



Lori A. Weaver
Commissioner

Iain N. Watt
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH

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JAN 28 2026

January 12, 2026

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 Public Health, to enter into a **Sole Source** amendment to an existing contract with New Hampshire Hunger Solutions, Inc. (VC #166659), Concord, NH, to modify the scope of services in accordance with RSA 21-I:112-116, and by changing the completion date from June 30, 2027 to June 30, 2026, with no change to the price limitation of \$338,000, effective upon Governor and Council approval. 100% Federal Funds.

The original contract was approved by Governor and Council on May 29, 2024, item #24.

EXPLANATION

This request is **Sole Source** because MOP 150 requires amendments to agreements originally approved as sole source to be identified as sole source. The Contractor is the only organization in the State solely focused on community coalition building to address food insecurity. The Contractor has proven experience and methods in place to build community-level infrastructure to support the public health nutrition workforce statewide, as well as support local infrastructure enhancements through local food access coalition start-up funds, coalition activities, and focused trainings to reduce food insecurity.

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 complies fully with the RSA requirements. In addition, this request changes the contract completion date from June 30, 2027 to June 30, 2026, to align with the timeline needed to complete project scope with available federal funds.

The Contractor works with coalitions across the state to strengthen and reduce food insecurity through coalition-building, training, and technical assistance in accordance with the New Hampshire State Action Plan to Reduce Hunger. These efforts include coalition projects which aim to reduce the stigma around food insecurity, increase awareness of federal nutrition programs, and expand education on preparing meals with foods regularly available at food pantries. These activities are carried out through efforts focused on the overarching goals, cross-sector collaboration, and accessing food and resources.

The Department monitors services through:

- Review and assessment of the Contractor's monthly expenses ensuring funds are utilized for allowable expenses only; and
- Ensuring coalition work plan updates include actions as specified in the State Action Plan.

Should the Governor and Council not authorize this request, the Department may not be in compliance with RSA 21-I:112-116 and will be unable to modify the contract completion to align with project completion.

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. 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.

Area served: Statewide.

Respectfully submitted,



For:

Lori A. Weaver
Commissioner

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

This Amendment to the Food Access Coalitions contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and New Hampshire Hunger Solutions, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on May 29, 2024 (Item #24), 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 1.7., Completion Date, to read:
June 30, 2026
2. Modify Exhibit A, Revisions to Standard Provisions, by adding Subsection 1.3., to read:
 - 1.3 Paragraph 6, Compliance by Contractor with Laws and Regulations/Equal Employment Opportunity, Subparagraph 6.1., 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 B, Scope of Services, Section 1.1, to read:
 - 1.1 The Contractor must support the public health workforce and provide community-level infrastructure enhancements through local food access coalition start-up funds, coalition activities, training, and technical support to reduce food insecurity statewide.
4. Modify Exhibit B, Scope of Services, Section 1.6, to read:
 - 1.6 The Contractor must work with healthcare and public health organizations to implement at least one (1) Policy, System, and Environment Training(s) based on the analysis of the Needs Assessment survey in coordination with the Department. Training(s) may be provided to, but not limited to:
 - 1.6.1. Coalition staff.
 - 1.6.2. Healthcare staff.
 - 1.6.3. Community partners and public health practitioners.
5. Modify Exhibit B, Scope of Services, Section 1.9, to read:
 - 1.9 The Contractor must organize and host a work group with community partners, which will identify opportunities for coalitions to create policy, system and environment changes focused on common food program issues, including, but not limited to:

- 1.9.1. Food and Nutrition Program Access.
- 1.9.2 Community Clinical Linkages.
- 1.9.3 Social Connectedness and the Culturally Effective Orgs Framework™.
- 1.9.4 Policy and Procedures.
- 1.9.5 Community Engagement.
- 1.9.6 Communication Access and Language Assistance.
- 1.9.7 Staff Competency.
- 1.9.8 Data Collection and Analysis.

All terms and conditions of the Contract not modified by this Amendment remain in full force and effect. This Amendment shall be effective 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

1/8/2026

Date

DocuSigned by:
Iain Watt
D778BB63F9704C7...

Name: Iain Watt
Title: Director - DPH

New Hampshire Hunger Solutions, Inc.

1/8/2026

Date

Signed by:
Laura Milliken
68119C79868A41A...

Name: Laura Milliken
Title: Executive Director

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

1/8/2026
Date

DocuSigned by:
Robyn Guarino
748734844941460...
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:

State of New Hampshire

Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that NEW HAMPSHIRE HUNGER SOLUTIONS, INC. is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on September 23, 1988. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 135752

Certificate Number: 0007348578



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 19th day of December A.D. 2025.

A handwritten signature in black ink, appearing to read "David M. Scanlan".

David M. Scanlan
Secretary of State

Filing History

 [Back to Home \(/online\)](#)

Business Name**Business ID**

NEW HAMPSHIRE HUNGER SOLUTIONS, INC.

135752

Filing#	Filing Date	Effective Date	Filing Type	Annual Report Year
0007181199	05/14/2025	05/14/2025	Nonprofit Report	2025
0006303874	08/30/2023	08/30/2023	Change of Officer/Director	N/A
0006318078	08/30/2023	08/30/2023	Amendment	N/A
0006303825	08/30/2023	08/30/2023	Change of Officer/Director	N/A
0005256265	02/10/2021	02/10/2021	Revival	N/A
0005256264	02/10/2021	02/10/2021	Nonprofit Report	2020
0005306209	01/01/2021	01/01/2021	Admin Dissolution/Suspension	N/A
0004773054	01/16/2020	01/16/2020	Annual Report Reminder	N/A
0003608575	05/08/2017	05/08/2017	Amendment	N/A
0003148711	07/21/2015	07/21/2015	Nonprofit Report	2015
0001971338	04/12/2013	04/12/2013	Amendment	N/A
0001971337	03/21/2011	03/21/2011	Reinstatement	2010
0001971336	02/15/2011	02/15/2011	Admin Dissolution/Suspension	N/A
0001971335	10/08/2010	10/08/2010	Reminder Letter	N/A
0001971334	09/20/2005	09/20/2005	Reinstatement	2005
0001971333	02/01/2001	02/01/2001	Admin Dissolution/Suspension	N/A
0001971332	04/18/1995	04/18/1995	Annual Report	1995
0001971331	10/18/1994	10/18/1994	Amendment	N/A
0001971330	07/24/1990	07/24/1990	Annual Report	1990
0001971329	09/23/1988	09/23/1988	Business Formation	N/A

