STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF LONG TERM SUPPORTS AND SERVICES  
105 PLEASANT STREET, CONCORD, NH 03301  
603-271-5034  1-800-852-3345 Ext. 5034  
Fax: 603-271-5166  TDD Access: 1-800-735-2964  
www.dhhs.nh.gov

March 31, 2020

The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court, and

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to the provisions of RSA 14:30-a, VI, authorize the Department of Health and Human Services, Division of Long Term Supports and Services, to accept and expend Families First Coronavirus Response Act, Older Americans Act Title III Grant funds from the Administration for Community Living in the amount of $1,200,000 effective upon date of Governor and Executive Council approval, through June 30, 2020, and further authorize the funds to be allocated as follows. 100% Federal Funds.

05-95-48-481010-78720000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: ELDERLY & ADULT SVCS DIV, GRANTS FOR SOCIAL SVC PROG, ADM ON AGING

<table>
<thead>
<tr>
<th>Class/Object</th>
<th>Class Title</th>
<th>Current Authorized Budget</th>
<th>Increase/ (Decrease) Amount</th>
<th>Revised Modified Budget</th>
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<tr>
<td>Total Revenue</td>
<td></td>
<td>$15,091,244</td>
<td>$1,200,000</td>
<td>$16,291,244</td>
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</tbody>
</table>

| 010-500100   | Personal Svcs-Perm                 | $787,348                  | $0                          | $787,348               |
| 012-500128   | Personal Services-Unclass          | $98,885                   | $0                          | $99,885                |
| 020-500200   | Current Expenses                   | $20,797                   | $0                          | $20,797                |
| 022-500255   | Rents-Leases Other Than            | $2,022                    | $0                          | $2,022                 |
| 039-500188   | Telecommunications                 | $1,101                    | $0                          | $1,101                 |
| 040-500800   | Indirect Costs                     | $3,000                    | $0                          | $3,000                 |
| 041-500801   | Audit Fund Set Aside              | $7,254                    | $1,200                      | $8,454                 |
| 042-500620   | Additional Fringe Benefits          | $27,647                   | $0                          | $27,647                |
| 049-584902   | Transfer to Other State            | $66,636                   | $0                          | $66,636                |
| 060-500602   | Benefits                           | $425,601                  | $0                          | $425,601               |
The Honorable Mary Jane Wallner, Chairman  
Fiscal Committee of the General Court, and

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
March 31, 2020  
Page 2 of 2

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<th>Amount 2</th>
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<td><strong>Total Expense</strong></td>
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<td><strong>$15,091,244</strong></td>
<td><strong>$1,200,000</strong></td>
<td><strong>$16,291,244</strong></td>
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</table>

**EXPLANATION**

The Department of Health and Human Services, Division of Long Term Supports and Services, seeks approval to accept and expend Families First Coronavirus Response Act (FFCRA), Older Americans Act Title III Home Delivered and Congregate Meals federal grant funds in the amount of $1,200,000 from the Administration for Community Living (ACL). A copy of the grant award is attached. Funds will be used to support older isolated and frail adults in order to assist them to continue living as independently as possible; safely, and with dignity.

- **Class 041**: Audit fund set aside expense.
- **Class 102**: Contract payments to providers.

Area served: Statewide.

Source of Funds: 100% Federal from the Administration for Community Living.

In the event that federal funds become no longer available, general funds will not be requested to support the program expenditures.

Respectfully submitted,

Lori A. Shabinette  
Commissioner

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*The Department of Health and Human Services’ Mission is to join communities and families in providing opportunities for citizens to achieve health and independence*
Fiscal Situation

Division for Long Term Supports and Services
Bureau for Elderly & Adult Services

010-095-048-481010-78720000
Admin on Aging

<table>
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<td>Revised SFY2020 Adjusted Authorized</td>
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**Notice of Award**

**Title of Program:** (CMC2) Families First Coronavirus Response Act, Older Americans Act Title III - Congregate Meals  
**Award Authority:** P.L. 114-144 (OAA)  
**Date:** March 20, 2020  
**Grant No.:** 2001NHCMC2-00  
**Award Instrument:** Grant (Formula)  
**Project Period:** 03-20-2020 - 09-30-2021  
**Budget Period:** 03-20-2020 - 09-30-2021

**Grantee:**  
New Hampshire  
Dept of Health and Human Services  
Office of Family Services Elderly & Adult Services  
Director  
129, Pleasant St.  
CONCORD, NEW HAMPSHIRE 03301

**EIN:** 1026000618B1  
**CFDA:** 93.045  
**DUNS#:** 011040545  
**Object Class Code:** 41.15

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</tbody>
</table>

**ACL Contact Information:**  

**Terms and Conditions:**

1. This formula grant award is issued under the authority of the Families First Coronavirus Response Act for activities authorized under Subparts 1 and 2 of Part C, of Title III of the Older Americans Act of 1965, as amended through P.L. 114-144, enacted April 19, 2016. The terms and conditions of this Notice of Award (NoA) and other requirements have the following order of precedence: (1) statute; (2) executive order; (3) program regulation; (4) administrative regulation found in 45 CFR Part 75; (5) agency policies; and (6) Any additional terms and conditions and remarks on NoA.

