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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR CHILDREN, YOUTH & FAMILIES

Lori A. Weaver
Commissioner

Jeff Fleischer
Director

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-4451 1-800-852-3345 Ext. 4451
Fax: 603-271-4729 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

January 25, 2024

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court, and

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

REQUESTED ACTION

1. Pursuant to the provisions of RSA 14:30-a, VI, authorize the Department of Health and Human Services, Division for Children, Youth and Families to accept and expend the Family First Transition Act Grant award from the Department of Health and Human Services Administration for Children and Families, in the amount of \$158,282, for the purpose of establishing one (1) temporary full-time position, effective upon Fiscal Committee and Governor and Executive Council approvals through June 30, 2025, and further authorize the allocation of these funds in the accounts below. Funding source: 100% Federal Funds.
2. Pursuant to RSA 124:15, and contingent upon approval of Requested Action #1, authorize the Department of Health and Human Services, Division for Children, Youth and Families to establish one (1) temporary full-time position #9T3333, titled 21-1090 Miscellaneous Community and Social Service Specialists-6 (LG 25), to meet a Federal Executive Order to provide and build greater capacity in engaging and serving vulnerable and marginalized families. The Miscellaneous Community and Social Service Specialist role will be responsible for creating, implementing, and sustaining new foundational lenses and evidence-based strategies and services to infuse equality and inclusion in decision-making processes, inform service array creation, and advance equity in agency actions, programs, and policies. The proposed duties are like those of other positions within the same Occupational Group and level currently operating at the agency and throughout the state and parallel the Broad Group Specification appropriately. Effective upon Fiscal Committee and Governor and Executive Council approvals through June 30, 2025. Funding source: 100% Federal Funds.

**05-95-42-421010-29730000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS
DEPT, HHS: HUMAN SERVICES, CHILD PROTECTION, PROMOTING SAFE AND STABLE
FAMILIES**

Class	Description	SFY24 Current Adjusted Authorized	Requested Action	Revised SFY24 Adjusted Authorized
000-403875-16	Federal Funds	\$1,085,400	\$49,759	\$1,135,159
	General Funds			
	Total Revenue	\$1,085,400	\$49,759	\$1,135,159
020-500200	Current Expenses	\$8,150		\$8,150
030-500311	Equipment New Replacement	\$1		\$1
039-500180	Telecommunications Data	\$13,000	\$225	\$13,225
041-500801	Audit Fund Set Aside	\$994	\$50	\$1,044
042-500620	Additional Fringe Benefits	\$0	\$14,612	\$14,612
050-500109	Personal Service Temp Appoi	\$160,579		\$160,579
059-500117	Temp Full Time	\$0	\$22,070	\$22,070
060-500613	Benefits	\$89,534	\$12,802	\$102,336
070-500701	In State Travel Reimbursement	\$5,000		\$5,000
080-500710	Out of State Travel Reimb	\$2,000		\$2,000
102-500731	Contracts for Program Servi	\$806,142		\$806,142
	Total Expenses	\$1,085,400	\$49,759	\$1,135,159

05-95-42-421010-29730000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT, HHS: HUMAN SERVICES, CHILD PROTECTION, PROMOTING SAFE AND STABLE FAMILIES

Class	Description	SFY25 Current Adjusted Authorized	Requested Action	Revised SFY25 Adjusted Authorized
000-403875-16	Federal Funds	\$719,177	\$108,523	\$827,700
	General Funds			
	Total Revenue	\$719,177	\$108,523	\$827,700
020-500200	Current Expenses	\$9,779		\$9,779
030-500311	Equipment New Replacement	\$1		\$1
039-500180	Telecommunications Data	\$13,000	\$505	\$13,505
041-500801	Audit Fund Set Aside	\$731	\$108	\$839
042-500620	Additional Fringe Benefits	\$0	\$15,845	\$15,845
050-500109	Personal Service Temp Appoi	\$139,535		\$139,535
059-500117	Temp Full Time	\$0	\$58,526	\$58,526
060-500613	Benefits	\$10,968	\$33,539	\$44,507
070-500701	In State Travel Reimbursement	\$5,000		\$5,000
080-500710	Out of State Travel Reimb	\$2,000		\$2,000
102-500731	Contracts for Program Servi	\$538,163		\$538,163
	Total Expenses	\$719,177	\$108,523	\$827,700

EXPLANATION

This request is being made to accept additional funding from the Family First Transition Act Grant. These funds will establish a temporary full-time position, 21-1090 Miscellaneous Community and Social Service Specialists-6, Family Engagement Specialist to increase the capacity of the Division for Children Youth and Families (DCYF) to engage and include the hard-to-reach and marginalized families whose children and youth are involved in the child protection and juvenile justice systems.