CERTIFICATE OF AUTHORITY

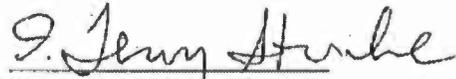
I, Terry Sturke, hereby certify that:
(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Officer of New Hampshire Hunger Solutions, Inc. (NHHS).
2. The following is a true copy of a vote taken by the NHHS Board of Directors on November, 24, 2025, at which a quorum of the Directors/shareholders were present and voting.

VOTED: That Laura Milliken, Executive Director is duly authorized on behalf of New Hampshire Hunger Solutions, Inc. to enter into contracts or agreements with the State of New Hampshire and any of its agencies or departments and further is authorized to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

3. I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract/contract amendment to which this certificate is attached. This authority was **valid thirty (30) days prior to and remains valid for thirty (30) days** from the date of this Certificate of Authority. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

Dated: 12/30/2025



Signature of Elected Officer

Name: I. Terry Sturke

Title: Treasurer of the NHHS Board of Directors

NONPROFIT COVER SHEET

A. Entity Name: New Hampshire Hunger Solution, Inc. _____

B. Entity's Contact Information:

For Records Requests (e.g., resumes of key personnel; audited financial statements):

Name / Phone / Email: Laura Milliken, Executive Director/ 603-731-8191/
lmilliken@nhhungersolutions.org

C. List Board of Directors and Affiliations

<u>Name (Identify any additional role(s) in Parentheses)</u> E.g., John Doe (President)	<u>Affiliations</u>
Jennifer Alford-Teaster	Program Manager for Community Health at New London Hospital
Heidi Barker	UNH Extension Field Specialist, Health & Well-Being/Food Access
Joanne Burke- Chair	Nutrition & Food Systems Consultant, Retired UNH Professor Emerita
Raymond Burke -Secretary	Director, Energy & Utility Justice Project, Co-Director, Benefits Project, NH Legal Assistance
Cynthia Crutchfield	Retired Senior Associate Director, Recognition and Stewardship, Advancement Division, Dartmouth College
Jean De Dieu Kampayana	Supervisor Distribution & Operations-SDO: US Post Office
Sam Imlay	Associate Research Scientist, The College Board
John Manning	Retired CEO Southwestern Community Services
Terry Sturke - Treasurer	Project Manager, Riverbend Community Mental Health, Inc.

D. List Key Personnel (Resumes must be available upon request to the person(s) listed in section B or may be attached):

<u>Name</u>	<u>Role</u>	<u>Annual Salary</u>	<u>Amount Paid From This Contract</u>	

Laura Milliken	Executive Director	\$95,096	\$3,693	
Riona Corr, Deputy Director NHHS	Deputy Director	\$88,511	\$8,593	
Sarah Harpster	Community Engagement Director	\$70,000	\$37,109	
Kathryn Downey	Communications Coordinator	\$54,590	\$8,692	

DISCLOSURE OF LEGAL ACTIVITIES INVOLVING THE STATE OF NEW HAMPSHIRE OR ANOTHER GOVERNMENT ENTITY

E. Check one of the following:

- [X] The entity is **not currently or has not been** party to any legal proceeding involving the State of New Hampshire (or any agency or subdivision thereof) or any other state/federal government entity before any adjudicative body in any jurisdiction **OR**
 - [] The entity is or has been party to one or more legal proceedings as set forth above. Identify the jurisdiction, court or other adjudicative body, case number, and briefly describe the nature of the proceeding (Attached extra sheet if necessary).
-
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CHARITABLE TRUSTS UNIT COMPLIANCE CERTIFICATION

F. Check one of the following:

- [X] is registered and in good standing with the New Hampshire Department of Justice Charitable Trusts Unit (** see note below) **or** has submitted a complete application for registration to the Charitable Trusts Unit and is awaiting a registration determination **OR**
- [] is not required to register with the Charitable Trusts Unit because it is neither tax-exempt under section 501(c)(3) of the Internal Revenue Code nor engages in charitable solicitations in the State of New Hampshire **OR**
- [] is exempt from registration with the Charitable Trusts Unit because it is a federal or state government, agency, or subdivision or is a religious organization, an integrated auxiliary of a religious organization, or is a convention or association of churches.

