



Exxon Valdez Oil Spill Trustee Council
General Restoration, Habitat Enhancement, Habitat Protection, and Facilities Projects
Quarterly Project Reporting Form

**Detailed instructions for each section below are given in Section II. Quarterly Project Reports in the Reporting Policy on the website, <https://evostc.state.ak.us/policies-procedures/reporting-procedures/>*

Project Number: 22220505

Project Title: Chugach Region Archaeological Repository

Principal Investigator(s): Lauren Johnson, Chugach Heritage Foundation

Reporting Periods and Due Dates:

<i>Reporting Period</i>	<i>Due Date</i>
February, March, April	June 1
May, June, July	September 1
August, September, October	December 1
November, December, January	March 1

Submission Date: June 1, September 1, December 1, or **March 1**

Project Website: We currently do not have a website for the new museum entity. However, the Foundation’s website is www.chugachheritagefoundation.org.

Please check all the boxes that apply to the current reporting period.

Project progress is on schedule.

Project progress is delayed

Our grant agreement was executed on December 5th, 2022. In the original proposal we outlined our scope of work starting at the beginning of the EVOSTC FY in February of 2022. The FY 2022 grant funding period as outlined in the signed agreement is starting on July 1st- through January 31st, 2023. The first quarterly report covered July 1st- December 31st, 2022. This quarterly report will cover January 1st, 2023- January 31st, 2023 to close out the EVOSTC FY22.

Budget reallocation request.

Due to timing, we are requesting that the remaining FY22 funding can be reallocated to FY23.



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Personnel changes.

Our original proposal budgeted for 6 months of key museum staff. Per the last email thread with EVOSTC staff and DCCED, time of the interim executive director can be reimbursed until the position is filled in FY23.

1. Summary of Work Performed:

Spring 2022:	Strategic planning took place to determine ideal governance structure
Spring 2022:	Draft bylaws & articles were created
June 2022:	Draft bylaws & articles were presented to the CAC & CHF Boards
September 29 th , 2022:	Chugach Heritage Museum & Archaeological Repository incorporated.
December 9 th , 2022:	Chugach Heritage Museum & Archaeological Repository 1 st meeting Q1 Actions: Bylaws Adopted, New Bank Account approved, Chairman & Interim Executive Director roles elected.
Dec./Jan.:	Setting up new bank account & engaging with external nonprofit legal counsel for 1023 application
January:	Drafted CHMAR compensation policy and conflict of interest form to present at Q1 2023 board meeting.

2. Abstract:

Chugach Heritage Foundation focused on establishing key governance documents for the new museum entity. The expenses incurred in the first quarterly reporting period included legal fees, contractual services, and extensive personnel time from leadership. The expenses incurred in the second quarterly report covering January 2023 will include an allocation of the Interim Executive Director's time and contractual services from Frontier Solutions. The contractual services will include services from January 2023 as well as an updated invoice from July 1st – October 31st, 2022. The services provide in 2022 was not included until the 2nd quarterly report since this is a reimbursement grant and CHF at the time had not yet paid it.



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3. Coordination and Collaboration:

Chugach Heritage Foundation collaborated heavily in the FY 2022 with internal legal counsel, external nonprofit legal counsel, and our Board of Trustees to complete the governance documents required to establish the new museum entity.

4. Response to EVOSTC Review, Recommendations and Comments:

N/A

5. Budget:

Budget Category:		Proposed FY 22	Proposed FY 23	Proposed FY 24	Proposed FY 25	Proposed FY 26	5- YR TOTAL PROPOSED	ACTUAL CUMULATIVE
Personnel		\$132,000	\$324,000	\$385,560	\$403,200	\$112,800	\$1,357,560	\$26,807
Travel		\$14,475	\$19,725	\$12,975	\$11,475	\$5,475	\$64,125	
Contractual		\$562,500	\$1,620,000	\$1,575,000	\$15,000	\$7,500	\$3,780,000	\$7,875
Commodities		\$300,000	\$700,000	\$0	\$0	\$0	\$1,000,000	
Equipment		\$36,000	\$10,000	\$30,000	\$0	\$0	\$76,000	
Indirect Costs	Rate = 10%	\$0	\$0	\$0	\$0	\$0	\$0	
SUBTOTAL		\$1,044,975	\$2,673,725	\$2,003,535	\$429,675	\$125,775	\$6,277,685	
General Administration (9% of subtotal)		\$94,048	\$240,635	\$180,318	\$38,671	\$11,320	\$564,992	N/A
PROJECT TOTAL		\$1,139,023	\$2,914,360	\$2,183,853	\$468,346	\$137,095	\$6,842,677	
Other Resources (In-Kind Funds)		\$2,200,000	\$300,000	\$300,000	\$250,000	\$250,000	\$3,300,000	