Every family has its own unique challenges, strengths, and needs. This temporary position will assist DCYF in ensuring equitable access to preventative, therapeutic, treatment and social services while being mindful of potential barriers and unique or cultural needs that child welfare services have historically not been able to meet. Lack of access to responsive, supportive services has contributed to systemic disparities in outcomes. Involvement with child welfare can overwhelm already stressed families in ways beyond their coping capacity, very often exacerbating their economic hardship, which may lead to disproportionately staying longer in the child welfare system and experiencing poorer outcomes in terms of permanency, safety and wellbeing.

There is currently no designated position at DCYF to lead efforts to build to engage and serve particularly hard to reach, vulnerable and marginalized families. DCYF needs a program specialist with expertise in culturally appropriate and evidence-based strategies and facilitating inclusion in decision-making processes to inform service array creation for more effective and equitable agency actions, programs, and policies.

The core responsibilities associated with this full-time temporary position will span from workforce development, direct practice, service array, data utilization, reporting and continuous quality improvement processes across the agency, legislative mandates, and meeting federal requirements related to equity and inclusion to improve outcomes for all DCYF involved children, youth and families.

The funds are to be budgeted as follows:

Funds in class 039, Telecommunications, Cell phones were not previously budgeted, and will be required for this new position.

Funds in class 041, Audit Fund Set Aside, Federal funds required (0.1% of estimated federal revenue) to pay for financial and compliance audit.

Funds in class 042, Additional Fringe Benefits, Federal funds required (8% of estimated federal revenue) to pay for such additional benefits.

Funds in class 059, Temp Full Time, to pay for one (1) full-time temporary position #9T3333 titled 21-1090 Miscellaneous Community and Social Service Specialists-6 (LG 25), to provide and build greater capacity in engaging and serving vulnerable and marginalized families.

Funds in class 060, Benefits, to pay benefits costs associated with the full-time temporary position.

The following information is provided in accordance with the comptroller's instructional memorandum dated September 21, 1981.

1) List of personnel involved: One (1) full-time temporary position #9T3333 titled 21-1090 Miscellaneous Community and Social Service Specialists-6 (LG 25), to provide and build greater capacity in engaging and serving vulnerable and marginalized families.

2) Nature, Need, and Duration: A Federal Executive Order on advancing equity and support for underserved communities was enacted in 2021. Each federal agency was ordered to pursue a comprehensive approach to advancing equity for all, including people of color and others who have been historically underserved, marginalized, and adversely affected by persistent poverty and inequality. The position is budgeted through June 30, 2025.

3) *Relationship to existing agency programs:* Position aligns with DCYF strategic priority goals related to organizational development to increase capacity to engage and include the hard-to-reach families whose children and youth are involved in the child protection and juvenile justice systems.

4) *Has a similar program been requested of the legislature and denied?* No.

5) *Why wasn't funding included in the agency's budget request?* These funds were unanticipated at the time the budget was created.

6) *Can portions of the grant funds be utilized?* Grant funds are being utilized for this position.

7) *Estimate the funds required to continue this position:* Funds for this position are estimated at \$158,282.

Area served: Statewide.

Source of Funds: 100% Federal Funds

In the event that Federal Funds become no longer available, general funds will not be requested to support the program expenditures.

Respectfully Submitted,

 For:

Lori A. Weaver
Commissioner

FFTA GYR 2020 (10/1/19 - 9/30/25) \$1,540,802.00



Department of Health and Human Services
Administration for Children and Families

Notice of Award
Award # 2001NHFFTA
FAIN# 2001NHFFTA
Federal Award Date:

10/1/20
KRM

Recipient Information

- 1. Recipient Name
New Hampshire
129 Pleasant Street

CONCORD, NEW HAMPSHIRE 03301 3857
- 2. Congressional District of Recipient
*See Remarks
- 3. Payment Account Number and Type
*See Remarks
- 4. Employer Identification Number (EIN)
XXXXXXXXXX
- 5. Data Universal Numbering System (DUNS)
011040343
- 6. Recipient's Unique Entity Identifier
*See Remarks
- 7. Project Director or Principal Investigator
Michael Donati

michael.donati@dohhs.nh.gov
- 8. Authorized Official
*See Remarks

Federal Agency Information

- 9. Awarding Agency Contact Information
Janice Realeza
Grants Management Officer
MGM_Grantor@grantsolutions.gov
2158614007
- 10. Program Official Contact Information
Jerry Miller
Associate Commissioner
ACYF - Children's Bureau
MGM_Grantor@grantsolutions.gov
202-205-8618

