3 pp
Form SF-424

OMB Number: 4040-0004
Expiration Date: 03/31/2012

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☒ New	
☒ Application	☐ Continuation	* Other (Specify):
☐ Changed/Corrected Application	☐ Revision	

* 3. Date Received:	4. Applicant Identifier:
12/28/2011	

5a. Federal Entity Identifier:	5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:	Organized Village of Kasaan
* b. Employer/Taxpayer Identification Number (EIN/TIN):	[redacted]
* c. Organizational DUNS:	[redacted]

d. Address:

* Street1:	P.O. Box 26 - Kasaan
Street2:	
* City:	Ketchikan
County/Parish:	
* State:	AK: Alaska
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	99950-0340

e. Organizational Unit:

Department Name:	Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:	Mr.	* First Name:	Jonathan
Middle Name:	J.		
* Last Name:	Wunrow		
Suffix:			

Title:	OVK Program Manager and Grant Writer
Organizational Affiliation:	
* Telephone Number:	907-617-9956
Fax Number:	907-542-3006
* Email:	jon@kasaan.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

I: Indian/Native American Tribal Government (Federally Recognized)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

US Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.862

CFDA Title:

Indian Community Development Block Grant Program

*** 12. Funding Opportunity Number:**

FR-5600-N-02

* Title:

Community Development Block Grant Program for Indian Tribes and Alaska Native Villages (ICDBG)

13. Competition Identification Number:

ICDBG-02

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Map and Plat.pdf portfolio.pdf | Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Kasaan Community Use Facility Renovation Project

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: Alaska

b. Program/Project: Alaska

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 10/01/2012

* b. End Date: 09/30/2014

18. Estimated Funding ($):

* a. Federal	599,457.00
* b. Applicant	43,706.00
* c. State	0.00
* d. Local	0.00
* e. Other	67,163.00
* f. Program Income	0.00
* g. TOTAL	710,326.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:	Mrs.
* First Name:	Paula
Middle Name:	
* Last Name:	Peterson
Suffix:	
* Title:	OVK Tribal Administrator
* Telephone Number:	907-542-2230
Fax Number:	907-542-3006
* Email:	paula@kasaan.org
* Signature of Authorized Representative:	Jonathan Wunrow
* Date Signed:	12/28/2011

ATTACHMENTS FORM

Instructions: On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

Important: Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1	ICDBG.Narrative.2012.doc	Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	HUD.ICDBG.Table of Contents.2	Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3	HUD 4123 Cost Summary.pdf	Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4	Resolution OVK-11-12-001 2012	Add Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5	Demographic Data Statement.20	Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6	LMI Methods, Survey and Data	Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7	Logic Model.HUD96010.xls	Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8	Citizen Participation Require	Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9	MRV Renovation Estimate.2012	Add Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10	Implementation Schedule Portf	Add Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11	Letters of Match Commitment.P	Add Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12	Letters of Support. Portfolio	Add Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13	Commitment to Operate and O&M	Add Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14	Army Corp Letter.2011 .pdf	Add Attachment	Delete Attachment	View Attachment
15) Please attach Attachment 15		Add Attachment	Delete Attachment	View Attachment

1P
Form HUD-Fax Transmitted

Facsimile Transmittal

1318869089-8248

U. S. Department of Housing and Urban Development
Office of Department Grants Management and Oversight

OMB Number: 2525-0118
Expiration Date: 06/30/2011

Name of Document Transmitting: No documents will be faxed for this grant application

1. Applicant Information:

Legal Name: Organized Village of Kasaan

Address:

Street1: P.O. Box 26 - Kasaan
Street2:
City: Ketchikan
County:
State: AK: Alaska
Zip Code: 99950-0340 Country: USA: UNITED STATES

2. Catalog of Federal Domestic Assistance Number:

Organizational DUNS: [redacted] CFDA No.: 14.862

Title: Indian Community Development Block Grant Program

Program Component:

3. Facsimile Contact Information:

Department:
Division:

4. Name and telephone number of person to be contacted on matters involving this facsimile.

Prefix: First Name: Jonathan
Middle Name: J
Last Name: Wunrow
Suffix:
Phone Number: 907-617-9956
Fax Number:

5. Email: jon@kasaan.org

6. What is your Transmittal? (Check one box per fax)

☐ a. Certification ☐ b. Document ☐ c. Match/Leverage Letter ☒ d. Other

7. How many pages (including cover) are being faxed? 2

Form **HUD-96011** (10/12/2004)

13

Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing and Urban Development

OMB Number: 2510-0011
Expiration Date: 10/31/2012

Applicant/Recipient Information * Duns Number: [redacted] * Report Type: INITIAL

1. Applicant/Recipient Name, Address, and Phone (include area code):

* Applicant Name: Organized Village of Kasaan

* Street1: P.O. Box 26 - Kasaan
Street2:
* City: Ketchikan
County:
* State: AK: Alaska
* Zip Code: 99950-0340
* Country: USA: UNITED STATES
* Phone: 907-617-9956

2. Social Security Number or Employer ID Number: [redacted]

* 3. HUD Program Name: Indian Community Development Block Grant Program

* 4. Amount of HUD Assistance Requested/Received: $ 599,457.00

5. State the name and location (street address, City and State) of the project or activity:

* Project Name: Kasaan Community Use Facility Renovation Project
* Street1: PO Box 26 - Kasaan
Street2:
* City: Ketchikan
County:
* State: AK: Alaska
* Zip Code: 99950-0340
* Country: USA: UNITED STATES

Part I Threshold Determinations

* 1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).

☒ Yes ☐ No

* 2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD) , involving the project or activity in this application, in excess of $200,000 during this fiscal year (Oct. 1-Sep. 30)? For further information, see 24 CFR Sec. 4.9

☒ Yes ☐ No

If you answered " **No** " to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form.

However, you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name:

* Government Agency Name:

Government Agency Address:

* Street1:

Street2:

* City:

County:

* State:

* Zip Code:

* Country:

* Type of Assistance:

* Amount Requested/Provided: $

* Expected Uses of the Funds:

Department/State/Local Agency Name:

* Government Agency Name:

Government Agency Address:

* Street1:

Street2:

* City:

County:

* State:

* Zip Code:

* Country:

* Type of Assistance:

* Amount Requested/Provided: $

* Expected Uses of the Funds:

(**Note**: Use Additional pages if necessary.) Add Attachment Delete Attachment View Attachment

Part III Interested Parties. You must decide.

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and

2. Any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds $50,000 or 10 percent of the assistance (whichever is lower).

* Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	* Social Security No. or Employee ID No.	* Type of Participation in Project/Activity	* Financial Interest in Project/Activity ($ and %)
			$ %
			$ %
			$ %
			$ %
			$ %

(**Note:** Use Additional pages if necessary.) Add Attachment | Delete Attachment | View Attachment

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed $10,000 for each violation.
I certify that this information is true and complete.

* Signature:	* Date: (mm/dd/yyyy)
Jonathan Wunrow	12/28/2011

2PP
ATT 8-1241 Citizen ...

COMMUNITY DEVELOPMENT STATEMENT
and
CITIZEN PARTICIPATION REQUIREMENTS FOR
FY2012 HUD-ICDBG PROGRAM

In compliance of 24 CFR 1003.604 the Organized Village of Kasaan (OVK) is publically posting the following Community Development Statement in reference to the Totem Trail Café renovation project and OVK's plans to submit a funding application for 2012 HUD Indian Community Block Grant (ICDBG) funding.

Community Development Statement

The Organized Village of Kasaan intends to submit a funding proposal in January 2012 to the Department of Housing and Urban Development through the Indian Community Block Grant program. OVK plans to request approximately $550,000 to be used to completely renovate the building in Kasaan known as the Totem Trail Café. As stated in Funding Opportunity #FR—5415-N-08 a grant ceiling of $600,000 per proposal has been established.

Demonstration of Public Benefit

The Organized Village of Kasaan (OVK) is seeking ICDBG funding to renovate the Totem Trail Café building so that the facility can be used by for Tribal and community meetings, trainings and workshops, community and Tribal celebrations, and other community gatherings.

Renovations will include:

- Completely remodel the public bathrooms
- Completely renovate and update the kitchen area
- Install new flooring throughout the building
- Replace exterior siding
- Repair and replace roofing and rain gutters as needed
- Reconfigure interior space to maximize usable space, by building/moving non-weight bearing walls as needed
- Build a partially covered deck area for outdoor gatherings
- Install new ceiling tiles and overhead lighting
- Repaint the inside and outside of the entire building
- Complete landscaping
- Install carved Haida-style wooden panels and other culturally appropriate exterior items
- Install wiring, video and sound system so that the facility is appropriate for conducting workshops and public meetings.
- Replace the inoperable furnace and boiler system
- Repair or replace sprinkler and alarm system as needed
- Repair/replace plumbing as needed

- Disconnect and haul away unusable outbuildings
- Properly dispose of all refuse from the renovation project

This Community Development Statement will be posted outside the OVK Tribal offices and at the Kasaan City Hall. In addition, two public meetings have been held (Feb. and Nov., 2011) to get community input for use of the Totem Trail Café building. Additional discussions about future use and renovations of the café building have been held at several past Tribal Council meetings that were open to the public. Requests for additional information as well as any comments or questions can be directed to the OVK Tribal President – Richard J. Peterson, or Tribal Grant Writer – Jonathan Wunrow. These comments will be taken into account prior to the grant due date of January 4, 2012.

POSTED AT OVK TRIBAL OFFICE AND KASAAN CITY HALL – December, 2011.

ATT 4 - 1237 - Resolution...

ORGANIZED VILLAGE OF KASAAN

P. O. Box 26-Kasaan • Ketchikan, Alaska 99950-0340
(907) 542-2230 • (fax) 907-542-3006

RESOLUTION OVK-11-12-001

A Resolution of the Organized Village of Kasaan, in support of the submission of a 2012 ICDBG Funding Proposal to renovate a Community Use Facility.

WHEREAS, the Organized Village of Kasaan is a federally recognized Tribe organized pursuant to the Indian Reorganization Act of June 18, 1934 (48 Stat. 984) and May 1, 1936 (49 Stat. 1250); and

WHEREAS, the Organized Village of Kasaan is governed by a Council of elected representatives composed of a President and six members who act in accordance with the powers granted to it by its Constitution and By-Laws (Ratified on October 15, 1938); and

WHEREAS, the OVK IRA Council is in full support of pursing cost effective ways to renovate existing buildings to accommodate public meeting, trainings and workshops, community gatherings and celebrations, rather than purse more costly new-construction options; and

WHEREAS, the OVK IRA Council has met the citizen participation requirements of 24CFR 1003.604(a) by soliciting community input during the project development process, by posting a community development statement and requesting comments, and then by considering any comments and making any necessary modifications to the funding application reference in this Tribal Resolution.

