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JAN 28 2026



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

Lori A. Weaver
Commissioner

Marie Noonan
Director

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-4451 1-800-852-3345 Ext. 4451
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December 31, 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 for Children, Youth and Families, to enter into **Sole Source** amendments to existing cooperative project agreements with the Contractors listed below for child welfare tuition partnerships that provide educational opportunities in the field of social work to qualified future employees of the Division for Children, Youth and Families (DCYF), to modify the scope of services pursuant to RSA 21-I:112-116, with no change to the price limitation of \$525,234 and no change to the contract completion dates of June 30, 2026, effective upon Governor and Council approval. 75% Federal Funds. 25% General Funds.

The original contracts were approved by Governor and Council on June 26, 2024, item #17.

Contractor Name	Vendor Code	Area Served	Contract Amount
University of New Hampshire	177867	Statewide	\$357,306
Plymouth State University	177866	Statewide	\$167,928
		Total:	\$525,234

EXPLANATION

This request is **Sole Source** because MOP 150 requires all amendments to agreements originally approved as sole source to be identified as sole source. The Contractors are the only two (2) public universities in New Hampshire that have accredited social work programs and existing infrastructure to support bachelor and master level degrees in social work.

The purpose of this request is to modify the scope of services to remove any activities that potentially do not comply with RSA 21-I:112-116 and ensure the agreement fully complies with the RSA requirements.

The Contractors will continue to recruit students within the Bachelor/Master of Science in Social Work programs to provide a two-year post graduate service commitment to DCYF, in

exchange for one (1) year of tuition payments. This agreement serves to increase the number of staff that are fully trained which allows new staff to immediately carry their own caseload of families, youth and children. These new staff members assist families to identify and access services to improve child welfare safety, permanency and wellbeing outcomes. The Contractor ensures the proper coursework preparation for the DCYF workforce, as well as incorporates current social work research into DCYF staff training programs.

Approximately fifteen (15) individuals will be served during State Fiscal Years 2025 and 2026.

The population to be served are students obtaining Bachelor's and Master's level degrees in Social Work, and the families with whom they will work as they fulfill their commitment to the Department. The Department is mandated by State and Federal regulations, 45 CFR 1356.60 Fiscal Requirements, Title IV-E, to provide ongoing educational opportunities to this audience, specific to children and families serviced by DCYF.

The Department monitors services through reports required of the Contractor submitted to the Department at regular intervals. Periodic meetings are also scheduled with the Universities to monitor contract deliverables.

Should the Governor and Executive Council not authorize this request, the Department may not be compliant with RSA 21-I:112-116.

Respectfully submitted,



for Lori A. Weaver
Commissioner

Agreement, and in accordance with the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, are attached to this document as **revised** Exhibit B, the content of which is incorporated herein as a part of this Project Agreement.

- Article G. is exercised to amend Article(s) _____ of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, as amended as follows:
- Article H. is amended such that:
 - State has chosen **not to take** possession of equipment purchased under this Project Agreement.
 - State has chosen **to take** possession of equipment purchased under this Project Agreement and will issue instructions for the disposition of such equipment within 90 days of the Project Agreement's end-date. Any expenses incurred by Campus in carrying out State's requested disposition will be fully reimbursed by State.
- Exhibit A is amended as attached.
- Exhibit B is amended as attached.

All other terms and conditions of the Cooperative Project Agreement remain unchanged.

This Amendment, all previous Amendments, the Cooperative Project Agreement, and the Master Agreement constitute the entire agreement between State and Campus regarding the Cooperative Project Agreement, and supersede and replace any previously existing arrangements, oral and written; further changes herein must be made by written amendment and executed for the parties by their authorized officials.

This Amendment and all obligations of the parties hereunder shall become effective on the date the Governor and Executive Council of the State of New Hampshire or other authorized officials approve this Amendment to the Cooperative Project Agreement.

IN WITNESS WHEREOF, the following parties agree to this **Amendment #1** to the Cooperative Project Agreement.

**By An Authorized Official of:
University of New Hampshire**

Name: Dianne Hall
Title: Manager, Sponsored Programs Administration
Signature and Date: [Signature] 12/12/2025

**By An Authorized Official of:
Department of Health and Human Services**

Name: Marie Noonan
Title: Director, DCYF
Signature and Date: [Signature] 12/15/2025

**By An Authorized Official of: the New
Hampshire Office of the Attorney General**

Name: Robyn Guarino, Esq.
Title: Attorney, NH Dept. of Justice
Signature and Date: [Signature] 12/15/2025

**By An Authorized Official of: the New
Hampshire Governor & Executive Council**

Name: _____
Title: _____
Signature and Date: _____

Initial
DH

EXHIBIT A

A. Project Title: Child Welfare Tuition Partnership (SS-2025-DCYF-01-CHILD-01-A01)

B. Project Period: July 1, 2024 – June 30, 2026.

This Amendment shall be effective upon Governor and Council approval.