**** Note:** Attached screen shot from the DOJ Registered Charities List found at:

<https://mm.nh.gov/files/uploads/doj/remote-docs/registered-charities.pdf>

G = Good Standing; X = Not in Good Standing; S = Suspended

Reg. No.	Charity Name	Address	City	State	Zip	Status	Report Due
12937	NH Foundation for Innovation	157 Chichester Road	Loudon	NH	03307	G	4/15/2026
35757	NH Frenzy Elite	16 Waterford Dr.	Sandown	NH	03873	G	5/15/2026
33977	NH Friends of NH Veterans	C/O 21 South Fruit Street, Suite 266	Concord	NH	03301	X	5/15/2025
12898	NH Funeral Resources Education & Advocacy	PO Box 456	Holderness	NH	03245	X	5/15/2023
10891	NH Future Business Leaders of America	921 Beauty Hill Road	Barnstead	NH	03218	G	11/15/2026
12241	NH Garrison PTA	50 Garrison Road	Dover	NH	03820	G	11/14/2026
2669	NH Germanic Association	c/o Christa Franke 325 Berry Road	New Durham	NH	03855	G	5/15/2026
32098	NH Girls Hockey Association	7 Thoreau Srive	Nashua	NH	03062	G	5/15/2026
14047	NH Golf Association	56 South State Street	Concord	NH	03301	G	5/15/2026
3613	NH Golf Course Superintendent's Association	PO Box 784	Auburn	NH	03032	G	5/15/2026
10324	NH Gospel Radio	10 Ferry Street, Suite 424	Concord	NH	03301	G	5/15/2026
34872	NH Grand Families, Inc.	489 Lear Hill Road	Newport	NH	03773	G	5/15/2026
18810	NH Grange Foundation	837 Bennett Way	Newmarket	NH	03857	G	11/15/2026
1656	NH Grange Trust	199 Shore Road PO Box 95	Denmark	ME	04022	G	2/15/2026
32267	NH Hands & Voices	PO Box 4	Stratham	NH	03885	X	5/15/2021
32006	NH Harm Reduction Coalition	1 Washington Street, Unit #3114	Dover	NH	03820	G	5/15/2026
11829	NH Health Information Organization Corporation	125 Airport Road	Concord	NH	03301	X	5/15/2019
33695	NH Healthy Climate	PO Box 426	Manchester	NH	03105	G	5/15/2026
30373	NH Helping Addicts	5 Franconia Drive	Nashua	NH	03060	X	5/15/2019
16383	NH High School Equestrian Teams	228 Shaker Rd	Concord	NH	03301	G	11/15/2025
6316	NH Higher Education Assistance Foundation	4 Barrell Court	Concord	NH	03301	X	2/15/2023
1991	NH Historical Society	30 Park Street	Concord	NH	03301	G	2/15/2027
3636	NH Homeschooling Coalition	PO Box 2224	Concord	NH	03302	S	6/15/2028
16375	NH Housing Authorities Corporation	62 Whittier Street	Dover	NH	03820	G	5/15/2026
2672	NH Humane Society	1305 Meredith Center Road	Laconia	NH	03246	G	5/15/2026
1221	NH Humanities Council, Inc.	117 Pleasant Street	Concord	NH	03301	G	3/15/2026
1840	NH Hunger Solutions, Inc.	100 North Main Street, Suite 400	Concord	NH	03301	G	5/15/2026
1658	NH Incredible Creativity Connection	PO Box 6186	Manchester	NH	03108	G	1/15/2026
12681	NH Institute of Art	148 Concord Street	Manchester	NH	03104	X	11/15/2020
14472	NH Interscholastic Athletic Association, Inc.	251 Clinton Street	Concord	NH	03301-8432	G	11/14/2026
15960	NH Jr. Wildcats	55L Green Road	Raymond	NH	03077	X	5/15/2021

FINANCIAL DISCLOSURES

G. Check one the following:

- [X] The organization hired an outside firm to audit its financial statements or to prepare GAAP-compliant financial statements for its most recently completed fiscal year. If so, please ensure that the financial statements and audit results are available to be requested from the contact listed on Page 1 (audited financials may be attached) **OR**
- [] The above does not apply, but the organization filed an IRS Form 990 or Form 990-EZ for its most recently completed fiscal year. Please attach that IRS Form 990 or Form 990-EZ to the submission. (Form 990 Schedule B is not required) **OR**
- [] *If neither of the above apply*, complete the Income Statement and Balance Sheet below with the following basic financial information from the organization’s most recently completed fiscal year:

1. INCOME STATEMENT

<u>Revenue</u>		<u>Expenses</u>	
<i>Grants</i>	\$	<i>Compensation of officers, directors, and key personnel</i>	\$
<i>Donations</i>	\$	<i>Other salaries & wages</i>	\$
<i>Program Services Revenue</i>	\$	<i>Payroll taxes & employee benefits</i>	\$
<i>Interest & Dividends</i>	\$	<i>Occupancy, rent, utilities, and insurance</i>	\$
<i>All other Revenue</i>	\$	<i>Printing, publications, postage, office supplies, and IT</i>	\$
<u>Total Revenue</u>	\$	<i>All other expenses</i>	\$
		<u>Total Expenses</u>	\$

2. BALANCE SHEET

<u>Assets</u>	
<i>Cash & Equivalents</i>	\$
<i>Investments</i>	\$
<i>Real Estate (less any depreciation)</i>	\$
<i>Other Property & Equipment (less any depreciation)</i>	\$
<i>Pledges, grants, accounts receivable</i>	\$
<i>All other assets</i>	\$
<u>Total Assets</u>	\$

<u>Liabilities</u>	
<i>Accounts Payable</i>	\$
<i>Loans Payable</i>	\$
<i>All other liabilities</i>	\$
<u>Total Liabilities</u>	\$



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lmilliken@nhhungersolutions.org
www.nhhungersolutions.org

NHHS Mission and Vision

Mission:

We advocate to end food insecurity, improve equitable access to nutritious food, and address hunger's root causes for all New Hampshire residents.

Vision:

Hunger is eliminated in New Hampshire



NH Hunger Solutions
Financial Statements
December 31, 2024 and 2023
and
Independent Accountant's Review Report

**NH Hunger Solutions
FINANCIAL STATEMENTS
December 31, 2024 and 2023**

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CERTIFIED PUBLIC ACCOUNTANTS
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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors of
NH Hunger Solutions

We have reviewed the accompanying financial statements of NH Hunger Solutions (a nonprofit organization), which comprise the statements of financial position as of December 31, 2024 and 2023, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibilities for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

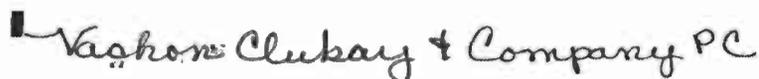
Accountant's Responsibility

Our responsibility is to conduct the review engagements in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of NH Hunger Solutions and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our reviews.

Accountant's Conclusion

Based on our reviews, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

A handwritten signature in cursive script that reads "Vachon Clukay & Company PC".