NOW THEREFORE BE IT RESOLVED, that the Organized Village of Kasaan Council is in full support of the submission of a 2012 ICDBG – Public Facilities Improvement proposal to renovate an existing Tribally owned building to serve as a public use facility for the purpose of hosting meetings, trainings, and workshops, and community gatherings and celebrations.

Certification

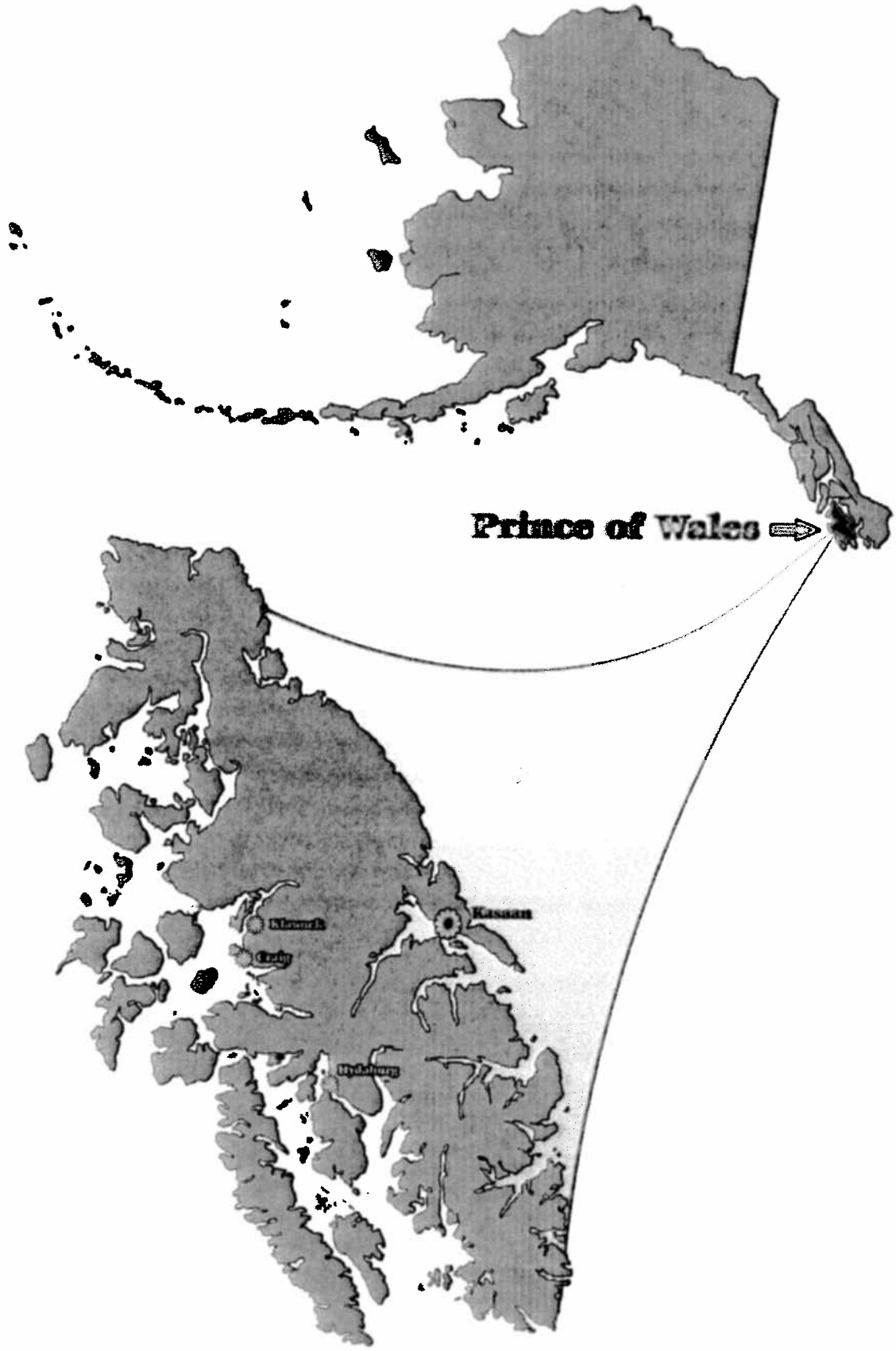
APPROVED, PASSED AND ADOPTED by a "Telephone Poll" of the OVK IRA Council on this 1st day of June 2011; by a Roll Call Vote: Della Coburn: Yes; Julia Coburn: Absent; Glen Hamar: Yes; Ronald Leighton: Yes; Fred Olsen Yes and Paula Peterson: Yes.

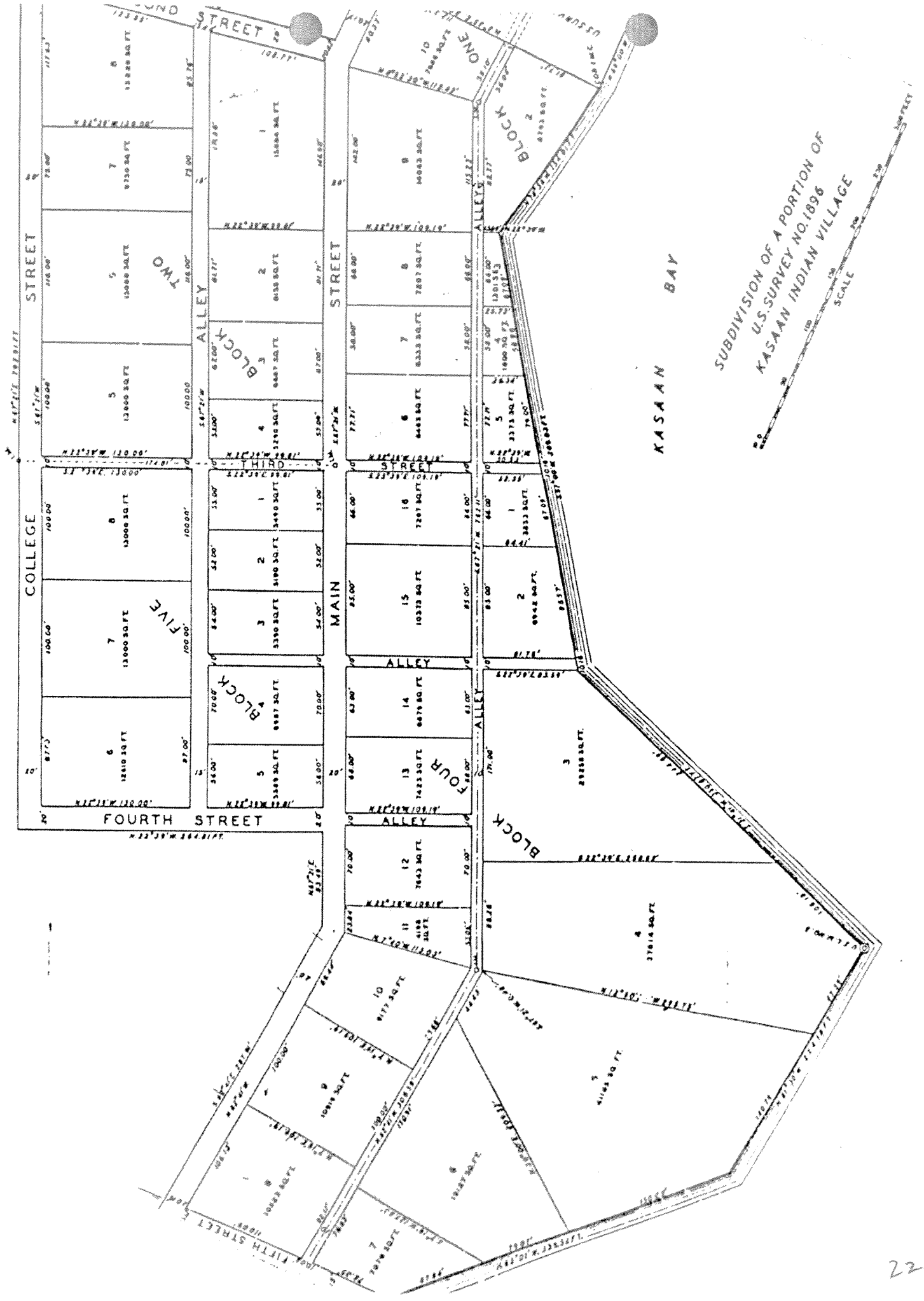
RICHARD J. PETERSON — PRESIDENT

ATTESTED:

DELLA A. COBURN — COUNCIL SECRETARY

2 pp
SF424_2.1-1248-
Map + Plat...




SUBDIVISION OF A PORTION OF
U.S. SURVEY NO. 1896
KASAAN INDIAN VILLAGE
SCALE
KASAAN BAY
COLLEGE STREET
MAIN STREET
ALLEY
BLOCK TWO
BLOCK THREE
BLOCK FOUR
BLOCK FIVE
THIRD STREET
FOURTH STREET
FIFTH STREET

SF424_2_1-1248-Map and Plat.pdf portfolio.pdf - Adobe Reader

File Edit View Document Tools Window Help

Search

2 Items

Map of Kasaan Alaska.doc

Plat Map of Facility Site. Lot 6.pdf

Plat Map of Facility Site. Lot 6.pdf 1 / 1 55.6% Open

4 pp - "3 items"
ATT 6 - 1239 - LMI
Methods . . .

SURVEY AND DEMOGRAPHIC DATA STATEMENT
KASAAN, ALASKA

April, 2011

Applicant: Organized Village of Kasaan (OVK)

Project: Kasaan Community Use Facility Renovation Project

The following demographic data is submitted for purposes of evaluating OVK's application for the ICDBG Program. By submitting this information with our application, we state that we are in compliance with all of the following:

- Generally available, published data are substantially inaccurate or incomplete. *(2000 census data for the community of Kasaan shows that 32.6% of the community's individuals are identified as low to moderate income);*
- Data provided have been collected systematically and are statistically reliable. *(Every one of Kasaan's 23 households was contacted either through door-to-door or telephonic surveys*);
- Data provided are, to the greatest extent feasible, independently verifiable and differentiate between reservation and BIA service area populations, when applicable (*not applicable in the case of Kasaan);*

In accordance with Section IV.B. and Section V.A., Rating Factor 2 of the Program NOFA, we have attached the following documentation:

- A sample copy of the survey form;
- An explanation of the methods used to collect the data;
- A listing of incomes by household, including household size.

56 Total number of persons who will benefit from the proposed project.

43 Total number of low- and moderate income persons who will benefit from the proposed project.

76.8% Percentage of total number of persons served who are LMI based on the survey data that has been collected.

