STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

OFFICE OF HEALTH ACCESS

Lori A. Weaver
Commissioner

Reuben T. Hampton
Director

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August 10, 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, Office of Health Access, to enter into a **Sole Source** amendment to an existing contract with Ascentria Community Services, Inc. (VC#222201), Concord, NH to continue to provide the coordination of the Refugee Initial Domestic Medical Examinations to individuals who are eligible for services through the Office of Refugee Resettlement, by exercising a contract renewal option by increasing the price limitation by $40,000 from $1,288,513 to $1,328,513 and extending the completion date from September 30, 2026 to September 30, 2027, effective October 1, 2026, upon Governor and Council approval. 100% Federal Funds.

The original contract was approved by Governor and Council on June 26, 2024, item #62, and amended on June 25, 2025, item #193.

Funds are available in the following accounts for State Fiscal Year 2027, and are anticipated to be available in State Fiscal Year 2028, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

See attached fiscal details.

EXPLANATION

This request is **Sole Source** because MOP 150 requires all amendments to agreements originally approved as sole source to be identified as sole source. The Contractor is one (1) of two (2) qualified providers that has an agreement with the United States Department of State to resettle families via the U.S. Refugee Program and has access to refugee demographic information necessary to perform these services. Through the federal contract, the Contractor develops and implements an integration plan for each refugee arriving in New Hampshire. The Contractor also possesses the cultural and linguistic expertise needed to serve the various refugee populations.

The purpose of this request is to exercise a contract renewal option to continue coordination of the Refugee Initial Domestic Medical Examination for newly arrived individuals who are eligible for services through the Office of Refugee Resettlement. The Contractor will continue to coordinate and schedule comprehensive medical examinations, including laboratory testing, immunizations, and referrals for specialty care when needed. These services ensure that new arrivals receive required health screenings, identify and address medical conditions early, and establish connections to ongoing healthcare. Completion of the Domestic Medical Examination supports successful resettlement by addressing health conditions that may otherwise delay employment, education, and community integration. It also protects public health by ensuring communicable diseases and other health concerns are identified and treated promptly.

Approximately 125 individuals will be served annually.

This amendment is limited to coordination of the Domestic Medical Examination and follow-up referrals for conditions identified during the examination within the first 90 days after arrival. These coordination services are especially important in New Hampshire, where limited public transportation, long travel distances to primary and specialty care providers, and language and cultural barriers make it difficult for newly arrived refugees to independently navigate the healthcare system. Continued Domestic Medical Examination coordination helps ensure timely completion of required medical services and access to appropriate follow-up care.

The Department will monitor services by reviewing programmatic reports, performing in-person agency monitoring and conducting file reviews to ensure the Contractor provides the required services.

As referenced in Exhibit A of the original agreement, the parties have the option to extend the agreement for up to three (3) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and Governor and Council approval. The Department is exercising its option to renew services for one (1) of the three (3) years available.

Should the Governor and Council not authorize this request the Office of Refugee Resettlement eligible individuals resettled in the State will not have access to foundational case management for Domestic Medical Exams that impact their ability to become self-sufficient and achieve sustained social and economic wellbeing.

Area served: Statewide.

Source of Federal Funds: Assistance Listing Number #93.566 FAIN #2601NHRCMA.

Respectfully submitted,

For:

Lori A. Weaver
Commissioner

DEPARTMENT OF HEALTH AND HUMAN SERVICES

FISCAL DETAILS SHEET

SS-2025-OHE-01-TARGE-01-AO2

05-95-95-950010-72090000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS, HHS:COMMISSIONERS OFFICE, OFFICE OF THE COMMISSIONER, REFUGEE SERVICES

100% Federal Funds

CASE COORDINATION 7/1/24 - 9/30/27 **Vendor #222201**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decreased) Amount	Amount
2025	102-500731	Contracts for Prog Svc	95070016	$45,000.00	$0.00	$45,000.00
2026	102-500731	Contracts for Prog Svc	95070016	$15,000.00	$0.00	$15,000.00
2027	102-500731	Contracts for Prog Svc	95070016	$0.00	$30,000.00	$30,000.00
2028	102-500731	Contracts for Prog Svc	95070016	$0.00	$10,000.00	$10,000.00
		Sub Total		$60,000.00	$40,000.00	$100,000.00

AFGHAN HEALTH PROMOTION 10/1/24 - 9/30/26 **Vendor #222201**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decreased) Amount	Amount
2025	102-500731	Contracts for Prog Svc	95072313	$27,126.00	$0.00	$27,126.00
2026	102-500731	Contracts for Prog Svc	95072313	$46,832.00	$0.00	$46,832.00
2027	102-500731	Contracts for Prog Svc	95072313	$9,448.00	$0.00	$9,448.00
		Sub Total		$83,406.00	$0.00	$83,406.00

REFUGEE HEALTH PROMOTION 10/1/24 - 9/30/25 **Vendor #222201**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decreased) Amount	Amount
2025	102-500731	Contracts for Prog Svc	95072303	$2,042.00	$0.00	$2,042.00
2026	102-500731	Contracts for Prog Svc	95072303	$681.00	$0.00	$681.00
		Sub Total		$2,723.00	$0.00	$2,723.00

ALL POPULATIONS HEALTH PROMO (UKR HP FUNDS) 10/1/24-9/30/26 **Vendor #222201**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decreased) Amount	Amount
2025	102-500731	Contracts for Prog Svc	95072323	$49,411.00	$0.00	$49,411.00
2026	102-500731	Contracts for Prog Svc	95072323	$33,272.00	$0.00	$33,272.00
2027	102-500731	Contracts for Prog Svc	95072323	$4,200.00	$0.00	$4,200.00
		Sub Total		$86,883.00	$0.00	$86,883.00

REFUGEE HEALTH PROMOTION 10/1/24 - 9/30/26 **Vendor #222201**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decreased) Amount	Amount
2025	102-500731	Contracts for Prog Svc	95072403	$46,875.00	$0.00	$46,875.00
2026	102-500731	Contracts for Prog Svc	95072403	$62,500.00	$0.00	$62,500.00
2027	102-500731	Contracts for Prog Svc	95072403	$15,625.00	$0.00	$15,625.00
		Sub Total		$125,000.00	$0.00	$125,000.00

REFUGEE SCHOOL IMPACT 10/1/24 - 9/3026 **Vendor #222201**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decreased) Amount	Amount
2025	102-500731	Contracts for Prog Svc	95072402	$52,500.00	$0.00	$52,500.00
2026	102-500731	Contracts for Prog Svc	95072402	$101,305.00	$0.00	$101,305.00
2027	102-500731	Contracts for Prog Svc	95072402	$25,325.00	$0.00	$25,325.00
		Sub Total		$179,130.00	$0.00	$179,130.00

AFGHAN SOCIAL SERVICES 10/1/24 - 9/30/26 **Vendor #222201**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decreased) Amount	Amount
2025	102-500731	Contracts for Prog Svc	95072311	$176,185.00	$0.00	$176,185.00
2026	102-500731	Contracts for Prog Svc	95072311	$208,548.00	$0.00	$208,548.00
2027	102-500731	Contracts for Prog Svc	95072311	$37,455.00	$0.00	$37,455.00
		Sub Total		$422,188.00	$0.00	$422,188.00

UKRAINE SOCIAL SERVICES 10/1/24 - 9/30/26 **Vendor #222201**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decreased) Amount	Current Amount
2025	102-500731	Contracts for Prog Svc	95072321	$79,576.00	$0.00	$79,576.00

2026	102-500731	Contracts for Prog Svc	95072321	$76,190.00	$0.00	$76,190.00
2027	102-500731	Contracts for Prog Svc	95072321	$12,418.00	$0.00	$12,418.00
		Sub Total		$168,184.00	$0.00	$168,184.00

Ukraine School Impact 07/1/25 to 09/30/26 **Vendor #222201**

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increase (Decreased) Amount	Amount
2026	102-500731	Contracts for Prog Svc	95072322	$128,799.00	$0.00	$128,799.00
2027	102-500731	Contracts for Prog Svc	95072322	$32,200.00	$0.00	$32,200.00
		Sub Total		$160,999.00	$0.00	$160,999.00

Overall Total	**$1,288,513.00**	**$40,000.00**	**$1,328,513.00**

State of New Hampshire
Department of Health and Human Services
Amendment #2

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

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 26, 2024 (Item #62), as amended on June 25, 2025 (Item #193), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended 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:

   September 30, 2027

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

   $1,328,513

3. Modify Exhibit A - Revisions to Standard Provisions, by adding Subsection 1.4., to read:

   1.4 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.

4. Modify Exhibit B, Scope of Services, by replacing it in its entirety with Exhibit B – Amendment #2, Scope of Services, which is attached hereto and incorporated by reference herein.

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

   1. This Agreement is funded by:

      1.1. 100% Federal Funds

         1.1.1. 5% Federal funds, OOR Refugee Case & Medical Assistance (Coordination of DME), as awarded on November 8, 2023 by the DHHS Administration for Children and Families, ALN #93.566, FAIN #2401NHRCMA-00.

         1.1.2. 3% Federal funds, Refugee Support Services and Set Asides (FFY23 Afghan RHP), as awarded on July 6, 2023, by the DHHS Administration for Children and Families, ALN #93.566, FAIN #2301-NHRSSS-06.

         1.1.3. 4% Federal funds, Refugee Support Services and Set Asides (FFY23 Afghan RHP), as awarded on November 30,2022, by the DHHS Administration for Children and Families, ALN #93.556, FAIN #2301-NHRSSS-02.

1.1.4. 1% Federal funds, Refugee Support Services and Set Asides (FFY23 RHP Supplement), as awarded on May 12, 2023, by the DHHS Administration for Children and Families, ALN #93.566, FAIN #2301NHRSSS-00.

1.1.5. 5% Federal funds, Refugee Support Services and Set Asides (FFY23 UKR RHP) as awarded on May 12, 2023, by the DHHS Administration for Children and Families, ALN #93.566, FAIN #2301NHRSSS-05.

1.1.6. 2% Federal funds, Refugee Support Services and Set Asides (FFY23 UKR RHP), as awarded on November 3, 2022, by the DHHS Administration for Children and Families, ALN #93.566, FAIN #2301NHRSSS-00.

1.1.7. 10% Federal funds, Refugee Support Services and Set Asides (FFY24 Refugee Health Promotion), as awarded on November 16, 2023, by the DHHS Administration for Children and Families, ALN #93.566, FAIN #2401NHRSSS-01.

1.1.8. 11% Federal funds, Refugee Support Services and Set Asides (FFY24 Refugee School Impact), as awarded on November 16, 2023, by the DHHS Administration for Children and Families, ALN #93.566, FAIN #2401NHRSSS-01.