Manchester, New Hampshire
May 1, 2025

NH Hunger Solutions
Statements of Financial Position
 December 31, 2024 and 2023

(See Independent Accountant's Review Report)

	<u>2024</u>	<u>2023</u>
ASSETS		
CURRENT ASSETS:		
Cash	\$ 110,287	\$ 349,513
Investments	450,315	
Grants receivable	87,421	66,460
Contributions receivable	1,500	
TOTAL CURRENT ASSETS	<u>649,523</u>	<u>415,973</u>
TOTAL ASSETS	<u>\$ 649,523</u>	<u>\$ 415,973</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES:		
Accounts payable	\$ 8,885	\$ 1,015
Accrued expenses	15,449	20,044
TOTAL CURRENT LIABILITIES	<u>24,334</u>	<u>21,059</u>
TOTAL LIABILITIES	<u>24,334</u>	<u>21,059</u>
NET ASSETS:		
Without donor restrictions:		
Undesignated	345,174	314,029
With donor restrictions:		
Purpose restrictions	280,015	80,885
TOTAL NET ASSETS	<u>625,189</u>	<u>394,914</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 649,523</u>	<u>\$ 415,973</u>

See notes to financial statements

NH Hunger Solutions
Statements of Activities
For the Years Ended December 31, 2024 and 2023

(See Independent Accountant's Review Report)

	<u>2024</u>	<u>2023</u>
CHANGES IN NET ASSETS WITHOUT DONOR RESTRICTIONS:		
REVENUE AND SUPPORT:		
Grants	\$ 346,295	\$ 124,999
Contributions	54,170	43,833
Special events	48,866	10,475
Interest income	15,645	4,374
Other miscellaneous income	408	
Net assets released from donor restrictions	<u>439,849</u>	<u>485,611</u>
TOTAL REVENUE AND SUPPORT WITHOUT DONOR RESTRICTIONS	<u>905,233</u>	<u>669,292</u>
EXPENSES:		
Program services	745,393	618,385
Supporting services:		
Management and general	100,926	83,581
Fundraising	<u>27,769</u>	<u>19,895</u>
Total Supporting services	<u>128,695</u>	<u>103,476</u>
TOTAL EXPENSES	<u>874,088</u>	<u>721,861</u>
TOTAL INCREASE (DECREASE) IN NET ASSETS WITHOUT DONOR RESTRICTIONS	<u>31,145</u>	<u>(52,569)</u>
CHANGES IN NET ASSETS WITH DONOR RESTRICTIONS:		
Grants	638,979	444,970
Net assets released from donor restrictions	<u>(439,849)</u>	<u>(485,611)</u>
TOTAL INCREASE (DECREASE) IN NET ASSETS WITH DONOR RESTRICTIONS	<u>199,130</u>	<u>(40,641)</u>
CHANGE IN NET ASSETS	230,275	(93,210)
NET ASSETS - JANUARY 1	<u>394,914</u>	<u>488,124</u>
NET ASSETS - DECEMBER 31	<u>\$ 625,189</u>	<u>\$ 394,914</u>

See notes to financial statements

NH Hunger Solutions
Statements of Functional Expenses
For the Years Ended December 31, 2024 and 2023

(See Independent Accountant's Review Report)

2024					
	Program Services	Supporting Services		Total Supporting Services	Total Expenses 2024
		Management and General	Fundraising		
Salaries and Wages	\$ 416,075	\$ 75,103	\$ 24,000	\$ 99,103	\$ 515,178
Payroll Taxes and Fringe Benefits	45,148	8,403	2,700	11,103	56,251
Consultants	117,242			-	117,242
Professional Fees	23,194	5,214	536	5,750	28,944
Project Costs	69,134	276		276	69,410
Office Expenses	28,074	2,002	74	2,076	30,150
Travel and Meetings	42,270	7,207		7,207	49,477
Insurance		1,035		1,035	1,035
Phones	4,000	889		889	4,889
Memberships		746	100	846	846
Report Fees	256	51	359	410	666
	<u>\$ 745,393</u>	<u>\$ 100,926</u>	<u>\$ 27,769</u>	<u>\$ 128,695</u>	<u>\$ 874,088</u>

2023					
	Program Services	Supporting Services		Total Supporting Services	Total Expenses 2023
		Management and General	Fundraising		
Salaries and Wages	\$ 340,425	\$ 68,090	\$ 3,000	\$ 71,090	\$ 411,515
Payroll Taxes and Fringe Benefits	33,624	6,861		6,861	40,485
Consultants	116,894		15,338	15,338	132,232
Professional Fees	22,710	2,523	626	3,149	25,859
Project Costs	45,746	259		259	46,005
Office Expenses	30,294	244	361	605	30,899
Travel and Meetings	24,145	2,927		2,927	27,072
Insurance	525	1,004		1,004	1,529
Phones	3,585	565		565	4,150
Memberships	327	1,079	50	1,129	1,456
Report Fees	110	29	520	549	659
	<u>\$ 618,385</u>	<u>\$ 83,581</u>	<u>\$ 19,895</u>	<u>\$ 103,476</u>	<u>\$ 721,861</u>

See notes to financial statements

NH Hunger Solutions
Statements of Cash Flows
For the Years Ended December 31, 2024 and 2023

(See Independent Accountant's Review Report)

	<u>2024</u>	<u>2023</u>
CASH FLOWS FROM OPERATING ACTIVITIES:		
Change in net assets	\$ 230,275	\$ (93,210)
Adjustments to reconcile change in net assets to net cash provided (used) for operating activities:		
Realized and unrealized (gain) loss on investments	(4,315)	
Change in operating assets and liabilities:		
Grants receivable	(20,961)	56,677
Contributions receivable	(1,500)	
Accounts payable	7,870	1,015
Accrued expenses	(4,595)	9,078
Net cash provided (used) by operating activities	<u>206,774</u>	<u>(26,440)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Redemptions of investments	50,000	
Purchases of investments	(496,000)	
Net cash used for investing activities	<u>(446,000)</u>	<u>-</u>
Net increase (decrease) in cash and cash equivalents	(239,226)	(26,440)
CASH AND EQUIVALENTS - January 1	<u>349,513</u>	<u>375,953</u>
CASH AND EQUIVALENTS - December 31	<u>\$ 110,287</u>	<u>\$ 349,513</u>
SUPPLEMENTAL DISCLOSURES:		
Interest paid	<u>\$ -</u>	<u>\$ -</u>
Taxes paid	<u>\$ -</u>	<u>\$ -</u>

See notes to financial statements

NH Hunger Solutions
NOTES TO FINANCIAL STATEMENTS
December 31, 2024 and 2023

(See Independent Accountant's Review Report)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

NH Hunger Solutions (the "Organization") is a voluntary, not-for-profit corporation located in Concord, New Hampshire, incorporated under the laws of the State of New Hampshire (RSA 292) and organized exclusively for tax-exempt charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code. The Organization is not considered a private foundation within the meaning of Section 509(a). The Organization was formed in 1988 with the purpose of improving the lives of food insecure children.