Richard Peterson
OVK Authorizing Official

OVK Tribal President
Title

4/15/11
Date

This *Kasaan Community Use Facility Renovation Project* will clearly benefit all of Kasaan's adults, youth and children including the 76.8% who are LMI in accordance with the requirements of 24 CFR 1003.208.

KASAAN HOUSEHOLD INCOME DATA COLLECTION METHODS
September – October, 2010

Census data from the 2000 census shows that the community of Kasaan has 32.6% LMI. Unfortunately over the past decade, several individuals and younger families have left the community to seek other employment, academic, and/or family opportunities. The local Kasaan school often teeters on closure, giving one more reason for families with children to leave the community and seek a more stable school situation. In the small rural and geographically isolated community of Kasaan, employment opportunities are few, and many of the local jobs and small business opportunities that do exist, do not pay a living wage.

In preparation for submitting a HUD-ICDBG funding proposal, OVK staff were fairly certain that the 2000 census data for Kasaan household income was no longer accurate, so a decision was made to gather more current household income data. Guidance for conducting this survey was obtained from the HUD Office of Community Planning and Development's document entitled, *"U.S. Dept. of Housing and Urban Development Suggested Survey Methodology to Determine the Percentage of Low- and Moderate-Income Persons in the Service Area of a Community Development Block Grant-funded Activity."*

The following survey methodologies were employed:

- A decision was made to attempt to survey every permanent Kasaan household (n= 23) rather than using a random sampling process;
- A very brief and clear three question survey tool was created using the current correct income limits for the Prince of Wales Island Census District from the HUD-provided datasets;
- The survey method used was face-to-face by having a surveyor go door-to-door to each household in Kasaan. If after three attempts, an adult in the home was not available, the survey was completed by telephone follow-up;
- Confidentiality – It was emphasized to each respondent that their answers would be kept confidential, and only reported in aggregate form. Separate cover sheet was attached to each survey to assure that every household completed a survey. Once it was determined that every household had participated, these identifying cover sheets were destroyed;
- A single OVK employee was selected and trained to conduct all of the household surveys. This provided continuity to the information gathering process;
- Survey respondents were informed that they could request a copy of the household income summary that will be submitted to HUD;
- A brief analysis of the survey data was conducted and reported on *"Demographic Data Statement"* submitted as part of the Tribe's 2010 ICDBG grant application.

KASAAN, ALASKA DEMOGRAPHIC DATA SURVEY FORM
Sept. – Oct. 2010

The Organized Village of Kasaan (OVK) is planning to submit a grant application to the U.S. Department of Housing and Urban Development (HUD). Grant funds are being sought to renovate a building that was recently purchased by the Tribe to become a community-use building for holding meetings, community gatherings and celebrations, workshops, and other community events. As part of this grant application, OVK is required to conduct a family income survey. All information gathered will be kept strictly confidential and reported only in aggregate, and not by individual family. Feel free to request a copy of the information summary that will be submitted to HUD.

Do you an adult that currently lives in Kasaan, Alaska. _____ Yes _____ No

How many people currently live in your home?

_____ Adults

_____ Children (under 18 years old)

Based on the total number of people living in your home, please put a check next to the income range that best reflects your total annual household income:

1 Person
_____ Less than $25,200 _____ $25,201 - $40,250 _____ More than $40,250

2 Persons
_____ Less than $28,800 _____ $28,801 - $46,000 _____ More than $46,000

3 Persons
_____ Less than $32,400 _____ $32,401 – $51,750 _____ More than $51,750

4 Persons
_____ Less than $35,950 _____ $35,951 - $57,500 _____ More than $57,500

5 Persons
_____ Less than $38,850 _____ $38,851 - $62,100 _____ More than $62,100

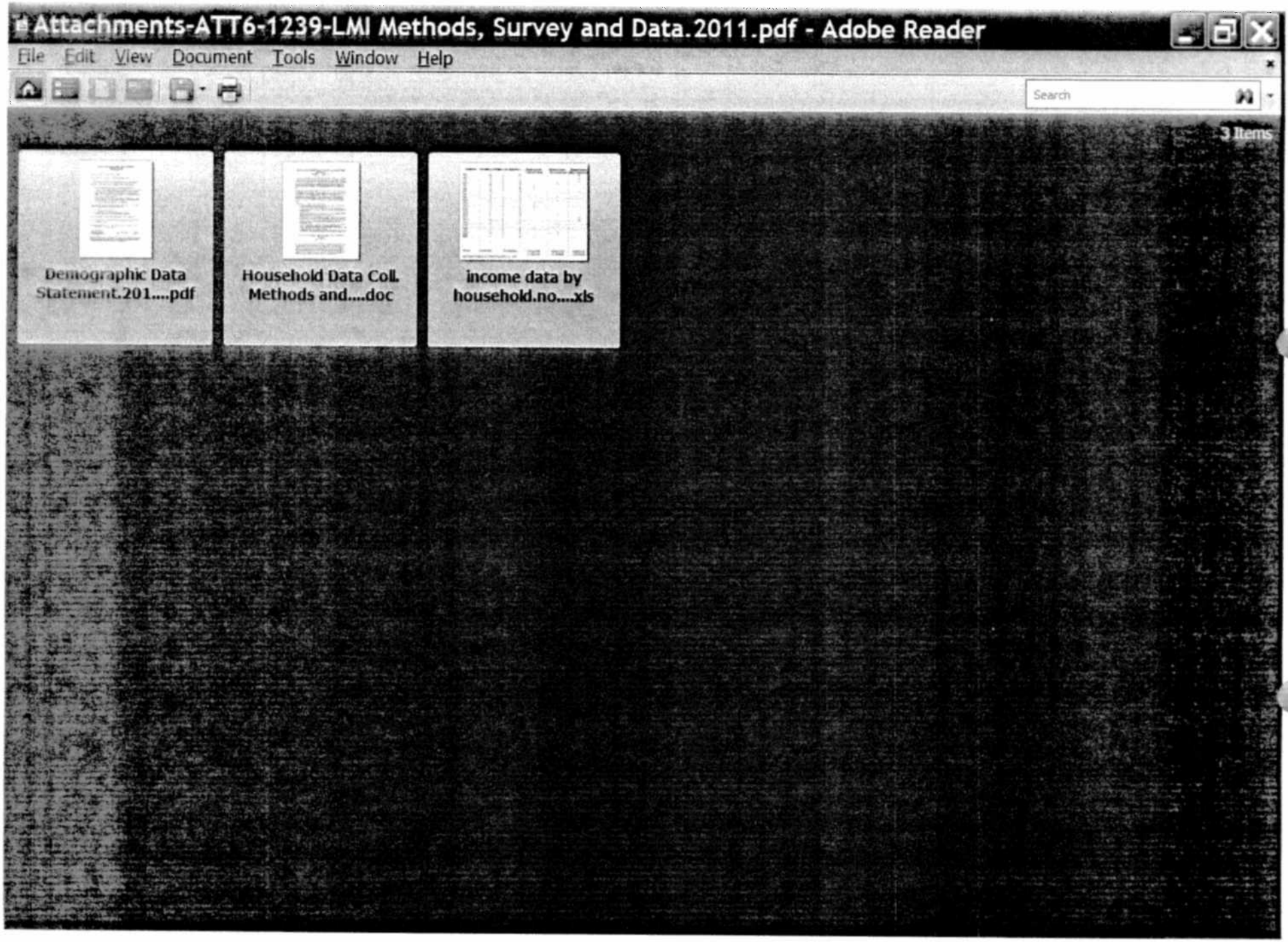
6 Persons
_____ Less than $41,750 _____ $41,751 – $66,700 _____ More than $66,700

Thank you for completing this survey.

Employment and Income Data
Kasaan, Alaska Oct. 2010

Household	# of Adults	# of Children	Total H-hold Size	Repoted Income: "Very Low" Range	Reported Income: "Very Low to Low"	Reported Income: Above "Low Income"	POW Census Area - "Low" Income Limits
HH1	2	2	4			x	4 Persons - $57,500
HH2	1	0	1			x	1 Person - $40,250
HH3	2	0	2			x	2 Persons - $46,000
HH4	2	0	2		x		2 Persons - 46,000
HH5	2	2	4	x			4 Persons - $57,500
HH6	2	3	5	x			5 Persons - $62,100
HH7	2	1	3			x	3 Persons - $51,750
HH8	2	1	3		x		3 Persons - $51,750
HH9	1	0	1		x		1 Person - $40,250
HH10	2	0	2		x		2 Persons - $46,000
HH11	1	1	2	x			2 Persons - $46,000
HH12	1	0	1	x			1 Person - $40,250
HH13	2	0	2	x			2 Persons - $46,000
HH14	2	1	3		x		3 Persons - $51,750
HH15	2	0	2		x		2 Persons - $46,000
HH16	1	0	1			x	1 Person - $40,250
HH17	2	0	2			x	2 Persons - $46,000
HH18	2	0	2		x		2 Persons - $46,000
HH19	1	0	1		x		1 Person - $40,250
HH20	1	2	3	x			3 Persons - $51,750
HH21	2	4	6		x		6 Persons - $66,700
HH22	1	0	1		x		1 Person - $40,250
HH23	1	2	3	x			3 Persons - $51,750
TOTALS	23 Househc	56 Individuals		7 Households 20 Individuals	10 Households 23 Individuals	6 Households 13 Individuals	

Data Initially Compiled June 2008 and Updated Oct. 2010


Attachments-ATT6-1239-LMI Methods, Survey and Data.2011.pdf - Adobe Reader
File Edit View Document Tools Window Help
Search
3 Items
Demographic Data Statement.201....pdf
Household Data Coll. Methods and....doc
income data by household.no....xls

15.
ATT 5-1238 - Demogr...

SURVEY AND DEMOGRAPHIC DATA STATEMENT
KASAAN, ALASKA

April, 2011

Applicant: Organized Village of Kasaan (OVK)

Project: Kasaan Community Use Facility Renovation Project

The following demographic data is submitted for purposes of evaluating OVK's application for the ICDBG Program. By submitting this information with our application, we state that we are in compliance with all of the following:

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In accordance with Section IV.B. and Section V.A., Rating Factor 2 of the Program NOFA, we have attached the following documentation:

- A sample copy of the survey form;
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- A listing of incomes by household, including household size.

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43 Total number of low- and moderate income persons who will benefit from the proposed project.

76.8% Percentage of total number of persons served who are LMI based on the survey data that has been collected.

Richard Dickson
OVK Authorizing Official

OVK Tribal President
Title

4/15/11
Date

This *Kasaan Community Use Facility Renovation Project* will clearly benefit all of Kasaan's adults, youth and children including the 76.8% who are LMI in accordance with the requirements of 24 CFR 1003.208.

2pp
ATT2-1235- HUD
ICDBG - TOC...

