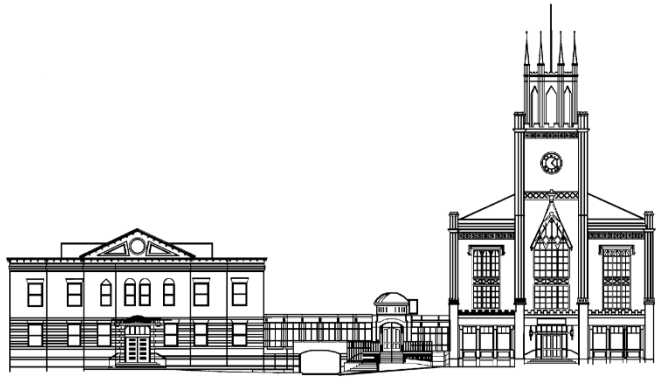




COMMITTEE ON COMMUNITY IMPROVEMENT

June 3, 2025 at 5:00 PM

Aldermanic Chambers, City Hall (3rd Floor)

Members: Aldermen Morgan, Terrio, Kantor, Long, Burkush

AGENDA

The Chairman calls the meeting to order.

The Clerk calls the roll.

1. Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$8,500 for CIP 210623 Public Health Preparedness.
Ladies and Gentlemen, what is your pleasure?
2. Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$30,000 for CIP 212124 Oral Health Program.
Ladies and Gentlemen, what is your pleasure?
3. Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$50,660.10 for CIP C330040225 FY26 Manchester Police Department Highway Safety Grant.
Ladies and Gentlemen, what is your pleasure?
4. Communication from Margarete Baldwin, Engineering Project Manager, requesting permission to apply for grant funding from the US Department of Transportation's Safe Streets and Roads for All program.
Ladies and Gentlemen, what is your pleasure?
5. Communication from Jeff Belanger, Planning and Community Development Director, requesting extensions for various CIP projects.
Ladies and Gentlemen, what is your pleasure?
6. Communication from the Planning and Community Development Director submitting the FY25 Third Quarter ARPA Funds Report.
Ladies and Gentlemen, what is your pleasure?

If there is no further business, a motion is in order to adjourn.

Anna J. Thomas, MPH
Public Health Director

Philip J. Alexakos, MPH, REHS
Deputy Public Health Director

Elaine M. Michaud, JD, MPH
Deputy Public Health Director



CITY OF MANCHESTER
Health Department

BOARD OF HEALTH
Patricia Anglin, BSN, RN, NCSN
Christopher Moriarty, DMD
Lara Quiroga, M.Ed.
Ashwini Saxena M.D., Ph.D.
Mary Naczas Seigle, BSN, RN, CHPN

To: Alderman Chris Morgan
Chairman, CIP Committee

From: Anna Thomas, MPH
Director, Manchester Health Department

Date: May 13, 2025

RE: Additional Funding for 210623 - Provision of Regional Public Health Network Services

The Manchester Health Department is receiving an additional \$8,500 in funding from the New Hampshire Department of Health and Human Services to allow us to continue our planning for, surveillance of, and response to public health threats and to deliver daily public health services through June 20, 2026.

As such, we have requested that the Planning and Community Development prepare the appropriate CIP Amending Resolution and Budget Authorization Forms necessary for the implementation of this program.

Your review of these documents and a recommendation for approval to the full Board is respectfully requested.

We thank the Committee and Board for their consideration.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Five

A RESOLUTION

“Amending the FY2023 Community Improvement Program authorizing and appropriating funds in the amount of Eight Thousand Five Hundred Dollars (\$8,500) for the FY2023 CIP 210623 Public Health Preparedness.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2023 CIP as contained in the 2023 CIP budget; and

WHEREAS, the 2023 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to allow for the appropriation of funds from NHDHHS in the amount of \$8,500 for the FY2023 CIP 210623 Public Health Preparedness.”

NOW, THEREFORE, be it resolved that the 2023 CIP be amended as follows:

By increasing:

FY2023 CIP 210623 Public Health Preparedness-	\$8,500 State
---	---------------

Resolved, that this Resolution shall take effect upon its passage

CIP BUDGET AUTHORIZATION

CIP#: 210623 Project Year: 2023 CIP Resolution: 5/17/2022
 Title: Public Health Preparedness Amending Resolution: 7/1/2025
 Administering Department: Health Department Revision: #8

Project Description: These federally funded programs support the public health preparedness and response work of the Health Department as well as the expansion of public health services offered by the Health Department to include substance misuse prevention*. Through this program, improved disease surveillance and communicable disease control activities (including COVID-19) will be conducted to improve the health of Manchester residents and other communities in the Gr. Manchester Public Health Region.*subcontract with Makin It Happen.

Federal Grants Federal Grant: Yes **Environmental** Review Required: No
 Grant Executed: Completed:

Critical Events

1. Project Initiation	7/1/2022
2. Project Completion	6/30/2026
3.	
4.	
5.	
	6/30/2026

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$935,237.00	\$0.00	\$0.00	\$935,237.00
Fringes	\$530,254.00	\$0.00	\$0.00	\$530,254.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$820,020.00	\$0.00	\$0.00	\$820,020.00
TOTAL	\$2,385,511.00	\$0.00	\$0.00	\$2,385,511.00

Revisions: #1-Increase budget \$286,207 (from \$801,068 to \$1,087,275).#2 - Increase budget by \$59,005 (from \$1,087,275 to \$1,146,280) #3 -7/11/23 - Extend the completion date from 6/30/2023 to 12/31/2023.#4- 10/3/23 - Increase budget by \$10,000 STATE (from \$1,146,280 to \$1,156,280) #5 - 12/5/23 - Extend completion date from 12/31/2023 to 6/30/2024 #6 - 5/21/2024 - Increases budget \$1,000,731 from (\$1,156,280 to \$2,157,011) and extends

Comments: completion date to 6/30/2026. #7- 10/15/24 Increase budget by \$220,000 STATE (\$2,157,011 to \$2,377,011) #8 7/1/25 Increase budget \$8,500 State (\$2,377,011 to \$2,385,511) funds from NHDHHS
 Source of Funds: NH DHHS

Planning Department/Startup Form - 07/1/20

\$2,385,511.00

New Hampshire Department of Health and Human Services Contractor Name: <i>Manchester Health Department</i> Budget Request for: <i>Manchester area Regional Public Health</i> Budget Period: <i>G&C Approval through June 30, 2025</i> Indirect Cost Rate (if applicable) 3.00%									
Line Item	COVID Response	Public Health Advisory Council (50% PH 50% BDAS)	Public Health Emergency Preparedness	Hospital Preparedness	Substance Misuse	School-Based Vaccination Clinics	School-Based Vaccination Clinics	MRC STRRONG VOL PRG	Health Disparities Community Health Worker
1. Salary & Wages	\$0	\$20,000	\$180,292	\$7,000	\$0	\$0	\$0	\$0	\$0
2. Fringe Benefits	\$0	\$9,100	\$108,000	\$2,700	\$0	\$0	\$0	\$0	\$0
3. Consultants	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
4. Equipment Indirect cost rate cannot be applied to equipment costs per 2 CFR 200.1 and Appendix IV to 2 CFR 200.	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
5.(a) Supplies - Educational	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
5.(b) Supplies - Lab	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
5.(c) Supplies - Pharmacy	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
5.(d) Supplies - Medical	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
6. Travel	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
7. Software	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
8. (a) Other - Marketing/Communications	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
8. (b) Other - Education and Training	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
8. (c) Other - Other (Office Supplies)	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
Other (MRC Maintenance)	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
Other (Inventory Project)	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
Other (MRC Volunteer Liability)	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
Other (Emergency Communications)	\$0	\$0	\$2,000	\$0	\$0	\$0	\$0	\$0	\$0
Other (please specify)	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0
9. Subrecipient Contracts	\$0	\$0	\$1	\$0	\$128,800	\$0	\$0	\$0	\$0
Total Direct Costs	\$0	\$29,100	\$290,308	\$9,700	\$128,800	\$0	\$0	\$0	\$0
Total Indirect Costs	\$0	\$900	\$8,979	\$300	\$3,860	\$0	\$0	\$0	\$0
Subtotals	\$0	\$30,000	\$299,287	\$10,000	\$132,660	\$0	\$0	\$0	\$0
TOTAL								\$471,947	

Contractor Initial: _____

Date: _____

New Hampshire Department of Health and Human Services Contractor Name: Manchester Health Department Budget Request for: <i>Manchester RPHN</i> Budget Period: July 1, 2025- June 30, 2026 Indirect Cost Rate (if applicable) 3.00%					
Line Item	Public Health Advisory Council (50% PH 50% BDAS)	Public Health Emergency Preparedness	Hospital Preparedness	Substance Misuse	MRC STRONG VOL PRG
1. Salary & Wages	\$20,900	\$189,271	\$7,300	\$0	\$11,549
2. Fringe Benefits	\$9,100	\$108,000	\$2,700	\$0	\$884
3. Consultants	\$0	\$1	\$0	\$0	\$0
4. Equipment Indirect cost rate cannot be applied to equipment costs per 2 CFR 200.1 and Appendix IV to 2 CFR 200.	\$0	\$1	\$0	\$0	\$0
5.(a) Supplies - Educational	\$0	\$1	\$0	\$0	\$0
5.(b) Supplies - Lab	\$0	\$1	\$0	\$0	\$0
5.(c) Supplies - Pharmacy	\$0	\$1	\$0	\$0	\$0
5.(d) Supplies - Medical	\$0	\$1	\$0	\$0	\$0
6. Travel	\$0	\$1	\$0	\$0	\$0
7. Software	\$0	\$1	\$0	\$0	\$0
8. (a) Other - Marketing/Communications	\$0	\$1	\$0	\$0	\$0
8. (b) Other - Education and Training	\$0	\$1	\$0	\$0	\$1,000
8. (c) Other - Other (Office Supplies)	\$0	\$1	\$0	\$0	\$0
Other (MRC Maintenance)	\$0	\$1	\$0	\$0	\$0
Other (Inventory Project)	\$0	\$1	\$0	\$0	\$4,512
Other (MRC Volunteer Liability)	\$0	\$1	\$0	\$0	\$0
Other (Emergency Communications)	\$0	\$2,000	\$0	\$0	\$0
Other (please specify)	\$0	\$1	\$0	\$0	\$0
9. Subrecipient Contracts	\$0	\$1	\$0	\$128,800	\$0
Total Direct Costs	\$30,000	\$299,287	\$10,000	\$128,800	\$17,945
Total Indirect Costs	\$0	\$0	\$0	\$3,860	\$555
Subtotals	\$30,000	\$299,287	\$10,000	\$132,660	\$18,500
TOTAL					\$490,447

Contractor Initial: _____

Date: _____

**State of New Hampshire
Department of Health and Human Services
Amendment #3**

This Amendment to the Regional Public Health Networks contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Manchester Health Department ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on July 12, 2022 (Item #10), as amended on February 8, 2023 (Item #40), as amended on June 26, 2024 (Item #41) the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37, General Provisions, Block 1.8, Price Limitation, to read:
\$2,165,511
2. Modify Exhibit B, Scope of Services; Section 1.2.11. through Section 1.2.11.1.1. to read:
1.2.11. The Contractor shall enact emergency operations across the RPHN for public health emergencies or other disasters identified by the Department efforts by:
3. Modify Exhibit B, Scope of Services; Section 1.2.11. to read:
 - 1.2.11.1.8. Maintain access to the Department's web-based document sharing site to include, but not limited to:
 - 1.2.11.1.8.1. Sign and abide by applicable Department and New Hampshire Department of Information Technology (NH DoIT) use agreements, policies, standards, procedures and guidelines, and complete applicable trainings as required;
 - 1.2.11.1.8.2. Complete the Department's Annual Information Security & Compliance Awareness Training prior to accessing, viewing, handling, hearing, or transmitting Department Data or Confidential Data.
 - 1.2.11.1.8.3. Sign the Department's Business Use and Confidentiality Agreement and Asset Use Agreement, and the NH DoIT Department wide Computer Use Agreement upon execution of the Agreement and annually thereafter.
 - 1.2.11.1.8.4. Use the information that they have permission to access solely for conducting official Department business and agree that all other use or access is strictly forbidden including, but not limited, to personal or other private and non-Department use, and that at no time shall they access or attempt to access information without having the express authority of the Department to do so;
 - 1.2.11.1.8.5. Not access or attempt to access information in a manner inconsistent with the approved policies, procedures, and/or agreement relating to system entry/access;
 - 1.2.11.1.8.6. Not copy, share, distribute, sub-license, modify, reverse engineer, rent, or sell software licensed, developed, or being evaluated by the Department, and at all times must use utmost care to protect and keep such software strictly confidential in accordance with the license or any other agreement executed by the Department;
 - 1.2.11.1.8.7. Only use equipment, software, or subscription(s) authorized by the Department's Information Security Office or designee;

- 1.2.11.1.8.8. Not install non-standard software on any Department equipment unless authorized by the Department's Information Security Office or designee.
4. Modify Exhibit B, Scope of Services- Amendment #2 ; Section 1.2.10.1.19.10 to read:
- 1.2.10.1.19.10 The Contractor must maintain the Medical Reserve Corp (MRC) trailers to ensure they are stocked at Department-approved par levels and readily deployable including but not limited to:
5. Modify Exhibit B, Scope of Services- Amendment #2; Section 1.2.10.1.19.10 to read:
- 1.2.10.1.19.10 Recruit, train, and retain volunteers to assist during incidents or emergencies, with a priority on clinical and non-clinical individuals from the health care sector. The Contractor must:
6. Modify Exhibit B, Scope of Services- Amendment #2; by adding Section 1.2.11.1.19.10.4.8. to read:
- 1.2.11.1.19.10.4.8. Volunteers who attend community-based testing clinics or PODs as approved by the Department.
7. Modify Exhibit B, Scope of Services, Amendment #2; to add Section 1.2.10.1.20. to read:
- 1.2.10.1.20. MRC STTRONG funds must be spent by May 31, 2026.
8. Modify Exhibit B, Scope of Services; Section 1.2.11.4.1. to read:
- 1.2.11.4.1. The Contractor shall ensure information regarding the public health emergency or disaster response efforts are provided to the public, including, but not limited to:
9. Modify Exhibit B, Scope of Services; Section 1.2.11.5.1. to read:
- 1.2.11.5.1. The Contractor shall ensure capacity for a mass vaccination campaign (if applicable), including:
10. Modify Exhibit B, Scope of Services; Section 1.2.11.5.2. to read:
- 1.2.11.5.2. The Contractor shall plan and conduct mobile and other clinics to provide vaccinations (if applicable and as funding allows) as directed by the Department, and in accordance with all policies and procedures put forth by the Department.
11. Modify Exhibit B, Scope of Services; Section 1.2.11.7.1. to read:
- 1.2.11.7.1. The Contractor shall conduct surveillance and case identification, as needed and as requested by the Department based on available staffing and funding, including, but not limited to:
12. Modify Exhibit B, Scope of Services; Section 1.2.11.7.1.2. to read:
- 1.2.11.7.1.2 Assessing risk of travelers and other persons with potential infectious disease outbreak exposures.
13. Modify Exhibit B, Scope of Services; to remove Sections 1.2.12.9 through 1.2.12.10.8 to read:
- Reserved
14. Modify Exhibit B, Scope of Services; Section 1.3.6.1. through 1.3.6.2. to read:
- 1.3.6.1. RESERVED
- 1.3.6.2. Documentation for pertinent public health emergency responses or disaster response activities necessary to complete the MCM Operational Readiness Review (ORR) or self-assessment as scheduled by DHHS.

15. Modify Exhibit C, Payment Terms, Section 1, to read:

1. This Agreement is funded by:

1.1. 100% Federal funds from:

- 1.1.1 Preventive Health and Health Services Block Grant, as awarded on August 16, 2021, by the Centers for Disease Control and Prevention, CFDA 93.991, FAIN NB01OT009381.
- 1.1.2 Public Health Emergency Preparedness, as awarded on July 1, 2022, by the Centers for Disease Control and Prevention, CFDA 93.069, FAIN U90TP922018.
- 1.1.3 Block Grants for Prevention and Treatment of Substance Abuse, as awarded on May 17, 2021 and February 10, 2022, by the US Department of Health and Human Services, CFDA 93.959, FAIN TI084659 and FAIN TI083955.
- 1.1.4 Immunization Cooperative Agreements, as awarded on March 29, 2021, March 31, 2021, and July 1, 2022, by the Centers for Disease Control and Prevention, CFDA 93.268, FAIN NH23IP922595.
- 1.1.5 National Bioterrorism Hospital Preparedness Program, as awarded on July 1, 2022, by the US Department of Health and Human Services, CFDA 93.889, FAIN U3REP190580.
- 1.1.6 Opioid STR, as awarded on August 27, 2020, by the US Department of Health and Human Services, CFDA 93.788, FAIN TI83326A.
- 1.1.7 Activities to Support State, Tribal, Local and Territorial (STLT) Health Department Response to Public Health or Healthcare Crises, as awarded on August 27, 2020, by the Centers for Disease Control and Prevention, CFDA 93.391, FAIN NH95OT000031.
- 1.1.8 Investing in New Hampshire's Medical Reserve Corp (MRC) Volunteers, as awarded on June 1, 2023, by the US Department of Health and Human Services, CFDA 93.008, FAIN U3REP230690.

16. Modify Exhibit C, Payment Terms, Section 3, to read:

3. Payment shall be on a cost reimbursement basis for actual expenditures incurred in the fulfillment of this agreement and shall be in accordance with the approved line items, as specified in Exhibits C-1, Budget Sheet, Amendment #1, through Exhibit C-4, Budget, Amendment #3.

17. Modify Exhibit C-2 SFY 24 Budget, by replacing it in its entirety with Exhibit C-2 Budget, Amendment #3, which is attached hereto and incorporated by reference herein.

18. Add Exhibit C-3, Budget, Amendment #3, which is attached hereto and incorporated by reference herein.

19. Add Exhibit C-4, Budget, Amendment #3, which is attached hereto and incorporated by reference herein

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective retroactive to July 1, 2025, upon Governor and Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

Date

Name:
Title:

Manchester Health Department

Date

Name: Jay Ruais
Title: Mayor

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

Date

Name:
Title:

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:
Title:

Anna J. Thomas, MPH
Public Health Director

Philip J. Alexakos, MPH, REHS
Deputy Public Health Director

Elaine M. Michaud, JD, MPH
Deputy Public Health Director



CITY OF MANCHESTER
Health Department

BOARD OF HEALTH
Patricia Anglin, BSN, RN, NCSN
Christopher Moriarty, DMD
Lara Quiroga, M.Ed.
Ashwini Saxena M.D., Ph.D.
Mary Naczas Seigle, BSN, RN, CHPN

To: Alderman Chris Morgan
Chairman, CIP Committee

From: Anna J. Thomas, MPH
Public Health Director, Manchester Health Department

Date: May 13, 2025

RE: Oral Health Program – Project# 212124 – Additional Funding

The Health Department will be receiving funding in the amount of \$30,000 in Fy2025 (bringing the total to \$119,000) from NHDHHS to support the school-based, dental program serving students in grades K-8th who are enrolled in the Manchester School District. Additional funds will be coming, but for now they are reimbursing us for the purchase of supplies to cover the costs associated with the start of the school year.

As such, we have requested that the Planning and Community Development prepare the appropriate CIP Amending Resolution and Budget Authorization Forms necessary for the implementation of this program.

Your review of these documents and a recommendation for approval to the full Board is respectfully requested.

We thank the Committee for their consideration.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Five

A RESOLUTION

“Amending the FY2024 Community Improvement Program authorizing and appropriating funds in the amount of Thirty Thousand Dollars (\$30,000) for the FY2024 CIP 212124 Oral Health Program.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2024 CIP as contained in the 2024 CIP budget; and

WHEREAS, the 2024 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to allow for the appropriation of funds from NHDHHS in the amount of \$30,000 for the FY2024 CIP 212124 Oral Health Program.”

NOW, THEREFORE, be it resolved that the 2024 CIP be amended as follows:

By increasing:

FY2024 CIP 212124 Oral Health Program-	\$30,000 State
--	----------------

Resolved, that this Resolution shall take effect upon its passage

CIP BUDGET AUTHORIZATION

CIP#: 212124 Project Year: 2024 CIP Resolution: 6/6/2023
Title: Oral Health Program Amending Resolution: 7/1/2025
Administering Department: Health Department Revision: #3

Project Description: To support the school-based, dental program serving students in grades K-8th who are enrolled in Manchester School District.

Federal Grants Federal Grant: No **Environmental** Review Required: No
Grant Executed: Completed:

Critical Events

1. Project Initiation	9/01/2023
2. Project Completion	12/31/2025
3.	
4.	
5.	
	12/31/2025

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$70,000.00	\$0.00	\$0.00	\$70,000.00
Fringes	\$9,000.00	\$0.00	\$0.00	\$9,000.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$40,000.00	\$0.00	\$0.00	\$40,000.00
TOTAL	\$119,000.00	\$0.00	\$0.00	\$119,000.00

Revisions: #1 - 5/21/24 increasing budget by \$39,203.96 STATE (from \$4,796.04 to \$44,000) #2 - 10/01/24 increase budget by \$45,000 STATE for FY2025 (\$44,000 to \$89,000) and extend completion date from 6/30/24 to 6/30/25 #3- 7/1/2025 increase budget \$30,000 State (\$89,000 to \$119,000) funds from NHDHHS and extend completion date from 6/30/2025 to 12/31/2025

Comments: Funding in the amount of \$4796.04 from JSI Research & Training

Chief of Police
Allen D. Aldenberg
Assistant Chief
Peter A. Marr



Commission
John G. Cronin, *Chairman*
Manny Content
Eva Castillo
John Mercier
Gene Brown

CITY OF MANCHESTER

Police Department

May 19, 2025

To: Alderman Morgan, Chairman, CIP Committee
From: Whitney Dade, Grant Coordinator

Re: FY26 Manchester Police Department Highway Safety Grant

Attached is a copy of the FY26 Manchester Police Department Highway Safety Grant Agreement in the amount of \$50,660.10. Of this total grant \$36,100 will support enforcement patrols while \$14,560.10 will support the purchase of a speed radar display trailer.

This grant is for 10/1/2025 to 9/30/2026.

The funds breakdown is as follows:

Salaries and Wages	\$24,284.47
Fringe	\$11,815.53
Equipment	\$14,560.10

Please process this as a project for approval.

Sincerely,

Whitney Dade
Grant Coordinator

Michael L. Briggs Public Safety Building
405 Valley Street • Manchester, New Hampshire 03103 • (603) 668-8711 • FAX: (603) 668-8941
E-mail: ManchesterPD@manchesternh.gov • Website: www.manchesterpd.com

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



City of Manchester *New Hampshire*

In the year Two Thousand and Twenty Five

A RESOLUTION

“Amending the FY2025 Community Improvement Program, authorizing and appropriating funds in the amount of Fifty Thousand Six Hundred Sixty Dollars and Ten Cents (\$50,660.10) for the FY2025 CIP C330040225 FY26 Manchester Police Department Highway Safety Grant.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2025 CIP as contained in the 2025 CIP budget; and

WHEREAS, the 2025 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to appropriate funds in the amount of \$50,660.10 from the State of New Hampshire to FY2025 CIP C330040225 FY26 Manchester Police Department Highway Safety Grant;

NOW, THEREFORE, be it resolved that the 2025 CIP be amended as follows:

By adding:

FY2025 CIP C330040225 FY26 Manchester Police Department Highway Safety Grant-
\$50,660.10 State

Resolved, that this Resolution shall take effect upon its passage

CIP BUDGET AUTHORIZATION

CIP#: C330040225

2025

CIP Resolution: 6/4/2024

Title: FY26 Manchester Police Department Highway Safety Grant

Amending Resolution: 7/1/2025

Administering Department: Police Department

Revision:

Project Description:

The FY26 Manchester Police Department Highway Safety Grant will support enforcement patrols and the purchase of speed radar display trailer.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

Initiation Date

10/1/2025

Completion Date

9/30/2026

9/30/2026

Line Item Budget

STATE

TOTAL

Salaries and Wages

\$24,284.47

\$0.00

\$0.00

\$24,284.47

Fringes

\$11,815.53

\$0.00

\$0.00

\$11,815.53

Design/Engineering

\$0.00

\$0.00

\$0.00

\$0.00

Planning

\$0.00

\$0.00

\$0.00

\$0.00

Consultant Fees

\$0.00

\$0.00

\$0.00

\$0.00

Construction Admin

\$0.00

\$0.00

\$0.00

\$0.00

Land Acquisition

\$0.00

\$0.00

\$0.00

\$0.00

Equipment

\$14,560.10

\$0.00

\$0.00

\$14,560.10

Overhead

\$0.00

\$0.00

\$0.00

\$0.00

Construction Contracts

\$0.00

\$0.00

\$0.00

\$0.00

Other

\$0.00

\$0.00

\$0.00

\$0.00

TOTAL**\$50,660.10****\$0.00****\$0.00****\$50,660.10****Revisions:****Comments:**

OFFICE OF HIGHWAY SAFETY GRANT AGREEMENT

The State of New Hampshire and the Subrecipient hereby mutually agree as follows:

GENERAL PROVISIONS

Grant Agreement Title:

Grant Agreement #:

1. Identification and Definitions.

1.1. State Agency Name New Hampshire Department of Safety Office of Highway Safety		1.2. State Agency Address 33 Hazen Drive, Room 208 Concord, NH 03305	
1.3. Subrecipient Name		1.4. Subrecipient Address	
Chief of Police Name: Grant Contact Name:		Chief of Police email: Grant Contact's email:	
1.4.1 Subrecipient Type (State Govt, City/Town Govt, County Govt, College/University, Other (Specify))		1.4.2 UEI # Exp Date: Verified UEI screen shot is valid - Date Stamped	
1.5. Subrecipient Phone #	1.6. Effective Date	1.7. Completion Date	1.8. Grant Limitation (Total amount of Federal funds obligated to the Subrecipient (2 CFR § 200.331(a)(1)(vii)))
1.9. Grant Officer for State Agency		1.10. State Agency Telephone Number	
"By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b." "RSA Chapter 37 - Chairman of Selectmen, Town Manager, Mayor, County Commissioners.			
1.11. Subrecipient Signature 1		1.12. Name & Title of Subrecipient Signor 1	
Subrecipient Signature 2		Name & Title of Subrecipient Signor 2	
Subrecipient Signature 3		Name & Title of Subrecipient Signor 3	
1.13. Acknowledgment: State of New Hampshire, County of _____, on / / , before the undersigned officer, personally appeared the person(s) identified in block 1.12., known to me (or satisfactorily proven) to be the person(s) whose name is signed in block 1.11., and acknowledged that he/she executed this document in the capacity indicated in block 1.12.			
1.13.1. Signature of Notary Public or Justice of the Peace (Seal)		1.13.2 Name & Title of Notary Public or Justice of the Peace	
1.14 State Agency Signature 1 X_____ Date:_____		1.15 Name & Title of State Agency Signor 1 Robert L. Quinn, Commissioner - or Designee NH Department of Safety	
1.16. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) By: _____ Assistant Attorney General, On: / /			
1.17. Approval by Governor and Council (if applicable) By: _____ On: / /			

2. SCOPE OF WORK In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), pursuant to RSA 21-P:55-63, the Subrecipient identified in block 1.3 (hereinafter referred to as "the Subrecipient"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT B (the scope of work being hereinafter referred to as "the Project").

3. AREA COVERED Except as otherwise specifically provided for herein, the Subrecipient shall perform the Project in, and with respect to, the State of New Hampshire. 4. EFFECTIVE DATE: COMPLETION OF PROJECT

4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire if required (block 1.17), or upon signature by the State Agency as shown in block 1.15.

4.2 Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.7 (hereinafter referred to as "the Completion Date").

5. GRANT AMOUNT: LIMITATION ON AMOUNT: VOUCHERS: PAYMENT

5.1. The Grant Amount is identified and more particularly described in EXHIBIT A, attached hereto.

5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT A.

5.3. In accordance with the provisions set forth in EXHIBIT A, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Subrecipient the Grant Amount. The State shall withhold from the amount otherwise payable to the Subrecipient under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.

5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Subrecipient for all expenses, of whatever nature, incurred by the Subrecipient in the performance hereof, and shall be the only, and the complete, compensation to the Subrecipient for the Project. The State shall have no liabilities to the Subrecipient other than the Grant Amount.

5.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.

6. COMPLIANCE BY SUBRECIPIENT WITH LAWS AND REGULATIONS In connection with the performance of the Project, the Subrecipient shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Subrecipient, including the acquisition of any and all necessary permits.

7. RECORDS and ACCOUNTS

7.1. Between the Effective Date and the date three (3) years after the Completion Date the Subrecipient shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.

7.2. Between the Effective Date and the date three (3) years after the Completion Date, at any time during the Subrecipient's normal business hours, and as often as the State shall demand, the Subrecipient shall make available to the State all records pertaining to matters covered by this Agreement. The Subrecipient shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Subrecipient" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Subrecipient in block 1.3 of these provisions.

8. PERSONNEL

8.1. The Subrecipient shall, at its own expense, provide all personnel necessary to perform the Project. The Subrecipient warrants that all personnel engaged in the project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.

8.2. The Subrecipient shall not hire, and it shall not permit any subcontractor, sub grantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.

8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.

9. DATA: RETENTION OF DATA: ACCESS

9.1. As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, performed, who exercises any functions or responsibilities in the review or computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.

9.2. Between the Effective Date and the Completion Date the Subrecipient shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.

9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State.

9.4. On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.

9.5. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.

10. CONDITIONAL NATURE OR AGREEMENT Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Subrecipient notice of such termination.

11. EVENT OF DEFAULT: REMEDIES

11.1. Any one or more of the following acts or omissions of the Subrecipient shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):

11.1.1 Failure to perform the Project satisfactorily or on schedule; or

11.1.2 Failure to submit any report required hereunder; or

11.1.3 Failure to maintain, or permit access to, the records required hereunder; or

11.1.4 Failure to perform any of the other covenants and conditions of this Agreement.

11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

11.2.1 Give the Subrecipient a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Subrecipient notice of termination; and

11.2.2 Give the Subrecipient a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the Subrecipient during the period from the date of such notice until such time as the State determines that the Subrecipient has cured the Event of Default shall never be paid to the Subrecipient; and

11.2.3 Set off against any other obligation the State may owe to the Subrecipient any damages the State suffers by reason of any Event of Default; and

11.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.

12. TERMINATION

12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Subrecipient shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.

12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Subrecipient to receive that portion of the Grant amount earned to and including the date of termination.

12.3. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Subrecipient from any and all liability for damages sustained or incurred by the State as a result of the Subrecipient's breach of its obligations hereunder.

12.4. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Subrecipient hereunder, the Subrecipient, may terminate this Agreement without cause upon thirty (30) days written notice.

13. CONFLICT OF INTEREST No officer, member or employee of the Subrecipient, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

14. SUBRECIPIENT'S RELATION TO THE STATE In the performance of this Agreement the Subrecipient, its employees, and any subcontractor or subgrantee of the Subrecipient are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Subrecipient nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.

15. ASSIGNMENT AND SUBCONTRACTS The Subrecipient shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Subrecipient other than as set forth in EXHIBIT B without the prior written consent of the State.

16. INDEMNIFICATION The Subrecipient shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Subrecipient or subcontractor, or subgrantee or other agent of the Subrecipient. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.

