



**STATE OF NEW HAMPSHIRE**  
**OFFICE OF THE GOVERNOR**

**CHRISTOPHER T. SUNUNU**  
Governor

April 18, 2020

Lori Shibinette  
Commissioner  
New Hampshire Department of Health and Human Services  
129 Pleasant Street  
Concord, N.H. 03301

Dear Commissioner Shibinette,

Pursuant to my authority under RSA 21-P:43, RSA 4:45, RSA 4:47, and Executive Order 2020-04, I have approved your written request, in attachment, to take the following actions related to CARES Act emergency relief funds:

1. Accept and expend funds from the Substance Abuse and mental Health Service Administrations (SAMHSA), entitled Emergency Grants to Address Mental and Substance Use Disorders During COVID-19, in the amount of \$1,964,122 through June 30, 2021. (100% Federal)
2. Create one temporary full-time position, a Program Specialists IV (LG 25), through June 30, 2021, for overseeing the implementation of the program approved in action #1 of the request.

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Christopher T. Sununu".

Christopher T. Sununu  
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services



STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
*DIVISION FOR BEHAVIORAL HEALTH*  
*BUREAU OF MENTAL HEALTH SERVICES*

Lori A. Shibinette  
Commissioner

Katja S. Fox  
Director

105 PLEASANT STREET, CONCORD, NH 03301  
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April 18, 2020

His Excellency, Governor Christopher T. Sununu  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION UNDER RSA 21-P:43, RSA 4:45, RSA 4:47, & EXECUTIVE ORDER 2020-04**

Dear Governor Sununu:

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Health and Human Services, Division for Behavioral Health to accept and expend funds from the Substance Abuse and Mental Health Services Administration (SAMHSA), entitled Emergency Grants to Address Mental and Substance Use Disorders During COVID-19, in the amount of \$1,964,122.00. Effective the date of your approval through June 30, 2021. Funding source: 100% Federal Funds.
2. Pursuant to RSA 124:15 and contingent upon approval of requested action #1, authorize the Department of Health and Human Services, Division for Behavioral Health, to create one (1) temporary full-time position, a Program Specialist IV (LG 25), for overseeing the implementation of the project activities, internal and external coordination, developing materials, and conducting meetings. Effective the date of your approval through June 30, 2021. Funding source: 100% Federal Funds.

**05-92-92-922010-19090000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, SAMHSA GRANT**

<u>Class</u>	<u>Description</u>	<u>SFY20 Current Adjusted Authorized</u>	<u>Requested Action</u>	<u>Revised SFY20 Adjusted Authorized</u>
000 - 400146	Federal Funds	\$0.00	\$1,964,122.00	\$1,964,122.00
020 - 500200	Current Expense	\$0.00	\$68,120.00	\$68,120.00
037 - 500173	Technology Hardware	\$0.00	\$1,500.00	\$1,500.00
039 - 500188	Telecommunications	\$0.00	\$2,400.00	\$2,400.00
041 - 500801	Audit Fund Set Aside	\$0.00	\$2,000.00	\$2,000.00
042 - 500620	Additional Fringe Benefits	\$0.00	\$8,216.00	\$8,216.00
059 - 500117	Full Time Temp	\$0.00	\$55,818.00	\$55,818.00
060 - 500601	Benefits	\$0.00	\$28,123.00	\$28,123.00
102 - 500731	Contracts for Program Services	\$0.00	\$1,797,945.00	\$1,797,945.00
	Total	\$0.00	\$1,964,122.00	\$1,964,122.00

### EXPLANATION

The US Department of Health and Human Services, Substance Abuse and Mental Health Services Administration (SAMHSA) is administering the Emergency Grants to Address Mental and Substance Use Disorders During COVID-19 grant. This grant is to address an expected increase in mental health and/or substance use disorder needs as a result of the current national crisis of COVID-19. Americans across the country will struggle with increases in depression, anxiety, trauma, and grief. There is also anticipated increase in substance misuse as lives are impacted for individuals and families. The New Hampshire (NH) COVID-19 Rapid Crisis Response Program (NH Rapid Response) will provide crisis intervention services, mental and substance use disorder treatment, and other related recovery supports for youth and adults impacted by the COVID-19 pandemic. The purpose of this program is to address the needs of individuals with Severe Mental Illness (SMI) or Severe Emotional Disturbance (SED), with substance use disorders (SUD), and/or co-occurring SMI/SED and SUD who are under- or uninsured. We will also provide crisis services for other individuals in need of behavioral health supports, including health care personnel. This funding is also for one full-time temporary position, for overseeing the implementation of the project activities, internal and external coordination, developing materials, and conducting meetings

The funds are to be budgeted as follows:

Funds in class 020, Current Expenses, will be used to purchase general office supplies, postage and shipping, and copies.