1.1.9. 3% Federal funds, Refugee Support Services and Set Asides (FFY24 Refugee School Impact), as awarded on May 12, 2023, by the DHHS Administration for Children and Families, ALN #93.566, FAIN #2301NHRSSS-05.

1.1.10. 17% Federal funds, Refugee Support Services and Set Asides (Afghan Base), as awarded on July 6, 2023, by the DHHS, Administration of Children and Families. ALN #93.556, FAIN #2301NHRSSS-06.

1.1.11. 13% Federal funds, Refugee Support Services and Set Asides (Afghan Base), as awarded on November 20, 2022, by the DHHS, Administration for Children and Families. ALN #93.566, FAIN #2301NHRSSS-06.

1.1.12. 7% Federal funds, Refugee Support Services and Set Asides (Ukraine Base), as awarded on July 6, 2023, by the DHHS Administration for Children and Families, ALN, #93.556, FAIN #2301NHRSSS-06.

1.1.13. 3% Federal funds, Refugee Support Services and Set Asides (Ukraine Base), as awarded on November 20, 2022, by the DHHS Administration for Children and Families, ALN #93.566, FAIN #2301NHRSSS-08.

1.1.14. 1% Federal funds, Refugee Support Services and Set Asides (Ukraine Base), as awarded on September 27, 2023, by the DHHS Administration for Children and Families, ALN #93.566, FAIN #2301NHRSSS-05.

1.1.15. 12% Federal funds, Refugee Support Services and Set Asides (Ukraine School Impact), as awarded on May 12, 2023, by the DHHS Administration for Children and Families, ALN #93.566, FAIN #2301NHRSSS-05.

1.1.16. 3% Federal funds, Refugee Support Services and Set Asides (ORR Refugee Case and Medical Assistance), as awarded on November 13, 2025, by the DHHS Administration for Children and Families, ALN #93.566, FAIN #2601NHRCMA-00.

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

   4. Payment shall be on a cost reimbursement basis for actual expenditures incurred in the fulfillment of this Agreement and shall be in accordance with the approved line items, as specified in Exhibit C-1, Budget, through Exhibit C-10 Budget, Amendment #2.

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7. Add Exhibit C-10, Budget – Amendment #2, which is attached hereto and incorporated by reference herein.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective October 1, 2026 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

Signed by:
Reuben Hampton
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8/14/2026

Date

Name: Reuben Hampton
Title: Director, Office of Health Access

Ascentria Community Services, Inc.

Signed by:
Angela Bovill
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8/12/2026

Date

Name: Angela Bovill
Title: President/CEO

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

OFFICE OF THE ATTORNEY GENERAL

DocuSigned by:

Robyn Guarino

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8/14/2026

Date

Name: Robyn Guarino

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: ________________ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

EXHIBIT B – Amendment #2

Scope of Services

1. **Statement of Work**

 1.1. The Contractor must provide Targeted Refugee Services to Office of Refugee Resettlement (ORR)-eligible individuals in this Agreement by providing coordination related to the Domestic Medical Exam (DME).

 1.2. For purposes of this Agreement, all references to days means business days, excluding state and federal holidays.

 1.3. For the purposes of this Agreement, all references to business hours mean Monday through Friday from 8am to 4pm.

 1.4. The Contractor must provide coordination related to the Refugee Initial Domestic Medical Examination (DME) for ORR-eligible individuals (herein after, individuals) arriving to New Hampshire, including, but not limited to:

  1.4.1. Reviewing and retaining a copy of each individual's I-94 Form, Asylee Grant Letter, and/or other available documents to determine eligibility.

  1.4.2. Providing all available overseas and/or other available medical records for each individual, in a timely manner, to the health provider performing the DME prior to the initial scheduled appointment(s).

  1.4.3. Explaining the purpose and benefits of the DME to ensure each individual understands:

   1.4.3.1. The reason for each examination component; and

   1.4.3.2. The assistance to be provided throughout the process.

  1.4.4. Scheduling DMEs at the earliest possible date after arrival, but no later than within ninety (90) days of the individual's ORR determined service eligibility date for:

   1.4.4.1. 100% of individuals with refugee status; and

   1.4.4.2. 100% of ORR-eligible individuals other than refugees, who desire coordination related to the DME.

  1.4.5. Scheduling all appointments that are in support of a comprehensive DME, including, but not limited to:

   1.4.5.1. Laboratory work.

   1.4.5.2. Tuberculosis testing.

   1.4.5.3. Screenings for:

    1.4.5.3.1. Lead;

    1.4.5.3.2. Mental health; and

    1.4.5.3.3. Other screenings as applicable.

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1.4.5.4. Immunizations.

1.4.5.5. Physical examinations.

1.4.6. Scheduling each discrete first follow-up appointment resulting from the DME, that will occur within ninety (90) days of service eligibility or earlier as referenced in 1.4.4., above.

1.4.7. Ensuring access to, coordinating referrals for and scheduling any other needed first appointment follow-up care, within ninety (90) days of service eligibility, including, but not limited to:

1.4.7.1. Specialty healthcare.

1.4.7.2. Mental health services.

1.4.7.3. Dental services.

1.4.7.4. Emergency care.

1.4.8. Ensuring prescription medications are picked up and that dosage instructions are understood by the individual.

1.4.9. Working with providers to ensure they understand and address the communication access needs of the individuals.

1.4.9.1. If providers do not provide communication access, the Contractor must notify the Managed Care Organization and/or Medicaid, as appropriate, and the Department within twenty-four (24) hours.

1.4.10. Ensuring transportation is provided to each DME and any follow-up appointment according to the following prioritization:

1.4.10.1. Contractor-provided transportation;

1.4.10.2. Arranging volunteer-provided transportation; and

1.4.10.3. Arranging Medicaid transportation as a last resort.

1.5. The Contractor must assign one (1) Coordinator who has the following preferred qualifications:

1.5.1. Experience working with refugees or immigrants;

1.5.2. A bicultural/bilingual background;

1.5.3. Current knowledge of the U.S. health care system; and

1.5.4. Case management experience with an understanding of current case management best practices.

1.6. The Contractor agrees that once all components of the DME and associated follow-up described in Section 1.4.6. have been completed, at whichever time within the ninety (90) days of service eligibility, that any needed ongoing health case management services are provided under Refugee Support Services and/or the Refugee Health Promotion Program.

1.7. Reporting

1.7.1. The Contractor must submit on a monthly basis the Coordination of Domestic Medical Examination invoices, on a form provided by the Department, using a sFTP site.

1.7.2. The Contractor must submit any de-identified, aggregate data indicators required by ORR related to the initial DME, as specified by the Department.

1.7.3. The Contractor must participate in on-site reviews conducted by the Department on an annual basis, or as otherwise requested by the Department.

1.7.4. The Contractor must participate in meetings with the clinics carrying out the Refugee Domestic Medical Examination and with the Department, for purpose of reporting anticipated upcoming arrivals, identifying any anticipated arrivals with special medical needs, and assisting with the coordination of DME and/or any referrals arising from DME, on a monthly basis, or as otherwise requested by the Department's State Refugee Coordinator/State Refugee Health Coordinator.

1.7.5. The Contractor may be required to provide other key data and metrics to the Department in a format specified by the Department.

1.8. The Contractor must ensure all required services described in this Agreement are:

1.8.1. Person-centered;

1.8.2. Trauma-informed;

1.8.3. Strengths-based; and

1.8.4. Culturally and Linguistically Appropriate (CLAS).

1.9. The Contractor must work with all service providers and employers to ensure they understand and address the cultural and communication access needs of individuals being served, and advocate on behalf of individuals to protect their civil rights and ensure access to services.

1.10. The Contractor must communicate any challenges related to the scope of services described in this Agreement in a timely manner to the Department and be available to meet as requested by the Department in order to:

1.10.1. Review performance;

1.10.2. Discuss current caseload and needed supports and services; and

1.10.3. Identify and address challenges and barriers to providing services.

1.11. Notwithstanding Paragraph 8., Events of Default/Remedies and 9., Termination of the General Contract Provisions of this Agreement (P-37), the Contractor must develop and submit a corrective action plan for any performance measure(s) not on target to be achieved annually, in accordance with this Agreement, to the Department on a quarterly basis until such time all measures are achievable. The corrective action plan must include:

1.11.1. The barrier(s) to achieving the measure(s) annually; and

1.11.2. A detailed plan to achieve the measure(s) that must include, but is not limited to, a timeline.

1.12. The Contractor must actively and regularly collaborate with the Department to enhance contract management, improve results and adjust program delivery and policy based on successful outcomes.

1.13. The Contractor must maintain eligibility verification documents, case notes and progress reports in client files and make them available to the Department upon request.

1.14. The Contractor must participate in the Department's data base or centralized data collection system if requested by the Department.

1.15. The Contractor must ensure staff participate in trainings on Federal CLAS and civil rights laws compliance, including policies and procedures for handling discrimination complaints as provided by the Department.

1.16. The Contractor must participate in virtual or in-person meetings with the Department upon request, in addition to any meeting requirements described in the Statement of Work above.

1.17. Background Checks

1.17.1. Prior to permitting any individual to provide services under this Agreement, the Contractor must ensure that said individual has undergone:

1.17.1.1. A criminal background check, at the Contractor's expense, and has no convictions for crimes that represent evidence of behavior that could endanger individuals served under this Agreement;

1.17.1.2. A name search of the Department's Bureau of Adult and Aging Services (BAAS) State Registry, pursuant to RSA 161-F:49, with results indicating no evidence of behavior that could endanger individuals served under this Agreement; and

1.17.1.3. A name search of the Department's Division for Children, Youth and Families (DCYF) Central Registry pursuant to RSA 169-C:35, with results indicating no evidence of behavior that could endanger individuals served under this Agreement.

1.18. Confidential Data

1.18.1. The Contractor must meet all information security and privacy requirements as set by the Department and in accordance with the Department's Information Security Requirements Exhibit as referenced below.

1.18.2. The Contractor must ensure any individuals involved in delivering services through this Agreement contract sign an attestation agreeing to access, view, store, and discuss Confidential Data in accordance with federal and state laws and regulations and the Department's Information Security Requirements Exhibit. The Contractor must ensure said individuals have a justifiable business need to access confidential data. The Contractor must provide attestations upon Department request.

