Enter daily charges and payments
- Update spreadsheets with Medicare and Medicaid payments
- Process refunds

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SHERETTA DAVIS

EXPERIENCE

March 2019 – Present
Program Director Homeless Intervention & Prevention -Tri-County CAP

- Processing of applications for all Housing Stability programs for approval and preparing check requests.
- Assisted Domestic Violence victims who resided at Support Center at Burch House with obtaining stable housing, enrolled them in HUD-RRH program, provided ongoing case management, and making sure all files were in compliance with the Coalition reporting standards.
- Processing and approval of all NH Housing Relief Program applications to ensure stabilized housing during the COVID-19 pandemic.
- Building relationships with multiple landlords within Grafton, Coos, and Carroll Counties.
- Supervising the case managers and outreach workers to ensure they are meeting the program deliverable for homeless intervention & prevention, and complete billing invoices within the division for entry into HMIS & Empower.

July 2015 - Present
Accounting, Davis & Brothers Associates

- Preparation of Individual/Business tax returns. Responsible for new customer development and customer service.
- Printing and distribution of tax refund checks, assisting clients with documents requested by IRS and follow up calls to clients.
- Training new tax preparers on policies and procedures.

EDUCATION

May 2008
M.B.A in Accounting, Everest University
Studying of accounting and procedures

SKILLS

- Bookkeeping
- Customer Service (On Site & Virtual)
- Payroll
- Office Management & Administration
- Human Resource, Interviewing & Hiring, Employee Training
- Office Management & Administration
- Accounts Payable & Accounts Receivable
- Assistant Manager
- Tax Preparer, Valid PTIN
- Legal Document Coder

COMMUNICATION

Excellent communication, organizational, and project management skills. PC proficient with MS Office, QuickBooks, Peachtree, Inforum Gold, and Microstep.

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Erik Becker

[redacted]

Education:

Springfield College, Springfield, MA

Bachelor of Science in Human Services August 2021

Groveton High School, Groveton NH

Diploma June 2008

Work Experience:

Tri County Community Action Program, Lancaster NH
Shelter Services Program Director June 2022 – Present

- Oversight of 2 Emergency Homeless Shelters
- Oversight of USDA Emergency Food Program (TEFAP)
- Oversight of Coordinated Entry and Youth Grants
- Seeking and maintaining funding for Shelter Services
- Community and stakeholder engagement
- Maintaining positive relationship with funders

Tri County Community Action Program, Lancaster NH
Program Manager March 2021 – June 2022

- Maintaining shelter records
- Coordinating Client Entry and Exit
- Facilitating Client Case Management
- Directing Shelter Operations
- Driving Community Collaboration
- Supervising Coordinated Entry Staff

Tri County Community Action Program- Coos County NH
Homeless Intervention and Prevention Specialist July 2020 to February 2021

- Performing Homeless street outreach
- Facilitating Action Planning and Goal Setting
- Identifying and working through/around client barriers
- Assisting clients in accessing shelter and resources

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TRI-County Community Action Program: Lancaster NH

Direct Client Service Coordinator February 2019- July 2020.

- Supporting Shelter guests in accessing resources and services
- Coordinating on site shelter client case management
- Identifying and working through/around client barriers

Groveton High School, Groveton, NH

Student Assistance Program Coordinator August 2016-July 2020

- Supporting/ Engaging Students
- Implementing intervention and prevention strategies
- Coordinating with the public health network and school administration.
- Teaching Prevention Ed. Curriculum

North Country Health Consortium, Littleton, NH

Program Coordinator July 2017- July 2018

Developed and implemented a program targeted to the young adult 18-25 population: specifically, the workforce via employers.

Awards:

Congressional Record

- Awarded in the United States Senate on September 1st, 2019 for work with vulnerable New Hampshire Populations including youth and homeless.

Community Involvement:

Leading Community Discussions on Substance Use Disorders and Recovery 2015-Present

Board Chair : North Country Serenity Center: Peer Recovery Support Center 2020-2021

Youth Leadership Through Adventure Advisor 2017-2020

Up Granite Youth Conference Collaborator and Sponsor 2017-Present

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Tri-County Community Action Program, Inc.

SGIA Key Personnel

Name	Job Title	Salary	% Paid from this Contract	Amount Paid from this Contract
Jeanne Robillard	Chief Executive Officer	$132,000	0%	0
Randall Pilotte	Chief Financial Officer	$90,000	0%	0
Brenda Gagne	Chief Program Officer	$77,080	0%	0
Sarah Wight	Department Head	$59,980	0%	0
Sheretta Davis	Program Director	$45,000	10%	$4,500
Erik Becker	Program Director	$45,000	20%	$9,000

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Lori A. Shibinette
Commissioner

Karen E. Hebert
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

November 15, 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 of Economic and Housing Stability, to amend existing contracts with the Contractors listed below **in bold** for the continued provision of the State Grant in Aid (SGIA) Home Assistance program, by increasing the total price limitation by $3,999,996 from $12,725,724 to $16,725,720 with no change to the contract completion dates of June 30, 2023, effective upon Governor and Council approval. 100% Federal funding.

Contractor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House, Inc.	**165288 - B001**	**Plymouth NH**	**$264,968**	**$96,644**	**$361,612**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	267140 -B001	Bow NH	$185,945	$0	$185,945	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)

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						A2: 05/19/21 (Tabled Item #15)
Cross Roads House	166570 - B001	Portsmouth NH	$1,390,758	$515,436	$1,906,194	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Families In Transition (F.K.A. FIT/NHNH, Inc.)	157730 - B001	Manchester NH	$2,942,938	$955,704	$3,898,642	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
The Friends Program, Inc.	154987 - B001	Concord NH	$352,114	$182,550	$534,664	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Helping Hands Outreach Ministries, Inc.	174226 - R001	Manchester NH	$405,272	$171,812	$577,084	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Hundred Nights, Inc	313375	Keene NH	$434,964	$451,006	$885,970	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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Lakes Region Community Developers	156571 - B001	Laconia NH	$204,991	$0	$204,991	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Marguerites Place	157465 - B001	Nashua NH	$327,536	$0	$327,536	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
My Friend's Place	**156274 - B001**	**Dover NH**	**$305,697**	**$161,074**	**$466,771**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
Nashua Soup Kitchen and Shelter, Inc.	**174173 - R001**	**Nashua NH**	**$468,328**	**$236,241**	**$704,569**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
New Hampshire Catholic Charities (F.K.A. New Generation, Inc.)	**177295 - B001**	**Greenland NH**	**$296,982**	**$118,121**	**$415,103**	**O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)**
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$1,678,826	$0	$1,678,826	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Salvation Army	**177627 - B001**	**Laconia NH**	**$444,758**	**$225,503**	**$670,261**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
The Salvation Army	**177627 - B003**	**Concord NH**	**$569,845**	**$214,765**	**$784,610**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Seacoast Family Promise	**311097**	**Exeter NH**	**$180,305**	**$75,168**	**$255,473**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20)
Southwestern Community Services, Inc.	**177511 - R001**	**Keene NH 03431**	**$992,485**	**$440,267**	**$1,432,752**	**O: 06/19/19 (Item #40)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
The Front Door Agency	156244 - B001	Nashua NH 03064	$557,157	$0	$557,157	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)

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The Way Home, Inc	166673 - B001	Manchester NH	$256,886	$0	$256,886	O: 06/19/19 (Item #40) A1:07/15/20 (Item #20) A2:05/19/21 (Tabled Item #15)
Tri-County Community Action Program, Inc.	**177195 - B009**	**Berlin NH**	**$205,825**	**$155,705**	**$361,530**	**O:07/10/19 (Item #16)** **A1:07/15/20 (Item #20)** **A2:05/19/21 (Tabled Item #15)**
Waypoint	177166 - B002	Manchester NH	$252,556	$0	$252,556	O: 06/19/19 (Item #40) A1:08/28/19 (Item #20B) A2:07/15/20 (Tabled Item #15)
		Total	**$12,725,724**	**$3,999,996**	**$16,725,720**	

Funds are available in the following accounts for State Fiscal Year 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 request is to provide additional funding made available by the Governor's Office for Emergency Relief and Recovery to support the State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing homelessness receive the essential services and supports in emergency shelters. Emergency shelters provide critical services and supports for those NH residents who do not have a home. This additional funding will help emergency shelter programs cover the increased cost of food, electricity, heat, and workforce to ensure these safety net providers are able to continue providing services. Due to the pandemic, most emergency shelters have lost their volunteer base, increasing the reliance on paid staff.

Approximately 4,500 individuals will be served during State Fiscal Year 2023.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services, other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services

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include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should the Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Source of Federal Funds: Assistance Listing Number #21.023 FAIN #ERA0012 and #ERA0435, Assistance Listing Number #21.027 FAIN #4515DRNHP00000001

In the event that the Federal 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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05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House, Inc. — Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130
2022	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
2023	102/500731	Contracts for Program Services	TBD	$61,174	$0	$61,174
		Sub Total		$264,968	$0	$264,968

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$6,588	$0	$6,588

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2022	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
2023	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618
		Sub Total		$185,945	$0	$185,945

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563
2022	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
2023	102/500731	Contracts for Program Services	TBD	$311,987	$0	$311,987
		Sub Total		$1,390,758	$0	$1,390,758

Families in Transition (F.K.A. FIT/NHNH, Inc.) Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866
2022	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
2023	102/500731	Contracts for Program Services	TBD	$642,327	$0	$642,327
		Sub Total		$2,942,938	$0	$2,942,938

Friends Program Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$352,114	$0	$352,114

Helping Hands Outreach Center Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608
2022	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
2023	102/500731	Contracts for Program Services	TBD	$97,878	$0	$97,878
		Sub Total		$405,272	$0	$405,272

Hundred Nights, Inc Vendor #: 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478
2022	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
2023	102/500731	Contracts for Program Services	TBD	$107,055	$0	$107,055
		Sub Total		$434,964	$0	$434,964

Lakes Region Community Developers Vendor # 156571-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$204,991	$0	$204,991

Marguerites Place Vendor # 157465-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536

2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300
2022	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
2023	102/500731	Contracts for Program Services	TBD	$70,350	$0	$70,350
		Sub Total		$327,536	$0	$327,536

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144
2021	102/500731	Contracts for Program Services	TBD	$62,087	$0	$62,087
2022	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
2023	102/500731	Contracts for Program Services	TBD	$64,233	$0	$64,233
		Sub Total		$305,697	$0	$305,697

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695
2022	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
2023	102/500731	Contracts for Program Services	TBD	$91,761	$0	$91,761
		Sub Total		$468,328	$0	$468,328

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 -B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043
2022	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
2023	102/500731	Contracts for Program Services	TBD	$67,291	$0	$67,291
		Sub Total		$296,982	$0	$296,982

NH Coalition Against Domestic and Sexual Violence — Vendor # 155510-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693
2022	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
2023	102/500731	Contracts for Program Services	TBD	$443,512	$0	$443,512
		Sub Total		$1,678,826	$0	$1,678,826

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260
2022	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
2023	102/500731	Contracts for Program Services	TBD	$122,348	$0	$122,348
		Sub Total		$444,758	$0	$444,758

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173
2022	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
2023	102/500731	Contracts for Program Services	TBD	$128,465	$0	$128,465
		Sub Total		$569,845	$0	$569,845

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391
2022	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
2023	102/500731	Contracts for Program Services	TBD	$42,822	$0	$42,822
		Sub Total		$180,305	$0	$180,305

Southern NH Services — Vendor # 177198-B006

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2022	102/500731	Contracts for Program Services	TBD	$0	$0	$0
2023	102/500731	Contracts for Program Services	TBD	$0	$0	$0
		Sub Total		$0	$0	$0

Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694
2022	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
2023	102/500731	Contracts for Program Services	TBD	$232,461	$0	$232,461
		Sub Total		$992,485	$0	$992,485

The Front Door Agency — Vendor # 156244-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086
2022	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
2023	102/500731	Contracts for Program Services	TBD	$134,583	$0	$134,583
		Sub Total		$557,157	$0	$557,157

The Way Home, Inc — Vendor # 166673-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482

2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174
2022	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
2023	102/500731	Contracts for Program Services	TBD	$58,115	$0	$58,115
		Sub Total		$256,886	$0	$256,886

Vendor # 177195-B009

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435
2022	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
2023	102/500731	Contracts for Program Services	TBD	$39,763	$0	$39,763
		Sub Total		$205,825	$0	$205,825

Vendor # 177166-B002

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500731	Contracts for Program Services	TBD	$88,702	$0	$88,702
		Sub Total		$252,556	$0	$252,556

Total	$12,725,724	$0	$12,725,724

05-095-094-940010-24650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HEW HAMPSHIRE HOSPITAL, ARPA DHHS FISCAL RECOVERY FUNDS
100% Federal Funds

Vendor # 165288 - B001

Bridge House, Inc.

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$96,644	$96,644
		Sub Total		$0	$96,644	$96,644

Vendor # 166570 - B001

Cross Roads House

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$515,436	$515,436
		Sub Total		$0	$515,436	$515,436

Vendor # 157730 - B001

Families in Transition (F.K.A. FIT/NHNH)

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$955,704	$955,704
		Sub Total		$0	$955,704	$955,704

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$182,550	$182,550
		Sub Total		$0	$182,550	$182,550

Helping Hands Outreach Center — Vendor # 174226-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$171,812	$171,812
		Sub Total		$0	$171,812	$171,812

Hundred Nights, Inc — Vendor # 313375

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$451,006	$451,006
		Sub Total		$0	$451,006	$451,006

My Friend's Place — Vendor # 156274-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$161,074	$161,074
		Sub Total		$0	$161,074	$161,074

Nashua Soup Kitchen & Shelter, Inc — Vendor # 174173-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$236,241	$236,241
		Sub Total		$0	$236,241	$236,241

New Hampshire Catholic Charities (F.K.A. New Generation, Inc.) — Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$118,121	$118,121
		Sub Total		$0	$118,121	$118,121

Salvation Army Carey House, Laconia — Vendor # 177627-B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$225,503	$225,503
		Sub Total		$0	$225,503	$225,503

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 177627-B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$214,765	$214,765
		Sub Total		$0	$214,765	$214,765

Seacoast Family Promise — Vendor # 311097

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$75,168	$75,168
		Sub Total		$0	$75,168	$75,168

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Southwestern Community Services — Vendor # 177511-R001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$440,267	$440,267
		Sub Total		$0	$440,267	$440,267

Tri-County CAP, Inc — Vendor # 177195-B009

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Revised Budget
2023	102/500731	Contracts for Program Services	TBD	$0	$155,705	$155,705
		Sub Total		$0	$155,705	$155,705

Total	$0	$3,999,996	$3,999,996
Total Contract	$12,725,724	$3,999,996	$16,725,720

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Tri-County CAP, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on July 10, 2019, (Item #16), as amended on July 15, 2020, (Item #20), as amended on May 19, 2021, (Tabled Item #15), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 2. Renewal, 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 1.8, Price Limitation, to read:

   $361,530

2. Form P-37, General Provisions, Block 1.9, Contracting Officer for State Agency, to read:

   Robert W. Moore, Director.

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 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

10/31/2022
Date

DocuSigned by:
Karen Hebert
628C6CEB1B4A416...
Name: Karen Hebert
Title: Division Director

Tri-County CAP, Inc.