17. INSURANCE AND BOND

17.1. The Subrecipient shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:

17.1.1 Statutory workmen's compensation and employees liability insurance for all employees engaged in the performance of the Project, and

17.1.2 Comprehensive public liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and

\$2,000,000 aggregate for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and

17.2. The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice thereof has been received by the State.

18. WAIVER OF BREACH No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Subrecipient.

19. NOTICE Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.

20. AMENDMENT This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire, if required or by the signing State Agency.

21. CONSTRUCTION OF AGREEMENT AND TERMS This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.

22. THIRD PARTIES The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

23. ENTIRE AGREEMENT This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.

SPECIAL PROVISIONS

U.S. Department of Transportation/NHTSA Grant Conditions:

As a result of participating in Federal highway safety grant programs administered by National Highway Traffic Safety Administration (NHTSA) and the US Department of Transportation (USDOT), highway safety subrecipients are required to comply with the following documents:

- Subrecipients agree to comply with all applicable elements of NHTSA's Memorandum: Use of NHTSA Highway Safety Grant Funds for Certain Purchases May 18, 2016 and found at the following Web link.: <https://www.nhtsa.gov/highway-safety-grants-program/resources-guide>. Subrecipients should pay particular attention to the sections on (1) allowable costs for equipment, travel, training, and consultant services; and (2) unallowable costs for equipment, facilities and construction, training and program administration.
- Subrecipients agree to comply with all applicable elements of 2 CFR 200 - the **Uniform Administrative Requirement for Grants, Cost Principles, and Audit Requirements** as promulgated by the U.S. Department of Transportation. This document is found at the following Web link <https://www.nhtsa.gov/highway-safety-grants-program/resources-guide>.
- Subrecipients agree to comply with all applicable Federal basic and incentive grant program requirements as outlined in the **Highway Safety Grant Management Manual** found at the following Web link: <https://www.nhtsa.gov/highway-safety-grants-program>. This document provides information on each of the grant programs.

The following additional provisions apply to highway safety subrecipients as a result of certifications and assurances provided to NHTSA by State Highway Safety Offices in their Highway Safety Plan:

GENERAL REQUIREMENTS

The State will comply with applicable statutes and regulations, including but not limited to:

- 23 U.S.C. Chapter 4 Highway Safety Act of 1966, as amended
- Sec. 1906, Pub. L. 109-59, as amended by Sec. 25024 Pub. L. 117-58
- 23 CFR part 1300 Uniform Procedures for State Highway Safety Grant Programs
- 2 CFR part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- 2 CFR part 1201 Department of Transportation, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

NONDISCRIMINATION

(applies to subrecipients as well as States)

The State highway safety agency [and its subrecipients] will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- **Title VI of the Civil Rights Act of 1964** (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- **49 CFR part 21** (*entitled Non-discrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964*);
- **28 CFR section 50.3** (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- **The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970**, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- **Federal-Aid Highway Act of 1973**, (23 U.S.C. 324 et seq.), and **Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. 1681-1683 and 1685-1686) prohibit discrimination on the basis of sex);

- *Section 504 of the Rehabilitation Act of 1973*, (29 U.S.C. 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- **The Age Discrimination Act of 1975**, as amended, (42 U.S.C. 6101 *et seq.*), (prohibits discrimination on the basis of age);
- **The Civil Rights Restoration Act of 1987**, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- **Titles II and III of the Americans with Disabilities Act** (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;

The preceding statutory and regulatory cites hereinafter are referred as the “Acts” and “Regulations,” respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

“No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including NHTSA.”

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI of the Civil Rights Act of 1964 and other non-discrimination requirements (the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted Highway Safety Grant Program:

1. The Recipient agrees that each “activity,” “facility,” or “program,” as defined in § 21.23(b) and (e) of 49 CFR part 21 will be (with regard to an “activity”) facilitated, or will be (with regard to a “facility”) operated, or will be (with regard to a “program”) conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Highway Safety Grant Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

“The [name of Recipient], in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”

3. The Recipient will insert the clauses of appendix A and E of this Assurance (also referred to as DOT Order 1050.2A)^[1] in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of appendix B of DOT Order 1050.2A, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in appendix C and appendix D of this DOT Order 1050.2A, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and

5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in appendix C and appendix D of this DOT Order 1050.2A, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the State highway safety agency also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing NHTSA's access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by NHTSA. You must keep records, reports, and submit the material for review upon request to NHTSA, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The State highway safety agency gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Highway Safety Grant Program. This ASSURANCE is binding on the State highway safety agency, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Highway Safety Grant Program. The person(s) signing below is/are authorized to sign this ASSURANCE on behalf of the Recipient.

POLITICAL ACTIVITY (HATCH ACT)

(applies to subrecipients as well as States)

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

(applies to subrecipients as well as States)

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

RESTRICTION ON STATE LOBBYING

(applies to subrecipients as well as States)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

(applies to subrecipients as well as States)

Instructions for Lower Tier Participant Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

BUY AMERICA ACT

(applies to subrecipients as well as States)

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

Certification on Conflict of Interest

(Applies to Subrecipients as Well as States)

General Requirements

No employee, officer or agent of a State or its subrecipient who is authorized in an official capacity to negotiate, make, accept or approve, or to take part in negotiating, making, accepting or approving any subaward, including contracts or subcontracts, in connection with this grant shall have, directly or indirectly, any financial or personal interest in any such subaward. Such a financial or personal interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or personal interest in or a tangible personal benefit from an entity considered for a subaward. Based on this policy:

1. The recipient shall maintain a written code or standards of conduct that provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents.
 - a. The code or standards shall provide that the recipient's officers, employees, or agents may neither solicit nor accept gratuities, favors, or anything of monetary value from present or potential subawardees, including contractors or parties to subcontracts.
 - b. The code or standards shall establish penalties, sanctions or other disciplinary actions for violations, as permitted by State or local law or regulations.
2. The recipient shall maintain responsibility to enforce the requirements of the written code or standards of conduct.

Disclosure Requirements

No State or its subrecipient, including its officers, employees or agents, shall perform or continue to perform under a grant or cooperative agreement, whose objectivity may be impaired because of any related past, present, or currently planned interest, financial or otherwise, in organizations regulated by NHTSA or in organizations whose interests may be substantially affected by NHTSA activities. Based on this policy:

1. The recipient shall disclose any conflict of interest identified as soon as reasonably possible, making an immediate and full disclosure in writing to NHTSA. The disclosure shall include a description of the action which the recipient has taken or proposes to take to avoid or mitigate such conflict.
2. NHTSA will review the disclosure and may require additional relevant information from the recipient. If a conflict of interest is found to exist, NHTSA may
 - (a) terminate the award, or
 - (b) determine that it is otherwise in the best interest of NHTSA to continue the award and include appropriate provisions to mitigate or avoid such conflict.
3. Conflicts of interest that require disclosure include all past, present or currently planned organizational, financial, contractual or other interest(s) with an organization regulated by NHTSA or with an organization whose interests may be substantially affected by NHTSA activities, and which are related to this award. The interest(s) that require disclosure include those of any recipient, affiliate, proposed consultant, proposed subcontractor and key personnel of any of the above. Past interest shall be limited to within one year of the date of award. Key personnel shall include any person owning more than a 20 percent interest in a recipient, and the officers, employees or agents of a recipient who are responsible for making a decision or taking an action under an award where the decision or action can have an economic or other impact on the interests of a regulated or affected organization.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(applies to subrecipients as well as States)

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

As a result of participating in Federal highway safety grant programs administered by National Highway Traffic Safety Administration (NHTSA) and the US Department of Transportation (USDOT), highway safety subrecipients are required to understand and comply with the following additional applicable Part 2 CFR 200 statutes and regulations:

§ [2 CFR 200.216](#) Prohibition on certain telecommunications and video surveillance services or equipment.

§ [2 CFR 200.317](#) Procurements by states.

§ [2 CFR 200.318](#) General procurement standards.

§ [2 CFR 200.319](#) Competition.

§ [2 CFR 200.320](#) Methods of procurement to be followed.

§ [2 CFR 200.321](#) Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

§ [2 CFR 200.322](#) Domestic preferences for procurements.

§ [2 CFR 200.323](#) Procurement of recovered materials.

§ [2 CFR 200.340](#) Termination.

§ [2 CFR 200.414](#) Indirect (F&A) costs.

[Appendix II to Part 200](#) - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards.

I understand that failure to comply with applicable Federal statutes and regulations may subject State officials to civil or criminal penalties and/or place the State in a high-risk grantee status in accordance with 2 CFR 200.

I sign these Certifications and Assurances based on personal knowledge, after appropriate inquiry, and I understand that the Government will rely on these representations in awarding grant funds.

Authorized Contract Signatory: _____ Date: _____

Signors Printed Name: _____

Authorized Contract Signatory: _____ Date: _____

Signors Printed Name: _____

Authorized Contract Signatory: _____ Date: _____

Signors Printed Name: _____

EXHIBIT B

SCOPES OF WORK & PERFORMANCE MEASURES

Scope of Work

Speed Enforcement

Year over year, among other factors, speed is a leading primary cause of fatal and serious injury crashes in the State of New Hampshire. To have the greatest impact, among other areas of enforcement, local law enforcement should utilize Speed Enforcement funding in focused efforts to enforce speed limits in areas where state and local data identifies the locations, days and times that speed violations and crashes are occurring. **For additional grant requirements please familiarize yourself with the section of the grant agreement titled, “Exhibit B - Grant Requirements and Information”.**

- The locations as well as days and times of the Speed Enforcement overtime patrols shall support the problem statement identified in the grant application.
- Grant funded overtime patrols should be no more than 4 hours in duration. These hours shall be run consecutively without interruption.
- If the last stop of a grant-funded patrol results in an arrest that requires the patrol to exceed 4-hours, OHS will consider payment, after review of the dispatch log and (PAR) Patrol Activity Report. The dispatch log must show the arrest as the last stop of the patrol, as well as showing the time the arrest was cleared.
- The NHOHS has an expectation that Officers/Deputies shall have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol periods. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant funded patrol, an explanation must be provided as to why in the note section of the (PAR) Patrol Activity Report.
- To maximize grant funded efforts, patrols must consist of **one grant-funded Officer per cruiser**; however, multiple cruisers may be out at one time.
- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the (PAR) Patrol Activity Report.
- The NHOHS program manager may, in consultation and conjunction with the Chief of Police, at their discretion, authorize adjustments in the duration of patrols and focus efforts, in both location and area of enforcement, to help maximize the potential for success in meeting objectives and achieving overall goals.

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

EXHIBIT B

Scope of Work

DUI Enforcement

Impaired Driving is a leading primary cause of fatal and serious injury crashes in the State of New Hampshire. In order to have the greatest impact, local law enforcement should utilize Impaired Driving Enforcement funding in focused efforts aimed at removing the impaired driver from New Hampshire's roadways, in areas where state and local data identifies the locations, days and times that DUI related crashes and arrests are occurring. **For additional grant requirements please familiarize yourself with the section of the grant agreement titled, "Exhibit B - Grant Requirements and Information".**

- The locations as well as time and days of the Impaired Driving enforcement overtime patrols shall support the problem statement identified in your grant application.
- *DUI Enforcement patrols including DUI Saturation patrols should be no less than **4 hours**, and no more than **6 hours** in duration. These hours shall be run consecutively without interruption.*
- If the last stop of a grant-funded patrol results in an arrest that requires time in excess of a 4-hour or 6-hour scheduled patrol, OHS will consider payment, after review of the dispatch log and (PAR) Patrol Activity Report. The dispatch log must show the arrest as the last stop of the patrol as well as showing the time the arrest was cleared.
- With **written**, pre-approval from the Office of Highway Safety, Officers may conduct 6-hour Sobriety Check Points.
- The NHOHS has an expectation that Officers shall have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol periods. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant funded patrol, an explanation must be provided as to why in the note section of the (PAR) Patrol Activity Report.
- To maximize grant funding, patrols must consist of one granted-funded Officer per cruiser; however, multiple cruisers may be out at one time.
- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the (PAR) Patrol Activity Report.
- The NHOHS program manager may, in consultation and conjunction with the Chief of Police, at their discretion, authorize adjustments in the duration of patrols and focus efforts in a location, to help maximize the potential for success in meeting objectives and achieving overall goals.

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

EXHIBIT B

Scope of Work

Distracted Driving Enforcement

Distracted Driving enforcement patrols should focus on enforcing **New Hampshire's Hands-Free Electronic Device Law**. Patrols should remain vigilant for any other moving violations, such as lane usage, following too closely, move over, reckless driving, which may be the result of other forms of driver distraction and potentially negligent behavior. **For additional grant requirements please familiarize yourself with the section of the grant agreement titled, "Exhibit B - Grant Requirements and Information".**

- The locations as well as time and days of the distracted driving overtime patrols shall support the problem statement identified in your grant application.
- Distracted driving patrols should be no more than **4-hours** in duration. These hours shall be run consecutively without interruption.
- If the last stop of a grant-funded patrol results in an arrest that requires the patrol to exceed 4-hours, OHS will consider payment, after review of the dispatch log and (PAR) Patrol Activity Report. The dispatch log must show the arrest as the last stop of the patrol as well as showing the time the arrest was cleared.
- The NHOHS has an expectation that Officers shall have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol periods. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant funded patrol, an explanation must be provided as to why in the note section of the (PAR) Patrol Activity Report.
- To maximize grant funding, patrols must consist of one granted-funded Officer per cruiser; however, multiple cruisers may be out at one time. **Exception:** Two Officer per cruiser when utilizing a spotter (one Officer in the cruiser and one Officer outside the cruiser), when conducting strategic Distracted Driving enforcement patrols. **Note:** when conducting distracted driving patrols using a spotter, focus will be on effective enforcement rather than the stops/hour requirement. The spotter will note this on his/her (PAR) Patrol Activity Report.
- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the (PAR) Patrol Activity Report.
- The NHOHS program manager may, in consultation and conjunction with the Chief of Police, at their discretion, authorize adjustments in the duration of patrols and focus efforts in a location, to help maximize the potential for success in meeting objectives and achieving overall goals.

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

EXHIBIT B

Scope of Work

Pedestrian Bicycle Enforcement

Pedestrian/Bicycle enforcement patrols should be aimed at enforcing the state's pedestrian/bicycle laws; however, adherence to all traffic laws shall be enforced. **For additional grant requirements please familiarize yourself with the section of the grant agreement titled, "Grant Requirements and Information".**

- It is highly recommended that Officers conducting the Pedestrian & Bicycle enforcement patrols complete an Online training course; "Pedestrian and Bicycle Laws", sponsored by Police Standards and Training Council.
- Grantees must utilize pedestrian and bicyclist crash data to identify specific locations and times of day to enforce traffic safety laws as they relate to motorists, pedestrians, and bicyclist.
- Pedestrian Bicycle enforcement patrols should be no more than 4-hours in duration. These hours shall be run consecutively without interruption.
- The OHS has an expectation that Officers will have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol Officer contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol period. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant-funded patrol, an explanation must be provided as to why in the note section of the (PAR) Patrol Activity Report.
- To maximize grant funding, patrols must consist of one granted-funded Officer per cruiser; however, multiple cruisers may be out at one time. **Exception:** Two Officer per cruiser when utilizing a spotter (one Officer in the cruiser and one Officer outside the cruiser) when conducting strategic Pedestrian & Bicycle enforcement patrols. **Note:** When using a spotter technique, focus will be on effective enforcement rather than the stops/hour requirement. The spotter will note this on his/her (PAR) Patrol Activity Report.
- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the (PAR) Patrol Activity Report.
- The NHOHS program manager may, in consultation and conjunction with the Chief of Police, at their discretion, authorize adjustments in the duration of patrols and focus efforts in a location, to help maximize the potential for success in meeting objectives and achieving overall goals.

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

EXHIBIT B
Scope of Work
High Visibility Mobilizations
Seatbelt Mobilization

This **Seatbelt Mobilization** coincides with the National “Click It or Ticket” campaign. In NH the purpose of this Seatbelt mobilization is to enforce the Child Restraint Law for anyone under 18 years of age, as well as to educate unbelted occupants 18 years and older regarding the importance of wearing seatbelts.

- This mobilization is required to be conducted during the following timeframe: **Monday May 11, 2026 – Sunday May 31, 2026. At least 4 hours of Occupant Protection enforcement to be conducted starting on the KICKOFF date through Monday May 11, 2026.**
- It is highly recommended that Officers/Deputies conducting the Seatbelt Mobilization complete an Online training course; “Occupant Protection/Child Passenger”, sponsored by Police Standards and Training.
- Patrols must be conducted during daylight hours at locations such as elementary schools, high schools, shopping centers, and/or locations where drivers and passengers up to the age of 18 are known to frequent.
- Grant funded overtime patrols should be no more than 4 hours in duration. These hours shall be run consecutively without interruption.
- If the last stop of a grant-funded patrol results in an arrest that requires the patrol to exceed 4-hours, OHS will consider payment, after review of the dispatch log and Patrol Activity Report (PAR). The dispatch log must show the arrest as the last stop of the patrol as well as showing the time the arrest was cleared.
- The NHOHS has an expectation that Officers/Deputies shall have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol periods. Contacts are required to be supported by written or electronic records maintained at the Police Department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant funded patrol, an explanation must be provided as to why in the note section of the (PAR) Patrol Activity Report.
- To maximize grant funding, patrols must consist of one granted-funded Officer/Deputy per cruiser; however, multiple cruisers may be out at one time. **Exception:** Two Officers/Deputies per cruiser when utilizing a spotter (one Officer/Deputy in the cruiser and one Officer/Deputy outside the cruiser) when conducting strategic Occupant Protection enforcement patrols. **Note:** When using a spotter technique, focus will be on effective enforcement rather than the stops/hour requirement. The spotter will note this on his/her (PAR) Patrol Activity Report.
- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the (PAR) Patrol Activity Report.

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

EXHIBIT B
Scope of Work
High Visibility Mobilizations
IMPAIRED DRIVING MOBILIZATION

Impaired Driving is a leading primary cause of fatal and serious injury crashes in the State of New Hampshire. In order to have the greatest impact, local law enforcement should utilize Impaired Driving Mobilization funding in focused efforts aimed at removing the impaired driver from New Hampshire's roadways, in areas where state and local data identifies the locations, days and times that DUI related crashes and arrests are occurring and where the greatest likelihood of finding impaired drivers exists. For additional grant requirements please familiarize yourself with the section of the grant agreement titled, "Exhibit B - Grant Requirements and Information".

Note: Only unspent funds from the first Impaired Driving Mobilization campaign may be rolled over to the second Impaired Driving Mobilization campaign or vice versa. Please e-mail your Field Representative at HWYSAFETYMAIL@dos.nh.gov, in advance, if a mobilization effort will not be conducted.

- Participation in these **TWO** national **IMPAIRED DRIVING MOBILIZATIONS** is required to be conducted during the following timeframes:

First Mobilization: *Wednesday December 10, 2025 – Thursday January 01, 2026. Should be no less than 4 hours, and no more than 6 hours in duration of Impaired Driving enforcement per Department to be conducted starting on the KICKOFF date through Thursday January 01, 2026.*

Second Mobilization: *Wednesday August 19, 2026 – Tuesday September 1, 2026. Should be no less than 4 hours, and no more than 6 hours in duration of Impaired Driving enforcement per Department to be conducted starting on the KICKOFF date through Wednesday August 19, 2026.*

- **IMPAIRED DRIVING MOBILIZATION** patrols should be no less than 4 hours, and no more than **6 hours** in duration. These hours shall be run consecutively without interruption.
- If the last stop of a grant-funded patrol results in an arrest that requires time in excess of a 4-hour or 6-hour scheduled patrol, OHS will consider payment, after review of the dispatch log and (PAR) Patrol Activity Report. The dispatch log must show the arrest as the last stop of the patrol as well as showing the time the arrest was cleared.
- With written approval from the NH Office of Highway Safety, Officers may conduct 6-hour Sobriety Check Points.
- The NHOHS has an expectation that Officers shall have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol periods. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant funded patrol, an explanation must be provided as to why in the note section of the (PAR) Patrol Activity Report.
- To maximize grant funding, patrols must consist of one granted-funded Officer per cruiser; however, multiple cruisers may be out at one time.
- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the (PAR) Patrol Activity Report.

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

EXHIBIT B
Scope of Work
High Visibility Mobilizations
Distracted Driving Mobilization

Distracted Driving Mobilization enforcement patrols should focus on enforcing **New Hampshire's Hands-Free Electronic Device Law, as well as other activities that occur behind the wheel that cause the driver to be distracted.** Officers should remain vigilant for any other moving violations, such as lane usage, following too closely, move over, reckless driving, which may be the result of other forms of driver distraction and potentially negligent behavior. **For additional grant requirements please familiarize yourself with the section of the grant agreement titled, "Exhibit B - Grant Requirements and Information".**

- This mobilization is required to be conducted during the following timeframe: ***Monday April 06, 2026 – Monday April 13, 2026. At least 4 hours of Distracted Driving mobilization enforcement per department to be conducted starting on the KICKOFF date through Monday April 13, 2026.***
- The locations as well as time and days of the distracted driving overtime patrols shall support the problem statement identified in your grant application.
- Distracted driving patrols should be no more than **4-hours** in duration. These hours shall be run consecutively without interruption.
- If the last stop of a grant-funded patrol results in an arrest that requires the patrol to exceed 4-hours, OHS will consider payment, after review of the dispatch log and (PAR) Patrol Activity Report. The dispatch log must show the arrest as the last stop of the patrol as well as showing the time the arrest was cleared.
- The NHOHS has an expectation that Officers shall have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol periods. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant funded patrol, an explanation must be provided as to why in the note section of the (PAR) Patrol Activity Report.
- To maximize grant funding, patrols must consist of one granted-funded Officer per cruiser; however, multiple cruisers may be out at one time. **Exception:** Two Officers per cruiser when utilizing a spotter (one Officer in the cruiser and one Officer outside the cruiser), when conducting strategic Distracted Driving enforcement patrols. **Note:** when conducting distracted driving patrols using a spotter, focus will be on effective enforcement rather than the stops/hour requirement. The spotter will note this on his/her (PAR) Patrol Activity Report.
- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the (PAR) Patrol Activity Report.

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

EXHIBIT B

Scope of Work

Community Outreach & Betterment (COB) Grant

The Office of Highway Safety has awarded your agency/organization this COB Grant to coordinate and conduct a **minimum** of **five (5)** COB Grant highway safety presentations to the below specified sectors of the public throughout the **2026** Federal Fiscal Year.

COB Grant presentations will not exceed **four (4)** hours in duration including travel time, setup and breakdown of the COB Grant presentation location.

*The Subrecipient or their designee will be responsible to maintain the COB Grant budget to ensure funds are adequate to complete the minimum required **five (5)** COB presentations during the grant year.*

COB grant funds cannot be utilized for enforcement patrols or in conjunction with any other federal funding.

The purpose of the Community Outreach & Betterment (COB) Grant is to bring the highway safety message via an in-person PowerPoint presentation to New Hampshire drivers predominantly involved in serious and fatal crashes according to the data while fostering positive law enforcement/public interactions by:

1. Outreach to the 65+ age group
2. Outreach to the 15-40 age group

Grantee Initials: _____

Date:

Grantee Initials: _____

Date:

Grantee Initials: _____

Date:

v-3/10/25

Due to the public speaking nature of the COB Grant presentations, the official in charge or their designees will have the sole responsibility of assigning the appropriate personnel to conduct the COB presentations. **Utilization of School Resource Officers (SRO) is highly encouraged for any COB presentations targeted at the 15 – 18 age group.**

Grantee must utilize the “New Hampshire Highway Safety Education” PowerPoint Presentation provided by the NHOHS during COB Grant Presentations. The Subrecipient may conduct their own community specific traffic safety related presentation in conjunction with the “New Hampshire Highway Safety Education” PowerPoint Presentation within the reimbursable four (4) hour COB Grant presentation window. Any COB Grant related hourly overage of the four (4) hour maximum presentation time may be utilized as match in support of this grant.

At the conclusion of each COB Grant Presentation the NHOHS Public Input Survey will be offered to the COB Grant attendees as a paper form. Paper NHOHS [Public Input Survey](#) forms will be collected and retained by the Grantees and copies of them will be emailed along with your reimbursement request.

A maximum of two (2) members of the Subrecipient’s agency may be reimbursed while conducting a COB Grant presentation due to logistical requirements. If additional support personnel are required to assist a COB Grant presentation the associated costs may be utilized as “match” in support of this grant.

All COB Grant presentations must be conducted in person and on site. COB Grant presentations may not be conducted remotely via internet unless prior authorization is granted by the New Hampshire Office of Highway Safety.

COB Related Expenses

Purchases of light refreshments* may be a reimbursable expense for attendees of COB Grant Presentations up to a cap of **\$150** per presentation or may be utilized as “match” in support of this grant. Please contact your NHOHS Field Representative for clarification prior to purchase.

**41 CFR 301.74.2(e) “Light refreshments are defined to include, but not be limited to, coffee, tea, milk, juice, soft drinks, donuts, bagels, fruit, pretzels, cookies, chips, or muffins”.*

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

Printing of COB Grant related handouts in support of a COB Grant Presentation may be a reimbursable expense up to **\$150** per presentation or may be utilized as “match” in support of this grant.

Should a hall usage fee be necessary to obtain a location for a COB Grant Presentation, such fee will be a reimbursable expense up to **\$150** per presentation. Any location fee that exceeds the **\$150** per presentation cap the Subrecipient must seek prior approval from their NHOHS Field representative.

Reimbursement

The Subrecipient must use the COB Grant Excel workbook Activity logs to keep track of **all** COB Grant Related Payroll, Communications, Presentations and Expenses in support of this grant. The Subrecipient must submit a copy of the COB Grant Excel workbook with that quarter’s COB Grant activity along with grant related payroll forms and any receipts/invoices along with the NHOHS HS-1 and HS-22 Forms on a quarterly basis to obtain reimbursement.

Any additional costs incurred by the Subrecipient in support of the COB Grant may be utilized as “match” providing those costs are not simultaneously funded by another federal grant.

The Subrecipient must retain the records of **all** COB Grant communications, activities and/or services and invoices at the Subrecipient’s agency. These records must be maintained for a period of **three (3)** years in a manner that accurately reflects and supports the documented activity. These supporting documents are required to be available during a review or site monitoring visit.

Grantee Initials: _____

Date:

Grantee Initials: _____

Date:

Grantee Initials: _____

Date:

v-3/10/25

EXHIBIT B - cont.
Performance Measures
Enforcement Patrols

Speed Enforcement: In the FFY, in an effort to help reduce Speed related serious injury and fatal crashes within our patrol areas, we plan to increase the number of grants funded four (4) hour Speed patrols by 2%. Additionally, we plan to increase total vehicle stops by 2% in the FFY, and by also increasing speed summons by 2% in the FFY. Through this effort we expect to increase speed specific enforcement under this project by 2% in the FFY.

DUI Enforcement: In the FFY, in an effort to help reduce Impaired Driving related serious injury and fatal crashes by removing impaired drivers from the roads before they can cause a crash within our jurisdictional patrol areas, we plan to increase the number of grants funded six (6) hour DUI patrols by 2%. We plan to increase the number vehicle stops made in the FFY by 2%, with an increase in the number of patrols in the FFY which we expect to result in a 2% increase in DUI arrests, thus producing a DUI arrest rate increase by 2%.

Distracted Driving Enforcement: In the FFY, in an effort to help reduce Distracted Driving related serious injury and fatal crashes within our jurisdictional patrol areas, we will increase the number of grants funded four (4) hour Distracted Driving patrols by 2%. Additionally, we plan to increase total vehicle stops by 2% in the FFY, and also by increasing distracted driving summons by 2% in the FFY. Through this effort we expect to increase distracted driving specific enforcement under this project by 2% in the FFY.

Pedestrian Bicycle Enforcement: In the FFY, in an effort to help increase Pedestrian/Bicycle public awareness and safety and reduce Ped/Bike serious injury and fatal crashes within our jurisdictional patrol areas, we plan to increase the number of grants funded four (4) hour Ped/Bike patrols by 2%, during which we expect to make a 2% increase in Ped/Bike contacts. Additionally, we plan to increase total stops by 2% in the FFY, and by increasing these stops for Ped/Bike violations, summons will increase by 2% in the FFY. Through this effort we expect to increase Ped/Bike specific enforcement under this project by 2% in the FFY.

Seatbelt Mobilization: In the FFY, in an effort to help increase occupant protection public awareness and reduce unbelted fatalities and serious injuries among our youth within our jurisdictional patrol areas, we will conduct the Seatbelt Mobilization enforcement effort, to coincide with the national "Click It Or Ticket" campaign. During this High Visibility Enforcement effort, we plan to increase the number of grants funded four (4) hour Seatbelt Mobilization patrols by 2% in the FFY and increase the number of vehicles visually checked for child restraint law violations by 2% in the FFY. Additionally, we plan to increase the total number of vehicles stops and increase Occupant Protection stops by 2% in the FFY.

Impaired Driving Mobilization: In the FFY, in an effort to help reduce Impaired Driving related serious injury and fatal crashes by removing impaired drivers from the roads before they can cause a crash within our jurisdictional patrol areas. During these two High Visibility Enforcement impaired driving campaigns, we plan to increase the number of grants funded six (6) hour Impaired Driving patrols by 2%. We plan to increase the number vehicle stops made in the FFY by 2%, with an increase in the number of patrols in the FFY which we expect to result in a 2% increase in DUI arrests, thus producing a DUI arrest rate increase by 2%.

Distracted Driving Mobilization: In the FFY, in a further effort to help reduce Distracted Driving related serious injury and fatal crashes within our jurisdictional patrol areas. During this High Visibility Enforcement effort, we plan to increase the number of grants funded four (4) distracted driving mobilization patrols by 2% in the FFY. Additionally, we plan to increase the total number of Distracted Driving/Mobile Electronic Device vehicle stops by 2% in the FFY. Through this effort we expect to increase distracted driving specific enforcement under this project by 2% in the FFY.

Crash Reduction: Through the initiatives above we hope to realize a 2% reduction in the number Fatal, Serious Injury and total Crashes from the previous calendar year.

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

EXHIBIT B – cont.
GRANT REQUIREMENTS AND INFORMATION

- Officers/Deputies funded during these overtime enforcement grants shall be dedicated in total to traffic law enforcement, except in the case of a criminal offense committed in the Trooper's presence, in the case of response to a Trooper/officer in distress, or in the case of a riot where all available personnel must divert their attention.
- Officers/Deputies may pull over drivers for any driving offense during patrols. This includes, but is not limited to, suspected drunk driving, speeding, school bus violations, CPS violations, traffic light/stop sign running, and distracted driving.
- Nothing in this grant shall be interpreted as a requirement, formal or informal that a law enforcement officer issue a specified or predetermined number of summonses in pursuance of the department's obligation associated with the grant.
- If an Officer/Deputy makes an arrest during the patrol shift but does not complete the arrest before the shift is scheduled to end, the Officer/Deputy can continue working under the grant to complete that arrest even if the time exceeds the scheduled patrol shift; however, the total request for reimbursement must not exceed the approved budget in the Grant Agreement.
- An Officer/Deputy who stops working a Highway Safety grant to assist with a Non-Highway Safety Grant related issue (i.e., crash, domestic dispute, criminal complaint, etc.), must **not** count such hours as hours worked on a Highway Safety Grant.
- Officers/Deputies will be reimbursed at an overtime rate of pay as established by their departments policies for hours worked during the enforcement patrols. Part-time Officer/Deputy will be reimbursed at their normal hourly rate of pay.
- The Patrol Activity Report (PAR) must be signed and dated by an authorized signatory (Police Chief or designee). Individuals working the enforcement patrol may not sign off on the (PAR) Patrol Activity Report for themselves and if the Chief Law Enforcement Officer (CLEO) works an overtime enforcement patrol, they must comply with 29 CFR Part 541 as it relates to "exempt employees". This will require that the CLEO provide a waiver of 29 CFR, Part 541 from their governing body with any reimbursement requests in which the CLEO has worked. Additionally, the CLEO may not sign off on their own (PARS) Patrol Activity Reports or that of a spouse, child or sibling who may work an enforcement patrol.
- If weather impedes a particular enforcement detail, this should be noted on the Patrol Activity Report (PAR).
- Command staff may participate in and be compensated for enforcement details if acting in a traffic enforcement role rather than acting exclusively in a supervisory role overseeing officers engaged in traffic enforcement.
- Failure to comply with reporting requirements may result in non-reimbursement of funds or suspension of grant award.
- Non-participation or non-compliance with the performance measures may result in grant agreement suspension, termination and/non-reimbursement of expenses.
- Please E-mail your NH Highway Safety NHOHS Field Representative/Law Enforcement Liaison, in advance, if a mobilization effort cannot be conducted or if there are any other issues of concern @ hwysafetymail@dos.nh.gov
- The NHOHS program manager may, in consultation and conjunction with the Chief of Police, at their discretion, authorize adjustments in the duration of patrols and focus efforts in a location, to help maximize the potential for success in meeting objectives and achieving overall goals.