1.19. Privacy Impact Assessment

1.19.1. Upon request, the Contractor must allow and assist the Department in conducting a Privacy Impact Assessment (PIA) of its system(s)/application(s)/web portal(s)/website(s) or Department system(s)/application(s)/web portal(s)/website(s) hosted by the Contractor, if Personally Identifiable Information (PII) is collected, used, accessed, shared, or stored. To conduct the PIA the Contractor must provide the Department access to applicable systems and documentation sufficient to allow the Department to assess, at minimum, the following:

1.19.1.1. How PII is gathered and stored;

1.19.1.2. Who will have access to PII;

1.19.1.3. How PII will be used in the system;

1.19.1.4. How individual consent will be achieved and revoked; and

1.19.1.5. Privacy practices.

1.19.2. The Department may conduct follow-up PIAs in the event there are either significant process changes or new technologies impacting the collection, processing or storage of PII.

1.20. Department Owned Devices, Systems and Network Usage

1.20.1. If Contractor End Users, defined in the Department's Information

Security Requirements Exhibit that is incorporated into this Agreement, are authorized by the Department's Information Security Office to use a Department issued device (e.g. computer, tablet, mobile telephone) or access the Department network in the fulfilment of this Agreement, each End User must:

1.20.1.1. Sign and abide by applicable Department and New Hampshire Department of Information Technology (NH DoIT) use agreements, policies, standards, procedures and guidelines, and complete applicable trainings as required;

1.20.1.2. Use the information that they have permission to access solely for conducting official Department business and agree that all other use or access is strictly forbidden including, but not limited, to personal or other private and non-Department use, and that at no time shall they access or attempt to access information without having the express authority of the Department to do so;

1.20.1.3. Not access or attempt to access information in a manner inconsistent with the approved policies, procedures, and/or agreement relating to system entry/access;

1.20.1.4. Not copy, share, distribute, sub-license, modify, reverse engineer, rent, or sell software licensed, developed, or being evaluated by the Department, and at all times must use utmost care to protect and keep such software strictly confidential in accordance with the license or any other agreement executed by the Department;

1.20.1.5. Only use equipment, software, or subscription(s) authorized by the Department's Information Security Office or designee;

1.20.1.6. Not install non-standard software on any Department equipment unless authorized by the Department's Information Security Office or designee;

1.20.1.7. Agree that email and other electronic communication messages created, sent, and received on a Department-issued email system are the property of the Department of New Hampshire and to be used for business purposes only. Email is defined as "internal email systems" or "Department-funded email systems."

1.20.1.8. Agree that use of email must follow Department and NH DoIT policies, standards, and/or guidelines; and

1.20.1.9. Agree when utilizing the Department's email system:

1.20.1.9.1. To only use a Department email address assigned to them with a "@ affiliate.DHHS.NH.Gov".

1.20.1.9.2. Include in the signature lines information identifying the End User as a non-Department workforce member; and

1.20.1.9.3. Ensure the following confidentiality notice is embedded underneath the signature line:

CONFIDENTIALITY NOTICE: "This message may contain information that is privileged and confidential and is intended only for the use of the individual(s) to whom it is addressed. If you receive this message in error, please notify the sender immediately and delete this electronic message and any attachments from your system. Thank you for your cooperation."

1.20.1.10. Contractor End Users with a Department issued email, access or potential access to Confidential Data, and/or a workspace in a Department building/facility, must:

1.20.1.10.1. Complete the Department's Annual Information Security & Compliance Awareness Training prior to accessing, viewing, handling, hearing, or transmitting Department Data or Confidential Data.

1.20.1.10.2. Sign the Department's Business Use and Confidentiality Agreement and Asset Use Agreement, and the NH DoIT Department wide Computer Use Agreement upon execution of the Agreement and annually thereafter.

1.20.1.10.3. Only access the Department's intranet to view the Department's Policies and Procedures and Information Security webpages.

1.20.1.11. Contractor agrees, if any End User is found to be in violation of any of the above terms and conditions, said End User may face removal from the Agreement, and/or criminal and/or civil prosecution, if the act constitutes a violation of law.

1.20.1.12. Contractor agrees to notify the Department a minimum of three business days prior to any upcoming transfers or terminations of End Users who possess Department credentials and/or badges or who have system privileges. If End Users who possess Department credentials and/or badges or who have system privileges resign or are dismissed without advance notice, the Contractor agrees to notify the Department's Information Security Office or designee immediately.

1.20.2. Workspace Requirement

1.20.2.1. If applicable, the Department will work with Contractor to determine requirements for providing necessary workspace and State equipment for its End Users.

1.21. Contract End-of-Life Transition Services

1.21.1. General Requirements

1.21.1.1. If applicable, upon early termination or expiration of the Agreement the parties agree to cooperate in good faith to effectuate a secure transition of the services ("Transition Services") from the Contractor to the Department and, if applicable, the new Contractor ("Recipient") engaged by the Department to assume the services. Ninety (90) days prior to the end-of the contract or unless otherwise specified by the Department, the Contractor must begin working with the Department and if applicable, the Recipient to develop a Data Transition Plan (DTP). The Department shall provide the DTP template to the Contractor.

1.21.1.2. The Contractor must assist the Recipient, in connection with the transition from the performance of Services by the Contractor and its End Users to the performance of such Services. This may include assistance with the secure transfer of records (electronic and hard copy),transition of historical data (electronic and hard copy), the transition of any such Service from the hardware, software, network and telecommunications equipment and internet-related information technology infrastructure ("Internal IT Systems") of Contractor to the Internal IT Systems of the Recipient and cooperation with and assistance to any third-party consultants engaged by Recipient in connection with the Transition Services.

1.21.1.3. If a system, database, hardware, software, and/or software licenses (Tools) was purchased or created to manage, track, and/or store Department Data in relationship to this contract said Tools will be inventoried and returned to the Department, along with the inventory document, once transition of Department data is complete.

1.21.1.4. The internal planning of the Transition Services by the Contractor and its End Users shall be provided to the Department and if applicable the Recipient in a timely manner. Any such Transition Services shall be deemed to be Services for purposes of this Agreement.

1.21.1.5. In the event the data Transition extend beyond the end of the Agreement, the Contractor agrees that the Information Security Requirements, and if applicable, the Department's Business Associate Agreement terms and conditions remain in effect until the Data Transition is accepted as complete by the Department.

1.21.1.6. In the event the Contractor has comingled Department Data and the destruction or Transition of said data is not feasible, the Department and Contractor will jointly evaluate regulatory and professional standards for retention requirements prior to destruction, refer to the terms and conditions of the Department's DHHS Information Security Requirements Exhibit.

1.21.2. Completion of Transition Services

1.21.2.1. Each service or transition phase shall be deemed completed (and the transition process finalized) at the end of fifteen (15) business days after the product, resulting from the Service, is delivered to the Department and/or the Recipient in accordance with the mutually agreed upon Transition plan, unless within said fifteen (15) business day term the Contractor notifies the Department of an issue requiring additional time to complete said product.

1.21.2.2. Once all parties agree the data has been migrated the Contractor will have thirty (30) days to destroy the data per the terms and conditions of the Department's Information Security Requirements Exhibit.

1.21.3. Disagreement over Transition Services Results

1.21.3.1. In the event the Department is not satisfied with the results of the Transition Service, the Department shall notify the Contractor, in writing, stating the reason for the lack of satisfaction within fifteen (15) business days of the final product or at any time during the data Transition process. The Parties shall discuss the actions to be taken to resolve the disagreement or issue. If an agreement is not reached, at any time the Department shall be entitled to initiate actions in accordance with the Agreement.

2. Exhibits Incorporated

2.1. The Contractor must comply with all Exhibit D Federal Requirements, which are attached hereto and incorporated by reference herein.

2.2. The Contractor must manage all confidential data related to this Agreement in accordance with the terms of Exhibit E, DHHS Information Security Requirements.

2.3. The Contractor must use and disclose Protected Health Information in compliance with the Standards for Privacy of Individually Identifiable Health Information (Privacy Rule) (45 CFR Parts 160 and 164) under the Health Insurance Portability and Accountability Act (HIPAA) of 1996, and in accordance with the attached Exhibit F, Business Associate Agreement, which has been executed by the parties.

3. Additional Terms

3.1. Impacts Resulting from Court Orders or Legislative Changes

3.1.1. The Contractor agrees that, to the extent future state or federal legislation or court orders may have an impact on the Services described herein, the State has the right to modify Service priorities and expenditure requirements under this Agreement so as to achieve compliance therewith.

3.2. Federal Civil Rights Laws Compliance: Culturally and Linguistically Appropriate Programs and Services

3.2.1. The Contractor must submit:

3.2.1.1. A detailed description of the language assistance services, within ten (10) days of the Effective Date of the Agreement, to be provided to ensure meaningful access to programs and/or services to individuals with limited English proficiency; individuals who are deaf or have hearing loss; individuals who are blind or have low vision; and individuals who have speech challenges.

3.2.1.2. A written attestation, within forty-five (45) days of the Effective Date of the Agreement and annually thereafter, that all personnel involved the provision of services to individuals under this Agreement have completed, within the last twelve (12) months, the Contractor Required Training Video on Civil Rights-related Provisions in DHHS Procurement Processes, which is accessible on the Department's website (https://www.dhhs.nh.gov/doing-business-dhhs/civil-right-compliance-dhhs-vendors); and

3.2.1.3. The Department's Federal Civil Rights Compliance Checklist within ten (10) days of the Effective Date of the Agreement. The Federal Civil Rights Compliance Checklist must have been completed within the last twelve (12) months and is accessible on the Department's website (https://www.dhhs.nh.gov/doing-business-dhhs/civil-right-compliance-dhhs-vendors).

3.3. Credits and Copyright Ownership

3.3.1. All documents, notices, press releases, research reports and other materials prepared during or resulting from the performance of the services of the Agreement must include the following statement, "The preparation of this (report, document etc.) was financed under a Contract with the State of New Hampshire, Department of Health and Human Services, with funds provided in part by the State of New Hampshire and/or such other funding sources as were available or required, e.g., the United States Department of Health and Human Services."

3.3.2. All materials produced or purchased under the Agreement must have prior approval from the Department before printing, production, distribution or use.

3.3.3. The Department must retain copyright ownership for any and all original materials produced, including, but not limited to reports, protocols, guidelines, brochures, posters, and resource directories.

3.3.4. The Contractor must not reproduce any materials produced under the Agreement without prior written approval from the Department.

3.4. Eligibility Determinations

3.4.1. The Contractor must make eligibility determinations in accordance with applicable federal and state laws, regulations, orders, guidelines, policies and procedures.

3.4.2. The Contractor must ensure all applicants are permitted to fill out an application form and must notify each applicant of their right to request a fair hearing in accordance with New Hampshire RSA 126-A:5 and

Initial
AB

Department regulations.

4. Records

4.1. The Contractor must keep records that include, but are not limited to:

4.1.1. Books, records, documents and other electronic or physical data evidencing and reflecting all costs and other expenses incurred by the Contractor in the performance of the Contract, and all income received or collected by the Contractor.