TABLE OF CONTENTS

(a) Application Narrative

Rating Factor 1: Capacity of the Applicant

(1) Managerial, Technical, and Administrative Capability

(1)(a) Managerial and Technical Staff

(1)(b) Project Implementation Plan

(1)(c) Financial Management

(1)(d) Procurement and Contract Management

(2) Past Performance – N/A

Rating Factor 2: Need/Extent of the Problem

(1) Need and Viability

(2)(a) Project Benefit – Public Facilities and Improvement

Rating Factor 3: Soundness of Approach

(1) Description of and Rationale for Proposed Project

(2) Budget and Cost Estimates

(3) HUD Policy Priorities

(4)(a) Commitment to Sustain Activities – Public Facilities and Improvement Operations and Maintenance Plan

Rating Factor 4: Leveraging Resources

Rating Factor 5: Comprehensiveness and Coordination

(1) Coordination

(2) Measurable Outputs, Outcomes, and/or Goals

(b) Application for Federal Assistance (SF-424)

(c) Survey on Ensuring Equal Opportunity of Applicants (SF424-SUPP) – N/A

(d) Applicant Disclosure Report (HUD 2880)

(e) HUD 2993 – N/A

(f) Concurring Resolution – N/A

(g) Project Implementation Schedule (HUD 4125) PDF Portfolio

(h) Cost Summary (HUD 4123)

(i) Tribal Resolution that includes Citizen Participation Statement (Resolution #11-12-001)

(j) Map of Project Area – PDF Portfolio (attached to SF-424 "Areas Affected by Project"

(k) Demographic Data Statement

(l) LMI Methods, Survey and Data

(m) Project Specific Thresholds – N/A for Public Facilities & Improvement Projects

(n) N/A

(o) N/A

(p) N/A

(q) Letters of Commitment:
- MRV Architects
- POWTEC
- OVK Canoe Carving Group (Stormy Hamar)
- SISD
- Organized Village of Kasaan
- Tlingit & Haida Regional Housing Authority
- Anthony Christianson (Haida Carver)

Letters of Support
- City of Kasaan
- POW Chamber of Commerce

(r) OVK Code of Conduct – Already on File
(s) Disclosure of Lobbying Activities – N/A
(t) HUD-96010 Logic Model

Additional Attachments
Community Development Statement & Citizen's Participation Requirement
Letter of Commitment from the Tribe to Operate & Maintain the Facility
MRV Architects Cost Estimate Letter

29 pp
ATT 1-1234-ICDBG Narrative..

Application Narrative

Rating Factor 1: Capacity of the Applicant

(1) Managerial, Technical, and Administrative Capability
- (1)(a) Managerial and Technical Staff
- (1)(b) Project Implementation Plan
- (1)(c) Financial Management
- (1)(d) Procurement and Contract Management

(2) Past Performance – N/A

Rating Factor 2: Need/Extent of the Problem
- (1) Need and Viability
- (2)(a) Project Benefit – Public Facilities and Improvement

Rating Factor 3: Soundness of Approach
- (1) Description of and Rationale for Proposed Project
- (2) Budget and Cost Estimates
- (3) HUD Policy Priorities
- (4)(a) Commitment to Sustain Activities – Public Facilities and Improvement
  - Operations and Maintenance Plan
  - Letter of Commitment from the Tribe to Operate & Maintain

Rating Factor 4: Leveraging Resources

Rating Factor 5: Comprehensiveness and Coordination
- (1) Coordination
- (2) Measurable Outputs, Outcomes and/or Goals

Rating Factor 1: Capacity of the Applicant

The Organized Village of Kasaan (OVK) is seeking ICDBG funding to complete the *Kasaan Community Use Facility Renovation Project.* In the small isolated village of Kasaan Alaska, there is not an adequate facility for holding community, family and cultural events, public meetings, workshops and trainings, and other activities that are important to a healthy and functioning community. ICDBG funds will be used to completely renovate a building in Kasaan that was recently purchased by the Tribe. Creating a multi-use community facility is the first step in a longer term plan to develop a cultural campus on-site that will eventually include a visitor interpretive center, rental cabins, traditional carving building, and a small café and store.

OVK purchased this building, referred to as the Totem Trail Café, August 2010. Estimates obtained by MRV Architects, have directed the Tribe to pursue renovation of the existing structure, rather than constructing a new building (resulting in a savings of over $500,000 in project costs). The vision behind this purchase, is to create a cultural campus that will include this community use facility, a carving building, and eventually a visitor center, rental cabins constructed in a traditional Haida design, and a small store. This community use facility will be the central anchor for this new cultural campus, and will provide a much-needed place in Kasaan to hold community and tribal events, cultural celebrations, workshops and trainings, cultural activities including beading and carving, a place to hold Tribal and community meetings, and most importantly a place where families can gather for community game nights, movie nights and other healthy social activities.

An additional feature of this ICDBG proposal is a "Public Service Project" that will focus on hiring a local Haida carver to work with local youth and adults to carve two wooden canoes in a Haida style. The Kasaan Canoe Carving Group hopes to carve the first Haida canoes in the village of Kasaan in over 100 years. This canoe carving project builds on a successful community-wide event that took place in 2007 during which the first Haida totem pole was carved in the community of Kasaan in over 100 years.

(1)(a) Managerial and Technical Staff

Tribal Capacity to Successfully Manage Community Infrastructure Projects

The Organized Village of Kasaan (OVK), a federally recognized Tribe, was established in 1934 to promote the protection, preservation and education of its village and members. After lying dormant since the late 1980's, OVK was reactivated in 1995, and since that time, members have energetically pursued a mission of self-determination and cultural health. Over the past 16 years the tribe has experienced strong and stable leadership under the direction of Tribal President Richard Peterson. The OVK Tribal Council has also provided stable and focused leadership as the Tribe seeks to build a strong cultural and economic infrastructure.

OVK has a well-established reputation for successfully completing community and facility development projects. In collaboration with the City of Kasaan, OVK has completed a land connection to the Prince of Wales road system, switched from diesel generated electricity to cable electricity, completed a $300,000 water and sewer expansion project (2006), constructed a six-unit Elder and low-income housing development in Kasaan, (2007), Renovation of a historic logging bunk-house to serve as Tribal offices (2011 – Present), and is in the process of completing a multi-million dollar roads project (2007-Present). The tribe is also leading a statewide pilot project that is funded by the Denali Commission. The focus of this project is to create a small health clinic prototype for communities of under 100 people that can be deployed in small communities around the state of Alaska. The first prototype clinic will be built in the village of Kasaan in 2012.

The Tribe also co-owns a Tribally owned for-profit 8(a) corporation known as POWTEC. Under the leadership of OVK and a partner tribe located in Craig Alaska, POWTEC has successfully managed several multi-year, multi-million dollar federal contracts over the past nine years.

The tribe has a programmatic and fiscal management system in place that currently oversees 15 federal state and foundation funded projects. This includes an experienced staff team of a full-time Tribal Administrator, administrative support, a full-time bookkeeper, a contract accountant, a full-time grants management specialist, and a full-time IT/Network Specialist.

Key ICDBG Project Staff

Project Director – Richard Peterson

Roles and Responsibilities

The OVK Tribal President Richard Peterson will provide ultimate oversight and direction for this Kasaan Community Use Facility Renovation Project. He will directly supervise the project's day-to-day ICDBG Project Manager and oversee contract development and all consultant activity. Mr. Peterson will meet at least weekly with the ICDBG Project Manager to monitor the Project Implementation Schedule and budget for this ICDBG funding. Since Mr. Peterson's salary is paid by POWTEC, LLC., this oversight role will be provided as an in-kind contribution by POWTEC (3-5 hours/week).

Recent, Relevant and Successful Experience

Mr. Peterson has several recent, relevant, and successful examples of providing leadership to community facility and community and regional infrastructure projects. Some of these were already mentioned above.

- Statewide Health Clinic Prototype Project (2008 to 2011). As the Tribal President, Mr. Peterson both initiated and provided ultimate oversight for this state-wide small clinic prototype development project, with a project budget of app. $600,000. This project was successfully completed in April 2011;
- Kasaan Roads and Sewer Project (2007 to 2010). As the Tribal President, Mr. Peterson initiated and facilitated negotiations with ANTHC for the development of

the Kasaan Roads and Sewer Installation project, with a budget of app. $1.5 million. This is an ongoing project, with Phase 1 successfully completed in 2010;
- Elder and low-income housing project (2007). Mr. Peterson worked closely with THRHA from conceptual planning, through land acquisition, to construction and eventual project completion. He represented the Tribe through all of these activities for this app. $1 million project. The project was successfully completed in 2007.;
- Purchase of Thompson Café and surrounding property to create a community use facility and cultural campus (2010 - Present). As the Tribe's Economic Development Director, Mr. Peterson initiated and oversaw the negotiations and purchase of this property as part of the Tribe's long range economic development plan, and continues to oversee development of the site;
- CEO of POWTEC, a 100% Native owned business that offers government contracting to provide information technology, and engineering services to federal agencies 2008-Present;
- 4th Vice President of Central Council Tlingit and Haida Indian Tribes, a regional Tribal organization representing over 20,000 Tribal members. Mr. Peterson has been an executive Council member for the past five years (2006-Present);
- Board Member (2010-Present) of the Southeast Conference, the State-designated Alaska Regional Development Organization (ARDOR), the federally-designated Economic Development District (EDD), and the federally-designated Resource Conservation and Development Council (RC&D) for Southeast Alaska;
- Led the OVK collaboration with ACS Telecommunications in 2006-07 to complete a $1.2 million telecommunications project that brought wireless internet services to the village of Kasaan;
- Kasaan City Council since 1997 (to present) and served as Mayor of Kasaan from 1997 – 2008.
- Southeast Island School District board member since 2003 and is currently the school board president (2009-Present).

ICDBG Project Manager – Charles Peele

Roles and Responsibilities

The ICDBG Project Manager will oversee all of the day-to-day implementation activities of this ICDBG Grant for 15 hours/week over the 24-month duration of the project. This will include implementing all activities in the project work plan, managing day-to-day budget expenditures, meeting on weekly basis with project staff and contractors, and conducting all required reporting activities. This half-time position will report directly to Mr. Peterson.

Recent, Relevant and Successful Experience

In 2010, the Organized Village of Kasaan received an ANA Social and Economic Development (SED) grant. This ANA Funding allowed OVK to hire a Community Facilities and Economic Development Specialist to develop business plans for three local businesses. Also, in 2010, OVK received a HUD-RHED grant that focuses on developing a cultural campus and economic opportunities in Kasaan. Both of these recent projects have been managed by Charles Peele. Mr. Peele's attached resume also notes that he has a strong

background in economic development, focusing on new business development. In 2010, Mr. Peele helped create the Hydaburg Business Center, an economic development program through Central Council of Tlingit and Haida Indian Tribes of Alaska. This program leveraged funding for local and regional economic development projects. Mr. Peele also coordinated classes/trainings in the area of economic development.