OTHER PROVISION - NH OFFICE OF HIGHWAY SAFETY

- In the event of any conflict or ambiguity between the provisions of the Subrecipient's application and the provisions of the Office of Highway Safety Grant Agreement, including applicable EXHIBITS A and B, the provisions of the Grant Agreement shall govern.
- The New Hampshire Office of Highway Safety (OHS) will review all reports and certifications received to ensure compliance. If findings specific to Highway Safety Programs are detected within an agency's Single Audit, appropriate action shall be taken to ensure that identified sub recipient risks are being timely and appropriately corrected.

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

EXHIBIT C
Terms of Payment
Payment, Reimbursement Schedule, and Required Paperwork

- The Subrecipient agrees that the total payment by the State under this grant agreement within the Exhibit A.
- It is understood that all patrols will be conducted on an overtime basis. Part-time officers will be paid at their normal hourly rate.
- Reimbursements are due no later than 15 days after the close of the quarter. Due dates are as follows:
 1. **January 15th** for October-December (Quarter 1)
 2. **April 15th** for January-March (Quarter 2)
 3. **July 15th** for April-June (Quarter 3)
 4. **October 15th** for July-September (Quarter 4)
- See link for all the required forms - <https://www.nh.gov/hsafety/publications/index.htm>
- Over-Time enforcement patrol reimbursements shall include the following:
 1. Reimbursement Request Cover Letter (HS-1);
 2. Overtime Payroll Reimbursement Form (HS-20) for each project;
 3. Match Tracking Form (HS-22) for each project;
 4. Quarterly Summary Report (QSR) for each project;
 5. Patrol Activity Reports (PAR) for each project.
- Equipment reimbursements shall include the following:
 1. Reimbursement Request Cover Letter (HS-1);
 2. Copy of the detailed equipment paid invoice (with all Serial #'s);
 3. Match Tracking Form (HS-22);
 4. Copy of bank canceled check(s) front and back; and
 5. Final Equipment Report (HS-8E) for each vendor (with all Serial #'s included)
- Over-Time COB Grant reimbursements shall include the following:
 1. Reimbursement Request Cover Letter (HS-1);
 2. COB Grant Activity Overtime Payroll Reimbursement Form (HS-20) found within COB Grant Excel Workbook;
 3. COB Grant Activity Match Tracking Form (HS-22) found within COB Grant Excel Workbook;
 4. COB Grant Excel Workbook File updated with quarterly COB activity and related expenses.
 5. Copies of all COB Grant related invoices and/or receipts.
- If no enforcement patrols took place during the quarter, you are required to submit the Reimbursement Cover Letter (HS-1) indicating that you are not seeking reimbursement by placing \$0 in the projects where you were awarded funding.
- Failure to file required reports by the submission due dates can result in grant termination or denial of future grants.
- All publications, public information, or publicity released in conjunction with this project shall state "This project is being supported in part through a grant from the NH Office of Highway Safety, with Federal funds provided by the National Highway Traffic Safety Administration" or related social media tag provided by our office.
- Grant agreements shall terminate in the event funds are exhausted and/or not made available by the federal government for this program. If the grantee makes obligations in anticipation of receiving funds under this grant, the grantee does so at their peril and the State of New Hampshire will be under no obligation to make payments for such performance.

CASH MANAGEMENT

Cash drawdowns will be initiated only when actually needed for disbursement (i.e., as close as possible to the time of making disbursements). Cash disbursements and balances will be reported in a timely manner as required by NHTSA. 2 CFR Part 200.305.

For subrecipients, recipients must establish reasonable procedures to ensure the receipt of reports on subrecipients' cash balances and cash disbursements in sufficient time to enable them to prepare complete and accurate cash transactions reports to the awarding agency. Recipients must monitor cash drawdowns by their subrecipients to assure that they conform substantially to the same standards of timing and amount as apply to advances to the recipients. 2 CFR 200.305.

Failure to adhere to these provisions may result in the termination of draw-down privileges.

EXHIBIT C – continued

OFFICE OF MANAGEMENT AND BUDGET GRANT CONDITIONS

The following documents issued by the Office of Management and Budget (OMB) apply to all Federal grants regardless of the Federal Department making them available:

- **Audit Requirement of Federal Funds:** (2 CFR § 200.332(a)(5)) 2 CFR part 200, subpart F (formerly known as OMB Circular A-133) – These requirements apply to each non-profit organization, each institution of higher education, and local governments as a whole when they or one of their departments receives federal funds. Any non-profit organization, institution of higher education, or local government spending more than \$750,000 in federal funds from all sources within a 12-month period must have an audit performed on the use of the funds. OGR defines the 12-month period as July 1 to June 30. The following link provides the full text of this basic federal grant requirement: <https://www.nhtsa.gov/highway-safety-grants-program/resources-guide>.
- **Cost Principles for Federal Grants to State and Local Governments**
 - o 2 CFR 200 subpart E – These requirements apply only to state and local government subrecipients. These regulations list and define general categories of costs that are both allowable and unallowable. Examples include the following:
 - o The cost of alcoholic beverages is unallowable.
 - o Costs incurred by advisory councils are allowable.
 - o Audit costs are allowable.
 - o Compensation costs are allowable so long as they are consistent with that paid for similar work in other activities of the local government.
 - o Entertainment costs are unallowable.
 - o Equipment costs are allowable with the prior approval of the HSO. Equipment having a useful life of more than one year or a current per-unit fair market value of \$5,000 or more must be tracked. When replacing equipment purchased with federal funds, the equipment to be replaced may be used as a trade-in or can be sold with the proceeds used to offset the cost of the replacement equipment. In addition, during the period of the contract with HSO, insurance on the equipment is allowable.
 - o Travel costs are allowable if pre-approved by the HSO and so long as they are consistent with those normally allowed in like circumstances for non-federally funded activities.
- **Cost Principles for Federal Grants to *Non-Profit Organizations and Institutions of Higher Education* -** These requirements apply to only the non-profit and higher education sub recipients. These document list and define general categories of costs that are allowable and unallowable. The link below provides the full text of these two basic federal grant requirements.
 - o eCFR :: 2 CFR Part 200 Subpart E -- Cost Principles

I sign these Grant Requirements based on personal knowledge, after appropriate inquiry, and I understand that the Government will rely on these representations in reimbursing grant funds.

Authorized Contract Signatory: _____ **Date:** _____

Signors Printed Name: _____

Authorized Contract Signatory: _____ **Date:** _____

Signors Printed Name: _____

Authorized Contract Signatory: _____ **Date:** _____

Signors Printed Name: _____

OHS Grant Award		
Project Titles	Federal Budget	Minimum Match Required
SPEED ENFORCEMENT		
DUI ENFORCEMENT		
DISTRACTED DRIVING ENFORCEMENT		
PEDESTRIAN BICYCLE ENFORCEMENT		
SEATBELT MOBILIZATION		
IMPAIRED DRIVING MOBILIZATION		
DISTRACTED DRIVING MOBILIZATION		
E-CRASH EQUIPMENT(MDT)		
E-CRASH EQUIPMENT (Printers/Ext. Scanners/Ext. Receivers/Hardware Firewall/CAD-RMS Software)		
SPEED EQUIPMENT		
C.A.R. EQUIPMENT		
C.A.R. TRAINING		
EMERGENCY MEDICAL SERVICES		
Community Outreach & Betterment (COB) Grant		
Total Total amount Federal funds obligated to the subrecipient, (2 CFR § 200.331(a)(1)(vii)) Project Costs: 80% Federal Funds, 20% Applicant Share (Minimum Match Required).		

Awarding Agency: Office of Highway Safety (OHS)		
Federal Awarding Agency: National Highway Traffic Safety Administration (NHTSA), US DOT NHTSA Region 1 220 Binney St. 9th FL, Cambridge, MA 02142		
Budget period (new) –	10/01/2025 to 09/30/2026	
Is This a Research and Development Project: NO	Is Indirect Costs Applicable to This Grant:	YES NO

EXHIBIT C - continued**Project Titles, PSP & Task, ALN, and FAIN Numbers (FFY26)****SPEED ENFORCEMENT****PSP & Task** 26-02-04 402/IIAJ/Sup**ASSISTANCE LISTING NUMBER:** 20.600**FAIN Number** (Subaward): 69A37523300004020NH0, 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A3752330SUP4020NH0, 69A3752430SUP4020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0**DUI ENFORCEMENT****PSP & Task** 26-07-04 402/IIAJ/Sup**ASSISTANCE LISTING NUMBER:** 20.600**FAIN Number** (Subaward): 69A37523300004020NH0, 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A3752330SUP4020NH0, 69A3752430SUP4020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0**DISTRACTED DRIVING ENFORCEMENT****PSP & Task** 26-04-04 402/IIAJ/Sup**ASSISTANCE LISTING NUMBER:** 20.600**FAIN Number** (Subaward): 69A37523300004020NH0, 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A3752330SUP4020NH0, 69A3752430SUP4020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0**PEDESTRIAN BICYCLE ENFORCEMENT****PSP & Task** 26-06-04 402/IIAJ/Sup**ASSISTANCE LISTING NUMBER:** 20.600**FAIN Number** (Subaward): 69A37523300004020NH0, 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A3752330SUP4020NH0, 69A3752430SUP4020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0**SEATBELT MOBILIZATION****PSP & Task** 26-01-04 402/IIAJ/Sup**ASSISTANCE LISTING NUMBER:** 20.600**FAIN Number** (Subaward): 69A37523300004020NH0, 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A3752330SUP4020NH0, 69A3752430SUP4020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0**IMPAIRED DRIVING MOBILIZATION****PSP & Task** 26-07-11 402/IIAJ/Sup**ASSISTANCE LISTING NUMBER:** 20.600**FAIN Number** (Subaward): 69A37523300004020NH0, 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A3752330SUP4020NH0, 69A3752430SUP4020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0**DISTRACTED DRIVING MOBILIZATION****PSP & Task** 26-04-11 402/IIAJ/Sup**ASSISTANCE LISTING NUMBER:** 20.600**FAIN Number** (Subaward): 69A37523300004020NH0, 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A3752330SUP4020NH0, 69A3752430SUP4020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0**E-CRASH EQUIPMENT****PSP & Task** 26-03-06 402/IIAJ/Sup**ASSISTANCE LISTING NUMBER:** 20.600**FAIN Number** (Subaward): 69A37523300004020NH0, 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A3752330SUP4020NH0, 69A3752430SUP4020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0**SPEED EQUIPMENT****PSP & Task** 26-02-04 402/IIAJ/Sup**ASSISTANCE LISTING NUMBER:** 20.600**FAIN Number** (Subaward): 69A37523300004020NH0, 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A3752330SUP4020NH0, 69A3752430SUP4020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0**EMERGENCY MEDICAL SERVICES****PSP & Task** 26-10-04 402/IIAJ/Sup**ASSISTANCE LISTING NUMBER:** 20.600**FAIN Number** (Subaward): 69A37523300004020NH0, 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A3752330SUP4020NH0, 69A3752430SUP4020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0**COMMUNITY OUTREACH & BETTERMENT (COB) Grant****PSP & Task** 26-09-03 402/IIAJ/Sup**ASSISTANCE LISTING NUMBER:** 20.600**FAIN Number** (Subaward): 69A37523300004020NH0, 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A3752330SUP4020NH0, 69A3752430SUP4020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0

Guidance for Meeting Minutes

Please use language similar to this when documenting meeting minutes accepting the grant

For grant acceptance (no amendment):

"The Select Board, in a majority vote, accepted the terms of the Highway Safety Grant as presented in the amount of \$XXXXX."

For grant acceptance (with amendment):

"The Select Board, in a majority vote, accepted the terms of the Highway Safety Grant as presented in the amount of \$XXXXX and the amended grant terms as presented in the Grant Agreement Amendment Notice for an adjusted total grant limitation of \$XXXXX."

PLEASE NOTE- If one individual signs the grant agreement, please include this statement in the meeting minutes: *"(name and/or title/position) is authorized to sign all documents related to the grant"*.

Timothy J. Clougherty
Public Works Director



Commission
Chris Morgan, Chair
Ross Terrio
Crissy Kantor
Pat Long
Jim Burkush

Owen P. Friend-Gray, P.E.
Deputy Public Works Director

CITY OF MANCHESTER
Department of Public Works

May 13, 2025

Board of Mayor and Alderman
c/o CITY CLERKS OFFICE
One City Hall Plaza
Manchester, New Hampshire 03103

Attention: Alderman Chris Morgan, Chairman, CIP Committee

Subject: Safe Streets and Roads for All (SS4A) Grant

Dear Alderman Morgan:

The United States Department of Transportation (USDOT) recently released a notice of funding opportunity for the FY2025 Safe Streets and Roads for All (SS4A). SS4A is a competitive grant program with \$5 Billion worth of funding available over a five (5) year period (2022-2026), with approximately \$2 Billion available for the FY2025 and future rounds. The purpose of the grant is to help communities implement a Safe System Approach to reduce fatal and serious injury crashes on our streets and roadways (see attached program fact sheet for additional grant information). The Safe Systems Approach (<https://www.transportation.gov/safe-system-approach>) targets five principles that contribute to crash severity, including safer people, safer vehicles, safer speeds, safer roads, and post-crash care. It is anticipated our project request, as described below, would be approximately \$750,000, which includes the required 20% city match and be applied for as a Planning and Demonstration grant

In line with the purpose of the grant, the Department of Public Works (DPW) recommends submitting an application for the development of a Multimodal Transportation Plan (MTP). This Plan will outline a strategy to incorporate the various modes of transportation into the community to enhance livability, health, transportation and economic development, with an ultimate goal of a safer, more comfortable and better-connected transportation network for people of all ages and abilities. The Plan will identify priorities and provide recommendations for implementation, to ensure a manageable and fundable program. It is likely that various future funding opportunities would be available to address the needs that are identified in the MTP however any future funding would be contingent on having a comprehensive MTP in place that has an identified Action Plan for the city going into the future.

We respectfully request that the CIP Committee and Board of Mayor and Alderman allow the DPW to prepare and submit an application for the FY2025 SS4A grant program. Due to the application deadline of June 26th, 2025 we are requesting that this be reported to the full board following the CIP committee action at the June 3rd meeting.

Thank you for your consideration. Representatives will be available for questions regarding this matter.

Sincerely,

Margarete A. Baldwin, P.E.
Engineering Project Manager

cc/ Tim Clougherty, Public Works Director, Owen Friend-Gray, Deputy Public Works Director

S | S Safe Streets and Roads for All 4 | A (SS4A) Program Facts



The U.S. Department of Transportation (USDOT) **Safe Streets and Roads for All (SS4A)** program provides grants to local, regional, and Tribal communities for implementation, planning, and demonstration activities as part of a systematic approach to prevent deaths and serious injuries on the nation's roadways.

This roadway safety program was created by the **Biden-Harris Administration's Bipartisan Infrastructure Law**. It provides \$5 billion over 5 years to fund community-led projects that address the preventable crisis of deaths on our nation's roads, streets, and highways through safer people, roads, and vehicles; appropriate vehicle speeds; and improved post-crash care.

The SS4A program funds two types of grants:

- **Planning and Demonstration Grants** for Comprehensive Safety Action Plans, including supplemental safety planning and demonstration activities to inform an Action Plan. These can help build a pipeline of projects for future funding.
- **Implementation Grants** to implement strategies or projects identified in an existing Action Plan.

SS4A is exclusively designed to help local communities. DOT offers extensive technical assistance to potential applicants, especially first-time federal funding applicants.

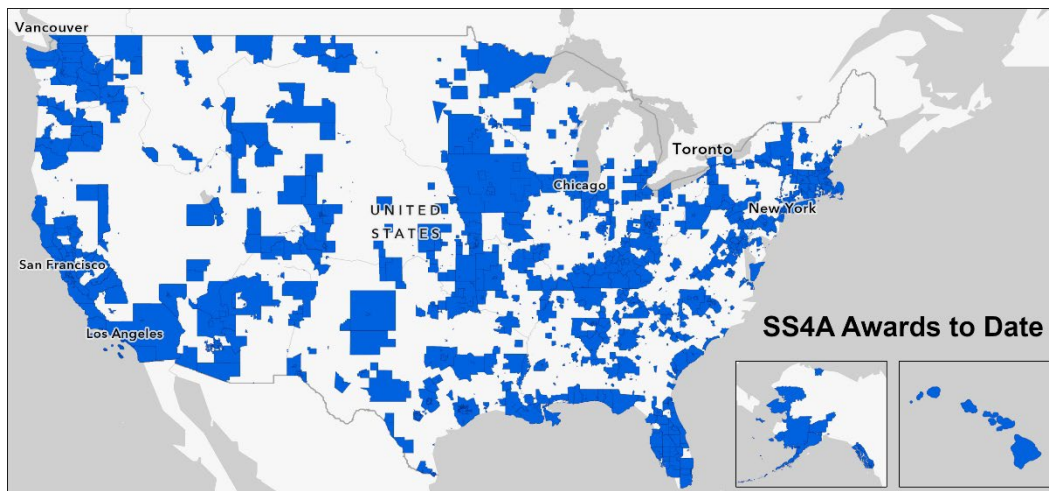
For more information, use the QR code above or visit the [SS4A website](https://www.transportation.gov/grants/SS4A).

SS4A grants are already making an impact nationwide

- In the first three years of funding, USDOT awarded **\$2.9 billion** to over **1,600 communities** across **all 50 states and Puerto Rico**.
- SS4A funds to improve roadway safety planning have been awarded to communities that comprise about **77% of the nation's population**.
- Awarded funds go to localities that make up **70% of all roadway fatalities**.
- Projects and activities will significantly **improve safety for all people using the road** in those communities, including drivers, passengers, pedestrians, bicyclists, people using transit, and people with disabilities.

Awards reach communities of all different sizes and safety needs:

- **Rural communities** comprise around half of all grant award recipients to date.
- 816 communities (44% of award recipients) have **populations under 50,000**.
- **64 Tribal communities** were awarded SS4A funding.
- About 50% of award recipients are **new direct Federal funding recipients to USDOT**.
- Around 60% of funds will **benefit underserved communities**, providing equitable investment to places that need funding the most.



SS4A amplifies our impact by working across government and with external partners

The SS4A program collaborates within USDOT, and with outside organizations that are committed to roadway safety, to disseminate program information and build capacity to help communities apply for grants and successfully implement grant activities.

- Coordinated technical assistance and promotion efforts focus on advancing roadway safety in rural areas, Tribal communities, and places in the Thriving Communities network. **In the past three years, USDOT staff directly reached communities in every state.**
- USDOT works with **trusted non-governmental organizations and partners** that understand communities' roadway safety challenges and needs. These partners include organizations such as the Local Infrastructure Hub, National Complete Streets Coalition, National League of Cities, National Association of County Engineers, National Safety Council, League of American Bicyclists, Vision Zero Network, Rural Partners Network, Smart Growth America, Urban Sustainability Directors Network, and Emergency Medical Services groups, and events like the National Transportation in Indian Country Conference.

SS4A helps applicants compete for funding based on merits, not technical capacity

Applying for Federal discretionary grants is new for some communities—many of which may not have a team of grant writers on their staff. The SS4A program works with applicants throughout the evaluation process to ensure that they have complete and accurate information and are not disqualified due to an administrative error during the submission process.

- In preparation for the third funding year (FY24), **SS4A provided a courtesy pre-application screen to 111 Action Plans** to help them determine whether they were eligible to apply for an Implementation Grant. Many that found out they were ineligible for Implementation Grants applied to develop an Action Plan instead.
- In the second and third funding years (FY23 and FY24), SS4A conducted **follow-up outreach to over 1,200 communities** to provide opportunities to address missing application elements and program requirements. As a result, **nearly all eligible applications are complete and fully evaluated.**
- For those who are unsuccessful, SS4A offers a detailed debrief to help applicants develop more successful applications in future rounds. SS4A has conducted hundreds of **debriefs with applicants**, and many have re-applied and received awards in subsequent years.

After awards are made, the SS4A program continues to help communities be successful in developing, executing, and administering grant agreements.

- A streamlined grant process was developed to help finalize and sign grant agreements as quickly as possible, even for communities that have never received grant funding from USDOT. Approximately **97% of the 511 FY22 award recipients and 57% of the 620 FY23 award recipients have executed grant agreements** in place and initial **funding amounts obligated.**
- A **Technical Assistance Center** was established to support grant recipients with training and technical assistance, including how to comply with Federal requirements and how to develop Comprehensive Safety Action Plans. Visit the [Technical Assistance Center website](#) for more information.
- A **Community of Practice** was created to help grant recipients learn from each other across the 1,000+ communities that have received awards to date. [Learn more about the Community of Practice.](#)

Future funding opportunities

The FY25 SS4A Notice of Funding Opportunity (NOFO) is expected to be announced before the end of March 2025. Approximately \$2 billion will be made available in future funding rounds (FY25 and FY26).





CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

PLANNING & LAND USE MANAGEMENT
BUILDING REGULATIONS
CODE ENFORCEMENT DIVISION
COMMUNITY IMPROVEMENT PROGRAM
ZONING BOARD OF ADJUSTMENT

Jeffrey D. Belanger, AICP
Director

Nicola Strong
Deputy Director Planning & Zoning

Michael J. Landry, P.E., Esq.
Deputy Director Building Regulations

MEMORANDUM

To: Alderman Chris Morgan,
Chairman, CIP Committee

From: Jeffrey Belanger, AICP
Director, Planning and Community Development

Date: June 3, 2025

Regarding: Project Extensions

The following projects are requested to be extended until dates shown:

Year	Fund Type	Project #	Project Name	Department	Balance May 2025	Extension Date
2018	Federal	710618	WWTP Solids Train Upgrade	DPW-EPD	\$356,523	6/30/2026
2019	Federal/Cash	710519	Asset Management Implementation	DPW-EPD	\$320,270	6/30/2026
2023	Cash	710823	MS4- Study & Design	DPW-EPD	\$19	12/31/2025
2024	Cash	710524	CMOM Study, Design & Construction	DPW-EPD	\$725,276	12/31/2026
2024	Federal	710624	MS4 – Study & Design	DPW-EPD	\$0	12/31/2025
2024	Cash	710824	Secondary Clarifier Design & Construction	DPW-EPD	\$1,671,824	12/31/2026
2024	Cash	710924	WWTP Roofs	DPW-EPD	\$402,00	12/31/2025
2024	Cash	711024	WWTP Pump Station Design	DPW-EPD	\$1,500,000	6/30/2027
2024	Federal	711124	Solids Disposal Master Plan	DPW-EPD	\$106,371	6/30/2026
2025	Federal/Cash	710025	MS4-FY25	DPW-EPD	\$463,478	12/31/2026

2025	Cash	710125	MS4-FY25 Const.	DPW-EPD	\$3,000,000	12/31/2026
2025	State	710225	WWTP Emergency Power Upgrade	DPW-EPD	\$20,300,000	6/30/2028
2025	Enterprise	710325	CSO Discharge	DPW-EPD	\$479,433	6/30/2029
2015	Bond	310315	Beech St., Webster st., And MST Improvements	Highway-Public Facilities	\$19,998.30	12/31/2026
2017	Bond	710217	Municipal Deferred Maintenance Program	Highway-Public Facilities	\$27,526.50	12/31/2026
2025	CDBG	210325	CD & FRC Improvements	Easterseals	\$50,000	6/30/2026
2017	Other	212417	RWJF Culture of Health Prize	Health Dept.	\$25,236	12/31/2025
2018	NACCHO	211918	NACCHO-Focus on Opioid	Health Dept.	\$45,824	12/31/2025
2019	Other	212619	Support Tech Comm. Care Coordinator	Health Dept.	\$94,762	12/31/2025
2020	Other	212420	Public Health Safety Toolkit	Health Dept.	\$26,208	12/31/2025
2022	State	213122	Primary Care for the Homeless	Health Dept.	\$171,861	12/31/2025
2024	Medicaid	212224	School Based Dental (FY24)	Health Dept.	\$43,049	12/31/2025
2024	Federal	213124	Homeless Healthcare	Health Dept.	\$247,224	12/31/2025
2025	State	212124	Oral Health Program	Health Dept.	\$119,000	12/31/2025
2025	Other	211625	Public Health Network	Health Dept.	\$12,630	12/31/2025
2023	Other	712723	Work and Learn Grant Program	Library	\$1,126.72	1/31/2026
2024	Cash	712524	West Branch Makerspace	Library	\$780.13	1/31/2026
2025	CDBG	810425	Façade Improvement	MEDO	\$50,000	6/30/2026
2024	ARPA/Cash	811024	12 Month Pilot Prog. for Cleaning, Maint. Safety & Hospitality Service	MEDO	\$360,940	6/30/2026
2024	Home	611324	Orange St. Apts.	NSNH	\$236,729	6/30/2026
2025	Home	610225	Orange St. Apts.	NSNH	\$1,500,000	6/30/2026
2015	Other	811115	Historic Preservation Standards	PCD	\$25,000	6/30/2027

2020	General Fund	810820	Planning Study Zoning Ordinances	PCD	\$206,737.50	6/30/2026
2023	CDBG	610623	Dilapidated Buildings	PCD	\$145,300	12/31/2025
2024	CDBG	810424	Community Development Initiatives	PCD	\$4,920.4	12/31/2025
2025	CDBG	210725	CBDO – Special Activities	PCD	\$576,845	12/31/2025
2025	CDBG	810125	Community Dev. Initiatives	PCD	\$1,985.32	12/31/2025
2025	CDBG	810325	Planning Studies	PCD	\$15,000	12/31/2025
2024	Federal	410924	NH Law Enforcement Mental Health and Wellness Program	Police Dept.	\$12,720	12/31/2025
2025	ARPA	410125	Police Mental Health	Police Dept.	\$35,339.99	12/31/2026
2024	CASH	810824	Welfare Support	Welfare	\$44,676.51	6/30/2026

June 2025 CIP Meeting

* available balance plus encumbrances

PROJECT NAME	CIP #	Bonded (B), Cash (C), Federal/State (F), Towns (T)	Original Stop Date	Stop Date Now	Extension Requested	Balance at 5/6/25 with encumb.*	Current Balance at 5/6/25	Project Comments
MS4 - Study & Design	710025	F/C	6/30/25	6/30/2025	12/31/26	463,478	-	
MS4 - Construction	710125	C	6/30/25	6/30/2025	12/31/26	3,000,000	3,000,000	
WWTP Emergency Power Upgrade Construction	710225	B	6/30/25	6/30/2025	06/30/28	20,300,000	20,300,000	
CSO Discharge Monitoring FY25-29	710325	C	6/30/25	6/30/2025	06/30/29	479,433	-	
Asset Management Implementation	710519	F/C	7/31/20	6/30/2025	06/30/26	320,270	320,270	
CMOM Study, Design & Construction	710524	C	6/30/24	6/30/2025	12/31/26	1,975,276	725,276	
WWTP Solids Train Upgrade	710618	F	6/30/18	6/30/2025	06/30/26	524,162	356,523	
MS4 - Study & Design	710624	F	6/30/24	6/30/2025	12/31/25	-	-	
MS4 - Study & Design	710823	C	6/30/23	6/30/2025	12/31/25	19	19	
Secondary Clarifier Design & Construction	710824	C	6/30/24	6/30/2025	12/31/26	2,196,124	1,671,824	
WWTP Roofs	710924	C	6/30/24	6/30/2025	12/31/25	652,099	402,000	
WWTP Pump Station Design	711024	C	6/30/24	6/30/2025	06/30/27	1,500,000	1,500,000	
Solids Disposal Master Plan	711124	F	6/30/24	6/30/2025	06/30/26	469,037	106,371	

Timothy J. Clougherty
Public Works Director

Owen P. Friend-Gray, P.E.
Deputy Public Works Director

Joslin Gagné
Chief of Facilities



Commission
Kathleen Sullivan, Chair
Arthur Gatzoulis, Co-Chair
Mark MacKenzie
Amber Nicole Cannan
Andre Parent

CITY OF MANCHESTER
Department of Public Works
Facilities Division

May 13, 2025

Board of Mayor and Alderman c/o
CITY CLERKS OFFICE
One City Hall Plaza
Manchester, NH 03103

Attention: Alderman Chris Morgan
Chairman, CIP Committee

Subject: Extension of Existing CIP

Dear Alderman Morgan:

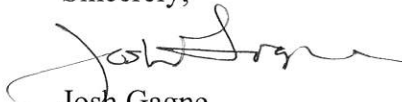
The Facilities Department respectfully requests the extension of two Facilities CIP to December 31, 2026 and the reauthorization of a balance to different project line within a CIP. The CIP are:

CIP 310315 Beech St, Webster St and MST Improvements. Seeking extension.

CIP 710217 Municipal Deferred Maintenance. In addition to the extension, we request that the CIP balance of \$27,526.50 be reauthorized from the "Design/Engineering" project line to the "Other" project line.

I will be available for discussion at the next CIP Committee meeting. In the meantime, if you have any questions, please do not hesitate to contact me.

Sincerely,


Josh Gagne
Chief of Facilities

Cc/ Owen Friend-Gray





April 22, 2025

Jeffrey Belanger, AICP
Director, Planning and Community Development
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Dear Mr. Belanger and CIP Committee Members,

Easter Seals New Hampshire (ESNH) would like to thank Mayor Ruais, the Planning & Community Development Department staff and the CIP Committee for your continued support of our organization. In the FY25 budget, the CIP Committee approved \$50,000 for facilities improvements at our Child Development & Family Resource Center (CD&FRC) located at 435 South Main St. We plan to use the funding to replace a stairlift elevator that provides handicap access to the 1st and 2nd floors of the building.

ESNH CD&FRC, located on Manchester's West Side, provides high-quality early learning opportunities to low-income children and families. Our enrollment includes homeless families and those at risk of homelessness, children with identified disabilities, health impairments, and social/emotional behavior issues.

We respectfully request that the funding be extended through FY26 to allow for Easterseals to explore additional funding to replace the aging stairlift elevator. Originally, the cost was expected to not exceed \$75,000 but due to the age of the stairlift, structural work and needing to bring the lift up to current code compliance, the cost will exceed \$125,000. We should be in a position to move forward with the project in the fall of 2025.

If you have any questions regarding this request. Please contact me at any time by email, cwellington@eastersealsnh.org or phone, 603-621-3540. Thank you for your longstanding partnership, and for your consideration of our present request.