10/31/2022
Date

DocuSigned by:
Jeanne Robillard
Name: Jeanne Robillard
Title: CEO

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

OFFICE OF THE ATTORNEY GENERAL

11/1/2022
Date

DocuSigned by:
Robyn Guarino
74873484941480
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:

DocuSign Envelope ID: 4DED347C-859A-44FD-9AD3-1A723BC9CB5D

15 mac

Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

April 6, 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 of Economic and Housing Stability, to amend existing contracts with the vendors listed below in bold, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program, by exercising contract renewal options by increasing the total price limitation by $5,665,716 from $6,882,604 to $12,548,320 and by extending the completion dates from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Increase (Decrease)	Revised Amount	G&C Approval
Bridge House Shelters	**165268 - B001**	**Plymouth NH**	**$142,620**	**$122,348**	**$264,968**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**
Community Action Partnership of Strafford County	177200 - B004	Dover NH	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	$0	$0	$0	O: 06/19/19 (Item #40)
Concord Coalition to End Homelessness	**267140 - B001**	**Bow NH**	**$68,709**	**$117,236**	**$185,945**	**O: 06/19/19 (Item #40) A1: July 15, 2020 Item #20**
Cross Roads House	**166670 - B001**	**Portsmouth NH**	**766,784**	**$623,974**	**1,390,758**	**O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20)**

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Families in Transition, NH	157730 - B001	Manchester NH	$1,658,284	$1,284,654	$2,942,938	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Friends Program	154887 - B001	Concord NH	$174,710	$0.00	$174,710	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Helping Hands Outreach Center	174226 - R001	Manchester NH	$209,516	$195,756	$405,272	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Hundred Nights, Inc.	TBD	Keene NH	$220,854	$214,110	$434,964	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Lakes Region Community Developers	156571 - B001	Laconia NH	$88,761	$116,230	$204,991	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Marguerites Place	157466 - B001	Nashua NH	$186,636	$140,700	$327,636	O: 06/19/19 (Item #40) Item #40 A1: 07/15/20 (Item #20)
My Friend's Place	156274 - B001	Dover NH	$177,231	$128,466	$305,697	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Nashua Soup Kitchen & Shelter, Inc.	174173 - R001	Nashua NH	$284,806	$183,522	$468,328	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
New Generation	177295 - B001	Greenland NH	$162,400	$134,682	$296,882	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	$791,802	$887,024	$1,678,826	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)

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Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	$200,062	$244,696	$444,758	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	$312,915	$256,930	$569,845	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Seacoast Family Promise	TBD	Exeter NH	$94,661	$85,644	$180,305	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southern NH Services	177198 - B006	Manchester NH	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Southwestern Community Services	177511 - R001	Keene NH	$527,563	$464,922	$992,485	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Front Door Agency	156244 - B001	Nashua NH	$287,991	$269,166	$557,157	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
The Way Home, Inc.	166673 - B001	Manchester NH	$140,656	$116,230	$256,886	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
Tri-County CAP, Inc.	177195 - B009	Berlin NH	$126,299	$79,526	$205,825	O: 07/10/19 Item #16 A1: 07/15/20 (Item #20)
Waypoint	177166 - B002	Manchester NH	$252,556	$0.00	$252,556	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A1: 07/15/20 (Item #20)
		Total:	$6,882,604	$5,665,716	$12,548,320	

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Funds are anticipated to be available in State Fiscal Years 2022 and 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 to continue State Grant in Aid (SGIA) Homeless Assistance program to ensure individuals and families experiencing housing instability receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will continue providing emergency shelter to individuals and families who are homeless. The Contractors will also continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to link them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits C-1 of the original contracts, 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 two (2) of the two (2) years available.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

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05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652; Vendor # 1652; Vendor # 165288 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$83,490	$0	$83,490	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$59,130	$0	$59,130	
2022	102/500732	Contracts for Program Services	TBD	$61,174	$0	$61,174	
2023	102/500733	Contracts for Program Services	TBD	$61,174	$0	$61,174	
		Sub Total		$264,968	$0	$264,968	

Community Action Partnership of Strafford County — Vendor # 177200 - B004

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$6,588	$0	$6,588	O: 06/19/19 (Item #40) A1: 07/15/20 Item #20
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$6,588	$0	$6,588	

Community Action Program, Belknap and Merrimack — Vendor # 177203 - B003

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Concord Coalition to End Homelessness — Vendor # 267140 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$10,091	$0	$10,091	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2022	102/500732	Contracts for Program Services	TBD	$58,618	$0	$58,618	
2023	102/500733	Contracts for Program Services	TBD	$58,618	$0	$58,618	
		Sub Total		$185,945	$0	$185,945	

Cross Roads House — Vendor # 166570 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$465,221	$0	$465,221	O: 06/19/19 (Item #40) A1: 07/15/20,
2021	102/500731	Contracts for Program Services	TBD	$301,563	$0	$301,563	
2022	102/500732	Contracts for Program Services	TBD	$311,987	$0	$311,987	

2023	102/500733	Contracts for Program Services	TBD	$311,987	$0	$311,987	(Item #20) A2: 05/19/21 (Tabled Item #15)
		Sub Total		$1,390,758	$0	$1,390,758	

FITNHNH, Inc. — Vendor # 157730 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$1,037,418	$0	$1,037,418	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$620,866	$0	$620,866	
2022	102/500732	Contracts for Program Services	TBD	$842,327	$0	$842,327	
2023	102/500733	Contracts for Program Services	TBD	$842,327	$0	$842,327	
		Sub Total		$2,942,938	$0	$2,942,938	

Friends Program — Vendor # 154987 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$88,971	$0	$88,971	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702	
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702	
		Sub Total		$174,710	$177,404	$352,114	

Helping Hands Outreach Center

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$114,908	$0	$114,908	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$94,608	$0	$94,608	
2022	102/500732	Contracts for Program Services	TBD	$97,878	$0	$97,878	
2023	102/500733	Contracts for Program Services	TBD	$97,878	$0	$97,878	
		Sub Total		$405,272	$0	$405,272	

Hundred Nights, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$117,376	$0	$117,376	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$103,478	$0	$103,478	
2022	102/500732	Contracts for Program Services	TBD	$107,055	$0	$107,055	
2023	102/500733	Contracts for Program Services	TBD	$107,055	$0	$107,055	
		Sub Total		$434,964	$0	$434,964	

Lakes Region Community Developers

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$32,587	$0	$32,587	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	

		Sub Total		$204,991	$0	$204,991	A2: 05/19/21 (Tabled Item #15)

Marquerites Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$118,536	$0	$118,536	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$68,300	$0	$68,300	
2022	102/500732	Contracts for Program Services	TBD	$70,350	$0	$70,350	
2023	102/500733	Contracts for Program Services	TBD	$70,350	$0	$70,350	
		Sub Total		$327,536	$0	$327,536	

My Friend's Place

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$115,144	$0	$115,144	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$82,087	$0	$82,087	
2022	102/500732	Contracts for Program Services	TBD	$84,233	$0	$84,233	
2023	102/500733	Contracts for Program Services	TBD	$84,233	$0	$84,233	
		Sub Total		$305,697	$0	$305,697	

Nashua Soup Kitchen & Shelter, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$196,111	$0	$196,111	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$88,695	$0	$88,695	
2022	102/500732	Contracts for Program Services	TBD	$91,761	$0	$91,761	
2023	102/500733	Contracts for Program Services	TBD	$91,761	$0	$91,761	
		Sub Total		$468,328	$0	$468,328	

New Generation

Vendor # 177295 - B001

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$97,357	$0	$97,357	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$65,043	$0	$65,043	
2022	102/500732	Contracts for Program Services	TBD	$67,291	$0	$67,291	
2023	102/500733	Contracts for Program Services	TBD	$67,291	$0	$67,291	
		Sub Total		$296,982	$0	$296,982	

NH Coalition Against Domestic and Sexual Violence

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$363,109	$0	$363,109	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$428,693	$0	$428,693	
2022	102/500732	Contracts for Program Services	TBD	$443,512	$0	$443,512	
2023	102/500733	Contracts for Program Services	TBD	$443,512	$0	$443,512	
		Sub Total		$1,678,826	$0	$1,678,826	

Salvation Army Carey House, Laconia

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$81,802	$0	$81,802	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$118,260	$0	$118,260	
2022	102/500732	Contracts for Program Services	TBD	$122,348	$0	$122,348	
2023	102/500733	Contracts for Program Services	TBD	$122,348	$0	$122,348	
		Sub Total		$444,758	$0	$444,758	

Salvation Army McKenna House, Concord, Eastern Territory

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$188,742	$0	$188,742	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$124,173	$0	$124,173	
2022	102/500732	Contracts for Program Services	TBD	$128,465	$0	$128,465	
2023	102/500733	Contracts for Program Services	TBD	$128,465	$0	$128,465	
		Sub Total		$569,845	$0	$569,845	

Seacoast Family Promise

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$53,270	$0	$53,270	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21
2021	102/500731	Contracts for Program Services	TBD	$41,391	$0	$41,391	
2022	102/500732	Contracts for Program Services	TBD	$42,822	$0	$42,822	
2023	102/500733	Contracts for Program Services	TBD	$42,822	$0	$42,822	
		Sub Total		$180,305	$0	$180,305	

Southern NH Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$0	$0	$0	O: 06/19/19 (Item #40) A1: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$0	$0	$0	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$0	$0	$0	

Southwestern Community Services

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$302,869	$0	$302,869	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/19/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$224,694	$0	$224,694	
2022	102/500732	Contracts for Program Services	TBD	$232,461	$0	$232,461	
2023	102/500733	Contracts for Program Services	TBD	$232,461	$0	$232,461	
		Sub Total		$992,485	$0	$992,485	

The Front Door Agency

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State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$157,905	$0	$157,905	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/18/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$130,086	$0	$130,086	
2022	102/500732	Contracts for Program Services	TBD	$134,583	$0	$134,583	
2023	102/500733	Contracts for Program Services	TBD	$134,583	$0	$134,583	
		Sub Total		$557,157	$0	$557,157	

The Way Home, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$84,482	$0	$84,482	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/18/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$56,174	$0	$56,174	
2022	102/500732	Contracts for Program Services	TBD	$58,115	$0	$58,115	
2023	102/500733	Contracts for Program Services	TBD	$58,115	$0	$58,115	
		Sub Total		$256,886	$0	$256,886	

Tri-County CAP, Inc

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$87,864	$0	$87,864	O: 06/19/19 (Item #40) A1: 07/15/20, (Item #20) A2: 05/18/21 (Tabled Item #15)
2021	102/500731	Contracts for Program Services	TBD	$38,435	$0	$38,435	
2022	102/500732	Contracts for Program Services	TBD	$39,763	$0	$39,763	
2023	102/500733	Contracts for Program Services	TBD	$39,763	$0	$39,763	
		Sub Total		$205,825	$0	$205,825	

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget	G&C Approval
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817	O: 06/19/19 (Item #40) A1: 08/28/19 (Item #20B) A2: 07/15/20 (Item #20)
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739	
2022	102/500732	Contracts for Program Services	TBD	$0	$0	$0	
2023	102/500733	Contracts for Program Services	TBD	$0	$0	$0	
		Sub Total		$252,556	$0	$252,556	

Overall Total	$12,548,320	$177,404	$12,725,724

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O:
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064.	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
[redacted]	[redacted]	Total	$7,300,000 (Shared)	$6,882,604	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

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Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
JUN21'19 PM 2:44 DAS
DIVISION OF ECONOMIC & HOUSING STABILITY

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 20, 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 of Economic and Housing Stability, to enter into an agreement with the vendor listed below in bold to provide the State Grant in Aid (SGIA) Homeless Assistance program, in an amount not to exceed $7,000,000, effective upon Governor and the Executive Council approval through June 30, 2021. 100% General Funds.

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

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Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Tri-County CAP, Inc	177195 - B009	30 Exchange Street Berlin NH 03570
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
[redacted]	[redacted]	Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between state fiscal years through the Budget Office. During each state fiscal year of the contract, there is a shared price limitation among the vendor of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractor listed above will: provide emergency shelter services and case management services or case management services only to individuals who are homeless or at risk of becoming homeless. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each state fiscal year of this contract.

The Contractor will provide emergency shelter to individuals and families who are homeless. The Contractor will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

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The Contractor will be monitored for performance through reports available from the (Homeless Management Information System) HMIS system as follows:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendor listed above was selected through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services website from March 28, 2019 through April 25, 2019. The Department received twenty-six (26) applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Score Summary Sheet is attached.

The Department selected twenty-four (24) vendors to provide services through contract agreements. The Governor and Executive Council approved twenty-three (23) of the agreements on June 19, 2019 (Item #40).

As referenced in Exhibit C-1 of this contract, the Department has 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.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability may not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names
1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12 The Salvation Army-McKenna House		100	100

13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families in Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0

State of New Hampshire
Department of Health and Human Services
Amendment #4

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Waypoint ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019 (Item #40), as amended on August 28, 2019, (Item #20B), as amended on July 15, 2020, (Item #20), as amended on June 2, 2021, (Item #19), 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 and increase the price limitation 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:

   March 31, 2024

2. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:

   $946,487

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

5/5/2023
Date

DocuSigned by:
Katja S. Fox
Name: Katja S. Fox
Title: Director

Waypoint

5/5/2023
Date

DocuSigned by:
Borja Alvarez de Toledo
Name: Borja Alvarez de Toledo
Title: president and CEO

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

OFFICE OF THE ATTORNEY GENERAL

5/8/2023
Date

DocuSigned by:
Robyn Guarino
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:

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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 WAYPOINT is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on September 25, 1914. 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: **62585**

Certificate Number: **0006222798**



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 4th day of May A.D. 2023.

David M. Scanlan

Secretary of State

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WAYPOINT
Help Along the Way

Formerly
CHILD AND FAMILY SERVICES

CERTIFICATE OF VOTE

I, MARK C. ROUVALIS, Board Chair, do hereby certify that:

1. I am a duly elected Officer of WAYPOINT.

2. The following are true copies of two resolutions duly adopted at a meeting of the Board of Directors of the Agency duly held on 12/4/18:

RESOLVED: That this corporation enters into a contract with the State of New Hampshire, acting through its Department of Health and Human Services.

RESOLVED: That the PRESIDENT AND CEO is hereby authorized on behalf of this Agency to enter into the said contract with the State and to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, as he/she may deem necessary, desirable or appropriate.

BORJA ALVAREZ DE TOLEDO is the duly elected PRESIDENT/CEO of the Agency.

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.

4/20/23
Date

Mark C Rouvalis, Board Chair
Mark C. Rouvalis

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 01/10/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Andrea Nicklin
FIAI/Cross Insurance	PHONE (A/C, No, Ext): (603) 669-3218 FAX (A/C, No): (603) 645-4331
1100 Elm Street	E-MAIL ADDRESS: manch.certs@crossagency.com
Manchester NH 03101	INSURER(S) AFFORDING COVERAGE / NAIC #
INSURED	INSURER A: Philadelphia Indemnity Ins Co 18058
Waypoint	INSURER B: Granite State Health Care and Human Services Self-
Po Box 448	INSURER C: Travelers Cas. & Surety Co of America 31194
Manchester NH 03105	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES CERTIFICATE NUMBER: 22-23 All w/Prof REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [X] OTHER: Professional Liability			PHPK2435600	07/01/2022	07/01/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Each Incident $1M	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $ 2,000,000- Agg
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] HIRED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] NON-OWNED AUTOS ONLY			PHPK2435606	07/01/2022	07/01/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $ $
A	[X] UMBRELLA LIAB [X] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000			PHUB822644	07/01/2022	07/01/2023	EACH OCCURRENCE AGGREGATE Umb includes Prof Liab	$ 4,000,000 $ 4,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		HCHS20230000576 (3a.) NH	01/01/2023	01/01/2024	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
C	Fidelity & Forgery			105912196	04/01/2021	04/01/2024	Limit Deductible	$500,000 $500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Refer to policy for exclusionary endorsements and special provisions.

CERTIFICATE HOLDER

Bureau of Contracts and Procurement State of New Hampshire –
129 Pleasant Street
Concord NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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WAYPOINT
Help Along the Way

Formerly
CHILD AND FAMILY SERVICES

MISSION STATEMENT:

Empowering people of all ages through an array of human services and advocacy

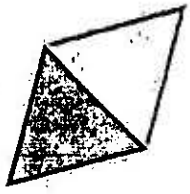
HEADQUARTERS

toll free (800) 640.6486
office (603) 518.4000
fax (603) 668.6260

464 Chestnut Street
PO Box 448
Manchester, NH 03105
waypointnh.org

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WAYPOINT

Consolidated Financial Statements and Supplementary Information
For the Year Ended December 31, 2021

(With Independent Auditor's Report Thereon)

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MELANSON

INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Waypoint

Report on the Audit of the Consolidated Financial Statements

Opinion

We have audited the consolidated financial statements of Waypoint, which comprise the consolidated statement of financial position as of December 31, 2021, and the related consolidated statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the consolidated financial statements.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of Waypoint as of December 31, 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 in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. 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 Waypoint 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.

MELANSON

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 Waypoint's ability to continue as a going concern for one year after the date that the consolidated financial statements are 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 GAAS 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 GAAS, 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 consolidated 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 Waypoint'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 Waypoint'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.

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MELANSON

Report on Summarized Comparative Information

We have previously audited Waypoint's 2020 consolidated financial statements, and we expressed an unmodified audit opinion on those audited consolidated financial statements in our report dated April 21, 2021. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2020 is consistent, in all material respects, with the audited consolidated financial statements from which it has been derived.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The Consolidated Schedules of Operating Expenses for 2021 and 2020 are presented for purposes of additional analysis and are not a required part of the consolidated financial statements. Such 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, including 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 auditing standards generally accepted in the United States of America. In our opinion, the 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 April 12, 2022 on our consideration of Waypoint'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 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 Waypoint's internal control over financial reporting and compliance.

Melanson

Merrimack, New Hampshire
April 12, 2022

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WAYPOINT

Consolidated Statement of Financial Position
December 31, 2021
(with comparative totals as of December 31, 2020)

	2021			
	Without Donor Restrictions	With Donor Restrictions	2021 Total	2020 Total
ASSETS				
Current Assets:				
Cash and cash equivalents	$ 1,337,022	$ -	$ 1,337,022	$ 2,753,314
Restricted cash	74,103	-	74,103	72,111
Accounts receivable, net	650,657	-	650,657	355,608
Grants receivable	639,234	-	639,234	845,159
Prepaid expenses	311,664	-	311,664	177,418
Total Current Assets	3,012,680	-	3,012,680	4,203,610
Noncurrent Assets:				
Investments	18,842,135	4,684,297	23,526,432	21,332,022
Beneficial interest held in trusts	-	2,202,347	2,202,347	1,987,871
Property and equipment, net	6,677,229	-	6,677,229	6,437,580
Total Noncurrent Assets	25,519,364	6,886,644	32,406,008	29,757,473
TOTAL ASSETS	$ 28,532,044	$ 6,886,644	$ 35,418,688	$ 33,961,083
LIABILITIES AND NET ASSETS				
Current Liabilities:				
Accounts payable	$ 290,378	$ -	$ 290,378	$ 320,870
Accrued payroll and related liabilities	598,828	-	598,828	538,736
Other liabilities	63,699	-	63,699	64,899
Bonds payable	165,000	-	165,000	160,000
Refundable advance	660,937	-	660,937	2,088,559
Total Current Liabilities	1,778,842	-	1,778,842	3,173,064
Noncurrent Liabilities:				
Bonds payable, net of current portion	3,590,000	-	3,590,000	3,755,000
Deferred loans - NHHFA	1,250,000	-	1,250,000	1,250,000
Interest rate swap agreements	993,557	-	993,557	1,282,753
Refundable advance	-	-	-	440,750
Total Noncurrent Liabilities	5,833,557	-	5,833,557	6,728,503
Total Liabilities	7,612,399	-	7,612,399	9,901,567
Net Assets:				
Without donor restrictions	20,919,645	-	20,919,645	18,716,085
With donor restrictions	-	6,886,644	6,886,644	5,343,431
Total Net Assets	20,919,645	6,886,644	27,806,289	24,059,516
TOTAL LIABILITIES AND NET ASSETS	$ 28,532,044	$ 6,886,644	$ 35,418,688	$ 33,961,083

The accompanying notes are an integral part of these financial statements.

