



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

**CHRISTOPHER T. SUNUNU**  
Governor

May 5, 2020

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

Dear Commissioner Shibinette,

Pursuant to RSA 21-P:43; RSA 4:45; RSA 4:47; and Executive Order 2020-04 as extended by Executive Orders 2020-05 and 2020-08, I have approved your written request, in attachment, to take the following actions related to CARES Act emergency relief funds:

1. Accept and expend a grant in the amount of \$3,900,000 in Coronavirus Aid, Relief, and Economic Security (CARES) Act funds from the Older Americans Act Title III, in response to the COVID-19 Pandemic, budgeted consistent with the information in the request in attachment, through June 30, 2021. (100% Federal).

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 OF LONG TERM SUPPORTS AND SERVICES

Lori A. Shibinette
Commissioner

Deborah D. Scheetz
Director

105 PLEASANT STREET, CONCORD, NH 03301
603-271-9203 1-800-852-3345 Ext. 9203 Fax: 603-271-4643
Long Term Care Medical Eligibility Determination Unit 603-271-9088 Fax: 603-271-7985
TDD Access: 1-800-735-2964 www.dhhs.nh.gov

May 4, 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
AS EXTENDED BY EXECUTIVE ORDER 2020-05 AND FURTHER EXTENDED BY EXECUTIVE
ORDER 2020-08

Authorize the Department Health and Human Services, Division of Long Term Supports and Services,
Bureau of Elderly and Adult Services to accept and expend a grant in the amount of \$3,900,000 from the Federal
CARES Act (Coronavirus Aid, Relief and Economic Security) Older Americans Act Title III, to respond to the
public health emergency as a result of the Novel Coronavirus 2019 outbreak effective upon approval through
September 30, 2022. 100% Federal Funds.

Funds are to be budgeted in the Department of Health and Human Services, Division for Long Term Supports and
Services, Bureau of Elderly and Adult Services accounts as follows:

05-95-48-481010-1917, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT, HHS:
ELDERLY & ADULT SVCS DIV, GRANTS FOR SOCIAL SVC PROG, CARES ACT TITLE III GRANTS

Table with 5 columns: CLASS OBJ, CLASS TITLE, Current Modified Budget, Increase (Decrease) Amount, Revised Modified Budget. Rows include SFY 2020 summary, Federal Funds breakdown, Other Funds, General Fund, Total Revenue, and detailed expense items like Audit Set Aside, Contracts for Program Services, and Family Care Giver.

05-95-48-481010-1917, HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT, HHS:  
ELDERLY & ADULT SVCS DIV, GRANTS FOR SOCIAL SVC PROG, CARES ACT TITLE III GRANTS

CLASS OBJ	CLASS TITLE	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Budget
SFY 2021				
000-400146	Federal Funds	\$0	\$857,143	\$857,143
000-400338	Federal Funds	\$0	\$2,057,143	\$2,057,143
000-400502	Federal Funds	\$0	\$428,571	\$428,571
	Other Funds	\$0	\$0	\$0
	General Fund	\$0	\$0	\$0
	Total Revenue	\$0	\$3,342,857	\$3,342,857
041-500801	Audit Set Aside	\$0	\$3,343	\$3,343
102-500731	Contracts for Program Services	\$0	\$2,911,372	\$2,911,372
570-500928	Family Care Giver	\$0	\$428,142	\$428,142
	Total Expense	\$0	\$3,342,857	\$3,342,857

**EXPLANATION**

This request is being made to accept additional grant funds available for SFY 2020-22 to administer the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Older Americans Act Title III Grant funds. These funds are to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19) among older isolated and frail adults and their caregivers. Due to the crisis, these federal funds will be used to support nutrition providers for increased meal delivery for eligible program participants that represent some of NH's most vulnerable adults. Funds will also support non-emergent transportation that is helping with the delivery of groceries and medications to those at risk, and in-home care services that are in higher demand as eligible participants "stay at home." The Notice of Award was received on April 20, 2020.

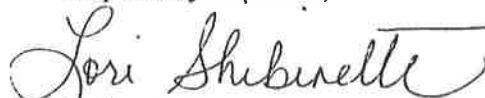
Funds are being budgeted in Contracts for Program Services (Class 102) and in Family Caregiver (570) to provide grant money to New Hampshire programs to carry out objectives of the Older Americans Act. Funds are also being budgeted for Audit costs (class 041) per state requirements.

