COMMISSIONER
Jared Chicoine

DEPUTY COMMISSIONER
Christopher J. Ellms, Jr.

STATE OF NEW HAMPSHIRE

39

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

March 26, 2025

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to MOP 1200, I., D., authorize the New Hampshire Department of Energy (Energy) to **RETROACTIVELY** pay the National Energy Assistance Directors Association (NEADA) (Vendor # 210258), Washington, D.C., for an amount of $4,838 for calendar year 2025, effective upon Governor and Executive Council approval for the period January 1, 2025 through December 31, 2025. **100% Federal Funds.**

Funding is available in account, Fuel Assistance, as follows:

	FY 2025
02-52-52-520510-33540000-026-500251 Membership Fees	$4,838

EXPLANATION

This request is **RETROACTIVE** due to receiving the invoice late. 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 assistance 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, presentations, and panels via virtual meetings. Membership also provides access to a forum to share information on program operations, policies, and best practices.

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 Leah Richards, Brenda Souther, 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, technical expertise and advice on programs, and access to the national network.

Your consideration of our request is appreciated.

Sincerely,

Jared S. Chicoine
Commissioner

NEADA

NATIONAL ENERGY ASSISTANCE DIRECTORS ASSOCIATION

P.O. Box 42655
Washington DC 20015-0655
202-333-5915
Tax ID: 42-1445636

Date: 12/12/2024

INVOICE # NH2025
DUE DATE: 01/11/2025
TERMS: Net 30

Bill To: **Leah Richards**
Fuel Assistance Program Administrator
NH Dept. of Energy
0
21 So. Fruit Street, Ste. 10
Concord, New Hampshire 03301

For:
NEADA 2025 Dues

Description	**Amount**
Dues covering the period from January 1, 2025 – December 31, 2025	$4,838.00
Total	**$4,838.00**

Please make all checks payable to NEADA.