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WAYPOINT

Consolidated Statement of Activities
For the Year Ended December 31, 2021
(with summarized comparative totals for the year ended December 31, 2020)

	2021			
	Without Donor Restrictions	With Donor Restrictions	2021 Total	2020 Total
SUPPORT AND REVENUE:				
Support:				
Government grants	$ 8,916,060	$ -	$ 8,916,060	$ 8,253,575
Contributions	566,821	1,592,716	2,159,537	1,806,415
In-kind contributions	33,700	-	33,700	48,079
Special events:				
Gross revenue	443,686	-	443,686	508,846
Less cost of direct benefit to donors	(56,246)	-	(56,246)	(87,140)
Net special events revenue	387,440	-	387,440	421,706
Revenue:				
Service fees	5,511,187	-	5,511,187	4,892,693
Other income	21,655	-	21,655	30,607
Net Assets Released From Restrictions:				
Program releases	540,451	(540,451)	-	-
Endowment releases	54,112	(54,112)	-	-
Endowment Transfer to Support Operations	643,173	-	643,173	172,162
Total Support and Revenue	16,674,599	998,153	17,672,752	15,625,237
OPERATING EXPENSES:				
Program services	13,541,191	-	13,541,191	13,335,147
Management and general	2,533,853	-	2,533,853	1,615,774
Fundraising	594,225	-	594,225	637,485
Total Operating Expenses	16,669,269	-	16,669,269	15,588,406
Change in net assets before non-operating items	5,330	998,153	1,003,483	36,831
NON-OPERATING ITEMS:				
Investment income (loss), net	2,550,958	330,584	2,881,542	2,633,640
Unrealized gain (loss) on interest rate swap	289,196	-	289,196	(210,173)
Gain on the sale of asset	-	-	-	11,132
Change in beneficial interest	-	214,476	214,476	150,770
Interest income	1,249	-	1,249	1,086
Endowment transfer to support operations	(643,173)	-	(643,173)	(172,162)
Total Non-Operating Items	2,198,230	545,060	2,743,290	2,414,293
Change in Net Assets	2,203,560	1,543,213	3,746,773	2,451,124
Net Assets, Beginning of Year	18,716,085	5,343,431	24,059,516	21,608,392
Net Assets, End of Year	$ 20,919,645	$ 6,886,644	$ 27,806,289	$ 24,059,516

The accompanying notes are an integral part of these financial statements.

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WAYPOINT

Consolidated Statement of Functional Expenses
For the Year Ended December 31, 2021
(with summarized comparative totals for the year ended December 31, 2020)

	2021				
	Program Services	Management and General	Fundraising	2021 Total	2020 Total
Personnel expense:					
Salaries and wages	$ 7,963,629	$ 1,305,839	$ 380,802	$ 9,650,270	$ 8,935,667
Employee benefits	1,102,509	142,701	25,691	1,270,901	1,239,495
Retirement plan	62,467	33,340	5,807	101,614	93,311
Payroll taxes and other	785,894	69,615	29,747	885,256	969,471
Mileage reimbursement	233,405	3,250	18	236,673	193,179
Contracted services	905,694	314,483	89,140	1,309,317	717,738
Subtotal personnel expense	11,053,598	1,869,228	531,205	13,454,031	12,148,861
Accounting	-	35,380	-	35,380	34,620
Assistance to individuals	901,544	-	-	901,544	773,325
Communications	168,181	34,673	9,827	212,681	178,486
Conferences, conventions, meetings	68,701	27,937	4,189	100,827	129,432
Depreciation	265,413	185,336	7,960	458,709	462,316
Insurance	50,601	12,372	1,605	64,578	93,005
Interest	200,225	26,575	6,609	233,409	276,878
Legal	-	12,543	-	12,543	14,795
Membership dues	25,141	32,379	3,382	60,902	29,928
Miscellaneous	11,371	35,039	14,186	60,596	160,064
Occupancy	569,953	79,464	18,410	667,827	654,769
Printing and publications	19,741	12,631	38,481	70,853	112,295
Rental and equipment maintenance	90,726	144,596	12,362	247,684	315,969
Supplies	106,408	14,790	2,255	123,453	260,196
Travel	9,588	10,910	-	20,498	30,607
Total expenses by function	13,541,191	2,533,853	650,471	16,725,515	15,675,546
Less expenses included on the Statement of Activities:					
Cost of direct benefits to donors	-	-	(56,246)	(56,246)	(87,140)
Total	$ 13,541,191	$ 2,533,853	$ 594,225	$ 16,669,269	$ 15,588,406

The accompanying notes are an integral part of these financial statements.

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WAYPOINT

Consolidated Statement of Cash Flows
For the Year Ended December 31, 2021
(with comparative totals for the year ended December 31, 2020)

	2021	2020
Cash Flows From Operating Activities:		
Change in net assets	$ 3,746,773	$ 2,451,124
Adjustments to reconcile change in net assets to net cash provided (used) by operating activities:		
Depreciation	458,709	462,316
Disposals of fixed assets	1,889	13,432
Realized (gain) loss on investments	(1,462,149)	(27,715)
Unrealized (gain) loss on investments	(1,028,032)	(2,053,523)
Change in beneficial interest in trusts	(214,476)	(150,770)
Change in interest rate swap	(289,196)	210,173
Changes in operating assets and liabilities:		
Accounts receivable	(295,049)	226,820
Grants receivable	205,925	(166,657)
Contributions receivable	-	79,161
Prepaid expenses	(134,246)	(31,439)
Accounts payable	(30,492)	98,966
Accrued payroll and related liabilities	60,092	(24,812)
Other liabilities	(1,200)	(1,729)
Refundable advance	(1,868,372)	2,529,309
Net Cash Provided (Used) By Operating Activities	(849,824)	3,614,656
Cash Flows From Investing Activities:		
Purchases of investments	(401,514)	(562,926)
Proceeds from sale of investments	697,285	199,162
Purchase of fixed assets	(700,247)	(452,946)
Net Cash Used By Investing Activities	(404,476)	(816,710)
Cash Flows From Financing Activities:		
Proceeds from line of credit	4,841,239	3,267,525
Principal payments on line of credit	(4,841,239)	(3,267,525)
Payment of long-term debt	(160,000)	(150,000)
Net Cash Used By Financing Activities	(160,000)	(150,000)
Net Change in Cash and Cash Equivalents and Restricted Cash	(1,414,300)	2,647,946
Cash and Cash Equivalents and Restricted Cash, Beginning	2,825,425	177,479
Cash and Cash Equivalents and Restricted Cash, Ending	$ 1,411,125	$ 2,825,425
SUPPLEMENTAL INFORMATION:		
Interest paid	$ 233,409	$ 276,878

The accompanying notes are an integral part of these financial statements.

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1. Organization

Waypoint (the Organization) is a nonprofit organization, founded in 1850, that currently aids more than 20,000 individuals, statewide, through an array of social services.

These services span the life cycle from prenatal to seniors, and can be grouped into the following categories:

Early Childhood – Family Support & Education Services

Over 4,500 parents received education and support to improve parenting, strengthen families, prevent child abuse and neglect, and ensure healthy development of children. Over 500 young children starting life at a disadvantage received critical services to ensure a good beginning and to optimize their chance for life-long success. Some of the programs focused on early childhood include:

Early Support and Services

The Early Support and Services program provides family-centered support and therapies to infants and toddlers who have developmental disabilities, delays, or are at risk of developmental delays. Services work to optimize babies' cognitive, physical, emotional and social development, and chance for success. Services are provided in the child's natural environment (home, day care, playground, etc.).

Home Visiting Services

A number of different prevention programs are offered in the home during those critical early years of a child's life. A spectrum of services includes support to new mothers and those struggling to parent; services for children with chronic health conditions; prenatal services for babies being born at a disadvantage into low-income families; and programs to encourage positive early parent/child relationships and promote optimal early childhood development. Services are provided by nurses, social workers, developmental specialists, occupational therapists, health educators, and home visitors.

Adoption

A licensed child-placing agency, the Organization has been forming families through adoption since 1914. The Organization's adoption professionals provide home studies and adoption services for families looking to adopt and provide counselling and support to birthparents who are considering the adoption option.

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Children, Youth, and Family - Intervention and Treatment Programs

The Organization contracts with the State of New Hampshire, the federal government, and insurance companies, to provide a continuum of services for children, adolescents, and young adults. Programs are delivered in the home, schools, or community, and include mental health counseling and substance abuse treatment, as well as a complex system of family stabilization and preservation programs, child protection services, and services for at-risk youth. Some of the programs include:

Foster care

The Organization works with the State of New Hampshire in placing children who have been rescued from dangerous home environments, into safe, stable, loving homes. The Organization recruits and supports foster families and works to facilitate permanency for each child.

Home Based Services

The Organization has a number of programs provided in the family home that are designed to help families who are struggling through daily life - where children are at risk. Services work to thwart domestic violence, rebuild families, and to improve family functioning. The Organization empowers families with the skills and resources they need to provide for their children and become self-sufficient.

Runaway and Homeless Youth Services

The Organization is the sole provider of services for runaway and homeless youth in Manchester and the Seacoast. A full spectrum of services features outreach to at-risk youth that includes survival aid on the streets and basic needs fulfillment at the drop-in center, as well as crisis intervention, educational and vocational advocacy, housing, and case management. The Organization also provides behavioral health and substance use counseling where needed. The Organization works with school systems, police, and other agencies in addressing the needs of New Hampshire's homeless youth.

Senior Care and Independent Living

The Organization helps seniors and individuals with chronic illness or disability to live at home safely and with dignity, and to maintain quality of life. Under the title of Home Care, services are delivered by homemakers, companions, personal care service providers, and LNAs. The Organization's caregivers go to client homes to help with everything from cooking and cleaning to personal hygiene, medication reminders, mobility, travel to appointments, paying bills, help with daily tasks, and communication with family members.

Other Programs

The New Hampshire Children's Lobby

Established in 1971, the New Hampshire Children's Lobby is the advocacy wing of Waypoint. The program's mission is to improve the lives of children and families through legislative, judicial, and public policy initiatives. This combination of advocacy and direct

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service practice uniquely positions the Organization to serve the best interest of New Hampshire children.

The Children's Place and Parent Education Center
The Children's Place and Parent Education Center (TCP) in Concord, NH provides both educational and social programs and services to strengthen and enrich the lives of families with children, two months through six years old.

2. Summary of Significant Accounting Policies

The following is a summary of significant accounting policies used in preparing and presenting the accompanying financial statements.

Principles of Consolidation
The consolidated financial statements include Waypoint and Child and Family Realty Corporation, commonly controlled organizations. All inter-organization transactions have been eliminated. Unless otherwise noted, these consolidated entities are hereinafter referred to as "the Organization".

Comparative Financial Information
The accompanying consolidated financial statements include certain prior-year summarized comparative information in total, but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the audited consolidated financial statements for the year ended December 31, 2020, from which the summarized information was derived.

Cash and Cash Equivalents
All cash and highly liquid financial instruments with original maturities of three months or less, and which are neither held for nor restricted by donors for long-term purposes, are considered to be cash and cash equivalents. Cash and highly liquid financial instruments invested for long-term purposes, including endowments that are perpetual in nature, are excluded from this definition.

Accounts Receivable
Accounts receivable consists primarily of noninterest-bearing amounts due for services and programs. The allowance for uncollectable accounts receivable is based on historical experience, an assessment of economic conditions, and a review of subsequent collections. Accounts receivable are written off when deemed uncollectable.

Contributions Receivable
Unconditional contributions that are expected to be collected within one year are recorded at net realizable value. Unconditional contributions that are expected to be collected in future years are initially recorded at fair value using present value techniques

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incorporating risk-adjusted discount rates designed to reflect the assumptions market participants would use in pricing the asset. In subsequent years, amortization of the discounts is included in contribution revenue in the Consolidated Statement of Activities. The allowance for uncollectable contributions is based on historical experience, an assessment of economic conditions, and a review of subsequent collections. Contributions receivable are written off when deemed uncollectable. Management has determined that no allowance is necessary as of December 31, 2021 and 2020.

Grants Receivable

Grants receivable, that is, those with a measurable performance or other barrier, and a right of return, are not recognized until the conditions on which they depend have been substantially met. Amounts recorded as grants receivable represent cost-reimbursable contracts and grants, which the incurrence of allowable qualifying expenses and/or the performance of certain requirements have been met or performed. The allowance for uncollectible grants receivable is based on historical experience and a review of subsequent collections. Management has determined that no allowance is necessary.

Investments

Investment purchases are recorded at cost, or if donated, at fair value on the date of donation. Thereafter, investments are reported at their fair values in the Consolidated Statement of Financial Position. Net investment return/(loss) is reported in the Consolidated Statement of Activities and consists of interest and dividend income, realized and unrealized gains and losses, less external investment expenses.

The Organization maintains pooled investment accounts for its restricted endowment. Realized and unrealized gains and losses are allocated to the individual endowments based on the relationship of the market value of each endowment to the total market value of the pooled investment accounts, as adjusted for additions to or deductions from those accounts.

Beneficial Interest Held in Trusts

The Organization is the beneficiary of perpetual charitable trusts. The beneficial interest in trusts is reported at its fair value, which is estimated as the fair value of the underlying trust assets. Distributions of income from trust assets are restricted as to use and are reported as increases in net assets with donor restrictions until expended in accordance with restrictions. The value of the beneficial interest in the trusts is adjusted annually for the change in its estimated fair value. Those changes in value are reported as increases in net assets with donor restrictions. The assets in the trusts will never be distributed to the Organization.

Property and Equipment

Property and equipment additions over $5,000 are recorded at cost, if purchased, and at fair value at the date of donation, if donated. Depreciation is computed using the straight-line method over the estimated useful lives of the assets ranging from 5 to 50 years, or in the case of capitalized leased assets or leasehold improvements, the lesser of the useful

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life of the asset or the lease term. When assets are sold or otherwise disposed of, the cost and related depreciation is removed, and any resulting gain or loss is included in the Consolidated Statement of Activities. Costs of maintenance and repairs that do not improve or extend the useful lives of the respective assets are expensed. Assets not in service are not depreciated.

The carrying values of property and equipment are reviewed for impairment whenever events or circumstances indicate that the carrying value of an asset may not be recoverable from the estimated future cash flows expected to result from its use and eventual disposition. When considered impaired, an impairment loss is recognized to the extent carrying value exceeds the fair value of the asset. There were no indicators of asset impairment in 2021 or 2020.

Interest Rate Swap

An interest rate swap is utilized to mitigate interest rate risk on bonds payable. The related liability is reported at fair value in the Consolidated Statement of Financial Position, and unrealized gains or losses are included in the Consolidated Statement of Activities.

Net Assets

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor or grantor-imposed restrictions.

Net Assets Without Donor Restrictions

Net assets available for use in general operations and not subject to donor (or certain grantor) imposed restrictions. The Board has designated, from net assets without donor restrictions, net assets for a board-designated endowment.

Net Assets With Donor Restrictions

Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity while permitting the Organization to expend the income generated by the assets in accordance with the provisions of additional donor-imposed stipulations or a Board approved spending policy. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

Revenue and Revenue Recognition

The Organization recognizes contributions when cash, securities or other assets; an unconditional promise to give; or a notification of a beneficial interest is received. Conditional promises to give - that is, those with a measurable performance or other barrier and a right of return - are not recognized until the conditions on which they depend have been met.

The Organization records special events revenue equal to the fair value of direct benefits to donors, and contribution income for the excess received when the event takes place.

A portion of the Organization's revenue is derived from cost-reimbursable contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Organization has incurred expenditures in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures are reported as refundable advances in the Consolidated Statement of Financial Position. Grant revenue from contributions that were initially conditional, which became unconditional with restrictions during the reporting period, and for which those restrictions were met during the reporting period, is reported as net assets without donor restrictions.

Revenues derived from providing program services are recognized as the services are provided. Program service fees paid in advance are deferred to the period to which they relate. All other amounts paid in advance are deferred to the period in which the underlying event or rental takes place. Due to the nature and timing of the performance and/or transfer of services, certain contract liabilities at December 31 of each year are recognized in the following year.

Donated Services and In-Kind Contributions

Volunteers contribute significant amounts of time to program services, administration, and fundraising and development activities; however, the financial statements do not reflect the value of these contributed services because they do not meet recognition criteria prescribed by Generally Accepted Accounting Principles. Generally Accepted Accounting Principles allow recognition of contributed services only if (a) the services create or enhance nonfinancial assets or (b) the services would have been purchased if not provided by contribution, require specialized skills, and are provided by individuals possessing those skills. Donated professional services are recorded at the respective fair values of the services received. Contributed goods are recorded at fair value at the date of donation and as expenses when placed in service or distributed. Donated use of facilities is reported as a contribution and as an expense at the estimated fair value of similar space for rent under similar conditions. If the use of the space is promised unconditionally for a period greater than one year, the amount is reported as a contribution and an unconditional promise to give at the date of the gift, and the expense is reported over the term of use. No significant contributions of such goods or services were received in 2021 or 2020.