Funds in class 037, Technology-Hardware, will be used to purchase a laptop computer and printer.

Funds in class 039, Telecommunications, will be used for telephone costs including cell phone and office phone service.

Funds in class 041, Audit Fund Set Aside, are needed to pay audit fund set aside on all eligible expenses.

Funds in class 042, Additional Fringe Benefits, will be used for post-retirement benefits.

Funds in class 059, Temp Full Time, are needed to pay for one (1) full-time temporary position titled Program Specialist IV (LG 25).

Funds in class 060, Benefits, are needed to pay benefits costs associated with the full-time temporary staffing.

Funds in class 102, Contracts for Program Services, will be used for contract amendments with the Community Mental Health Centers to train and increase staff capacity on their crisis response and emergency services teams in order to carry out the required activities of the grant.

The following information is provided in accordance with the comptroller's instructional memorandum dated September 21, 1981.

1) *List of personnel involved:* One (1) full-time temporary positions titled Program Specialist IV (LG 25).

2) *Nature, Need, and Duration:* This position is responsible for overseeing the implementation of the project activities, internal and external coordination, developing materials, and conducting meetings. The position will also develop and oversee subcontracts and coordinate project communications, information dissemination, training, and reporting. The proposed grant funding for these positions ends on September 29, 2021, funding for SFY 2022 will be budgeted accordingly.

3) *Relationship to existing agency programs:* This position will work in coordination with the ten (10) Community Mental Health Centers to oversee and support implementation of the required grant activities. The position will also work in collaboration with the University of NH's Institute for Health Policy and Practice to collect, analyze, and report data and program evaluation activities as required by the grant.

4) *Has a similar program been requested of the legislature and denied?* No.

5) *Why wasn't funding included in the agency's budget request?* These funds were unanticipated at the time the budget was created.

6) *Can portions of the grant funds be utilized?* Grant funds are being utilized for these positions.

7) *Estimate the funds required to continue this position:* Funds for these positions are estimated at \$115,419.00 for the duration of the grant through September 29, 2021.

Area served: Statewide.

Source of Funds: 100% Federal Funds

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

Respectfully submitted,

A handwritten signature in cursive script that reads "Lori Shibinette".

Lori A. Shibinette  
Commissioner



E-COVID  
Department of Health and Human Services  
Substance Abuse and Mental Health Services Administration

Notice of Award

Issue Date: 04/16/2020

Center for Flex Grants

**Grant Number:** 1H79FG000210-01  
**FAIN:** H79FG000210  
**Program Director:** Erica Ungarelli

**Project Title:** NH Rapid Response to Behavioral Health Needs During Covid- 19

**Organization Name:** NH STATE DEPT/HLTH STATISTICS/DATA MGMT

**Business Official:** Kyra Leonard

**Business Official e-mail address:** Kyra.Leonard@dhhs.nh.gov

**Budget Period:** 04/20/2020 – 08/19/2021  
**Project Period:** 04/20/2020 – 08/19/2021

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$2,000,000 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to NH STATE DEPT/HLTH STATISTICS/DATA MGMT in support of the above referenced project. This award is pursuant to the authority of Emergency COVID-19 is authorized under 501(o) of the PHS Act and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Award recipients may access the SAMHSA website at [www.samhsa.gov](http://www.samhsa.gov) (click on "Grants" then SAMHSA Grants Management), which provides information relating to the Division of Payment Management System, HHS Division of Cost Allocation and Postaward Administration Requirements. Please use your grant number for reference.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact your Grants Management Specialist and your Government Project Officer listed in your terms and conditions.

Sincerely yours,  
Elleen Bermudez  
Grants Management Officer  
Division of Grants Management

See additional information below