Kind Regards,

A handwritten signature in black ink, appearing to read "Chris Wellington".

Chris Wellington
SVP, Housing & Property Development
Easterseals NH

Health Dept Extension List - June 2025 (extend through 12/31/2025)

Project#	Name	Type of Funding	Balance as of 4/30/2025	Reason for Extension
212224	School Based Dental (FY24)	Medicaid	\$ 43,049	Supports our Dental Program
213124	Homeless Healthcare	Federal	\$ 247,224	Supports CMC Homeless Healthcare Program - extension allowed
212619	Support Tech Comm Care Coord	Other	\$ 94,762	Funds to be used to maintain a new medical system
212417	RWJF Culture of Health Prize	Other	\$ 25,236	Funding from RWJF to support partners in the community as we continue to develop a culture of health
211918	NACCHO - Focus on Opioid	NACCHO	\$ 45,824	Received funding later than expected - allowed to extend project deadline by NACCHO
212420	Public Health Safety Toolkit	Other	\$ 26,208	Monies from CDC for pilot test to work with law enforcement to help address Opioid crisis - allowed to carry forward
211625	FY25 Regional Public Health Network	NH Charitable Foundation	\$ 12,630	Extension is allowable by funder until funds are expensed
213122	Primary Care for the Homeless	State	\$ 171,861	Supports CMC Homeless Healthcare Program - extension allowed

Denise M. van Zanten
Library Director



Steve Viggiano
Deputy Library Director

MEMORANDUM

To: Alderman Chris Morgan, Chair of Community Improvement Committee

From: Denise van Zanten, Library Director

Date: May 9, 2025

Re: Extension of Completion Date of CIP # 712524 (West Branch Makerspace)

The Library Department respectfully requests that the end date for CIP # 712524 (West Branch Makerspace) be extended until 1/31/26, as the furniture is on order and will not arrive by the current project end date of 6/30/25. The currently encumbered funds are \$11,575.87 with a balance of \$780.13.

If you should have any questions, please do not hesitate to contact me. Thank you for your consideration.

Respectfully submitted,

Denise M. van Zanten

Denise M. van Zanten
Library Director
dvanzant@manchesternh.gov
603-792-7629

Denise M. van Zanten
Library Director



Steve Viggiano
Deputy Library Director

MEMORANDUM

To: Alderman Chris Morgan, Chair of Community Improvement Committee

From: Denise van Zanten, Library Director

Date: May 9, 2025

Re: Extension of Completion Date of CIP # 712723 (Work and Learn Grant Program)

The Library Department respectfully requests that the end date for CIP # 712723 (Work and Learn Grant from SNHU) be extended until 1/31/26, as the work is ongoing and may not conclude by the current project end date of 6/30/25. There is \$4,944.24 encumbered with a balance of \$1,126.72 on this account.

If you should have any questions, please do not hesitate to contact me. Thank you for your consideration.

Respectfully submitted,

Denise M. van Zanten

Denise M. van Zanten
Library Director
dvanzant@manchesternh.gov
603-792-7629



CITY OF MANCHESTER

Economic Development Office

Jodie L. Nazaka, AICP
Director



MEMORANDUM

To: Alderman Chris Morgan
Chairman, CIP Committee

From: Jodie Nazaka, AICP
Director, Economic Development

Date: May 2, 2025

Re: CIP Project Extension 811024

The Manchester Economic Development Office (MEDO) is respectfully requesting a one-year extension for CIP project 811024. This extension will support invoicing for the Street Team Program within the Central Business Service District, which includes cleaning, maintenance, safety, and hospitality services.

An additional \$200,000 in unallocated ARPA funds has been added to the CIP 811024 balance to support the second year of the program, which begins on July 1, 2025. As of May 2, 2025, the total project balance will be \$360,940.

Please feel free to reach out if you have any questions.

Chief of Police
Allen D. Aldenberg
Assistant Chief
Peter A. Marr



Commission
John G. Cronin, *Chairman*
Manny Content
Eva Castillo
John Mercier
Gene Brown

CITY OF MANCHESTER

Police Department

May 14, 2025

To: Alderman Morgan, Chairman, CIP Committee
From: Whitney Dade, Grant Coordinator
Re: ARPA – Mental Health Clinician

The Manchester Police Department requests an amendment to the ARPA – Mental Health Clinician award (CIP Project #410125) to extend the Period of Performance (POP).

The original POP was for 7/2/2024 to 6/30/2025
The new POP is for 7/2/2024 to 12/31/2026

The funds breakdown is as follows:

	Total Award	Expended	Remaining
Other	109,000	73,660.01	35,339.99

Please process this as a project for approval.

Sincerely,

Whitney Dade

Whitney Dade
Grant Coordinator

Michael L. Briggs Public Safety Building
405 Valley Street • Manchester, New Hampshire 03103 • (603) 668-8711 • FAX: (603) 668-8941
E-mail: ManchesterPD@manchesternh.gov • Website: www.manchesterpd.com

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



Chief of Police
Allen D. Aldenberg
Assistant Chief
Peter A. Marr



Commission
John G. Cronin, *Chairman*
Manny Content
Eva Castillo
John Mercier
Gene Brown

CITY OF MANCHESTER

Police Department

May 14, 2025

To: Alderman Morgan, Chairman, CIP Committee
From: Whitney Dade, Grant Coordinator
Re: New Hampshire Law Enforcement Mental Health and Wellness Program

The Manchester Police Department requests an amendment to the U.S. Department of Justice, Byrne Discretionary Community Project Funding/Byrne Discretionary Services New Hampshire Law Enforcement Mental Health and Wellness award (CIP Project #410924) to extend the Period of Performance (POP).

The original POP was for 9/1/2023 to 3/31/2025
The new POP is for 9/1/2023 to 12/31/2025

The funds breakdown is as follows:

	Total Award	Expended	Remaining
Other	110,000	97,280	12,720

Please process this as a project for approval.

Sincerely,

Whitney Dade

Whitney Dade
Grant Coordinator

Michael L. Briggs Public Safety Building
405 Valley Street • Manchester, New Hampshire 03103 • (603) 668-8711 • FAX: (603) 668-8941
E-mail: ManchesterPD@manchesternh.gov • Website: www.manchesterpd.com

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



**City of Manchester
Welfare Department**



**Charleen Michaud
Welfare Director**

MEMORANDUM

To: Alderman Chris Morgan, Chair of Community Improvement Committee

From: Charleen Michaud, Welfare Director

Date: May 9, 2025

Re: Extension of completion date of CIP # 810824

The Welfare Department respectfully requests that the end date for CIP #810824 (Welfare Support) be extended until 6/30/26. Available funding created by staff vacancies will be redirected to cover General Assistance costs for the remainder of the fiscal year. Thereby allowing us to preserve these CIP funds for use in FY26.

If you have any questions, please do not hesitate to contact me. Thank you for your consideration.

Respectfully submitted,

Charleen Michaud

Charleen Michaud
Welfare Director
603-657-2746
cmichaud@manchesternh.gov

CIP BUDGET AUTHORIZATION

CIP#: 710618	Project Year: 2018	CIP Resolution: 6/13/2017
Title: WWTP Solids Train Upgrade-Design	Amending Resolution: 7/11/2023	
Administering Department Public Works-EPD	Revision: #6	

Project Description: Design of improvements to the WWTP's solids train meet new EPA phosphoros standards

Federal Grants	Federal Grant: No	Environmental	Review Required: No
	Grant Executed: 		Completed:

Critical Events

1.	Project Initiation	7/18/2017
2.	Project Completion	6/30/2026
3.		
4.		
5.		
		6/30/2026

Line Item Budget

	ENTERPRISE	OTHER		TOTAL
Salaries and Wage	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$1,627,200.00	\$372,800.00	\$0.00	\$2,000,000.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$1,627,200.00	\$372,800.00	\$0.00	\$2,000,000.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$17,126,280.00	\$3,923,720.00	\$0.00	\$21,050,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$20,380,680.00	\$4,669,320.00	\$0.00	\$25,050,000.00

Revisions: #1-Increasing budget by \$26,775,000 from \$1,225,000 to \$28,000,000 per EPA mandated consent decree to add final engineering and construction. Change completion date to 6/30/2023. #2-Decrease budget \$2,250,000 ENTERPRISE (from \$22,780,800 to \$20,530,800) and transfer to CIP #711022. #3 Decrease budget \$700,000 (ENTERPRISE from \$20,530,800 to \$20,380,680) and (TOWN SHARE from \$5,219,200 to \$4,669,320). Transfer to CIP #710518.

Comments: #4 - Extend Completion date from 6/30/2023-6/30/2024. Rev. #5 - 2/6/24 Extend completion date from 6/30/24 to 6/30/25 #6- 7/1/25 Extend completion date from 6/30/2025 to 6/30/2026

OTHER-Towns' Share

CIP BUDGET AUTHORIZATION

CIP#: 710519 Project Year: 2019 CIP Resolution: 6/12/2018
Title: Asset Management Implementation Amending Resolution: 3/18/2025
Administering Department Public Works-EPD Revision: #3

Project Description: Implementation of an asset management program for all of EPD

Federal Grants Federal Grant: No **Environmental** Review Required: No
Grant Executed: Completed:

Critical Events

1.	Project Initiation	7/17/2018
2.	Project Completion	6/30/2026
3.		
4.		
5.		
		6/30/2026

Line Item Budget

	ENTERPRISE	STATE		TOTAL
Salaries and Wage	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$870,000.00	\$30,000.00	\$0.00	\$900,000.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$870,000.00	\$30,000.00	\$0.00	\$900,000.00

Revisions: #1 - 2/6/24 Extend completion date from 12/31/23 to 6/30/25 #2- 3/18/25 Decrease budget \$100,000 Enterprise (1,000,000 to \$900,000) (Enterprise \$970,000 to \$870,000) transfer to 711221 #3- 7/1/25 Extend completion date from 6/30/2025 to 6/30/2026

Comments:

CIP BUDGET AUTHORIZATION

CIP#: 710823 Project Year: 2023 CIP Resolution: 5/17/2022
Title: MS4 Study, Design & Construction-Enterprise Amending Resolution:
Administering Department DPW-EPD Revision: #2

Project Description: MS4 - Study, design and construction of improvements to the city's stormwater system.

Federal Grants

Federal Grant:
Grant Executed:

Environmental

Review Required: No
Completed:

Critical Events

1.	Project Initiation	7/1/2022
2.	Project Completion	12/31/2025
3.		
4.		
5.		
		12/31/2025

Line Item Budget

	ENTERPRISE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$500,000.00	\$0.00	\$0.00	\$500,000.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$500,000.00	\$0.00	\$0.00	\$500,000.00

Revisions: #1 - Establish completion date as 6/30/2025 #2- 7/1/25 Extend completion date from 6/30/2025 to 12/31/2025

Comments:

Planning Department/Startup Form - 07/1/20

\$500,000.00

CIP BUDGET AUTHORIZATION

CIP#: 710524 Project Year: 2024 CIP Resolution: 6/6/2023
Title: CMOM C-6 Study, Design & Construction Amending Resolution: 12/5/2023
Administering Department DPW-EPD Revision: #3

Project Description: CMOM Study, design and construction of improvements to the City's sewer system.

Federal Grants Federal Grant: No **Environmental** Review Required: No
Grant Executed: Completed:

Critical Events

1. Project Initiation	7/1/2023
2. Project Completion	12/31/2026
3.	
4.	
5.	
	12/31/2026

Line Item Budget

	ENTERPRISE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$1,975,276.13	\$0.00	\$0.00	\$1,975,276.13
TOTAL	\$1,975,276.13	\$0.00	\$0.00	\$1,975,276.13

Revisions: #1- 12/5/23 Increase budget \$475,276.13 ENTERPRISE (\$1,500,000 to \$1,975,276.13) Funds transferred as follows :\$167,071.10 from CIP 710816; \$236.12 from CIP 710921; and \$307,968.91 from CIP 711022.
#2 - 2/6/24 - Extend completion date from 6/30/24 to 6/30/25 #3- 7/1/25 Extend completion date from 6/30/2025 to 12/31/2026

Comments:

Planning Department/Startup Form - 07/1/20

\$1,975,276.13

CIP BUDGET AUTHORIZATION

CIP#: 710624 Project Year: 2024 CIP Resolution: 6/6/2023
Title: MS4 Study, Design & Construction Amending Resolution:
Administering Department DPW-EPD Revision: #2

Project Description: MS4 Study, design and construction of improvements to the City's stormwater system.

Federal Grants Federal Grant: No **Environmental** Review Required: No
Grant Executed: Completed:

Critical Events

1. Project Initiation	7/1/2023
2. Project Completion	12/31/2025
3.	
4.	
5.	
	12/31/2025

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$500,000.00	\$0.00	\$0.00	\$500,000.00
TOTAL	\$500,000.00	\$0.00	\$0.00	\$500,000.00

Revisions: #1 - 2/6/24 Extend completion date from 6/30/24 to 6/30/25. #2- 7/1/25 Extend completion date from 6/30/2025 to 12/31/2025

Comments:

Planning Department/Startup Form - 07/1/20

\$500,000.00

CIP BUDGET AUTHORIZATION

CIP#: 710824 Project Year: 2024 CIP Resolution: 6/6/2023
Title: Secondary Clarifier Design and Construction Amending Resolution:
Administering Department DPW-EPD Revision: #2

Project Description: Design and construction for the Secondary Clarifier repairs.

Federal Grants Federal Grant: No **Environmental** Review Required: No
Grant Executed: Completed:

Critical Events

1.	Project Initiation	7/1/2023
2.	Project Completion	12/31/2026
3.		
4.		
5.		
		12/31/2026

Line Item Budget

	ENTERPRISE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$2,500,000.00	\$0.00	\$0.00	\$2,500,000.00
TOTAL	\$2,500,000.00	\$0.00	\$0.00	\$2,500,000.00

Revisions: #1 - 2/6/24 Extend completion date from 6/30/24 to 6/30/25. #2- 7/1/25 Extend completion date from 6/30/2025 to 12/31/2026

Comments:

Planning Department/Startup Form - 07/1/20

\$2,500,000.00

CIP BUDGET AUTHORIZATION

CIP#: 710924

Project Year: 2024

CIP Resolution: 6/6/2023

Title: WWTP Roofs

Amending Resolution:

Administering Department DPW-EPD

Revision: #2

Project Description: Repairs to EPD building roofs.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1.	Project Initiation	7/1/2023
2.	Project Completion	12/31/2025
3.		
4.		
5.		
		12/31/2025

Line Item Budget

	ENTERPRISE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$1,500,000.00	\$0.00	\$0.00	\$1,500,000.00
TOTAL	\$1,500,000.00	\$0.00	\$0.00	\$1,500,000.00

Revisions: #1- 2/6/24 Extend completion date from 6/30/24 to 6/30/25 #2- 7/1/25 Extend completion date from 6/30/2025 to 12/31/2025**Comments:**

Planning Department/Startup Form - 07/1/20

\$1,500,000.00

CIP BUDGET AUTHORIZATION

CIP#: 711024

Project Year: 2024

CIP Resolution: 6/6/2023

Title: WWTP Pump Station Design

Amending Resolution:

Administering Department DPW-EPD

Revision: #1

Project Description: Multi-year design phase of the WWTP pump station upgrade beginning in FY-2024.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1.	Project Initiation	7/1/2023
2.	Project Completion	6/30/2027
3.		
4.		
5.		
		6/30/2027

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$1,500,000.00	\$0.00	\$0.00	\$1,500,000.00
TOTAL	\$1,500,000.00	\$0.00	\$0.00	\$1,500,000.00

Revisions: #1- 7/1/25 Extend completion date from 6/30/2024 to 6/30/2027**Comments:**

Planning Department/Startup Form - 07/1/20

\$1,500,000.00

CIP BUDGET AUTHORIZATION

CIP#: 711124

Project Year: 2024

CIP Resolution: 6/6/2023

Title: Solids Disposal Master Plan

Amending Resolution:

Administering Department DPW-EPD

Revision: #2

Project Description: 20-year master plan for WWTP bio-solids treatment and disposal.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1.	Project Initiation	7/1/2023
2.	Project Completion	6/30/2026
3.		
4.		
5.		
		6/30/2026

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$500,000.00	\$0.00	\$0.00	\$500,000.00
TOTAL	\$500,000.00	\$0.00	\$0.00	\$500,000.00

Revisions: #1- 2/6/24 Extend completion date from 6/30/24 to 6/30/25. #2- 7/1/25 Extend completion date from 6/30/2025 to 6/30/2026**Comments:**

Planning Department/Startup Form - 07/1/20

\$500,000.00

CIP BUDGET AUTHORIZATION

CIP#: 710025 2025 CIP Resolution: 6/4/2024
Title: MS4-FY25-SRF/Enterprise Amending Resolution:
Administering Department DPW-EPD Revision: #1

Project Description: Study and design of improvements to the city's stormwater system.

Federal Grants Federal Grant: No **Environmental** Review Required: No
Grant Executed: Completed:

Critical Events

Initiation Date	7/2/2024
Completion Date	12/31/2026
	12/31/2026

Line Item Budget

	STATE	ENTERPRISE		TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$500,000.00	\$250,000.00	\$0.00	\$750,000.00
TOTAL	\$500,000.00	\$250,000.00	\$0.00	\$750,000.00

Revisions: #1- 7/1/25 Extend completion date from 6/30/2025 to 12/31/2026

Comments:

CIP BUDGET AUTHORIZATION

CIP#: 710125

2025

CIP Resolution: 6/4/2024

Title: MS4-FY25 Construction - Enterprise

Amending Resolution:

Administering Department DPW-EPD

Revision: #1

Project Description: MS4 Study, design and construction of improvements to the City's stormwater system.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

Initiation Date

7/2/2024

Completion Date

12/31/2026

12/31/2026

Line Item Budget

ENTERPRISE

TOTAL

Salaries and Wages

\$0.00

\$0.00

\$0.00

\$0.00

Fringes

\$0.00

\$0.00

\$0.00

\$0.00

Design/Engineering

\$0.00

\$0.00

\$0.00

\$0.00

Planning

\$0.00

\$0.00

\$0.00

\$0.00

Consultant Fees

\$0.00

\$0.00

\$0.00

\$0.00

Construction Admin

\$0.00

\$0.00

\$0.00

\$0.00

Land Acquisition

\$0.00

\$0.00

\$0.00

\$0.00

Equipment

\$0.00

\$0.00

\$0.00

\$0.00

Overhead

\$0.00

\$0.00

\$0.00

\$0.00

Construction Contracts

\$0.00

\$0.00

\$0.00

\$0.00

Other

\$3,000,000.00

\$0.00

\$0.00

\$3,000,000.00

TOTAL**\$3,000,000.00****\$0.00****\$0.00****\$3,000,000.00****Revisions:** #1-7/1/25 Extend completion date from 6/30/2025 to 12/31/2026**Comments:**

CIP BUDGET AUTHORIZATION

CIP#: 710225 2025 CIP Resolution: 6/4/2024
Title: WWTP Emergency Power Upgrade Amending Resolution:
Administering Department DPW-EPD Revision: #1

Project Description: Construction Phase of the WWTP Emergency Power Upgrade project.

Federal Grants Federal Grant: No **Environmental** Review Required: No
Grant Executed: Completed:

Critical Events

Initiation Date	7/2/2024
Completion Date	6/30/2028
	6/30/2028

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$20,300,000.00	\$0.00	\$0.00	\$20,300,000.00
TOTAL	\$20,300,000.00	\$0.00	\$0.00	\$20,300,000.00

Revisions: #1-7/1/25 Extend completion date from 6/30/2025 to 6/30/2028

Comments:

CIP BUDGET AUTHORIZATION

CIP#: 710325 2025 CIP Resolution: 6/4/2024
Title: CSO Discharge Monitoring FY25-29 -Enterprise Amending Resolution:
Administering Department DPW-EPD Revision: #1

Project Description: Monitoring CSO discharges in accordance with EPA/DOJ consent decree.

Federal Grants Federal Grant: No **Environmental** Review Required: No
Grant Executed: Completed:

Critical Events

Initiation Date	7/2/2024
Completion Date	6/30/2029
	6/30/2029

Line Item Budget

	ENTERPRISE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$500,000.00	\$0.00	\$0.00	\$500,000.00
TOTAL	\$500,000.00	\$0.00	\$0.00	\$500,000.00

Revisions: #1-7/1/25 Extend completion date from 6/30/2025 to 6/30/2029

Comments:

CIP BUDGET AUTHORIZATION

CIP#: Project Year: CIP Resolution:
 Title: Amending Resolution:
 Administering Department Revision:

Project Description:

Federal Grants Federal Grant: **Environmental** Review Required:
 Grant Executed: Completed:

Critical Events

1	Program Initiation	8/5/14
2	Program Completion	12/31/26
3		
4		
5		
		12/31/2026

Line Item Budget

	BOND			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$760,000.00	\$0.00	\$0.00	\$760,000.00
TOTAL	 \$760,000.00 	 \$0.00 	 \$0.00 	 \$760,000.00

Revisions

#1- Transfers \$240,000 Bond to CIP# 310715 #2- Adjusts budget line item and adds to the original Project Description
 #3- 7/1/25 Extend completion date from 6/30/2020 to 12/31/2026

Comments:

Revised the Administering Department from School Department to Highway-Facilities. Revised Project Description and Line Item Budget allocation.

CIP BUDGET AUTHORIZATION

CIP#: 710217	Project Year: 2017	CIP Resolution: 5/17/2016
Title: Municipal Deferred Maintenance Program	Amending Resolution: 5/15/2018	
Administering Department Public Works-Facilities	Revision: #3	

Project Description:

Federal Grants	Federal Grant:	Environmental	Review Required: No
	Grant Executed:		Completed:

Critical Events

1.	Project Initiation	7/1/2016
2.	Project Completion	12/31/2026
3.		
4.		
5.		12/31/2026

Line Item Budget

	BOND			TOTAL
Salaries and Wage	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$922,650.00	\$0.00	\$0.00	\$922,650.00
Other	\$103,000.00	\$0.00	\$0.00	\$103,000.00
TOTAL	\$1,025,650.00	\$0.00	\$0.00	\$1,025,650.00

Revisions: #1 - line item adjustments to budget - no change in total project cost. #2 - Accepts \$25,650 Bond from CIP Project #711216 #3- 7/1/25 Extend completion date from 7/1/2019 to 12/31/2026 and move \$90,000 Bond from line item Design/Engineering to line item Other

Comments:

CIP BUDGET AUTHORIZATION

CIP#: 210325 2025 CIP Resolution: 6/4/2024
Title: CD & FRC Improvements Amending Resolution:
Administering Department Easterseals New Hampshire Revision: #1

Project Description: Funding to support capital improvements to the Child Development Center.

Federal Grants Federal Grant: Yes **Environmental** Review Required: Yes
Grant Executed: Completed:

Critical Events

Initiation Date	7/2/2024
Completion Date	6/30/2026
	6/30/2026

Line Item Budget

	CDBG			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$50,000.00	\$0.00	\$0.00	\$50,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$50,000.00	\$0.00	\$0.00	\$50,000.00

Revisions: #1- 6/3/2025 Extend completion date from 6/30/2025 to 6/30/2026

Comments: Authorization of Entitlement funds is contingent upon HUD grant execution.

CIP BUDGET AUTHORIZATION

CIP#: 212417	Project Year: 2017	CIP Resolution: 5/17/2016
Title: 2016 Robert Wood Johnson Foundation Culture of Health Prize	Amending Resolution: 7/11/2023	
Administering Department Health Department	Revision: #9	

Project Description: The RWJF Culture of Health Prize recognizes communities that have placed a priority on health and are creating powerful partnerships and deep commitments that will enable everyone, especially those facing the greatest challenges, with the opportunity to live well. A culture of Health recognizes that health and well being are greatly influenced by where we live, work, the safety of our surroundings, and the relationships we have in our families and communities. The Health Department will work with Community partners to decide together how to use the funds to benefit the community.

Federal Grants	Federal Grant: No	Environmental	Review Required: No
	Grant Executed:		Completed:

Critical Events

1.	Program Initiation	9/1/2016
2.	Program Completion	12/31/2025
3.		
4.		
5.		
		12/31/2025

Line Item Budget

	OTHER			TOTAL
Salaries and Wage	\$17,236.44	\$0.00	\$0.00	\$17,236.44
Fringes	\$1,318.59	\$0.00	\$0.00	\$1,318.59
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$56,444.97	\$0.00	\$0.00	\$56,444.97
TOTAL	\$75,000.00	\$0.00	\$0.00	\$75,000.00

Revisions:

#1 - Budget increased from \$25,000 to \$50,000 due to the receipt of additional grant funds.

#2 - Budget increased from \$50,000 to \$75,000 due to the receipt of additional grant funds and extends Program Completion date to 3/31/2018. #3 - Extends Program Completion date from 3/31/2018 to 8/31/2018 and revises budget line items. #4 - Extend completion date from 12/31/2022 to 6/30/2023 #5- Extend completion date from

Comments: 6/30/2023 to 12/31/2023. #6 - 12/5/23 Extend completion date from 12/31/2023 to 6/30/2024 #7- 7/2/24 Extend completion date from 6/30/2024 to 12/31/2024. #8 - 12/17/24 extend completion date from 12/31/24 to 6/30/2025 #9- 7/1/25 Extend completion date from 6/30/2025 to 12/31/2025

Funds received from RWJF Culture of Health Prize, Endowment for Health and NH Charitable Foundation. Program initiation and completion dates determined by the grantor.

CIP BUDGET AUTHORIZATION

CIP#: 211918	Project Year: 2018	CIP Resolution: 6/13/2017
Title: NACCHO - Focus on Opioid Epidemic	Amending Resolution: 7/11/2023	
Administering Department Health Department	Revision: #7	

Project Description: This CDC funded project aims to increase the capacity of local health department to respond effectively to the opioid epidemic by working more closely with state and local partners rolling out evidence based strategies at the local level. With support & technical assistance from NACCHO, funded LHD's will support efforts to combat the opioid crisis within their communities.

Federal Grants	Federal Grant: No	Environmental	Review Required: No
	Grant Executed:		Completed:

Critical Events

1.	Program Initiation	3/1/2018
2.	Program Completion	12/31/2025
3.		
4.		
5.		
		12/31/2025

Line Item Budget

	State			TOTAL
Salaries and Wage	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$220,000.00	\$0.00	\$0.00	\$220,000.00
TOTAL	\$220,000.00	\$0.00	\$0.00	\$220,000.00

Revisions: #1 - Budget increased from \$100,000 to \$220,000 due to the receipt of additional grant funds and extends completion date to 12/31/2019. #2 - Extend completion date from 12/31/2022 to 6/30/2023.
 #3 - Extend completion date from 6/30/2023 to 12/31/2023. #4 - 12/5/23 Extend completion date from 12/31/2023 to 6/30/2024. #5 - 7/2/24 Extend completion date from 6/30/2024 to 12/31/2024 #6- 12/17/24 extend

Comments: completion date from 12-31-24 to 6-30-25 #7- 7/1/25 Extend completion date from 6/30/2025 to 12/31/2025

CIP BUDGET AUTHORIZATION

CIP#: 212619 Project Year: 2019 CIP Resolution: 6/12/2018
Title: Support Technology for Community Care Coordination Amending Resolution: 7/11/2023
Administering Department: Health Department Revision: #6

Project Description: Funding from Granite United Way to support the Manchester Health Department's efforts in improving case management and community care coordination services as a part of the Community Schools Project.

Federal Grants Federal Grant: No **Environmental** Review Required: No
Grant Executed: Completed:

Critical Events

1. Program Initiation	3/1/2019
2. Program Completion	12/31/2025
3.	
4.	
5.	
	12/31/2025

Line Item Budget

	OTHER			TOTAL
Salaries and Wage	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$135,000.00	\$0.00	\$0.00	\$135,000.00
TOTAL	\$135,000.00	\$0.00	\$0.00	\$135,000.00

Revisions: #1 - Extend project completion date from 12/31/2022 to 6/30/2023. #2 - Extend completion date from 6/30/2023 to 12/31/2023. #3 - 12/5/23 Extend completion date from 12/31/2023 to 6/30/2024 #4 - 7/2/24 Extend completion date from 6/30/2023 to 12/31/2024 #5 - 12/17/24 Extend completion date from 12-31-2024 to 6-30-2025 #6-7/1/25 Extend completion date from 6/30/2025 to 12/31/2025

Comments: Funds received from the Granite United Way. Program initiation and completion dates determined by the grantor.

CIP BUDGET AUTHORIZATION

CIP#: 212420 Project Year: 2020 CIP Resolution: 6/10/2019
Title: Public Health and Safety Toolkit (PHAST) Amending Resolution: 7/11/2023
Administering Department: Health Department Revision: #6

Project Description: The CDC Foundation has awarded the City of Manchester Health (MHD) Department \$30,000 to pilot test a Public Health and Safety Toolkit (PHAST), which is a resource guide to assist local health departments in working with local law enforcement agencies in addressing the opioid crisis. MHD, in coordination with the Manchester Police Department, anticipates utilizing the funding from the PHAST program to support critical trainings and activities.

Federal Grants

Federal Grant: No
Grant Executed:

Environmental

Review Required: No
Completed:

Critical Events

1. Project Initiation	3/31/2020
2. Project completion	12/31/2025
3.	
4.	
5.	
	12/31/2025

Line Item Budget

	OTHER			TOTAL
Salaries and Wage	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$30,000.00	\$0.00	\$0.00	\$30,000.00
TOTAL	\$30,000.00	\$0.00	\$0.00	\$30,000.00

Revisions: #1 - Extend project completion date from 12/31/2022 to 6/30/2023. Rev. #2 - Extend project completion date from 6/30/2023 to 12/31/2023. #3 - Extend project completion date from 12/31/2023 to 6/30/2024 #4 - 7/2/24
Extend completion date from 6/30/2024 to 12/31/2024 #5 - 12/17/24 Extend completion date from 12-31-24 to 6-30-25
#6- 7/1/25 Extend completion date from 6/30/2025 to 12/31/2025

Comments: OTHER: Grant funded by the CDC Foundation.

CIP BUDGET AUTHORIZATION

CIP#: 213122

Project Year: 2022

CIP Resolution: 6/8/2021

Title: Primary Care Services for the Homeless

Amending Resolution: 5/21/2024

Administering Department: Health Dept.

Revision: #2

Project Description: Federal Funding provided through the State to provide primary care services to homeless, low income individuals and families. These funds are passed through to Catholic Medical Center.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1.	Project Initiation	4/1/2022
2.	Project Completion	12/31/2025
3.		
4.		
5.		
		12/31/2025

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$594,335.00	\$0.00	\$0.00	\$594,335.00
TOTAL	\$594,335.00	\$0.00	\$0.00	\$594,335.00

Revisions: #1 - Budget increased \$182,328.75 (from \$412,006.25 to \$594,335) and extends completion date to 6/30/2025.

#2- Extend completion date from 6/30/2025 to 12/31/2025

Comments:

Planning Department/Startup Form - 07/1/20

\$594,335.00

CIP BUDGET AUTHORIZATION

CIP#: 212124 Project Year: 2024 CIP Resolution: 6/6/2023
Title: Oral Health Program Amending Resolution: 7/1/2025
Administering Department: Health Department Revision: #3

Project Description: To support the school-based, dental program serving students in grades K-8th who are enrolled in Manchester School District.