Federal Award Information

- 11. Award Number
2001NHFFTA
- 12. Unique Federal Award Identification Number (FAIN)
2001NHFFTA
- 13. Statutory Authority
Public Law (P.L.) 116-94, Section 602
- 14. Federal Award Project Title
*See Remarks
- 15. Catalog of Federal Domestic Assistance (CFDA) Number
93.556
- 16. CFDA Program Title
Promoting Safe and Stable Families
- 17. Award Action Type
New
- 18. Is the Award R&D?
*See Remarks

Summary Federal Award

Financial Information

- 19. Budget Period Start Date 10-01-2019 End Date 09-30-2025
- 20. Total Amount of Federal Funds Obligated by this Action \$1,540,802.00
- 20a. Direct Cost Amount *See Remarks
- 20b. Indirect Cost Amount Administrative Offset *See Remarks
- 21. Authorized Carryover *See Remarks
- 22. Offset *See Remarks
- 23. Total Amount of Federal Funds Obligated this budget period \$1,540,802.00
- 24. Total Approved Cost Sharing or Matching, where applicable *See Remarks
- 25. Total Federal and Non-Federal Approved *See Remarks
- 26. Project Period Start Date 10-01-2019 End Date 09-30-2025
- 27. Total Amount of the Federal Award including Approved Cost Sharing or Matching *See Remarks

- 28. Authorized Treatment of Program Income
*See Remarks
- 29. Grants Management Officer - Signature

Janice Realeza
Grants Management Officer

Footnotes



Department of Health and Human Services
Administration for Children and Families

Notice of Award
Award # 2001NHFFTA
FAIN# 2001NHFFTA
Federal Award Date:

Recipient Information

New Hampshire
129 Pleasant Street
CONCORD, NEW HAMPSHIRE 03301-3857
Employer Identification Number (EIN): XXXXXXXXXXXX
Data Universal Numbering System (DUNS): 011040545
Recipient's Unique Entity Identifier: *See Remarks
Object Class: 41.15

Financial Information

<u>Appropriation</u>	<u>CAN</u>	<u>Allotment</u>	<u>Award this action</u>	<u>Cumulative Grant Award to Date</u>	<u>Document Number</u>	<u>Funding Type</u>
75-2021-1512	2020-G996495	\$1,540,802.00	\$1,540,802.00	\$1,540,802.00	2001NHFFTA	Formula

Terms and Conditions



Department of Health and Human Services
Administration for Children and Families

Notice of Award
Award # 2001NHFFTA
FAIN# 2001NHFFTA
Federal Award Date:

By acceptance of awards for this program, the grantee agrees to comply with the requirements included in both the General and Supplemental Terms and Conditions for this program.

The administration of this program is subject to:

The statutory requirements of Public Law 116-94, the Family First Transition Act, within Section 602, Subtitle F, Title I, Division N of the Further Consolidated Appropriations Act, 2020. Per section 602(c)(3)(a) of the Family First Transition Act, funds may be used for purposes specified in title IV-B of the Social Security Act: purposes directly associated with implementing the Family First Prevention Services Act, enacted as part of Public Law 115-123; and for activities previously funded under a child welfare waiver demonstration approved under section 1130 of the Social Security Act.

Title IV-B, Subpart 1, Section 421, of the Social Security Act.

Title IV-B, Subpart 2, Sections 430 and 431, of the Social Security Act.

Section 1130 of the Social Security Act.

Title VII of division E of Public Law 115-123 (also known as the Family First Prevention Services Act).

Program Instruction ACYF-CB-PI-20-04 for the Family First Prevention Services Act Transition Grant funds (available on the Children's Bureau website at <https://www.acf.hhs.gov/cb/laws-policies/program-instructions>)

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards is located under 45 CFR Part 75. In accordance with 45 CFR §75.101 Applicability, this program must comply with 45 CFR Part 75 in its entirety. No exceptions were identified.

Additional applicable regulations and requirements can be found in the General Terms and Conditions for Mandatory, Formula, Block and Entitlement Grants.

There is no non-federal cost share/match required for this program; program funds for this program are awarded with a 100 percent Federal Financial Participation (FFP) rate for program costs.

These grant funds may not be used to meet the matching requirements of another Federal grant (section 602(c)(3)(B) of the Family First Transition Act). Federal funds awarded under these grants must be expended for the purposes for which they were awarded.

Each grantee's fiscal and accounting procedures must be sufficient to permit the preparation of required reports and the tracing of expenditures to a level necessary to establish that Federal funds have not been used in violation of the terms and conditions.

Family First Prevention Services Act Transition Grant funds must be tracked and accounted for separately to ensure compliance with specific requirements and allowances of the Family First Transition Act. Federal funds awarded under this grant must be expended for the purposes for which they were awarded and within the time period allotted.