Advertising Costs

Advertising costs are expensed as incurred and are reported in the Consolidated Statement of Activities and Consolidated Statement of Functional Expenses.

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Functional Allocation of Expenses

The costs of program and supporting services activities have been summarized on a functional basis in the Consolidated Statement of Activities. The Consolidated Statement of Functional Expenses presents the natural classification detail of expenses by function.

The consolidated financial statements report certain categories of expenses that are attributed to more than one program or supporting function. Therefore, expenses require allocation on a reasonable basis that is consistently applied. The expenses that are allocated include salary and benefits, which are allocated to program and supporting services based on time and effort estimates, and occupancy costs and depreciation which are allocated based on personnel count at the location.

Measure of Operations

The Consolidated Statement of Activities reports all changes in net assets, including changes in net assets from operating and non-operating activities. Operating activities consist of those items attributable to the Organization's ongoing programs and services and include the Organization's annual endowment transfer to support operations. Non-operating activities are limited to resources outside of those programs and services and are comprised of non-recurring gains and losses on sales and dispositions, investment income, and changes in the value of beneficial interests and interest rate swaps.

Income Taxes

Waypoint has been recognized by the Internal Revenue Service (IRS) as exempt from federal income taxes under Internal Revenue Code (IRC) Section 501(a) as an organization described in IRC Section 501(c)(3), qualifies for charitable contribution deductions, and has been determined not to be a private foundation. Child and Family Realty Corporation is exempt from federal income tax under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(25).

Each entity is annually required to file a Return of Organization Exempt from Income Tax (Form 990) with the IRS. In addition, each is subject to income tax on net income that is derived from business activities that are unrelated to their exempt purpose. In 2021 and 2020, the Organizations were not subject to unrelated business income tax and did not file an Exempt Organization Business Income Tax Return (Form 990-T) with the IRS.

Estimates

The preparation of consolidated financial statements in conformity with Generally Accepted Accounting Principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results may differ from those estimates.

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Financial Instruments and Credit Risk

Deposit concentration risk is managed by placing cash deposits with financial institutions believed to be creditworthy. At times, amounts on deposit may exceed insured limits. To date, no losses have been experienced in any of these accounts. Credit risk associated with receivables is considered to be limited due to high historical collection rates. Investments are exposed to various risks such as interest rate, market, and credit risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and that such change could materially affect the amounts reported in the Consolidated Statement of Financial Position. Although the fair values of investments are subject to fluctuation on a year-to-year basis, the Investment Committee believes that the investment policies and guidelines are prudent for the long-term welfare of the Organization.

Fair Value Measurements and Disclosures

Certain assets and liabilities are reported at fair value in the consolidated financial statements. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction in the principal, or most advantageous, market at the measurement date under current market conditions regardless of whether that price is directly observable or estimated using another valuation technique. Inputs used to determine fair value refer broadly to the assumptions that market participants would use in pricing the asset or liability, including assumptions about risk. Inputs may be observable or unobservable. Observable inputs are inputs that reflect the assumptions market participants would use in pricing the asset or liability based on market data obtained from sources independent of the reporting entity. Unobservable inputs are inputs that reflect the reporting entity's own assumptions about the assumptions market participants would use in pricing the asset or liability based on the best information available. A three-tier hierarchy categorizes the inputs as follows:

- Level 1 – Quoted prices (unadjusted) in active markets for identical assets or liabilities that are accessible at the measurement date.

- Level 2 – Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly. These include quoted prices for similar assets or liabilities in active markets, quoted prices for identical or similar assets or liabilities in markets that are not active, inputs other than quoted prices that are observable for the asset or liability, and market-corroborated inputs.

- Level 3 – Unobservable inputs for the asset or liability. In these situations, inputs are developed using the best information available in the circumstances.

In some cases, the inputs used to measure the fair value of an asset or a liability might be categorized within different levels of the fair value hierarchy. In those cases, the fair value measurement is categorized in its entirety in the same level of the fair value hierarchy as the lowest level input that is significant to the entire measurement. Assessing the significance of a particular input to entire measurement requires judgment, taking into account factors specific to the asset or liability. The categorization of an asset within the hierarchy is based upon the pricing transparency of the asset and does not necessarily correspond to the assessment of the quality, risk, or liquidity profile of the asset or liability.

New Accounting Standards to be Adopted in the Future

Contributed Nonfinancial Assets

In September 2020, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) 2020-07, *Not-for-Profit Entities (Topic 958): Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets*, intended to improve transparency in the reporting of contributed nonfinancial assets, also known as gifts-in-kind, for not-for-profit organizations. Examples of contributed nonfinancial assets include fixed assets such as land, buildings, and equipment; the use of fixed assets or utilities; materials and supplies, such as food, clothing, or pharmaceuticals; intangible assets; and recognized contributed services. The ASU requires a not-for-profit organization to present contributed nonfinancial assets as a separate line item in the Statement of Activities, apart from contributions of cash or other financial assets. It also requires certain disclosures for each category of contributed nonfinancial assets recognized. The amendments in this ASU should be applied on a retrospective basis and will be effective for the Organization for the year ending December 31, 2022. Early adoption is permitted. The Organization is currently in the process of evaluating the impact of adoption of this ASU on the consolidated financial statements

Leases

In February 2016, the FASB issued ASU 2016-02, Leases. The ASU requires all leases with lease terms more than 12 months to be capitalized as a right of use asset and lease liability on the Statement of Financial Position at the date of lease commencement. Leases will be classified as either finance leases or operating leases. This distinction will be relevant for the pattern of expense recognition in the Statement of Activities. This ASU will be effective for the Organization for the year ending December 31, 2022. The Organization is currently in the process of evaluating the impact of adoption of this ASU on the consolidated financial statements.

Credit Losses

In June 2016, the FASB issued ASU 2016-13, Measurement of Credit Losses on Financial Instruments. The ASU requires a financial asset (including trade receivables) measured at amortized cost basis to be presented at the net amount expected to be collected. Thus, the Statement of Activities will reflect the measurement of credit losses for newly-recognized financial assets as well as the expected increases or decreases of expected credit losses that have taken place during the period. This ASU will be effective for the

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Organization for the year ending December 31, 2023. The Organization is currently in the process of evaluating the impact of adoption of this ASU on the consolidated financial statements.

3. Liquidity and Availability

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the date of the Consolidated Statement of Financial Position, are comprised of the following at December 31, 2021 and 2020:

	2021	2020
Financial assets at year end:		
Cash and cash equivalents	$ 1,337,022	$ 2,753,314
Restricted cash	74,103	72,111
Accounts receivable, net	650,657	355,608
Grants receivable	639,234	845,159
Investments	23,526,432	21,332,022
Beneficial interest held in trusts	2,202,347	1,987,871
Total financial assets	28,429,795	27,346,085
Less amounts not available to be used within one year:		
Restricted cash not available for general expenditure	74,103	72,111
Net assets with donor restrictions	6,886,644	5,343,431
Less:		
Net assets with purpose restrictions to be met in less than a year	(1,678,535)	(626,270)
Donor-restricted endowment subject to spending policy rate and appropriation	(120,230)	(109,172)
Board-designated endowment	18,841,067	18,611,817
Less:		
Board-designated endowment annual spending policy rate	(541,770)	(552,828)
Total amounts not available to be used within one year	23,461,279	22,739,089
Financial assets available to meet general expenditures over the next year	$ 4,968,516	$ 4,606,996

Endowment funds consist of donor-restricted endowments and funds designated by the Board to function as endowments. Income from donor-restricted endowments is restricted for specific purposes. The portion of endowment funds that are perpetual in nature are not available for general expenditure.

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The board-designated endowment is subject to an annual spending rate as determined by the Board. Although there is no intention to spend from the board-designated endowment (other than amounts appropriated for general expenditure as part of the Board's annual budget approval and appropriation), these amounts could be made available if necessary.

As part of its liquidity management plan, the Organization also has a $1,500,000 revolving line of credit available to meet cash flow needs.

4. Accounts Receivable

Accounts receivable consist of the following at December 31, 2021 and 2020:

	2021			2020		
	Receivable	Allowance	Net	Receivable	Allowance	Net
Fees for service	$ 650,957	(300)	650,657	$ 357,308	$ (1,700)	$ 355,608
Total	$ 650,957	$ (300)	$ 650,657	$ 357,308	$ (1,700)	$ 355,608

5. Prepaid Expenses

Prepaid expenses at year-end relate primarily to prepaid insurance and contracts.

6. Investments

Investments measured at fair value on a recurring basis consist of mutual funds totaling $23,526,432 and $21,332,022 at December 31, 2021 and 2020, respectively. During 2021 and 2020, the Organization recognized $2,490,181 and $2,081,238, respectively, of net gains and losses on investments. Of those amounts, $2,490,181 and $2,081,238 was recognized on investments of equity securities held at December 31, 2021 and 2020, respectively.

Under the terms of the Organization's line of credit agreement (Note 9), the Organization has agreed not to pledge these investments as security on any other debt.

The Organization's policy is to avail itself of a Board-approved percentage of investment income for operations with any remaining interest, dividends, or appreciation reinvested. The spending policy approved by the Board of Trustees is a percentage of the average total endowment value over the previous twelve quarters, with a 1% contingency margin. In 2021, the approved rate was 4.00% from January through September and 5.00% thereafter. In 2020, the approved rate was 4.00%.

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As discussed in Note 2 to these consolidated financial statements, the Organization is required to report its fair value measurements in one of three levels, which are based on the ability to observe in the marketplace the inputs to the Organization's valuation techniques. Level 1, the most observable level of inputs, is for investments measured at quoted prices in active markets for identical investments. Level 2 is for investments measured using inputs such as quoted prices for similar assets, quoted prices for the identical asset in inactive markets, and for investments measured at net asset value that can be redeemed in the near term. Level 3 is for investments measured using inputs that are unobservable, and is used in situations for which there is little, if any, market activity for the investment.

The Organization uses the following method to determine the fair value of its investments:

Mutual funds: Level 1 as determined by the published value per unit at the end of the last trading day of the year, which is the basis for transactions at that date.

7. Beneficial Interest Held in Trusts

The Organization is the sole beneficiary of three funds that are administered by the New Hampshire Charitable Foundation (NHCF). Income from the funds is to provide assistance to children attending camp and for capital improvements to the camp. The fund resolution provides that distributions from the funds can be made at the discretion of the NHCF Board of Directors.

At December 31, 2021 and 2020, the fair market value of the funds, which approximates the present value of future benefits expected to be received, was $1,112,493 and $965,181, respectively.

In addition, the Organization has a split-interest in three charitable remainder trusts. The assets are held in trust by banks as permanent trustees of the trusts. The fair value of these beneficial interests is determined by applying the Organization's percentage interest to the fair value of the trust assets as reported by the trustee.

Trust	Percentage Interest	2021	2020
Greenleaf	100%	$ 415,006	$ 395,121
Camp	100%	380,406	350,378
Cogswell	50%	294,442	277,191
Total		$ 1,089,854	$ 1,022,690

Beneficial interest held in trusts is reported at fair value, which is estimated as the present value of expected future cash inflows on a recurring basis. As discussed in Note 2, the valuation technique used by the Organization is a Level 3 measure because there are no observable market transactions.

8. Property and Equipment

Property and equipment is comprised of the following at December 31, 2021 and 2020:

	2021	2020
Land and land improvements	$ 1,114,949	$ 1,114,949
Buildings and improvements	9,025,392	9,003,702
Furniture, fixtures, and equipment	908,672	908,672
Vehicles	86,019	86,019
Software	503,924	503,924
Construction in progress	676,668	-
Subtotal	12,315,624	11,617,266
Less accumulated depreciation	(5,638,395)	(5,179,686)
Total	$ 6,677,229	$ 6,437,580

9. Line of Credit

The Organization has a $1,500,000 revolving line of credit agreement with a bank, which is payable on demand. The line is secured by a first lien on accounts receivable, double negative pledge on all investments of the borrower, and carries a variable rate of interest at the Wall Street Journal prime rate (3.25% at December 31, 2021), adjusted daily. At December 31, 2021 and 2020, there was no outstanding balance on this line of credit.

10. Bonds Payable

During 2007, the New Hampshire Health and Education Facilities Authority (the "Authority") sold $5,540,000 of its Revenue Bonds, Child and Family Services Issue, Series 2007, and loaned the proceeds of the bonds to the Organization to refund its Series 1999 Series Bonds and to finance certain improvements to the Organization's facilities. The Series 2007 Bonds were issued with a variable interest rate determined on a weekly basis. Prior to issuing the Bonds, the Organization entered into an interest rate swap agreement (the "Swap Agreement") with Citizens Bank of NH (the "Counterparty") for the life of the bond issue to hedge the interest rate risk associated with the Series 2007 Bonds. The interest rate swap agreement requires the Organization to pay the Counterparty a fixed rate of 3.915%; in exchange, the Counterparty will pay the Organization a variable rate on the notional amount based on the 67% of one month LIBOR. Counterparty payments to

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the Organization were intended to offset Organization payments of variable rate interest to bondholders. Counterparty credit worthiness and market variability can impact the variable rates received and paid by the Organization, with the potential of increasing Organization interest payments. As a result, the cost of the interest rate swap for 2021 and 2020 is added to interest expense in the Consolidated Statement of Functional Expenses. The bonds mature in 2038 and can be repaid at any time.

The Organization is required to include the fair value of the swap in the Consolidated Statement of Financial Position, and annual changes, if any, in the fair value of the swap in the Consolidated Statement of Activities. For example, during the bond's 30-year holding period, the annually calculated value of the swap will be reported as an asset if interest rates increase above those in effect on the date of the swap was entered into (and as an unrealized gain in the Consolidated Statement of Activities), which will generally be indicative that the net fixed rate the Organization is paying on the swap is below market expectations of rates during the remaining term of the swap. The swap will be reported as a liability (and as an unrealized loss in the Consolidated Statement of Activities) if interest rates decrease below those in effect on the date the swap was entered into, which will generally be indicative that the net fixed rate the Organization is paying on the swap is above market expectations of rates during the remaining term of the swap. The annual accounting adjustments of value changes in the swap transaction are non-cash recognition requirements, the net effect of which will be zero at the end of the bond's 30-year term. At December 31, 2021 and 2020, the Organization recorded the swap liability position of $993,557 and $1,282,753, respectively. During 2009, there occurred a downgrading of the credit rating of the Counterparty to the letter of credit reimbursement agreement, which triggered a mandatory tender of the Series 2007 Bonds in whole and a temporary conversion of one-hundred percent of the principal amount to a bank purchase mode under the terms of said letter of credit reimbursement agreement. Since it became evident that the credit markets would not soon return to normalcy, the Organization elected to convert the Series 2007 Bonds from a weekly rate mode to a bank purchase mode. This new bank purchase mode created a rate period in which the Series 2007 Bonds bear interest at the tax adjusted bank purchase rate of 68% of the sum of the adjusted period LIBOR (30 day) rate and 325 basis points. The bank purchase mode commenced on July 31, 2009 and expired on July 31, 2014; however, the expiration date was extended by the Counterparty and the Organization had the option to convert back to the weekly rate mode. The Series 2007 Bond documents require the Organization to comply with certain financial covenants. As of December 31, 2021, the Organization was in compliance with these covenants.

The following is a summary of future payments on the previously mentioned bonds payable:

Year	Amount
2022	$ 165,000
2023	175,000
2024	180,000
2025	195,000
2026	200,000
Thereafter	2,840,000
Total	$ 3,755,000

11. Deferred Loans - NHHFA

Note payable to the New Hampshire Housing and Finance Authority dated June 7, 2005. The face amount of the note is $550,000, does not require the payment of interest, and is due in 30 years. The note is secured by real estate located in Dover, New Hampshire.

Note payable to the New Hampshire Housing and Finance Authority dated May 22, 2007. The face amount of the note is $700,000, does not require the payment of interest, and is due in 30 years. The note is secured by real estate located in Manchester, New Hampshire.

12. Refundable Advance

Refundable advances totaling $660,937 and $2,529,309 at December 31, 2021 and 2020, respectively, primarily include grant funds received in advance from the New Hampshire Department of Health and Human Services for community-based voluntary services. Revenues will be recognized as the conditions of the grant have been met.

13. Endowment Funds

Types of Funds

The Organization's endowment consists of various individual funds established for a variety of purposes. The endowment includes both donor-restricted funds and funds designated by the Board of Trustees to function as endowments. As required by Generally Accepted Accounting Principles, net assets associated with endowment funds, including funds designated by the Board of Trustees to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

Board-designated Endowment

As of December 31, 2021 and 2020, the Board of Trustees had designated $18,841,067 and $18,611,817, respectively, of net assets without donor restrictions as a general endowment fund to support the mission of the Organization.

Donor-designated Endowments

The Board of Trustees of the Organization has interpreted the Uniform Prudent Management of Institutional Funds Act (UPMIFA) as requiring the preservation of the fair value of the original gift as of the gift date for donor-restricted perpetual endowment funds, absent explicit donor stipulations to the contrary. As a result of this interpretation, the Organization classifies as perpetually restricted net assets (a) the original value of gifts donated to the endowment, (b) the original value of subsequent gifts to the endowment, and (c) accumulations to the endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added. The remaining portion of the donor-restricted endowment fund that is not classified as perpetually restricted is classified as net assets with donor restrictions until those amounts are appropriated for expenditure by the Organization in a manner consistent with the standard of prudence prescribed by UPMIFA. In accordance with UPMIFA, the Organization considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds: (1) the duration and preservation of the various funds, (2) the purposes of the donor-restricted endowment funds, (3) general economic conditions, (4) the possible effect of inflation and deflation, (5) the expected total return from income and the appreciation of investments, (6) other resources of the Organization, and (7) the Organization's investment policies.