4.1.2. All records must be maintained in accordance with accounting procedures and practices, which sufficiently and properly reflect all such costs and expenses, and which are acceptable to the Department, and to include, without limitation, all ledgers, books, records, and original evidence of costs such as purchase requisitions and orders, vouchers, requisitions for materials, inventories, valuations of in-kind contributions, labor time cards, payrolls, and other records requested or required by the Department.

4.1.3. Statistical, enrollment, attendance or visit records for each recipient of services, which records must include all records of application and eligibility (including all forms required to determine eligibility for each such recipient), records regarding the provision of services and all invoices submitted to the Department to obtain payment for such services.

4.1.4. Medical records on each patient/recipient of services.

4.2. During the term of this Agreement and the period for retention hereunder, the Department, the United States Department of Health and Human Services, and any of their designated representatives must have access to all reports and records maintained pursuant to the Agreement for purposes of audit, examination, excerpts and transcripts.

4.3. If, upon further review, the Department must disallow any expenses claimed by the Contractor as costs hereunder, the Department retains the right, at its discretion, to deduct the amount of such expenses as are disallowed or to recover such sums from the Contractor.

New Hampshire Department of Health and Human Services		
Contractor Name:	*Ascentria Community Services, Inc.*	
Budget Request for:	*Targeted Refugee Services*	
Budget Period:	*October 1, 2026-September 30, 2027*	
Indirect Cost Rate (if applicable)	33.52% (Approved NICRA - salary and wages only)	
Line Item	**Program Cost - Funded by DHHS - October 1, 2026 to June 30, 2027 (SFY 27)**	**Program Cost - Funded by DHHS - July 1, 2027 to September 30, 2027 (SFY 28)**
1. Salary & Wages	$17,176	$5,840
2. Fringe Benefits	$0	$0
3. Consultants	$0	$0
4. Equipment Indirect cost rate cannot be applied to equipment costs per 2 CFR 200.1 and Appendix IV to 2 CFR 200.	$0	$0
5.(a) Supplies - Educational	$0	$0
5.(b) Supplies - Lab	$0	$0
5.(c) Supplies - Pharmacy	$0	$0
5.(d) Supplies - Medical	$0	$0
5.(e) Supplies - Office	$0	$0
6. Travel	$3,948	$1,157
7. Software	$0	$0
8. (a) Other - Marketing/Communications	$0	$0
8. (b) Other - Education and Training	$0	$0
8. (c) Other - Other (specify below)	$0	$0
Other (please specify) Interpreters	$3,119	$1,045
Other (please specify) Professional Liability Insurance	$0	$0
Other (please specify) Telephone	$0	$0
Other (please specify) Audit	$0	$0
Other (please specify) Postage	$0	$0
Other (please specify) Equipment rental	$0	$0
Other (please specify) Occupancy	$0	$0
9. Subrecipient Contracts	$0	$0
Total Direct Costs	$24,243	$8,042
Total Indirect Costs	$5,757	$1,958
Subtotals	$30,000	$10,000
Total	**$ 40,000**	

Initial
aB

Contractor Initials: ______

Date: 8/12/2026

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 ASCENTRIA COMMUNITY SERVICES, INC. is a Massachusetts Nonprofit Corporation registered to transact business in New Hampshire on June 13, 2011. 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: **652197**

Certificate Number: **0007908594**

IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 15th day of April A.D. 2026.

David M. Scanlan

Secretary of State

CERTIFICATE OF AUTHORITY

I, Kelly A. Head, hereby certify that:

1. I am a duly elected officer of Ascentria Community Services, Inc..

2. The following is a true copy of a vote taken at a meeting of the Board of Directors, duly called and held on 07/17/2025, at which a quorum of the Directors were present and voting.

VOTED: That Angela Bovill is duly authorized on behalf of Ascentria Community Services, Inc. to enter into contracts or agreements with the State of New Hampshire and any of its agencies or departments and further are authorized to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, which may in their 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 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: 8/4/2026 Signature of Elected Officer Kelly A. Head

Name: Kelly A. Head

Title: Corporate Clerk

Docusign Envelope ID: AE0ACCA7-0E54-8131-8123-A069B70ADDD4

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 5/19/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

Howden US Specialty, LLC
7701 France Avenue South
Suite 500
Edina MN 55435-5288

CONTACT NAME: Janet Walker
PHONE (A/C, No, Ext): 203-914-7233 FAX (A/C, No):
E-MAIL ADDRESS: janet.walker@howdengroup.com

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A :	Philadelphia Indemnity Insurance Co.	18058
INSURER B :	MEMIC Casualty Company	11034
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED

Ascentria Community Services, Ascentria Care Alliance, Inc.
18 Chestnut Street, Suite 410
Worcester, MA 01608

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC OTHER:	Y	Y	PHPK2609012-021	10/01/2025	10/01/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ 25,000 $ 1,000,000 $ 3,000,000 $ 3,000,000 $
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY	N	N	PHPK2609014-021	10/01/2025	10/01/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $ $
A	[X] UMBRELLA LIAB [X] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000	Y	Y	PHUB883842-021	10/01/2025	10/01/2026	EACH OCCURRENCE AGGREGATE	$ 7,000,000 $ 7,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	N	610 3801162	12/01/2025	12/01/2026	PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
A	Human Services Professional Liability	N	N	PHPK2609012-021	10/01/2025	10/01/2026	Each Incident Aggregate Limit: Retro: 1/1/2004	$1,000,000 $3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Ascentria Community Services, Inc. is included as a named insured on the above policies.
State of New Hampshire, New Hampshire Department of Health and Human Services is Additional Insured with regard to general liability as required by written contract.

CERTIFICATE HOLDER

State of New Hampshire
Department of Health and Human Services
129 Pleasant Street
Concord, NH 03301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

NONPROFIT COVER SHEET

A. Entity Name: Ascentria Community Services, Inc

B. Entity's Contact Information for Records Requests (e.g., resumes of key personnel; audited financial statements):

Donna Odde dodde@ascentria.org

C. List Board of Directors and Affiliations

Name (Identify any additional role(s) in Parentheses) E.g., John Doe (President)	Affiliations
Alexander Bartholomew (Board Financial Secretary	Bartholomew & Co.
Angela Bovill (President and CEO)	Ascentria Care Alliance
Marybeth Campbell (Director)	Worcester Community Action Council
Ashish Cowlagi (Board Secretary)	Pragya Systems
Brain Gibbs (Director)	UMass Memorial Health
Ross Goodman (Board Chair)	St Paul's Lutheran Church, Arlington, MA
Debora Jackson (Director)	Worcester Polytechnic Institute
Barry Maloney (Director)	Worcester State University
William Mayo (Director)	The Broad Institute
Nathan Pipho (Director)	New England Synod ELCA
Keith Robertson (Governance Chair)	The Ziegler Companies
Peter Schmidt (Director)	Transcend Air

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

Name	Role	Annual Salary	Amount Paid From This Contract
Claudine Gasana	Coordinator – Health and Well-being	45,801.60	9,160.32
To be Determined	Resettlement Navigator	41,600.00	8,015.00

<u>DISCLOSURE OF LEGAL ACTIVITIES INVOLVING THE STATE OF NEW HAMPSHIRE OR ANOTHER GOVERNMENT ENTITY</u>

E. Check one of the following:

[X] The entity is **<u>not currently or has not been</u>** 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 **<u>OR</u>**

[ ] 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).

____

____

____

<u>CHARITABLE TRUSTS UNIT COMPLIANCE CERTIFICATION</u>

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) **<u>or</u>** has submitted a complete application for registration to the Charitable Trusts Unit and is awaiting a registration determination **<u>OR</u>**

[ ] 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 **<u>OR</u>**

[ ] 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

11474	Ascentria Community Services, Inc.	11 Shattuck StreetWorcester, MA 01605	Worcester	MA	01605	G	5/15/2026

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

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

2. BALANCE SHEET

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

Liabilities	
Accounts Payable	$
Loans Payable	$
All other liabilities	$
Total Liabilities	$

261 Sheep Davis Road, Suite A-1, Concord, NH 03301
ascentria.org | 603.224.8111 | info@ascentria.org
Formerly Lutheran Social Services of New England

Mission statement:

To improve the wellbeing of individuals, families, and communities facing systemic barriers.

Our Values:

Courage, Resilience, Compassion, Dedication, and Integrity

ASCENTRIA COMMUNITY SERVICES, INC.
AND SUBSIDIARY

CONSOLIDATED FINANCIAL STATEMENTS

YEARS ENDED JUNE 30, 2025 AND 2024

CPAs | CONSULTANTS | WEALTH ADVISORS

CLAconnect.com

ASCENTRIA COMMUNITY SERVICES, INC. AND SUBSIDIARY
TABLE OF CONTENTS
YEARS ENDED JUNE 30, 2025 AND 2024

CliftonLarsonAllen LLP
CLAconnect.com

INDEPENDENT AUDITORS' REPORT

Board of Directors
Ascentria Community Services, Inc. and Subsidiary
Worcester, Massachusetts

Report on the Audit of the Financial Statements

Opinion

We have audited the consolidated financial statements of Ascentria Community Services, Inc. and Subsidiary (the Organizations), which comprise the consolidated statements of financial position as of June 30, 2025 and 2024, and the related consolidated statements of activities, changes in net assets, functional expenses, and cash flows for the years then ended, and the related notes to the consolidated financial statements.

In our opinion, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of Ascentria Community Services, Inc. and Subsidiary, as of June 30, 2025 and 2024, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Ascentria Community Services, Inc. and Subsidiary and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

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

In preparing the consolidated financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Ascentria Community Services, Inc. and Subsidiary's ability to continue as a going concern within one year after the date the consolidated financial statements are available to be issued.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the consolidated financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the consolidate financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Ascentria Community Services, Inc. and Subsidiary's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Ascentria Community Services, Inc. and Subsidiary's ability to continue as a going concern for a reasonable period of time.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Boston, Massachusetts
February 25, 2026

ASCENTRIA COMMUNITY SERVICES, INC. AND SUBSIDIARY
CONSOLIDATED STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2025 AND 2024

	2025	2024
ASSETS		
CURRENT ASSETS		
Cash and Cash Equivalents	$ 7,465,635	$ 2,947,260
Grant and Contract Receivables, Net	4,699,213	5,580,111
Program Service Receivables	2,204,463	2,815,703
Allowance for Credit Losses	(133,366)	(506,043)
Prepaid Expenses	94,001	85,256
Vehicle Inventory	203,470	199,592
Total Current Assets	14,533,416	11,121,879
ASSETS LIMITED AS TO USE		
Beneficial Interest in Net Assets of Related Party	1,793,242	2,059,236
PROPERTY AND EQUIPMENT		
Land	45,314	45,314
Building	85,798	85,798
Building Improvements	1,259,526	1,259,526
Leasehold Improvements	357,167	357,167
Furniture and Equipment	246,311	246,311
Vehicles	670,376	640,385
Computer Equipment and Software	147,017	147,017
Construction In Progress	185,868	-
Total	2,997,377	2,781,518
Less: Accumulated Depreciation	2,051,128	1,918,364
Total Property and Equipment	946,249	863,154
DUE FROM RELATED PARTIES	519,248	-
OTHER ASSETS		
Deposits	88,110	86,035
Right-of-Use Assets - Operating	983,893	766,736
Right-of-Use Assets - Finance	205,590	277,187
Total Other Assets	1,277,593	1,129,958
Total Assets	$ 19,069,748	$ 15,174,227

See accompanying Notes to Consolidated Financial Statements.

