



State of New Hampshire
DEPARTMENT OF NATURAL & CULTURAL RESOURCES
STATE COUNCIL ON THE ARTS

172 Pembroke Road Concord, New Hampshire 03301
Phone: 603-271-2789 Fax: 603-271-3584
TDD Access: Relay NH 1-800-735-2964
nharts.dncr.nh.gov



August 26, 2026

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

REQUESTED ACTION

Pursuant to RSA 261:97-c, Use of Funds, authorize the Department of Natural and Cultural Resources, Division of the Arts, to award a Conservation License Plate (Moose Plate) grant to the Saint Gaudens Memorial (VC #154155) in the amount of \$10,000 to support the conservation of the monumental-sized plaster cast of Robert Louise Stevenson memorial relief plaque, effective upon Governor and Council approval through May 30, 2027. **100% Agency Income.**

Funds are available in account, Conservation Plate Funds, as follows:

03-35-35-350010-34050000-073-509074 - Grants Non-Federal

FY 2027
\$10,000

EXPLANATION

Moose Plate Funds are intended to promote the use and conservation of cultural resources in New Hampshire and to preserve the cultural heritage that belongs to all New Hampshire citizens by providing for the preservation of publicly owned historic properties. The land, home, studio and gardens of the sculptor Augustus Saint-Gaudens (1848-1907), located in Cornish, New Hampshire, were owned and operated by the Saint-Gaudens Memorial, a private foundation initiated in 1919 by the artist's widow, Augusta Saint-Gaudens, and their son Homer Saint-Gaudens. In 1965, the Memorial transferred the site to the National Park Service (NPS) and Saint-Gaudens National Historic Park became a unit of the U.S. Department of the Interior, National Park Service. This is only one of two parks designated by the National Park Service to be a "historic park for the Arts" in the United States. Saint-Gaudens Memorial, now a non-profit organization, partners with the Saint-Gaudens National Historical Park to enrich its cultural offerings and natural setting through public programming such as exhibitions, special events, and other programs as a living tribute to the sculptor.

The proposed project will stabilize and conserve a monumental sized plaster cast of Robert Louis Stevenson (SAGA 936) by Augustus Saint-Gaudens, currently on view in the New Gallery at Saint-Gaudens National Historical Park in Cornish, NH. This plaster cast of the memorial relief plaque in St. Giles Cathedral, Edinburgh was created between 1889-1902. One of the most popular writers of his time, creating such enduring works as *Treasure Island*, and *The Strange Case of Dr. Jeckyll and Mr. Hyde*. Today, the plaster shows cracking, surface losses, breaks, water damage, pitting, mold and overall dirt. It is in danger of continuing degradation if not treated. Due to the size and method of display of this piece, it is unable to be removed from the building without substantially altering the building itself and obtaining a location that is large enough to accommodate the artwork while it is being worked on.

The Attorney General's Office has reviewed and approved the grant as to form, substance, and execution.

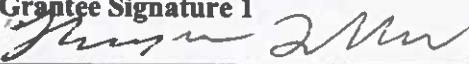
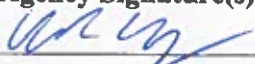
Respectfully submitted,

Adam J. Crepeau
Commissioner

GRANT AGREEMENT

The State of New Hampshire and the Grantee hereby
Mutually agree as follows:
GENERAL PROVISIONS

1. Identification and Definitions.

1.1. State Agency Name DNCR- NH Arts Council		1.2. State Agency Address 172 Pembroke Road, Concord, NH 03301	
1.3. Grantee Name Saint Gaudens Memorial		1.4. Grantee Address 139 St Gaudens Road, Cornish, NH 03745	
1.5. Grantee Phone # (603) 287-3727	1.6. Account Number 3405000-509074	1.7. Completion Date 05/30/2027	1.8. Grant Limitation \$ 10,000.00
1.9. Grant Officer for State Agency Adele Sicilia, Director		1.10. State Agency Telephone Number (603) 271-8418	
If Grantee is a municipality or village district: "By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Grantee Signature 1 		1.12. Name & Title of Grantee Signor 1 Thayer Tilles, President	
Grantee Signature 2		Name & Title of Grantee Signor 2	
Grantee Signature 3		Name & Title of Grantee Signor 3	
1.13. State Agency Signature(s) 		1.14. Name & Title of State Agency Signor(s) Adam Crepeau, Commissioner	
1.15. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) By: Mary E. Maloney Assistant Attorney General, On: / / August 24, 2026			
1.16. Approval by Governor and Council (if applicable) By: On: / /			

2. **SCOPE OF WORK:** In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT B (the scope of work being hereinafter referred to as "the Project").