Federal Grants Federal Grant: No **Environmental** Review Required: No
Grant Executed: Completed:

Critical Events

1. Project Initiation	9/01/2023
2. Project Completion	12/31/2025
3.	
4.	
5.	
	12/31/2025

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$70,000.00	\$0.00	\$0.00	\$70,000.00
Fringes	\$9,000.00	\$0.00	\$0.00	\$9,000.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$40,000.00	\$0.00	\$0.00	\$40,000.00
TOTAL	\$119,000.00	\$0.00	\$0.00	\$119,000.00

Revisions: #1 - 5/21/24 increasing budget by \$39,203.96 STATE (from \$4,796.04 to \$44,000) #2 - 10/01/24 increase budget by \$45,000 STATE for FY2025 (\$44,000 to \$89,000) and extend completion date from 6/30/24 to 6/30/25 #3- 7/1/2025 increase budget \$30,000 State (\$89,000 to \$119,000) funds from NHDHHS and extend completion date from 6/30/2025 to 12/31/2025

Comments: Funding in the amount of \$4796.04 from JSI Research & Training

Planning Department/Startup Form - 07/1/20

\$119,000.00

CIP BUDGET AUTHORIZATION

CIP#: 212224 Project Year: 2024 CIP Resolution: 6/6/2023
Title: School Based Dental Program - Medicaid Amending Resolution: 7/2/2024
Administering Department: Health Department Revision: #3

Project Description: The Manchester Health Department School Based Oral Health Program has expanded into a full-service dental program, providing diagnostics, preventive services and education to low-income children without a dentist at Manchester public schools. This care is provided by a public health dental hygienist & a public health dental assistant on the mobile dental van during school hours, and when billable, Medicaid reimbursement is processed.

Federal Grants Federal Grant: No **Environmental** Review Required: No
Grant Executed: Completed:

Critical Events

1.	Project Initiation	09/01/2023
2.	Project Completion	12/31/2025
3.		
4.		
5.		
		12/31/2025

Line Item Budget

	OTHER			TOTAL
Salaries and Wages	\$23,759.00	\$0.00	\$0.00	\$23,759.00
Fringes	\$14,500.00	\$0.00	\$0.00	\$14,500.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$21,741.00	\$0.00	\$0.00	\$21,741.00
TOTAL	\$60,000.00	\$0.00	\$0.00	\$60,000.00

Revisions: #1 7/2/2024 - Increase budget by \$10,000 (OTHER): from \$50,000 to \$60,000 #2- 12/17/24 extend completion date from 12/31/24 to 6/30/25 #3-7/1/25 Extend completion date from 6/30/2025 to 12/31/2025

Comments: Funding \$60,000 From NH Medicaid

Planning Department/Startup Form - 07/1/20

\$60,000.00

CIP BUDGET AUTHORIZATION

CIP#: 213124

Project Year: 2024

CIP Resolution: 6/6/2023

Title: Homeless Healthcare

Amending Resolution: 10/15/2024

Administering Department: Health Department

Revision: #2

Project Description: Federal funds support healthcare services to approximately 1300 unduplicated individuals of all ages experiencing homelessness in Manchester each year. As a federally qualified health center, services are provided through a contract with Catholic Medical Center's Mobile Community Health Team. Services are coordinated with support from community partners such as the Mental Health Center of Greater Manchester, VA, Southern NH Services, FIT/New Horizons, the Way Home and Waypoint at three clinics.

Federal GrantsFederal Grant: **Environmental**

Review Required: No

Grant Executed: Completed: **Critical Events**

1.	Project Initiation	03/01/2024
2.	Project Completion	12/31/2025
3.		
4.		
5.		
		12/31/2025

Line Item Budget

	FEDERAL			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$1,672,944.00	\$0.00	\$0.00	\$1,672,944.00
TOTAL	\$1,672,944.00	\$0.00	\$0.00	\$1,672,944.00

Revisions: #1 - 10/15/24 increase funding \$30,619 FEDERAL (from \$1,642,325 to \$1,672,944) funds from HRSA #2-7/1/25
Extend completion date from 6/30/2025 to 12/31/2025

Comments: Federal Funds in the amount of \$1,642,325 come from HRSA

CIP BUDGET AUTHORIZATION

CIP#: 211625

2025

CIP Resolution: 6/4/2024

Title: FY25 Regional Public Health Network Grant Opportunity - NH Charit

Amending Resolution: 10/15/2024

Administering Department: Health Department

Revision:

Project Description: Program to support the implementation of the ten essential public health services as a way to help NH communities achieve behavioral health equity. This funding will allow our Department to convene community partners around priority issues identified in the Greater Manchester Community Health Needs Assessment and Community Health Improvement Plan. These dollars may also be used toward implementing projects and activities prioritized within these documents. We do not intend to use this funding toward staffing costs.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

Initiation Date	12/01/2024
Completion Date	12/31/2025
	12/31/2025

Line Item Budget

OTHER

Line Item Budget	OTHER			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$15,000.00	\$0.00	\$0.00	\$15,000.00
TOTAL	\$15,000.00	\$0.00	\$0.00	\$15,000.00

Revisions: #1 7/1/25 Extend completion date from 6/30/2025 to 12/31/2025**Comments:** Funding from NH Charitable Foundation

CIP BUDGET AUTHORIZATION

CIP#: 712723

Project Year: 2023

CIP Resolution: 5/17/2022

Title: Work and Learn Grant Program

Amending Resolution: 7/11/2023

Administering Department Library

Revision: #2

Project Description:

This project seeks to create equitable pathways to the workforce and education for greater Manchester's historically disenfranchised communities. It's this commitment that led SNHU to approach the Manchester City Library and its two branches about upgrading its available workforce development capacity.

Federal Grants

Federal Grant:

Environmental

Review Required:

No

Grant Executed:

Completed:

Critical Events

1.	Project Initiation	7/1/2023
2.	Project Completion	1/31/2026
3.		
4.		
5.		
		1/31/2026

Line Item Budget

	OTHER			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$40,000.00	\$0.00	\$0.00	\$40,000.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$10,000.00	\$0.00	\$0.00	\$10,000.00
TOTAL	\$50,000.00	\$0.00	\$0.00	\$50,000.00

Revisions: #1 7/2/24 - Extend completion date from 6/30/2024 to 6/30/2025 #2- 7/1/25 Extend completion date from 6/30/2025 to 1/31/2026

Comments: Funding comes from the SNHU Build Back Better Grant

Planning Department/Startup Form - 07/1/20

\$50,000.00

CIP BUDGET AUTHORIZATION

CIP#: 712524

Project Year: 2024

CIP Resolution: 6/6/2023

Title: West Branch Makerspace

Amending Resolution:

Administering Department Library

Revision: #2

Project Description: Funds to convert a large area into a Makerspace for both library and OYS use for community engagement and involvement, especially for disadvantaged youth.

Federal Grants

Federal Grant:

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1.	Project Initiation	7/1/2023
2.	Project Completion	1/31/2026
3.		
4.		
5.		
		1/31/2026

Line Item Budget

	CASH			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$20,000.00	\$0.00	\$0.00	\$20,000.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$30,000.00	\$0.00	\$0.00	\$30,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$50,000.00	\$0.00	\$0.00	\$50,000.00

Revisions: #1- 7/2/24 extend completion date from 6/30/2024 to 6/30/2025 #2- 7/1/25 Extend completion date from 6/30/2025 to 1/31/2026

Comments:

Planning Department/Startup Form - 07/1/20

\$50,000.00

CIP BUDGET AUTHORIZATION

CIP#: 811024

Project Year: 2024

CIP Resolution: 6/6/2023

Title: 12-Month Pilot Prog. for Cleaning, Maint. Safety & Hospitality Service

Amending Resolution: 6/3/2025

Administering Department MEDO

Revision: #1

Project Description: The program will deploy a specialized Street Team to improve the CBSD by offering professional cleaning, maintenance, safety, and hospitality services. Hospitality services are also a significant part of the role, with team members trained to offer a friendly presence, provide directions, and share information about local attractions. The pilot program will be funded by the CBSD's special tax assessment and allocations from the American Rescue Plan Act (ARPA). Its goal is to improve the quality of life in the CBSD while boosting the city's attractiveness and economic prosperity.

Federal Grants

Federal Grant: Yes

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1. Initiation Date	6/01/2024
2. Completion Date	6/30/2026
3.	
4.	
5.	
	6/30/2026

Line Item Budget

	ARPA	CASH		TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$18,000.00	\$0.00	\$0.00	\$18,000.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$597,000.00	\$117,301.52	\$0.00	\$714,301.52
TOTAL	\$615,000.00	\$117,301.52	\$0.00	\$732,301.52

Revisions: #1 - 12/3/2024 - Increase ARPA budget \$200,000 (from \$415,000 to \$615,000) #2-6/3/2025 Extend completion date from 6/30/2025 to 6/30/2026

Comments: Cash funds in the amount of \$117,301.52 come from CBSD account. \$315,000 ARPA transferred from CIP #811022 and \$100,000 ARPA transferred from CIP #712222. Revision #2 - ARPA funds reallocated from existing project balances.

Planning Department/Startup Form - 07/1/20

\$732,301.52

CIP BUDGET AUTHORIZATION

CIP#: 810425

2025

CIP Resolution: 6/4/2024

Title: Façade Improvement Program

Amending Resolution:

Administering Department MEDO

Revision: #1

Project Description:

The Façade Improvement Program, will use Community Improvement Program funds to promote investment by small business owners in their properties. This Program is focused on businesses located in certain neighborhoods that the City believes could significantly benefit from financial incentives. The ultimate goal of this program is to promote enhancements to business storefronts and signage in Manchester's neighborhood commercial areas as well as to enhance the value and facilitate the renting/leasing of commercial properties.

Federal Grants

Federal Grant: Yes

Environmental

Review Required: Yes

Grant Executed:

Completed:

Critical Events

Initiation Date

7/2/2024

Completion Date

6/30/2026

6/30/2026

Line Item Budget

CDBG

TOTAL

Salaries and Wages

\$0.00

\$0.00

\$0.00

\$0.00

Fringes

\$0.00

\$0.00

\$0.00

\$0.00

Design/Engineering

\$10,000.00

\$0.00

\$0.00

\$10,000.00

Planning

\$0.00

\$0.00

\$0.00

\$0.00

Consultant Fees

\$0.00

\$0.00

\$0.00

\$0.00

Construction Admin

\$0.00

\$0.00

\$0.00

\$0.00

Land Acquisition

\$0.00

\$0.00

\$0.00

\$0.00

Equipment

\$0.00

\$0.00

\$0.00

\$0.00

Overhead

\$0.00

\$0.00

\$0.00

\$0.00

Construction Contracts

\$0.00

\$0.00

\$0.00

\$0.00

Other

\$40,000.00

\$0.00

\$0.00

\$40,000.00

TOTAL**\$50,000.00****\$0.00****\$0.00****\$50,000.00****Revisions:**

#1 - 7/1/25 Extend completion date from 6/30/2025 to 6/30/2026

Comments:

Authorization of Entitlement funds is contingent upon HUD grant execution.

CIP BUDGET AUTHORIZATION

CIP#: 611324

Project Year: 2024

CIP Resolution: 6/6/2023

Title: The Orange Street Apartments

Amending Resolution: 10/17/2023

Administering Department Neighborworks Southern New Hampshire

Revision: #1

Project Description: Development of 45 units of mixed-income rental housing on the Pearl Street parking lot. These units will be a mix of one-bedroom, two-bedroom and three-bedroom apartments with a rent structure to include units at or below 30%, 50%, 60% and 80% of Adjusted Median Income (AMI).

Federal Grants

Federal Grant: Yes

Environmental

Review Required: Yes

Grant Executed:

Completed: No

Critical Events

1.	Program Initiation	11/1/2023
2.	Program Completion	6/30/2026
3.		
4.		
5.		
		6/30/2026

Line Item Budget

	HOME			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$236,729.00	\$0.00	\$0.00	\$236,729.00
TOTAL	\$236,729.00	\$0.00	\$0.00	\$236,729.00

Revisions: #1- 7/1/25 Extend completion date from 6/30/2025 to 6/30/2026**Comments:** \$120,696 transferred from CIP #810323 and \$116,033 transferred from CIP #610624 10/17/2023.

CIP BUDGET AUTHORIZATION

CIP#: Project Year: CIP Resolution:
 Title: Amending Resolution:
 Administering Department Revision:

Project Description:

Federal Grants Federal Grant: **Environmental** Review Required:
 Grant Executed: Completed:

Critical Events

1	Prepare RFP	TBD
2	Hire Preservation Consultant	TBD
3	Develop Guidelines/Handbook	TBD
4		
5		
		6/30/2027

Line Item Budget

	OTHER			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$25,000.00	\$0.00	\$0.00	\$25,000.00
TOTAL	\$25,000.00	\$0.00	\$0.00	\$25,000.00

Revisions

Rev. #1-Transfer of developer contribution funds from CIP #103598 (\$20,000) and CIP #640309 (\$5,000).
 Rev. #2- Extend completion date from 6/30/2023 to 12/31/2023. Rev. #3 - Extend completion date from 12/31/23 to 6/30/24 #4 - 7/2/24 Extend completion date from 6/30/2024 to 6/30/2025. #5 - 7/1/25 Extend completion date from 6/30/2025 to 6/30/2027

Comments:

CIP BUDGET AUTHORIZATION

CIP#: 810820 Project Year: 2020 CIP Resolution: 6/10/2019
Title: Planning Study, Zoning Ordinances Amending Resolution: 7/11/2023
Administering Department: Planning & Community Development Revision: #5

Project Description: To contract for professional services to update and amend zoning ordinance.

Federal Grants

Federal Grant: No Environmental Review Required: No
Grant Executed: Completed:

Critical Events

1. Project Initiation	3/3/2020
2. Project Completion	6/30/2026
3.	
4.	
5.	
	6/30/2026

Line Item Budget

	GENERAL FUND			TOTAL
Salaries and Wage	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$186,737.50	\$0.00	\$0.00	\$186,737.50
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$20,000.00	\$0.00	\$0.00	\$20,000.00
TOTAL	\$206,737.50	\$0.00	\$0.00	\$206,737.50

Revisions:

Rev. #1 - Extend completion date from 6/30/2023 to 6/30/2024. Rev. #2 - Increases budget \$6,737.50 (from \$200,000 to \$206,737.50). Funds transferred from CIP 810920. #3 - 7/2/24 Extend completion date from 6/30/2024 to 6/30/2025
#4 Line item adjustment - Consultant Fees from \$206,737.50 to \$186,737.50 - Other from \$0 to \$20,000 - 9/3/24
#5- 7/1/25 Extend completion date from 6/30/2025 to 6/30/2026

Comments:

Funding to come from General Fund Reserve Balances.

CIP BUDGET AUTHORIZATION

CIP#: 610623

Project Year: 2023

CIP Resolution: 5/17/2022

Title: Dilapidated Buildings

Amending Resolution: 7/11/2023

Administering Department Planning & Community Development

Revision: #5

Project Description: Funding used to secure compliance with demolition orders directed to owners of dilapidated buildings and also fund demolitions of City owned structures eliminating blight and safety hazards.

Federal Grants

Federal Grant: Yes

Environmental

Review Required: Yes

Grant Executed:

Completed: Yes

Critical Events

1.	Project Initiation	7/1/2022
2.	Project Completion	12/31/2025
3.		
4.		
5.		
		12/31/2025

Line Item Budget

	CDBG			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$145,300.00	\$0.00	\$0.00	\$145,300.00
TOTAL	\$145,300.00	\$0.00	\$0.00	\$145,300.00

Revisions: #1 - Increase budget by \$75,300 (from \$70,000 to \$145,300) #2 - Extend completion date from 6/30/2023 to 12/31/2023
#3 - 2/6/24 Extend completion date from 12/31/23 to 6/30/24 #4 7/2/24 Extend completion date from 6/30/2024 to 6/30/2025 #5 - 7/1/25 Extend completion date from 6/30/2025 to 12/31/2025

Comments: Authorization of Entitlement funds is contingent upon HUD grant execution.

CIP BUDGET AUTHORIZATION

CIP#: 810424 Project Year: 2024 CIP Resolution: 6/6/2023
Title: Community Development Initiatives Amending Resolution:
Administering Department Planning and Community Development Revision: #2

Project Description: Funds to be used for consultant services and associated costs of community development, management and facilitating programs.

Federal Grants Federal Grant: Yes **Environmental** Review Required: Yes
Grant Executed: Completed: Yes

Critical Events

1.	Project Initiation	7/1/2023
2.	Project Completion	12/31/2025
3.		
4.		
5.		
		12/31/2025

Line Item Budget

	CDBG			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$10,000.00	\$0.00	\$0.00	\$10,000.00
TOTAL	\$10,000.00	\$0.00	\$0.00	\$10,000.00

Revisions: #1- 7/2/24 Extend completion date from 6/30/2024 to 6/30/2025 #2- 7/1/25 Extend completion date from 6/30/2025 to 12/31/2025

Comments: Authorization of Entitlement funds is contingent upon HUD grant execution.

CIP BUDGET AUTHORIZATION

CIP#: 210725 2025 CIP Resolution: 6/4/2024
Title: CBDO - Special Activities Amending Resolution:
Administering Department Manchester Community Resource Center Revision: #1

Project Description: Funding for CBDO Special Activities in the NRSA carried out by Manchester Community Resource Center or its subcontractors

Federal Grants Federal Grant: Yes **Environmental** Review Required: Yes
Grant Executed: Completed:

Critical Events

Initiation Date	7/2/2024
Completion Date	12/31/2025
	12/31/2025

Line Item Budget

	CDBG			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$576,845.00	\$0.00	\$0.00	\$576,845.00
TOTAL	\$576,845.00	\$0.00	\$0.00	\$576,845.00

Revisions: #1-7/1/25 Extend completion date from 6/30/2025 to 12/31/2025

Comments: Authorization of Entitlement funds is contingent upon HUD grant execution.

CIP BUDGET AUTHORIZATION

CIP#: 810125 2025 CIP Resolution: 6/4/2024
Title: Community Development Initiatives Amending Resolution:
Administering Department Planning & Community Development Revision: #1

Project Description: Funds to be used for consultant services and associated costs of community development, management and facilitating programs.

Federal Grants Federal Grant: Yes **Environmental** Review Required: Yes
Grant Executed: Completed:

Critical Events

Initiation Date	7/2/2024
Completion Date	12/31/2025
	12/31/2025

Line Item Budget

	CDBG			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$5,000.00	\$0.00	\$0.00	\$5,000.00
TOTAL	\$5,000.00	\$0.00	\$0.00	\$5,000.00

Revisions: #1- 7/1/25 Extend completion date from 6/30/2025 to 12/31/2025

Comments: Authorization of Entitlement funds is contingent upon HUD grant execution.

CIP BUDGET AUTHORIZATION

CIP#: 810325

2025

CIP Resolution: 6/4/2024

Title: Planning Studies

Amending Resolution:

Administering Department Planning & Community Development

Revision: #1

Project Description: Funding to be used to contract for professional services to complete various planning studies.

Federal Grants

Federal Grant: Yes

Environmental

Review Required: Yes

Grant Executed:

Completed:

Critical Events

Initiation Date

7/2/2024

Completion Date

12/31/2025

12/31/2025

Line Item Budget

CDBG

TOTAL

Salaries and Wages

\$0.00

\$0.00

\$0.00

\$0.00

Fringes

\$0.00

\$0.00

\$0.00

\$0.00

Design/Engineering

\$0.00

\$0.00

\$0.00

\$0.00

Planning

\$0.00

\$0.00

\$0.00

\$0.00

Consultant Fees

\$0.00

\$0.00

\$0.00

\$0.00

Construction Admin

\$0.00

\$0.00

\$0.00

\$0.00

Land Acquisition

\$0.00

\$0.00

\$0.00

\$0.00

Equipment

\$0.00

\$0.00

\$0.00

\$0.00

Overhead

\$0.00

\$0.00

\$0.00

\$0.00

Construction Contracts

\$0.00

\$0.00

\$0.00

\$0.00

Other

\$15,000.00

\$0.00

\$0.00

\$15,000.00

TOTAL**\$15,000.00****\$0.00****\$0.00****\$15,000.00****Revisions:** #1- 7/1/25 Extend completion date from 6/30/2025 to 12/31/2025**Comments:** Authorization of Entitlement funds is contingent upon HUD grant execution.

CIP BUDGET AUTHORIZATION

CIP#: 610225 2025 CIP Resolution: 6/4/2024
Title: Orange Street Apartments Amending Resolution:
Administering Department Neighborworks Southern New Hampshire Revision: #1

Project Description: Development of 45 units of mixed-income rental housing on the Pearl Street parking lot. These units will be a mix of one-bedroom, two-bedroom and three-bedroom apartments with a rent structure to include units at or below 30%, 50%, 60% and 80% of Adjusted Median Income (AMI).

Federal Grants Federal Grant: Yes **Environmental** Review Required: Yes
Grant Executed: Completed:

Critical Events

Initiation Date	7/2/2024
Completion Date	6/30/2026
	6/30/2026

Line Item Budget

	HOME			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$1,500,000.00	\$0.00	\$0.00	\$1,500,000.00
TOTAL	\$1,500,000.00	\$0.00	\$0.00	\$1,500,000.00

Revisions: #1- 7/1/25 Extend completion date from 6/30/2025 to 6/30/2026

Comments: Authorization of Entitlement funds is contingent upon HUD grant execution.

CIP BUDGET AUTHORIZATION

CIP#: 410924

Project Year: 2024

CIP Resolution: 6/6/2023

Title: NH Law Enforcement Mental Health and Wellness Program

Amending Resolution: 10/3/2023

Administering Department: Police Department

Revision: #1

Project Description: Funding to provide mental health support programs and wellness programs for the law enforcement community.

Federal Grants

Federal Grant: Yes

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1.	Program Initiation	9/01/2023
2.	Program Completion	12/31/2025
3.		
4.		
5.		
		12/31/2025

Line Item Budget

	FEDERAL			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$110,000.00	\$0.00	\$0.00	\$110,000.00
TOTAL	\$110,000.00	\$0.00	\$0.00	\$110,000.00

Revisions: #1-7/1/25 Extend completion date from 3/31/2025 to 12/31/2025.**Comments:** Funding from U.S. Dept. of Justice, Byrne Discretionary Community Project.

CIP BUDGET AUTHORIZATION

CIP#: 410125 2025 CIP Resolution: 6/4/2024
Title: Police Mental Health Clinician Amending Resolution:
Administering Department: Police Department Revision: #1

Project Description: Funding will be allocated to integrate a part-time licensed clinical mental health provider into the Manchester Police Department. This initiative is a key component of our comprehensive employee mental health and wellness support program. The embedded clinician will provide confidential support, psychoeducation, coping strategies, and trauma-informed mental health and wellness services to address the needs of MPD employees.

Federal Grants Federal Grant: Environmental Review Required: No
Grant Executed: Completed:

Critical Events

Initiation Date	7/2/2024
Completion Date	12/31/2026
	12/31/2026

Line Item Budget

	ARPA			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$109,000.00	\$0.00	\$0.00	\$109,000.00
TOTAL	\$109,000.00	\$0.00	\$0.00	\$109,000.00

Revisions: #1- 7/1/25 Extend completion date from 6/30/2025 to 12/31/2026

Comments: ARPA

CIP BUDGET AUTHORIZATION

CIP#: 810824

Project Year: 2024

CIP Resolution: 6/6/2023

Title: Welfare Support

Amending Resolution:

Administering Department: Welfare

Revision: #3

Project Description: Funding to support housing stabilization efforts of the Welfare Department including but not limited to motel costs, security deposits, rent, support staff salary and related fees.

Federal Grants

Federal Grant:

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1.	Project Initiation	7/1/2023
2.	Project Completion	6/30/2026
3.		
4.		
5.		
		6/30/2026

Line Item Budget

	CASH			TOTAL
Salaries and Wages	\$15,285.00	\$0.00	\$0.00	\$15,285.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$465,715.00	\$0.00	\$0.00	\$465,715.00
TOTAL	\$481,000.00	\$0.00	\$0.00	\$481,000.00

Revisions: #1- 3/19/24 Line Item Budget Adjustment reducing OTHER by \$15,285 and increasing SALARY by \$15,285 and change Project Description to include Support Staff Salary. #2- 7/2/24 Extend Completion date from 6/30/2024 to 6/30/2025 #3- 7/1/25 Extend completion date from 6/30/2025 to 6/30/2026

Comments:

Planning Department/Startup Form - 07/1/20

\$481,000.00



CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

Jeffrey D. Belanger, AICP
Director

Planning and Zoning
Building Regulation
Code Enforcement
Community Improvement Program

Nicola Strong
Deputy Director – Planning & Zoning

Michael J. Landry, PE, Esq.
Deputy Director Building Regulations

MEMORANDUM

To: Alderman Chris Morgan
Chair, CIP Committee

From: Jeffrey Belanger, AICP
Director of Planning and Community Development

Date: May 23, 2025

Re: American Rescue Plan Act (ARPA) Reporting, Third Quarter of Fiscal Year 2025

This memorandum and its attachments constitute the Planning and Community Development Department's (PCD's) report regarding expenditure of the City's ARPA funds during the third quarter of FY25, which ended on March 31, 2025. This report is informational only. No action is requested.

Enclosed with this memorandum is a spreadsheet that summarizes the status of all CIP projects funded by ARPA as of March 31. It shows that the City has obligated all \$43,281,853.00 of its ARPA funds, of which \$31,614,549.98 (73%) have been expended.

Also enclosed with this memorandum are reports from all recipients describing how they have used these funds during the third quarter of FY25.

Regarding the status of positions funded by ARPA, as of March 31, nineteen positions were fully funded by ARPA, and another three positions were partially funded by ARPA. The fully funded positions were one Grant Coordinator, one Victim-Witness Coordinator, two Public Health Specialists, five Community Health Workers, two Community Health Nurses, one Police Officer, two Crime Analysts, one Emergency Management Coordinator, one Director of Homelessness Initiatives, one Homelessness Initiatives Coordinator, one Community Grants Administrator, and one Part Time Planner. The partially funded positions were two Public Health Specialists and one Community Grants Administrator.

PCD staff will be available at your next meeting to respond to any questions.

Project Number	Admin Department	Project Name	Original Amount Funded	Current Funded	Total Expended	Encumbered	Balance
211725	Planning & Community Development	ARPA - Hope City Church Capital Improvements	\$ 53,900.00	\$ 53,900.00	\$ 53,900.00		\$ -
211825	Planning & Community Development	ARPA - MPAL General Assistance	\$ 60,000.00	\$ 60,000.00	\$ 29,953.10		\$ 30,046.90
212023	Department of Housing Stability	ARPA - Gatehouse TST Initiative	\$ 150,000.00	\$ 100,469.79	\$ 100,469.79		\$ 0.00
212122	Health Department	ARPA - Healthy Food Access Strategic Plan & Implementation	\$ 419,050.83	\$ 319,933.00	\$ 231,990.44		\$ 87,942.56
212222	Health Department	ARPA - Healthy Corner Stores Project	\$ 624,300.83	\$ 572,200.00	\$ 253,856.65		\$ 318,343.35
212322	Health Department	ARPA - Community Health Worker Program	\$ 6,515,340.79	\$ 4,155,080.00	\$ 2,471,808.13		\$ 1,683,271.87
212422	Planning & Community Development	ARPA - Ready, Set, LAUNCH	\$ 1,073,839.20	\$ 1,073,839.20	\$ 513,371.99		\$ 560,467.21
310022	Planning & Community Development	ARPA - Job Resource Coaching & Higher Education Project	\$ 3,000,000.00	\$ 1,740,234.00	\$ 961,543.68		\$ 778,690.32
310025	Planning & Community Development	ARPA - MCC Tuition Support Program	\$ 200,000.00	\$ 200,000.00	\$ -		\$ 200,000.00
410122	Police Department	ARPA - Law Enforcement Support for Violent Crime Reduct/Prev	\$ 2,708,333.33	\$ 2,708,333.33	\$ 2,119,956.80		\$ 588,376.53
410125	Police Department	ARPA - Police Mental Health Clinician	\$ 109,000.00	\$ 109,000.00	\$ 61,712.81		\$ 47,287.19
410222	Police Department	ARPA - ACERT Program	\$ 2,272,156.25	\$ 2,272,156.25	\$ 1,318,425.77		\$ 953,730.48
410224	Police Department	ARPA - Crime Analysts	\$ 450,000.00	\$ 450,000.00	\$ 322,361.97		\$ 127,638.03
410322	Office of the Mayor	ARPA - Director of Homelessness Initiatives	\$ 710,847.36	\$ 251,427.94	\$ 76,568.96		\$ 174,858.98
410325	Police Department	Police ShotSpotter - Gunshot Detection	\$ 163,000.00	\$ 163,000.00	\$ -	\$ 159,000.00	\$ 4,000.00
410422	Fire Department	ARPA - Emergency Management Coordinator	\$ 601,518.80	\$ 438,518.80	\$ 418,152.54		\$ 20,366.26
410525	Police Department	ARPA - Park Enforcement	\$ 500,000.00	\$ 500,000.00	\$ 149,896.76		\$ 350,103.24
411025	Police Department	ARPA - MPD Bonuses/Hiring (10 Officers)	\$ 100,000.00	\$ 100,000.00	\$ 15,000.00		\$ 85,000.00
411125	Solicitor's Office	Victim - Witness Coordinator	\$ 49,437.51	\$ 49,437.51	\$ 10,025.13		\$ 39,412.38
510624	DPW-Parks, Rec & Cemeteries	ARPA - Bass Island Park Erosion Mitigation	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00		\$ -
511222	DPW-Parks, Rec & Cemeteries	ARPA - Park Rangers	\$ 1,293,399.47	\$ 716,876.93	\$ 716,876.93	\$ -	\$ (0.00)
610024	Office of the Mayor	ARPA - Winter Emergency Shelter	\$ 1,000,000.00	\$ 1,203,855.79	\$ 1,203,855.79		\$ (0.00)
610324	Planning & Community Development	ARPA - Concentrated Code Enforcement 3	\$ 330,000.00	\$ 74,562.47	\$ 73,892.93		\$ 669.54
610325	Office of the Mayor	ARPA - Beech Street Programs	\$ 433,100.00	\$ 842,239.15	\$ 820,168.22	\$ 280.00	\$ 21,790.93
610723	Lincoln Avenue Capital	ARPA - Residences at 351 Chestnut Street	\$ 900,000.00	\$ 900,000.00	\$ 900,000.00		\$ 0.00
610724	Planning & Community Development	ARPA - Affordable/Supportive Housing Initiative	\$ 3,000,000.00	\$ -	\$ -		\$ -
610725	Office of the Mayor	Winter Warming Station	\$ 150,000.00	\$ 150,000.00	\$ 101,967.61		\$ 48,032.39
610823	Lincoln Avenue Capital	ARPA - Residences at 351 Chestnut Street (Merrimack St. Parcel)	\$ 202,000.00	\$ 2,137,483.00	\$ 2,137,483.00		\$ -
611124	Planning & Community Development	ARPA - Brook Street Shelter Operations	\$ 764,517.00	\$ 664,517.00	\$ 585,384.83		\$ 79,132.17
611224	Planning & Community Development	ARPA - MHRA Landlord Incentive Program	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00		\$ -
611423	Office of the Mayor	ARPA - Homelessness Response & Emergency Shelter Operations	\$ 398,000.00	\$ 398,000.00	\$ 398,000.00		\$ -
712222	DPW-Highway	ARPA - Neighborhood Environmental Improvement	\$ 792,317.71	\$ 772,317.71	\$ 538,831.33	\$ 60,262.00	\$ 173,224.38
712322	DPW-Facilities	ARPA - City Hall Ventilation Upgrades	\$ 727,499.00	\$ 727,499.00	\$ 727,499.00		\$ -
712422	DPW-Facilities	ARPA - Rines Center Ventilation Upgrades	\$ 350,000.00	\$ 350,000.00	\$ 350,000.00		\$ -
712522	DPW-Highway	ARPA - Clean Water State Revolving Fund Projects	\$ 5,000,000.00	\$ 3,980,000.00	\$ 1,315,232.56	\$ 1,260,103.86	\$ 1,404,663.58
712622	DPW-Highway	ARPA - Revenue Replacement - Roads & Sidewalks	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,014.25	\$ (1,014.25)
810324	Department of Housing Stability	ARPA - Coordinator	\$ 100,000.00	\$ 300,000.00	\$ 133,673.31		\$ 166,326.69
810722	Planning & Community Development	ARPA - Planning and Administrative Support	\$ 1,250,262.38	\$ 850,262.38	\$ 469,613.24		\$ 380,649.14
810724	Planning & Community Development	ARPA - Part Time Planner	\$ 120,000.00	\$ 120,000.00	\$ 58,840.50		\$ 61,159.50
810822	Planning & Community Development	ARPA - Small Business Grants & Program Assistance	\$ 2,000,000.00	\$ 2,000,000.00	\$ 1,891,726.54	\$ 4,309.91	\$ 103,963.55
810825	Office of the Mayor	ARPA - Grant Coordinator	\$ 207,418.25	\$ 207,418.25	\$ 12,393.55		\$ 195,024.70
810922	Economic Development	ARPA - Manchester Economic Development Office	\$ 1,334,286.26	\$ 342,107.71	\$ 342,107.71		\$ (0.00)
810925	Welfare Department	Welfare - ARPA Basic Needs Support	\$ 80,000.00	\$ 80,000.00	\$ -		\$ 80,000.00
811022	Economic Development	ARPA - Branding Strategy Modernization & Promotion	\$ 2,000,000.00	\$ 1,607,140.53	\$ 567,250.36		\$ 1,039,890.17
811024	MEDO	ARPA - 12-Month Pilot Prog. for Cleaning, Maint. Safety & Hospitality Service	\$ 415,000.00	\$ 615,000.00	\$ 371,360.82		\$ 243,639.18
811025	Solicitor's Office	Independent City Auditor	\$ 135,000.00	\$ 135,000.00	\$ -		\$ 135,000.00
811122	Planning & Community Development	ARPA - Community Event and Activation Grants	\$ 1,000,000.00	\$ 582,528.81	\$ 581,882.78		\$ 646.03
811222	Planning & Community Development	ARPA - Affordable Housing Trust Fund - Affordable Housing RFP	\$ 1,500,000.00	\$ -	\$ -		\$ -
811222	Planning & Community Development	ARPA - Affordable Housing Trust Fund - MHRA Acquisition/Rehab.	\$ 1,000,000.00	\$ 400,000.00	\$ 400,000.00		\$ -
811222	Planning & Community Development	ARPA - Affordable Housing Trust Fund - MHRA Landlord Incentive	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00		\$ (0.00)
811322	Finance	ARPA - City Services Fee Waivers	\$ 1,000,000.00	\$ 593,484.38	\$ 593,484.38		\$ -
811422	Finance	ARPA - Revenue Replacement (Budget)	\$ 937,000.00	\$ 5,394,030.07	\$ 5,394,030.07		\$ 0.00
TOTALS			\$ 50,000,524.97	\$ 43,281,853.00	\$ 31,614,549.98	\$ 1,484,970.02	\$ 10,182,333.00

