COMMISSIONER
Jared Chicoine

DEPUTY COMMISSIONER
Christopher J. Ellms, Jr.

STATE OF NEW HAMPSHIRE

0 JUL18'23 PM 3:29 RCVD

32

TDD Access: Relay NH
1-800-735-2964

Tel. (603) 271-2431

FAX No. 271-1526

Website:
www.energy.nh.gov

DEPARTMENT OF ENERGY
21 S. Fruit St., Suite 10
Concord, N.H. 03301-2429

August 2, 2023

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

## REQUESTED ACTION

The New Hampshire Department of Energy (Department) requests **RETROACTIVE** authority to continue its membership and participation in the National Energy Assistance Directors Association (NEADA), Vendor # 210258, for an amount of $4,583, effective upon Governor and Executive Council approval for the period January 1, 2023 through December 31, 2023. **100% Federal Funds.**

Funding is available in account Fuel Assistance, as follows:

| | FY 2024 |
|---|---|
| 02-52-52-520510-33540000-026-500251 Organizational Dues | $4,583 |

## EXPLANATION

This request is **RETROACTIVE** due to an invoicing error. Approval of this request will enable the department to pay annual membership dues to the National Energy Assistance Directors Association (NEADA). NEADA supports energy assistance programs in 49 states and the District of Columbia. NEADA facilitates regional discussions for states to share best practices on implementing effective energy assistance programs and works on behalf of the States and Territories with federal agencies, particularly the US Department of Health and Human Services. NEADA is also a critical resource for ensuring that New Hampshire remains on top of the increasingly complex federal requirements as well as for other initiatives, such as the NHDOE's project to replace the backbone case management system used by the Community Action Agencies for the fuel assistance program. In addition, NEADA has been instrumental in assisting the state in planning for and operationalizing the influx of federal funds received in recent years. A copy of the invoice is attached for your review.

1. **How long has this organization been in existence and how long has this agency been a member of this organization?** NEADA was formed in 1999 and New Hampshire has been a member since 1999.

2. **Is there any other organization which provides the same or similar benefits which your agency belongs to?** There are no other national organizations that support state energy officials

3. **How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?** 49 states and Washington DC. NH DOE is the sole state agency member.

4. **How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc.)** Dues are based on the state's share of the total fuel assistance allocation made by Congress.

5. **What benefit does the state receive from participating in this membership?** New Hampshire receives regular updates on actions in Washington DC impacting funding and program requirements, educational resources for staff, technical expertise and advice on programs, and advocacy in Washington DC at the relevant federal agencies.

6. **Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.** Indirectly. Membership allows participation in a variety of learning opportunities, round tables, and panels via phone or platforms such as Zoom.

7. **Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.** Membership is not required to receive any federal grants or required in order to receive or participate in licensing or certification exams.

8. **Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips.** No travel is included in this membership fee.

9. **Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization?** Membership is for the department as a whole, however the staff members that have the most interaction are Eileen Smiglowski, Leslie Parker, and Alexis LaBrie.

10. **Explain in detail any negative impact to the State if the Agency did not belong to this organization.** New Hampshire would lose access to the valuable resources that NEADA provides, such as educational resources for staff, and technical expertise and advice on programs.

Your consideration of our request is appreciated.

Sincerely,

Jared S. Chicoine
Commissioner

Attachment: NEADA invoice

**NEADA - National Energy Assistance Directors Association**
P.O. Box 42655
Washington, DC 20015-0655
(202) 333-5915
info@NEADA.org

**BILL TO**
Eileen Smiglowski
Fuel Assistance Program
Administrator
Office of Strategic Initiatives
107 Pleasant St.
Concord, NH 03301

**INVOICE #** NH 23 LIHEAP
**DATE** 12/21/2022
**DUE DATE** 01/20/2023
**TERMS** Net 30

| DESCRIPTION | DATE | AMOUNT |
|---|---|---|
| **2023 LIHEAP dues covering the period from 1/1/2023 – 12/31/2023** | | 4,583.00 |

BALANCE DUE **$4,583.00**