



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

**CHRISTOPHER T. SUNUNU**  
Governor

February 16, 2021

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, as extended by Executive Orders 2020-05, 2020-08, 2020-09, 2020-10, 2020-14, 2020-15, 2020-16, 2020-17, 2020-18, 2020-20, 2020-21, 2020-23, 2020-24, 2020-25, 2021-01, and 2021-02 I have approved your written request, in attachment, to take the following actions related to the COVID-19 Public Health Emergency:

1. Authority for the Department of Health and Human Services (DHHS), Division of Economic and Housing Stability, Bureau of Housing Supports, to accept and expend Community Services Block Grant funds under the Coronavirus Aid, Relief, and Economic Security (CARES) Act in the amount of \$3,627,506. Budgeted consistent with the information in the request in attachment, effective through June 30, 2023. (100% Federal Funds).

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 ECONOMIC & HOUSING STABILITY***

Lori A. Shibinette  
 Commissioner

Christine L. Santaniello  
 Director

129 PLEASANT STREET, CONCORD, NH 03301  
 603-271-9474 1-800-852-3345 Ext. 9474  
 Fax: 603-271-4230 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

February 12, 2021

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; AND EXECUTIVE ORDER 2020-04 AS EXTENDED BY EXECUTIVE ORDERS 2020-05, 2020-08, 2020-09, 2020-10, 2020-14, 2020-15, 2020-16, 2020-17, 2020-18, 2020-20, 2020-21, 2020-23, 2020-24, 2021-01 AND 2021-02.**

Authorize the Department of Health and Human Services, Division of Economic and Housing Stability, Bureau of Housing Supports, to accept and expend the Community Services Block Grant funds under the Coronavirus Aid, Relief, and Economic Security Act in the amount of \$3,627,506 effective upon your approval through June 30, 2023, and further authorize the allocation of these funds in the accounts below.

**05-95-42-423010-80040000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HUMAN SERVICES, HOMELESS & HOUSING, COMMUNITY SERVICES BLOCK GRANT**

Class/Object	Class Title	Current Authorized Budget	Requested Change	Adjusted Budget
Revenue				
000-404570	Federal Funds	\$ 6,631,027	\$ 3,627,506	\$ 10,258,533
	General Funds	\$ 51,748	\$ -	\$ 51,748
	Total Revenue:	\$ 6,682,775	\$ 3,627,506	\$ 10,310,281
Expense				
010-500100	Personal Services Perm Class	\$ 80,370	\$ -	\$ 80,370
020-500200	Current Expenses	\$ 500	\$ -	\$ 500
026-500251	Organizational Dues	\$ 1,530	\$ -	\$ 1,530
030-500301	Equipment - New	\$ 1	\$ -	\$ 1
039-500190	Telecommunications	\$ 1	\$ -	\$ 1
040-500800	Indirect Costs	\$ 561	\$ -	\$ 561
041-500801	Audit Fund Set Aside	\$ 6,633	\$ 3,628	\$ 10,261
042-500620	Additional Fringe Benefits	\$ 4,651	\$ -	\$ 4,651
060-500602	Benefits	\$ 34,882	\$ -	\$ 34,882
070-500704	In State Travel	\$ 1,000	\$ -	\$ 1,000
080-500714	Out of State Travel	\$ 2,000	\$ -	\$ 2,000
102-500731	Contract for Prog Svcs	\$ 6,550,646	\$ -	\$ 6,550,646
103-500507	Contract for Oper Svcs	\$ -	\$ 3,623,878	\$ 3,623,878
	Total Expense:	\$6,682,775	\$3,627,506	\$10,310,281

**EXPLANATION**

This request is being made to accept the additional grant funds available for SFY 2021 to administer the Community Services Block Grant (CSBG) under Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136. These special CSBG funds are to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19) among low-income individuals and families to mitigate the impacts of COVID-19. The CSBG program focuses on lessening poverty in communities, addressing the needs of low-income individuals including the homeless, migrants and the elderly, and provides services and activities addressing employment, education, better use of available income, housing, nutrition, emergency services and/or health. The notice of grant award was received in February 2021.

Funds are being budgeted in Contracts for Operation Services (Class 103) to provide grant money to New Hampshire programs to carry out the objectives of the CSBG program. Funds are also being budgeted for Audit costs (Class 041) per state requirements.

Area served: Statewide

Source of Funds: 100% Federal Funds.

If Federal Funds become no longer available, General Funds will not be requested to support the program expenditures.

Respectfully submitted,



For

Lori A. Shibinette  
Commissioner