3. AREA COVERED. Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the State of New Hampshire.
 4. EFFECTIVE DATE; COMPLETION OF PROJECT.
 - 4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire if required (block 1.16), or upon signature by the State Agency as shown in block 1.14 ("the Effective Date").
 - 4.2. Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.7 (hereinafter referred to as "the Completion Date").
 5. GRANT AMOUNT; LIMITATION ON AMOUNT; VOUCHERS; PAYMENT.
 - 5.1. The Grant Amount is identified and more particularly described in EXHIBIT C, attached hereto.
 - 5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT C.
 - 5.3. In accordance with the provisions set forth in EXHIBIT C, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.
 - 5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.
 - 5.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.
 6. COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS. In connection with the performance of the Project, the Grantee shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits and RSA 31-95-b.
 7. RECORDS and ACCOUNTS.
 - 7.1. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency, the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.
 - 7.2. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency pursuant to subparagraph 7.1, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these provisions
 8. PERSONNEL.
 - 8.1. The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.
 - 8.2. The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.
 9. DATA; RETENTION OF DATA; ACCESS.
 - 9.1. As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations,
- 9.2. computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.
 - 9.3. Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.
 - 9.4. No data shall be subject to copyright in the United States or any other country by anyone other than the State.
 - 9.5. On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.
 - 9.6. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.
 10. CONDITIONAL NATURE OR AGREEMENT. Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.
 11. EVENT OF DEFAULT; REMEDIES.
 - 11.1. Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):
 - 11.1.1 Failure to perform the Project satisfactorily or on schedule; or
 - 11.1.2 Failure to submit any report required hereunder; or
 - 11.1.3 Failure to maintain, or permit access to, the records required hereunder; or
 - 11.1.4 Failure to perform any of the other covenants and conditions of this Agreement.
 - 11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
 - 11.2.1 Give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and
 - 11.2.2 Give the Grantee a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the Grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and
 - 11.2.3 Set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and
 - 11.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.
 12. TERMINATION.
 - 12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.
 - 12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.
 - 12.3. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.
 - 12.4. CONFLICT OF INTEREST. No officer, member of employee of the Grantee, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or
 - 13.

Initial

7/20/26
Date

- approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
14. GRANTEE'S RELATION TO THE STATE. In the performance of this Agreement the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.
15. ASSIGNMENT AND SUBCONTRACTS. The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit B without the prior written consent of the State.
16. INDEMNIFICATION. The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee or subcontractor, or subgrantee or other agent of the Grantee. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.
17. INSURANCE.
- 17.1 The Grantee shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:
- 17.1.1 Statutory workers' compensation and employees liability insurance for all employees engaged in the performance of the Project, and
- 17.1.2 General liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and
- 17.2. The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Grantee shall furnish to the State, certificates of insurance for all renewal(s) of insurance required under this Agreement no later than ten (10) days prior to the expiration date of each insurance policy.
18. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.
19. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.
20. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire, if required or by the signing State Agency.
21. CONSTRUCTION OF AGREEMENT AND TERMS. This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.
22. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.
23. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.
24. SPECIAL PROVISIONS. The additional or modifying provisions set forth in Exhibit A hereto are incorporated as part of this agreement.

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7/20/26
Date

**STATE OF NEW HAMPSHIRE DEPARTMENT OF NATURAL & CULTURAL
RESOURCES DIVISION OF THE ARTS**

• **NEW HAMPSHIRE STATE COUNCIL ON THE ARTS Moose Plate GRANT**

EXHIBIT A – SPECIAL PROVISIONS

- Section 17.1.2 is modified to reflect to coverage indicated on the attached Certificate of Insurance
- Funding credit including Council logo must appear in all programs, publicity, and promotional materials. The following wording and Council logo should be used:



Saint Gaudens Memorial

is supported in part by a grant from the New Hampshire State Council on the Arts.

- The Grantee assures and certifies that they are not on the debarred or suspended list (System for Award Management (SAM)) Exclusions and are eligible to receive state and federal funds.
- The Grantee acknowledges that the NHSCA Program Coordinator may schedule a site visit to the organization and may request a site visit from the NHSCA.
- The Grantee agrees to abide by the limitations, conditions and procedure outlined herein and in the attached appendices. If appropriated funds for this grants program are reduced or terminated, all payments under this grant may cease. That determination rests within the sole discretion of the Council.
- The sub-grantee, contractor, subcontractor, successor, transferee, and assignee shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.
- **FINAL REPORT:** The Grantee agrees to submit a final financial and narrative report on a form provided by the Council no more than 30 days after the end of the grant period. **Failure to submit the final report will render the Grantee ineligible for Council funding for two years.**

EXHIBIT B – SCOPE OF WORK

- The Grantee agrees to accept \$10,000.00 and apply it to the program(s) described in the grant application and approved budget to support the conservation of the monumental-sized plaster cast of Robert Louis Stevenson memorial relief plaque. In the performance of this grant agreement, the Grantee is in all respects an independent contractor and is neither an agent nor employee of the State.

EXHIBIT C – PAYMENT TERMS

- **GRANT AMOUNT** – Total granted amount shall not exceed \$10,000.00.
- **PAYMENT** – Payment will be made following the receipt and execution of all required documents, and approval of the Governor and Executive Council.
- **COMPLETION** – The grant will be completed by May 30, 2027.

