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Frank Edelblut
Commissioner

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Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
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September 15, 2023

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

REQUESTED ACTION

Pursuant to MOP 1200, I.D., authorize the Department of Education to **retroactively** pay the Council of State Administrators of Vocational Rehabilitation (Vendor code 170661) Rockville, Maryland, membership dues in the amount of $9,981.64, effective upon Governor and Council approval for the period of July 1, 2023 through June 30, 2024. 100% Federal Funds.

Funds to support this request are available in FY24 in the account titled VR Admin Program-Federal as follows:

		FY24
06-56-56-565010-25370000-026-500251	Organizational Dues	$9,981.64

EXPLANATION

This request is **retroactive** to allow the Department to pay the cost of the membership that began on July 1, 2023 with SFY 2024 appropriations. This request is retroactive because of the timing of receiving the invoice dated (June 9, 2023) for the service period of July 1st to June 30th. Approval of this request will enable the Department to continue the annual membership dues to Council of State Administrators of Vocational Rehabilitation for the period of July 1, 2023 through June 30, 2024. Membership with the Council of State Administrators of Vocational Rehabilitation benefits the Department of Education Vocational Rehabilitation Services and the State of New Hampshire in its provision of various staff trainings, and information on all issues affecting the quality of services for people with disabilities.

Since 1974 the Director of Vocational Rehabilitation has been an active member of the Council of State Administrators of Vocational Rehabilitation (CSAVR). The Council of State Administrators of Vocational Rehabilitation is composed of the chief administrators of all the public rehabilitation agencies serving persons with physical and mental disabilities in the states, District of Columbia, and the territories (79). These agencies constitute the state partners in the State-

Federal program of rehabilitation services provided under the Rehabilitation Act of 1973, as amended by the Workforce Innovation Opportunity Act of 2014. The Council provides information, staff training, and serves as a resource for the formulation and expression of the collective points of view of state rehabilitation agencies on all issues affecting the provision of quality rehabilitation services to persons with disabilities. Dues are assessed on the federal and state authorization of the Vocational Rehabilitation Basic Support Program to each State Agency, District of Columbia, and the territories.

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

1. How long has this organization been in existence and how long has this agency been a member of this organization?
   CSAVR has been in existence since 1944. New Hampshire Vocational Rehabilitation has been a member of CSAVR since 1974.

2. Is there any other organization which provides the same or similar benefits which your agency belongs to?
   No.

3. How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?
   There are *fifty states, the District of Columbia, and the territories that belong to CSAVR. 79 individual agencies collaborate with CSAVR. The Bureau of Vocational Rehabilitation is the only NH state agency that is a CSAVR member.*

4. How is the dues structure established?
   (Standard fee for all states, based on population, based on other criteria, etc.) *The dues are formula-based on the annual federal appropriation.*

5. What benefit does the state receive from participating in this membership?
   The CSAVR is the only national organization whose sole purpose and function is to represent the State Vocational Rehabilitation Agencies in Washington, D.C., before federal agencies; such as the U.S. Department of Education, Office of Special Education and Rehabilitation Services (OSERS), the U.S. Department of Labor, and the Social Security Administration that have programs which impact the employment of individuals with disabilities. The CSAVR provides input into federal policy through its relationship with OSERS. It serves as the collective voice of the administrators of the public Vocational Rehabilitation program which has been critical to the development of federal regulations and policies which guide the 100 year old program. In addition, when requested, the CSAVR provides information to the U.S. Congress about disability and employment issues as it considers changes, repeal, or innovative solutions to issues addressed in federal law, regulations, and policies. For a small state like NH, CSAVR is critical to its ability to have access to complex information in a timely manner so that the state's voice can be represented.

6. Are training or educational/research materials included in the membership?
   If so, is the cost included? Explain in detail. *Yes, materials are no cost; there is a cost for meeting registration for the annual spring and fall conferences. However, the training provided at the annual conferences is vital to the administration of the Program. New initiatives, research-based innovations, evidence-based practices, etc. are discussed in detail.*

7. Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain. *No.*

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 monies are not included in the dues.

9. Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization.)
   The Director of the Bureau of Vocational Rehabilitation is a voting member and serves on CSAVR committees. The Administrator for Blind Services is also a participant. Other VR staff are included, at the discretion of the Director, as needed.

10. Explain in detail any negative impact to the State if the Agency did not belong to this organization.
    It would be considerably more difficult to have knowledge of the issues, legislation, and policies that might affect the customers with disabilities of the agency if it is not a member of CSAVR.

Respectfully submitted,

Frank Edelblut

Commissioner, Department of Education

CSAVR ADVANCING DISABILITY INCLUSION & WORKFORCE INNOVATION
Council of State Administrators of Vocational Rehabilitation

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Rockville, Maryland 20850
(301) 519-8023 phone
(866) 322-4434 fax
www.csavr.org
FEDERAL ID# 52-6071153

INVOICE

FY 2024 CSAVR MEMBERSHIP DUES

To:

DATE: June 9, 2023

Lisa K. Hinson-Hatz, Director
Department of Education
Vocational Rehabilitation
Field Service Administrator
21 S. Fruit Street Suite 20
Concord, New Hampshire 03301

DESCRIPTION	AMOUNT
Membership in the CSAVR for Fiscal Year 2024 July 1, 2023 to June 30, 2024	$9,981.64

*No portion of these funds support lobbying activities

TOTAL AMOUNT DUE: $9,981.64

Please make check payable to *CSAVR and mail to:*
P.O. Box 715751, Philadelphia, PA 19171-5751
ACH Payments: Wells Fargo - Account #2000053262440; Routing #055003201

Questions?
Dues Structure: Contact Steve Wooderson at swooderson@csavr.org
Additional Documentation/Invoice Needs: Contact Theresa Hamrick at thamrick@csavr.org