Funds with Deficiencies

The Organization considers a fund to be underwater if the fair value of the fund is less than the sum of (a) the original value of initial and subsequent gift amounts donated to the fund and (b) any accumulations to the fund that are required to be maintained in perpetuity in accordance with the direction of the applicable donor gift instrument. The Organization complies with UPMIFA and has interpreted UPMIFA to permit spending from underwater funds in accordance with prudent measures required under the law. The Organization had no underwater endowment funds at December 31, 2021 or 2020.

Investment Policy

The Organization has adopted an investment and spending policy to ensure a total return (income plus capital change) necessary to preserve and enhance the principal of the fund and, at the same time, provide a dependable source of support for current operations and programs. The withdrawal from the fund in support of current operations is expected to remain a constant percentage of the total fund, adjusted for new gifts to the fund.

In recognition of the prudence required of fiduciaries, reasonable diversification is sought where possible. Experience has shown financial markets and inflation rates are cyclical and, therefore, control of volatility will be achieved through investment styles. Asset

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allocation parameters have been developed for various funds within the structure, based on investment objectives, liquidity needs, and time horizon for intended use.

Measurement of investment performance against policy objectives will be computed on a total return basis, net of management fees and transaction costs. Total return is defined as dividend or interest income plus realized and unrealized capital appreciation or depreciation at fair market value.

Spending Policy

The Organization's spending policy rate is a percentage of the average total endowment value over the trailing 12 quarters with a 1% contingency margin. This includes interest and dividends paid out to the Organization. In 2021, the approved rate was 4.00% from January through September and 5.00% thereafter. In 2020, the approved rate was 4.00%.

Changes in Endowment Net Assets

The net asset composition of endowment net assets as of December 31, 2021 and changes in endowment net assets for the year ended December 31, 2021 are as follows:

		With Donor Restrictions				
	Without Donor Restrictions	Purpose Restricted	Cumulative Appreciation	Perpetually Restricted	Total	Total Net Endowment Assets
Endowment net assets, beginning of year	$ 18,611,817	$ -	$ 1,050,689	$ 1,678,601	$ 2,729,290	$ 21,341,107
Contributions	-	-	-	-	-	-
Appropriations from endowment	(643,173)	-	(54,112)	-	(54,112)	(697,285)
Temporary appropriation for purpose-restricted net assets	(1,678,535)	1,678,535	-	-	1,678,535	-
Investment income, net	2,550,958	-	330,584	-	330,584	2,881,542
Endowment net assets, end of year	$ 18,841,067	$ 1,678,535	$ 1,327,161	$ 1,678,601	$ 4,684,297	$ 23,525,364

The net asset composition of endowment net assets as of December 31, 2020 and changes in endowment net assets for the year ended December 31, 2020 are as follows:

		With Donor Restrictions				
	Without Donor Restrictions	Purpose Restricted	Cumulative Appreciation	Perpetually Restricted	Total	Total Net Endowment Assets
Endowment net assets, beginning of year	$ 15,894,841	$ 538,689	$ 774,084	$ 1,679,406	$ 2,992,179	$ 18,887,020
Contributions	19,609	-	-	-	-	19,609
Appropriations from endowment	(169,104)	-	(30,058)	-	(30,058)	(199,162)
Temporary appropriation for purpose-restricted net assets	538,689	(538,689)	-	-	(538,689)	-
Investment income, net	2,327,782	-	306,663	(805)	305,858	2,633,640
Endowment net assets, end of year	$ 18,611,817	$ -	$ 1,050,689	$ 1,678,601	$ 2,729,290	$ 21,341,107

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14. Net Assets

Net Assets Without Donor Restrictions

Net assets without donor restriction are comprised of the following at December 31, 2021 and 2020:

	2021	2020
Undesignated net assets	$ 2,078,578	$ 104,268
Board-designated endowment	18,841,067	18,611,817
Total	$ 20,919,645	$ 18,716,085

Net Assets With Donor Restrictions

Net assets with donor restrictions are comprised of the following at December 31, 2021 and 2020:

	2021	2020
Subject to expenditure for specified purpose:		
Camp	$ 88,373	$ 67,747
Child abuse prevention	30,273	67,750
Family resource center	146,872	148,763
Homecare	183,474	93,616
IT and other projects	110,841	88,552
Teen and youth	1,091,207	99,787
The Children's Place	27,495	60,055
	1,678,535	626,270
Endowment:		
Accumulated earnings restricted by donors for:		
General operations	252,088	219,094
Camp operations	422,315	307,937
Other purposes	652,758	523,658
	1,327,161	1,050,689
Original gift restricted by donors for:		
General operations	133,407	133,407
Camp operations	548,183	548,183
Other purposes	997,011	997,011
	1,678,601	1,678,601
Total restricted endowment	3,005,762	2,729,290
Not subject to spending policy or appropriation:		
Beneficial interest in trusts	2,202,347	1,987,871
Total	$ 6,886,644	$ 5,343,431

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purpose or by occurrence of the passage of time or other events specified by the donors as follows for the years ended December 31, 2021 and 2020:

	2021	2020
Satisfaction of purpose restrictions:		
Camp	$ 7,969	$ -
Child abuse prevention	37,476	123,125
Family counseling	-	16,954
Family resource center	142,366	30,691
Homecare	149,511	391,706
Human trafficking	-	35,000
IT and other projects	44,981	308,910
Teen and youth	115,589	218,467
The Children's Place	42,559	59,697
	540,451	1,184,550
Restricted purpose spending-rate distributions and appropriations:		
General operations	14,100	-
Other purposes	40,012	30,058
	54,112	30,058
Total	$ 594,563	$ 1,214,608

15. Grants

The Organization has been awarded cost-reimbursable grants of $87,951 that have not been recognized at December 31, 2021 because qualifying expenditures have not yet been incurred. No amounts have been received in advance, and accordingly no amounts are reported in the Consolidated Statement of Financial Position as a refundable advance.

Grant revenue from federal agencies is subject to independent audit under the Office of Management and Budget's Uniform Guidance, and review by grantor agencies. This review could result in the disallowance of expenditures under the terms of the grant or reductions of future grant funds. Based on prior experience, the Organization's management believes that costs ultimately disallowed, if any, would not materially affect the financial position of the Organization.

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16. Paycheck Protection Program (PPP)

In April 2020, the Organization received loan proceeds in the amount of $1,741,500 under the Small Business Administration (SBA) Paycheck Protection Program (PPP). The PPP, established as part of the Coronavirus Aid, Relief and Economic Security Act (CARES Act), which was enacted March 27, 2020, provides for loans to qualifying organizations for amounts up to 2.5 times the average monthly payroll expenses. The loan and accrued interest may be forgiven after eight or twenty-four weeks providing the Organization uses the loan proceeds for eligible purposes, including payroll, benefits, rent and utilities, and maintains certain payroll levels. The amount of loan forgiveness will be reduced if the Organization terminates employees or reduces salaries during the eight or twenty-four week period. Any unforgiven portion of the PPP loan is payable over five years at an interest rate of 1%, with deferral of payments for the first ten months. The Organization used the proceeds for purposes consistent with the PPP requirements. The Organization has applied the conditional contribution model as described in FASB ASC 958-605 to recognize PPP loan proceeds as contribution income as the PPP loan conditions are substantially met by incurring qualifying expenses and other PPP loan requirements. As of December 31, 2020, the Organization had recognized the entire amount of the PPP loan as contribution income. The entire amount was forgiven in 2021.

17. Assistance to Individuals

Assistance to individuals is comprised of the following for the years ended December 31, 2021 and 2020:

	2021	2020
Payment to parents of foster children	$ 112,950	$ 171,688
Housing assistance to youth at risk of homelessness	242,386	247,220
Gift cards provided to families during holiday season	51,000	50,000
Food for at risk youth	25,914	12,641
In kind assistances	33,700	48,079
Other assistance such as medical, childcare, transportation, and family activities	435,594	243,697
Total	$ 901,544	$ 773,325

18. Defined Contribution Plan

The Organization maintains a 403(b) Thrift Plan (the Plan). The Plan is a defined contribution plan that all eligible employees may immediately make elective participant contributions to upon hire. A pretax voluntary contribution is permitted by employees up to limits imposed by the Internal Revenue Code and other limitations specified in the Plan. Contributions made to the plan by the Organization for the years ended December 31, 2021 and 2020 totaled $101,614 and $93,311, respectively.

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19. Operating Leases

The Organization leases office space under the terms of non-cancellable lease agreements. The Organization also rents additional facilities on a month-to-month basis. Rent expense under these agreements totaled $227,552 and $199,910 for the years ended December 31, 2021 and 2020, respectively.

20. Supplemental Disclosures of Cash Flow Information

The following table provides a reconciliation of cash, cash equivalents, and restricted cash reported within the Consolidated Statement of Financial Position that sum to the total of the same such amounts shown in the Consolidated Statement of Cash Flows.

	2021	2020
Cash and cash equivalents	$ 1,337,022	$ 2,753,314
Restricted cash	74,103	72,111
Total cash, cash equivalents, and restricted cash shown in the Consolidated Statement of Cash Flows	$ 1,411,125	$ 2,825,425

21. Related Party Transactions

The Organization procures a portion of their legal services from a local law firm that employs an attorney who also serves on the Organization's Board of Directors. The attorney board member does not personally perform the legal services. For the years ended December 31, 2021 and 2020, the total legal expense from related parties was $13,989 and $4,505, respectively.

22. Commitments and Contingencies

COVID-19

The COVID-19 outbreak in the United States (and across the globe) has resulted in economic uncertainties. The disruption is expected to be temporary, but there is considerable uncertainty around the duration and scope. The extent of the impact of COVID-19 on the Organization's operational and financial performance will depend on certain developments, including the duration and spread of the outbreak, impact on individuals served, employees, and vendors, all of which are uncertain and cannot be predicted. At this point, the extent to which COVID-19 may impact the Organization's financial condition or results of operations is uncertain.

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23. Concentration of Risk

The majority of the Organization's grants are received from agencies of the State of New Hampshire. As such, the Organization's ability to generate resources via grants is dependent upon the economic health of that area and of the State of New Hampshire. An economic downturn could cause a decrease in grants that coincides with an increase in demand for the Organization's services.

24. Reclassifications

Certain reclassifications of amounts previously reported have been made to the accompanying consolidated financial statements to maintain consistency between periods presented. The reclassification had no impact on previously reported net assets.

25. Subsequent Events

Subsequent events have been evaluated through April 12, 2022, the date the consolidated financial statements were available to be issued.

One January 1, 2022, the Organization merged with Richie McFarland Children's Center of Stratham, New Hampshire. The Waypoint at Richie McFarland Center will provide early intervention services for the Seacoast area.

On January 4, 2022, the Organization sold the building and land in Exeter, New Hampshire for $235,000 to an unrelated party.

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WAYPOINT

Consolidated Schedule of Operating Expenses
For the Year Ended December 31, 2021

	Family Counseling	Teen and Youth	Child Care Services	Child Abuse Treatment & Family Strengthening	Child Abuse Prevention	Early Intervention	Homecare	Adoptions and Pregnancy Counseling	Child Advocacy	Summer Camp	Total Program	Management and General	Fundraising	2021 Total
Salaries and wages	$ 65,316	$ 899,356	$ 135,496	$ 1,601,174	$ 3,219,841	$ 329,851	$ 1,503,164	$ 82,147	$ 127,284	$ -	$ 7,963,629	$ 1,305,839	$ 380,802	$ 9,650,270
Employee benefits	2,250	151,351	1,892	237,326	478,675	44,789	169,647	12,515	4,064	-	1,102,509	142,701	25,691	1,270,901
Retirement plan	1,293	8,334	406	13,101	28,806	1,345	6,321	742	2,119	-	62,467	33,340	5,807	101,614
Payroll taxes and other	7,321	86,915	12,741	154,757	317,880	33,675	155,905	7,215	9,485	-	785,894	69,615	29,747	885,256
Mileage reimbursement	8	20,696	-	84,556	71,516	9,696	46,632	301	-	-	233,405	3,250	18	236,673
Contracted services	2,400	518,896	3,214	1,218	339,166	15,585	3,177	5,850	14,700	1,488	905,694	314,483	89,140	1,309,317
Accounting	-	-	-	-	-	-	-	-	-	-	-	35,380	-	35,380
Assistance to individuals	-	420,755	316	120,586	349,743	41	175	3,447	-	6,481	901,544	-	-	901,544
Communications	1,024	39,508	2,858	36,461	68,872	5,269	11,083	1,738	1,358	10	168,181	34,673	9,827	212,681
Conferences, conventions, meetings	182	2,745	113	2,056	58,064	2,766	638	303	1,834	-	68,701	27,937	4,189	100,827
Depreciation	-	114,362	11,793	25,945	69,383	20,638	13,857	5,307	4,128	-	265,413	185,336	7,960	458,709
Insurance	728	14,447	-	12,177	17,514	2,627	2,074	582	452	-	50,601	12,372	1,605	64,578
Interest	-	74,819	9,791	21,540	57,604	17,134	11,504	4,406	3,427	-	200,225	26,575	6,609	233,409
Legal	-	-	-	-	-	-	-	-	-	-	-	12,543	-	12,543
Membership dues	330	11,446	50	1,068	6,353	470	5,363	11	50	-	25,141	32,379	3,382	60,902
Miscellaneous	2,680	2,728	-	253	3,788	599	1,320	3	-	-	11,371	35,039	14,186	60,596
Occupancy	12,010	174,143	25,178	133,185	176,942	14,579	22,211	6,419	3,023	2,263	569,953	79,464	18,410	667,827
Printing and publications	-	945	199	2,252	13,321	1,377	1,228	192	227	-	19,741	12,631	38,481	70,853
Rental and equipment maintenance	-	6,616	527	392	80,799	2,024	272	96	-	-	90,726	144,596	12,362	247,684
Supplies	690	34,421	11,167	12,386	39,045	2,114	4,849	1,341	355	40	106,408	14,790	2,255	123,453
Travel	-	7,375	-	1,023	1,057	38	95	-	-	-	9,588	10,910	-	20,498
Total	$ 96,232	$ 2,589,858	$ 215,741	$ 2,461,456	$ 5,398,369	$ 504,617	$ 1,959,515	$ 132,615	$ 172,506	$ 10,282	$ 13,541,191	$ 2,533,853	$ 650,471	$ 16,725,515

See Independent Auditor's Report.

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WAYPOINT

Consolidated Schedule of Operating Expenses
For the Year Ended December 31, 2020

	Family Counseling	Teen and Youth	Child Care Services	Child Abuse Treatment & Family Strengthening	Child Abuse Prevention	Early Intervention	Homecare	Adoptions and Pregnancy Counseling	Child Advocacy	Summer Camp	Total Program	Management and General	Fundraising	2020 Total
Salaries and wages	$ 225,559	$ 877,712	$ 98,942	$ 1,781,210	$ 2,030,560	$ 384,448	$ 1,972,400	$ 89,840	$ 133,705	$ 109	$ 7,594,485	$ 953,404	$ 387,778	$ 8,935,667
Employee benefits	22,577	167,089	1,417	261,949	335,582	39,558	234,327	10,559	3,113	28	1,076,199	140,540	22,756	1,239,495
Retirement plan	1,313	8,268	-	12,833	17,170	3,179	5,270	826	2,320	-	51,179	35,001	7,131	93,311
Payroll taxes and other	29,057	96,050	7,011	202,468	231,330	45,300	222,488	8,704	11,014	7	853,429	84,386	31,656	969,471
Mileage reimbursement	1,243	26,162	19	84,697	26,123	7,486	46,544	266	69	-	192,609	505	65	193,179
Contracted services	4,767	54,403	26,422	73,707	269,598	55,957	25,255	11,230	3,078	15	524,432	113,605	79,701	717,738
Accounting	-	-	-	-	-	-	-	-	-	-	-	34,620	-	34,620
Assistance to individuals	309	346,353	307	199,643	195,948	9,209	2,152	11,112	617	-	765,650	7,675	-	773,325
Communications	2,712	33,035	3,849	40,739	45,386	5,358	19,809	2,088	2,116	77	155,169	14,488	8,829	178,486
Conferences, conventions, meetings	3,171	12,323	2,765	19,038	32,639	8,557	13,770	1,099	1,639	18	95,019	33,592	821	129,432
Depreciation	634	112,946	56,706	59,473	60,322	19,196	19,119	7,924	3,386	69,602	409,308	53,008	-	462,316
Insurance	1,925	11,834	-	26,461	22,544	4,379	9,367	881	903	6	78,300	12,082	2,623	93,005
Interest	1,865	34,373	1,593	65,002	68,960	40,624	14,662	5,685	3,554	-	236,318	37,781	2,779	276,878
Legal	-	-	-	-	-	-	-	-	-	-	-	14,795	-	14,795
Membership dues	694	1,647	115	4,147	10,062	948	7,295	202	248	2	25,360	2,908	1,660	29,928
Miscellaneous	4,343	18,544	1,627	5,939	9,748	1,061	9,776	-	318	8	51,364	20,620	88,080	160,064
Occupancy	17,806	168,986	21,080	169,277	120,447	20,386	70,817	7,358	10,279	3,062	609,498	4,217	41,054	654,769
Printing and publications	256	4,493	1,101	5,297	56,028	2,797	3,340	1,551	176	2	75,041	4,808	32,446	112,295
Rental and equipment maintenance	1,181	27,534	27,119	49,443	120,582	32,374	8,425	4,339	2,204	1	273,202	28,880	13,887	315,969
Supplies	5,050	52,001	8,896	41,149	108,064	6,302	17,261	1,542	907	255	241,427	15,420	3,349	260,196
Travel	262	15,262	160	3,541	4,775	519	2,389	113	136	1	27,158	3,439	10	30,607
Total	$ 324,724	$ 2,069,015	$ 259,129	$ 3,106,013	$ 3,765,868	$ 687,638	$ 2,704,466	$ 165,319	$ 179,782	$ 73,193	$ 13,335,147	$ 1,615,774	$ 724,625	$ 15,675,546

See Independent Auditor's Report.