The Organization's mission is to advocate to end food insecurity, improve equitable access to nutritious food, and address hunger's root causes for all New Hampshire residents. In order to achieve its mission and vision, the Organization focuses its program services on engaging in policy advocacy to close the gap between those eligible for and those enrolled in federal nutrition programs, working with organizations and communities to increase participation in school meal programs, increasing public awareness of the causes of and solutions to hunger in New Hampshire, and engaging in coalition building among existing and emerging food access councils and coalitions.

Accounting Policies

The accounting policies of the Organization conform to accounting principles generally accepted in the United States of America as applicable to nonprofit organizations except as indicated hereafter. The following is a summary of significant accounting policies.

Basis of Presentation

The financial statements have been prepared in accordance with the reporting pronouncements pertaining to Not-for-Profit Entities included within the FASB Accounting Standards Codification. The Organization is required to report information regarding its financial position and activities according to the following net asset classifications:

Net Assets without Donor Restrictions - Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. These net assets may be used at the discretion of the Organization's management and Board of Directors.

Net Assets with Donor Restrictions - Net assets subject to donor or certain grantor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. When a donor restriction is released, net assets with donor restrictions are reclassified to net assets without restrictions and reported in the statements of activities.

NH Hunger Solutions
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
December 31, 2024 and 2023

(See Independent Accountant's Review Report)

Basis of Accounting

The financial statements have been prepared on the accrual basis of accounting.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Cash and Equivalents

For the purpose of the statements of cash flows, cash consists of demand deposits at December 31, 2024 and 2023.

Investments

Investments, which consist of certificates of deposit held by local financial institutions, are reported at their fair values in the statements of financial position. Net investment return/(loss) is reported in the statements of activities and consists of interest income, less any external investment expenses.

Grants Receivable

Grants receivable are stated at the amount management expects to collect on outstanding balances. Amounts are considered by management to be fully collectible and no allowance for uncollectible accounts has been recorded. All grants receivable are expected to be collected within one year.

Contributions Receivable

Unconditional contributions that are expected to be collected within one year are recorded at net realizable value. Unconditional contributions that are expected to be collected in future years are initially recorded at fair value using present value techniques incorporating risk adjusted discount rates designed to reflect the assumptions market participants would use in pricing the asset. In subsequent years, amortization of the discount is included in contribution revenue in the statements of activities. All contributions receivable are expected to be collected within one year. The allowance for uncollectible contributions is based on historical experience, an assessment of economic conditions, and a review of subsequent collections. Contributions are written off when deemed uncollectable. Management has determined that no allowance is necessary.

Property and Equipment

The Organization's policy is to capitalize property and equipment with an expected useful life greater than one year and valued at \$2,000 or more, and to charge to operations the expenditures which do not extend the lives of related assets in the period incurred. The Organization has not identified any assets which meet its capitalization policy.

NH Hunger Solutions
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
December 31, 2024 and 2023

(See Independent Accountant's Review Report)

Paid Leave Time

Each full-time employee of the Organization who has worked more than 90 days will earn 201.5 hours of paid leave time per year at the rate of 7.75 hours per pay period. Up to 40 hours of unused time can be carried forward into the following year. Upon voluntary separation of employment for any reason, employees are entitled to payment for accrued and unused paid leave time as of the date of termination.

Part-time salaried employees will earn paid leave time on a pro-rated basis based on a 7.75 hours per 80 hours of work. An employee whose status changes from part-time to full-time will be credited paid leave hours previously at their part-time rate. Full-time benefits will only be earned beginning with full-time status.

Recognition of Contributions and Donor Restrictions

Contributions are recognized when the donor makes a promise to give to the Organization that is, in substance, unconditional. The Organization reports contributions restricted by donors as increases in net assets without donor restrictions if the restrictions expire (that is, when a stipulated time restriction ends or purpose restriction is accomplished) in the reporting period in which the revenue is recognized. All other donor restricted contributions are reported as increases in net assets with donor restrictions, depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

Revenue and Revenue Recognition

The Organization recognizes revenue from contributions, special events, and other income when cash is received or based on donor restrictions as described in the above.

The Organization also has revenue derived from cost-reimbursable grants, which are conditional upon certain performance requirements and/or incurrence of allowable qualifying expenses. Amounts received are recognized as revenue without donor restrictions when the Organization has incurred expenditures or completed performance requirements in compliance with the specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures or completing performance requirements are reported as revenue with donor restrictions and amounts not yet received, but already awarded are recorded as grants receivable. For grants with a right of return, amounts received prior to incurring qualifying expenditures are reported as advances from grantors in the statements of financial position.

Donated Services

The Organization benefits from volunteer time and effort. The value of these volunteer efforts, while critical to the success of its mission, is not reflected in the financial statements since it does not meet the criteria necessary for recognition according to generally accepted accounting principles.

NH Hunger Solutions
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
December 31, 2024 and 2023

(See Independent Accountant's Review Report)

Advertising Expenses

The Organization advertises primarily through publications and media. Advertising and promotion costs are expensed as incurred and were \$68,816 and \$35,471 for the years ended December 31 2024 and 2023, respectively.

Functional Allocation of Expenses

The costs of providing the program and supporting services have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among program services and supporting services benefited based on percentage allocations determined by the Organization's management. Payroll and expenses not directly attributable to a single function have been allocated to program and support services based upon management's best estimates of time and effort.

