



103- 7/29/26

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF THE COMMISSIONER

Lori A. Weaver
 Commissioner

Morissa S. Henn
 Deputy Commissioner

129 PLEASANT STREET, CONCORD, NH 03301-3857
 603-271-9200 1-800-852-3345 Ext. 9200
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July 9, 2026

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Office of the Commissioner, to accept and expend \$76,149 from the federal Department of Health and Human Services, Administration for Children and Families, Office of Head Start, to fund the State's Head Start Collaborative, effective upon Governor and Executive Council approval through February 28, 2027, and authorize the allocation of these funds in the account(s) below. 100% Federal Funds.

**05-95-045-451110-23370000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS
 DEPT, HHS: DIV ECONOMIC STABILITY, CHILD DEVELOPMENT, HEAD START STATE
 COLLABORATIVE**

Class/Object	Class Title	SFY 27 Budget	Increase (Decrease) Amount	Revised Budget
Revenue				
000-404460-16	Federal Funds	\$ 17,601	\$ 76,149	\$ 93,750
	General Funds	\$ -	\$ -	\$ -
Total Revenue:		\$ 17,601	\$ 76,149	\$ 93,750
Expense				
010-500100	Personal Services Perm	\$ -	\$ 42,140	\$ 42,140
020-500200	Current Expenses	\$ 5,127	\$ 4,727	\$ 400
026-500251	Organizational Dues	\$ -	\$ 600	\$ 600
030-500311	Equipment New Replacement	\$ -	\$ 900	\$ 900
041-500801	Audit Fund Set Aside	\$ 139	\$ (14)	\$ 125
060-500601	Benefits	\$ -	\$ 27,250	\$ 27,250
067-500557	Training of Providers	\$ -	\$ 3,000	\$ 3,000
070-500700	In State Travel Reimb	\$ 2,500	\$ -	\$ 2,500
080-500710	Out Of State Travel Reimb	\$ 9,835		\$ 9,835
102-500731	Contracts For Program Svcs	\$ -	\$ 7,000	\$ 7,000
Total Expense:		\$ 17,601	\$ 76,149	\$ 93,750

EXPLANATION

The Department of Health and Human Services requests to accept and expend the remaining Head Start Collaborative grant for State Fiscal Year 2027, which totals \$93,750. A portion of the grant was included in the SFY 2026-2027 budget; this request is to accept the remainder of the approved grant.

The Head Start Collaborative Office (HSCO) collaborates with local Head Start grantees to ensure that high-quality services are provided to eligible pregnant women and children, from birth through age five years, and their families, as well as fosters collaboration between Head Start and state and local programs and organizations serving or supporting young children and their families. Approval of this request enables support of childcare/Head Start program quality improvement initiatives to increase the health, safety and well-being of participating children and improve programs' ability to prepare children to be successful in school and in life.

Funds will be budgeted as follows:

Class 010 - PERSONAL SERVICES PERM CLASS - STAFF WAGES

Class 026 – ORGANIZATIONAL DUES - MEMBERSHIPS TO NATIONAL AND NE HEADSTART

Class 030 - EQUIPMENT NEW REPLACEMENT - SIT TO STAND DESKS FOR ADMIN

Class 060 - BENEFITS - STAFF BENEFITS

Class 067 – TRAINING OF PROVIDERS - TRAINING WITH NH HEADSTART PROGRAMS

Class 102 - CONTRACTS FOR PROGRAM SERVIC - CONSULTANT FOR FUTURE PLANNING

Source of Funds: Federal only.

In the event that the Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully Submitted,

 for:

Lori A. Weaver
Commissioner



Department of Health and Human Services
Administration for Children and Families

Notice of Award

Award# 01CD004092-05-01

FAIN# 01CD004092

Federal Award Date: 06/17/2026

Recipient Information

1. Recipient Name

NEW HAMPSHIRE DEPARTMENT OF HEALTH
& HUMAN SERVICES
129 Pleasant St
Concord, NH 03301-3852
[NO DATA]

2. Congressional District of Recipient
02

3. Payment System Identifier (ID)
1026000618B3

4. Employer Identification Number (EIN)
026000618

5. Data Universal Numbering System (DUNS)
011040545

6. Recipient's Unique Entity Identifier (UEI)
LA2HR1U97VC6

7. Project Director or Principal Investigator

Alexandra Amaral
HSCO Administrator
alexandra.amaral@dhhs.nh.gov
(603) 271-4759

8. Authorized Official

Mr. Jotham Spreeman
Administrator of Operations
jotham.c.spreeman@dhhs.nh.gov
603-271-1021

