



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.

Project is delayed. CHF is working on executing a design plan and other funding opportunities. We do not anticipate breaking ground or beginning construction this year. These delays are due to the contract finalizing process that occurred in FY22. CHF has been meeting with potential owner's representatives to determine a construction schedule. In addition, CHF has been working to complete a design plan for the building, we have collaborated with other museums in the state to review what elements are helpful to incorporate into the design, some examples include SeaAlaska Heritage Institute, Aluutiq Museum, and the Alaska Native Heritage Center. Currently, the construction designs have begun in spring of 2023, in fall of 2023 CHF plans to implement an archival database, then CHF plans to begin construction in 2024. CHF has also worked to submit an IRS 1023 application for CHMAR. In addition, a robust accounting coding system was developed. Lastly, the CHMAR Board of Directors approved the annual election of officer roles, adopted a conflict-of-interest policy, and adopted a compensation policy.



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Budget reallocation request.

Personnel changes.

1. Summary of Work Performed:

February 2023: CHMAR (Chugach Heritage Museum & Archaeological Repository) staff space planning, this is an ongoing weekly effort in collaboration with Frontier Solutions.

February 2023: Design concepts were compiled for first meeting with a potential owner's representative.

February 2023: Submitted IRS 1023 form for external legal review.

February 2023: Board Development, creating policies for Board of Directors.

February 2023: Accounting code structure was developed.

March 2023: Board of Directors approved annual election of officer roles.

March 2023: Board of Directors adopted a conflict-of-interest policy.

March 2023: Board of Directors adopted a compensation policy.

April 2023: Draft contracts for preliminary design plan.

2. Abstract:

Chugach Heritage Foundation (CHF) has been meeting weekly with the HR department and Frontier Solutions to collaborate on the ongoing hiring and project planning needs. CHF has also collected design concepts and met with a potential owner's representative. CHF has also drafted its IRS 1023 for review with external legal counsel. CHF also focused heavily on collaborating with CHMAR Board of Directors to establish governance policies, including a conflict-of-interest policy, a compensation policy, and an annual election of officer roles. Lastly CHF has draft contracts for preliminary design plans under internal review.

3. Coordination and Collaboration:

Chugach Heritage Foundation (CHF) collaborated heavily with contracted services, Frontier Solutions, a business development consultant, to monitor work progress and project planning needs. CHF also worked closely with external legal counsel to review the IRS 1023 application. CHF collaborated with the Board of Directors to establish strong governance policies and



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procedures. CHF has also collaborated heavily with other museum entities in Alaska to collect best practices and lessons learned from their development processes.

4. Response to EVOSTC Review, Recommendations and Comments:

Business Development Consultation Description

Frontier Solutions is a sole proprietorship offering consulting services for the 54 – Professional, Scientific and Technical Services line of business and has been in operation since 2020. Frontier Solutions specializes in providing business development, program management, and government relations services. Currently, they do not have a website, but their Alaska Business License number is 2097758.

Frontier solutions time is being charged under the line item “Business Development Consultant”.

We have worked with Frontier Solutions in the past, including engaging with the team on grant consultation and other business initiatives.

167	FY23	Project Number: 222220505 Project Title: Chugach Region Archaeological Repository & Museum Program Manager: Johnson / CHF	PERSONNEL & TRAVEL DETAIL
168			
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172	Contractual Costs:		Contract
173	Description		Sum
174	Archaeological Repository/Museum Facility Consultant		\$50,000
175	Business Development Consultant		\$10,000
176	Building Design & Engineering (Collection Storage/Display & Exhibit/Storefront Space)		\$10,000
177	Building Contractor (Archaeological Repository/Display & Exhibit/Storefront Space)		\$1,500,000
178	Archival System Implementation - Consulting & Support		\$25,000
179	Website Design		\$25,000
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187	if a component of the project will be performed under contract, the 4A and 4B forms are required.		Contractual Total \$1,620,000

5. Budget:



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Budget Category:	Proposed FY 22	Proposed FY 23	Proposed FY 24	Proposed FY 25	Proposed FY 26	5- YR TOTAL PROPOSED	QUARTERLY EXPENSES	ACTUAL CUMULATIVE
Personnel	\$132,000	\$132,000	\$385,560	\$403,200	\$112,800	\$1,165,560	\$3,836.12	\$30,642.85
Travel	\$14,475	\$14,475	\$12,975	\$11,475	\$5,475	\$58,875		\$0.00
Contractual	\$562,500	\$1,620,000	\$1,575,000	\$15,000	\$7,500	\$3,780,000	\$2,250.00	\$10,125.00
Commodities	\$300,000	\$700,000	\$0	\$0	\$0	\$1,000,000		\$0.00
Equipment	\$36,000	\$10,000	\$30,000	\$0	\$0	\$76,000		\$0.00
SUBTOTAL	\$1,044,975	\$2,476,475	\$2,003,535	\$429,675	\$125,775	\$6,080,435	\$6,086.12	\$40,767.85
General Administration (9% of subtotal)	\$94,048	\$222,883	\$180,318	\$38,671	\$11,320	\$547,239	\$548	N/A
PROJECT TOTAL	\$1,139,023	\$2,699,358	\$2,183,853	\$468,346	\$137,095	\$6,627,674	\$6,634	
In-Kind Contributions (Land, Office Space, Labor, Design)	\$2,200,000	\$300,000	\$300,000	\$250,000	\$250,000	\$3,300,000		