Fair Value of Financial Instruments

Cash, accounts receivable, accounts payable and accrued expenses are carried in the financial statements at amounts which approximate fair value due to the inherently short-term nature of the transactions. The fair values determined for financial instruments are estimates, which for certain accounts may differ significantly from the amounts that could be realized upon immediate liquidation.

Income Taxes

The Organization is exempt from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code and is also exempt from State of New Hampshire income taxes and, therefore, has made no provision for Federal or State income taxes. In addition, the Organization has been determined by the Internal Revenue Service not to be a "Private Foundation" within the meaning of Section 509(a) of the Code. The Organization is annually required to file a Return of Organization Exempt from Income Tax (Form 990) with the IRS. FASB Accounting Standards Codification Topic 740 entitled *Accounting for Income Taxes* requires the Organization to report uncertain tax positions for financial reporting purposes. The Organization had no uncertain tax positions as of December 31, 2024 and, accordingly does not have any unrecognized tax benefits that need to be recognized or disclosed in the financial statements.

NOTE 2 – LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

The Organization regularly monitors the availability of resources required to meet its operating needs and other contractual commitments, while also striving to maximize the investment of its available funds. The Organization's goal is generally to maintain financial assets to meet 60 days of operating expenses. For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Organization considers all expenditures related to its ongoing programs and activities as well as the conduct of services undertaken to support those activities to be general expenditures.

The following table reflects the Organization's financial assets as of December 31, 2024 and 2023, reduced by the amounts that are not available to meet general expenditures within one year of the statement of financial position date because of donor and other restrictions.

NH Hunger Solutions
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
 December 31, 2024 and 2023

(See Independent Accountant’s Review Report)

Financial assets available for general expenditure, reduced by donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise the following:

	<u>2024</u>	<u>2023</u>
Cash	\$ 110,287	\$ 349,513
Investments	450,315	
Grants receivable	87,421	66,460
Contributions receivable	<u>1,500</u>	
Total Financial assets	649,523	415,973
Less: Net assets with donor restrictions	<u>(280,015)</u>	<u>(80,885)</u>
Financial assets available to meet cash needs for general expenditures within one year	<u>\$ 369,508</u>	<u>\$ 335,088</u>

NOTE 3 – CONCENTRATION OF CREDIT RISK

The Organization maintains bank deposits at local financial institutions located in New Hampshire. The Organization’s demand deposits are insured by the Federal Deposit Insurance Corporation (FDIC) up to a total of \$250,000 per bank. As of December 31, 2023, all of the Organization’s deposits were covered by FDIC. As of December 31, 2024, deposits totaling \$128,804 were in excess of FDIC limits and uninsured and uncollateralized. However, to date, no losses have been experienced on any of these accounts.

NOTE 4 – INVESTMENTS

Fair Value Measurements

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction in the principal, or most advantageous, market at the measurement date under current market conditions regardless of whether that price is directly observable or estimated using another valuation technique. The Organization reports under the Fair Value Measurements pronouncements of the FASB Accounting Standards Codification (FASB ASC 820-10), which establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs of valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurement) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy are described below.

Level 1 – Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Organization has the ability to access at the measurement date.

Level 2 – Inputs to the valuation include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in markets that are not active;
- Inputs other than quoted prices that are observable for the asset or liability;
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

NH Hunger Solutions
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
 December 31, 2024 and 2023

(See Independent Accountant’s Review Report)

Level 3 – Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

In some cases, the inputs used to measure the fair value of an asset or a liability might be categorized within different levels of the fair value hierarchy. In those cases, the fair value measurement is categorized in its entirety in the same level of the fair value hierarchy as the lowest level input that is significant to the entire measurement. Assessing the significance of a particular input to entire measurement requires judgment, taking into account factors specific to the asset or liability. The categorization of an asset within the hierarchy is based upon the pricing transparency of the asset and does not necessarily correspond to the assessment of the quality, risk, or liquidity profile of the asset or liability.

All the Organization’s investments are in certificates of deposit held by local financial institutions. Certificates of deposit are valued by the custodians of the securities using pricing models based on time to maturity, stated interest rates, and market-rate assumptions, and are classified within Level 2.

The following tables set forth by level, within the fair value hierarchy, the Organization’s assets measured at fair value on a recurring basis, as of December 31, 2024:

	Assets at Fair Value as of December 31, 2024			
	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
Certificates of deposit		\$ 450,315		\$ 450,315
Total Assets at Fair Value	\$ -	\$ 450,315	\$ -	\$ 450,315

NOTE 5 – NET ASSETS WITH DONOR RESTRICTIONS

As of December 31, 2024 and 2023, net assets with donor restrictions are available for the following purposes:

	<u>2024</u>	<u>2023</u>
Hannaford CH Breakfast	\$ 194,627	
Hannaford Gift Cards	12,340	
Hannaford Pantry	40,000	
CHEF Hannaford	4,045	
DPHS CDC 2023-2022		\$ 17,781
Dartmouth Hitchcock	13,780	32,502
Eastman Foundation		13,722
Elliot Hospital	2,000	2,000
Miscellaneous Small Grants	11,720	1,000
Tillotson	1,503	13,880
	<u>\$ 280,015</u>	<u>\$ 80,885</u>

NOTE 6 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through May 1, 2025, the date when the financial statements were available to be issued.

Laura Milliken
Executive Director, NH Hunger Solutions
100 N. Main Street, Suite 400
Concord, NH 03301
603.731.8191

PROFESSIONAL EXPERIENCE:

NH Hunger Solutions, Executive Director, August 2020-present

Advocate at the local, state and federal levels to end food insecurity, improve equitable access to nutritious food, and address hunger's root causes for all New Hampshire residents. Fundraise and build partnerships and coalitions to support NHHS' organizational mission. Manage grants and budgets. Supervise employees and contractors. Provide administrative and operational support for NHHS Board of Directors. Lead public awareness campaign to end hunger in New Hampshire. Build support and connect food access coalitions across New Hampshire.