Federal Agency Information

ACF/OHS Region I Grants Office

9. Awarding Agency Contact Information

Johanna R Vaughn
Grants Management Specialist
Jody.Vaughn@acf.hhs.gov
215-861-4025

10. Program Official Contact Information

Ms. Heather L Wanderski
Program Operations Division Director
heather.wanderski@acf.hhs.gov
202-205-5923

Federal Award Information

11. Award Number

01CD004092-05-01

12. Unique Federal Award Identification Number (FAIN)

01CD004092

13. Statutory Authority

42 USC 9801 ET SEQ

14. Federal Award Project Title

New Hampshire Head Start Collaboration Office

15. Assistance Listing Number

93.600

16. Assistance Listing Program Title

Head Start

17. Award Action Type

Supplement

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date 07/01/2025 - **End Date** 02/28/2027

20. Total Amount of Federal Funds Obligated by this Action \$93,750.00

20a. Direct Cost Amount \$93,750.00

20b. Indirect Cost Amount \$0.00

21. Authorized Carryover \$0.00

22. Offset \$0.00

23. Total Amount of Federal Funds Obligated this budget period \$125,000.00

24. Total Approved Cost Sharing or Matching, where applicable \$56,928.00

25. Total Federal and Non-Federal Approved this Budget Period \$275,678.00

26. Period of Performance Start Date 07/01/2021 - **End Date** 02/28/2027

**27. Total Amount of the Federal Award including Approved
Cost Sharing or Matching this Period of Performance** \$965,484.00

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Ms. Bridget Shea Westfall
Supervisory Grants Management Specialist

30. Remarks



Department of Health and Human Services

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129 Pleasant St
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[NO DATA]

Congressional District of Recipient

02

Payment Account Number and Type

1026000618B3

Employer Identification Number (EIN) Data

026000618

Universal Numbering System (DUNS)

011040545

Recipient's Unique Entity Identifier (UEI)

LA2HR1U97VC6

31. Assistance Type

Discretionary Grant

32. Type of Award

Service

33. Approved Budget

(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only

II. Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$105,964.00
b. Fringe Benefits	\$64,406.00
c. Total Personnel Costs	\$170,370.00
d. Equipment	\$0.00
e. Supplies	\$2,100.00
f. Travel	\$21,835.00
g. Construction	\$0.00
h. Other	\$17,445.00
i. Contractual	\$7,000.00
j. TOTAL DIRECT COSTS	\$218,750.00
k. INDIRECT COSTS	\$0.00
l. TOTAL APPROVED BUDGET	\$218,750.00
m. Federal Share	\$218,750.00
n. Non-Federal Share	\$56,928.00

34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	ASSISTANCE LISTING	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
6-G994122	01CD00409205	ACFOHS	41.51	93.600	\$93,750.00	75-26-1536



35. Terms And Conditions

Terms and Conditions

1. STANDARD TERMS

This award is subject to the requirements listed in the terms and conditions. The use of Federal funds from this award constitutes the grantee's acceptance of the listed terms and conditions. The electronic copy of Award Terms and Conditions to support this program can be found on the website at:

<https://acf.gov/grants/manage-grant/grant-award/award-terms>

AWARD CONDITIONS

Required Alignment with ACF Vision, Mission, Values, Priorities and Guiding Principles

The recipient of this award must implement any funds awarded under this NOA to effectuate program goals or agency priorities in accordance with the ACF's vision, mission, values, priorities, & guiding principles (<https://acf.gov/about/acf-vision-mission-values>) when authorized. Funded activities must advance ACF's vision of resilient, safe, healthy, and economically secure children, youth, families, and communities, and support ACF's mission to foster health and well-being through effective, accountable, and compassionate human services when awarded in any programs that authorize these priorities.

Consistent with ACF's values, in carrying out any project that is funded under this NOA, the recipient is required to adhere to the following principle:

Program Integrity and Fiscal Stewardship: Administer funds in accordance with all applicable federal statutes, regulations, and award conditions; maintain strong internal controls; and prevent waste, fraud, and abuse.

The recipient is also required to adhere to the following principles when consistent with the authority and scope of the award and its activities:

1. Evidence-Based and Outcome-Focused Practices: Design and deliver services using evidence-based or evidence-informed approaches, establish measurable performance goals, and use data to monitor outcomes and drive continuous improvement.

2. Partnership and Local Leadership: Coordinate with state, tribal, territorial, local, and community partners, as appropriate, and tailor services to meet community-identified needs while respecting local decision-making authority.