ASCENTRIA COMMUNITY SERVICES, INC. AND SUBSIDIARY
CONSOLIDATED STATEMENTS OF FINANCIAL POSITION (CONTINUED)
JUNE 30, 2025 AND 2024

	2025	2024
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Current Maturities of Long-Term Debt	$ 12,815	$ 12,150
Accounts Payable	818,633	981,131
Accrued Expenses	1,899,998	1,827,676
Deferred Revenue	2,135,599	1,759,893
Due to State of Maine	340,507	115,383
Lease Liabilities - Operating, Current Portion	448,514	340,697
Lease Liabilities - Finance, Current Portion	70,338	73,019
Total Current Liabilities	5,726,404	5,109,949
LONG-TERM DEBT, Net of Current Maturities	332,645	345,459
DUE TO RELATED PARTIES	381,073	365,510
OTHER LONG-TERM LIABILITIES		
Lease Liabilities - Operating, Net of Current Maturities	528,218	420,625
Lease Liabilities - Finance, Net of Current Maturities	140,872	207,974
Total Liabilities	7,109,212	6,449,517
NET ASSETS		
Without Donor Restrictions	10,085,596	6,574,649
With Donor Restrictions	1,874,940	2,150,061
Total Net Assets	11,960,536	8,724,710
Total Liabilities and Net Assets	$ 19,069,748	$ 15,174,227

See accompanying Notes to Consolidated Financial Statements.

ASCENTRIA COMMUNITY SERVICES, INC. AND SUBSIDIARY
CONSOLIDATED STATEMENTS OF ACTIVITIES
YEARS ENDED JUNE 30, 2025 AND 2024

	2025	2024
NET ASSET REVENUE WITHOUT DONOR RESTRICTION		
Grant and Contract Revenue	$ 47,557,324	$ 42,877,596
Program Service Revenue	5,963,768	5,440,359
Federal and State Relief Grant Revenue	-	330,049
Donated Vehicles	2,425,808	2,424,653
In-Kind Donations	22,595	50,863
Other Income	296,490	327,224
Net Assets Released from Restrictions Used for Operations	487,565	334,322
Total Revenues	56,753,550	51,785,066
EXPENSES		
Salaries and Wages	24,974,507	22,717,228
Employee Benefits	5,677,064	4,988,172
Occupancy Costs	1,698,546	1,648,637
Operating Supplies and Expenses	2,072,022	1,428,715
Professional Fees	2,434,243	2,385,396
Garage Expenses	826,833	614,239
Donated Vehicle Expenses	880,800	697,200
Client Support Expenses	3,240,109	3,727,482
Translation Expenses	743,918	535,709
Repairs and Maintenance	370,374	541,365
Travel Expenses	890,870	857,254
Educational Events and Meetings	73,146	65,841
Management Fees	8,335,427	7,506,976
Taxes	135,339	246,445
Recruitment Advertising	6,639	3,232
Advertising	217,265	256,477
Licenses and Fees	19,620	9,156
Insurance	290,927	304,588
Interest	31,437	29,283
Credit Losses	82,194	537,207
Depreciation and Amortization	241,323	211,527
Total Expenses	53,242,603	49,312,129
EXCESS OF REVENUES AND OTHER SUPPORT OVER EXPENSES	3,510,947	2,472,937
NONOPERATING ACTIVITY		
Equity Transfer	-	(5,701,529)
Total Nonoperating Activity	-	(5,701,529)
CHANGE IN NET ASSETS WITHOUT DONOR RESTRICTIONS	$ 3,510,947	$ (3,228,592)

See accompanying Notes to Consolidated Financial Statements.

ASCENTRIA COMMUNITY SERVICES, INC. AND SUBSIDIARY
CONSOLIDATED STATEMENTS OF CHANGES IN NET ASSETS
YEARS ENDED JUNE 30, 2025 AND 2024

	Without Donor Restriction	With Donor Restriction	Total
BALANCE - JUNE 30, 2023	$ 9,803,241	$ 2,219,783	$ 12,023,024
Decrease in Net Assets without Donor Restrictions	(3,228,592)	-	(3,228,592)
Change in Beneficial Interest in Net Assets of Related Party	-	264,600	264,600
Release from Restrictions	-	(334,322)	(334,322)
Change in Net Assets	(3,228,592)	(69,722)	(3,298,314)
BALANCE - JUNE 30, 2024	6,574,649	2,150,061	8,724,710
Increase in Net Assets without Donor Restrictions	3,510,947	-	3,510,947
Change in Beneficial Interest in Net Assets of Related Party	-	212,444	212,444
Release from Restrictions	-	(487,565)	(487,565)
Change in Net Assets	3,510,947	(275,121)	3,235,826
BALANCE - JUNE 30, 2025	$ 10,085,596	$ 1,874,940	$ 11,960,536

See accompanying Notes to Consolidated Financial Statements.

ASCENTRIA COMMUNITY SERVICES, INC. AND SUBSIDIARY
CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2025

	Program Services						Supporting Services			
	Transportation Services	Disability and Mental Health	Child and Family Programs	In-Home Services	Services For New Americans	Total Program	Management and General	Fundraising	Total Support Services	Total Expenses
Salaries and Wages	$ 935,834	$ 3,606,516	$ 4,264,887	$ 7,097,427	$ 8,975,967	$ 24,880,631	$ 93,876	$ -	$ 93,876	$ 24,974,507
Employee Benefits	245,209	796,209	1,123,341	1,587,785	1,906,029	5,658,573	18,491	-	18,491	5,677,064
Occupancy Costs	99,875	263,720	522,231	53,772	678,347	1,617,945	80,601	-	80,601	1,698,546
Operating Supplies and Expenses	28,919	63,823	120,094	59,331	1,793,875	2,066,042	5,980	-	5,980	2,072,022
Professional Fees	125,558	20,995	846,881	5,898	1,274,091	2,273,423	160,820	-	160,820	2,434,243
Garage and Vehicle Expenses	825,748	-	305	-	780	826,833	-	-	-	826,833
Donated Vehicle Expenses	880,800	-	-	-	-	880,800	-	-	-	880,800
Client Support Expenses	-	137,324	242,036	481	2,860,268	3,240,109	-	-	-	3,240,109
Translation Expenses	-	-	888	-	743,030	743,918	-	-	-	743,918
Repairs and Maintenance	31,572	21,493	92,791	44,342	178,789	368,987	1,387	-	1,387	370,374
Travel Expenses	230,133	106,621	201,787	59,663	289,178	887,382	3,488	-	3,488	890,870
Educational Events and Meetings	1,241	2,575	20,499	11,039	37,379	72,733	413	-	413	73,146
Management Fees	-	-	-	-	-	-	8,335,427	-	8,335,427	8,335,427
Taxes	-	134,166	865	-	308	135,339	-	-	-	135,339
Recruitment Advertising	-	-	100	5,604	935	6,639	-	-	-	6,639
Advertising	22,595	-	-	-	-	22,595	194,670	-	194,670	217,265
Licenses and Fees	-	-	17,648	250	698	18,596	1,024	-	1,024	19,620
Insurance	12,753	39,669	66,197	48,733	121,893	289,245	1,682	-	1,682	290,927
Interest	-	-	-	-	-	-	31,437	-	31,437	31,437
Credit Losses	1,558	21,870	17,633	28,322	12,811	82,194	-	-	-	82,194
Total Before Depreciation and Amortization	3,441,795	5,214,981	7,538,183	9,002,647	18,874,378	44,071,984	8,929,296	-	8,929,296	53,001,280
Depreciation and Amortization	85,293	12,132	96,995	6,872	36,744	238,036	3,287	-	3,287	241,323
Total Functional Expenses	$ 3,527,088	$ 5,227,113	$ 7,635,178	$ 9,009,519	$ 18,911,122	$ 44,310,020	$ 8,932,583	$ -	$ 8,932,583	$ 53,242,603

See accompanying Notes to Consolidated Financial Statements.

ASCENTRIA COMMUNITY SERVICES, INC. AND SUBSIDIARY
CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2024

	Program Services						Supporting Services			
	Transportation Services	Disability and Mental Health	Child and Family Programs	In-Home Services	Services For New Americans	Total Program	Management and General	Fundraising	Total Support Services	Total Expenses
Salaries and Wages	$ 1,038,402	$ 3,148,447	$ 3,708,071	$ 6,792,528	$ 7,945,738	$ 22,633,186	$ 84,042	$ -	$ 84,042	$ 22,717,228
Employee Benefits	278,888	780,200	876,757	1,539,449	1,447,008	4,922,302	65,870	-	65,870	4,988,172
Occupancy Costs	115,313	264,579	515,836	38,375	596,232	1,530,335	118,302	-	118,302	1,648,637
Operating Supplies and Expenses	25,525	56,540	113,235	48,098	1,048,680	1,292,078	136,637	-	136,637	1,428,715
Professional Fees	175,361	25,009	1,021,939	2,065	1,012,421	2,236,795	148,601	-	148,601	2,385,396
Garage and Vehicle Expenses	613,905	54	210	-	70	614,239	-	-	-	614,239
Donated Vehicle Expenses	697,200	-	-	-	-	697,200	-	-	-	697,200
Client Support Expenses	1,607	53,124	198,580	-	3,474,099	3,727,410	72	-	72	3,727,482
Translation Expenses	-	-	1,062	-	534,647	535,709	-	-	-	535,709
Repairs and Maintenance	33,246	39,940	116,655	96,510	245,266	531,617	9,748	-	9,748	541,365
Travel Expenses	223,774	101,781	168,485	34,686	322,908	851,634	5,620	-	5,620	857,254
Educational Events and Meetings	5,660	887	19,349	6,324	32,490	64,710	1,131	-	1,131	65,841
Management Fees	-	-	-	-	-	-	7,506,976	-	7,506,976	7,506,976
Taxes	-	246,213	232	-	-	246,445	-	-	-	246,445
Recruitment Advertising	2,379	-	-	-	853	3,232	-	-	-	3,232
Advertising	191,075	-	606	752	1,234	193,667	62,810	-	62,810	256,477
Licenses and Fees	14	1,056	4,456	250	2,186	7,962	1,194	-	1,194	9,156
Insurance	7,064	48,328	65,856	54,294	126,172	301,714	2,874	-	2,874	304,588
Interest	-	-	-	-	-	-	29,283	-	29,283	29,283
Credit Losses	-	1,978	2,986	3,622	528,532	537,118	89	-	89	537,207
Total Before Depreciation and Amortization	3,409,413	4,768,136	6,814,315	8,616,953	17,318,536	40,927,353	8,173,249	-	8,173,249	49,100,602
Depreciation and Amortization	79,534	14,851	101,572	6,670	8,900	211,527	-	-	-	211,527
Total Functional Expenses	$ 3,488,947	$ 4,782,987	$ 6,915,887	$ 8,623,623	$ 17,327,436	$ 41,138,880	$ 8,173,249	$ -	$ 8,173,249	$ 49,312,129

See accompanying Notes to Consolidated Financial Statements.