-ATTACHMENT H-

**CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT
QUARTERLY REPORTING INFORMATION**

Project Number: 211725 Project Name: Hope City Church Capital Improvements

Agency Name: Hope City Church

Prepared By: Pastor Juan Rivera

Contact Info: pastorjohn@hopecitynh.org

Reporting Period: 1/1/2025 – 3/31/2025

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$53,900.00	Total Project Expenditure:	\$53,900.00
Previous Quarter Obligation:	\$53,900.00	Previous Quarter Expenditure:	\$0.00
Current Quarter Obligation:	\$0.00	Current Quarter Expenditure:	\$53,900.00

❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

☐ Not Started ☐ Completed less than 50% ☐ Completed 50% or more ☒ Completed

III. Project Service Area/Demographic Distribution - identify whether or not the project is serving an economically disadvantaged community:

☒ Program or service is provided at a physical location in a Qualified Census Tract*

☐ Primary intended beneficiaries live within a Qualified Census Tract*

☐ Not applicable to this Project

**See Map of Qualified Census Tracts on Subrecipient Agreement Attachment G.*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name:

Address:

UEI #:

TIN #:

Award number & name:

Award date:

Award amount: \$

Award type:

Award payment method (reimbursable or lump sum payment(s):

Primary place of performance:

Period of performance - Start date:

End date:

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$

Quarterly expenditure amount: \$

Activity general description:

Demographic Information (if applicable)

Number of New (Unduplicated) Beneficiaries Served This Period 25

Male 20 Female 5 Elderly (>62 Y.O.) 3 Disabled 0

 White

 Native

Hawaiian/Other

Pacific Islander

 American

Indian/Alaskan

 Native

 Hispanic,
Latino, Spanish

 Asian

 Other Multi-Racial

 African American

 <40% AMI

 ≥40%-65% AMI

 <185% FPL%

 ≥185%-300% FPL

Additional performance indicators for corresponding Project as described in Section 2.

V. Project Benchmark Reporting – Please provide the following information in each report (250-word limit)

CIP #21175 – Hope City Church Capital Improvements (EC 2.18)

- Brief description of activities/progress made during this quarter.
- Does this project include a capital expenditure and type of capital expenditure?
- Total expected capital expenditure, including pre-development costs, if applicable.
- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced.
- Brief description of how a recipient's response is related and reasonably proportional to a public health or negative economic impact of COVID-19.

A hot breakfast is served twice a week to approximately 150 people at the facility where the project was completed. Also, at the same facility we serve children once a week a hot meal, fun activities and positive message. We also host a weekly teen gathering of about 20 young people for fun games, a lite meal and positive instruction. The project to replace our broken 100-year-old oil heating system with a new high efficiency natural gas heating system was completed on the first week of October 2024. The total cost of this project was \$53,900. This work was done in the basement of our multi-level brick building. Since then, we have been able to continue our programs to serve our community and keep them safe and warm during the winter season.

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: **211825**

Project Name: **MPAL General Assistance**

Agency Name: **Manchester Police Athletic League**

Prepared By: **John Rainville** Contact Info: jrainville@manchesterpoliceathleticleague.org

Reporting Period: **1/1/2025 – 3/31/2025**

I. Project Invoices and Expenditures

INVOICE DATE	INVOICE AMOUNT
1/24/2025	\$5,268.87
2/23/2025	\$20,558.94
3/25/2025	\$4,125.29

QUARTER TOTAL

\$29,953.10

- ❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV. **N/A**

II. Project Status

☐ Not Started ☒ Completed less than 50% ☐ Completed 50% or more ☐ Completed

- III. Project Service Area/Demographic Distribution** - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
	General Public		
X	Low- or-moderate income households or populations (see chart below)	X	Low-income households and populations (see chart below)
	Households that experienced unemployment	X	Households and populations residing in Qualified Census Tracts*
	Households that experienced increased food or housing insecurity		Households that qualify for certain federal programs ²
	Households that qualify for certain federal programs ¹		Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2022

Household Size	1 Person	2	3	4	5	6	7	8
Low Income	\$25,040	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621
Moderate Income	\$40,690	\$52,260	\$65,880	\$79,500	\$93,120	\$106,740	\$120,360	\$133,980

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

- IV. Subawards of \$50,000 Or more** – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient **N/A**

Agency/Business/Individual Legal Name:

Address:

UEI #: SAM #:

Award number & name:

Award date:

Award amount: Award type:

Award payment method (reimbursable or lump sum payment(s)):

Primary place of performance:

Period of performance - Start date: End date:

Loan expiration date (expected to be paid in full):

Quarterly obligation amount:

Quarterly expenditure amount:

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period Individual Youth =281

Male 200 Female 81 Elderly (>62 Y.O.) _____ Disabled _____

<u>216</u> White	<u> </u> Native Hawaiian/Other Pacific Islander
<u>3</u> American Indian/Alaskan Native	<u>95</u> Hispanic, Latino, Spanish (ethnicity, may identify as more than one racial group)
<u>3</u> Asian	<u>18</u> Other Multi-Racial (or not reported)
<u>41</u> African American	

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

- Brief description of program activities this quarter
- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced
- Brief description of how a recipient's response is related and reasonably proportional to a public health or negative economic impact of COVID-19.
- Indicate if a program evaluation of the project is being conducted

MPAL offers athletic, enrichment, and intervention programs for school-aged youth free of charge. Activities like martial arts, boxing, cooking, and STEM and art programs develop confidence and discipline while encouraging youth to strive for success. Intervention programs target youth failing in school and prone to violent behavior and support them with mentors with similar life experiences. Services benefit youth struggling with poverty, school engagement, and social interaction worsened by the pandemic. Families are supported with free programming that provides a safe haven for youth in high-risk neighborhoods, and community safety is improved by building trust and positive relationships with local law enforcement. Effectiveness of intervention services is being evaluated in collaboration with Manchester Police Department.

- ATTACHMENT G -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 212122

Project Name: Healthy Food Access Strategic Plan & Implementation (EC 2.37)

Agency Name: Health Department

Prepared By: Gabriela Walder/Elaine Michaud

Contact Info:

Reporting Period: 01/01/2025 - 03/31/2025

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$ 319,933	Total Project Expenditure:	\$231,990.44
Previous Quarter Obligation:	\$ 0.00	Previous Quarter Expenditure:	\$ 52,053.97
Current Quarter Obligation:	\$ 0.00	Current Quarter Expenditure:	\$ 23,751.04

- ❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

☐ Not Started ☐ Completed less than 50% ☒ Completed 50% or more ☐ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
	General Public		
	Low- or-moderate income households or populations (see chart below)		Low-income households and populations (see chart below)
	Households that experienced unemployment	X	Households and populations residing in Qualified Census Tracts*
X	Households that experienced increased food or housing insecurity		Households that qualify for certain federal programs ²
	Households that qualify for certain federal programs ¹		Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)

	instruction for a significant period of time		
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2022

Household Size	1 Person	2	3	4	5	6	7	8
Low Income	\$25,040	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621
Moderate Income	\$40,690	\$52,260	\$65,880	\$79,500	\$93,120	\$106,740	\$120,360	\$133,980

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on page 21*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name: City of Manchester, NH

Address: 1 City Hall Plaza, Manchester, NH 03101

UEI #: WXMZXFFQG2C9 SAM #:

Award number & name: Healthy Food Access Strategic Plan & Implementation (EC 2.37)

Award date: August 2021

Award amount: \$319,933 Award type:

Award payment method (reimbursable or lump sum payment(s)): Lump Sum (half of total award)

Primary place of performance: Manchester Health Department

Period of performance - Start date: August 2021 End date: December 2026

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$

Quarterly expenditure amount: \$

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period _____

Male _____ Female _____ Elderly (>62 Y.O.) _____ Disabled _____

_____ White _____ Native Hawaiian/Other Pacific Islander
_____ American Indian/Alaskan Native _____ Hispanic, Latino, Spanish
_____ Asian _____ Other Multi-Racial
_____ African American

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

The creation of a healthy food access strategic plan and implementation fund focused on the HUD-defined Qualified Census Tracts are aligned with the expenditure category of 'Services to Disproportionately Impacted Communities' as it pertains to "households that experienced increased food and housing insecurity" and "investments in neighborhoods to promote improved health outcomes."

During this quarter, the Manchester Health Department (MHD) continued the implementation phase of the Healthy Food Access Plan, focusing on those short-term strategies to improve availability of and accessibility to healthy food and to support stability. Specifically, MHD and multiple community partners continued and completed their work on the following:

- Provided additional funds to the **Manchester School District** (for a total of more than **\$28,000 in funds and materials**) to establish/improve the infrastructure for food pantries at seven (7) school locations, **serving a total of approximately 1500 unique individuals** during the school year;
- Completed funding support totaling **\$49,617.77** for **six (6) community partners - Manchester Boys & Girls Club, Families in Transition, YMCA of Downtown Manchester, Merrimack Valley Assistance Project, Amoskeag Health, and the future Stebbins Community Center** - to create/improve the infrastructure of their food pantries, **serving more than 15,000 individuals annually**;
- Provided **\$14,063** in additional funding for community partner **Manchester Boys & Girls Club** to replace failed commercial convection oven for preparation of hot daily meals for members (**~200 youth daily**);
- Continued to collaborate with **three (3) community partners** to provide immediate funds and future allocation of funds totaling **\$39,600 funding** for **expansion of nutrition education** to targeted populations, including classes for **teens and young adults, families, and older adults, as well as case management services to include in care coordination for patients at higher risk of chronic disease development**.
- Completed collection and analysis of information on public transportation needs for City residents through City-wide survey (260 completed surveys) to assist and facilitate residents' access to healthy foods, and began collaboration with MTA to evaluate and implement potentials solutions.

QUARTERLY REPORTING INFORMATION

Project Number: 212222

Project Name: Healthy Corner Stores Project (EC 2.37)

Agency Name: Health Department

Prepared By: Gabriela Walder/Elaine Michaud

Contact Info:

Reporting Period: 01/01/2025 - 03/31/2025

VI. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$ 572,200.00	Total Project Expenditure:	\$253,856.65
Previous Quarter Obligation:	\$ 0	Previous Quarter Expenditure:	\$ 15,277.55
Current Quarter Obligation:	\$ 0	Current Quarter Expenditure:	\$ 21,195.93

- ❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

VII. Project Status

☐ Not Started ☒ Completed less than 50% ☐ Completed 50% or more ☐ Completed

VIII. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionately Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
	General Public		
	Low- or-moderate income households or populations (see chart below)		Low-income households and populations (see chart below)
	Households that experienced unemployment	x	Households and populations residing in Qualified Census Tracts*
x	Households that experienced increased food or housing insecurity		Households that qualify for certain federal programs ²
	Households that qualify for certain federal programs ¹		Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than		

those listed above (specify in section V.)	
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Income Limits by Household Size – Manchester, NH – 2022

Household Size	1 Person	2	3	4	5	6	7	8
Low Income	\$25,040	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621
Moderate Income	\$40,690	\$52,260	\$65,880	\$79,500	\$93,120	\$106,740	\$120,360	\$133,980

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on page 21*

IX. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name: City of Manchester, NH

Address: 1 City Hall Plaza, Manchester, NH 03101

UEI #: WXMZXFFQG2C9

SAM #:

Award number & name: Community Health Worker Program (EC 2.19)

Award date: August 2021

Award amount: \$ 572,200

Award type:

Award payment method (reimbursable or lump sum payment(s)): Lump Sum (half of total award)

Primary place of performance: Manchester Health Department

Period of performance - Start date: August 2021

End date: December 2026

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$

Quarterly expenditure amount: \$

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period _____

Male _____ Female _____ Elderly (>62 Y.O.) _____ Disabled _____

_____ White _____ Native Hawaiian/Other Pacific Islander
_____ American Indian/Alaskan Native _____ Hispanic, Latino, Spanish
_____ Asian _____ Other Multi-Racial
_____ African American

X. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

During this quarter, through our community partner ORIS (Organization for Refugee and Immigrant Success) Fresh Start Farms, the program continues to work with **two stores from Cohort 1** (Dollar Deluxe and R & E Convenience), **two stores from Cohort 2** (TMC Convenience and La Bonne Semence), and the **first store from Cohort 3** (Himalayas). A sixth store, **Parkside Convenience**, joined the program in January and has completed their first three months. They are now able to use the \$3,500 they have in sales credits towards their next few orders. The overall goal of this new store is to transition from a traditional convenience store to a local market/restaurant.

R & E grocery and La Bonne Semence were both interviewed and appeared in an article in Manchester Ink Link this past February: “Fresh Choice Manchester Program Looks To Bring Fresh Produce to Underserved Neighborhoods” – providing more public exposure to the benefits of the program.

Produce sales from all stores this quarter totaled \$4,262.04. The total sales of fresh produce by all corner stores since the onboarding of the first stores 28 months ago now **exceeds \$38,000**.

Each of the five stores this quarter were offered in-season local crops and provided technical assistance and support as they participated in ongoing food ordering and delivery. Ongoing meetings are being held with three other stores for potential program enrollment. The program goal is to expand the number of participating stores in 2025 (two additional stores), and 2026 (three stores).

QUARTERLY REPORTING INFORMATION

Project Number: 212322

Project Name: Community Health Worker Program (EC 2.19)

Agency Name: Health Department

Prepared By: Gabriela Walder/Elaine Michaud

Contact Info:

Reporting Period: 01/01/2025 - 03/31/2025

XI. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$4,155,080.00	Total Project Expenditure:	\$2,471,808.13
Previous Quarter Obligation:	\$ 0.00	Previous Quarter Expenditure:	\$ 269,650.78
Current Quarter Obligation:	\$ 0.00	Current Quarter Expenditure:	\$ 246,898.11

- ❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

XII. Project Status

☐ Not Started ☐ Completed less than 50% ☒ Completed 50% or more ☐ Completed

XIII. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionately Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

Impacted		Disproportionately Impacted
General Public		
Low- or-moderate income households or populations (see chart below)		Low-income households and populations (see chart below)
Households that experienced unemployment	x	Households and populations residing in Qualified Census Tracts*
Households that experienced increased food or housing insecurity		Households that qualify for certain federal programs ²
Households that qualify for certain federal programs ¹		Households residing in the U.S. territories or receiving services from these governments
For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2022

Household Size	1 Person	2	3	4	5	6	7	8
Low Income	\$25,040	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621
Moderate Income	\$40,690	\$52,260	\$65,880	\$79,500	\$93,120	\$106,740	\$120,360	\$133,980

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on page 21*

XIV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name: City of Manchester, NH

Address: 1 City Hall Plaza, Manchester, NH 03101

UEI #: WXMZXFFQG2C9

SAM #:

Award number & name: Community Health Worker Program (EC 2.19)

Award date: August 2021

Award amount: \$4,155,080

Award type:

Award payment method (reimbursable or lump sum payment(s)): Lump Sum (half of total award)

Primary place of performance: Manchester Health Department

Period of performance - Start date: December 2021

End date: December 2026

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$

Quarterly expenditure amount: \$

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Beneficiaries Served This Period _____

Male _____ Female _____ Elderly (>62 Y.O.) _____ Disabled _____

☐ White
 ☐ Native Hawaiian/Other Pacific Islander
☐ American Indian/Alaskan Native
 ☐ Hispanic, Latino, Spanish
☐ Asian
 ☐ Other Multi-Racial
☐ African American

Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

The Public Health and Safety Team (PHAST) has continued to make a positive impact on the community and community members' overall well-being by **connecting them with needed social services and available benefits**. In addition to providing support to residents in their homes and neighborhoods, PHAST continues to increase access to their services by collaborating with other organizations supporting Manchester residents and having **team members available on-site** weekly at the Centro Latino. The team also continues its work with the Manchester Police Department Crisis Response Unit (CRU) every Tuesday, in which a CHW works with a police officer to follow up with recently overdosed residents.

PHAST also continues its **partnership and collaboration** with:

- Manchester Police Department (MPD), providing response and support to residents contacting MPD for matters not involving safety/security issues;
- Meals on Wheels (MOW), providing wellness checks for Manchester MOW clients who do not respond when scheduled deliveries are made (formerly the responsibility of the MPD);
- Manchester Housing & Development Authority (MHRA), providing wellness checks, service coordination and other support to MHRA tenants.

Since the program's implementation in December 2021, the PHAST team has **served 1,571 community members**, including **187** community members newly served this quarter, while the team continued to work with existing clients. Many clients are receiving assistance multiple times due to their needs. Since October 2022, PHAST members have had **3,977 one-on-one encounters (635 this quarter)** with both new and existing clients. From those interactions, **2,789 referrals to external organizations (227 this quarter)** for services and assistance were made. The purpose of these referrals included, but were not limited to, educational supports and services, financial needs, housing, health care referrals, food insecurity supports, and mental health support. The total number of **MOW wellness checks** PHAST has performed to date is **450, with 36 this quarter**. Five MPD frequent-callers were supported by PHAST, and the PHAST members joined the MPD's CRU meeting once a week.

2025 (1 st Quarter) Clients by Ward														
Ward	1	2	3	4	5	6	7	8	9	10	11	12	Unknown	Total
	4	16	51	37	66	7	24	21	18	41	21	22	30	358

The grant also funds two Community Health Nurses (1.8 FTE) providing home-based clinical care, education, and resources to high-risk expectant mothers through the MHD's Healthy Start program. Since July 2022, a total of **231 patient referrals (43 this quarter)** have been received from Amoskeag Health providers resulting in over **414 home visits (64 this quarter)** along with **50 telephone consultations** this quarter alone. The Healthy Start program also provides diaper bags and infant care items to those clients in emergent/urgent need of supplies to care for their child(ren), with **31 families** receiving those items this quarter.

MHD continues to maintain its Caring Cupboard filled with ***items to meet urgent/emergent client needs for basic necessities*** (diapers, infant care items, personal hygiene and safety items, first aid kits, cleaning supplies, etc.) for PHAST and Healthy Start team members to distribute to clients who require critical assistance. PHAST members provided such items to **more than a dozen families** this quarter. Finally, MHD continues to distribute ***child safety car seats*** to families in need, in collaboration with MPD, through the car seat safety program where PHAST members and MPD are certified to properly fit and install car seats with appropriate child safety education for the families.

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 212422

Project Name: *Ready, Set, LAUNCH*

Agency Name: *Amoskeag Health*

Prepared By: *Michelle Wnek/Heather Mckinnon*

Contact Info:

mwnek@AmoskeagHealth.org/ hmckinnon@amoskeaghealth.org

Reporting Period: *1.1.25-3.31.25*

I. Project Invoices and Expenditures

INVOICE DATE	INVOICE AMOUNT
December 2024 (submitted in January 2025, paid in February 2025)	\$25,428.92
January 2025 (submitted in February 2025, paid in March 2025)	\$25,428.28
February 2025 (submitted in March 2025, paid in March 2025)	\$14,191.33

QUARTER TOTAL

\$65,048.53

- ❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

☐ Not Started ☒ Completed less than 50% ☐ Completed 50% or more ☐ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this

project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
	General Public		
	Low- or-moderate income households or populations (see chart below)		Low-income households and populations (see chart below)
	Households that experienced unemployment		Households and populations residing in Qualified Census Tracts*
	Households that experienced increased food or housing insecurity		Households that qualify for certain federal programs ²
	Households that qualify for certain federal programs ¹		Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2022

<i>Household Size</i>	<i>1 Person</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
<i>Low Income</i>	\$25,040	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621
<i>Moderate Income</i>	\$40,690	\$52,260	\$65,880	\$79,500	\$93,120	\$106,740	\$120,360	\$133,980

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name: Behavioral Health Improvement Institute Keene State College

Address: 5 Chenell Drive, Suite 301, Concord, NH 03301

UEI #: UDDNE26Q4JH1, DV3PJ2NRLKC5, and K7L3KXX4EV44 SAM #: K7L3KXX4EV44

Award number & name: Ready Set LAUNCH

Award date: 01/01/2022

Award amount: \$159,525.00 Award type: Contract

Award payment method (reimbursable or lump sum payment(s)): fixed price contract/lump sum

Primary place of performance: remote/virtual

Period of performance - Start date: 01/01/2022 End date: 12/31/2026

Loan expiration date (expected to be paid in full): n/a

Quarterly obligation amount: \$7,976.25

Quarterly expenditure amount: \$7,976.25 (includes the amounts in the December 2024 and January 2025 invoices)

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period 87

Male 54 Female 32 Elderly (>62 Y.O.) 0 Disabled 0

<u>63</u> White	<u>0</u> Native Hawaiian/Other Pacific Islander
<u>0</u> American Indian/Alaskan Native	<u>20</u> Hispanic, Latino, Spanish (ethnicity, may identify as more than one racial group)
<u>7</u> Asian	<u>0</u> Other Multi-Racial
<u>9</u> African American	

I. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced
- Brief description of how a recipient's response is related and reasonably proportional to a public health or negative economic impact of COVID-19.
- Indicate if a program evaluation of the project is being conducted

- Indicate if a program evaluation of the project is being conducted

In total, 87 infants were born this quarter. Each of these families was offered a home visit. Of those 87 families, 52 initially consented to a home visit; the acceptance rate is higher than the previous quarter. Seventeen families who had a newborn, consented to, and received a home visit during the quarter; the completion rate is 33%, which is consistent with the average completion rate over time. An additional 12 home visits occurred during the quarter that were either scheduled or rescheduled from previous quarters. A grand total of 29 home visits were provided during the quarter.

Eight of the 29 families experienced hardship resulting in basic unmet needs and 17 referrals were made on their behalf. No families this quarter received brief navigator intervention or crisis intervention. All eight families needed support with income or employment. Four families were identified as needing support with income and employment and home and housing. Four referrals were made to Waypoint for parent education and support and three were made to the New Hampshire Food Bank for SNAP enrollment. Two referrals were made to the local Community Action Program, and one was made to Our Place.

This quarter, we have made significant strides in enhancing the Ready Set LAUNCH program through the ongoing implementation of ASQ screenings. These developmental assessments are centered on promoting cognitive and social-emotional growth for infants aged 0 to 1 at our clinic. Our primary objective is to evaluate each infant's developmental progress while empowering parents to better understand and celebrate their child's milestones. We successfully completed 15 ASQ screenings this quarter.

In addition to the screenings, our staff engaged in an ASQ cohort with fellow ASQ providers. This collaboration allowed us to reflect on our current practices and explore new strategies to conduct ASQ assessments effectively in our clinic, ensuring that we provide the best support possible for caregivers and their children aged 0-1.

During this quarter, training continued for our current newborn navigator, who started in November 2023. This quarter, she completed multiple training sessions, including the CHW advanced program, earning a certification.

In 2024, the RSL team introduced Enhanced Navigation, a program designed to offer participants in the RSL program the opportunity to receive up to three additional home visits. Families may qualify for Enhanced Navigation if they meet one of the following criteria:

1. The caregiver reports a language barrier that inhibits access to services.
2. The caregiver faces challenges with mental health or motivation, affecting their ability to perform typical activities.
3. The family's needs are identified as complex.

In the first quarter (Q1), no families were enrolled in the Enhanced Navigation program, even though 17 families were identified as eligible to participate. Several factors contributed to this lack of enrollment:

To support the enhanced navigation process, additional training sessions will be conducted in the second quarter (Q2) to review and improve existing navigation procedures. Throughout this quarter, caregivers demonstrated resistance to accepting additional services. This reluctance may stem from

various factors related to changes in state and federal resources, which have deterred families from seeking out new services.

The Newborn Navigator will continue training in motivational interviewing techniques to engage families more effectively and help them feel more comfortable accepting additional assistance.

It is important to note that many families who declined participation in the Enhanced Navigation program were already receiving case management services through Amoskeag Health. This existing support may have led these families to feel that they did not require further assistance.

By addressing these specific challenges, we aim to improve enrollment rates in the Enhanced Navigation program and better serve families in need.

The dollar amount of the total project spending that is allocated towards evidence-based interventions

- Indicate if a program evaluation of the project is being conducted

We track RSL documentation, data, and performance metrics through a custom-built Quickbase database built by our external evaluator, the Behavioral Health Improvement Institute at Keene State College. Ready, Set, LAUNCH provided outreach to 87 newborns and their caregiver(s) between 1/1/25 and 3/31/25, with 52 (60%) consenting to a home visit. Seventeen infants were born *and* received a home visit within the quarter; an additional 12 home visits occurred in the quarter for a grand total of 29. From January-March, 53% (n=9) of families that received a home visit resided within disproportionately impacted census tracts. This is a significant increase over the last quarter.

Thirty-three family needs assessments were entered in the last quarter. This number includes needs assessments that were entered as part of the previous quarter's birth and home visit count. Across the thirty-three, zero brief navigator interventions or crisis referrals occurred. Seventeen referrals were made for additional professional services. The referrals for additional professional services addressed the following needs: income and employment (10), home and housing (6), childcare (2) mental health (2), healthcare (2), and infant crying (1). Referrals were made to partners at Amoskeag Health, Southern New Hampshire Services, Manchester Diaper Pantry, and New Hampshire Food Bank.

After completion of a home visit, all families are asked to complete the Caregiver Satisfaction Survey administered through Qualtrics via a text or email link. The survey was developed by our external evaluator and measures the respondent's experience of the home visit via 5-point Likert scale (1=Not at All, 5=Completely) and write-in responses. During this quarter, six families responded to the survey. The average score across all surveys was 19 out of 20.

Five families responded to an open-ended survey question about what was most helpful about the home visit. Most responded that the resources and information provided was the most helpful thing about the visit. One respondent mentioned "Advised of local supportive programs like diaper drives and mom groups we did not know existed." When asked about what would make the program better, three responded, with two notes of encouragement and one suggestion "Everything it's perfect but it will be great if you could give more visits for the newborn so she could see the baby growing at least 3 more visits in the first year of life!"

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: **310022**

Project Name: **Job Resource Coaching & Higher Education Partnership (EC 2.7)**

Agency Name: **Southern New Hampshire University**

Prepared By: **Meredith Albuquerque**

Contact Info: **M.Albuquerque@snhu.edu**

Reporting Period: **January 1, 2025 – March 31, 2025**

I. Project Invoices and Expenditures

INVOICE DATE	INVOICE AMOUNT
3/31/2025	\$12,864.00

QUARTER TOTAL

\$12,864.00

❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

☐ Not Started ☐ Completed less than 50% ☒ Completed 50% or more ☐ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population

primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
	General Public		
X	Low- or-moderate income households or populations (see chart below)		Low-income households and populations (see chart below)
	Households that experienced unemployment	X	Households and populations residing in Qualified Census Tracts*
	Households that experienced increased food or housing insecurity		Households that qualify for certain federal programs ²
	Households that qualify for certain federal programs ¹		Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2022

Household Size	1 Person	2	3	4	5	6	7	8
Low Income	\$25,040	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621
Moderate Income	\$40,690	\$52,260	\$65,880	\$79,500	\$93,120	\$106,740	\$120,360	\$133,980

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name: Duet, Inc

Address: 50 Milk St. 6th Floor, Boston, MA 02019

UEI #:

SAM #:

Award number & name:

Award date:

Award amount: Award type:

Award payment method (reimbursable or lump sum payment(s)): Cost-Reimbursable

Primary place of performance: Boston, MA

Period of performance - Start date: 10/10/22

End date: 12/31/26

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$

Quarterly expenditure amount: \$

Activity general description: Scholarship

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period 1

Male X Female _____ Elderly (>62 Y.O.) _____ Disabled _____

_____ White _____ Native Hawaiian/Other Pacific Islander

_____ American Indian/Alaskan Native _____ Hispanic, Latino, Spanish

X Asian _____ Other Multi-Racial

_____ African American

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

- Overall number of students served by the Program
- Number/Percentage of students whose home residence is located on a Qualified Census Tract (addresses to be cross-referenced with Attachment G).
- Number of individuals participating in sectoral job training activities (by sector/major of study).

- Number of individuals completing sectoral job training activities (by sector/major of study).