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Waypoint Trustees
2022

Melissa Biron

Nina Chang

William Conrad

Helen Crowe

Rob Dapice

Jane E. Gile, Secretary

John Greene

Emily Hammond

Sudi Lett

Marc Lubelczyk

Marilyn T. Mahoney

Holly P. Mintz

Zach Palmer

Shaylen E. Roberts

Mark C. Rouvalis, *Chair*

Jeffrey P. Seifert, *Treasurer*

Ken R. Sheldon

Jennifer Stebbins, *Vice Chair*

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Borja Alvarez de Toledo, M.Ed.

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Professional Profile

- A seasoned leader with more than 18 years of senior level non-profit management experience.
- Strong business acumen with emphasis on developing processes to ensure the alignment of strategy, operations, and outcomes with a strength based approach to leadership development.
- Collaborative leader using systemic and strategic framework in program development, supervision and conflict resolution.

Professional Experience

Waypoint, ***formerly Child and Family Services of New Hampshire***
Manchester, NH — December 2013- Present

~ President and CEO

- Responsible for program planning and development, insuring that Waypoint meets the community needs.
- Advance the public profile of Waypoint by developing innovative approaches and building productive relationships with government, regional and national constituencies.
- Acts as advisor to the Board of Directors and maintains relationships with the regional Boards
- Responsible for all aspects of financial planning, sustainability and oversight of Waypoint's assets
- Work with Development staff and Board of Directors to design and implement all fundraising activities, including cultivation and solicitation of key individuals, foundations and corporations

Riverside Community Care
Dedham, MA — 2009- 2013

~ Division Director, Child and Family Services

- Responsible for strategic vision, planning and implementation of the programmatic, operational and financial sustainability of a $17M division with more than 300 employees.
- In partnership with The Guidance Center, Inc.'s board of directors, played leadership role in successfully merging with Riverside Community Care, through a process that involved strategic planning, analysis and selection of a viable partner.
- Provide supervision to managers using a strength based approach and a collaborative coaching model to leadership development.

The Guidance Center, Inc.
Cambridge, MA — 1998 - 2009

~ Chief Operating Officer — 2007 - 2009

- Hired initially as Director of an intensive home-based family program and through successive promotions became responsible for all operations in the organization.
- Responsible for supervision of Division Directors, strategic planning and development of new initiatives.
- Developed strategic relationships with state and local funders, and partnered with community agencies to support the healthy growth of children and families.

Private Practice in Psychotherapy and Clinical Consultation
Madrid, Spain — 1992 - 1998

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Universidad Pontificia de Comillas
Madrid, Spain 1991 - 1998

~Adjunct Faculty

- Taught graduate level courses in Family and Couples Therapy program
- Practicum program supervisor: Supervised first year Master's Degree students through live supervision in the treatment of multi-problem families.

Centro Médico-Psicopedagógico
Madrid, Spain 1994 - 1997

~Clinical Coordinator/Director of Training.

- Member of a multi-disciplinary team that provided assessment and treatment to families victims of terrorism and had developed Post Traumatic Stress Disorder.

ITAD (Institute for Alcohol and Drug Treatment),
Madrid, Spain 1991- 1994

~ Senior Drug and Alcohol Counselor, Drug and Alcohol Program

- Provided evaluation and treatment for chemically dependent adults and their families.

~ Senior Family Therapist, Couples and Family Therapy Program

- Worked as a family therapist in the evaluation and treatment of adolescents and families.

Charles River Health Management
Boston, MA 1989 - 1991

~ Senior Family Therapist, Home Based Family Treatment Program.

Education

Graduate Certificate of Business
University of Massachusetts, Lowell, 2000.
Master's Degree in Education
Counseling Psychology Program. Boston University, 1989.
B.A. in Clinical Psychology
Universidad Pontificia de Comillas, Madrid, Spain. 1988

Publications

2009 Ayers,S & Alvarez de Toledo, B. Community Based Mental Health with Children and Families. In A. R. Roberts (Ed.) ,*Social Worker's Desk Reference* (2nd ed.),New York: Oxford University Press, 2009

2006 *Topical Discussion: Advancing Community-Based Clinical Practice and Research: Learning in the Field.* Presented at the 19th Annual Research Conference: A System of Care for Children's Mental Health: Expanding the Research Base, February 2006, Tampa, FL.

2001 Lyman, D.R.; Siegel, R.; Alvarez de Toledo, B.; Ayers, S.; Mikula, J. *How to be little and still think big: Creating a grass roots, evidence based system of care.* Symposium presented at the 14th Annual Research Conference in Children's Mental Health, Research and Training Center for Children's Mental Health, February 2001, Tampa, FL.

2006 Lyman, D.R., B. Alvarez de Toledo, *The Ecology of Intensive community based intervention.* In Lightburn, A., P. Sessions. Handbook of Community Based Clinical Practice. Oxford University Press, 2006, England.

2001 Lyman, D.R., B. Alvarez de Toledo (2001) *Risk factors and treatment outcomes in a strategic intensive family program.* In Newman, .C, C. Liberton, K. Kutash and R. Friedman, (Eds.) A System of Care for Children's Mental Health: Expanding the Research Base (2002), pp. 55-58. Research and Training Center for Children's Mental Health, University of South Florida, Tampa, FL.

1994-98 Research papers and professional presentations in peer reviewed journals in Spain

Languages

Fluent in Spanish, French and Italian.

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COLLEEN M. IVES

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CHIEF OPERATING OFFICER

Proactive executive with a formidable record of driving systemic change and business expansion. Nimble administrator with strategic planning, business process improvement, cost controls and performance management experience. Collaborative leader with inspirational and decisive management style who achieves exceptional, rather than expected, results. Catalyst for open communications towards a climate of learning to benefit company and individuals.

PROFESSIONAL EXPERIENCE

WAYPOINT, Manchester, NH • 2018-Present
Statewide private nonprofit that works to advance the well-being of children and families through an array of community-based services.

Chief Operating Officer
- Oversees all aspects of program delivery including; fiscal and personnel management, quality assurance and program development

ROCKPORT MORTGAGE CORPORATION, Gloucester, MA • 2008-2017
Leading national lender of US Housing & Urban Development insured commercial loans in healthcare, multifamily and affordable housing sectors.

Vice President, Operations & Quality Control
- Report to principals with overall responsibility for achieving strategic objectives through oversight of the day-to-day operations of five multi-disciplinary underwriting teams by providing support at the transactional level as well as in the development of procedures and operating practices to match RMC's continued growth.
- Ensure RMC'S compliance with their federally mandated Quality Control Plan through employee development initiatives, monitoring of RMC'S operational practices while integrating new HUD directives into RMC'S existing best practices.

IVES DEVELOPMENT ASSOCIATES, Manchester, NH • 2005-2016
Consultancy providing strategic planning and leadership development to public, private and nonprofit companies throughout New England.

Principal
Design and facilitate customized corporate retreats, including strategic planning sessions, executive and Board of Directors' training and development, creation or re-affirmation of vision, mission and values and efforts to re-align leadership around key priorities and future direction of the organization. Integrate opportunities to shift organizational culture to more open and candid communications.
- Led an 18-month comprehensive change initiative that:
  - Resulted in the development of a transition plan for the assimilation of an Interim Executive Director including an operations plan that aimed to recalibrate the culture;
- Transformed climate of accountability for a $55M client by implementing Balanced Scorecard strategic measurement system. Designed, coordinated and facilitated on-site internal and external analysis of 11 retail locations in 9 states, analyzing threats and weaknesses in business to build a platform for growth.

CAREER NOTE: Concurrent with consulting enterprise (2006 – 2010), designed and taught introductory and upper level psychology and sociology courses at Granite State College in Concord, Manchester and Portsmouth, New Hampshire.

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GRANITE STATE INDEPENDENT LIVING, Concord, NH • 2001-2005
Statewide nonprofit offering long-term care, employment, transportation, advocacy, and other community-based services.

Acting Executive Director & Chief Operating Officer
Led internal operations, including service and program delivery, finance, human resources, fundraising and marketing. Transformed organization's culture by promoting a climate of excellence, systemic solutions and learning that benefited the organization and individual employees. Evaluated operational results and facilitated business processes and controls that promoted efficiency and internal information flow. Developed short- and long-range operating plans. Supported up to 14 management-level employees, staff of 90, and $13M annual operating budget. Held complete performance management authority as well as autonomy to engage in private and state/federal contracts.

- Increased revenue by 78% with more effective grant administration, successful applications for new competitive grants, initiating a comprehensive development / fundraising plan, and increasing the fee-for-service lines of business.
- Increased consumers served from 400 to 3,000+ individuals within three-year period by restructuring existing programs, developing new programs and increasing program accountability with monthly management reports.
- Established foundation for 36-month capacity building plan to enhance infrastructure and overall operations by conducting full organizational audit and successfully presenting to Board of Directors.
- Expanded services and leveraged long-term grant opportunity through company acquisition. Successfully integrated organizational cultures and business practices, including human resource policies, management teams and compensation/benefits.
- Recommended, designed and implemented internal controls and operating procedures for all departments (Human Resources, Finance, Public Relations/ Development, Long-Term Care, Community Living and Employment Services).
- Increased efficiency, raised credibility of financial reporting and reduced headcount by implementing state of the art technology with expertise of retained IT consultant.

NEW HAMPSHIRE DEPARTMENT OF EDUCATION, VOCATIONAL REHABILITATION, SERVICES FOR BLIND AND VISUALLY IMPAIRED, Concord, NH • 1992-2000
Statewide organization providing Registry of Legal Blindness, Sight Services for Independent Living, Vocational Rehabilitation and a Business Enterprise program.

Statewide Director
Managed professional staff of 8 to deliver services that included 15 statewide rehabilitative support groups, career counseling and vending machine/food service enterprises in State and Federal buildings.

- Awarded $1.2M 3-year federal grant to provide peer support services in 15 locations across the state
- Led Department to highest rank in standards and benchmarks among 7 other regional offices.
- Enhanced team atmosphere by integrating 4 distinct statewide programs into a cohesive unit.
- Cultivated relationships and formal partnerships with various stakeholders in the statewide network of social and human services and employment arenas.

EDUCATION

Doctorate in Human and Organizational Systems
Master of Arts in Human Development
Fielding Graduate University, Santa Barbara, California

Master of Arts/CAGS in Rehabilitation Counseling
Bachelor of Arts in Psychology and Philosophy
Assumption College, Worcester, Massachusetts

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ERIN J. KELLY

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EDUCATION

Union Institute and University - Vermont College, Brattleboro, Vermont
2004-2006 Master of Arts, Psychology and Counseling

Gordon College - Wenham, Massachusetts
1997-2001 Bachelor of Arts, Psychology
1997-2001 Bachelor of Arts, Youth Ministry

LICENSE

Board of Mental Health Practice State of New Hampshire,
Licensed Clinical Mental Health Counselor, License # 722

PROFESSIONAL APPOINTMENTS/MEMBERSHIPS/ACCOMPLISHMENTS

- 2018-Present New Hampshire Interagency Council on Homelessness – Governor appointed
- 2017-Present Co-Chair New Hampshire Homeless Youth Subcommittee
- 2016 Workshop Presenter National Runaway and Homeless Youth Grantee's Conference
- 2016 United States Family and Youth Services Bureau Enhancing Sustainability Project Member
- 2015-2018 New Hampshire Attorney General's Task Force on Abuse and Neglect
- 2014-Present New Hampshire's Human Trafficking Collaborative Task Force
- 2010-Present New Hampshire Balance of State Continuum of Care
- 2008-2017 New Hampshire Homeless Teen Task Force
- 2008-Present Manchester Continuum of Care (Chair since 2016)
- 2012-2014 New Hampshire Attorney General's Commission on Human Trafficking and Sexual Exploitation – representative of youth services
- 2011-2013 New Hampshire State Suicide Prevention Council – Governor appointed representative of youth services
- 2012 United States Family and Youth Services Bureau Focus Group on Runaway and Homeless Youth Program Outcomes – Regional representative
- 2010-2012 New Hampshire HIV and STD Division Community Planning Group – representative of youth services
- 2008-2011 New Hampshire Alcohol, Tobacco, and other Drug Service Providers Association – representative of youth prevention services

PROFESSIONAL EXPERIENCE

January 2014-Present
Program Director – Waypoint (formerly Child and Family Service of New Hampshire), Manchester, NH

- Direct the operations of the Human Trafficking Program (started in 2016)

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- Direct the operations of the continuum of programs serving runaway and homeless youth including Basic Center Programs, Street Outreach Programs, Drop-in Services, Transitional Living Programs, and Maternity Group Home Programs statewide.
- Provide all administrative and clinical supervision for Program Managers.
- Provide oversight for a staff of 20.
- Develop and implement strategic plan for all programs including facilitating staff participation, presenting to agency operations team, incorporating feedback, and identifying and bringing to fruition prioritized goals
- Oversee local, state, and federal grant applications, reporting and contracts
- Develop and manage program budgets
- Provide program evaluation and outcome data

February 2010-January 2014
Program Manager - Child and Family Services of New Hampshire, Manchester, NH

- Manage the day-to-day operations of programs serving runaway and homeless youth including 2 Basic Center Programs, 2 Street Outreach Programs, and a drop-in facility.
- Provide all administrative and clinical supervision for staff of ten
- Develop and implement strategic plan for all programs including facilitating staff participation, presenting to agency operations team, incorporating feedback, and identifying and bringing to fruition prioritized goals
- Facilitate the professional growth of staff by providing guidance around goal development and relevant learning opportunities
- Oversee local, state, and federal grant applications, reporting and contracts
- Develop and manage program budgets
- Provide program evaluation and outcome data

November 2008-February 2010
Runaway and Homeless Youth Program & Student Assistance Program Supervisor - Child and Family Services of NH, Manchester, NH

- Supervised the day-to-day operations of a substance use prevention program in four high schools.
- Provided administrative and clinical supervision for staff of four
- Established and maintained relationships with community organizations, key partners, and school department administration
- Completed proposals and reports for all federal grants and state contracts
- Provided evaluation from an evidence-based intervention perspective

July 2006-November 2008
Home-Based Family Therapist - Child & Family Services of NH, Manchester, NH

- Provided court-ordered family counseling services and case management to families involved with the juvenile justice system or child protective services
- Advocated for youth and families in the educational system, court setting, and within community services
- Provided referrals for relevant community services when appropriate
- Developed and implemented client-centered treatment plans to address youth and family functioning and maintained on-going documentation to measure progress

Recent trainings & certifications, transcripts, job reviews, and references available upon request.

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- Developed and implemented individual treatment plans
- Assessed client's needs, performed research relevant to best practice strategies for service needs, and worked with clients to incorporate services that accomplished goals
- Maintained clear and concise documentation of client's progress

May 2002-August 2002
Relief Youth Care Worker - Rumford Group Home, Inc., Roy House, Dixfield, ME

- Provided direct care of sexual reactive males ages 7-12 who resided in residential setting
- Built therapeutic, healthy, and professional relationships with the males in the program
- Role-modeled appropriate and healthy hygiene, interactions, touch, and coping strategies
- Guided youth to participate in program and work on individual treatment goals

May 2001-August 2002
Crisis Stabilization Youth Worker - Rumford Group Home, Inc.
Turner Family Support center, Turner, ME

- Provided direct care of youth ages 5-17 residing in short-term, crisis residential facility
- Screened referrals for participation in the program
- Provided strength-based emotional support and informal counseling to youth ages 5-17
- Performed clear and concise documentation of observed behaviors, medications administered, eating and sleeping patterns, strengths, skills, and the progress of each youth on a daily basis
- Developed and implemented individual treatment plans for youth in the program

Recent trainings & certifications, transcripts, job reviews, and references available upon request.

Waypoint
Key Personnel

Name	Title	Salary	% charged to this Grant
Borja Alvarez de Toledo	CEO	190,008	0
Colleen Ives	COO	146,058	0
Erin Kelly	Director	87,880	21%

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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

May 14, 2021

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

REQUESTED ACTION

Requested Action #1

Authorize the Department of Health and Human Services, Division of Economic and Housing Stability, to enter into a **Sole Source** amendment to an existing contract with Waypoint (VC# 177166 – B002), Manchester NH, for the continued provision of the State Grant in Aid (SGIA) Homeless Assistance program and Runaway Youth Services, by exercising a contract renewal option, increasing the total price limitation by $477,404 from $252,556 to $729,960, and extending the completion date from June 30, 2021, to June 30, 2023, effective upon Governor and Council approval. 41.10% Federal Funds. 58.90% General Funds.