In addition, in keeping with ACF's priorities, the recipient must administer any project that is awarded under this NOA in accordance with the following objectives when consistent with the scope of the award and its activities in programs that are authorized to advance them:

3. Family Stability and Child Well-Being: Strengthen families, promote safe and stable home environments, and improve outcomes for children and youth through prevention-focused and developmentally appropriate services.

4. Work, Self-Sufficiency, and Economic Mobility: Support pathways to employment, job retention, and economic independence for individuals and families, including through workforce development, education, and supportive services.



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5. High-Quality Early Care and Learning: Where applicable, invest in high-quality early childhood programs that support school readiness, healthy development, and long-term success.

The recipient must demonstrate ongoing compliance with these values and priorities, in all programs that are authorized to advance them, through program design, implementation, reporting, and evaluation. Failure to meaningfully align funded activities with the applicable requirements may result in corrective action, additional reporting requirements, or other enforcement actions consistent with federal grant regulations found at 2 C.F.R. Part 200 and the terms and conditions of this award.

2. SUPPLEMENTAL TERMS and CONDITIONS

Federal awards are subject to legally binding requirements called terms and conditions (T&Cs). The Award Terms and Conditions apply to all discretionary programs: <https://www.acf.hhs.gov/grants/manage-grant/grant-award#terms>. These Supplemental Terms and Conditions are additional requirements applicable to the program named below.

The recipient must actively manage its award and adhere to all applicable requirements. For more information about grants management activities and resources for recipients throughout the award lifecycle, see Managing Your ACF Grant Award at <https://www.acf.hhs.gov/grants/manage-grant>

Administration for Children and Families

Office of Head Start

Head Start

Assistance Listing No. [93.600](#)

APPLICABLE LEGISLATION, STATUTE, REGULATIONS

1. The administration of this program is authorized under the Head Start Act, as amended by the Improving Head Start for School Readiness Act of 2007, Public Law 110-134 at <https://headstart.gov/policy/head-start-act>

2. The program is codified at 42 U.S.C. 9801 et seq at <https://headstart.gov/policy/head-start-act>

3. Implementing program regulations are published as the Head Start Program Performance Standards at 45 CFR Parts 1301 to 1305, <https://headstart.gov/policy/45-cfr-chap-xiii>. Additional program guidance is located on Head Start.gov, <https://headstart.gov/>. Recipients must act in compliance with the Program Instructions and Information Memoranda. For full text, go to <https://headstart.gov/policy/pi> and <https://headstart.gov/policy/im>

COST SHARING OR MATCHING (NON-FEDERAL SHARE) OF PROGRAM FUNDING

4. Recipients are required to meet a non-federal share of the project cost, in accordance with Section 640(b) of the Head Start Act, [42 U.S.C. § 9835\(b\)](#). Recipients must provide at least 20 percent of the total approved cost of the project. The total approved cost of the project is the sum of the ACF (federal) share and the non-federal share. The non-federal share may be met by cash or in-kind contributions. Any shared costs or matching funds and all contributions, including cash and thirdparty in-kind contributions, must be accepted as part of the recipient's cost-sharing or matching when such contributions meet all



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criteria listed in [2 CFR § 200.306](#).

a. The responsible HHS official may approve a waiver of all or a portion of the non-federal match requirement based on a recipient's written application submitted for the budget period and any supporting evidence the responsible HHS official requires. In deciding whether to grant a waiver, the responsible HHS official will consider the circumstances specified at section 640(b) of the Act and whether the recipient made a reasonable effort to comply with the non-federal match requirement.

FINANCIAL REPORTING

5. The OMB approved Financial Reporting form for this program is the Federal Financial Reports (SF425). This form must be submitted in the Payment Management System (PMS) as described in ACFPI-OHS-24-01: <https://headstart.gov/policy/pi/acf-pi-ohs-24-01>.

a. PMS SF-425 Information: <https://pms.psc.gov/grant-recipients/ffr-updates.html>

b. For support using PMS, contact your PMS Liaison Accountant: <https://pms.psc.gov/findpms-liaison-accountant.html>

c. Post-Award Reporting Forms and Instructions: <https://www.grants.gov/forms/forms-repository/post-award-reporting-forms>

6. Obligation Deadline: Funds must be obligated within the budget period established by the Notice of Award (NoA) on Line 19. If funds cannot be obligated within the established budget period, recipients may apply to carryover the balance or for a no-cost extension, as applicable, in Head Start Enterprise System (HSES) applications. Applications for a carryover balance should be initiated once the actual unobligated balance is known (generally during the period allowed for preparation and submission of the annual Federal Financial Report). Applications for a no-cost extension must be submitted at least 10 calendar days before the end of the period of performance of the award.