OVK Grants Manager – Jonathan Wunrow

Roles and Responsibilities

Mr. Wunrow will provide technical assistance and support to the ICDBG Project Manager. Mr. Wunrow provides grants management support for all of OVK's grant-funded programs and projects. This includes providing assistance in program and fiscal reporting, following Notice of Grant Award guidelines, ensuring adherence to all OVK and federal budget requirements, and assisting program managers in completing their work plans in a timely manner. Mr. Wunrow will be available to meet with the newly hired ICDBG Project Manager on a regular basis and will be especially engaged in the initial startup period of this project. Mr. Wunrow will assist the project 4 hours/week.

Recent, Relevant and Successful Experience

Mr. Wunrow has the following relevant, recent, and successful experience in the area of community infrastructure and facility development:

- Project manager for the Statewide Health Clinic Prototype Project, and construction of a new clinic in Kasaan (2008 to 2011). Led a multi-disciplinary team of architects, health care providers, engineers, planners, and the Denali Commission to complete the development of several small clinic prototype models. Provided project management, financial tracking and project reporting functions. This project was successfully completed in April 2011;
- Project manager for the Chief Son-i-hat Whale House renovation project (2011 – Present). This includes managing a National Park Service, Historic Preservation grant (2010–2012).
- Project manager for the OVK Discovery Lodge eco- and cultural-tourism project (2007-2010). Led a multi-disciplinary team of architects, community planners and Tribal staff to develop a 100% construction-ready project;
- Project manager for the SEAtrails project, developing trail systems in collaboration with 12 Southeast Alaska communities (2008-2011). Provides project oversight for 12 trail project in SE Alaska, working closely with dozens of volunteers, paid staff and local and federal government employees. Provides project management, financial tracking and project reporting functions;

Mr. Wunrow has worked with numerous Tribal and community organizations in Southeast Alaska over the past fifteen years on developing strategic plans, implementing these plans, and pursuing grant funding for several economic development, housing, facility construction, and other community infrastructure projects.

Contractors and Consultants – Background and Experience

The highly respected architectural firm of Minch, Ritter, and Voelckers Architects (MRV) will be working closely with the OVK throughout the entire implementation of this ICDBG funded project.

Roles and Responsibilities

MRV Architect's President, Paul Voelckers has submitted a letter expressing his strong interest in providing design and management services for the Kasaan Community Use Facility Renovation Project (see attached letter). For the past 18 months, MRV has been involved in the planning and concept-level design for a proposed new cultural campus with the Community Use Facility as a central element in its actualization.

Mr. Voelckers is interested and willing to continue this design role with OVK to complete this first critical property improvement. The attached letter states that MRV is very committed to this project, and is convinced that if the renovation can be accomplished, this will go a long way to anchoring the full development of the envisioned cultural campus. Mr. Voelckers has also provided a construction estimate upon which this ICDBG proposal budget has been based (see attached Construction Estimate). This work was funded in part through a 2009 HUD-RHED grant.

Recent, Relevant and Successful Experience

MRV has been working closely with OVK over the past several years (2003 - Present) in the development and design of several projects, most prominently OVK's Discovery Lodge. During this process, MRV has worked with OVK to complete the full design package for this eco-and cultural tourism facility. MRV is also currently working with OVK to conduct design studies and a Renovation and Preservation Plan for restoration of the Son-i-hat Whale House in Kasaan, the only remaining Haida clan house in the United States.

MRV has extensive relevant, recent and successful experience with projects in Alaska that are similar to the renovation of the community use facility that is the subject of this ICDBG grant proposal. This experience includes serving as the architect and project manager for several large design, renovation, and construction projects in Southeast Alaska. MRV also has extensive experience working with Alaska Native Tribes and organizations to design and construct Native cultural facilities. In the last three years alone, these projects include:

Cordova Center. Under construction in 2011. Designed a 33,000 sq.ft. mixed-use community facility, museum, library, theatre, meeting space, offices, kitchen. $16 million.

STA Community House: Successfully completed a $1.8 million addition to STA Community House (2006). Designed a traditional-style Native clan house and performing space to add expanded visitor services, including carving area, ticketing, gift sales, queuing, expanded kitchen, expanded performance and dressing areas.

Chief Shakes House Renovations: Completed design work for upgrades to Chief Shakes traditional clan house (2009-2010). Wrangell, Alaska. $1.5 million estimate.

Wrangell Carving Shed: in 2010 designed a new facility for housing Native artisans, on-going pole carving and sales area. $700,000.

Amanda Building Renovation: Completed a $700,000 upgrade to existing two-story building in Wrangell, providing new apartments, new windows, heating, finishes, elevator, roofing. Construction began in 2010.

Further information about the extent and depth of experience that MRV Architects has in developing major renovation and construction projects can be found both in Mr. Voelcker's attached letter of commitment, and on their website: www.mrvarchitects.com.

(1)(b) Project Implementation Plan

The Project Implementation Plan for the Kasaan Community Use Facility Renovation Project is detailed on the attached *Project Implementation Schedule Form - HUD-4125*, (four pages total). The Project Implementation Schedule includes a detailed schedule of all key tasks and timelines for staff and contractors. The implementation plan also identifies which staff and contractors are responsible for each project activity. Therefore, none of the Project Implementation Plan information will be repeated in the body of the project narrative.

The overall implementation strategy for this ICDBG-funded project is to gather an experienced and effective management team that will select and work closely with architects and construction contractors to renovate the Totem Trail Café building in Kasaan. The newly renovated building will serve as a community use facility that serves as the central anchor for a new cultural campus serving the local Tribe and the community of Kasaan. As the budget below outlines, OVK is providing all of the project management staff time as an in-kind contribution. ICDBG funds will be used almost exclusively for the renovation work. It is anticipated that this renovation project will be completed over a 24-month period.

A key to keeping the project Implementation Schedule on time and on target will be weekly management meetings conducted by Mr. Peterson, the ICDBG Project Manager Mr. Peele, OVK Grants Manager Mr. Wunrow, and appropriate contractors. These regularly scheduled meetings and reviews of the Project Implementation Schedule will allow timely adjustments to be made to the work plan if tasks are not completed within originally established time frames.

The following required reports will be submitted as follows:

- SF425 Federal Financial Report form – Quarterly;
- Status and Evaluation Report that includes a narrative report, the eLogic Model, a breakdown of funds spent on each major project activity, and an evaluation of project effectiveness including final outputs and outcomes – Annually;
- Minority Business Enterprise Report will be submitted on contract and subcontract activities – Annually in October;

- Close-Out Report - At the end of the project.

Contingency Planning

The attached Project Implementation Plan includes holding weekly meetings with project staff and contractors to decrease the possibility that there will be any significant roadblocks that arise during the course of the project. Potential roadblocks include:

- Delays in materials acquisition due to back-orders or shipping delays – Ample time has been built into the project schedule to account for these types of delays;
- Problems with contractor(s) not completing work on-time and/or on-budget – Written and signed contracts and detailed Scopes of Work will be in place that include appropriate recourse by OVK. In addition, the weekly contractor/staff meetings described above, will help assure that the contractor's stay on-task;
- This project has already received a Categorical Exclusion from the Army Corp of Engineers (see attached letter), however, if some problem should arise in the area of environmental permitting, OVK will work with their project partner POWTEC and POWTEC's environmental team to address the roadblock.

(1)(c) Financial Management

OVK management and accounting staff have reviewed the relevant portions of CFR Title 24, Part 85, Subpart C – Financial Administration (85.20 – 85.52), and CFR Title 24, Part 1003, Subpart F – Grant Administration (1003.500 – 1003.511) and agree to meet the requirements of financial management and reporting outlined in these sections. OVK meets these CFR Title 24 requirements in a number of ways including having written accounting and internal control policies and procedures, conducting annual audits with an independent auditing firm, and having fiscal policies and systems in place that are reviewed and approved annually by an independent auditor as well as by the OVK Tribal Council.

OVK has adopted a number of written Accounting and Internal Control Policies that are organized as follows:

A. Internal Control Responsibilities
B. Separation of Duties
C. Accounting
D. Bank Accounts
E. Check Preparation and Signing
F. Cash Disbursements Procedures
G. Cash Control Policies and Procedures
H. Cash Receipts Procedures
I. Other Cash Collection Control Procedures

Financial policies and systems for OVK are also in place that address: Deposits and Investments, Fixed Assets, Contingent Liabilities, Use of Estimates, Notes Payable, Pass-through Expense Accounts, and Investments. These accounting and financial policies and

systems form the basis for OVK's financial management system. These policies and systems will be followed to ensure effective fiscal control over ICDBG grant funds, as well as for the overall renovation project.

A Government Special Revenue Fund Type will be established so that the ICDBG grant will be considered as a separate accounting entity. This fund type will use a current financial resources measurement focus and will be accounted for using the modified accrual basis for accounting.

The Organized Village of Kasaan's most recent audit, completed for the year ending December 31, 2010, was conducted by Lisa Taylor, CPA. In the audit section entitled, *Independent Auditor's Report on Compliance with Requirements Applicable to Each Major Program and on Internal Control Over Compliance in Accordance with the OMB Circular A-133*[1], the following statement is made by the auditor, "In my opinion the Organized Village of Kasaan complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 2010," (2010 Audit page 25).

Further, in the audit section entitled, *Internal Control over Compliance,* the auditor states, "I did not identify any deficiencies in internal control over compliance that I considered to be material weaknesses" (2010 Audit page 23). And, in the *Summary of Auditor's Results* section of the audit, it states the following (2010 Audit page – 27): "Internal control over financial reporting – No material weaknesses identified; No significant deficiencies identified that are not considered material weaknesses; and No non-compliance material to financials statements were noted. This section of the audit goes on to note, "There were no audit findings that are required to be reported in accordance with section 510(a) of Circular A-133." The 2010 audit concludes, "OVK is qualified as a low risk auditee."

The most recent FY2010 audit for OVK has been submitted to the Federal Audit Clearinghouse (FAC), as well as audits from previous years.