Requested Action #2

Contingent upon Requested Action #1, authorize the Department of Health and Human Services, Division of Economic and Housing Stability, to enter into a **Retroactive Sole Source** amendment to an existing contract with Waypoint (VC# 177166 - B002), Manchester, NH, for the continued provision of Runaway Youth Services to add additional federal funds to maximize federal dollars, by increasing the total price limitation by $150,000 from $729,960 to $879,960, effective retroactive to July 1, 2020, upon Governor and Council approval. 100% Federal Funds.

The original contract was approved by Governor and Council on June 19, 2019, item #40. It was subsequently amended with Governor and Council approval on August 28, 2019, item #20B, and most recently amended with Governor and Council approval on July 15, 2020, item #20.

Funds are available in State Fiscal Year 2021 for Requested Action #2 and are anticipated to be available in State Fiscal Years 2022 and 2023 for Requested Action #1 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.

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Request Action #1

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702
			Sub Total	**$252,556**	**$177,404**	**$429,960**

05-95-42-450010-61460000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF FAMILY ASSISTANCE, TEMP ASSISTNC TO NEEDY FAMILIES

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increased (Decreased) Amount	Revised Budget
2020	502/500891	Payments to Providers	45057501	$0	$0	$0
2021	502/500891	Payments to Providers	45057501	$0	$0	$0
2022	502/500891	Payments to Providers	45057501	$0	$150,000	$150,000
2023	502/500891	Payments to Providers	45057501	$0	$150,000	$150,000
			Sub Total	**$0**	**$300,000**	**$300,000**
			Total	**$252,556**	**$477,404**	**$729,960**

DocuSign Envelope ID: 90E75A92-24EC-4F31-A0F3-EC842D498C7B

Request Action #2

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500733	Contracts for Program Services	TBD	$88,702	$0	$88,702
			Sub Total	**$429,960**	**$0**	**$429,960**

05-95-42-450010-61460000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF FAMILY ASSISTANCE, TEMP ASSISTNC TO NEEDY FAMILIES

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Current Modified Budget	Current Modified Budget
2020	502/500891	Payments to Providers	45057501	$0	$0	$0
2021	502/500891	Payments to Providers	45057501	$0	$150,000	$150,000
2022	502/500891	Payments to Providers	45057501	$150,000	$0	$150,000
2023	502/500891	Payments to Providers	45057501	$150,000	$0	$150,000
			Sub Total	**$300,000**	**$150,000**	**$450,000**
			Total	**$729,960**	**$150,000**	**$879,960**

See attached fiscal details.

EXPLANATION

Requested Action #1

This request is **Sole Source** because MOP 150 because the Agreement was previously amended with a sole source request and MOP 150 requires any subsequent request to be labeled as sole source.

The purpose of this renewal request is to continue State Grant in Aid (SGIA) Homeless Assistance program the Waypoint to ensure individuals and families experiencing housing instability

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receive the essential services and supports that include case management and emergency shelter services or case management services only.

Approximately 4,500 individuals will be served during State Fiscal Years 2022 and 2023 through this contract and 23 other SGIA Homeless Assistance program Agreements that have been or are anticipated to be approved by the Governor and Council.

The Contractor will continue providing emergency shelter to individuals and families experiencing homelessness or are at risk to. The Contractor will continue providing case management services to individuals and families who are currently in shelters as well as individuals and families who are unsheltered in order to connect them with housing services; other essential services; and provide ongoing case management. The case management services are personalized and based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services; assistance with applications for housing; assistance with applications for public assistance; referrals for healthcare, including mental health or substance use treatment; linkages to education, and employment supports.

The Contractors are monitored for performance through reports available from the Homeless Management Information System, which include information regarding:

- Length of time individuals remain homeless.
- The extent to which individuals who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibits 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 two (2) of the two (2) years available.

Requested Action #2

This request is **sole source** because the Agreement was previously amended with a sole source request and MOP 150 requires any subsequent request to be labeled as sole source.

This contract is **retroactive** because TANF dollars should have previously been added to the current contract. Governor and Council approved item# 40 on June 19, 2019, which provided for a $7 million shared price limitation (100% General Funds) among 23 contractors, to provide the SGIA Homeless Assistance program, which included Waypoint. Governor and Council approved a subsequent amendment request (item #20B) on August, 28, 2019, which added $300,000 of Temporary Assistance for Needy Families (TANF) (100% Federal) to Waypoint's Agreement. This additional funding was specific to Waypoint's agreement and not included in the shared price limitation for the provision of services to run away youth experiencing homelessness. On July 15, 2020, the Governor and Council approved item #20, which converted the SGIA Agreements from a single shared price limitation to individual price limitations. However, an oversight occurred during the conversion, as the Department did not incorporate the additional TANF funding. The oversight occurred due to a number of reasons that include: (1) the Department's strategic response to the COVID-19 pandemic took precedence, which impacted programmatic, financial, and other operational functions; and (2) high vacancy rates within Finance and the Department and an inability to fill positions due to the hiring freeze in place at the time. The Department is now requesting to retroactively add a portion of these funds back to Waypoint's contract to ensure services to these youth can continue to be provided.

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Waypoint uses the TANF funding for a specialized program for youth with a focus on those that are under the age of 18. Waypoint works with the youth and their families, with the goal to help these youth reconnect and/reunify with their families or relatives.

Should the Governor and Council not authorize these requests, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Respectfully submitted,

Lori Shibinette

Lori A. Shibinette
Commissioner

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05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$0	$88,702	$88,702
2023	102/500733	Contracts for Program Services	TBD	$0	$88,702	$88,702
			Sub Total	$252,556	$177,404	$429,960

05-95-42-450010-61460000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF FAMILY ASSISTANCE, TEMP ASSISTNC TO NEEDY FAMILIES
100% Federal Funds

Waypoint — Vendor # 177166 - B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Current Modified Budget	Current Modified Budget
2020	502/500891	Payments to Providers	45057501	$0	$0	$0
2021	502/500891	Payments to Providers	45057501	$0	$0	$0
2022	502/500891	Payments to Providers	45057501	$0	$150,000	$150,000
2023	502/500891	Payments to Providers	45057501	$0	$150,000	$150,000
			Sub Total	$0	$300,000	$300,000
			Total	$252,556	$477,404	$729,960

RETRO

Waypoint

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decrease)	Current Modified Budget
2020	102/500731	Contracts for Program Services	TBD	$166,817	$0	$166,817
2021	102/500731	Contracts for Program Services	TBD	$85,739	$0	$85,739
2022	102/500732	Contracts for Program Services	TBD	$88,702	$0	$88,702
2023	102/500733	Contracts for Program Services	TBD	$88,702	$0	$88,702
			Sub Total	$429,960	$0	$429,960

05-95-42-450010-61460000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF FAMILY ASSISTANCE, TEMP ASSISTNC TO NEEDY FAMILIES
100% Federal Funds

Waypoint — Vendor # 177166 - B002

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget	Current Modified Budget	Current Modified Budget
2020	502/500891	Payments to Providers	45057501	$0	$0	$0
2021	502/500891	Payments to Providers	45057501	$0	$150,000	$150,000
2022	502/500891	Payments to Providers	45057501	$150,000	$0	$150,000
2023	502/500891	Payments to Providers	45057501	$150,000	$0	$150,000
			Sub Total	$300,000	$150,000	$450,000
			Total	$729,960	$150,000	$879,960

State of New Hampshire
Department of Health and Human Services
Amendment #3

This Amendment to the State Grant in Aid Homeless Assistance Program contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Waypoint ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 19, 2019, (Item #40), as amended on August 28, 2019 (Item #20B) and July 15, 2020, (Item #20), 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, and Exhibit C-1, Revisions to Form P-37, General Provisions, Section 1, Revisions to Form P-37, General Provisions, Subsection 1.1, 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 and increase the price limitation 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:

3. $879,960

4. Modify Exhibit A, Scope of Services, Section 2, Scope of Services, to read:

   2.1. The Contractor shall provide emergency shelter services to individuals and families who are homeless statewide that include but are not limited to:

   2.1.1. Ensuring temporary shelter (non-permanent shelter) is designed to meet the basic needs of individuals and families who have no other housing options and who would otherwise be without a place to sleep.

   2.1.2. Ensuring basic needs of each individual are met that at a minimum include a safe, protective, and sanitary environment, on a short-term emergency or transitional basis, as described in RSA 126-A:26.

   2.1.3. Operating a facility in accordance with Exhibit C-1 Operation of Facilities: Compliance with Laws and Regulations that includes at a minimum:

   2.1.3.1. Building maintenance and repair.
   2.1.3.2. Security systems.

   2.1.3.3. Heating and possible cooling equipment.

   2.1.3.4. Property and business insurance.

   2.1.3.5. Utilities and furnishings.

   2.1.3.6. Amenities such as bathrooms.

   2.2. The Contractor shall assist individuals and families who are homeless with accessing and applying for services that lead to permanent housing by providing Case Management Services that include, but are not limited to:

DS BADT 5/3/2021

2.2.1. Assessing individuals and families' needs for well-being and obtaining housing, and developing an individualized plan to meet those needs.

2.2.2. Developing an individualized plan with the types of services and assistance programs to meet their needs.

2.2.3. Assisting individuals and families with accessing emergency shelter.

2.2.4. Assisting individuals and families with applying for and accessing permanent housing.

2.2.5. Assisting individuals and families with applying for mainstream benefits, including, but not limited to, SSI, TANF, SNAP, Medicaid, Veteran and other State or Federal benefits.

2.2.6. Assisting individuals and families with accessing community providers and supports, for, including but not limited to, mental health services, substance use treatment, medical care, employment, veterans benefit, financial and food assistance, and education supports.

2.3. The Contractor shall comply with the program requirements, which include but are not limited to:

2.3.1. Following best practices in providing emergency shelter services in accordance with the National Alliance to End Homelessness, "The Five Keys to Effective Emergency Shelter" that include but are not limited to:

2.3.1.1. Housing First Approach

2.3.1.2. Safe and appropriate diversion

2.3.1.3. Immediate and low-barrier access

2.3.1.4. Housing-focused, rapid exit services

2.3.1.5. Data to measure performance

2.3.2. Participating in Coordinated Entry as required by the State, a centralized or coordinated process designed to get people in permanent support housing, in accordance with the NH BOS CES Policy Manual adopted on January 23, 2018, that is herein incorporated by reference and as amended.

2.3.3. Accepting homeless and at risk of homelessness individuals and families regardless of their sobriety and other conditions such as but not limited to mental health services, medication stability, sexual orientation, vulnerability to illness, vulnerability to victimization, vulnerability to physical assault, racial equality, marital status or ability to pay program fee, in accordance with federal Housing Urban Development (HUD) guidance for low threshold eligibility programs.

2.3.4. Entering data into the Homeless Management Information System (HMIS) to collect client-level data and data on the provision of housing and services to homeless individuals and families, in accordance with the federal HUD data standards for emergency shelter, unless restrictive by law such as for domestic violence. The data standards may be found at: http://nh-hmis.org/sites/default/files/reference/NH-HMIS-PnP-112018.pdf

2.3.5. Agreeing to on-site monitoring, on an annual basis, to review compliance, progress, and performance, which includes, but is not limited to:

2.3.5.1. Reviewing policies and procedures for services provided.

2.3.5.2. Reviewing financial analyses.

2.3.5.3. Reviewing for compliance with safety and hazard requirements.

2.3.5.4. Reviewing Data and HMIS entry standards.

2.3.6. Complying with New Hampshire Administrative Rules He-M 314 Rights of Persons Using Emergency Shelters. http://www.gencourt.state.nh.us/rules/state_agencies.he-m300.html and ensuring that individuals understand their rights.

2.3.7. The Contractor shall complete a SGIA Program Project Program Monitoring Workbook per Department request.

2.3.8. The Contractor shall participate in training on contractual compliance and technical assistance, as required by the Department.

2.4. Temporary Assistance for Needy Families (TANF)

2.4.1. The Contractor shall ensure services are provided to individuals and families that are at or below two hundred percent (200%) of the current Federal Poverty Level (FPL) and that appropriate use of TANF funds remains consistent with the Federally mandated purposes of the TANF program pursuant to 45 CFR 260.20, which include but are not limited to:

2.4.1.1. Providing assistance to families in need so that children may be cared for in their own homes or in the homes of relatives;

2.4.1.2. Ending the dependence of parents on government benefits by promoting job preparation, work and marriage;

2.4.1.3. Preventing and reducing the incidence of out-of-wedlock pregnancies; and

2.4.1.4. Encouraging the formation and maintenance of two parent families.

2.4.2. The Contractor shall provide services that include but are not limited to:

2.4.2.1. Case management and counseling.

2.4.2.2. Peer Support.

2.4.2.3. Training and education for job retention and advancement.

2.4.2.4. Other employment-related services that do not provide basic income support as defined in 45 CFR 261.31 (a)(1).

2.4.2.5. Non-medical services not covered by Medicaid or private health insurance.

2.4.2.6. Crisis intervention and supportive services to assist the individuals in meeting their immediate needs to ensure safety is met, including any immediate housing needs

2.4.2.7. Prevention and education to reduce the incidences of out-of-wedlock pregnancies and promote health relationships.

2.4.2.8. Health information and harm reduction information regarding safe lifestyle choices.

2.4.2.9. Individual assessment of current needs.

2.4.2.10. Health, Mental Health, and Substance Use Treatment and Counseling not covered by Medicaid or other insurances.

2.4.3. The Contractor shall provide services limited to four (4) months per client that include but are not limited to:

2.4.3.1. Housing assistance.

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2.4.3.2. Legal assistance.

2.4.3.3. Child care and transportation. If the parent is employed, child care and transportation services may be extended based on client need.

2.4.4. The Contractor shall provide material support for up to four (4) months for each client served, which may include but is not limited to:

2.4.4.1. Food.

2.4.4.2. Clothing.

2.4.4.3. Shelter (including rental assistance).

2.4.4.4. Utilities.

2.4.4.5. Household goods.

2.4.4.6. Personal care items.

2.4.4.7. Laundry.

2.4.5. The Contractor shall maintain TANF records of eligibility, which consist of any supporting documentation that indicates the client is below the stated Federal Poverty Level (FPL).

2.4.6. The Contractor shall ensure all applicants provide supporting documentation indicating they have applied for or are receiving benefits through the Income Eligibility Verification System (IEVS), which is part of the NH Easy NH Medicaid Portal. Supporting documentation may include official confirmation that an applicant or client is receiving a benefit including but not limited to:

2.4.6.1. TANF cash assistance.

2.4.6.2. Food Stamps

2.4.6.3. Medicaid.

2.4.6.4. State medical assistance

2.4.6.5. Child care subsidy

2.4.7. The Contractor shall assist clients who are not receiving any of the benefits outlined in Subsection 2.2.6 with applying for assistance through the NH Easy NH Medicaid Portal to ensure they meet the IEVS requirements for TANF funding utilization.

2.4.8. The Contractor shall submit a corrective action plan to the Department within ten (10) days of receiving the notice of decision that the Contractor is found out of compliance with TANF reporting requirements listed in Subsection 3.4., below, time frames of providing any reporting, or any other aspects of the TANF provisions listed. This corrective action plan will be reviewed and overseen by the Department until compliance is regained.

5. Modify Exhibit B, Method and Conditions Precedent to Payment Section 3 by adding Subsection 3.6 to read:

3.6. The Contractor shall provide backup documentation for all reimbursement requests.

6. Modify Exhibit B, Method and Conditions Precedent to Payment Section 3 by adding Subsection 3.7. to read:

3.7. The Contractor shall only utilize TANF Funding until alternative funding sources are secured. The Contractor shall notify the Department within fifteen (15) days of alternative funding securement.

DS BADT 5/3/2021

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 upon the date of Governor and Executive 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

5/6/2021
Date

DocuSigned by:
Christine Santaniello
Name: Christine Santaniello
Title: Director

Waypoint

5/3/2021
Date

DocuSigned by:
Borja Alvarez De Toledo
Name: Borja Alvarez De Toledo
Title: President and CEO

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

OFFICE OF THE ATTORNEY GENERAL

5/13/2021
Date

DocuSigned by:
05CA0202E32C4AE...
Name: Catherine Pinos
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:

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DocuSign Envelope ID: 14BFFC6B-7403-4FA8-A7FF-28C49F037405

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Lori A. Shibinette
Commissioner

Christine L. Santaniello
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

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 29, 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 of Economic and Housing Stability, to amend existing **Retroactive** agreements with the vendors listed below to provide the State Grant in Aid (SGIA) Homeless Assistance program, by modifying the agreements to have individual price limitations instead of a shared price limitation for vendors listed in the table below and terminating two agreements with vendors as indicated in the table below, and decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604, with no change to the contract completion dates of June 30, 2021, effective retroactive to July 1, 2020 upon Governor and Council approval. 100% General Funds.

The individual contracts were approved by Governor and Council as specified in the table below.