Grantee Initials

Date

JS
7/20/26

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 SAINT-GAUDENS MEMORIAL is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on February 26, 1919. 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: **68149**

Certificate Number : **0007865392**



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this **24th** day of **March** A.D. **2026**.

A handwritten signature in black ink, appearing to read "David M. Scanlan", written over a horizontal line.

David M. Scanlan
Secretary of State

Corporate Resolution

Authorization to Enter into Contracts with
New Hampshire State Council on the Arts

Important: To expedite your payment these steps must be followed in this order:

* Resolution date must occur on or before the Grant Agreement is signed.

** Certificate must be attested/signed and dated on bottom of page on the same date or before the Grant Agreement is signed.

I, (1.) GARDINER HEMMEL JR., hereby certify that I am duly elected Clerk/Secretary/Officer
(Name of Board Member not signing Box 1.11 of grant agreement)

of (2.) SAINT GAUDENS MEMORIAL I hereby certify the following is a true of a vote taken at a
(Name of Organization receiving grant)

meeting of the Board of Directors/shareholders, duly called and held on (3.) July 20,
2026, at which a quorum of the directors/shareholders were present and voting.

Voted: That (4.) THAYER TOLLES (may list more than one person) is duly
(Name of person signing Box 1.11 of grant agreement)

authorized to enter into contracts or agreements on behalf of (5.) SAINT GAUDENS MEMORIAL
(Name of Organization receiving grant)

with the State of New Hampshire and any of its agencies and departments and further is
authorized to execute any documents which may in his/her judgement to be desirable or
necessary to affect the purpose of this vote.

I hereby certify that said vote has not been amended or repealed and remains in full force and
effect as the date of the contract to which this certificate is attached. This authority **shall remain
valid for thirty (30) days** from the date of this Corporate Resolution. I further certify that it is
understood the State of New Hampshire will rely on this certificate as evidence the person(s)
listed above currently occupy the positions(s) indicated and that they have full authority to bind
the corporation. To the extent that there are 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: 7/20/26

ATTEST: (6) [Signature] VICE PRESIDENT
(Signature & Title of Board Member not signing Box 1.11 of grant agreement)

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/22/2026

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 The Hilb Group New England, LLC PO Box 606 Keene NH 03431		CONTACT NAME: Elizabeth Ravesi PHONE (A/C, No, Ext): E-MAIL ADDRESS: lravesi@hilbgroup.com FAX (A/C, No):	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: West American Insurance Co	
		INSURER B: Associated Employers Insurance Co	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER: CL2672216324

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. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. *Not Applicable in WY

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY			BLW58558456	05/30/2026	05/30/2027	EACH OCCURRENCE \$ 2,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 15,000
							PERSONAL & ADV INJURY \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 4,000,000
	☒ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG \$ 4,000,000
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	☐ OCCUR ☐ CLAIMS-MADE						\$
	DED RETENTION \$						
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WCC-500-8245988-2026A	07/30/2026	07/30/2027	PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N					E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	☒ Y	N / A				E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

Workers Compensation Coverage Applies to the State of NH

CERTIFICATE HOLDER

CANCELLATION

State of New Hampshire Dept. of Natural & Cultural Resources 17 Pembroke Rd. Concord NH 03301	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 
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NONPROFIT COVER SHEET

A. Entity Name: Saint-Gaudens Memorial

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

Jackeline Rocha, Executive Director

139 Saint-Gaudens Road, Cornish, NH 03745; jackie@saint-gaudens.org; 603-287-3727

C. List Board of Directors and Affiliations

<u>Name (Identify any additional role(s) in Parentheses)</u>	<u>Affiliations</u>
E.g., John Doe (President)	
Kent L. Barwick	
Byron Bell	Byron Bell Architects
Jessica Brim-DeForest	
Timothy Cornell	
Patricia Cronin	
Holly Evarts	
Kathryn Greenthal (Clerk)	
Matt Halperin (Treasurer)	
Anne Hamilton	
Donna Hassler	
Gardiner Hempel, Jr. (Vice President)	
Ute Wartenberg Kagan	American Numismatic Society
Doug Larson	Larson Architecture
Victoria (Torrie) Larson	VK Larson Communications
Matthew Leaycraft	
Inez McDermott (Vice President)	
William Palmer	
Soo Sunny Park	
Nick Platt, Jr.	
Daniel V. Scully	Scully Architects
Annie Sundberg	
Thayer Tolles (President)	The Metropolitan Museum of Art
Samuel G. White	Platt Byard Dovell White
Douglas C. Wright	DCW Architects
The Hon. Kelly Ayotte (Ex officio)	Governor of New Hampshire
Dr. Sian Leah Beilock (Ex officio)	President, Dartmouth College
Jackeline Rocha (Ex officio)	Executive Director, Saint-Gaudens Memorial
Thomas P. Putnam (Trustee Emeritus)	