(1)(d) Procurement and Contract Management

The OVK Tribal Council has adopted a detailed Procurement and Contract Management Policy. It will be the responsibility of the OVK Tribal President, Tribal Administrator, the OVK Bookkeeper, and the day-to-day Project Manager of this ICDBG grant to assure that the Tribe's procurement policies and procedures and contracting management systems are followed throughout the construction of the Discovery Lodge. All of the following relevant procurement policies and procedures as well as OVK's contract management systems will be used when expending ICDBG funds. These contract management and procurement policies and procedures meet the requirements of 24 CFR part 85 and 24 CFR Part 1003:

[1] U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations.*

- Procurement Authorization and Administration (will be utilized for the purchase of all materials for this Lodge project, as well as for final site preparation as appropriate)
- Procurement Methods (same as above)
- Competitive and Noncompetitive Proposals (will be utilized when construction bid documents are released)
- Cooperative Purchases (cost savings will be realized whenever possible and appropriate for the purchase of goods and materials throughout the lodge construction process. Cooperative purchases is one way in which cost savings will be realized)
- Contractor Qualifications and Duties
- Contract Types, Options and Clauses
- Contract Administration
- Appeals and Remedies
- Indian/Alaska Native Preference Requirements
- Compliance with HUD Section 3 Regulations (will be followed for hiring staff positions for the lodge once construction is complete)
- Ethics in Public Contracting

Implementation of these procurement and contract management policies and procedures will help ensure that effective procurement and contract control over the project is maintained throughout the life of the project.

OVK has a successful history of appropriately managing federal grant funds for a variety of municipal construction and capital improvement projects. The most recently completed fiscal audit (FY2010) demonstrates OVK's ability to apply procurement and contract management procedures and systems effectively. In the *Compliance* section of the audit report (2010 Audit page 25) it states, "The management of the Organized Village of Kasaan is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing my audit, I considered OVK's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine my auditing procedures for the purpose of expressing my opinion on compliance. I did not identify any deficiencies in internal control over compliance that I consider to be material weaknesses." No findings were noted in the 2010 audit related to procurement and contract management. The 2010 audit concludes, "OVK is qualified as a low risk auditee."

The most recent FY2010 audit for OVK has been submitted to the Federal Audit Clearinghouse (FAC), as well as audits from previous years.

(2) Past Performance

The Organized Village of Kasaan has never received HUD-ICDBG funding in the past, however the Tribe receive a HUD-RHED grant for $300,000 that was awarded in 2007, and a second HUD-RHED grant for $300,000 that was awarded in 2009.

Implementation Schedule

Indian Community Development Block Grant (ICDBG)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0191
(exp. 2/29/2012)

See Instructions and Public Reporting Statement on back.
Submit a separate implementation schedule for each project category.

1. Name of Applicant (as shown in Item 5, Standard Form 424)	2. Application/Grant Number (to be assigned by HUD)	3.	Date (mm/dd/yyyy)
Organized Village of Kasaan		☑ Original (First submission to HUD) ☐ Pre-Award Submission ☐ Amendment (submitted after grant approval)	06/15/2012

4. Name of Project (as shown on form HUD-4123, item 4)	5. Effective Date (mm/dd/yyyy)	Expected Completion Date (mm/dd/yyyy)	Expected Closeout Date (mm/dd/yyyy)
Kasaan Community Use Facility Renovation Project	10/01/2012	09/30/2014	12/31/2014

6. Environmental Review Status

- ☐ **Exempt** (As described in 24 CFR 58.34)
- ☐ **Under Review** (Review underway; findings not yet made)
- ☐ **Finding of No Significant Impact** (Finding made that request for release of funds for project is not an action which may significantly affect the environment.)
- ☑ **EIS Required** (Finding that project may significantly affect environment or EIS automatically required by 24 CFR 58.37)
- ☐ **Not Started** (Review not yet begun)
- ☐ **Certification** (Environmental review completed; certification and request for release of funds being prepared for submission.)
- ☑ **Categorically Excluded** (as described in 24 CFR 58.35)

7. Tribal Fiscal Year (mm/dd/yyyy): 01/01/2012

8. Task List (List tasks such as environmental assessment, acquisition, etc.)

9. Schedule. Use Calendar Year (CY) quarters. Fill-in the CY below. See detailed instructions on back.

	CY 12															CY 13									Date (mm/dd/yyyy) (If exceeds 8th Qtr
	1st Qtr.			2nd Qtr.			3rd Qtr.			4th Qtr.			5th Qtr.			6th Qtr.			7th Qtr.			8th Qtr.			
Start Date - Oct. 1, 2012	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	
Review ICDBG NGA and set up bookkeeping and budget processes - ICDBG Proj. Mgr.	X																								
Hold initial Mgmt.staff mtg. to review NGA special conditions & Implem. Sched. - ICDBG Proj. Mgr.	X																								
Begin weekly Mgmt.staff mtgs. - ICDBG Prof. Mgr.	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	X	
Submit Env. Assmt. documents to HUD for approval to begin renovation work - ICDBG Proj. Mgr.	X	X																							
SIGN contract with MRV Architects to complete arch. & engineer. designs - OVK Tribal Pres.		X																							
Determine if additional Env. work is needed for NEPA - ICDBG Project Mgr.	X	-	X																						
Draft contractor RFP - ICDBG Proj. Mgr.			X																						
10. Planned Drawdowns by Quarter (Enter amounts non-cumulatively)	$ 10,000.00			$ 10,000.00			$ 150,000.00			$ 150,000.00			$ 150,000.00			$ 50,000.00			$ 50,000.00			$ 29,457.00			$Total 599,457.00
11. Cumulative Drawdown (If more than one page, enter total on last page only)	$ 10,000.00			$ 20,000.00			$ 170,000.00			$ 320,000.00			$ 470,000.00			$ 520,000.00			$ 570,000.00			$ 599,457.00			$Total 599,457.00

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Previous editions are obsolete

form HUD-4125 (12/97)

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Public reporting burden for this collection of information is estimated to average 40 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2577-0191), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This collection of information requires that each eligible applicant submit information to enable HUD to select the best projects for funding during annual competitions for the ICDBG Program. The information will be used by HUD to determine whether applications meet minimum screening eligibility requirements and application submission requirements. Applicants provide general information about the project which is preliminary to the review of the applicant's response to the criteria for rating the application. The information is used by HUD in monitoring grants to ensure that grantees are making proper use of Federal dollars. Responses to the collection are required by Section 105 of the Department of Housing and Urban Development Reform Act (P.L. 101-235) as amended by the Cranston-Gonzales National Affordable Housing Act of 1990. The information requested does not lend itself to confidentiality.

Instructions for Item 9 Schedule: Use Calendar Year (CY) quarters. Fill-in the CY below. If the project begins in May, for example, enter under "1st Q(A(April), M(May), J(June). Indicate time period required to complete each activity, e.g., acquisition, by entering "X" under the months it will begin and end. Draw a horizontal line from the first to the second "X". If the completion date will extend beyond the 8th quarter, enter date in the far right column and attach an explanation.

Implementation Schedule

Indian Community Development Block Grant (ICDBG)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0191
(exp. 2/29/2012)

See Instructions and Public Reporting Statement on back.
Submit a separate implementation schedule for each project category.

1. Name of Applicant (as shown in Item 5, Standard Form 424)	2. Application/Grant Number (to be assigned by HUD)	3. ☑ Original (First submission to HUD) ☐ Pre-Award Submission ☐ Amendment (submitted after grant approval)	Date (mm/dd/yyyy)
Organized Village of Kasaan			06/15/2012

4. Name of Project (as shown on form HUD-4123, item 4)	5. Effective Date (mm/dd/yyyy)	Expected Completion Date (mm/dd/yyyy)	Expected Closeout Date (mm/dd/yyyy)
Kasaan Community Use Facility Renovation Project	10/01/2012	09/30/2014	12/31/2014

6. Environmental Review Status

☐ **Exempt** (As described in 24 CFR 58.34)
☐ **Under Review** (Review underway; findings not yet made)
☐ **Finding of No Significant Impact** (Finding made that request for release of funds for project is not an action which may significantly affect the environment.)
☑ **EIS Required** (Finding that project may significantly affect environment or EIS automatically required by 24 CFR 58.37)
☐ **Not Started** (Review not yet begun)
☐ **Certification** (Environmental review completed; certification and request for release of funds being prepared for submission.)
☑ **Categorically Excluded** (as described in 24 CFR 58.35)

7. Tribal Fiscal Year (mm/dd/yyyy): 01/01/2012

8. Task List (List tasks such as environmental assessment, acquisition, etc.)

9. Schedule. Use Calendar Year (CY) quarters. Fill-in the CY below. See detailed instructions on back.

	CY 12												CY 13										Date (mm/dd/yyyy) (If exceeds 8th Q tr
	1st Qtr.			2nd Qtr.			3rd Qtr.			4th Qtr.			5th Qtr.			6th Qtr.			7th Qtr.			8th Qtr.			
	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	
Complete and submit Q-1 Report - ICDBG Proj. Mgr.				X																					
Complete Arch. & Eng. plans & docs. - MRV Arch.		X	-	-	-	X																			
Submit addn't NEPA documents for determination if required - ICDBG Proj. Mgr.		X	-	-	-	X																			
Advertise construction rfp - ICDBG Proj. Mgr.				X																					
Identify local labor for inter.demol.work - ICDBG Proj.				X	X																				
Begin interior demol. work - Local Laborers					X																				
Complete revised construction cost est. - MRV Arch.						X																			
Complete interior demol. work & haul away material T. Bay landfill - Local Laborers					X	-	X																		
Conduct interviews & make selection of construction contractor - OVK Tribal Pres.					X	X																			
Complete & submit Q-2 Report - ICDBG Proj. Mgr.							X																		
10. **Planned Drawdowns by Quarter** (Enter amounts non-cumulatively)	$ 10,000.00			$ 10,000.00			$ 150,000.00			$ 150,000.00			$ 150,000.00			$ 50,000.00			$ 50,000.00			$ 29,457.00			$Total 599,457.00
11. **Cumulative Drawdown** (If more than one page, enter total on last page only)	$ 10,000.00			$ 20,000.00			$ 170,000.00			$ 320,000.00			$ 470,000.00			$ 520,000.00			$ 570,000.00			$ 599,457.00			$Total 599,457.00

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Implementation Schedule

Indian Community Development Block Grant (ICDBG)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0191
(exp. 2/29/2012)

See Instructions and Public Reporting Statement on back.
Submit a separate implementation schedule for each project category.