ASCENTRIA COMMUNITY SERVICES, INC. AND SUBSIDIARY
CONSOLIDATED STATEMENTS OF CASH FLOWS
YEARS ENDED JUNE 30, 2025 AND 2024

	2025	2024
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in Net Assets	$ 3,235,826	$ (3,298,314)
Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities:		
Depreciation	132,763	129,225
Amortization of Financing Right of Use Assets	108,560	82,302
Adjustment of ROU Assets - Operating, Net of Amortization	(1,747)	7,949
Provision for Credit Losses	82,194	537,207
Equity Transfer	-	5,701,529
Change in Beneficial Interest in Net Assets of Related Party	(212,444)	(264,600)
(Increase) Decrease in Assets:		
Accounts Receivable	1,037,267	98,918
Prepaid Expenses	(8,745)	38,656
Deposits	(2,075)	(150)
Beneficial Interest in Net Assets of Related Party	478,438	334,322
Vehicle Inventory	(3,878)	(15,777)
Increase (Decrease) in Liabilities:		
Accounts Payable	(162,498)	(587,748)
Accrued Expenses	72,322	466,598
Deferred Revenue	375,706	(537,518)
Due to State of Maine	225,124	115,383
Net Cash Provided by Operating Activities	5,356,813	2,807,982
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of Property and Equipment	(215,858)	(263,097)
Net Cash Used by Investing Activities	(215,858)	(263,097)
CASH FLOWS FROM FINANCING ACTIVITIES		
Payments on Finance Lease Liability	(106,746)	(77,251)
Payments on Long-Term Debt	(12,149)	(11,468)
Advanced from Related Parties, Net	(503,685)	4,869,976
Equity Transfers	-	(5,701,529)
Net Cash Used by Financing Activities	(622,580)	(920,272)
NET INCREASE IN CASH AND CASH EQUIVALENTS	4,518,375	1,624,613
Cash and Cash Equivalents - Beginning of Year	2,947,260	1,322,647
CASH AND CASH EQUIVALENTS - END OF YEAR	$ 7,465,635	$ 2,947,260
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION		
Cash Paid for Interest	$ 31,437	$ 29,283

See accompanying Notes to Consolidated Financial Statements.

NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

Ascentria Community Services, Inc. (ACS) and Ascentria Community Care, Inc. (ACC) (collectively, the Organizations) are corporations exempt from tax under Section 501(c)(3) of the Internal Revenue Code (IRC) as a public charity. The Organizations provide community service programs to children, families, refugees, and developmentally disabled adults throughout New England. ACS is the sole corporate member of ACC. Ascentria Care Alliance, Inc. (Ascentria) is a sole corporate member of ACS and also serves as the management agent.

The Organizations provide the following programs:

Transportation Services – provides low-income individuals with transportation, such as ownership of donated vehicles or access to shared rides, providing these individuals with access to jobs and other economic opportunities, thus helping them to achieve economic independence.

Disability and Mental Health -- Disability and Mental Health comprise of a wide variety of programs that enable persons who are economically disadvantaged, have disabilities, chronic illness, mental illness, deafness and other challenges to become and remain successful contributors to the communities in which they live and work. Support services include: Access to medical resources, personal case management customized for individual needs, 24/7 supervision and support in a residential setting for individuals diagnosed with chronic and persistent mental illness, and services offered to individuals diagnosed with mental illness in the comfort and familiarity of their homes.

Child and Family Programs – through a variety of programs, the Organizations provide services related to therapeutic foster care, unaccompanied refugee minors support, housing for teen mothers and their children, housing for homeless, small group homes serving teenagers, various support services and living accommodations for developmentally, physically and mentally disabled adults and other various social support programs.

In-Home Services – In-Home Care is a licensed Home Health Care agency that offers comprehensive, nonmedical personal care services to homebound individuals or those with a disability. In-Home Care caregivers assist in light housekeeping, transportation to appointments, recreational activities, bathing and personal care, meals, and exercise. Additional nonmedical services supervised by a registered nurse.

Services for New Americans – through this program, the Organizations seek to provide resettlement, employment, case management, medical case management, English as a second language classes, and other support services to refugees, asylees, and immigrants.

Adoption – through this program, the Organizations provide services related to domestic and international adoptions.

NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Consolidation

The accompanying consolidated financial statements present the consolidated financial position, results of operations, changes in net assets, cash flows, and functional expenses of the Organizations. Material intercompany transactions and balances have been eliminated in consolidation.

Method of Accounting

The consolidated financial statements of the Organizations have been prepared on the accrual method of accounting. Accordingly, assets are recorded when the Organizations obtain the rights of ownership or is entitled to claims for receipt and liabilities are recorded when the obligation is incurred.

Cash and Cash Equivalents

The Organizations consider all short-term debt securities purchased with an original maturity of three months or less to be cash equivalents.

Accounts and Contracts Receivable

Accounts and contracts receivable are recorded net of an allowance of expected losses. The allowance is estimated from historical performance and projections of trends. Credit is extended to customers and collateral is not required. When the accounts become past due, historically, the Organizations have not charged interest to these accounts.

Changes in the allowance for credit losses for the years ended June 30 were as follows:

	2025	2024
Balance - Beginning of Year	$ 506,043	$ 378,995
Provision for Credit Losses	(365,133)	132,123
Amounts Written Off	(7,544)	(5,075)
Balance - End of Year	$ 133,366	$ 506,043

Inventory

Vehicles identified for the purpose of being delivered to program participants are valued based on the average contract reimbursement rate for the reporting period which approximates the lower of cost or net realized value.

Program vehicles expected to be sold at retail are recorded based on trade-in value.

Vehicles expected to be sold at wholesale are valued using the average sales proceeds for all vehicles sold during the reporting period.

Vehicles are recorded as donated vehicles or donated vehicles – wholesale when the vehicle is received.

NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Property and Equipment

Property and equipment are recorded at cost. Assets with an estimated useful life of more than one year and a historical cost in excess of $2,500 are capitalized. The Organizations capitalize acquisitions and improvements, while expenditures for maintenance and repairs that do not extend the useful lives of the assets are charged to operations. Donated property and equipment are recorded at its fair market value at date of donation. Gifts of long-lived assets are reported as net assets without donor restriction support unless donor stipulations specify how the assets are to be used, and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support. Absent explicit donor stipulation about how long those assets must be maintained, expiration of donor restrictions are reported when the donated or acquired long-lived assets are placed into service. Depreciation is computed using the straight-line method over the estimated useful life of the assets.

Related Party Loans Receivable

The Organizations' loan portfolio is comprised on unsecured related party loans receivable that are noninterest-bearing and have no fixed repayment terms, as detailed in Note 3, and is considered a single portfolio class. Related party loans receivable are recorded net of an allowance for expected loan losses (allowance). The Organizations establish an allowance as an estimate of inherent risk in the Organizations' loan portfolio. Although management believes the allowance to be adequate, ultimate losses may vary from its estimates.

The allowance is established through a provision for loan losses that is charged to expense. Loan losses are charged off against the allowance when the Organizations determine the loan balance to be uncollectible. Proceeds received on previously charged off amounts are recorded as recovery in the year of receipt. During the year ended June 30, 2024, all related party loans receivable were forgiven and recognized as an equity transfer in the statement of activities.

The Organizations review the adequacy of the allowance, including consideration of the relevant risks in the loan portfolio, current economic conditions, and other factors periodically. The Organizations internally monitor related party borrowers to assess the risk of nonperformance. The Organizations determine that changes are warranted based on those reviews, the allowance is adjusted.

All of the Organization's Beneficial Interest in Net Assets of Related Parties are measured at Level 3, as outlined in Note 11.

NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Net Assets

Net assets of the Organizations are classified and reported as follows:

Net Assets without Donor Restrictions – Net assets that are not subject to donor-imposed stipulations.

Net Assets with Donor Restrictions – Net assets subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met either by actions of the Organizations and/or the passage of time. Other donor-imposed restrictions are perpetual in nature when 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. Net assets with donor restrictions consist of $1,793,242 and $2,059,236 for beneficial interest in net assets of related party and $81,698 and $90,825 other program restrictions for the years ended June 30, 2025 and 2024, respectively. There were no net assets invested in perpetuity as of June 30, 2025 and 2024.

Contract and Grant Revenue

The Organizations derive revenues through cost-reimbursable and unit rate federal and state contracts and grants, which are conditional grants based on certain performance requirements and/or the incurrence of allowable qualifying expenses. Accordingly, the Organizations are subject to the regulations and reporting requirements of the applicable governmental and grantor agencies. Amounts received are recognized as earned and are reported as revenue when the Organizations have incurred expenditures in compliance with specific contract or grant provisions. As of June 30, 2025 and 2024, there was $11,034,612 and $15,231,614, respectively, of conditional contributions that have yet to be recognized in the consolidated financial statements.

Donated Services

Donated services are recognized in the consolidated financial statements if the services enhance or create nonfinancial assets or require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation.

Donated Vehicle Revenue

Donated vehicle revenue includes vehicles that will be repaired and delivered to program participants. They are valued based on the average contract reimbursement rate for the reporting period. Additionally, donated vehicle revenue includes donated vehicles that do not meet the needs of program participants.

NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Donated Vehicle Revenue (Continued)

These vehicles are sold at auction and valued based on average proceeds for the reporting period. Vehicle auction revenue is recognized at a point in time when the item is sold. As of June 30, 2025 and 2024, there was $1,541,130 and $1,711,675, respectively, included in donated vehicles on the consolidated statement of activities.