Spark NH Early Childhood Advisory Council, Director, 2011- 2020

Coordinated and led statewide, governor-appointed Early Childhood Advisory Council. Organized collective impact approach to improve and coordinate services for young children and their families. Successfully managed a complex structure of committees and task forces involving over 100 diverse stakeholders. Successfully raised over \$1,500,000 in grant funds. Responsible for creation of the first New Hampshire Comprehensive Strategic Plan for Early Childhood, grounded in engagement of stakeholders ranging from early childhood professionals and families to the Governor's office. Led public awareness campaign, including statewide events, over 100 public presentations, social media and press engagement. Led development of policy priorities and crafting of policy analysis white paper. Represented early childhood perspective on relevant committees including the Legislative Wellness and Primary Prevention Council and Lead Poisoning Prevention Stakeholder Group.

Legal Advice and Referral Center Contract Attorney, 2010- 2011

Counseled and advised low income clients telephonically in divorce, parenting, guardianship, termination of parental rights and other family law matters. Educated and empowered clients for *pro se* court appearances.

District Court Domestic Violence Coordinating Councils Coordinator, 1997 –1999,

Facilitated and provided technical support for interdisciplinary, diverse groups who came into contact with victims of domestic violence, including judges, attorneys, police, medical personnel, and social service providers. Helped Council to recommend and implement changes in infrastructure and policy. Helped draft legislation and testified in support in the New Hampshire Legislature. Assisted in planning statewide training conference.

New Hampshire Legal Assistance, Berlin, NH; Claremont, NH, Staff Attorney, 1992-1996

Represented indigent clients in civil matters in courts and before administrative agencies in matters involving domestic violence, child support, custody, housing, consumer protection, health and benefits. Strategized opposition to harmful child support and custody legislation. Conducted trainings for community groups on a variety of legal issues.

Riona A. Corr


LinkedIn: [Riona Corr LinkedIn](#)

Professional Summary

Dedicated professional with 14 years of extensive experience in public health programs and initiatives, specializing in policy and advocacy, maternal and child health, social determinants of health, child and adult nutrition. Proven track record of leadership in managing federal nutrition programs, advocating for policy change, and fostering community partnerships to address health disparities at any stage of life. Passion to reduce barriers to hunger, education, literacy and healthcare by upstream approaches reducing poverty.

Education

- Bachelor of Science in Nutrition and Dietetics, Minor in Science
Marywood University, College of Health and Human Services, Scranton, PA (May 2010)

Work Experience

Deputy Director

NH Hunger Solutions

July 2023-Present

- Served as Chief of Staff to the Executive Director and Board of Directors, overseeing staff onboarding and offboarding.
- Managed Child Nutrition programs, including the School Breakfast Challenge and increasing participation in federal nutrition programs.
- Worked with NH Schools in Community Eligibility Provision 1,2,3 Technical Assistance; including: Collaborating with NH Department of Education and Local Business Administrators and Food Service Directors.
- Led food access coalitions across New Hampshire and collaborated with local, state, and federal agencies to address gaps in nutrition programs.
- Implemented staff development and training initiatives, fostering a culture of teamwork and accountability.
- Advocated for policy change, reduced barriers to programs, and secured funding through development partnerships and sponsorships.
- Recruited and coached individuals to testify at legislative committees, contributing to efforts to end hunger in New Hampshire.

Director of WIC Services

Greater Seacoast Community Health, d.b.a. Goodwin Community Health Center

Strafford and Carroll Counties, NH (June 2016-Present)

- Responsible for overseeing WIC, BFPC, and CSFP grants, including daily operations, staffing, budgeting, and grant writing.
- Played an integral role in the leadership team, community networks, and safety committees.
- Managed primary care nutritionist services and coordinated clinic operations, inventory, and IT equipment.

Supervisor and Nutrition Coordinator

Goodwin Community Health, WIC Program, Somersworth, NH (October 2012-June 2016)

- Managed daily operations of WIC and CSFP programs, including staff training, workflow development, and scheduling.
- Oversaw IT equipment, inventory management, and clinic procedures while ensuring compliance with program guidelines.
- Provided referrals and in-services to local agencies, hospitals, and doctor's offices regarding WIC services.
- Facilitated department meetings, events, and training sessions, and supervised primary care and prenatal nutritionists.

Clinic Nutritionist

Southern New Hampshire Services, INC., WIC Clinic, Manchester, NH (November 2010-October 2012)

- Conducted nutrition assessments, counseling, and education for program participants.
- Collected and analyzed hematological and anthropometric data, ensuring accurate participant records.
- Provided customer service and referrals to community and state programs, promoting holistic wellness.

Skills

- Project Management
- Program Management
- Policy and Advocacy
- Staff Development
- Budgeting and Grant Writing
- Community Engagement
- Nutrition Counseling
- Data Analysis
- Communication and Collaboration
- Presenting and Facilitating
- Event Coordination

Sarah Harpster

PROFESSIONAL SUMMARY

Dedicated to fostering a healthy, vibrant community for all. Deeply connected within networks of nonprofit leaders, supporters, and stakeholders in southwestern NH and New England. Seeking opportunities to shape a thriving community through leadership, communication, financial resource development, team building, coaching, education, research, program development, stakeholder engagement, and advocacy for effective policies and programs.

ACCOMPLISHMENTS AND STRENGTHS

- Skilled at engaging stakeholders to generate collaborative solutions.
- Led a nonprofit through strategic planning, restructuring, pandemic recovery, and growth.
- Proficient in nonprofit financial management, including budgeting, grant oversight, and fundraising.
- Created a renowned regional gleaning program in NH.
- Trained and supervised organizers statewide in municipal energy efficiency assessments.
- Fluent in Spanish

RECENT PROFESSIONAL EXPERIENCE

Community Engagement Director – NH Hunger Solutions | Jan 2025-Present | Concord, NH

- Oversee and provide backbone support for the NH Food Access Coalition and nine regional food access coalitions, as well as emerging food access coalitions.
- Supervise consultants who are leading or co-leading food access coalitions.
- Serve on the NH Hunger Solutions Management Team, helping to oversee the work of the whole organization.
- Assist with grant writing and reporting.