1. Name of Applicant (as shown in Item 5, Standard Form 424)	2. Application/Grant Number (to be assigned by HUD)	3. ☑ Original (First submission to HUD) ☐ Pre-Award Submission ☐ Amendment (submitted after grant approval)	Date (mm/dd/yyyy)
Organized Village of Kasaan			06/15/2012

4. Name of Project (as shown on form HUD-4123, item 4)	5. Effective Date (mm/dd/yyyy)	Expected Completion Date (mm/dd/yyyy)	Expected Closeout Date (mm/dd/yyyy)
Kasaan Community Use Facility Renovation Project	10/01/2012	09/30/2014	12/31/2014

6. Environmental Review Status

☐ **Exempt** (As described in 24 CFR 58.34)
☐ **Under Review** (Review underway; findings not yet made)
☐ **Finding of No Significant Impact** (Finding made that request for release of funds for project is not an action which may significantly affect the environment.)
☑ **EIS Required** (Finding that project may significantly affect environment or EIS automatically required by 24 CFR 58.37)
☐ **Not Started** (Review not yet begun)
☐ **Certification** (Environmental review completed; certification and request for release of funds being prepared for submission.)
☑ **Categorically Excluded** (as described in 24 CFR 58.35)

7. Tribal Fiscal Year (mm/dd/yyyy): 01/01/2012

8. Task List (List tasks such as environmental assessment, acquisition, etc.)

9. Schedule. Use Calendar Year (CY) quarters. Fill-in the CY below. See detailed instructions on back.

	CY 12												CY 13										Date (mm/dd/yyyy) (if exceeds 8th Q tr
	1st Qtr.			2nd Qtr.			3rd Qtr.			4th Qtr.			5th Qtr.			6th Qtr.			7th Qtr.			8th Qtr.		
	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	
Make adjustments to proposed construction work-plan (if needed) - ICDBG Proj. Mgr. and Contractor						X																			
Negotiate and sign construction contract and workplan - OVK Tribal Pres.							X																		
Identify local laborers for construct.-ICDBG Proj. Mgr						X	X																		
Order construction materials - Contractor							X	-	-	-	-	-	-	-	-	-	-	X							
Identify and establish sub-contractors - Contractor							X	-	X																
Identify area for staging & storage - ICDBG Proj. Mgr								X																	
Begin Construction Schedule - Contractor										X															
Begin wkly. mtgs. w/contractor - ICDBG Proj. Mgr.										X															
Complete & submit Q-3 Report - ICDBG Proj. Mgr.										X															
Submit Minority Business Report - ICDBG Proj. Mgr.							X																		
Continue renovation work - Contractor										X	-	-	-	-	-	-	-	-	-	-	X				

10. **Planned Drawdowns by Quarter** (Enter amounts non-cumulatively)	$ 10,000.00	$ 10,000.00	$ 150,000.00	$ 150,000.00	$ 150,000.00	$ 50,000.00	$ 50,000.00	$ 29,457.00	$Total 599,457.00
11. **Cumulative Drawdown** (If more than one page, enter total on last page only)	$ 10,000.00	$ 20,000.00	$ 170,000.00	$ 320,000.00	$ 470,000.00	$ 520,000.00	$ 570,000.00	$ 599,457.00	$Total 599,457.00

Previous editions are obsolete

form **HUD-4125** (12/97)

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Implementation Schedule

Indian Community Development Block Grant (ICDBG)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0191
(exp. 2/29/2012)

See Instructions and Public Reporting Statement on back.
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Organized Village of Kasaan			06/15/2012

4. Name of Project (as shown on form HUD-4123, item 4)	5. Effective Date (mm/dd/yyyy)	Expected Completion Date (mm/dd/yyyy)	Expected Closeout Date (mm/dd/yyyy)
Kasaan Community Use Facility Renovation Project	10/01/2012	09/30/2014	12/31/2014

6. Environmental Review Status

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☑ **EIS Required** (Finding that project may significantly affect environment or EIS automatically required by 24 CFR 58.37) ☐ **Not Started** (Review not yet begun) ☐ **Certification** (Environmental review completed; certification and request for release of funds being prepared for submission.) ☑ **Categorically Excluded** (as described in 24 CFR 58.35)

7. Tribal Fiscal Year (mm/dd/yyyy): 01/01/2012

8. Task List (List tasks such as environmental assessment, acquisition, etc.)

9. Schedule. Use Calendar Year (CY) quarters. Fill-in the CY below. See detailed instructions on back.

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	1st Qtr.			2nd Qtr.			3rd Qtr.			4th Qtr.			5th Qtr.			6th Qtr.			7th Qtr.			8th Qtr.			
	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	
Identify Haida carver(s) interested in contracting for carved front panel work - ICDBG Proj. Mgr.										X															
Meet w/carver(s) to discuss design - OVK Tribal Pres											X														
Establish contract w/carver(s) - OVK Tribal Pres.											X														
Begin carving panels - Carver(s)												X	-	-	-	-	-	X							
Complete Q-4 & Year-end reports - ICDBG Proj. Mgr.													X												
Complete Q-5 & Q-6 reports - ICDBG Projc. Mgr.																X			X						
Finish carved panel - Carver(s)																		X							
Submit Yr. 2 Minority Bus. Report - ICDBG Proj. Mgr.																			X						
Complete all renovations - Contractors																				X					
Complete Q-7 report - ICDBG Proj. Mgr.																						X			
Hold Grand Opening - OVK Tribal Pres.																						X			
Submit Final Project Reports - ICDBG Prog. Mgr.																									12/31/2014
10. Planned Drawdowns by Quarter (Enter amounts non-cumulatively)	$ 10,000.00			$ 10,000.00			$ 150,000.00			$ 150,000.00			$ 150,000.00			$ 50,000.00			$ 50,000.00			$ 29,457.00			$Total 599,457.00
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form HUD-4125 (12/97)

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Rating Factor 2: Need/Extent of the Problem

(1) Need and Viability

The primary need that will be addressed through this ICDBG-funded project is the following HUD-identified need identified in the eLogic Model, "*Indian Tribes and Alaska Natives are in need of community infrastructure and facilities to improve the health, safety, and well-being of residents.*"

Kasaan is the oldest Haida village in existence, and one of only two Haida communities that remain intact in Alaska. Like most communities on Prince of Wales Island, Kasaan was founded on a natural resource extraction economy. Throughout the 19th and 20th centuries, lumberyards, canneries and mining provided jobs for the residents of the area. Over the past 50 years, all of these businesses and industries have left Kasaan. As jobs left the community, wage earners and their families reluctantly did the same.

Several years ago, Kasaan reached a crisis point when school enrollment threatened to drop below the State minimum of ten students necessary for the school to remain open. Closing the school would have resulted in a further erosion of Kasaan's population. With the school as a rallying point, a series of public meetings were held, and residents outlined the problems and potential solutions they saw. In particular, they identified the need for addressing the reasons why families have left the community over the past several decades. The key reasons included the lack of a sustainable and viable economy, the need for adequate housing, and the lack of community infrastructure and programs that provide healthy activities for families and their children. The thread that is woven through all of these unmet needs is the importance of strengthening Haida culture and values in the everyday lives and activities of community members.

In the ensuing years the Tribe has developed and updated a strategic plan that has resulted in the completion of a number of importance community infrastructure, economic development, and culturally focused projects. These have included conceptual planning and design of a cultural and eco-tourism lodge referred to as the Discovery Lodge; the carving and raising of the first totem pole in 100 years in the community of Kasaan; the development of the *Chief Son-i-hat Whale House Renovation and Preservation Plan*, with Phase 1 beginning December, 2011; the creation of community canoe carving group that is made up of local adults and youth; collaboration with a regional telecommunications company to bring better phone service and wireless Internet to Kasaan; the construction of a six unit lower-income and Elder housing facility; and the initiation of a multi-million dollar roads, water, and sewer project.

After decades of stagnation, the Tribe is moving in a healthy and positive direction. However, one of the key pieces of community infrastructure that is still missing in the village of Kasaan is a multi-use facility that is structurally safe and secure, economically feasible to operate and maintain, and large enough to hold community and tribal gatherings and other events that are important to the community's social and economic stability and growth.

For individuals who live in larger communities, its hard to imagine what it is like to live in Kasaan where there are no privately owned businesses, no restaurants/cafés, no motels or B&B's, no churches, no indoor recreation facilities, gyms, or pools, no Boys/Girls Club or YMCA's. In most communities, when public events like a large meeting, training or workshop, wedding or funeral, Tribal or community celebration, school graduation or other activities need to be held, there are usually lots of options, like business meeting rooms, church halls, school gymnasiums, conference facilities, school lunch rooms, etc. These kinds of community gathering places are vital to the viability of any community, yet the village of Kasaan has none of these options.

Quantitative Documentation of Need

It is difficult to quantify the need for a community facility, in a remote village that has nothing of the kind. There are only four public buildings in the entire community of Kasaan. These include a three room school house, a small one-room library, a single-wide trailer that houses Tribal offices and staff, and a small and run-down community hall that houses two city offices, a small sub- substandard medical clinic, and a fairly small meeting room that is severely inadequate for holding public gatherings, trainings, and other important community and Tribal events.

It is a one hour drive to the "nearby" logging community of Thorne Bay, where there is a school gymnasium and a few small churches. In past years the Tribe has hosted summer culture camps attended by over 100 youth, as well as various community celebrations, a totem pole raising, and other events and activities that are essential to the physical emotional and cultural health of community members. These types of events are typically held outside either under tents or in the rain. The fact that Kasaan is located in the center of a rain forest in Southeast Alaska that gets an average of over 150 inches of rain each year, adds to the need for a community facility where these kinds of events can be held in a warm and dry space.

There is also no adequate facility in Kasaan to hold trainings, workshops, cultural craft-making events such as beading sewing and carving, family game and movie night activities, and holiday celebrations. Typically, staff and local residents drive one and one half hours each way to the larger community of Craig, to hold larger meetings and trainings in an adequate facility. Again, in a place like Southeast Alaska where it rains almost constantly and where, in the winter months there are only 4 to 5 hours of adequate daylight, having a warm, well lit, and comfortable place to hold the kinds of events and activities described above is essential for the physical and mental health, safety and well-being of adults and children in our community.

As was stated above, these kinds of community facilities are critical to the livability and viability of a community, and typically go unnoticed in a community, unless they simply don't exist. When one stops to think about where they attended their last indoor community event, school sports banquet, funeral, graduation ceremony, workshop, family movie night, Tribal celebration, community pot-luck, or wedding reception, and then imagines where that

event would have been held if there was no place within an hour's drive in which to hold it, the need for this renovation project quickly becomes apparent.
As a step towards addressing this critical community need for a community-use facility, the Tribe recently purchased several lots and a 3,000 ft. building refer to locally as the Totem Trail Café (which has not been used as a café for over 15 years). The vision behind this purchase is to create a cultural campus that will include this community use facility, and eventually a visitor center, rental cabins constructed in a traditional Haida design, and a small store. This community use facility will be the central anchor for the new cultural campus, and will provide a much-needed place in Kasaan to hold community and tribal events, cultural celebrations, workshops and trainings, cultural activities including beading and carving, a place to hold Tribal and community meetings, and most importantly a place where families can gather for community game nights, movie nights and other healthy social activities.