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. Shibinette  
Commissioner



Notice of Award

Title of Program: (SSC3) CARES Act for Supportive Services under Title III-B of the Older Americans Act

Award Authority: P.L. 116-136 (CARES Act) under P.L. 116-131 (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:** April 20, 2020

**Grant No.:** 2001NHSSC3-00  
**Award Instrument:** Grant (Formula)  
**Project Period:** 04-01-2020 - 09-30-2021  
**Budget Period:** 04-01-2020 - 09-30-2021

**EIN:** 1026000618B1  
**DUNS#:** 011040545

**CFDA:** 93.044

**Object Class Code:** 41.15

Appropriation	CAN	Award This Action	Cumulative Grant Award to Date
75-2021-0142	2020,299C3SS	\$1,000,000.00	\$1,000,000.00
	Total	\$1,000,000.00	\$1,000,000.00

**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

**Terms and Conditions:**

1. This formula grant award is issued under the authority of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, P.L. 116-136 for activities authorized under Title III of the Older Americans Act of 1965, as amended through P.L. 116-131, enacted March 25, 2020. 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> to view some of these terms and conditions such as:

- SAM.gov / DUNS Requirement

**ACL Title of Program:** CARES Act for Supportive Services under Title III-B of the Older Americans Act  
**Grant No.:** 2001NHSSC3-00  
**Date:** April 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 (FAPIS)

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.

3. This Notice of Award provides one time funding to support preventing, preparing for and responding to Coronavirus Disease 2019 (COVID-19), as outlined in the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020, P.L. 116-123. Additionally, as provided for in Office of Management and Budget Memorandum M-20-11 – Administrative Relief for Recipients and Applicants of Federal Financial Assistance Directly Impacted by the Novel Coronavirus (COVID-19), ACL authorizes recipients to incur pre-award costs prior to the effective date of this award dating back to January 20, 2020.



Notice of Award

Title of Program: (HDC3) CARES Act for Nutrition Services under Title III-C of the Older Americans Act

Award Authority: P.L. 116-136 (CARES Act) under P.L. 116-131 (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: April 20, 2020

Grant No.: 2001NHHDC3-00  
Award Instrument: Grant (Formula)  
Project Period: 04-01-2020 - 09-30-2021  
Budget Period: 04-01-2020 - 09-30-2021

EIN: 1026000618B1  
DUNS#: 011040545

CFDA: 93.045

Object Class Code: 41.15

Appropriation	CAN	Award This Action	Cumulative Grant Award to Date
75-2021-0142	2020,299C3HD	\$2,400,000.00	\$2,400,000.00
	Total	\$2,400,000.00	\$2,400,000.00

**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

**Terms and Conditions:**

1. This formula grant award is issued under the authority of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, P.L. 116-136 for activities authorized under Title III of the Older Americans Act of 1965, as amended through P.L. 116-131, enacted March 25, 2020. 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> to view some of these terms and conditions such as:

- SAM.gov / DUNS Requirement

**ACL Title of Program:** CARES Act for Nutrition Services under Title III-C of the Older Americans Act  
**Grant No.:** 2001NHHDC3-00  
**Date:** April 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 (FAPIS)

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](mailto:PMSSupport@psc.gov).

3. This Notice of Award provides one time funding to support preventing, preparing for and responding to Coronavirus Disease 2019 (COVID-19), as outlined in the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020, P.L. 116-123. Additionally, as provided for in Office of Management and Budget Memorandum M-20-11 – Administrative Relief for Recipients and Applicants of Federal Financial Assistance Directly Impacted by the Novel Coronavirus (COVID-19), ACL authorizes recipients to incur pre-award costs prior to the effective date of this award dating back to January 20, 2020.



Notice of Award

Title of Program: (FCC3) CARES Act for Family Caregiver Support Program under Title III-E of the Older Americans Act

Award Authority: P.L. 116-136 (CARES Act) under P.L. 116-131 (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:** April 20, 2020  
**Grant No.:** 2001NHFCC3-00  
**Award Instrument:** Grant (Formula)  
**Project Period:** 04-01-2020 - 09-30-2021  
**Budget Period:** 04-01-2020 - 09-30-2021

**EIN:** 1026000618B1  
**DUNS#:** 011040545

**CFDA:** 93.052

**Object Class Code:** 41.15

Appropriation	CAN	Award This Action	Cumulative Grant Award to Date
75-2021-0142	2020,299C3FC	\$500,000.00	\$500,000.00
	Total	\$500,000.00	\$500,000.00

**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

**Terms and Conditions:**

1. This formula grant award is issued under the authority of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, P.L. 116-136 for activities authorized under Title III of the Older Americans Act of 1965, as amended through P.L. 116-131, enacted March 25, 2020. 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.

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- SAM.gov / DUNS Requirement



**ACL Title of Program:** CARES Act for Family Caregiver Support Program under Title III-E of the Older Americans Act  
**Grant No.:** 2001NHFCC3-00  
**Date:** April 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)
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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 373(h)(2) (75% of total III-E service costs) 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](mailto:PMSSupport@psc.gov).
3. This Notice of Award provides one time funding to support preventing, preparing for and responding to Coronavirus Disease 2019 (COVID-19), as outlined in the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020, P.L. 116-123. Additionally, as provided for in Office of Management and Budget Memorandum M-20-11 – Administrative Relief for Recipients and Applicants of Federal Financial Assistance Directly Impacted by the Novel Coronavirus (COVID-19), ACL authorizes recipients to incur pre-award costs prior to the effective date of this award dating back to January 20, 2020.