	Overall Number of Students Served by Program	50 25 SNHU (22 Currently Enrolled) 25 Duet (7 Graduates)
2.	Number/Percentage of students whose home residence is located in a Qualified Census Tract	11/49
3.	Number of individuals participating in sectoral job training activities (by sector/major of study)	Communication: 2 Creative Writing: 1 Ed for Licensure: 2 Psychology: 1 Business Administration: 16 Construction Management: 1 Computer Science: 3 Electrical Engineering: 1 Economics and Finance: 1 Game Art and Interactive Design: 1 Information Technology: 1 Justice Studies: 4 Public Administration: 1 Healthcare Management: 5
4.	Number of individuals completing sectoral job training activities (by sector/ major of study)	All SNHU students have completed PCC-201, which helps students prepare their resumes, cover letters, LinkedIn Profiles, and introduces them to various industries they can work in. Additionally, all SNHU students have met with a Career Development Council to discuss internship and job opportunities

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 410122

Project Name: Law Enforcement Support for Violent Crime Reduction/Prevention (EC 3.16)

Agency Name: Police Department

Prepared By: Lt. Patrick Houghton

Contact Info: phoughton@manchesternh.gov

Reporting Period: October 1, 2024 – December 31, 2024

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$ 2,708,333.33	Total Project Expenditure:	\$2,119,956.80
Previous Quarter Obligation:	\$ 0.00	Previous Quarter Expenditure:	\$ 213,454.30
Current Quarter Obligation:	\$ 0.00	Current Quarter Expenditure:	\$ 65,350.48

❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

☐ Not Started ☐ Completed less than 50% ☒ Completed 50% or more ☐ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted	Disproportionately Impacted
☒	General Public	
☐	Low- or-moderate income households or populations (see chart below)	Low-income households and populations (see chart below)
☐	Households that experienced unemployment	Households and populations residing in Qualified Census Tracts*
☐	Households that experienced increased food or housing insecurity	Households that qualify for certain federal programs ²

	Households that qualify for certain federal programs ¹	Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time	Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)	

Income Limits by Household Size – Manchester, NH – 2022

Household Size	1 Person	2	3	4	5	6	7	8
Low Income	\$25,040	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621
Moderate Income	\$40,690	\$52,260	\$65,880	\$79,500	\$93,120	\$106,740	\$120,360	\$133,980

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name:

Address:

UEI #:

SAM #:

Award number & name:

Award date:

Award amount: \$

Award type:

Award payment method (reimbursable or lump sum payment(s)):

Primary place of performance:

Period of performance - Start date: End date:

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$

Quarterly expenditure amount: \$

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period _____

Male _____ Female _____ Elderly (>62 Y.O.) _____ Disabled _____

_____ White	_____ Native Hawaiian/Other Pacific Islander
_____ American Indian/Alaskan Native	_____ Hispanic, Latino, Spanish
_____ Asian	_____ Other Multi-Racial
_____ African American	

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

- Does this project include a capital expenditure and type of capital expenditure?
 - No
- Total expected capital expenditure, including pre-development costs, if applicable.
 - N/A
- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced.
 - Manchester Police conduct foot patrols in gun violence hot spot areas, all of which are in ARP Eligible Census Tracts. These are area with chronic gun violence problems.
 - Manchester Police is also supporting a youth Intervention Programing Coordinator to assist with program design and implementation of interventions for at-risk youth at the Manchester Police Athletic League.
- Brief description of how a recipient's response is related and reasonably proportional to a public health or negative economic impact of COVID-19.

- During COVID-19, gun violence increased significantly. This was likely due to the social implications of the pandemic. Foot patrols are deployed as both a crime reduction and community engagement measure. To-date, officers had over 9,200 community contacts while conducting foot patrols. During this reporting period, the foot patrols were paused, but will begin again after the winter months. Additionally, dedicated resources have been allotted to investigate violent crime. Over 517 violent crime cases have received over 4,200 hours in additional investigative effort by detectives. The added resources have resulted in over 220 arrests of violent offenders, 86 firearms seized and significant numbers of crime guns recovered. Importantly, clearance rates for these offenses has increased. Most significantly, during the reporting period, there has been a continued decline in gun violence in Manchester. Quarter 1 of 2024 saw a 3% decline in all gun crimes compared to the 3-year average, and a 10% decline in gunfire incidents compared to the 3-year average. Importantly Quarter 1 also saw a 10% decline in non-fatal shootings in Manchester compared to prior years. This is a continued decline in non-fatal shooting incidents in Manchester.
- The dollar amount of the total project spending that is allocated towards evidence-based interventions.
 - \$2,708,333.33
- Indicate if a program evaluation of the project is being conducted
 - Manchester Police is conducting program evaluation of this effort.

- ATTACHMENT G -

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 410125

Project Name: Police Mental Health Clinician (EC 1.12)

Agency Name: Manchester Police Department

Prepared By: Kristy Goodman

Contact Info: kgoodman@manchesternh.gov

Reporting Period: January 1 - March 31, 2025

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$ 109,000.00	Total Project Expenditure:	\$ 61,712.81
Previous Quarter Obligation:	\$ 0.00	Previous Quarter Expenditure:	\$ 35,471.80
Current Quarter Obligation:	\$ 0.00	Current Quarter Expenditure:	\$ 17,803.80

❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

___ Not Started X Completed less than 50% ___ Completed 50% or more ___ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
X	General Public		
	Low- or-moderate income households or populations (see chart below)		Low-income households and populations (see chart below)
	Households that experienced unemployment	X	Households and populations residing in Qualified Census Tracts*
	Households that experienced increased food or housing insecurity		Households that qualify for certain federal programs ²

	Households that qualify for certain federal programs ¹		Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2022

<i>Household Size</i>	<i>1 Person</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
<i>Low Income</i>	\$25,040	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621
<i>Moderate Income</i>	\$40,690	\$52,260	\$65,880	\$79,500	\$93,120	\$106,740	\$120,360	\$133,980

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name:

Address:

UEI #:

SAM #:

Award number & name:

Award date:

Award amount: \$

Award type:

Award payment method (reimbursable or lump sum payment(s)):

Primary place of performance:

Period of performance - Start date: _____ End date: _____

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$ _____

Quarterly expenditure amount: \$ _____

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period _____

Male _____ Female _____ Elderly (>62 Y.O.) _____ Disabled _____

_____ White _____ Native Hawaiian/Other Pacific Islander
_____ American Indian/Alaskan Native _____ Hispanic, Latino, Spanish
_____ Asian _____ Other Multi-Racial
_____ African American

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

- Does this project include a capital expenditure and type of capital expenditure?
 - No
- Total expected capital expenditure, including pre-development costs, if applicable.
 - N/A
- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced.

Embedding a full time licensed clinical mental health clinician within Manchester Police Department will greatly enhance the mental health support service available to our personnel, especially during and after crises like the COVID-19 pandemic. Here's how an embedded licensed clinician can address the mental health and wellness needs of the employees of the MPD:

1. Offering Confidential Support.
2. Psychoeducation and Coping Strategies.
3. Trauma Informed Care.

4. Peer Support Programs.
5. Regular Check-ins and Wellness Consultations.
6. Stigma Reducing Efforts.
7. Collaboration with Leadership and Existing Support Services.
8. Community Resource Referral.

- Brief description of how a recipient's response is related and reasonably proportional to a public health or negative economic impact of COVID-19.

The COVID-19 pandemic significantly impacted societies worldwide, especially frontline responders like the Manchester Police Department (MPD). Our officers and staff faced unique challenges, balancing their professional duties with the personal toll the pandemic took on their families and society. First responders, already at higher risk for mental health issues, experienced even greater stress during this unprecedented crisis. The pandemic exacerbated mental health struggles, leading to increased rates of anxiety, depression, and PTSD among law enforcement personnel.

Chief Peter Marr prioritizes the mental health and wellness of MPD employees, recognizing its direct correlation to the ability to perform essential duties. Officers and staff in good physical and mental condition are better able to ensure the safety of the public, themselves, and their colleagues. Between 2020 and 2023, 336 MPD employees contracted COVID-19 or self-quarantined, leading to significant social, economic, and emotional impacts. These challenges, compounded by the nature of policing, also affected the broader community.

The rise in gun crime during the pandemic further emphasized the need for a comprehensive response, combining public health measures, economic support, community policing, and mental health resources. Collaboration among city and state governments, MPD, and community partners helped mitigate the impact of the pandemic on public safety. Prioritizing the well-being of our personnel ensures they are resilient and equipped to meet the public safety needs of our city, fostering stronger community relations and public trust.

- The dollar amount of the total project spending that is allocated towards evidence-based interventions.
 - \$109,000 (Total amount)

Citations:

1. Police Executive Research Forum. 2021. *Promising Strategies for Strengthening Police Department Wellness Programs: Findings and Recommendations from the Officer Safety and Wellness Technical Assistance Project*. Washington, DC: Office of Community Oriented Policing Services.
2. Colleen Copple, James Copple, Jessica Drake, Nola Joyce, Mary-Jo Robinson, Sean Smoot, Darrel Stephens and Roberto Villasenor. 2019. *Law Enforcement Mental health and Wellness Programs; Eleven Case Studies*. Washington, DC. Office of Community Oriented Policing Services.

3. Spence, Deborah L., Mellissa Fox, Gilbert C. Moore, Sarah Estill, and Nazmia, E.A. Comerie. 2019. *Law Enforcement Mental Health and Wellness Act: Report to Congress*. Washington, DC. Department of Justice
- Indicate if a program evaluation of the project is being conducted
 - N/A

**CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT**

QUARTERLY REPORTING INFORMATION

Project Number: 410222

Project Name: ACERT Program (EC 2.13)

Agency Name: Amoskeag Health

Prepared By: Skylar Bottcher

Contact Info: 513-642-1643

Reporting Period: January 1st- March 31st, 2025

I. Project Invoices and Expenditures

Date Received	Reconciliation Period	INVOICE AMOUNT
8/4/23	July Expenses	\$46,126.43
9/12/23	August Expenses	\$18,567.88
10/10/23	September Expenses	\$35,325.36
11/8/23	October Expenses	\$27,846.88
12/12/23	November Expenses	\$36,749.31
1/5/24	December Expenses	\$35,898.68
2/8/24	January Expenses	\$23,439.58
3/7/24	February Expenses	\$52,565.77
4/10/24	March Expenses	\$36,088.16
5/10/24	April Expenses	\$21,941.29
6/6/24	May Expenses	\$34,548.66
7/15/24	June Expenses	\$34,545.02
8/12/24	July Expenses	\$76,013.28
9/10/24	August Expenses	\$34,935.78
10/7/24	September Expenses	\$27,257.65
11/8/24	October Expenses	\$33,973.52
1/15/24	November Expenses	\$27,105.20
1/15/24	December Expenses	\$33,142.53
4/10/25 Reconciliation Date	January Expenses	\$20,792.18
4/10/25 Reconciliation Date	February Expenses	\$84,172.61

4/10/25 Reconciliation Date	March Expenses	\$4,085.31
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QUARTER TOTAL: January- March
\$109,050.10

- ❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

___ Not Started ___ Completed less than 50% X Completed 50% or more ___ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionately Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
X	General Public		
X	Low- or-moderate income households or populations (see chart below)		Low-income households and populations (see chart below)
	Households that experienced unemployment	X	Households and populations residing in Qualified Census Tracts*
	Households that experienced increased food or housing insecurity		Households that qualify for certain federal programs ²
	Households that qualify for certain federal programs ¹		Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2022

Household Size	1 Person	2	3	4	5	6	7	8
Low Income	\$25,040	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621
Moderate Income	\$40,690	\$52,260	\$65,880	\$79,500	\$93,120	\$106,740	\$120,360	\$133,980

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on page 21*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name: YWCA-New Hampshire

Address: 72 Concord St. Manchester, NH 03103

UEI #:FWVEAJGAMHR3

SAM #:N/A

Award number & name: CIP #410222 ACERT Program (EC 3.8)

Award date: October 2021

Award amount: \$320,749.62 Award type: Contract

Award payment method (reimbursable or lump sum payment(s)): Reimbursable

Primary place of performance: YWCA-NH and Manchester Police Department

Period of performance - Start date: January 2022

End date: December 2026

Loan expiration date (expected to be paid in full): December 31, 2026

Quarterly obligation amount: \$N/A

Quarterly expenditure amount: \$44,229.97

Activity general description:

The YWCA is one of three core partner organizations involved with the day-to-day core operations of ACERT. The YWCA provides two family advocates, who collectively put in 40 hours per week (20 hours per individual) to provide case management to families identified by ACERT. The YWCA also provides domestic violence specific supports and services to families referred through the program.

Agency/Business/Individual Legal Name: Keene State College, Behavioral Health Improvement Institute (BHII)

Address: 51 College Road, Room 109, University of New Hampshire, Durham, NH 03824

UEI #:UDDNE26Q4JH1, DV3PJ2NRLKC5, K7L3KXX4EV44

SAM #: N/A

Award number & name: CIP #410222 ACERT Program (EC 3.8)

Award date: October 2021

Award amount: \$415,027.50 Award type: Fixed Price Contract

Award payment method (reimbursable or lump sum payment(s)): Reimbursable

Primary place of performance: Keene State College, BHII

Period of performance - Start date: October 2021

End date: December 2026

Loan expiration date (expected to be paid in full): December 31, 2026

Quarterly obligation amount: \$N/A

Quarterly expenditure amount: \$ 19,763.19

Activity general description:

The Behavioral Health Improvement Institute (BHII) at Keene State College is serving as our external evaluator. This quarter, BHII helped us articulate our logic model and workflow as prerequisites for developing an ACERT logic model, fidelity measure, and custom-built data platform using QuickBase. QuickBase is a secure, cloud-based, FERPA- and HIPAA-compliant online data platform in which all ACERT case documentation and performance measures will be entered and stored. Measures will fall into one of two categories: 1) capacity development and 2) victim and child welfare support.

Agency/Business/Individual Legal Name: UpReach Therapeutic Equestrian Center

Address: 153 Paige Hill Road, Goffstown, NH 03045

UEI #: SKEGKBCYFWV8

SAM #: N/A

Award number & name: CIP #410222 ACERT Program (EC 3.8)

Award date: October 2021

Award amount: \$138,369.00 Award type: Contract

Award payment method (reimbursable or lump sum payment(s)): Reimbursable

Primary place of performance: UpReach Therapeutic Equestrian Center

Period of performance - Start date: January 2022

End date: December 2026

Loan expiration date (expected to be paid in full): December 31. 2026

Quarterly obligation amount: \$N/A

Quarterly expenditure amount: \$11,572.30

Activity general description:

UpReach Therapeutic Equestrian Center provides evidence-informed therapeutic programming to children and families referred through ACERT.

Agency/Business/Individual Legal Name: Waypoint

Address: 99 Hanover St. Manchester, NH 03101

UEI #: QX4YNCN4JYK5

SAM #:N/A

Award number & name: CIP #410222 ACERT Program (EC 3.8)

Award date: October 2021

Award amount: \$64,134.00

Award type: Contract

Award payment method (reimbursable or lump sum payment(s)): Reimbursable

Primary place of performance: Waypoint

Period of performance - Start date: January 2022

End date: December 2026

Loan expiration date (expected to be paid in full): December 2026

Quarterly obligation amount: \$N/A

Quarterly expenditure amount: \$_ 1,496.53

Activity general description:

Waypoint provides evidence-based home visiting services and other family support resources to families referred through ACERT.

Demographic Information (if applicable):

Reporting Period: January 1, 2025 – March 31, 2025

Number of New (Unduplicated) Households Served This Period __66__

Male _56__ Female _87__ Other ____ Blank_35_ Elderly (>62 Y.O.) _4_ Disabled ____

108 White

__0__ Native Hawaiian/Other Pacific Islander

__0__ American Indian/Alaskan Native

__42__ Hispanic, Latino, Spanish

__1__ Asian

__0__ Other Multi-Racial

_5__ African American

__10__ Unknown

*34 individuals' race was not identified

- I. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)
- Brief description of how a recipient’s response is related and reasonably proportional to a public health or negative economic impact of COVID-19.

Families continue to face negative public health and economic impacts as a result of COVID-19. The global pandemic has exacerbated the rates of children exposed to violence and other adverse experiences in Manchester and statewide. From January 1, 2025, through March 31, 2025, the ACERT team received 340 incidents from the Manchester Police Department where at least one juvenile was present during a traumatic incident resulting in a police response. The most common incident types were juvenile calls for service (89; when a juvenile requests law enforcement assistance or intervention), verbal argument (69; a loud, oral disagreement), and domestics without crime (49; incidents within a familial or domestic relationship where no criminal offense has been committed). Home visits are an essential service the ACERT team provides, during which one police officer and one family advocate visit the households of the youth involved in a police-involved incident. During the home visits, the ACERT team educates the families about ACEs and HOPE (healthy outcomes from positive experiences) and seeks consent for ACERT services. From January 1st through March 31st, the ACERT team conducted home visits involving 178 individuals in 66 households. Referrals to community partners are provided to those families that consent to services. From January 1st through March 31st, 154 referrals to services designed to mitigate the negative effects of trauma were made on behalf of 50 households consisting of 69 adults and 70 children.
 - Indicate if a program evaluation of the project is being conducted.
 - The Behavioral Health Improvement Institute (BHII) at Keene State College is our external evaluator. This quarter, we continued the use of the ACERT database and case management system for families receiving services through ACERT. The ACERT database is developed in Quickbase, a secure, cloud-based FERPA- and HIPPA-compliant online data platform in which all ACERT case documentation and performance measures are entered and stored. Measures fall into one of two categories: 1) capacity development and 2) victim and child welfare support. Both the capacity development and victim and child welfare portions of the database are complete and partnering service provider agencies were securely receiving and tracking ACERT referrals as well as communicating referral outcomes via the database.

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 410224

Project Name: *Crime Analysts (EC 2.18)*

Agency Name: *Police Department*

Prepared By: *Patrick Houghton*

Contact Info: *phoughton@manchesternh.gov*

Reporting Period: January 1, 2025 – March 31, 2025

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$ 450,000.00	Total Project Expenditure:	\$322,361.97
Previous Quarter Obligation:	\$ 0.00	Previous Quarter Expenditure:	\$ 47,670.51
Current Quarter Obligation:	\$ 0.00	Current Quarter Expenditure:	\$ 70,363.41

❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

___ Not Started ___ Completed less than 50% X Completed 50% or more ___ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
☒	General Public	☐	
☐	Low- or-moderate income households or populations (see chart below)	☐	Low-income households and populations (see chart below)
☐	Households that experienced unemployment	☒	Households and populations residing in Qualified Census Tracts*
☐	Households that experienced increased food or housing insecurity	☐	Households that qualify for certain federal programs ²
☐	Households that qualify for certain federal programs ¹	☐	Households residing in the U.S. territories or receiving services from these governments

	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2022

<i>Household Size</i>	<i>1 Person</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
<i>Low Income</i>	\$25,040	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621
<i>Moderate Income</i>	\$40,690	\$52,260	\$65,880	\$79,500	\$93,120	\$106,740	\$120,360	\$133,980

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name:

Address:

UEI #:

SAM #:

Award number & name:

Award date:

Award amount: Award type: Direct payment

Award payment method (reimbursable or lump sum payment(s)):

Primary place of performance:

Period of performance - Start date: _____ End date: _____

Loan expiration date (expected to be paid in full): _____

Quarterly obligation amount: \$ _____

Quarterly expenditure amount: \$ _____

Activity general description: _____

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period _____

Male _____ Female _____ Elderly (>62 Y.O.) _____ Disabled _____

_____ White _____ Native Hawaiian/Other Pacific Islander
_____ American Indian/Alaskan Native _____ Hispanic, Latino, Spanish
_____ Asian _____ Other Multi-Racial
_____ African American

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

- Number of FTEs hired under this program’s authority.
 - Manchester Police has hired 2 full-time Crime Analysts to support the Real Time Crime Center.
- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced.
 - Two Analysts will be assigned to the “Real Time Crime Center”, which will operate within the Communications Division. These analysts will primarily work on supporting the law enforcement response to in-progress violent crime calls through Intelligence and Information gathering. Additionally, analysts will support suspect / person of interest risk assessments, creation of a daily crime bulletin, and tracking of crime incidents in real time to assist with resource deployment and police responses. One aspect will be the real-time tracking of overdoses to identify spikes as they occur and public health partners can be notified to respond appropriately. This pilot project was created to assist the City of Manchester respond to increases in violent crime that, in part, were the result of the Covid-19 pandemic and coinciding negative economic impact experienced.
 -
- Brief description of how a recipient’s response is related and reasonably proportional to a public health or negative economic impact of COVID-19.
 - After the onset of the Covid-19 pandemic, Manchester experienced an increase in Violent Crime of nearly 13%. Specifically, gun crimes increased in the City where gunfire incidents increased in 2020 and 2022. A more detailed examination of non-fatal shootings also identified increases in non-fatal shootings in 2020 and

2021. The above description of the structure and objectives of this program are part of the overall response to reducing and preventing violent crime. Skilled crime analysts, in a real-time setting help to ensure prolific offenders are identified, crime spikes are identified before they become chronic, and additional capacity to make data-driven decisions in response to violent crime in Manchester.

- The dollar amount of the total project spending that is allocated towards evidence-based interventions.
 - \$450,000.
- Indicate if a program evaluation of the project is being conducted
 - A program evaluation is being conducted. A pre-survey has been conducted within the department, which will be followed up at 6-months and 12-months. This survey will help assess the impact of the analysts on response to violent crime. Additionally, daily tasks of the Analysts are being tracked to assess the overall work of the analysts and how it impacts calls and crimes in real time.

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 410322

Project Name: *Director of Homelessness Initiatives*

Agency Name: *Office of the Mayor*

Prepared By: *Irina Owens*

Contact Info: 603-792-3859

Reporting Period: *January 1, 2025 – March 31, 2025*

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$ 251,427.94	Total Project Expenditure:	\$ 76,568.96
Previous Quarter Obligation:	-\$ 88,572.06	Previous Quarter Expenditure:	\$ 24,942.34
Current Quarter Obligation:	\$ 0.00	Current Quarter Expenditure:	\$ 25,095.35

❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

☐ Not Started ☒ Completed less than 50% ☐ Completed 50% or more ☐ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
	General Public		
	Low- or-moderate income households or populations (see chart below)	x	Low-income households and populations (see chart below)
	Households that experienced unemployment		Households and populations residing in Qualified Census Tracts*
x	Households that experienced increased food or housing insecurity		Households that qualify for certain federal programs ²

	Households that qualify for certain federal programs ¹		Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2024

<i>Household Size</i>	<i>1 Person</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
<i>Low Income</i>	\$40,050	\$45,800	\$51,500	\$57,200	\$61,800	\$66,400	\$70,950	\$75,550
<i>Moderate Income</i>	\$64,050	\$73,200	\$82,350	\$91,500	\$98,850	\$106,150	\$113,500	\$120,800

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name:

Address:

UEI #:

SAM #:

Award number & name:

Award date:

Award amount: \$ Award type:
Award payment method (reimbursable or lump sum payment(s)):
Primary place of performance:
Period of performance - Start date: End date:
Loan expiration date (expected to be paid in full):
Quarterly obligation amount: \$
Quarterly expenditure amount: \$
Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period 61

Male 46 Female 15 Elderly (>62 Y.O.) 9 Disabled 61

51 White 0 Native Hawaiian/Other Pacific Islander
0 American Indian/Alaskan Native 2 Hispanic, Latino, Spanish
1 Asian 3 Other Multi-Racial
4 African American

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

****Will be paid through ARPA beginning 7/1/24.**

- Does this project include a capital expenditure and type of capital expenditure?
No
- Total expected capital expenditure, including pre-development costs, if applicable.
- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced.
 - The primary goal of this position is to coordinate and oversee the City’s efforts in addressing homelessness, including the mitigation of homeless encampments and the oversight of the City’s shelter and Engagement Center. The role involves fostering strong partnerships with various stakeholders such as City employees, business and community groups, State and Federal officials, and the media. A key responsibility is to develop and implement effective communication strategies, ensuring that information about services is shared across relevant groups and the public, while also strengthening collaboration between homelessness service

providers, both public and private.

The individual in this role will also focus on identifying service gaps, measuring outcomes, and reducing the duplication of resources within the community by collecting and analyzing data. Regular engagement with citizens, attendance at relevant meetings and training, and staying informed on best practices for homelessness services are essential components of this position to ensure the effectiveness of the City's programs and operations.

- Brief description of how a recipient's response is related and reasonably proportional to a public health or negative economic impact of COVID-19.
 - The population served is at significant risk of COVID-19 as well as other communicable diseases. Many homeless individuals served suffer negative health outcomes due to housing instability.
- The dollar amount of the total project spending that is allocated towards evidence-based interventions.
 - This provides payroll support for the position.
- Indicate if a program evaluation of the project is being conducted
 - This position is subject to yearly employment evaluations.

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 410422

Project Name: Fire Department Emergency Management Coordinator (EC 1.9)

Agency Name: Fire Department

Prepared By: Melissa Paulhamus

Contact Info: 603-792-3824

Reporting Period: January 1, 2025 to March 31, 2025

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$ 438,518.80	Total Project Expenditure:	\$ 418,152.50
Previous Quarter Obligation:	\$ 0.00	Previous Quarter Expenditure:	\$ 31,801.84
Current Quarter Obligation:	\$ 0.00	Current Quarter Expenditure:	\$ 28,769.74

❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

___ Not Started ___ Completed less than 50% X Completed 50% or more ___ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
☒	General Public	☐	
☐	Low- or-moderate income households or populations (see chart below)	☐	Low-income households and populations (see chart below)
☐	Households that experienced unemployment	☐	Households and populations residing in Qualified Census Tracts*
☐	Households that experienced increased food or housing insecurity	☐	Households that qualify for certain federal programs ²

	Households that qualify for certain federal programs ¹	Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time	Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)	

Income Limits by Household Size – Manchester, NH – 2022

Household Size	1 Person	2	3	4	5	6	7	8
Low Income	\$25,040	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621
Moderate Income	\$40,690	\$52,260	\$65,880	\$79,500	\$93,120	\$106,740	\$120,360	\$133,980

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name:

Address:

UEI #:

SAM #:

Award number & name:

Award date:

Award amount: \$

Award type:

Award payment method (reimbursable or lump sum payment(s)):

Primary place of performance:

Period of performance - Start date: End date:

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$

Quarterly expenditure amount: \$

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period _____

Male _____ Female _____ Elderly (>62 Y.O.) _____ Disabled _____

_____ White _____ Native Hawaiian/Other Pacific Islander
_____ American Indian/Alaskan Native _____ Hispanic, Latino, Spanish
_____ Asian _____ Other Multi-Racial
_____ African American

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

- Number of government FTEs responding to COVID-19 supported under this authority.
 - One
- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced.
 - The Emergency Management Coordinator is a full time position under the authority of the City's Fire Chief & Emergency Management Director. This position is responsible for day to day emergency management functions for the entirety of the City, as well as, maintaining readiness of the City's Emergency Operations Center and emergency management response supplies. The Emergency Management Coordinator is currently responsible for managing the City's FEMA Public Assistance requests pertinent to COVID-19, in addition to any other Federally declared disasters. This position also oversaw the development of the Incident Action Plan, daily reporting requirements relevant to COVID-19 and logistics. In addition, the Emergency Management Coordinator is currently in the process of rewriting the City's Emergency Operations Plan, Radiological Emergency Response Plan Annex, and is coordinating the rewrite of the City's Hazard

Mitigation Plan. This position has completed the City's Extreme Temperature Annex, and coordinated information sharing regarding cooling station activation thresholds. This position coordinates a Special Events Working Group to help improve the Special Events public safety planning process, as well as writing and coordinating multiple grants to support emergency response and recovery efforts citywide. The Emergency Management Coordinator is currently overseeing the adoption of a Citywide Emergency Alerting platform which can be used for preplanned as well as emergency situations, and includes functionality for WEA, participating in regional emergency management exercises for critical infrastructure, has started a Daily Operations Briefing for relevant partners, and is working with MIT Lincoln Laboratory on incorporating Language Learning Models to improve daily operations. Lastly, this position is responsible for coordinating disaster recovery efforts and has developed an Initial Damage Assessment survey, as well as coordinates FEMA Public Assistance for the City, including for COVID and recent flood damage.

- Brief description of how a recipient's response is related and reasonably proportional to a public health or negative economic impact of COVID-19.

- This position is coordinating the City's FEMA Public Assistance requests relative to COVID-19 which to date is just over \$2.4 million, of which \$1.7 million has been recovered and over \$700,000 still under review. Additionally, this position has coordinated all requests for PPE, sanitization and other supplies relative to COVID-19 including tracking of requests, logistics for pick up/delivery, etc. While the City's EOC was activated, this position was responsible for the development of the City's IAP, and is actively participating in the After Action Report process with the State of New Hampshire, and City of Manchester Health Department/Greater Manchester Public Health Network.

- Purpose of funds (e.g., payroll support, safety measure implementation). ○ Payroll

- Indicate if a program evaluation of the project is being conducted ○ Annual employee evaluations, monitoring success of grant funding secured under this position for emergency management purposes, and monitoring of public safety planning efforts coordinated by this position for pre-planned events, and emergency/disaster scenarios.

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 410525

Project Name: *Park Enforcement (EC 1.11)*

Agency Name: *Manchester Police Department*

Prepared By: *Steven Hoeft* Contact Info: *603-792-5411*

Reporting Period: *October 1, 2024 – December 31, 2024*

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$ 500,000	Total Project Expenditure:	\$ 149,896.76
Previous Quarter Obligation:	\$ 0.00	Previous Quarter Expenditure:	\$ 52,133.54
Current Quarter Obligation:	\$ 0.00	Current Quarter Expenditure:	\$ 57,512.08

❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

___ Not Started X Completed less than 50% ___ Completed 50% or more ___ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
X	General Public		
	Low- or-moderate income households or populations (see chart below)		Low-income households and populations (see chart below)
	Households that experienced unemployment	X	Households and populations residing in Qualified Census Tracts*
	Households that experienced increased food or housing insecurity		Households that qualify for certain federal programs ²

	Households that qualify for certain federal programs ¹		Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2022

<i>Household Size</i>	<i>1 Person</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
<i>Low Income</i>	\$25,040	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621
<i>Moderate Income</i>	\$40,690	\$52,260	\$65,880	\$79,500	\$93,120	\$106,740	\$120,360	\$133,980

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name:

Address:

UEI #:

SAM #:

Award number & name:

Award date:

Award amount: \$

Award type:

Award payment method (reimbursable or lump sum payment(s)):

Primary place of performance:

Period of performance - Start date: _____ End date: _____

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$ _____

Quarterly expenditure amount: \$ _____

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period _____

Male _____ Female _____ Elderly (>62 Y.O.) _____ Disabled _____

_____ White _____ Native Hawaiian/Other Pacific Islander
_____ American Indian/Alaskan Native _____ Hispanic, Latino, Spanish
_____ Asian _____ Other Multi-Racial
_____ African American

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

- Does this project include a capital expenditure and type of capital expenditure?
 - No
- Total expected capital expenditure, including pre-development costs, if applicable.
 - N/A
- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced.
 - Following the Covid-19 epidemic, the City of Manchester experienced an increase in homeless and unhoused individuals traveling to the city for various reasons. The driving force behind the migration to the city of Manchester was that of services provided locally such as mental health, drug and alcohol “misuse” programs/treatment services, etc. City leaders realized that when programs and services were not successful for individuals, many of them remained in the city’s downtown area and were left homeless, rather than returning to their own communities. Approximately 135-165 individuals remained unhoused and were treatment resistant.
 - Due to this population being unhoused, the city found many of its parks and downtown areas subjected to increased drug use, open alcohol use/abuse, and increase in both

crime and city/state ordinance violations. The feedback from the community, both the business and residential community was that the homeless issue was increasingly getting worse, having a negative impact on city businesses, residential properties, and the general quality of life in the downtown area.

