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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF LONG TERM SUPPORTS AND SERVICES

Lori A. Weaver
Commissioner

Melissa A. Hardy
Director

105 PLEASANT STREET, CONCORD, NH 03301
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July 24, 2025

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division of Long Term Supports and Services, to enter into a **Retroactive, Sole Source** amendment to an existing contract with Community Crossroads, Inc. (VC# 155293-B001), Atkinson, NH, to add funding for Room and Board reimbursement to Medicaid enrolled, Developmental Services Staffed Residence Providers, by increasing the price limitation by $10,000,000 from $7,941,867 to $17,941,867 with no change to the contract completion date of June 30, 2027, effective retroactive to July 1, 2025 upon Governor and Council approval. 100% General Funds.

The original contract was approved by Governor and Council on June 25, 2025, item #209.

Funds are available in the following accounts for State Fiscal Years 2026 and 2027, 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** to align with the July 1, 2025, effective date of funding for approved Medicaid enrolled, staffed residential providers seeking payment for Room and Board that was included in the State's 2026-2027 biennium budget and signed into law in Chapter 141, Section 419 (i.e. House Bill 2). This request is **Sole Source** because MOP 150 requires all amendments to agreements originally approved as sole source to be identified as sole source. Pursuant to RSA 171-A:18, I., the Area Agency is the primary recipient of funds provided by the Department for use in establishing, operating, and administering supports and services on behalf of individuals with developmental disabilities and acquired brain disorders. In the Department's existing Area Agency agreement with the Contractor (approved by Governor and Council on June 25, 2025, item #209), the Contractor is designated as the administrative lead for distributing Room and Board funds to Medicaid enrolled residential providers that support approximately 600 individuals living in staffed community based residences. Therefore, this additional funding for Room and Board reimbursement is being added to the existing agreement with the Contractor.

Should the Governor and Council not authorize this request, providers will not have access to Room and Board funding to support individuals with Developmental Disabilities and/or Acquired Brain Disorders who receive residential services from approved Medicaid enrolled, residential providers. Medicaid waiver funding does not cover Room and Board expenses. Without this

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funding, some providers may have to close homes, resulting in individuals with developmental disabilities and acquired brain disorders without services and housing, potentially becoming homeless or requiring residential alternatives that are more expensive, including out-of-state placement and additional costs for crisis supports.

The purpose of this request is to add funding for Room and Board for approved Medicaid enrolled Developmental Services staffed residential providers. The Contractor issues payment upon receipt of funds and as instructed by the Department to the Room and Board providers within seven (7) business days.

Approximately 600 individuals will be served annually in State Fiscal Years 2026 and 2027.

Area served: Statewide

The Department has determined that the Contractor is in good standing with the Secretary of State's Office, has secured the required levels of insurance, and has provided evidence of authority to execute and be bound by the contract. Documents supporting these assertions are available at the agency, for review upon request. The Contractor is a non-profit organization, and the Department has also confirmed the Contractor is registered and in good standing with the Department of Justice's Charitable Division.

Respectfully submitted,

Lori A. Weaver
Commissioner

Fiscal Details

05-95-93-930010-7013 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: DLTSS-DEVELOPMENTAL SVCS, DIV OF DEVELOPMENTAL SVCS, FAMILY SUPPORT SERVICES (100% General Funds)

Community Crossroads, Inc. (Vendor Code 155293-B001)

Fiscal Year	Class / Account	Class Title	Job Number	Current Amount	Increase (Decrease)	Revised Amount
2026	102-500731	Contracts for Program Svs	93007013	$312,586.00	$0.00	$312,586.00
2026	103-502664	Contracts for Operational Svs	93007013	$221,854.00	$0.00	$221,854.00
2027	102-500731	Contracts for Program Svs	93007013	$312,586.00	$0.00	$312,586.00
2027	103-502664	Contracts for Operational Svs	93007013	$229,537.00	$0.00	$229,537.00
			Subtotal	***$1,076,563.00***	***$0.00***	***$1,076,563.00***

05-95-93-930010-7100 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: DLTSS-DEVELOPMENTAL SVCS, DIV OF DEVELOPMENTAL SVCS, DEVELOPMENTAL SERVICES (100% General Funds)

Community Crossroads, Inc. (Vendor Code 155293-B001)