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

<u>Name</u>	<u>Role</u>	<u>Annual Salary</u>	<u>Amount Paid From This Contract</u>
Jackeline Rocha	Executive Director	\$103,500	n/a

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

E. Check one of the following:

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

CHARITABLE TRUSTS UNIT COMPLIANCE CERTIFICATION

F. Check one of the following:

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

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

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

FINANCIAL DISCLOSURES

G. Check one the following:

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

1. INCOME STATEMENT

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

2. BALANCE SHEET

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

Reg. No.	Charity Name	Address	City	State	Zip	Status	Report Due
31708	Safe Haven Ballet	200 Chase Drive	Portsmouth	NH	03801	G	11/15/2026
14581	Safe Horizon, Inc.	2 Lafayette Street 3rd Floor	New York	NY	10007	X	11/15/2025
15859	Safe Kids Worldwide	1 Inventa Place, Sixth Floor WestSilver Spring, MD 209	Silver Spring	MD	20910	G	5/15/2026
31977	Safe Passage	63 Federal Street, Unit 388Portland, ME 04101	Portland	ME	04101	G	11/15/2026
30529	Safe Routes to School National Partnership	PO Box 44328	Ft. Washington	MD	20749-4328	X	5/15/2019
31954	Safe Schools New Hampshire	PO Box 2722Concord, NH 03302	Concord	NH	03302	G	5/15/2027
32336	Safest Drug	325 Ellington Blvd. #308	Gaithersburg	MD	20878	X	11/15/2021
3425	Safety & Health Council of Northern New England, Inc.	2 Whitney Road, Unit 11	Concord	NH	03301	G	11/15/2026
36325	Saga Innovations, Inc.	10 Laudholm Road	Newton	MA	02458	G	11/15/2027
33861	Sagamore Institute, Inc.	C/O PO Box 12129	Denver	CO	80212	G	5/15/2026
10816	Saha Global, Inc.	151 W 28th StreetNew York, NY 10001-6112	New York	NY	10001-6112	G	11/15/2026
34649	Saint Andrew's Society of Maine, Inc.	PO Box 128	Brunswick	ME	04011	X	5/15/2024
11307	Saint Bernard Rescue Foundation, Inc	103 Cowboy Lane	Bertram	TX	78605-4241	X	5/15/2023
30141	Saint Boniface Haiti Foundation, Inc.	399 Revolution Drive, Ste 330Somerville, MA 02145	Somerville	MA	02145	G	11/14/2026
13830	Saint Francis House	7105 Silver Fox Court	Hummelstown	PA	17036	G	11/15/2026
1732	Saint Gaudens Memorial	139 Saint-Gaudens RoadCornish, NH 03741	Cornish	NH	03741	G	11/15/2026
31210	Saint John Paul II School	PO Box 94	Lancaster	NH	03584	G	11/15/2026
13524	Saint John's University	2850 Abbey Plaza; PO Box 2222Collegeville, MN 56321	Collegeville	MN	56321-2222	G	11/15/2026
33077	Saint Joseph Academy	PO Box 250	Templeton	MA	01468	X	11/15/2021
33877	Saint Kateri Tekakwitha Conservation Center	24 Faye Street	Wading River	NY	11792	G	5/15/2027
10992	Saint Leo University, Inc.	33701County Road 52, MC 2410Saint Leo, FL 33574	Saint Leo	FL	33574	G	11/14/2026
11739	Saint Louis University	221 North Grand Boulevard, Room 346St. Louis, MO 63103-2006	St. Louis	MO	63103-2006	X	11/15/2025
31664	Saint Luke's Foundation	901 East 104th Street, Mail Stop 100 South	Kansas City	MO	64131	G	11/15/2026
30838	Saint Mary's School	900 Hillsborough Street	Raleigh	NC	27603	G	11/14/2026
13981	Saint Mary's University of Minnesota	3675 Crestwood Parkway, Suite 350	Duluth	GA	30096	G	10/15/2026
30198	Saint Paul & Minnesota Foundation	370 Wabasha Street North, Suite 300	Saint Paul	MN	55102	G	11/15/2026
15259	Saint Peter's University	2641 Kennedy Boulevard	Jersey City	NJ	07306-5943	X	11/15/2024
35961	Saint Vincent College	300 Fraser Purchase Road	Latrobe	PA	15650	G	11/15/2026
31320	Saks Fifth Avenue Foundation	225 Liberty Street, 31st Floor	New York	NY	10281	X	6/15/2025
36220	Salem Academy and College	601 South Church Street	Winston Salem	NC	27101	G	11/15/2026
5674	Salem Animal Rescue League	4 Sarl Drive	Salem	NH	03079-4244	G	11/15/2026
2783	Salem Area Special Needs Association	Box 1602	Salem	NH	03079	G	5/15/2026
12656	Salem Basketball Organization	PO Box 2310	Salem	NH	03079	X	2/15/2026



GRANTEE INFORMATION FORM for ORGANIZATIONS

Please complete all of the following information for fulfillment of grant requirements by the State of New Hampshire's Department of Administrative Services.

