



CONTRACT AMENDMENT

Submitted to the Commission by
The Carsey School of Public Policy, University of New Hampshire

November 11, 2020

Purpose and Scope of Work

In response to a request by the chair of the Commission to Study School Funding, the Carsey School proposes to amend its existing contract with the Commission based on the following terms:

1. The contract will be extended from the initial end date of December 31, 2020 through June 30, 2021. All work products identified in the original contract will be completed by December 31, 2020.
2. Additional work products to be completed between January 1 and June 30, include the following:
 - a. Preparation and dissemination of a public information package that summarizes the Commission's final report to the NH General Court. The package will consist of text and graphics explaining the Commission's process and its findings, with links to detailed back-up reports, analyses, and data. The public information package will be designed as a downloadable web-based resource. Up to 100 print versions of the information package will also be created by the Carsey School editorial staff.
 - b. Preparation of a legislator's information package to be used in orientation and briefing sessions for the NH General Court, similar to the public information package but with more specific reference to relevant legislative history, existing statutes, and possible amendments to current statutes.
 - c. Collaboration with the Office of Legislative Budget Assistant to conduct additional analyses as needed to test variations on the Education Cost Model for use by the General Court as it considers implementation of the Commission's findings.

- d. Up to three one-hour public webinars to disseminate the Commission's final report, including findings and recommendations. Opportunities for public comment will be included in these sessions. Each webinar will be similar in content and format; they will be scheduled at various times to allow for maximum participation. Each webinar has the capacity to accommodate up to 500 participants.
- e. Up to four 60 to 90-minute webinars for members of the General Court to present and discuss the Commission's final report. Each webinar will be similar in content and format; they will be scheduled at various times to allow for maximum participation.
- f. Up to three one-hour webinars for key stakeholders (those who participated in the March and September stakeholder briefings) to present and discuss the Commission's final report.
- g. Continue the Commission website, housed at the Carsey School; maintain all archival documents and make additions during the contract extension period. The website will continue to be active for a five-year period and then archived for permanent access.
- h. Continued support for the Commission on an as-needed basis, including logistical and communications activities. Participation in virtual meetings as scheduled.
- i. Continued availability to the Commission executive committee for consultation on communications, outreach, and policy analysis.

Personnel

The Carsey team will consist of Bruce Mallory, project director, and Jordan Hensley and Carrie Portrie. Additional support will be provided by Michele Holt-Shannon, director of NH Listens and the Carsey communications and editorial staff.

Mallory will commit 60 percent of his time (.6 FTE) during January and February.

Hensley will commit 50 percent of his time (.5 FTE) during January and February.

Portrie will commit 40 percent of her time (.4 FTE) during January and February.

Holt-Shannon will commit up to 5 person days.

Communications and editorial staff will commit a total of up to 5 person days.

Budget

The activities listed above will be supported by the remaining balance of funds appropriated by the General Court to the Commission (\$44,543).

Personnel

Mallory

Hensley

Portrie

Holt-Shannon

Carsey communications and editorial staff

Carsey administrative support

Website and zoom expenses

Total direct expenses

UNH Facilities and Administration charge	2,250
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Total	<u>\$44,543</u>
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