Vendor Name	Vendor Code	Area Served	Current Amount	Revised Amount	G&C Approval
Bridge House Shelters	165288 - B001	Plymouth NH	Shared	$142,620	June 19,2019 Item #40
Community Action Partnership of Strafford County	177200 - B004	Dover NH	Shared	$6,588	June 19,2019 Item #40
Community Action Program, Belknap and Merrimack	177203 - B003	Concord NH	Shared	$0	O
Concord Coalition to End Homelessness	267140 - B001	Bow NH	Shared	$68,709	June 19,2019 Item #40
Cross Roads House	166570 - B001	Portsmouth NH	Shared	$766,784	June 19,2019 Item #40
Families in Transition, NH	157730 - B001	Manchester NH	Shared	$1,658,284	June 19,2019 Item #40
Friends Program	154987 - B001	Concord NH	Shared	$174,710	June 19,2019 Item #40
Helping Hands Outreach Center	174226 - R001	Manchester NH	Shared	$209,516	June 19,2019 Item #40
Hundred Nights, Inc	TBD	Keene NH	Shared	$220,854	June 19,2019 Item #40

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Lakes Region Community Developers	156571 - B001	Laconia NH	Shared	$88,761	June 19,2019 Item #40
Marquerites Place	157465 - B001	Nashua NH	Shared	$186,836	June 19,2019 Item #40
My Friend's Place	156274 - B001	Dover NH	Shared	$177,231	June 19,2019 Item #40
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	Nashua NH	Shared	$284,806	June 19,2019 Item #40
New Generation	177295 - B001	Greenland NH	Shared	$162,400	June 19,2019 Item #40
NH Coalition Against Domestic and Sexual Violence	155510 - B001	Concord NH	Shared	$791,802	June 19,2019 Item #40
Salvation Army Carey House, Laconia	177627 - B001	Laconia NH	Shared	$200,062	June 19,2019 Item #40
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	Concord NH	Shared	$312,915	June 19,2019 Item #40
Seacoast Family Promise	TBD	Exeter NH	Shared	$94,661	June 19,2019 Item #40
Southern NH Services	177198 - B006	Manchester NH	Shared	$0	June 19,2019 Item #40
Southwestern Community Services	177511 - R001	Keene NH 03431	Shared	$527,563	June 19,2019 Item #40
The Front Door Agency	156244 - B001	Nashua NH 03064	Shared	$287,991	June 19,2019 Item #40
The Way Home, Inc	166673 - B001	Manchester NH	Shared	$140,656	June 19,2019 Item #40
Tri-County CAP, Inc	177195 - B009	Berlin NH	Shared	$126,299	July 10, 2019 Item #16
Waypoint	177166 - B002	Manchester NH	Shared	$252,556	June 19,2019 Item #40 A01: August 28, 2019 Item #20B
		Total	**$7,300,000 (Shared)**	**$6,882,604**	

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.

See attached fiscal details.

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EXPLANATION

This request is **Retroactive** because Department's business operations were disrupted by COVID-19 which led to delays in the contract amendment review and approval process.

The purpose of this request is to modify the agreements to have individual price limitations instead of a shared price limitation and to terminate agreements with two (2) Contractors, decreasing the total price limitation by $417,396 from $7,300,000 to $6,882,604. The individual price limitations will allow each vendor to more accurately budget and allocate funding to meet the specific needs of the clients within the community.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Department will monitor the contracted services by requiring the Contractors to submit reports in the HMIS system that include the following:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Lori A. Shibinette
Commissioner

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DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM
100% General Funds

Bridge House Shelters — Vendor # 1652

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget
2020	102/500731	Contracts for Program Services		$83,490
2021	102/500731	Contracts for Program Services		$59,130
		Sub Total		$142,620

Community Action Partnership of Strafford County — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$6,588
2021	102/500731	Contracts for Program Services		$0
		Sub Total		$6,588

Community Action Program, Belknap and Merrimack — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$0
2021	102/500731	Contracts for Program Services		$0
		Sub Total		$0

Concord Coalition to End Homelessness — Vendor # 2671

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$10,091
2021	102/500731	Contracts for Program Services		$58,618
		Sub Total		$68,709

Cross Roads House — Vendor # 1665

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$465,221
2021	102/500731	Contracts for Program Services		$301,563
		Sub Total		$766,784

FITNHNH, Inc. — Vendor # 1577

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$1,037,418
2021	102/500731	Contracts for Program Services		$620,866
		Sub Total		$1,658,284

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

Friends Program — Vendor # 1549

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$88,971
2021	102/500731	Contracts for Program Services		$85,739
		Sub Total		$174,710

Helping Hands Outreach Center — Vendor # 1742

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$114,908
2021	102/500731	Contracts for Program Services		$94,608
		Sub Total		$209,516

Hundred Nights, Inc — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$117,376
2021	102/500731	Contracts for Program Services		$103,478
		Sub Total		$220,854

Lakes Region Community Developers — Vendor # 1585

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$32,587
2021	102/500731	Contracts for Program Services		$56,174
		Sub Total		$88,761

Marquerites Place — Vendor # 1574

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$118,536
2021	102/500731	Contracts for Program Services		$68,300
		Sub Total		$186,836

My Friend's Place — Vendor # 1562

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$115,144
2021	102/500731	Contracts for Program Services		$62,087
		Sub Total		$177,231

Nashua Soup Kitchen & Shelter, Inc — Vendor # 1741

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

2020	102/500731	Contracts for Program Services		$196,111
2021	102/500731	Contracts for Program Services		$88,695
		Sub Total		$284,806

New Generation — Vendor # 1772

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$97,357
2021	102/500731	Contracts for Program Services		$65,043
		Sub Total		$162,400

NH Coalition Against Domestic and Sexual Violence — Vendor # 1555

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$363,109
2021	102/500731	Contracts for Program Services		$428,693
		Sub Total		$791,802

Salvation Army Carey House, Laconia — Vendor # 1776

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$81,802
2021	102/500731	Contracts for Program Services		$118,260
		Sub Total		$200,062

Salvation Army McKenna House, Concord, Eastern Territory — Vendor # 1776

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$188,742
2021	102/500731	Contracts for Program Services		$124,173
		Sub Total		$312,915

Seacoast Family Promise — Vendor #

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$53,270
2021	102/500731	Contracts for Program Services		$41,391
		Sub Total		$94,661

Southern NH Services — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$0
2021	102/500731	Contracts for Program Services		$0

DEPARTMENT OF HEALTH AND HUMAN SERVICES
COMMUNITY MENTAL HEALTH CENTER CONTRACT AMENDMENTS
SFY 2016 FINANCIAL DETAIL

		Sub Total		$0

Southwestern Community Services — Vendor # 1775

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$302,869
2021	102/500731	Contracts for Program Services		$224,694
		Sub Total		$527,563

The Front Door Agency — Vendor # 1562

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$157,905
2021	102/500731	Contracts for Program Services		$130,086
		Sub Total		$287,991

The Way Home, Inc — Vendor # 1666

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$84,482
2021	102/500731	Contracts for Program Services		$56,174
		Sub Total		$140,656

Tri-County CAP, Inc — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$87,864
2021	102/500731	Contracts for Program Services		$38,435
		Sub Total		$126,299

Waypoint — Vendor # 1771

State Fiscal Year	Class / Account	Class Title	Job Number	Current Modified Budget
2020	102/500731	Contracts for Program Services		$166,817
2021	102/500731	Contracts for Program Services		$85,739
		Sub Total		$252,556

Overall Total	$6,882,604

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STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF ECONOMIC & HOUSING STABILITY

Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
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

August 12, 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 of Economic and Housing Stability, to enter into a **sole source** amendment to an existing agreement with the vendor listed below in bold to provide services to run away and homeless youth along with the State Grant in Aid (SGIA) Homeless Assistance program services to youth by increasing the vendor's price limitation by $300,000 from an existing shared price limitation of $7,000,000 to $7,300,000, of which $7,000,000 will be shared among all vendors listed in the table below, with no change to the contract completion date of June 30, 2021, effective upon Governor and the Executive Council approval. 100% Federal Funds.

Vendor Name	Vendor Number	Location	Current Price Limitation	Increase / (Decrease)	Modified Price Limitation
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Friends Program	154987 - B001	202 N State Street Concord NH 03301	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Hundred Nights, Inc	TBD	17 Lamson Street Keene NH 03431	$7,000,000 (Shared)	$0	$7,000,000 (Shared)

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Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Tri-County CAP, Inc	177195 - B009	30 Exchange Street Berlin NH 03570	$7,000,000 (Shared)	$0	$7,000,000 (Shared)
Waypoint	**177166 - B002**	**464 Chestnut Street Manchester NH 03105**	**$7,000,000 (Shared)**	**$300,000**	**$7,300,000 of which ($7,000,000 is shared)**
[redacted]	[redacted]	**Total**	**$7,000,000 (Shared)**	**$300,000**	**$7,300,000 of which ($7,000,000 is shared)**

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Funds to support this request are anticipated to be available in the following account in State Fiscal Years 2020 and 2021, upon the availability and continued appropriation of funds in the future operating budget, with the ability to adjust encumbrances between state fiscal years through the Budget Office, if needed and justified.

During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume. No additional funds are being added to the existing appropriation.

Waypoint will receive $150,000 per state fiscal year for the provision of services to run away and homeless youth, this funding is not subject to the shared price limitation and is solely allocated for this vendor.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Current Amount	Increase / (Decrease)	Modified Current Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000	$0.00	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000	$0.00	$3,500,000
			Subtotal	$7,000,000	$0.00	$7,000,000

05-95-45-450010-61460000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF FAMILY ASSISTANCE, TEMP ASSISTNC TO NEEDY FAMILIES

State Fiscal Year	Class/Account	Class Title	Job Number	Current Amount	Increase / (Decrease)	Modified Current Amount
2020	502-500891	Payments to Providers	TBD	$0.00	$150,000	$150,000
2021	502-500891	Payments to Providers	TBD	$0.00	$150,000	$150,000
			Subtotal	$0.00	$300,000	$300,000
			Total	$7,000,000	$300,000	$7,300,000

EXPLANATION

This request is sole source because Waypoint has a specialized program that focuses on individuals of 18 and 24 years old. Waypoint works with youth and their families, to help reconnect and/reunify youth with their families or relatives.

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The purpose of this request is to ensure services are available to youth who are homeless, with a focus on reunifying them with their family. Waypoint is the only agency in NH that provides runaway and homeless youth services for youth between the ages of 18 and 24 years old. Services provided include a drop-in youth center where Waypoint provides individualized case management to homeless and at-risk youth, homeless street outreach, and transitional living programs. Waypoint is also the centralized entry point for youth experiencing homelessness in NH.

Approximately 4,500 individuals will be served during each state fiscal year of the contracts for State Grant in Aid to Homelessness with approximately one hundred fifty (150) youths served by Waypoint in order to provide specialized programs for youth statewide.

All Contractors provide emergency shelter to individuals and families who are homeless. The Contractors provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports. Additionally Waypoint will provide a specialized service to persons under the age of eighteen (18) in order to increase reconnection and reunification with children, families and relatives.

The Department will monitor contractor performance through reports available from the HMIS system as follows:

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, youth who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% Federal Funds from U.S. Department of Health & Human Services, Administration for Children and Families, Temporary Assistance for Needy Families CFDA # 93.558 FAIN# 18NHTANF.

Respectfully submitted

Jeffrey A. Meyers
Commissioner

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF ECONOMIC & HOUSING STABILITY

Jeffrey A. Meyers
Commissioner

Christine L. Santaniello
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 7, 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 of Economic and Housing Stability, to enter into agreements with the vendors listed below in an amount not to exceed $7,000,000, to provide the State Grant in Aid (SGIA) Homeless Assistance program, effective July 1, 2019, through June 30, 2021, upon Governor and the Executive Council approval. 100% General Funds:

Vendor Name	Vendor Number	Location
Bridge House Shelters	165288 - B001	260 Highland Street Plymouth NH 03264
Community Action Partnership of Strafford County	177200 - B004	577 Central Ave Ste 10 Dover NH 03820
Community Action Program, Belknap and Merrimack	177203 - B003	2 Industrial Park Drive Concord NH 03302
Concord Coalition to End Homelessness	267140 - B001	22 Stack Drive Bow NH 03304
Cross Roads House	166570 - B001	600 Lafayette Road Portsmouth NH 03801
Families in Transition, NH	157730 - B001	122 Market Street Manchester NH 03101
Friends Program	154987 - B001	202 N State Street Concord NH 03301
Helping Hands Outreach Center	174226 - R001	50 Lowell Street Manchester NH 03101
Hundred Nights, Inc	TBD	17 Lemson Street Keene NH 03431
Lakes Region Community Developers	156571 - B001	658 Union Ave Laconia NH 03246
Marquerites Place	157465 - B001	87 Palm Street Nashua NH 03060
My Friend's Place	156274 - B001	368 Washington Street Dover NH 03820
Nashua Soup Kitchen & Shelter, Inc	174173 - R001	2 Quincy Street Nashua NH 03061
New Generation	177295 - B001	9 Tide Mill Road Greenland NH 03840
NH Coalition Against Domestic and Sexual Violence	155510 - B001	One Hundred North Main Street Concord NH 03301

Salvation Army Carey House, Laconia	177627 - B001	177 Union Ave Laconia NH 03246
Salvation Army McKenna House, Concord, Eastern Territory	177627 - B003	58 Clinton Street Concord NH 03301
Seacoast Family Promise	TBD	27 Hampton Road Exeter NH 03833
Southern NH Services	177198 - B006	40 Pine Street Manchester NH 03108
Southwestern Community Services	177511 - R001	63 Community Way Keene NH 03431
The Front Door Agency	156244 - B001	7 Concord Street, Nashua NH 03064
The Way Home, Inc	166673 - B001	214 Spruce Street Manchester NH 03103
Waypoint	177166 - B002	464 Chestnut Street Manchester NH 03105
[redacted]	[redacted]	Total: $7,000,000

Funds are available in the following account(s), and are anticipated to be available in State Fiscal Years 2020 and 2021, with authority to adjust amounts within the price limitation and adjust encumbrances between State Fiscal Years through the Budget Office. During each State Fiscal Year of the contract, there is a shared price limitation among the vendors of $3,500,000. Consequently, there is no guaranteed minimum or maximum amount of client or service volume.

05-95-42-423010-79270000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF ECONOMIC AND HOUSING STABILITY, BUREAU OF HOUSING STABILITY, HOUSING - SHELTER PROGRAM

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
2020	102-500731	Contracts for Prog Svc	TBD	$3,500,000
2021	102-500731	Contracts for Prog Svc	TBD	$3,500,000
			Total	$7,000,000

EXPLANATION

The purpose of this request is to administer the State Grant in Aid (SGIA) Homeless Assistance program. The Contractors listed above shall be required to either: provide emergency shelter services and case management services or case management services only. The Department will reimburse the Contractor at a rate of $11.00 for services provided to each individual per day.

Approximately 4,500 individuals will be served during each State Fiscal Year of this contract.

The Contractors will provide emergency shelter to individuals and families who are homeless. The Contractors will also provide case management services to individuals and families who are currently in a shelter or those who are unsheltered to link them with housing, other essential services, and provide ongoing case management. The case management services are personalized, based on the strengths and support needs for each individual or family. Case management services include, but are not limited to, housing navigation services, assistance with applications for housing, public assistance, referrals for healthcare, including mental health or substance use treatment, education, and employment supports.

The Contractors shall be monitored for performance through reports available from the HMIS system as follows:

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DocuSign Envelope ID: 14BFFC6B-7403-4FA8-A7FF-28C49F037405

- Length of time persons remain homeless.
- The extent to which persons who exit homelessness to permanent housing destinations return to homelessness.
- Successful exit to permanent housing destinations.

The vendors listed above were selected for this project through a competitive bid process. A Request for Applications was posted on the Department of Health and Human Services' web site from March 28, 2019 through April 25, 2019. The Department received twenty six (26) eligible applications, with one vendor withdrawing after submission. The applications were reviewed and scored by a team of individuals with program specific knowledge. The review included a thorough discussion of the strengths and weaknesses of the applications. The Bid Summary is attached.

As referenced in Exhibit C-1 of this contract, this Agreement has the option to extend 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 Council.

Should Governor and Executive Council not authorize this request, individuals and families who are experiencing housing instability will not receive the essential services and supports for themselves and their families.

Area served: Statewide

Source of Funds: Source of Funds: 100% General Funds

Respectfully submitted,

Jeffrey A. Meyers
Commissioner

New Hampshire Department of Health and Human Services
Office of Business Operations
Contracts & Procurement Unit
Summary Scoring Sheet

State Grant-In-Aid Homeless Assistance Program
RFA Name

RFA-2020-DEHS-01-STATE
RFA Number

Reviewer Names

1.
2.
3.
4.
5.
6.
7.
8.
9.

Bidder Name	Pass/Fail	Maximum Points	Actual Points
1. Bridge House Shelter		100	90
2. New Generation, Inc.		100	100
3. Marguerite's Place		100	100
4. Southwestern Community Services		100	100
5. Cross Roads House		100	100
6. Community Action Program		100	95
7. Waypoint		100	100
8. Seacoast Family Promise		100	95
9. Nashua Soup Kitchen & Shelter, Inc.		100	100
10. NH Coalition Against Domestic & Sexual Violence		100	100
11. The Salvation Army-Carey House		100	100
12. The Salvation Army-McKenna House		100	100

13	New Hampshire Legal Assistance		100	100
14	Helping Hands Outreach Center		100	100
15	Southern New Hampshire Services		100	100
16	Headrest, Inc.		100	0
17	Tri-County Community Action Program, Inc.		100	100
18	Lakes Region Community Developers		100	100
19	My Friend's Place, Emergency Shelter Program		100	100
20	Families in Transition/New Hampshire		100	100
21	Community Action Partnership of Strafford County		100	100
22	Friends Program		100	100
23	Concord Coalition To End Homelessness		100	70
24	The Front Door Agency-Transformational Housing Program		100	100
25	Hundred Nights		100	100
26	The Way Home, Inc.		100	100
28.	0		100	0
29.	0		100	0
30.	0		100	0
31.	0		100	0