Name of Organization Saint-Gaudens Memorial

1. **Statement of Purpose and Status:**

In the space below (or attached) list the organization's mission statement or objectives and status (501(c)3; municipality; etc.)

The Saint-Gaudens Memorial promotes the life and work of sculptor Augustus Saint-Gaudens (1848-1907), champions the creative arts and artists, past and present, and partners with the Saint-Gaudens National Historical Park in Cornish, New Hampshire, to enrich its cultural offerings and natural setting.

Please return the following with your signed grant agreement:

2. **Board Resolution** (attached). This form designates who is authorized to contract on behalf of the organization with the NH State Council on the Arts.
3. **Alternate W9 Form** (attached). This form allows us to set up a vendor code in the State of NH Vendor system. If the organization doesn't have a current vendor code, you will receive an email with the number.
4. **Unique Entity Identifier (UEI):**
If you did not supply your UEI at the time of application, please include it above. You can obtain a UEI from Sam.gov. Grant funds will not be released without a UEI.

Grants over \$1,000 please include items 1 through 6

5. **Certificate of Liability and Workers Comp Insurance** with the **Department of Natural & Cultural Resources 172 Pembroke Rd Concord NH 03301** as the certificate holder.
If the organization has no employees, you will still need General Liability Insurance and a letter explaining exemption from workers compensation coverage.
6. Please include a copy of a current year Certificate of Good Standing (if not provided with the application). If you do not have a Certificate of Good Standing with the State of NH you can call Secretary of State Corporate Division at 271-3244 or apply online at their website.

Grants over \$2,500 please include items 1 through 10

7. Resume and Annual Salary of Administrator
8. Geographic Areas Served by Organization
9. Financial Statement: A one-page financial statement of your organization's most recently completed fiscal year.
10. Board of Directors: A list of the current directors and officers of your organization.
Please do not include any personal information such as home addresses, phone numbers or emails.

SAINT-GAUDENS MEMORIAL

**STATEMENT OF REVENUES AND SUPPORT COLLECTED AND EXPENSES PAID
AND CHANGES IN NET ASSETS**

**YEAR ENDED DECEMBER 31, 2024
(WITH COMPARATIVE TOTALS FOR DECEMBER 31, 2023)**

SEE ACCOUNTANTS' REVIEW REPORT

	<u>2024</u>			<u>2023</u>
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
REVENUES AND SUPPORT COLLECTED				
Revenues & Support:				
Contributions	\$ 99,070	\$ 36,226	\$ 135,296	\$ 89,277
Cooperative Management	213,427	-	213,427	241,959
Grants	90,000	54,150	144,150	81,291
Miscellaneous Income	13,593	-	13,593	3,316
Net Assets Released from Restrictions	<u>8,376</u>	<u>(8,376)</u>	<u>-</u>	<u>-</u>
Total Revenues & Support Collected	<u>424,466</u>	<u>82,000</u>	<u>506,466</u>	<u>415,843</u>
EXPENSES PAID				
Program:				
Art Exhibit	25,532	-	25,532	36,388
Music Program	46,820	-	46,820	40,700
Fellowships	16,240	-	16,240	16,764
Art Conservation & Acquisitions	31,560	-	31,560	64,682
Friends	14,574	-	14,574	11,013
Cooperative Management	213,427	-	213,427	241,959
Sculpture Workshop	-	-	-	1,600
Adams Memorial	-	10,630	10,630	-
Kaplan Endowment	-	7,180	7,180	-
Grants & Awards	<u>3,800</u>	<u>-</u>	<u>3,800</u>	<u>3,800</u>
Total Program Costs	<u>351,953</u>	<u>17,810</u>	<u>369,763</u>	<u>416,906</u>
Supporting Activities:				
General Administration	105,058	-	105,068	81,118
Exec Director Search	38,605	-	38,605	8,574
Blow Me Down Farm Expenses	3,015	-	3,015	3,470
Accounting & Legal	5,750	-	5,750	5,200
Meeting Expenses	5,348	-	5,348	6,604
Fundraising Expense	<u>12,879</u>	<u>-</u>	<u>12,879</u>	<u>12,386</u>
Total Supporting Activities	<u>170,665</u>	<u>-</u>	<u>170,665</u>	<u>117,352</u>
Total Expenses Paid	<u>522,618</u>	<u>17,810</u>	<u>540,428</u>	<u>534,258</u>
EXCESS (DEFICIENCY) OF REVENUES & SUPPORT COLLECTED OVER EXPENSES PAID FROM OPERATIONS	<u>(98,152)</u>	<u>64,190</u>	<u>(33,962)</u>	<u>(118,415)</u>
OTHER INCOME				
Total Return (Loss) on Investments	<u>625,438</u>	<u>-</u>	<u>625,438</u>	<u>567,886</u>
INCREASE (DECREASE) IN NET ASSETS	<u>527,286</u>	<u>64,190</u>	<u>591,476</u>	<u>449,471</u>
NET ASSETS, Beginning of Year	<u>2,654,823</u>	<u>278,325</u>	<u>2,933,148</u>	<u>2,483,677</u>
NET ASSETS, End of Year	<u>\$ 3,182,109</u>	<u>\$ 342,515</u>	<u>\$ 3,524,624</u>	<u>\$ 2,933,148</u>

The accompanying notes are an integral part of these statements.