C. Objectives: See Exhibit A-1, Scope of Services.

D. Scope of Work: See Exhibit A-1, Scope of Services.

1. Modify **Exhibit A-1 Scope of Services**, Section 1.18.2.2., to read:

1.18.2.2. Reserved.

2. Modify **Exhibit A-1 Scope of Services**, Section 1.18.3.2., to read:

1.18.3.2. Reserved.

E. Deliverables Schedule: See Exhibit A-1, Scope of Services.

F. Budget and Invoicing Instructions: See Exhibit A Item F-1 Budget and Exhibit A Item F-2 Payment Terms.

**AMENDMENT #1 to
COOPERATIVE PROJECT AGREEMENT**

between the

STATE OF NEW HAMPSHIRE, **Department of Health and Human Services**
and the

Plymouth State University of the UNIVERSITY SYSTEM OF NEW HAMPSHIRE

The Cooperative Project Agreement, approved by the State of New Hampshire Governor and Executive Council on June 26, 2024, item #17, for the Project titled "Child Welfare Tuition Partnership," Campus Project Director, Pamela Chiang, is and all subsequent properly approved amendments are hereby modified by mutual consent of both parties for the reason(s) described below:

Purpose of Amendment (Choose all applicable items):

- Extend the Project Agreement and Project Period end date, at no additional cost to the State.
- Provide additional funding from the State for expansion of the Scope of Work under the Cooperative Project Agreement.
- Other: Changes to Scope of Services pursuant to RSA 21-I:112-116.

Therefore, the Cooperative Project Agreement is and/or its subsequent properly approved amendments are amended as follows (Complete only the applicable items):

- Article A. is revised to replace the State Department name of N/A with N/A and/or USNH campus from N/A to N/A.
- Article B. is revised to replace the Project End Date of _____ with the revised Project End Date of _____, and Exhibit A, article B is revised to replace the Project Period of _____ - _____ with _____ - _____.
- Article C. is amended to expand Exhibit A by including the proposal titled, " _____," dated _____.
- Article D. is amended to change the State Project Administrator to N/A and/or the Campus Project Administrator to N/A.
- Article E. is amended to change the State Project Director to N/A and/or the Campus Project Director to N/A.
- Article F. is amended to add funds in the amount of \$ _____ and will read:

Total State funds in the amount of \$ _____ have been allotted and are available for payment of allowable costs incurred under this Project Agreement. State will not reimburse Campus for costs exceeding the amount specified in this paragraph.
- Article F. is amended to change the cost share requirement and will read:

Campus will cost-share _____ % of total costs during the amended term of this Project Agreement.
- Article F. is amended to change the source of Federal funds paid to Campus and will read:

Federal funds paid to Campus under this Project Agreement as amended are from Grant/Contract/Cooperative Agreement No. _____ from _____ under CFDA# _____ Federal regulations required to be passed through to Campus as part of this Project

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Agreement, and in accordance with the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, are attached to this document as revised Exhibit B, the content of which is incorporated herein as a part of this Project Agreement.

- Article G. is exercised to amend Article(s) _____ of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, as amended as follows:
- Article H. is amended such that:
 - State has chosen **not to take** possession of equipment purchased under this Project Agreement.
 - State has chosen **to take** possession of equipment purchased under this Project Agreement and will issue instructions for the disposition of such equipment within 90 days of the Project Agreement's end-date. Any expenses incurred by Campus in carrying out State's requested disposition will be fully reimbursed by State.
- Exhibit A is amended as attached.
- Exhibit B is amended as attached.

All other terms and conditions of the Cooperative Project Agreement remain unchanged.

This Amendment, all previous Amendments, the Cooperative Project Agreement, and the Master Agreement constitute the entire agreement between State and Campus regarding the Cooperative Project Agreement, and supersede and replace any previously existing arrangements, oral and written; further changes herein must be made by written amendment and executed for the parties by their authorized officials.

This Amendment and all obligations of the parties hereunder shall become effective on the date the Governor and Executive Council of the State of New Hampshire or other authorized officials approve this Amendment to the Cooperative Project Agreement.

IN WITNESS WHEREOF, the following parties agree to this Amendment #1 to the Cooperative Project Agreement.

**By An Authorized Official of:
University of New Hampshire**

Name: Dianne Hall
 Title: Manager, Sponsored Programs Administration
 Signature and Date: Dianne Hall 12/12/2025
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**By An Authorized Official of:
Department of Health and Human Services**

Name: Marie Noonan
 Title: Director, DCYF
 Signature and Date: Marie Noonan 12/15/2025
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**By An Authorized Official of: the New
Hampshire Office of the Attorney General**

Name: Robyn Guarino, Esq.
 Title: Attorney, NH Dept. of Justice
 Signature and Date: Robyn Guarino 12/13/2025
746734644941460...

**By An Authorized Official of: the New
Hampshire Governor & Executive Council**

Name: _____
 Title: _____
 Signature and Date: _____

Initial
DH

EXHIBIT A

- A. Project Title:** Child Welfare Tuition Partnership (SS-2025-DCYF-01-CHILD-02-A01)
- B. Project Period:** July 1, 2024 – June 30, 2026.
This Amendment shall be effective upon Governor and Council approval.
- C. Objectives:** See Exhibit A-1, Scope of Services.
- D. Scope of Work:** See Exhibit A-1, Scope of Services.
1. Modify **Exhibit A-1 Scope of Services**, Section 1.17.2.4., to read:
1.17.2.4. Reserved.
- E. Deliverables Schedule:** See Exhibit A-1, Scope of Services.
- F. Budget and Invoicing Instructions:** See Exhibit A Item F-1 Budget and Exhibit A Item F-2 Payment Terms.