Fiscal Year	Class / Account	Class Title	Job Number	Current Amount	Increase (Decrease)	Revised Amount
2026	102-500731	Contracts for Program Svs	93007100	$50,000.00	$0.00	$50,000.00
2026	102-500731	Contracts for Program Svs	93017100	$2,000,000.00	$4,637,500.00	$6,637,500.00
2027	102-500731	Contracts for Program Svs	93007100	$25,000.00	$0.00	$25,000.00
2027	102-500731	Contracts for Program Svs	93017100	$2,000,000.00	$4,637,500.00	$6,637,500.00
			Subtotal	***$4,075,000.00***	***$9,275,000.00***	***$13,350,000.00***

05-95-93-930510-3677 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: DLTSS-DEVELOPMENTAL SVCS, BUR - FAMILY CENTERED SERVICES, EARLY INTERVENTION (100% General Funds)

Community Crossroads, Inc. (Vendor Code 155293-B001)

Fiscal Year	Class / Account	Class Title	Job Number	Current Amount	Increase (Decrease)	Revised Amount
2026	102-500731	Contracts for Program Svs	93057014	$781,914.00	$0.00	$781,914.00
2027	102-500731	Contracts for Program Svs	93057014	$781,914.00	$0.00	$781,914.00
			Subtotal	***$1,563,828.00***	***$0.00***	***$1,563,828.00***

05-95-93-930510-3674 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: DLTSS-DEVELOPMENTAL SVCS, BUR - FAMILY CENTERED SERVICES, INFANT - TODDLER PROGRAM PT-C (100% Federal Funds)

Community Crossroads, Inc. (Vendor Code 155293-B001)

Fiscal Year	Class / Account	Class Title	Job Number	Current Amount	Increase (Decrease)	Revised Amount
2026	074-500589	Grants for Pub Asst and Relief	93053674	$204,113.00	$0.00	$204,113.00
2027	074-500589	Grants for Pub Asst and Relief	93053674	$204,113.00	$0.00	$204,113.00
			Subtotal	***$408,226.00***	***$0.00***	***$408,226.00***

05-95-93-930010-70160000 HEALTH AND SOCIAL SERVICES, DEPT. OF HEALTH AND HUMAN SERVICES, HS: DLTSS-DEVELOPMENTAL SVCS, DIV OF DEVELOPMENTAL SERVICES, ACQUIRED BRAIN DISORDER SERVIC (100% General Funds)

Community Crossroads, Inc. (Vendor Code 155293-B001)

Fiscal Year	Class / Account	Class Title	Job Number	Current Amount	Increase (Decrease)	Revised Amount
2026	102-500731	Contracts for Program Svs	93017016	$375,000.00	$362,500.00	$737,500.00
2027	102-500731	Contracts for Program Svs	93017016	$375,000.00	$362,500.00	$737,500.00
			Subtotal	***$750,000.00***	***$725,000.00***	***$1,475,000.00***

05-95-93-930010-5947 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: DLTSS- DEVELOPMENTAL SVCS, DIV OF DEVELOPMENTAL SVCS, PROGRAM SUPPORT (100% General Funds)

Community Crossroads, Inc. (Vendor Code 155293-B001)

Fiscal Year	Class / Account	Class Title	Job Number	Current Amount	Increase (Decrease)	Revised Amount
2026	102-500731	Contracts for Program Svs	93005947	$34,125.00	$0.00	$34,125.00
2027	102-500731	Contracts for Program Svs	93005947	$34,125.00	$0.00	$34,125.00
			Subtotal	***$68,250.00***	***$0.00***	***$68,250.00***
			TOTAL	**$7,941,867.00**	**$10,000,000.00**	**$17,941,867.00**

State of New Hampshire
Department of Health and Human Services
Amendment #1

This Amendment to the Area Agency contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Community Crossroads, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 25, 2025 (Item #209), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract and in consideration of certain sums specified; and

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

   $17,941,867

2. Modify Exhibit A, Revisions to Standard Agreement Provisions, by adding Section 1.5, to read:

   1.5. Paragraph 6, Subparagraph 6.1., Compliance by Contractor with Laws and Regulations/Equal Employment Opportunity, is amended as follows:

   6.1. In connection with the performance of the Services, the Contractor shall comply with all applicable statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, RSA 151:21 Patients' Bill of Rights, civil rights and equal employment opportunity laws, and the Governor's order on Respect and Civility in the Workplace, Executive Order 2020-01. In addition, if this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all federal executive orders, rules, regulations and statutes, and with any rules, regulations and guidelines as the State or the United States issue to implement these regulations. The Contractor shall also comply with all applicable intellectual property laws.