PETER J. ZAMBELLETTI & CO.
CERTIFIED PUBLIC ACCOUNTANTS
TARRYTOWN, NY 10591



SAINT-GAUDENS
MEMORIAL

**Saint-Gaudens Memorial
NHSCA Grantee Information Form for Organizations**

1. Statement of Purpose and Status

The proposed project will stabilize and conserve a monumental sized plaster cast of Robert Louis Stevenson (SAGA 936) by Augustus Saint-Gaudens, currently on view in the New Gallery at Saint-Gaudens National Historical Park in Cornish, NH. This plaster cast of the memorial relief plaque in St. Giles Cathedral, Edinburgh was created between 1889-1902, completed when Saint-Gaudens himself was suffering from intestinal cancer.

This plaster cast is in deteriorated condition due to long-term display in a historic building with minimal environmental control in addition to water intrusion event in 2022. This piece is so large that it cannot be removed from the building, as over time the large barn-like doors that were once in place have since been walled over. Due to current park capacity and resources, the curatorial staff currently monitors the environment (light, temperature, humidity), and strives to maintain as consistent environment as possible. Major fluctuations or spikes of the environmental conditions are addressed with the resources available. The park would ideally like to retrofit this building to include modern environmental control, however that is beyond the capacity of the park at this time.

Conservator Alisa Vignalo is engaged to complete the work in April 2027, prior to opening for the season while conditions will be ideal for her to complete the work. A preliminary condition report of the current status of the piece was completed by NPS objects conservators in 2021, and updated in 2025.

8. Geographic areas served

National parks such as Saint-Gaudens National Historical Park engage audiences locally in Cornish, NH and the Sugar River Region who visit throughout the season, as well as attracting one-time visitors from all over the world.



SAINT-GAUDENS
MEMORIAL

TRUSTEES OF THE SAINT-GAUDENS MEMORIAL

June 27, 2026 – June 27, 2027

The. Hon. Kelly Ayotte, *Ex-Officio*

Kent Barwick

Byron Bell

President of Dartmouth College, Dr. Sian Leah Beilock, *Ex-Officio*

Jessica Brim-DeForest

Timothy Cornell

Patricia Cronin

Holly Evarts

Kathryn Greenthal, *Clerk*

Matt Halperin, *Treasurer*

Anne Hamilton

Donna Hassler

Gardiner Hempel, Jr., *Vice President*

Ute Wartenberg Kagan

Doug Larson

Torrie Larson

Matthew Leaycraft

Inez McDermott, *Vice President*

William Palmer

Soo (Sunny) Young Park

Nick Platt, Jr.

Thomas P. Putnam, *Emeritus*

Daniel V. Scully

Annie Sundberg

Thayer Tolles, *President*

Samuel G. White

Douglas Wright

MUSEUM CURATOR | CULTURAL RESOURCES (GS-1015-11)

Preservation-focused museum professional with 20+ years of experience across federal historic sites and National Park units. Specializes in Title 54 compliance, collections stewardship, object conservation, exhibit planning, and federal cultural resource laws (NAGPRA, NHPA, NEPA). Accomplished in team supervision, public interpretation, and project delivery across multiple sites.

CORE SKILLS

- Collections Management Systems (ICMS, Re:Discovery, TMS, PastPerfect)
- Exhibit Planning & Object Handling | Preventive Conservation
- Project Management | Procurement | Grant Oversight
- Emergency Preparedness | Safety Compliance (CDSO)
- Regulatory Documentation: Section 106, NEPA, NAGPRA
- Interagency Collaboration | Tribal Engagement | Interpretive Planning

FEDERAL EXPERIENCE

Museum Curator

GS-1015-11 | Saint-Gaudens NHP, Cornish, NH | 40 hours/week | 2022–Present

Successfully fulfill all duties of GS-1015-11, with exceptional performance reviews from 2022-present.

- Directs AAM-accredited museum operations including collections, exhibits, and preservation protocols.
- Led curatorial signage overhaul aligned with Title 54 and NPS accessibility/safety guidelines.
- Supervised acquisition of new exhibit infrastructure via \$19,790 NH State grant.
- Oversees ICMS documentation, researcher access, exhibit loans, and digital/physical inventory.
- Supervises technicians/interns; manages base and project budgets as purchase cardholder.