Please visit ACL's website at [https://www.acl.gov/grants/managing-grant](https://www.acl.gov/grants/managing-grant) to view some of these terms and conditions such as:

- SAM.gov / DUNS Requirement
ACL Title of Program: Families First Coronavirus Response Act, Older Americans Act Title III - Congregate Meals
Grant No.: 2001NHCMC2-00
Date: March 20, 2020

- National Policies including Trafficking Victims Protection Act, Whistleblower Protections, and DOMA: Implementation of Same-Sex Spouses/Marriages
- Federal Funding Accountability and Transparency Act (FFATA)
- Federal Awardee Performance and Integrity Information System (FAPIIS)

2. By requesting or receiving funds under this award, the recipient assures that it will carry out the project/program described in its approved state plan(s) and will comply with the terms and conditions and other requirements of this award.

3. SF-425 Financial Reporting: Grantee is required to submit SF-425s on a semi-annual basis. Beginning with this FFY2020 grant, the SF-425 and the “AoA Title III supplemental form to the SF-425” shall be submitted using the HHS’ Payment Management System (PMS). The “AoA Title III supplemental form to the SF-425” should be attached to the SF-425 in PMS. PMS website is located at: https://pms.psc.gov. Reports are due within 30 days for the periods ending March 31 and September 30 (i.e., due April 30 and October 30), through September 30, 2021, a final PMS drawdown and a final SF-425 are due within 90 days after September 30, 2021 (i.e., due December 30, 2021). If a final SF-425 report will be submitted December 30, 2021, a semi-annual report is not required to be filed for report ending September 30, 2021.

4. Federal participation cannot exceed 75% of the total State and Area plan administration costs. The remaining 25% represents the State and local matching share.

5. Federal participation requirements under sections 304(d)(1)(D) (85% of total III-B, C-1, and C-2 service costs) and 309(b)(2) (1/3 of the 15% State matching share) of the OAA shall not apply to funds received under this grant award.

6. Federal Cash Reporting: On the SF-425 form, lines 10 a. through c. are reported on a quarterly calendar year basis (for the periods ending 12/31, 3/31, 6/30, 9/30) at the HHS’ Payment Management System (PMS). PMS website is located at: https://pms.psc.gov. Reconciliation of advances and disbursements is required for each quarter and the report must be completed within 30 days of the end of each quarter (i.e., by 1/30, 4/30, 7/30, 10/30). This reporting requirement is separate from completing the entire SF-425 as denoted in the financial reporting term.

Remarks:

1. The grant award for this program to your state under the approved plan of the state agency has been approved for the project period listed above. The period for liquidation of the obligations is through December 30, 2021.

2. Payment under this award will be made available through the HHS Departmental Payment Management System (PMS). PMS provides instructions for making withdrawals of Federal funds. When requesting payment from PMS, please use your P account login and reference the Grant No. listed above for payment. Instructions regarding payments can be obtained at https://pms.psc.gov/training/pms-user-guide.html#Request, or contact your PSC Account Liaison: 1-877-614-5533; PMSSupport@psc.gov.
Notice of Award

Title of Program: (HDC2) Families First Coronavirus Response Act, Older Americans Act Title III - Home-Delivered Meals
Award Authority: P.L. 114-144 (OAA)

Grantee: New Hampshire
Dept of Health and Human Services
Office of Family Services Elderly & Adult Services
Director
129, Pleasant St.
CONCORD, NEW HAMPSHIRE 03301

Date: March 20, 2020
Grant No.: 2001NHDC2-00
Award Instrument: Grant (Formula)
Project Period: 03-20-2020 - 09-30-2021
Budget Period: 03-20-2020 - 09-30-2021

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<td>$800,000.00</td>
<td>$800,000.00</td>
</tr>
</tbody>
</table>

Total $800,000.00 $800,000.00

ACL Contact Information:
Please find your assigned ACL programmatic and fiscal contacts on ACL’s website at https://www.acl.gov/grants/acl-mandatory-grants-programmatic-and-fiscal-contacts.

Tanielle Chandler
ACL Grants Officer

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