Federal and State Relief Grant Revenue

The Organizations received payments from the state of New Hampshire, which is administered by the Division of Medicaid Services. The Organization recognized revenue in the amount of $-0- and $223,097 during the fiscal year-end 2025 and 2024, respectively. The revenues recognized are included in the Federal and State Relief Grant Revenue on the consolidated statements of activities. Amounts received but not yet recognized are included in deferred revenue on the statement of financial position. The payments have terms and conditions that the Organizations are required to follow, and these funds are subject to reporting requirements and audit. The payments are subject to potential recoupment by the Department if it is determined that the funds were not spent in accordance with the terms and conditions. Management believes the amounts have been recognized appropriately as of June 30, 2025 and 2024.

Additionally, the Organizations recognized payments from the Commonwealth of Massachusetts Executive Office of Health and Human Services (EOHHS) of $-0- and $106,952, respectively, as revenues as of June 30, 2025 and 2024. The revenues recognized are included in Federal and State Relief Grant Revenue on the consolidated statement of activities.

Program Service Revenue

To determine revenue recognition for the arrangements that the Organizations considers within the scope of Topic 606, the Organizations performs the following five steps: (1) identify the contract(s) with a customer, (2) identify the performance obligation(s) in the contract, (3) determine the transaction price, (4) allocate the transaction price to the performance obligation(s) in the contract, and (5) recognize revenue when the Organizations satisfy a performance obligation. Program service revenue is from private pay services, translation services, and interpretation services. Program service revenue is recognized as customer services are provided over time. Payments received in advance of services are reported as deferred revenue.

NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Program Service Revenue (Continued)

The Organization's accounts receivables related to program service revenue under Topic 606 that are included in the accounts and contracts receivable on the statement of financial position for the years ended June 30 were as follows:

	2025	2024
Beginning Balance, Accounts Receivables, Net	$ 2,309,660	$ 2,042,667
Ending Balance, Accounts Receivables, Net	2,071,097	2,309,660

There were no contract liabilities related to exchange transactions as of June 30, 2025 and 2024.

Advertising Costs

Advertising costs are expensed as incurred. Advertising costs paid for by the Organizations amounted to $194,670 and $205,614 for the years ended June 30, 2025 and 2024, respectively. Contributions of advertising are recorded at the estimated fair value on the date of the contribution. The Organizations received contributions of advertising estimated to have a value of $22,595 and $50,863 for the years ended June 30, 2025 and 2024, respectively.

Use of Estimates

The preparation of consolidated financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Functional Allocation of Expenses

The cost of providing the various programs and services are summarized on a functional basis. Costs are generally identified as to program site and are then allocated between programs and supporting services that benefited based on total direct expenses. Salaries and benefits are allocated on the basis of time and effort. The expenses that are allocated are the portions of depreciation and interest expense that are not directly attributable to specific programs or services. These expenses are allocated on a square footage basis.

Income Taxes

The Organizations are nonprofit corporations as described in Section 501(c)(3) of the IRC and are exempt from federal and state income taxes on related income pursuant to Section 501(a) of the IRC.

NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fair Value Measurements

In accordance with professional standards, assets and liabilities measured and recorded at fair value are required to be categorized into a three-level hierarchy based on the priority of the inputs to the valuation technique used to determine fair value.

The fair value hierarchy gives the highest priority to quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to unobservable inputs (Level 3). If the inputs used in the determination of the fair value measurement fall within different levels of the hierarchy, the categorization is based on the lowest level input that is significant to the fair value measurement. Assets and liabilities measured and recorded at fair value by the Organizations are categorized as follows:

Level 1 – Inputs that utilize quoted prices (unadjusted) in active markets for identical assets or liabilities that an entity has the ability to access.

Level 2 – Inputs that include quoted prices for similar assets and liabilities in active markets and inputs that are observable for the asset or liability, either directly or indirectly, for substantially the full term of the financial instrument. Fair values for these instruments are estimated using pricing models, quoted prices of securities with similar characteristics, or discounted cash flows.

Level 3 – Inputs that are unobservable inputs for the asset or liability, which are typically based on an entity's own assumptions, as there is little, if any, related market activity.

In instances where the determination of the fair value measurement is based on inputs from different levels of the fair value hierarchy, the level in the fair value hierarchy within which the entire fair value measurement falls is based on the lowest level input that is significant to the fair value measurement in its entirety. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs. There have been no changes in valuation methodology used at June 30, 2025 and 2024.

Leases

The Organizations determine if an arrangement is a lease at inception. Operating leases are included in right-of-use (ROU) assets – operating and lease liability – operating in the consolidated statement of financial position. Finance leases are included in right-of-use (ROU) asset financing and lease liability – financing on the consolidated statement of financial position.

NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Leases (Continued)

ROU assets represent the Organizations' right to use an underlying asset for the lease term, and lease liabilities represent the Organizations' obligation to make lease payments arising from the lease. ROU assets and liabilities are recognized at commencement date based on the present value of lease payments over the lease term using an appropriate risk-free discount rate.

The individual lease contracts do not provide information about the discount rate implicit in the lease. Therefore, the Organizations have elected to use a risk-free discount rate (applicable U.S. Department of Treasury risk-free treasury rate) determined using a period comparable with that of the lease term for computing the present value of lease liabilities. Lease terms may include options to extend or terminate the lease when it is reasonably certain that the Organizations will exercise that option.

Lease costs for operating lease payments are recognized on a straight-line basis over the lease term. The Organizations have elected not to separate nonlease components from lease components and instead accounts for each separate lease component and the nonlease component as a single lease component. The Organizations recognize payments for short-term leases with a lease term of 12 months or less as expense as incurred.

Reclassifications

Certain reclassifications of amounts previously reported have been made to the accompanying financial statements to maintain consistency between periods presented. The reclassifications had no impact on previously reported net assets.

Subsequent Events

In preparing these consolidated financial statements, the Organizations have evaluated events and transactions for potential recognition or disclosure through February 25, 2026, the date the consolidated financial statements were available to be issued.

NOTE 2 ASSETS LIMITED AS TO USE

Beneficial Interest in Net Assets of Related Party

The Organizations record beneficial interest in assets that are held by Ascentria in the amount of $1,793,242 and $2,059,236 at June 30, 2025 and 2024, respectively. For the years ended June 30, 2025 and 2024, the Organizations had a loan payable to the fund totaling $340,524 and $340,524, respectively. Contributed assets are transferred to Ascentria by either the donor or the Organizations with the approval of Ascentria. The donors did not grant variance power to Ascentria.

NOTE 3 RELATED PARTY TRANSACTIONS

The Organizations have entered into the following transactions with related parties:

- The Organizations are charged annually by Ascentria for accounting, management services, and overhead in monthly installments. Charges to operations for these services totaled approximately $8,290,206 and $7,151,318 for the years ended June 30, 2025 and 2024, respectively. These expenses have been included on the consolidated statements of activities under the caption Management Fees. In addition, Ascentria is the central contracting entity for insurance coverage, and insurance costs are then billed monthly to the Organizations.

- The Organizations have various office space rentals to and from related parties and vehicle rentals from related parties. Rental revenue from related parties amounted to $86,389 and $128,694 for the years ended June 30, 2025 and 2024, respectively. Office space and vehicle related party rents amounted to $398,889 and $410,046 for the year ended June 30, 2025 and 2024, respectively.

- Related party loans that bear no interest and have no fixed repayment terms, are as follows:

	2025	2024
Due to Related Parties:		
Ascentria Care Alliance, Inc.	$ 381,073	$ 365,510
Total	$ 381,073	$ 365,510

	2025	2024
Due from Related Parties:		
Ascentria Care Alliance, Inc.	$ 519,248	$ -
Total	$ 519,248	$ -

NOTE 4 DEFINED CONTRIBUTION PENSION PLAN

The Organizations participate in a defined contribution plan (the Plan) qualifying under IRC Section 403(b) maintained by Ascentria. The Plan permits discretionary employer contributions based on a specified percentage of annual compensation and employee contributions. Pensions costs charged to operations or contributions to the plan amounted to $117,268 and $52,773 the years ended June 30, 2025 and 2024, respectively.

NOTE 5 CONCENTRATION OF CREDIT RISK

Financial instruments that potentially subject the Organizations to concentrations of credit risk consist principally of the following:

Cash and Cash Equivalents

The Organizations have a potential consideration of credit risk in that it occasionally maintains deposits with a financial institution in excess of amounts insured by the Federal Deposit Insurance Corporation (FDIC). The maximum deposit insurance amount is $250,000, which was applied per depositor, per insured depository institution for each account ownership category. As of June 30, 2025 and 2024, the Organizations had $7,295,893 and $2,725,413, respectively, in excess of FDIC limits.

Major Customers

The Organizations receive significant funding from various federal and state agencies. The states, through which funding was received, include Massachusetts, New Hampshire, and Maine. Approximately 65% and 71% of the Organizations' revenue was received from state and federal agencies directly or via pass through for the years ended June 30, 2025 and 2024, respectively.

Beneficial Interest in Net Assets of Related Party

The Organization's unsecured gifts, held by a related party, amounted to $1,793,242 and $2,059,236 at June 30, 2025 and 2024, respectively.

NOTE 6 PROPERTY AND EQUIPMENT

The useful lives of property and equipment for purposes of computing depreciation are:

Building, Building Improvements, and Leasehold Improvements	5 to 40 Years
Equipment, Furniture, and Vehicles	3 to 10 Years
Computer Equipment and Software	3 Years

Depreciation expense charged to operations was $132,763 and $131,592 for the years ended June 30, 2025 and 2024, respectively.

NOTE 7 MAINE MEDICAID LIABILITY

ACS provides services for Medicaid eligible individuals under terms of costs-based contracts with the state of Maine. Accordingly, ACS provides for the estimated amount of settlements with Medicaid as a liability. Final reimbursement is not determined until the state of Maine accepts the cost report. The amount of the estimated liability was approximately $340,507 and $115,383 for the year ended June 30, 2025 and 2024, respectively. Adjustments to these estimates are reflected on the consolidated statement of activities under the caption Grant and Contract Revenue to the extent not previously recorded in the year the final settlement information becomes available to management.

NOTE 8 LONG-TERM DEBT

The Organizations are liable on long-term debt at June 30 as follows:

Description	2025	2024
Term note payable to Cambridge Trust Company face amount $380,000, due June 30, 2032, secured by business assets, payable in monthly payments of principal plus interest through maturity, commencing July 29, 2022. Interest rate is fixed at 5.27% annually.	$ 345,460	$ 357,609
Total Long-Term Debt	345,460	357,609
Less: Current Maturities	(12,815)	(12,150)
Long-Term Debt, Net of Current Maturities	$ 332,645	$ 345,459

The agreement with Cambridge Trust Company includes a covenant to maintain a debt service coverage ratio, as defined in the agreement, of at least 1.10. The Organization believes that it has met the required ratio at June 30, 2025.