Supervisory Museum Curator (Detail)

GS-1015-12 | Marsh-Billings-Rockefeller NHP & Saint-Gaudens NHP | 40 hours/week | 2023–2024

- Successfully fulfill all duties of GS-1015-12, with exceptional performance review for the duration of this detail.
- GS-12 detail leading Cultural Resources Program; supervised five federal and partner staff.
- Coordinated conservation shipments, managed seasonal project delivery, and cross-unit planning.

Museum Curator

GS-1015-09 | Pipe Spring NM, Fredonia, AZ | 40 hours/week | 2020–2022

- Successfully fulfill all duties of GS-1015-09, with exceptional performance reviews from 2020-2022.
- Directed museum operations including emergency preparedness and NAGPRA reconciliation.
- Initiated successful project funding via Zion Forever for site-specific conservation.
- Maintained tribal liaisons under formal NPS agreements and supported ARPA/NEPA compliance.
- Served as CDSO and member of Serious Accident Review Board.

Supervisory Museum Curator (Detail)

GS-1015-11 | Zion NP, Bryce NP, Cedar Breaks NM, Pipe Spring NM park units | 40 hours/week | 2022

Successfully fulfills all duties of GS-1015-11, with exceptional performance for the duration of this detail.

- Managed museum programs across four park units during peak season absent permanent coverage.

Reference Specialist & Library Technician

GS-1411-05 to GS-1411-08 | Library of Congress, Prints & Photographs Division, Washington, DC | 2001-2007

Successfully fulfills all duties of GS-1411-05 through -08, with exceptional performance including recognition through Quality Step Increases (QSIs) and other cash awards.

- Cataloging, public service, digitization, emergency response and planning

OTHER CAREER HIGHLIGHTS

- **Visitor Services and Operations Manager**, Colvin Run Mill – Led site operations, exhibit installations, and \$150K budget for County bond-funded project to rehabilitate and reinterpret the Miller’s House; Featured on “STEM in 30” an educational web series proby the Smithsonian Institution National Air and Space Museum; GS-13 equivalent
- **Registrar**, Florida Holocaust Museum – Completed full inventory, authored internal policies; GS-09 equivalent
- **Museum Education Volunteer**, Smithsonian Institution National Air & Space Museum, Udvar-Hazy Center; GS-07 equivalent
- **Museum Supervisor**, Carlyle House, Northern Virginia Regional Park Authority/NOVA Parks, to supervise special use permit activity. Additionally, provided museum collections management advice to curatorial team, and provided living history museum education during special events; GS-07 equivalent
- **Assistant Collections Manager**, George Washington’s Mount Vernon – Maintained dual CMS databases and handled historic artifacts; GS-07 equivalent
- **Museum Volunteer and Intern**, Arlington House, The Robert E. Lee Memorial, National Park Service, working independently for over 5 years with museum and archival collections, beginning as an intern and continuing as a volunteer; GS-07 equivalent.

EDUCATION

- **M.S.L.S.**, Library & Information Science – Catholic University of America
- **Graduate Certificate**, Museum Collections Management – George Washington University
- **B.A.**, Public History – Longwood University

TRAINING & CERTIFICATIONS

- Certified Interpretive Guide – National Association for Interpretation
- Certified Librarian – Commonwealth of Virginia License #5672
- OSHA-6005 | ICS-100/200 | DOI READ | NEPA/NHPA/NAGPRA Compliant Practices
- Quick-Time Certifier | Safety Manager Training (Regions 6-7-8)

HONORS & AWARDS

- NPS Partner Thanks and Recognition - 2022-2025
- NPS Time-Off & Cash Performance Awards – 2022–2025
- FCPA Leadership Awards – for Outstanding Performance - 2015, 2018

- Mount Vernon recognition awards – for assisting with special events above and beyond regular duties
- Library of Congress Quality Step Increase – 35,000+ database records created
- Library of Congress Special Achievement Cash Awards, Time Off Awards, and Recognition - 2006-2008

Jackeline Rocha

NONPROFIT LEADERSHIP · DEVELOPMENT & ADVANCEMENT

■ EXPERIENCE

Executive Director

2025 – Present

Saint-Gaudens Memorial · Cornish, NH

- Serve as founding full-time Executive Director of Saint-Gaudens Memorial (est. 1919), the nonprofit philanthropic and programmatic partner to Saint-Gaudens National Historical Park; build organizational capacity, systems, and professional infrastructure from the ground up for a 501(c)(3) with an approximately \$3 million endowment.
- Lead all fundraising and development as a solo operation, spanning individual giving, major gifts, foundation and government grants, corporate sponsorship, and planned giving; steward donor relationships and manage the full grants lifecycle from prospect research through reporting.
- Administer the National Park Foundation "Park Partner Impact Initiative 2.0" capacity grant (\$75,000), including multi-vendor budget reconciliation and preparation of funder and board reporting.
- Established new giving vehicles, including the Aspet Guild monthly giving program, the 1919 Society planned giving initiative, the Business Membership program, and a board-approved FY26 Accelerator Fund challenge match designed to close a strategic operating gap.
- Authored the "Saint-Gaudens @ 110" strategic action plan (2026–2029), organized across five pillars, and guide its implementation with a twenty-four-member Board of Trustees.
- Represent SGM as principal liaison to the National Park Service and lead advocacy with the New Hampshire congressional delegation, strengthening the public-private partnership and the Park's long-term sustainability.
- Oversee the annual schedule of rotating exhibitions, the summer concert series, artist fellowships, and public programs, coordinating trustees, contractors, and Park staff.
- Direct all communications and marketing, including brand stewardship, media and press relations, website management, and segmented email campaigns.
- Advance national visibility through development work with the National Trust for Historic Preservation's Historic Artists' Homes and Studios (HAHS) program.