- With the implementation of these funds, the Manchester Police Department was able to form a group of 12 dedicated officers whose role would be to focus on these quality of life issues, specifically drug use, assaults, and thefts in the downtown area. Since the inception of the group in July, 2024, there has been a noticeable improvement on the targeted area, specifically the downtown business district of the city.
- Brief description of how a recipient's response is related and reasonably proportional to a public health or negative economic impact of COVID-19.
 -
- The dollar amount of the total project spending that is allocated towards evidence-based interventions.
 - \$500,000
- Indicate if a program evaluation of the project is being conducted
 -

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 411025

Project Name: MPD Bonuses/Hiring (10 Officers) (EC 1.11)

Agency Name: Manchester Police Department

Prepared By: Kristy Goodman

Contact Info: 603-792-5412

Reporting Period: January 1, 2025 – March 31, 2025

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$ 100,000.00	Total Project Expenditure:	\$ 15,000.00
Previous Quarter Obligation:	\$ 100,000.00	Previous Quarter Expenditure:	\$ 0.00
Current Quarter Obligation:	\$ 0.00	Current Quarter Expenditure:	\$ 15,000.00

❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

___ Not Started X Completed less than 50% ___ Completed 50% or more ___ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
☒	General Public	☐	
☐	Low- or-moderate income households or populations (see chart below)	☐	Low-income households and populations (see chart below)
☐	Households that experienced unemployment	☒	Households and populations residing in Qualified Census Tracts*
☐	Households that experienced increased food or housing insecurity	☐	Households that qualify for certain federal programs ²
☐	Households that qualify for certain federal programs ¹	☐	Households residing in the U.S. territories or receiving services from these governments

	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2024

<i>Household Size</i>	<i>1 Person</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
<i>Low Income</i>	<i>\$40,050</i>	<i>\$45,800</i>	<i>\$51,500</i>	<i>\$57,200</i>	<i>\$61,800</i>	<i>\$66,400</i>	<i>\$70,950</i>	<i>\$75,550</i>
<i>Moderate Income</i>	<i>\$64,050</i>	<i>\$73,200</i>	<i>\$82,350</i>	<i>\$91,500</i>	<i>\$98,850</i>	<i>\$106,150</i>	<i>\$113,500</i>	<i>\$120,800</i>

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name:

Address:

UEI #:

SAM #:

Award number & name:

Award date:

Award amount: Award type: Direct payment

Award payment method (reimbursable or lump sum payment(s)):

Primary place of performance:

Period of performance - Start date: End date:

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$

Quarterly expenditure amount: \$

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period _____

Male _____ Female _____ Elderly (>62 Y.O.) _____ Disabled _____

_____ White _____ Native Hawaiian/Other Pacific Islander
_____ American Indian/Alaskan Native _____ Hispanic, Latino, Spanish
_____ Asian _____ Other Multi-Racial
_____ African American

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

- Does this project include a capital expenditure and type of capital expenditure?
 - No
- Total expected capital expenditure, including pre-development costs, if applicable.
 - N/A
- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced.
 - 10 Certified Police Officers will be hired. Certified Police Officers are able to be put through “in-house” training and do not need to attend the Police Academy. By hiring certified officers, they are able to get “on the street” earlier than non-certified officers and are able to assist with all calls for service.
- Brief description of how a recipient’s response is related and reasonably proportional to a public health or negative economic impact of COVID-19.
 - After the onset of the Covid-19 pandemic, Manchester experienced an increase in Violent Crime of nearly 13%. By having certified officers available there is less stress on other officers to take calls for service.
- The dollar amount of the total project spending that is allocated towards evidence-based interventions
 - \$100,000
- Indicate if a program evaluation of the project is being conducted
 - N/A

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 411125

Project Name: Domestic Violence Victim-Witness Coordinator (EC 1.11)

Agency Name: Office of the City Solicitor

Prepared By: Irelynne West Contact Info: iwest@manchesternh.gov

Reporting Period: January 1, 2025 – March 31, 2025

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$ 49,437.51	Total Project Expenditure:	\$ 10,025.13
Previous Quarter Obligation:	\$ 49,437.51	Previous Quarter Expenditure:	\$ 0.00
Current Quarter Obligation:	\$ 0.00	Current Quarter Expenditure:	\$ 10,025.13

❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

___ Not Started X Completed less than 50% ___ Completed 50% or more ___ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
x	General Public		
	Low- or-moderate income households or populations (see chart below)		Low-income households and populations (see chart below)
	Households that experienced unemployment	X	Households and populations residing in Qualified Census Tracts*
	Households that experienced increased food or housing insecurity		Households that qualify for certain federal programs ²
	Households that qualify for certain federal programs ¹		Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any		Other households or populations that experienced a disproportionate negative

	students that lost access to in-person instruction for a significant period of time		economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2024

<i>Household Size</i>	<i>1 Person</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
<i>Low Income</i>	\$40,050	\$45,800	\$51,500	\$57,200	\$61,800	\$66,400	\$70,950	\$75,550
<i>Moderate Income</i>	\$64,050	\$73,200	\$82,350	\$91,500	\$98,850	\$106,150	\$113,500	\$120,800

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name:

Address:

UEI #:

SAM #:

Award number & name:

Award date:

Award amount: Award type: Direct payment

Award payment method (reimbursable or lump sum payment(s)):

Primary place of performance:

Period of performance - Start date: End date:

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$

Quarterly expenditure amount: \$

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period _____44_____

Male _10___ Female __34_ Elderly (>62 Y.O.) ___ Disabled ___

_42___ White _____ Native Hawaiian/Other Pacific Islander
_____ American Indian/Alaskan Native _____ Hispanic, Latino, Spanish
____1_ Asian _____ Other Multi-Racial
____1_ African American

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

- Does this project include a capital expenditure and type of capital expenditure?
- Total expected capital expenditure, including pre-development costs, if applicable.
- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced.
- Brief description of how a recipient's response is related and reasonably proportional to a public health or negative economic impact of COVID-19.
- The dollar amount of the total project spending that is allocated towards evidence-based interventions
- Indicate if a program evaluation of the project is being conducted

- This Domestic Violence Victim Coordinator is an essential member of the team staffing the City's Domestic Violence Prosecution Unit and integral to fulfilling the obligations of prosecutors under the State's Crime Victims Bill of Rights. Domestic violence is a very prominent issue in Manchester and requires domestic violence professionals with specific training and a well-defined skill set to properly support victims. Some victims appear in court unwilling or unable to participate in prosecution and struggling to acknowledge that they have been a victim of domestic violence. Oftentimes, these same victims are in the greatest danger, believing that protecting their abusive partner is the best way to ensure their survival moving forward. They often feel stuck, scared, guilty and responsible for what is happening. It is critical that a victim assistance coordinator be readily accessible and able to sit down with these victims to see if they are able to receive the support and assistance that they may need to leave an unsafe situation.
- Due to the fact that the Courts were either closed or shifted to primarily electronic operations during COVID, and that domestic violence victims were disproportionately affected and isolated by the pandemic, it has taken significant time and effort to deal with both the backlog of cases and the reestablishment of victim engagement.
- This program is evaluated annually.
- This project does not include a capital expenditure.
- No capital expenditures are contemplated.

- ATTACHMENT G -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 610325

Project Name: Beech Street Programs

Agency Name: The Mayor's Office

Prepared By: Irina Owens

Contact Info: 603-792-3859

Reporting Period: January 1, 2025 – March 31, 2025

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$ 842,239.15	Total Project Expenditure:	\$ 820,168.22
Previous Quarter Obligation:	\$ 409,139.15	Previous Quarter Expenditure:	\$ 339,597.01
Current Quarter Obligation:	\$ 0.00	Current Quarter Expenditure:	\$ 245,309.40

❖ **Subawards of \$50,000 or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

☐ Not Started
 ☐ Completed less than 50%
 ☒ Completed 50% or more
 ☐ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
	General Public		
	Low- or-moderate income households or populations (see chart below)		Low-income households and populations (see chart below)
	Households that experienced unemployment	X	Households and populations residing in Qualified Census Tracts*
X	Households that experienced increased food or housing insecurity		Households that qualify for certain federal programs ²

	Households that qualify for certain federal programs ¹		Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2024

<i>Household Size</i>	<i>1 Person</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
<i>Low Income</i>	\$40,050	\$45,800	\$51,500	\$57,200	\$61,800	\$66,400	\$70,950	\$75,550
<i>Moderate Income</i>	\$64,050	\$73,200	\$82,350	\$91,500	\$98,850	\$106,150	\$113,500	\$120,800

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name: East Coast Evolution Leadership

Address: 190 Elm Street, Manchester NH 03101

UEI #: KAJ4QAK51647

SAM #:

Award number & name:

Award date: monthly in quarter

Award amount: \$572,167.81

Award type: Direct payment

Award payment method (reimbursable or lump sum payment(s)):

Primary place of performance:

Period of performance - Start date: End date: thru quarter

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$ 0

Quarterly expenditure amount: \$ 105,501.17

Activity general description: Staffing

Agency/Business/Individual Legal Name: 39 Beech Street, LLC

Address:

UEI #: CEC3P4JE1167 SAM #:

Award number & name:

Award date: monthly in quarter

Award amount: 341,666.70 Award type: Direct payment

Award payment method (reimbursable or lump sum payment(s)):

Primary place of performance:

Period of performance - Start date: End date: thru quarter

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$0

Quarterly expenditure amount: \$0

Activity general description: rent

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period __61__

Male _46__ Female __15_ Elderly (>62 Y.O.) _9__ Disabled _61__

51 White 0 Native Hawaiian/Other Pacific Islander
 0 American Indian/Alaskan Native 2 Hispanic, Latino, Spanish
 1 Asian 3 Other Multi-Racial
 4 African American

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

- Does this project include a capital expenditure and type of capital expenditure?
- Total expected capital expenditure, including pre-development costs, if applicable.
- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced.
- Brief description of how a recipient’s response is related and reasonably proportional to a public health or negative economic impact of COVID-19.
- The dollar amount of the total project spending that is allocated towards evidence-based interventions
- Indicate if a program evaluation of the project is being conducted

This project does not include capital expenditure this quarter. The population that this program serves is the homeless population in Manchester. They are struggling with public health issues related to poverty and housing instability including mental health, physical disabilities, and substance abuse issues. This population was impacted disproportionately by the pandemic due to not having access to health care, testing, and prevention...as well as living conditions where prevention was not possible. All of the interventions provided by the department are evidenced based in best practice public health models that serve the homeless population. All funds are spent on evidence-based practices. The program is evaluated regularly by data management and reporting to measure quality of service and outcomes.

This quarter, the population was provided with essential services such as food, hygiene kits, and wound care supplies to meet their immediate needs. The engagement center and shelter played a pivotal role in connecting individuals to a wide range of programs aimed at long-term stability. These programs included access to Medication-Assisted Treatment (MAT) for those in recovery, housing assistance programs, job placement and training opportunities, and various recovery services. Additionally, individuals were supported in applying for state financial recovery programs, such as Supplemental Nutrition Assistance Program (SNAP), ensuring they had access to both healthcare and basic necessities for their ongoing recovery and well-being.

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 610725

Project Name: *Winter Warming Station*

Agency Name: *Office of the Mayor*

Prepared By: *Irina Owens*

Contact Info: 603-792-3859

Reporting Period: *January 1, 2025 – March 31, 2025*

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$ 150,000.00	Total Project Expenditure:	\$ 101,967.61
Previous Quarter Obligation:	\$ 150,000.00	Previous Quarter Expenditure:	\$ 55,000.00
Current Quarter Obligation:	\$ 0.00	Current Quarter Expenditure:	\$ 46,967.61

❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

___ Not Started X Completed less than 50% ___ Completed 50% or more ___ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
	General Public		
	Low- or-moderate income households or populations (see chart below)	x	Low-income households and populations (see chart below)
	Households that experienced unemployment		Households and populations residing in Qualified Census Tracts*
x	Households that experienced increased food or housing insecurity		Households that qualify for certain federal programs ²

	Households that qualify for certain federal programs ¹		Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2024

<i>Household Size</i>	<i>1 Person</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
<i>Low Income</i>	\$40,050	\$45,800	\$51,500	\$57,200	\$61,800	\$66,400	\$70,950	\$75,550
<i>Moderate Income</i>	\$64,050	\$73,200	\$82,350	\$91,500	\$98,850	\$106,150	\$113,500	\$120,800

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name:

Address:

UEI #:

SAM #:

Award number & name:

Award date:

Award amount: \$ Award type:

Award payment method (reimbursable or lump sum payment(s)):

Primary place of performance:

Period of performance - Start date: End date:

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$

Quarterly expenditure amount: \$

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period 4832 (number of instances during Q1 period that warming station was utilized)

Male __3662 Female _4832__ Elderly (>62 Y.O.) _N/A__ Disabled _N/A_

N/A White _N/A_ Native Hawaiian/Other Pacific Islander
 N/A American Indian/Alaskan Native _N/A_ Hispanic, Latino, Spanish
 N/A Asian _N/A_ Other Multi-Racial
 N/A African American

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

****Will be paid through ARPA beginning 12/1/24.**

- Does this project include a capital expenditure and type of capital expenditure?
No
- Total expected capital expenditure, including pre-development costs, if applicable.
- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced.
 - To provide a warm, safe, and stable location for individuals experiencing homelessness during the winter months at the 39 Beech Street Engagement Center with the primary goal of fatality prevention.

- Brief description of how a recipient's response is related and reasonably proportional to a public health or negative economic impact of COVID-19.
 - Goal will be to mitigate health risks and fatality prevention associated with cold weather exposure.
- The dollar amount of the total project spending that is allocated towards evidence-based interventions.
 -
- Indicate if a program evaluation of the project is being conducted
 -

-ATTACHMENT H-

**CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT
QUARTERLY REPORTING INFORMATION**

Project Number: 611124 Project Name: Brook Street Shelter Operations

Agency Name: Light of Life

Prepared By: Kristie McKenney

Contact Info: kristie@lightoflifenh.org

Reporting Period: January – March 2025

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$664,517.00	Total Project Expenditure:	\$ 609,516.83
Previous Quarter Obligation:	\$664,517.00	Previous Quarter Expenditure:	\$ 130,391.00
Current Quarter Obligation:	\$0.00	Current Quarter Expenditure:	\$ 100,035.00

❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

☐ Not Started ☐ Completed less than 50% X ☐ ☒ Completed 50% or more ☐ Completed

III. Project Service Area/Demographic Distribution - identify whether or not the project is serving an economically disadvantaged community

- ☐ -- x ☐ Program or service is provided at a physical location in a Qualified Census Tract* Primary intended beneficiaries live within a Qualified Census Tract*
- ☐ Not applicable to this Project

**See Map of Qualified Census Tracts on Subrecipient Agreement Attachment G.*

QUARTERLY REPORTING INFORMATION

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name:

Address:

DUNS #: SAM

Award number & name:

Award date:

Award amount: Award type:

Award payment method (reimbursable or lump sum payment(s):

Primary place of performance:

Period of performance - Start date: End date: Loan expiration

date (expected to be paid in full):

Quarterly obligation amount: \$

Quarterly expenditure amount: \$

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Beneficiaries Served This Period 24

Male 2 Female 22 Elderly (>62 Y.O.) 0 Disabled

15 White

American Indian/Alaskan Native

Asian

7 African American

Native Hawaiian/Other Pacific Islander

Hispanic, Latino, Spanish

Other Multi-Racial

49 <40% AMI

≥40%-65% AMI

<185% FPL%

≥185%-300% FPL

Additional performance indicators for corresponding Project as described in Section 2.

QUARTERLY REPORTING INFORMATION

V. Project Benchmark Reporting – Please provide the following information in each report (250-word limit)

CIP #611124 – Brook Street Shelter Operations (EC 2.18)

- Brief description of activities/progress made during this quarter.
 - During this quarter we continued our operations of Beacon on Brook Street Shelter for women and children. We are at capacity every single day. At capacity means we have all 16 beds full. We are working with all the women who come to the Beacon on housing options, stabilization and supportive services. We continue to be encouraged by the victories we are already seeing in some of the women we serve. We are also excited that we don't have a lot of turnover. This indicates to us that the women feel safe and don't want to jeopardize their housing situation. With that said, we have high expectations of our clients in that they are not to just remain stagnant, but are to be working regularly with a case manager on successfully moving on. We strongly believe and can see that it is all about relationships.
- Does this project include a capital expenditure and type of capital expenditure?
 - No
- Total expected capital expenditure, including pre-development costs, if applicable.
 - N/A
- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced.
 - N/A
- Brief description of how a recipient's response is related and reasonably proportional to a public health or negative economic impact of COVID-19.
 - Due to COVID-19, there are increased numbers of individuals experiencing homelessness.
- The dollar amount of the total project spending that is allocated towards evidence-based interventions.
 - This has not been calculated, however, Beacon on Brook shelter is a housing first model shelter which does have evidence of being more successful than others in terms of assisting individuals to move to permanent housing.
- Indicate if a program evaluation of the project is being conducted.
 - We are tracking this project through the HMIS system. Furthermore, we are working with the organization who operates the data system on adding our own tracking features. We would like to track the effectiveness of the different opportunities we are offering women at the shelter and at the walk-in support center. I anticipate having some of that information next quarter.

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 810825

Project Name: *Grant Coordinator (EC 6.1)*

Agency Name: *Office of the Mayor*

Prepared By: *Daley Frenette*

Contact Info: *dfrenette@manchesternh.gov*

Reporting Period: *January 1, 2025 – March 31, 2025*

I. Project Obligation and Expenditures

	OBLIGATION		EXPENDITURE
Total Project Obligation:	\$ 207,418.25	Total Project Expenditure:	\$ 12,393.55
Previous Quarter Obligation:	\$ 207,418.25	Previous Quarter Expenditure:	\$ 0.00
Current Quarter Obligation:	\$ 0.00	Current Quarter Expenditure:	\$ 12,393.55

❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

___ Not Started X Completed less than 50% ___ Completed 50% or more ___ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
	General Public		
	Low- or-moderate income households or populations (see chart below)		Low-income households and populations (see chart below)
	Households that experienced unemployment	X	Households and populations residing in Qualified Census Tracts*
X	Households that experienced increased food or housing insecurity		Households that qualify for certain federal programs ²
	Households that qualify for certain federal programs ¹		Households residing in the U.S. territories or receiving services from these governments

	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2022

<i>Household Size</i>	<i>1 Person</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
<i>Low Income</i>	\$25,040	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621
<i>Moderate Income</i>	\$40,690	\$52,260	\$65,880	\$79,500	\$93,120	\$106,740	\$120,360	\$133,980

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name:

Address:

UEI #:

SAM #:

Award number & name:

Award date:

Award amount:

Award type: Direct payment

Award payment method (reimbursable or lump sum payment(s)):

Primary place of performance:

Period of performance - Start date: _____ End date: _____

Loan expiration date (expected to be paid in full): _____

Quarterly obligation amount: \$ _____

Quarterly expenditure amount: \$ _____

Activity general description: _____

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period _____

Male _____ Female _____ Elderly (>62 Y.O.) _____ Disabled _____

_____ White	_____ Native Hawaiian/Other Pacific Islander
_____ American Indian/Alaskan Native	_____ Hispanic, Latino, Spanish
_____ Asian	_____ Other Multi-Racial
_____ African American	

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

- Does this project include a capital expenditure and type of capital expenditure?
 - No.
- Total expected capital expenditure, including pre-development costs, if applicable.
 - N/A
- The dollar amount of the total project spending that is allocated towards evidence-based interventions:
- Indicate if a program evaluation of the project is being conducted:
- Brief description of the government services being provided by this project, and activities undertaken during this quarter:
 - The ARPA funded City Grant Coordinator was hired on February 10, 2025 and has been working diligently to secure grants on behalf of the City of Manchester. Manchester was recently named a New Hampshire Housing Champion allowing the City to qualify for a significant amount of grant funding to assist in efforts regarding housing initiatives. Thus far, the City has been awarded two grants with a combined total of \$322,253. The City Grant Coordinator has been intricately involved in the grant process and was responsible for filling out the applications and communicating with the State entity responsible for awarding these grants.

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 810925

Project Name: *Welfare Basic Needs Support (EC 1.11)*

Agency Name: *Manchester Welfare Department*

Prepared By: Thomas Brescia

Contact Info: tbrescia@manchesternh.gov

Reporting Period: October 1, 2024 – December 31, 2024

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$ 80,000.00	Total Project Expenditure:	\$ 0.00
Previous Quarter Obligation:	\$ 80,000.00	Previous Quarter Expenditure:	\$ 0.00
Current Quarter Obligation:	\$ 0.00	Current Quarter Expenditure:	\$ 0.00

❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

 X Not Started Completed less than 50% Completed 50% or more Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
	General Public		
	Low- or-moderate income households or populations (see chart below)		Low-income households and populations (see chart below)
	Households that experienced unemployment	X	Households and populations residing in Qualified Census Tracts*
	Households that experienced increased food or housing insecurity	X	Households that qualify for certain federal programs ²
	Households that qualify for certain federal programs ¹		Households residing in the U.S. territories or receiving services from these governments

	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)		

Income Limits by Household Size – Manchester, NH – 2024

<i>Household Size</i>	<i>1 Person</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
<i>Low Income</i>	<i>\$40,050</i>	<i>\$45,800</i>	<i>\$51,500</i>	<i>\$57,200</i>	<i>\$61,800</i>	<i>\$66,400</i>	<i>\$70,950</i>	<i>\$75,550</i>
<i>Moderate Income</i>	<i>\$64,050</i>	<i>\$73,200</i>	<i>\$82,350</i>	<i>\$91,500</i>	<i>\$98,850</i>	<i>\$106,150</i>	<i>\$113,500</i>	<i>\$120,800</i>

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name:

Address:

UEI #:

SAM #:

Award number & name:

Award date:

Award amount: Award type: Direct payment

Award payment method (reimbursable or lump sum payment(s)):

Primary place of performance:

Period of performance - Start date: End date:

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$

Quarterly expenditure amount: \$

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period _____

Male _____ Female _____ Elderly (>62 Y.O.) _____ Disabled _____

_____ White	_____ Native Hawaiian/Other Pacific Islander
_____ American Indian/Alaskan Native	_____ Hispanic, Latino, Spanish
_____ Asian	_____ Other Multi-Racial
_____ African American	

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

- Does this project include a capital expenditure and type of capital expenditure?
 - No.
- Total expected capital expenditure, including pre-development costs, if applicable.
- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced.
 - This project has not yet initiated its expenditures. It is expected that these funds will be needed and at least partially-expended next quarter.
- Brief description of how a recipient's response is related and reasonably proportional to a public health or negative economic impact of COVID-19.
- The dollar amount of the total project spending that is allocated towards evidence-based interventions.
 - All program activities, once initiated, will be allocated toward evidence-based interventions.
- Indicate if a program evaluation of the project is being conducted

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 811022

Project Name: *Branding Strategy Modernization & Promotion (EC 2.11)*

Agency Name: *Manchester Economic Development Office*

Prepared By: *Jodie Nazaka* Contact Info: *jnazaka@manchesternh.gov*

Reporting Period: *January 1, 2025 – March 31, 0225*

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$1,607,140.53	Total Project Expenditure:	\$567,250.36
Previous Quarter Obligation:	-\$54,825.00	Previous Quarter Expenditure:	\$156,910.53
Current Quarter Obligation:	\$0.00	Current Quarter Expenditure:	\$93,020.50

❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

☐ Not Started ☐ Completed less than 50% ☒ Completed 50% or more ☐ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
☒	General Public	☐	
☐	Low- or-moderate income households or populations (see chart below)	☐	Low-income households and populations (see chart below)
☐	Households that experienced unemployment	☐	Households and populations residing in Qualified Census Tracts*
☐	Households that experienced increased food or housing insecurity	☐	Households that qualify for certain federal programs ²

	Households that qualify for certain federal programs ¹	Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time	Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)	

Income Limits by Household Size – Manchester, NH – 2022

Household Size	1 Person	2	3	4	5	6	7	8
Low Income	\$25,040	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621
Moderate Income	\$40,690	\$52,260	\$65,880	\$79,500	\$93,120	\$106,740	\$120,360	\$133,980

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name:

Address:

UEI #:

SAM #:

Award number & name:

Award date:

Award amount: \$

Award type:

Award payment method (reimbursable or lump sum payment(s)):

Primary place of performance:

Period of performance - Start date: End date:

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$

Quarterly expenditure amount: \$

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period _____

Male _____ Female _____ Elderly (>62 Y.O.) _____ Disabled _____

_____ White _____ Native Hawaiian/Other Pacific Islander
_____ American Indian/Alaskan Native _____ Hispanic, Latino, Spanish
_____ Asian _____ Other Multi-Racial
_____ African American

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

2025 Quarter One Project Report Update

Public Relations Program Implementation:

We started to pitch to local news outlets the food and dining scene in Manchester in hopes that we could get a feature in the Boston Globe or New York Times. We also interviewed Safi Bio for a feature on the growing biomanufacturing scene in Manchester and featuring new businesses that are moving here because of it.

Social Media Launch:

The launch of OnlyinManchesterNH was a huge success. We did a second round of Makers and Movers where we focused on 7 different Manchester small businesses and why they love living and doing business in Manchester. We reached more than 4,000 followers in this quarter and growing.

Hiring of Marketing and Communications Staff Member:

In the first quarter of 2025, the Manchester Economic Development Office (MEDO) conducted a thorough hiring process and successfully appointed an Economic Development Project

Coordinator. This newly created position is envisioned to play a crucial role in enhancing the city's public image and communications strategy. The primary responsibilities of the coordinator will include developing and implementing innovative branding and marketing initiatives that highlight the city's programs, services, and accomplishments. In addition to showcasing the dedicated efforts of city staff across various departments, the coordinator will actively share positive national news stories that feature Manchester, thereby helping to foster a stronger community identity and attract potential investors and residents.

Revamp of Office Facebook and Instagram:

Having started in April 2025, the new coordinator has already made significant strides in revitalizing the office's social media presence. The Facebook page and newsletter has been completely overhauled with updated visuals, engaging content, and a more user-friendly layout to better connect with the community. Furthermore, a brand-new Instagram account has been launched, showcasing vibrant images and stories that celebrate Manchester's initiatives, events, and local culture. Remarkably, within less than a week of the Instagram account's launch, it has already amassed over 300 followers, indicating a strong interest and engagement from the community. The coordinator plans to continue leveraging these social media platforms to enhance communication with residents and promote Manchester as a vibrant place to live and work.

Destination Marketing Website Development:

Work is still underway on the development of a new destination marketing website for Manchester, set to go live in May 2025. This site aims to enhance the city's digital presence by serving as a central hub for visitors, businesses, and stakeholders to access information about what the city has to offer. We are creating a digital experience that invites exploration of all Manchester has to showcase, where tradition meets innovation.

Soon, you will have a new way to discover everything Manchester has to offer, including dining options, attractions, events, outdoor activities, lodging, and event planning. Unlike a typical city website, a destination marketing website focuses on promoting a specific place rather than just products or services.

The new website will feature compelling visuals and informative content, providing detailed information about local attractions, events, accommodations, transportation, and activities. It is designed to be easy to navigate, allowing visitors to quickly find relevant information. Additionally, it will include interactive features such as maps, virtual tours, and user-generated content to enhance engagement.

Overall, the first quarter of 2025 has seen significant progress in branding, public relations, social media, and event planning, all contributing to Manchester's positioning for continued growth and success in the coming months.

- ATTACHMENT F -
CITY OF MANCHESTER, NH
COMMUNITY IMPROVEMENT PROGRAM
AMERICAN RESCUE PLAN ACT

QUARTERLY REPORTING INFORMATION

Project Number: 811024

Project Name: 12 Month Pilot Prog. For Cleaning, Maint., Safety & Hospitality Service

Agency Name: Manchester Economic Development Office

Prepared By: Jodie Nazaka Contact Info: jnazaka@manchesternh.gov

Reporting Period: January 1, 2025 – March 31, 2025

I. Project Obligation and Expenditures

OBLIGATION		EXPENDITURE	
Total Project Obligation:	\$ 615,000.00	Total Project Expenditure:	\$ 371,360.82
Previous Quarter Obligation:	\$ 200,000.00	Previous Quarter Expenditure:	\$ 0.00
Current Quarter Obligation:	\$ 0.00	Current Quarter Expenditure:	\$ 103,431.07

- ❖ **Subawards of \$50,000 Or more** – If your project contained any contract/grant/loan/transfer/or direct payment to an individual, business or agency, please fill out the additional information on Section IV.

II. Project Status

☐ Not Started ☐ Completed less than 50% ☐ Completed 50% or more ☐ Completed

III. Project Service Area/Demographic Distribution - What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served

	Impacted		Disproportionately Impacted
☒	General Public	☐	
☐	Low- or-moderate income households or populations (see chart below)	☐	Low-income households and populations (see chart below)
☐	Households that experienced unemployment	☐	Households and populations residing in Qualified Census Tracts*
☐	Households that experienced increased food or housing insecurity	☐	Households that qualify for certain federal programs ²

	Households that qualify for certain federal programs ¹	Households residing in the U.S. territories or receiving services from these governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time	Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (specify in section V.)
	Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (specify in section V.)	

Income Limits by Household Size – Manchester, NH – 2022

<i>Household Size</i>	<i>1 Person</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
<i>Low Income</i>	\$25,040	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621
<i>Moderate Income</i>	\$40,690	\$52,260	\$65,880	\$79,500	\$93,120	\$106,740	\$120,360	\$133,980

¹ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

² For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

**See Map of Qualified Census Tract on Attachment G*

IV. Subawards of \$50,000 Or more – If your project contained any contract / grant / loan / transfer / or direct payment to an individual, business or agency greater than or equal to \$50,000, please provide the following information for each recipient

Agency/Business/Individual Legal Name: **Streetplus Company LLC**

Address: **254 36th Street, Suite C312, Brooklyn, NY 11231**

UEI #:

SAM #:

Award number & name:

Award date: **July 1, 2024**

Award amount: **\$415,000**

Award type: **Contract**

Award payment method (reimbursable or lump sum payment(s)):

Primary place of performance:

Period of performance - Start date: End date:

Loan expiration date (expected to be paid in full):

Quarterly obligation amount: \$

Quarterly expenditure amount: \$

Activity general description:

Demographic Information (if applicable):

Number of New (Unduplicated) Households Served This Period _____

Male _____ Female _____ Elderly (>62 Y.O.) _____ Disabled _____

_____ White _____ Native Hawaiian/Other Pacific Islander
_____ American Indian/Alaskan Native _____ Hispanic, Latino, Spanish
_____ Asian _____ Other Multi-Racial
_____ African American

V. Project Benchmark Reporting – Please provide the following information in each report (50 – 250 words)

Q1 2025 Project Report Update:

Beginning in July of 2024 (FY2025), the CBSD deployed a pilot program consisting of a specialized Street Team to improve the District by offering professional cleaning, maintenance, safety, and hospitality services. Activities of the program include litter collection using pans and brooms to ensure high visibility, thorough cleaning of trash cans and public seating areas, weed control, pressure washing to deep clean sidewalks and remove graffiti, painting and upkeep of street fixtures (including the removal of stickers and signs), minor landscaping, and manage snow removal to maintain accessible and safe public rights-of-way. Hospitality services are also a significant part of the role, with team members trained to offer a friendly presence, provide directions, and share information about local attractions. The goal is to improve the quality of life, health, and safety in the District while boosting the City's attractiveness and economic prosperity.

We're pleased to report that the program has been a tremendous success. During the Q1 2025 reporting period, the team collected over 3,000 bags of trash and 1,088 hypodermic needles, removed 820 stickers and 606 graffiti tags, and cleaned up 176 instances of vomit and 259 instances of feces.