PROGRAM REPORTING

7. The OMB approved Program Report form for this program is the Head Start Program Information Report (PIR, OMB Control No. 0970-0427). All grant recipients and sub-recipients are required to submit a PIR for Head Start and Early Head Start programs annually. PIR submissions are only accepted electronically using the Head Start Enterprise System (HSES).

a. PIR guidance, reference materials, change highlights and frequently asked questions are available at: <https://headstart.gov/program-data/article/program-information-report-pir>.

b. For assistance and/or support contact the HSES help desk at help@hsesinfo.org

PROPERTY REPORTING

8. This award is subject to the Property Reporting.

The OMB approved property reporting is the following:

a. Real Property Reports (SF-429s). The SF-429 Real Property forms are applicable to this program and must be submitted as described in ACF-PI-HS-17-03: <https://headstart.gov/policy/pi/acf-pi-hs-17-03>.

i. For assistance accessing the SF-429: <https://stage-home.grantsolutions.gov/home/recipientoldc->



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training-resources/ ii. For assistance completing the SF-429s, please contact OGMRealProperty429@acf.hhs.gov

ii. For assistance completing the SF-429s, please contact OGMRealProperty429@acf.hhs.gov

b. Tangible Property Report (SF-428s). The SF-428-B Tangible Personal Property Report -Final Report must be submitted as described in ACF-PI-OHS-24-01: <https://headstart.gov/policy/pi/acf-pi-ohs-24-01>. The SF-428-C Tangible Personal Property Report – Disposition Request/Report must be submitted as described in the Tangible Personal Property Guidance: <https://www.acf.hhs.gov/grants/manage-grant/property/tangible-property>

i. The fillable SF-428 forms must be completed and uploaded in the Grant Notes section of GS. The Category Type of the Grant Note is Tangible Personal Property Report (SF-428).

ii. Downloadable version of fillable SF-428: <https://www.grants.gov/forms/formsrepository/post-award-reporting-forms>

iii. GS User Guide: Grant Notes: Microsoft Word - User Guide Recipient Grants List and Details GRANTS LIST .docx (grantsolutions.gov) and Quick Sheet: Grant Notes (grantsolutions.gov)

EFFECTIVE PERIOD

9. These program-specific Supplemental Terms and Conditions are effective on the date shown in the margin at the bottom of the page and will remain in effect until updated. They will be updated and reissued only as needed whenever a new program-specific statute, regulation or other requirement is enacted or whenever any of the applicable existing Federal statutes, regulations, policies, procedures or restrictions is amended, revised, altered, or repealed

POINTS OF CONTACT

10. Points of contact for additional information or questions concerning either the operation of the program or related financial matters can be found in the Head Start Enterprise System (HSES).

UNIQUE ENTITY IDENTIFIER (UEI) NOTICE

11. All applicants and recipients must have an active System for Award Management (SAM) registration and UEI issued. ACF recommends that organizations start the renewal process at least 30 days prior to expiration to avoid delays in federal funding. Entities can search for help at Federal Service Desk (FSD) any time or request help from an FSD agent Monday–Friday 8 a.m. to 8 p.m. ET at https://www.fsd.gov/gsafsd_sp This award is subject to requirements as set forth in 2 CFR 25.110

AWARD ATTACHMENTS

NEW HAMPSHIRE DEPARTMENT OF HEALTH & HUMAN SERVICES

01CD004092-05-01

1. Remarks

30. REMARKS (Continued from previous page)

This action extends the budget and project periods to February 28, 2027 and awards supplemental funds in the amount of \$93,750 for the completion of approved activities.

NH HeadStart Collaboration

	01CD004092-05-00	01CD004092-05-01	TOTAL
Award Ending 2/28/2027	125,000	93,750	218,750
Expended Through 6/30/2026	<u>(103,164)</u>	<u>-</u>	<u>(103,164)</u>
Available Award Balance	21,836	93,750	115,586
Less: SFY 27 Appropriations		17,601	17,601
Available To Accept			<u>97,985</u>
Amount Requested This Action			<u>76,149</u>

SFY 2 Appropriations:

10-045-4511-23370000	2027 Budget	Balance Fowarded	Total	This Action	Revised Budget
			-		-
Revenue	17,601	-	17,601	76,149	93,750
Expense	17,601	-	17,601	76,149	93,750