



**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
<b>May, June, July</b>	<b>September 1</b>
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](http://www.chugachheritagefoundation.org). We are in the process of finalizing an operating name for CHMAR and will secure a website once complete.

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

**Project progress is on schedule.**

Project is still making progress against our new delayed timeline. We plan to break ground in 2024 and focus on preparing the site for building in 2025, in 2026 we plan to open CHMAR.

**Project progress is delayed**

**Budget reallocation request.**

**Personnel changes.**

**1. Summary of Work Performed:**

In May, position descriptions for the executive director were finalized. Currently we are researching a temporary executive director through the Foraker Executive search program. We have worked closely with Chugach Alaska Corporation IT to develop accurate cost models for



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CHMARs technology needs. This includes but is not limited to, computers, workstations, websites, databases, server storage options, and museum interactive exhibits and displays. In addition, our contract with our owner's representative was finalized, preliminary designs and building plans are moving forward. CHMAR also has had a bank account established for the organization. We have also worked closely with CAC Legal to establish a Memorandum of Understanding between CHF/CAC/CHMAR on the shared services each organization receives both CAC to CHMAR and from CHF to CHMAR. We have also finalized temporary office space for CHMAR staff until the building is completed. We have also scheduled strategic planning for CHMAR Board of Directors for this fall.

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**2. Abstract:**

From May-July CHF has worked to establish a bank account for CHMAR, as well as build a robust estimate of IT needs for this project. We have also worked closely with owners' representatives to finalize a contract and proceed on building and lot design plans. Lastly, we have collaborated heavily with CAC Legal and HR to support the development of governance procedures and hiring of key positions.

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**3. Coordination and Collaboration:**

- Frontier Solutions (Consulting and Advising)
  - CAC IT (Consulting and Advising on Technology needs)
  - CAC HR (Assist with Position Description development)
  - CAC Legal (Legal document development and review)
  - Alutiiq Museum (Consultation and Lessons Learned)
  - Museum of Bethel (Consultation and Lessons Learned)
  - Museum of Alaska (Consultation and Lessons Learned)
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**4. Response to EVOSTC Review, Recommendations and Comments:**

	<b>Report Total</b>	<b>10,914.17</b>
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**Period Expenses 05/01/2023 to 07/31/2023** **10,914.17**

**Previous EVOTC Cummulative Balance 04/30/2023** **40,767.85**

	<b>EVOTC Reporting Balance 07/31/2023</b>	<b>51,682.02</b>
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	Avanti Invoice - paid in July	(4,810.00)
	Frontier Solutions Invoice - paid in July	(1,125.00)
	July Payroll	(234.41)
	Payroll error to be credited to DCCEDQ3	1,197.16
	DCCED 06/30/2023 Grant to Date Total	<u>46,709.77</u>

**5. Budget:**

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	\$1,604.17	\$32,247.02
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	\$9,310.00	\$19,435.00
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
<b>SUBTOTAL</b>	<b>\$1,044,975</b>	<b>\$2,476,475</b>	<b>\$2,003,535</b>	<b>\$429,675</b>	<b>\$125,775</b>	<b>\$6,080,435</b>	<b>\$10,914.17</b>	<b>\$51,682.02</b>
General Administration (9% of subtotal)	\$94,048	\$222,883	\$180,318	\$38,671	\$11,320	\$547,239	\$982	N/A
<b>PROJECT TOTAL</b>	<b>\$1,139,023</b>	<b>\$2,699,358</b>	<b>\$2,183,853</b>	<b>\$468,346</b>	<b>\$137,095</b>	<b>\$6,627,674</b>	<b>\$11,896</b>	
In-Kind Contributions (Land, Office Space, Labor, Design)	\$2,200,000	\$300,000	\$300,000	\$250,000	\$250,000	\$3,300,000		