3. Modify Exhibit C, Payment Terms; Section 1, to read:

   1. This Agreement is funded by:

      1.1. 2% Federal funds, Special Education Grants for Infants and Toddlers/Families, as awarded on July 1, 2023, by the U.S. Department of Education, Office of Special Education and Rehabilitative Services, ALN #84.181A, FAIN #H181A230127.

      1.2. 98% General funds.

4. Modify Exhibit C, Payment Terms; Section 7.1., to read:

   7.1. The Department will issue payment to the Contractor for Department approved Medicaid enrolled, Developmental Services (DS) Staffed Residence Providers seeking DD and ABD Room and Board reimbursement in accordance with Exhibit B, Scope of Services, Section 1.19.3., with an itemized list of approved Residence Providers and corresponding Room and Board payment amounts to be issued. The Contractor must issue payment, upon receipt of funds and as instructed by the Department, to the Room and Board providers within seven (7) business days.

Payments to Room & Board Providers		
	SFY 2026	**SFY 2027**
DD Room & Board	$6,637,500	$6,637,500
ABD Room & Board	$737,500	$737,500
Total:	**$7,375,000.00**	**$7,375,000.00**

All terms and conditions of the Contract not modified by this Amendment remain in full force and effect. This Amendment shall be effective retroactive to July 1, 2025, 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

7/25/2025
Date

DocuSigned by:
Melissa Hardy
1323A24040DF493...
Name: Melissa Hardy
Title: Director, DLTSS

Community Crossroads, Inc.

7/25/2025
Date

Signed by:
Cathy Spinney
0D45C14EC4CC491...
Name: Cathy Spinney
Title: Board President

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
7487348494941480...

7/30/2025
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 HEALTH AND HUMAN SERVICES

DIVISION OF LONG TERM SUPPORTS AND SERVICES

Lori A. Weaver
Commissioner

Melissa A. Hardy
Director

105 PLEASANT STREET, CONCORD, NH 03301
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May 27, 2025

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division of Long Term Supports and Services, to enter into a **Sole Source** contract with Community Crossroads, Inc. (VC#155293-B001), Atkinson, NH, in the amount of $7,941,867 to provide developmental disability services, acquired brain disorder services and early supports and services, with the option to renew for up to four additional years, effective July 1, 2025, upon Governor and Council approval through June 30, 2027. 5% Federal Funds. 95% General Funds.

Funds are anticipated to be available in State Fiscal Years 2026 and 2027, 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 Contractor is the only contractor able to provide the necessary services in this area. NH RSA 171-A:2, I-b defines an Area Agency as a nonprofit corporation established to provide or coordinate services to developmentally disabled persons in accordance with 42 C.F.R. section 441.301. Pursuant to RSA 171-A:18, I., the Area Agency is the primary recipient of funds provided by the Department for use in establishing, operating and administering supports and services on behalf of persons with developmental disabilities and acquired brain disorders served in the designated geographic area.

This request will allow the Area Agency to provide and coordinate developmental disability services, acquired brain disorder services, and early supports and services to children, adults and families in the designated geographic region. Through this agreement, the Area Agency will work collaboratively with the Department on a variety of initiatives designed to sustain a high-quality system of supports and services for people with developmental disabilities and acquired brain disorders.

Approximately 1464 individuals will be served annually.

The Area Agency functions as an integral part of the Developmental Services delivery system. Services provided through the Area Agency include support for individuals to live in the community, family-centered early supports, family support, and service coordination.

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The Department will monitor contract performance by evaluating compliance with all performance measures and ensuring contract deliverables are met. The Department will monitor Contractor performance by reviewing quarterly and annual reports that demonstrate:

- An Individualized Family Support Plan (IFSP) is developed for each child eligible for Family Centered Early Supports & Services (FCESS).
- All FCESS are provided within the required timeframes.
- Eligible individuals were assisted with accessing and applying for community resources, services and/or public programs available to them.
- Individuals and/or families surveyed are satisfied with the family support services received.