Executive Director – The Community Kitchen | Jun 2022-Sep 2024 | Keene, NH

- Led strategic planning and organizational restructuring and hired, trained, and mentored staff.
- Strengthened Board functions, including recruitment, bylaws updates, and committee operations.
- Oversaw professionalization projects like handbook revisions, system upgrades, and volunteer management software exploration.
- Managed a \$1 million budget and expanded fundraising, including grants, events, and donor stewardship.
- Developed a mobile food pantry to serve unmet food access needs in rural areas of the Monadnock region.
- Ensured smooth operations amid organizational changes, including reopening dining services and addressing a post-pandemic surge in pantry needs.
- Drove staff culture change through strategic hiring, trauma-informed trainings, participation in the 21 Day Racial Equity Challenge, and hosting community lunches and events.

Hunger Solutions Advocacy Coordinator - The Community Kitchen | Mar 2021-Jun 2022 | Keene, NH

- Developed a new advocacy program for The Community Kitchen, engaging diverse community and food system leaders in policy and program initiatives to build food security.
- Led research and program development for a mobile food pantry and community-driven programs based on the 2021 Monadnock region food access analysis.
- Led the Development Committee, securing funding through grant writing, and maintaining relationships with key funders.

Gleaning and Outreach Coordinator - The Community Kitchen | Jul 2013-Mar 2021 | Keene, NH

- Connected farmers and volunteers to harvest surplus produce for local food charities.
- Created and secured funding for the Monadnock Harvest Bridge project, which froze local foods for food security and saved restaurant jobs during the pandemic.
- Raised community awareness, built relationships with producers, and advocated for sustainable hunger solutions.
- Supervised staff and volunteers in gleaning activities, research, education, and conference presentations

Community Organizer & Grant Coordinator - Monadnock ServiceLink | Feb 2011-Jun 2013 | Keene, NH

- Developed a network of providers and faith communities to support family caregivers.
- Produced a film highlighting caregiver stories to raise awareness and expand volunteer engagement.
- Organized meetings, wrote funder reports, and presented at the National American Society on Aging conference.

Cool Monadnock Programs Associate - Clean Air-Cool Planet | Jan 2008-Jan 2011 | Keene, NH

- Developed assessment tools and supervised graduate students in evaluating municipal energy efficiency across the Monadnock Region.
- Authored the Monadnock Energy and Climate Action Plan, used to measure municipal greenhouse gas emissions.
- Supported the statewide Municipal Energy Assistance Program under a grant from the Public Utilities Commission through the Regional Greenhouse Gas Initiative.

EDUCATION AND TRAINING

Antioch University New England | Master of Science in Environmental Advocacy | 2006-2008

Methodist Theological School in Ohio | Master of Divinity and Master of Theological Studies | 2000-2005

Colgate University | Bachelor of Arts in Anthropology and Latin American Studies | 1992-1996

PROFESSIONAL DEVELOPMENT AND NETWORKS

Leadership Monadnock • Wallace Center Food Systems Leaders Mentorship Program • Food Solutions New England Network Leadership Institute • Faith in Action Leadership Training • ServSafe • NH Public Health Association COVID19 Equity Task Force - Food Access Team • NH Food Alliance & Committees (Food Access Coalition, Climate Action Team, Racial Equity Team, NH Feeding NH) • Monadnock Farm and Community Coalition • Closing the Hunger Gap • Food Providers Network • Monadnock Understands Childhood Hunger • Greater Keene Homelessness Coalition • The Women's Collective • Kripalu Transformational Leadership Training • Yoga Teacher Certification at Sadhana Yoga School • Yoga Alliance

KATHRYN DOWNEY

WORK EXPERIENCE

Communications Coordinator, *NH Hunger Solutions January 2025-present, Concord, NH*

Manage social media platforms. Update and create content for social media and website. Assist in creating action alerts, emails to NHHS email lists, policy briefs, coalition updates and resource development. Track communications through data analytics. Assist in outreach and with administrative support.

Food Access Coordinator, *February 2024- January 2025, Northeast Organic Farmers Association, Concord, NH*

Maintained NOFA-NH Farm Share Program and continued to develop and grow the program. Created Farm Partner information booklet. Conducted outreach events. Created social media content creation, including photography, video, and audio materials. Assisted with grant applications, writing protocols and outreach materials. Networked with private institutions. Create educational infographics.

Assistant Manager, *May 2020- January 2025, Terra Basics, Chichester, NH*

Created and maintained 7 acres of agricultural space. Trained and supervised summer interns. Assisted with research, planning, landscaping, propagation, planting, and maintenance of growing spaces. Oversaw and coordinated the maintenance of crops to the national organic standards. Consulted with the Owner on product development and creation. Conducted direct sales and marketing. Assisted with social media content creation, including photography, video, and audio materials. Assisted with grant applications.

Program Assistant, *April 2023- January 2024, Merrimack County Conservation District, Concord, NH.*

Assisted in writing successful federal grants for public municipalities. Created and planted growing space for the New Hampshire Gleans Program. Checked, organized, and filed receipts. Researched and created Informational signage for the 2023 Plant Sale. Assisted in the creation, solicitation, editing, and distribution of the 2023 Local Food Guide. Created marketing materials for District educational programs. Updated the MCCD website.

EDUCATION

Masters of Science in Environmental Science, *STEM, PSM, August 2015- August 2017,*

Antioch University New England, Keene, NH Concentration in Environmental Education.

Research focused on Eco-literature and its use in creating pro-environmental behavior.

Bachelor of Science in Marine Biology, *August 2009- May 2012, Unity College, Unity, ME*

Dean's List and Awarded the Life-Long Learning Award for excellence in academic engagement

Certified PADI Open Water Diver. Tutored several GIS classes.

Associate of Arts in Visual Arts, *August 2006- May 2009, NHTI Concord's Community*

College, Concord, NH Dean's List and Phi Theta Kappa Honors Society.