The OMB approved Financial Reporting form for this program is the Financial Status Report SF-425. The SF-425 is due annually and no later than December 30, which is 90 days after the end of the project period.

Obligation/Liquidation Deadline: The Family First Prevention Services Act Transition Grant Funds must be used for expenditures made between the dates October 1, 2019 through September 30, 2025. Funds must be liquidated no later than December 30, 2025.

In accordance with 45 CFR §1357.15 and 45 CFR §1357.16, agencies receiving funding under title IV-B of the Social Security Act are required to submit a five-year Child and Family Services Plan or Annual Progress and Service Report no later than June 30 each year. These reports must establish goals and objectives for a five-year period, provide information on accomplishments and progress made during the previous fiscal year, and provide updates on program areas selected for improvement and other activities in the next year. These annual reports must be submitted to the appropriate ACF Regional Office. Updates on use of the Family First Prevention Services Act Transition Grant funds must be included in the Annual Progress and Service Report beginning with the submission due on June 30, 2021 and continuing through the last fiscal year in which these grants are fully expended.

As required by section 602(d)(1) of the Family First Transition Act, information to be reported in the Annual Progress and Services Report must include: how funds are used to implement each part of the Family First Prevention Services Act, with a separate statement with respect to each such part:

all programs, services, and operational costs for which the grant is used;

the characteristics of the families and children served;

the amounts the agency uses for each FY to continue activities previously funded under a waiver provided under section 1130 of the Social Security Act;

the agency's plan to transition the activities so that needed activities can be provided under the agency's title IV-E plan, or, if expenditures for the

activities would not be eligible for payment under title IV-E, the reason for it not being eligible and the funding sources the agency plans to use to cover

the costs of needed activities; and any additional information HHS requires.

These program-specific Supplemental Terms and Conditions are effective for the duration of the expenditure period for the Family First Prevention Services Act Transition Grants, from October 1, 2019 – September 30, 2025 with the issuance of the awards. They will be updated and reissued only as needed whenever a new program-specific statute, regulation or other requirement is enacted or whenever any of the applicable existing Federal statutes, regulations, policies, procedures or restrictions is amended, revised, altered, or repealed.

Remarks	
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* This field is intended to be included in the standardized Notice of Award and will be displayed in subsequent quarters.

NH Families First Transitions Act Grant

Grant Year 2020

Award Ending 9/30/25	\$1,540,802.00
Expended through 11/30/23	\$1,029,286.69
Available Award Balance	\$511,515.31
Less: SFY 24 Appropriations	
Available To Accept	\$511,515.31
Amount Requested This Action	\$158,282.00

SFY 24 Appropriations:					
10-042-4210-2973	2024 Budget	Balance Forward	Total	This Action	Revised Budget
Revenue	\$998,297	\$87,079	\$1,085,376	\$158,282	\$1,243,658
Expense	\$998,297	\$87,079	\$1,085,376	\$158,282	\$1,243,658



State Of New Hampshire
DIVISION OF PERSONNEL
Department of Administrative Services
54 Regional Drive, Suite 5
Concord, New Hampshire 03301

CHARLES M. ARLINGHAUS
Commissioner
(603) 271-3201

LORRIE A. RUDIS
Director of Personnel
(603) 271-3261

December 28, 2023

Barbara McCann, Assistant Director
Department of Health and Human Services
129 Pleasant Street
Concord NH 03301

Regarding: Request to establish a full-time temporary 21-1090 Miscellaneous Community and Social Service Specialists 6, pay schedule A000 – position #9T3333

Dear Ms. McCann:

The Division of Personnel approves the Department of Health and Human Services (DHHS) request received on 09/20/2023 to establish position #9T3333 as a full-time, temporary position classified as 21-1090 Miscellaneous Community and Social Service Specialists-6, (LG 25), pending funding approval.

This position will serve to meet a Federal Executive Order to build greater capacity in engaging and serving vulnerable and marginalized families. The Program Specialist role will be responsible for creating, implementing, and sustaining new foundational lenses and evidence-based strategies and services to infuse equality and inclusion in decision-making processes, inform service array creation, and advance equity in agency actions, programs, and policies. The proposed duties are like those of other positions within the same Occupational Group and level currently operating at the agency and throughout the state and parallel the Broad Group Specification appropriately. The role is also appropriate within the agency's proposed organizational structure.

Your agency will be responsible for bringing the request for funding before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify the Division of Personnel Operations Section at CentralHRProcessing@nh.gov.

Sincerely,


Marianne Rechy
Classification & Compensation Administrator

Cc: Lorrie Rudis, Director of Personnel