As referenced in Exhibit A, Revisions to Standard Agreement Provisions of the attached agreement, the parties have the option to extend the agreement for up to four (4) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and Governor and Council approval.

Should the Governor and Council not authorize this request, the Area Agency will not be able to fully provide the required functions of the Developmental Disabilities service delivery system maintained by the Department and as outlined in RSA 171-A. As a result, individuals with developmental disabilities and acquired brain disorders and their families will not receive required and essential services.

Area served: Region 10.

Source of Federal Funds: Assistance Listing Number #84.181A, FAIN #H181A230127.

Respectfully submitted,

Lori A. Weaver
Commissioner

Fiscal Details

05-95-93-930010-7013 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: DLTSS-DEVELOPMENTAL SVCS, DIV OF DEVELOPMENTAL SVCS, FAMILY SUPPORT SERVICES (100% General Funds)

Community Crossroads, Inc. (Vendor Code 155293-B001)

Fiscal Year	Class / Account	Class Title	Job Number	Total Amount
2026	102-500731	Contracts for Program Svs	93007013	$312,586.00
2026	103-502664	Contracts for Operational Svs	93007013	$221,854.00
2027	102-500731	Contracts for Program Svs	93007013	$312,586.00
2027	103-502664	Contracts for Operational Svs	93007013	$229,537.00
			Subtotal	$1,076,563.00

05-95-93-930010-7100 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: DLTSS-DEVELOPMENTAL SVCS, DIV OF DEVELOPMENTAL SVCS, DEVELOPMENTAL SERVICES (100% General Funds)

Community Crossroads, Inc. (Vendor Code 155293-B001)

Fiscal Year	Class / Account	Class Title	Job Number	Total Amount
2026	102-500731	Contracts for Program Svs	93007100	$50,000.00
2026	102-500731	Contracts for Program Svs	93017100	$2,000,000.00
2027	102-500731	Contracts for Program Svs	93007100	$25,000.00
2027	102-500731	Contracts for Program Svs	93017100	$2,000,000.00
			Subtotal	$4,075,000.00

05-95-93-930510-3677 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: DLTSS-DEVELOPMENTAL SVCS, BUR - FAMILY CENTERED SERVICES, EARLY INTERVENTION (100% General Funds)

Community Crossroads, Inc. (Vendor Code 155293-B001)

Fiscal Year	Class / Account	Class Title	Job Number	Total Amount
2026	102-500731	Contracts for Program Svs	93057014	$781,914.00
2027	102-500731	Contracts for Program Svs	93057014	$781,914.00
			Subtotal	$1,563,828.00

05-95-93-930510-3674 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: DLTSS-DEVELOPMENTAL SVCS, BUR - FAMILY CENTERED SERVICES, INFANT - TODDLER PROGRAM PT-C (100% Federal Funds)

Community Crossroads, Inc. (Vendor Code 155293-B001)

Fiscal Year	Class / Account	Class Title	Job Number	Total Amount
2026	074-500589	Grants for Pub Asst and Relief	93053674	$204,113.00
2027	074-500589	Grants for Pub Asst and Relief	93053674	$204,113.00
			Subtotal	$408,226.00

05-95-93-930010-70160000 HEALTH AND SOCIAL SERVICES, DEPT. OF HEALTH AND HUMAN SERVICES, HS: DLTSS-DEVELOPMENTAL SVCS, DIV OF DEVELOPMENTAL SERVICES, ACQUIRED BRAIN DISORDER SERVIC (100% General Funds)

Community Crossroads, Inc. (Vendor Code 155293-B001)

Fiscal Year	Class / Account	Class Title	Job Number	Total Amount
2026	102-500731	Contracts for Program Svs	93017016	$375,000.00
2027	102-500731	Contracts for Program Svs	93017016	$375,000.00
			Subtotal	$750,000.00

05-95-93-930010-5947 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: DLTSS-DEVELOPMENTAL SVCS, DIV OF DEVELOPMENTAL SVCS, PROGRAM SUPPORT (100% General Funds)

Community Crossroads, Inc. (Vendor Code 155293-B001)

Fiscal Year	Class / Account	Class Title	Job Number	Total Amount
2026	102-500731	Contracts for Program Svs	93005947	$34,125.00
2027	102-500731	Contracts for Program Svs	93005947	$34,125.00
			Subtotal	$68,250.00

	Total	$7,941,867.00