The following are current maturities for the next five years:

Year Ending June 30,	Amount
2026	$ 12,815
2027	13,517
2028	14,210
2029	15,035
2030	15,858
Thereafter	274,025
Total	$ 345,460

Interest charged to operations for the above long-term debt amounted to $20,246 and $20,878 for the years ended June 30, 2025 and 2024, respectively.

ASCENTRIA COMMUNITY SERVICES, INC. AND SUBSIDIARY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2025 AND 2024

NOTE 9 LEASES

The Organizations lease equipment under finance leases and office facilities under operating leases. The leases are for various terms under long-term, noncancelable lease agreements and expire at various dates through 2029.

The following table provides quantitative information concerning the Organizations' leases:

	2025	2024
Lease Cost:		
Amortization of Right-of-Use Assets	$ 108,560	$ 82,302
Interest on Lease Liabilities	11,191	8,799
Operating Lease Cost	627,995	640,213
Total Lease Cost	$ 747,746	$ 731,314
Other Information:		
Cash Paid for Amounts included in the Measurement of Lease Liabilities:		
Operating Cash Flows from Finance Leases	$ 117,938	$ 88,285
Operating Cash Flows from Operating Leases	$ 629,741	$ 632,264
Right-of-Use Assets Obtained in Exchange for New Finance Lease Liabilities	$ 36,129	$ 150,338
Right-of-Use Assets Obtained in Exchange for New Operating Lease Liabilities	$ 77,960	$ 1,035,930
Weighted-Average Remaining Lease Term - Finance Leases	2.91 Years	3.70 Years
Weighted-Average Remaining Lease Term - Operating Leases	2.68 Years	3.28 Years
Weighted-Average Discount Rate - Finance Leases	4.09%	3.95%
Weighted-Average Discount Rate - Operating Leases	2.71%	2.72%

The Organizations classify total undiscounted lease payments that are due in the next 12 months as current. A maturity analysis of annual undiscounted cash flow for lease liabilities as of June 30, 2025 is as follows:

Year Ending June 30,	Operating	Finance	Totals
2026	$ 467,716	$ 71,307	$ 539,023
2027	292,655	76,794	369,449
2028	171,237	55,321	226,558
2029	79,226	22,224	101,450
Thereafter	-	-	-
Undiscounted Cash Flows	1,010,834	225,646	1,236,480
Less: Imputed Interest	(34,102)	(14,436)	(48,538)
Total Present Value	$ 976,732	$ 211,210	$ 1,187,942

NOTE 10 CONTINGENCIES

A significant portion of the Organizations' net revenues and accounts receivable are derived from services reimbursable under Medicaid programs. There are numerous health care reform proposals being considered on federal and state levels. The Organizations cannot predict at this time whether any of these proposals will be adopted or, if adopted and implemented, what effect such proposals would have on the Organizations.

A significant portion of the Organizations' revenues are derived from services reimbursable under Medicaid programs. The base year costs utilized in calculating the Medicaid rates are subject to audit which could result in a retroactive rate adjustment for all years in which that cost base was used in calculating the rates. It is not possible at this time to determine whether the Organizations will be audited or if a retroactive rate adjustment would result.

Effective June 2022, the Organizations and subsidiaries entered into a line of credit agreement and a term note payable with a financial institute and paid off the previous line of credit balance.

The term note payable has a balance of $1,295,000 and resides on the books of a related party for both year ends June 30, 2025 and 2024. All borrowers are jointly and severally liable for payment of the debt which is due June 30, 2027. The note is secured by certain assets, payable in monthly payments of principal plus interest through maturity, commencing on July 29. 2022. Interest rate is fixed at 5.06% annually. The line of credit has a limit of $1,900,000 with a variable rate of interest of the Wall Street Journal published U.S. Prime Rate, with a floor of 3.25%. The rate was 7.50% and 8.50% at June 30, 2025 and 2024, respectively . The line is collateralized by various business assets. There was no balance on the line of credit for both year ends June 30, 2025 and 2024. The agreements include a covenant to maintain a debt service coverage ratio, as defined in the agreement, of at least 1.10. The Organization believes that it has met the required ratio for both year ends June 30, 2025 and 2024.

The Organizations are subject to legal proceedings and claims that arise in the ordinary course of business. In the opinion of management, the ultimate resolution of these matters is not expected to have a material adverse effect on the Organization's financial position, results of operations or liquidity.

NOTE 11 FAIR VALUE MEASUREMENT

The Organizations use fair value measurements to record fair value adjustments to certain assets and liabilities to determine fair value disclosures. For additional information on how the Organizations measure fair value refer to Note 1 – Organization and Summary of Significant Accounting Policies.

NOTE 11 FAIR VALUE MEASUREMENT (CONTINUED)

The following tables present the Organizations' fair value hierarchy for those assets and liabilities measured at fair value on a recurring basis as of June 30:

	2025			
	Total	Level 1	Level 2	Level 3
Beneficial Interest in Net Assets of Related Party:	$ 1,793,242	$ -	$ -	$ 1,793,242
Total	$ 1,793,242	$ -	$ -	$ 1,793,242

	2024			
	Total	Level 1	Level 2	Level 3
Beneficial Interest in Net Assets of Related Party:	$ 2,059,236	$ -	$ -	$ 2,059,236
Total	$ 2,059,236	$ -	$ -	$ 2,059,236

The following table provides a summary of changes in fair value of the Organizations' Level 3 financial assets for the years ended June 30:

	2025	2024
Contributions	$ 212,444	$ 264,600
Payments	(478,438)	(334,322)

Since these funds are held by a third party that pools the Organizations' interest with other related organization's assets, management has determined that the inputs are unobservable and therefore, valued using a Level 3 methodology. The principal valuation technique is the fair value of the underlying investments and the unobservable input is the term of distributions.

NOTE 12 AVAILABLE RESOURCES AND LIQUIDITY

The Organizations regularly monitors liquidity required to meet its operating needs and other commitments. For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Organizations consider all expenditures related to its ongoing program activities as well as the services undertaken to support those activities to be general expenditures.

NOTE 12 AVAILABLE RESOURCES AND LIQUIDITY (CONTINUED)

In addition to financial assets available to meet general expenditures over the next 12 months, the Organizations operate a balanced budget and anticipates collecting sufficient revenue to cover general expenditures not covered by donor-restricted resources. The Organizations consider the following to be available to meet cash needs for general expenditures:

	2025	2024
Cash and Cash Equivalents	$ 7,465,635	$ 2,947,260
Grant and Contract Receivables, Net	4,699,213	5,580,111
Program Service Receivables, Net	2,071,097	2,309,660
Total Financial Assets	14,235,945	10,837,031
Donor-Imposed Restrictions	(81,698)	(90,825)
Financial Assets Available to Meet Cash Needs for General Expenditures Within One Year	$ 14,154,247	$ 10,746,206

Claudine Gasana

[redacted]

PROFESSIONAL SUMMARY

Human Services professional with extensive experience in case management, refugee and immigrant support, family services, and community-based programs. Skilled in client advocacy, health coaching and education, community partnership coordination, and program compliance. Experienced in home visiting, service delivery, and culturally responsive instruction. Proven ability to manage caseloads, lead teams, and deliver high-quality, client-centered services. Strong communication, organizational, and problem-solving skills, committed to empowering clients toward independence and successful community integration.

SKILLS

● Case Management & Client Services ● Refugee & Immigrant Support ● Home Visiting for Refugee Families ● Community Partnerships & Collaboration ● Cultural Competency & Trauma-Informed Care ● Client Advocacy & Crisis Intervention	● Parent Education & Family Coaching ● Health Coaching & Education for Immigrants ● Preventive Care Guidance ● Service Coordination & Referrals ● Leadership & Staff Support ● Microsoft Word, Excel, Databases ● Driving / Local Travel ● Program Compliance & Documentation

PROFESSIONAL EXPERIENCE

Family Center Coordinator / Home Visitor – Refugee Services

Concord School District – Concord, NH
December 2020 – Present
(Professional leave: September 2022 – September 2023 to work at Arbor Circle)

- Conduct home visits for refugee and immigrant families, assessing needs, identifying barriers, and developing individualized support plans.
- Provide health coaching and education, promoting wellness, preventive care, and access to community resources.
- Deliver parent education and coaching, strengthening family functioning and child development.
- Coordinate services and referrals with school staff and community agencies.
- Advocate for families to ensure equitable access to educational, social, and community resources.
- Maintain accurate, confidential documentation of services, progress, and outcomes.

English As a Second Language Teacher (Part-Time, Remote)

Second Start – Concord, NH
September 2022 – Present

- Teach English as a Second Language (ESL) to multilingual learners, supporting community integration and language acquisition.
- Provide health education and coaching to immigrant students, covering preventive care, nutrition, and access to services.
- Develop culturally responsive lesson plans tailored to students' proficiency and goals.
- Assess student progress, track outcomes, and provide constructive feedback.
- Foster an inclusive, supportive learning environment.

Family Support Specialist – Refugee Services

Arbor Circle – Grand Rapids, MI
September 2022 – September 2023

- Provided home-based support exclusively for refugee families, assessing needs and delivering culturally responsive services.
- Developed individualized intervention plans and monitored progress.
- Collaborated with community agencies to connect families with essential resources.
- Advocated for clients within legal, educational, and social service systems.
- Maintained detailed and accurate documentation in compliance with standards.

Communicable Disease Investigator (12-Month Contract)

Department of Health and Human Services – Concord, NH
December 2019 – December 2020

- Conducted case investigations to assess health risks and identify sources of infection.
- Collaborated with healthcare providers, public health agencies, and community organizations.
- Provided education and guidance to individuals and families affected by communicable diseases.
- Developed and implemented disease prevention strategies.
- Maintained timely, accurate documentation in compliance with regulations.

Camp Counselor

Camp Bernadette – Wolfeboro, NH
Summers 2014 – 2016

- Supervised and mentored children aged 5–16, ensuring safety and engagement.
- Planned and led recreational and educational activities.
- Promoted a positive and inclusive environment for campers.
- Collaborated with staff to plan and implement programming.

EDUCATION

Bachelor's Degree in Public Health
Keene State College

ADDITIONAL INFORMATION

- Valid Driver's License, reliable transportation, and clean driving record
- Experience working with diverse, multicultural populations
- Bilingual (Kinyarwanda & English)
- Skilled in Microsoft Office, databases, and case management software