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**Frank Edelblut Christine Brennan**

Commissioner Deputy Commissioner

## STATE OF NEW HAMPSHIRE

**DEPARTMENT OF EDUCATION**

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April 3, 2020

The Honorable Mary Jane Wallner, Chairman

Fiscal Committee of the General Court

State House

Concord, NH 03301

His Excellency, Governor Christopher T. Sununu

and the Honorable Council

State House

Concord, NH 03301

# **REQUESTED ACTION**

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Education, Division of Learner Support to accept and expend CARES Act Elementary and Secondary School Relief funds in the amount of $XXXXXX from the United States Department of Education, effective upon Fiscal Committee and Governor and Council approval through June 30, 2021. The budgets for Fiscal Years 2020 and 2021 are listed below. 100% Federal Funds.

2. Pursuant to RSA 124:15, authorize the Department of Education, Bureau of Educational Opportunities to establish the following temporary full time positions effective upon Fiscal Committee and Governor and Council approval through June 30, 2021. 100% Federal Funds.

 Title Labor Grade Salary Range

Administrator I 27 $55,556 - $79,170

Funds to be budgeted as follows:

**CARES Act Education Fund**

Account: 06-56-56-562010-XXXX0000

Revenue Source Code: 400374

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# **EXPLANATION (DOE Funds)**

The New Hampshire Department of Education received a grant through new legislation, the C.A.R.E. Act. This program allows the state and its school districts to expend funds flexibly to meet the pressing demands created by the impact of COVID-19.

The New Hampshire Department of Education (NH DOE), upon receipt of regulatory and guidance documents from the US Education Department, will award C.A.R.E. funds to all local education agencies (LEAS) according to a formula based on population and poverty rate (formula for Title I,A funds).  The NH DOE will prepare allocations and deliver funds via the existing reporting and application software, the online grants management system (OGMS). LEAs will submit application documents, including program assurances and allowable grant activities, through this software, enabling two-way communication and reimbursement of expenses.

The NHDOE will communicate allocations, a grant award notification letter, and guidance and regulations on allowable activities and expenditures.  LEAs will submit program assurances and activities. NHDOE will review, approve or suggest edits, and LEAs will be allowed to spend available funds to be reimbursed through the reporting feature.

C.A.R.E. legislation will provide funding as indicated above, but it will also expand, through a waiver process, the flexibility of existing grant programs. The table below provides a very brief description of the purpose and allowable activities for current LEA grants.

* Laptops, software, hotspots, supplies for Title I students, salaries for Title I teachers and paraprofessionals
* Planning for and coordinating delivery of food, services, technology and materials, mental health services to homeless students
* Teacher laptops, online supports and training, software
* Materials, supplies, curriculum development, interpreters, evaluation, for CTE students and schools
* Curriculum development, devices, teachers, aides, professional development, software
* Student laptops, software, hotspots, musical instruments, STEM supplies, wellness programming
* Salaries for supplemental (“after-school”) teachers, programming.

In support of the objectives noted above, the Department commits to: adequately monitoring the formula subgrantees under the State; assisting in the development of remote learning programming; providing technical assistance to understand new legislation and new flexibilities; supporting fiscal compliance guidance and support.

# **EXPLANATION (Governor’s Funds)**

**APPROPRIATION EXPLANATION**

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| **Class** | **Class Description** | **Explanation** |  |  |  |  |  |  |  |
| 020 | Current Expenses | Appropriation to cover materials and supplies that will be used by staff. |  |  |
| 026 | Organizational Dues | Appropriation to cover state and/or national organizational dues for staff |  |  |  |  |  |
| 027 | Transfers to DoIT | Appropriation to cover required IT support  |  |  |  |  |  |
| 028 | Transfers to General Services | Appropriation for staff work areas.  |  |  |  |  |  |
| 029 | Intra-Agency Transfers  | Appropriation to internal program support.  |  |  |  |  |
| 030 | Equipment | Appropriation to provide new equipment to staff hired under the grant. |  |  |
| 037 | Technology Hardware | Appropriation to provide new computer hardware to staff under the grant. |  |
| 038 | Technology Software | Appropriation to provide new computer software to staff under the grant. |  |  |
| 039 | Telecommunications | Appropriation to provide VOIP and other telecommunications services.  |  |  |
| 040 | Indirect Costs | Appropriation to meet the State of NH Statewide Cost Allocation Plan obligations. |  |
| 041 | Audit Fund Set Aside  | Appropriation is based on .01 percent of the grant.  |  |  |  |
| 042 | Post-Retirement Benefits  | Appropriation to cover post retirement costs at the current rate of 10.43 percent. |  |
| 050 | Part Time Salaries | Appropriation to cover cost allocation of salary. |  |  |  |  |
| 059 | Personal Service Temp | Appropriation to fund requested positions in support of the grant activities. |  |  |  |  |
| 060 | Benefits  | Appropriation to cover Health, Dental, Life, Medicare, FICA and Retirement Contributions for full time and cost allocated positions. |  |
| 070 | In-State Travel | Appropriation to cover travel for in state meetings, presentations and technical assistance.  |
| 072 | Grants - Federal | Appropriation for the distribution of funds to grant sub-recipients.  |
| 080 | Out of State Travel | Appropriation to cover staff travel to attend out of state meetings and presentations.  |
| 102 | Contracts for Program Services | Appropriation to contract with providers of evaluation services, Technical Assistance and Trainings. |
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The following information is provided in accordance with the Comptroller’s instructional memorandum dated September 21, 1981:

1. List All Personnel involved:

New Positions:

* Program Specialist III
* Administrator I

The Department is requesting authorization to use a portion of additional grant funds to support an existing position. This existing position will provide leadership and support for the grant:

* Business Administrator II

2. Nature, Need, and Duration:

As stated above, the primary goals of the Charter School Program grant are to support new public charter schools, expand existing public charter schools, and replicate existing high-quality charter schools. The Bureau of Educational Opportunities will provide program oversight, training, and technical assistance to sub-grantees. The positions in this request will provide leadership and support for the grant. The CSP grant is a five-year program ending September 29, 2024 with the potential for extensions beyond the final year.

3. Relationship to Existing Agency Programs:

This grant will increase and expand upon the existing work of the Bureau of Educational Opportunities. The work afforded by this grant will be conducted in conjunction with current initiatives within the Office of Charter Schools as well as other initiatives in the Bureau of Instructional Support that provide support through current Federal Title programs to existing charter schools.

4. Has a Similar Program been Requested of the Legislature and Denied?

Yes.

5. Why wasn’t this Funding Included in the Agency’s Budget Request?

At the time that the State’s Biennial Budget was being prepared, the Grant Award Letter had not been received. The Department was not awarded the funds until August 22, 2019.

6. Can any Portion of the Grant Funds Be Utilized?

No. The positions requested are necessary to fulfill the intent of the grant that was accepted by the Granting Authority.

7. Estimate the Funds Required to Continue the Position:

Salary and benefits for the two full-time temporary positions are expected to be $204,907 for FY21.

In the event Federal Funds become no longer available, General Funds will not be requested to support this program. Attached are copies of the grant awards.

Respectfully submitted,

Frank Edelblut

Commissioner of Education