Major Gifts Officer

2023 – 2025

Handel & Haydn Society · Boston, MA

- Managed a portfolio of 150+ active and prospective donors; grew and maintained active pipelines by researching, identifying, evaluating, and cultivating prospects.
- Participated in face-to-face briefings, solicitations, and gift negotiations.
- Built and strengthened the corporate partnership program; developed and executed overall strategy and plans for institutional giving and ensured fulfillment of sponsorship benefits.
- Ensured timely submission to funders and tracked deliverables and milestones; planned activities that increased, diversified, and sustained foundation and government funding; stewarded relationships with grant funders; met an annual goal of \$1M.
- Conceptualized and wrote compelling case statements and proposals for special projects, general operations, and the comprehensive campaign.
- Managed two direct reports: a Grants Manager and a Development Associate.
- Partnered with Finance, Learning, and Artistic to develop fundraising strategies, budgets, and proposals; projected and tracked gift solicitations and provided progress reports for the board.

Major Gifts Officer

2022 – 2023

American Ancestors · Boston, MA

- Managed a portfolio of 120+ active and discovery prospects; conducted 8–12 donor visits monthly; traveled domestically and internationally.
- Identified, cultivated, and solicited philanthropic support; developed a strategic plan for prospect cultivation; ensured gifts were recorded and acknowledged promptly.
- Participated in outreach and stewardship activities including quarterly dinners, galas, heritage tours, and education programs.

- Engaged board members around their connections and capacity to support major-gift fundraising; applied institutional knowledge and genealogical research to the fundraising approach.

Director of Development & Events

2021 – 2022

Brooklyn Children's Museum · Brooklyn, NY

- Member of the executive team; created and executed fundraising strategies to meet and exceed annual goals in support of general operations and capital initiatives.
- Hired and managed development and marketing staff and led team meetings; oversaw education and visitor-experience staff, volunteers, and consultants.
- Developed departmental goals and created revenue and expense budgets.
- Scheduled, tracked, and wrote proposals for major institutional gifts, developing strong supplementary materials.
- Solicited prospects for operating, programmatic, and capital support.
- Ensured timely fulfillment of grant obligations to funders, including reports, budgets, and stewardship.
- Managed the individual membership program, including acquisition, cultivation, and renewals.
- Conducted the annual appeal and maintained the portfolio of family-foundation support.
- Oversaw government funding with a focus on application-based opportunities; managed government and community affairs.
- Supported marketing and communications outreach—website updates, social media, and the creation of materials and mailings.
- Managed the Board of Trustees' fundraising committee and developed board materials; assisted the President & CEO with trustee recruitment.
- Oversaw the annual gala, raising \$450,000 in revenue, and facility rentals to generate earned revenue; planned and executed cultivation events.

Director, American Family Immigration History Center

2007 – 2021

Statue of Liberty–Ellis Island Foundation · New York, NY

- Led the programs, policies, operations, staff, and strategic vision for special projects.
- Managed a team of 2 managers, 3 full-time and 6 part-time staff, and 50–100 volunteers through strategic-plan implementation, a presidential transition, and a reimagining of the Museum.
- Stabilized a \$700K operating and capital budget; managed costs and payroll.
- Directed the creation of marketing materials and developed social-media-driven plans to build awareness, brand positioning, and interest.
- Created programming to engage new audiences and cultivate new and existing donors.
- Served as spokesperson for the Foundation across television, radio, print, and social media, combining historical scholarship with facilitated storytelling.
- Collaborated with partner organizations to lead and expand outreach and public-education campaigns.
- Contributed closely to long-term planning and managed third-party contractors.
- Recruited to the major-gifts team; earned a soft credit of \$10M for the Statue of Liberty Museum campaign.
- Developed innovations to grow mission-consistent revenue and expanded revenue-generating activities, exceeding profit goals four years in a row (by 133% in dollars).
- Represented the department in management and board meetings and served as a key stakeholder in project-management and long-term-planning meetings.
- Applied a firm command of nonprofit governance and financial, budgetary, and employer best practices, delegating to middle managers while retaining responsible oversight.

■ EDUCATION

University of Strathclyde, Glasgow · Certificate, Genealogical Studies

2020

Thomas College · B.A., Elementary Education

2005