In addition to the numerous community and Tribal meetings and Strategic Planning sessions that have been held over the past several years to discuss the needs related to a lack of facilities, programs and activities in the community, OVK has posted a Community Development Statement outside both the Tribal offices and the Kasaan City Hall (see attached). Two public meetings were held (Feb. and Nov., 2011) to get community input for use of the Totem Trail Café building and for this ICDBG application.

(2)(a) Project Benefit – Public Facilities and Improvement

Census data from the 2000 census shows that the community of Kasaan has 32.6% LMI. Unfortunately over the past decade, several individuals and younger families have left the community to seek other employment, academic, and/or family opportunities. The local Kasaan school often teeters on closure, giving one more reason for families with children to leave the community and seek a more stable school situation. In the small rural and geographically isolated community of Kasaan, employment opportunities are few, and many of the local jobs and small business opportunities that do exist, do not pay a living wage.

In preparation for submitting a HUD-ICDBG funding proposal, OVK staff were fairly certain that the 2000 census data for Kasaan household income was no longer accurate, so a decision was made to gather more current household income data. Guidance for conducting this survey was obtained from the HUD Office of Community Planning and Development's document entitled, "*U.S. Dept. of Housing and Urban Development Suggested Survey Methodology to Determine the Percentage of Low- and Moderate-Income Persons in the Service Area of a Community Development Block Grant-funded Activity.*" The survey methodologies that were employed are outlined in the attached document, "Kasaan Household Income Data Collection Methods."

The attached Demographic Data Statement for Kasaan, Alaska (April, 2011) is submitted for the purpose of evaluating OVK's application for the ICDBG Program. By submitting this information with this application, the Tribe states that it is in compliance with all of the following:

- Generally available, published data are substantially inaccurate or incomplete. *(2000 census data for the community of Kasaan shows that 32.6% of the community's individuals are identified as low to moderate income);*
- Data provided have been collected systematically and are statistically reliable. *(Every one of Kasaan's 23 households was contacted either through door-to-door or telephonic surveys*);
- Data provided are, to the greatest extent feasible, independently verifiable and differentiate between reservation and BIA service area populations, when applicable *(not applicable in the case of Kasaan);*

In accordance with Section IV.B. and Section V.A., Rating Factor 2 of the Program NOFA, we have attached the following documentation:

- A sample copy of the survey form;
- An explanation of the methods used to collect the data;
- A listing of incomes by household, including household size.

56 Total number of persons who will benefit from the proposed project.

43 Total number of low- and moderate income persons who will benefit from the proposed project.

76.8% Percentage of total number of persons served who are LMI based on the survey data that has been collected.

This *Kasaan Community Use Facility Renovation Project* will clearly benefit all of Kasaan's adults, youth and children including the 76.8% who are LMI in accordance with the requirements of 24 CFR 1003.208

Other Indicators - Unemployment Rates - The national unemployment rate in November. 2011 was 8.6%[2]. The Alaska unemployment rate for November, 2011was 7.3%[3], while the unemployment rate for communities in the Prince of Wales Island Census Area (where Kasaan is located) in November, 2011 was 13.6% according to the Alaska Department of Labor and Workforce Development. In addition, the monthly unemployment rates for Prince of Wales Island for 2011 range from a low of 12.3% in August, 2011 to a high of 19% in February, 2011. This significant fluctuation in unemployment rates is due to the seasonal nature of much of the employment on the island (fisheries, timber, and tourism). Consequently, a significant number of living-wage jobs on the island are seasonal and do not provide year-round income. Over the past five years, the winter unemployment rates on Prince of Wales Island have been as high as 24.7% for this census area.
The unemployment rates in the Prince of Wales Island census area are significantly higher that both the State of Alaska and national averages.

[2] Bureau of Labor Statistics. *Employment Situation Summary*. December, 2011.
[3] Alaska Department of Labor and Workforce Development. http://labor.alaska.gov

Rating Factor 3: Soundness of Approach

(1)Description of and Rationale for Proposed Project

Two HUD goals have been selected from the eLogic Model that best describe the Tribe's vision for this renovation project. The first HUD Goal and related HUD Policy Priorities focus on developing energy efficient and climate resistant community buildings that promote community health and well-being.

HUD Goal 4B - Build Inclusive and Sustainable Communities Free from Discrimination - Promote energy efficient buildings and location efficient communities that are healthy, affordable and diverse.

HUD Policy Priority - Sustainability (2c) - Improve residents' health and safety, particularly that of children and other vulnerable populations, by promoting green and healthy design, construction, rehabilitation, and maintenance of housing and communities.

HUD Policy Priority - Sustainability (2h) – Promote the use of climate-resilient and disaster-resistant building design, construction and siting.

The second HUD Goal and related HUD Policy Priority focuses on creating a sustainable community by designing buildings that are accessible and visitable by people with disabilities.

HUD Goal 4E - Build Inclusive and Sustainable Communities Free from Discrimination - Build the capacity of local, state and regional public and private organizations.

HUD Policy Priority - Sustainability (2g) - Promote the design and construction of buildings and communities that are accessible and visitable by people with disabilities.

As was stated above, a key step towards addressing the critical community need for a community-use facility, is to create a cultural campus that will include a community use facility, and eventually a visitor center, rental cabins constructed in a traditional Haida design, and a small store. This community use facility will be the central anchor for this new cultural campus, and will provide a much-needed place in Kasaan to hold community and tribal events, cultural celebrations, workshops and trainings, cultural activities including beading and carving, a place to hold Tribal and community meetings, and most importantly a place where families can gather for community game nights, movie nights and other healthy social activities. The Organized Village of Kasaan (OVK) is seeking ICDBG funding to renovate the recently purchased Totem Trail café building to create this new community-use facility.

It is worth noting again, that there is no adequate facility in Kasaan to hold trainings, workshops, cultural craft making events such as beading sewing and carving, family game

night activities, and holiday celebrations. Again, in a place like Southeast Alaska where it rains almost constantly and where in the winter months there are only 4 to 5 hours of adequate daylight, having a warm, well lit, and comfortable place to hold the kinds of events and activities described above is essential for the physical and mental health, safety and well-being of adults and children in our community.

The attached construction estimate letter submitted by MRV Architects states, "from a design perspective, the renovation proposed will be transformative." The letter goes on to say, "the renovated building will be evocative and appealing, successfully representing the traditional use of materials and forms. The existing building, quite plain at present has positive framing lines to work with, and allows an economical upgrade, using new siding and roof materials to create an exterior look and feel that allows the ability to function as the visual anchor for the new OVK cultural campus."

The attached building construction estimate letter also includes significant detail of the proposed renovations. The letter states, "the renovation of the existing building will be comprehensive, with the primary retained value in the foundation, service utilities, and general framing and interior partition walls. The existing building is 48' x 65', and the proposed entry addition is 10' x 48', giving a total project area of 3,550 s.f. The renovations outlined in the detailed construction estimate can be summarized as follows:

- Completely remodel the public bathrooms
- Completely renovate and update the kitchen area
- Install new flooring throughout the building
- Repair and replace exterior siding
- Repair and replace roofing and rain gutters as needed
- Reconfigure interior space to maximize usable space, by building/moving non-weight bearing walls as needed
- Build a partially covered deck area for outdoor gatherings
- Replace circuit box and wiring as needed
- Install new ceiling tiles and overhead lighting
- Repaint the inside and outside of the entire building
- Complete landscaping
- Install carved Haida-style wooden panels and other culturally appropriate exterior items
- Install wiring, video and sound system so that the facility is appropriate for conducting workshops and public meetings.
- Replace the inoperable furnace and boiler system with electric heat system
- Repair or replace sprinkler and alarm system as needed
- Repair/replace plumbing as needed
- Disconnect and haul away unusable outbuildings
- Properly dispose of all refuse from the renovation project

Accessibility: All aspects of the renovated community-use facility will be ADA-compliant and satisfy all relevant life-safety codes. Design and engineering for the renovations will focus on assuring the accessibility and visibility of the building.

Energy Efficiency, Green Construction and Anticipated Cost Savings

According to be attached construction estimate developed by MRV Architects, the construction cost for the renovation work proposed for this project comes to less than $124per sq. ft. MRV estimates that similar new construction in Kasaan, would cost between $275/sq.ft. and $300/sq.ft. This shows that renovation will save in the range of $525,000-$600,000 over new construction.

This renovation strategy, as opposed to entirely new construction, offers many other benefits, including substantial material savings of structural framing materials, diversion of construction materials from landfill, and less site disruption on this beautiful waterfront setting.

It is important to note that the work items outlined in this proposal include several safety, health, sustainability, and energy efficiency features that are beyond the minimum renovation requirements, but are seen as highly advantageous for the project. These include the provision of full heat recovery ventilation to all portions of the building, and substantially improved thermal performance with new energy Star rated windows and insulation to reduce long-term operating costs. Given this thermal upgrade, it becomes economically possible to utilize electrical heating, without the use of oil-fired equipment and the cost and energy impact of such systems, including tanks and pumps.

Further, the building will take advantage of natural lighting wherever possible, and will you utilize construction materials that are indigenous to Prince of Wales Island and there are milled locally including yellow cedar, red cedar, and hemlock.

Public Service Project

An additional feature of this ICDBG proposal is a "Public Service Project" that will focus on hiring a local Haida carver to work with local youth and adults to carve up to three wooden canoes in a Haida style. The Kasaan Canoe Carving Group hopes to carve the first Haida canoes in the village of Kasaan in over 100 years.

This canoe carving project builds on a successful communitywide event that took place in 2007 during which the first totem pole was carved in the community of Kasaan in over 100 years. The pole that was carved is referred to as the "Unity Pole" because it brought together Kasaan's children, youth, and adults as well as visitors to the community, to work with a Master Carver on carving and then raising the pole. Over 500 people came to the small village of Kasaan in September 2007 to participate in raising the first totem pole in Kasaan in over 100 years.

Strengthening cultural ties to the past, and finding ways to incorporate Haida culture into everyday life, is essential to the children, adults and Elders in Kasaan. A strong connection to culture builds self-confidence, a sense of belonging, and an appreciation for one's place in the world. Learning traditional Haida carving skills also brings a sense of mastery and artistry to participants, young and old.

Based on the successful totem carving project in 2007, and the recently approved Renovation Plan for the Chief Son-i-Hat Whale House, there continues to be an interest in pursuing community-based carving projects that involve children, youth, and families. During the Tribe's strategic planning process that took place in March 2011, a strategic priority was identified, "To develop a canoe carving program." Coincidentally, the Southeast Alaska Regional Health Consortium recently developed a regional suicide prevention plan on October 6 -7, 2010. The plan was developed by a task force of community members from a variety of organizations throughout Southeast Alaska. The first regional action item identified by the task force states, "seeking funding and resources for a canoe or canoes to be launched in all communities as the symbol of a journey of discovery and healing."

A small portion of ICDBG grant funds with will be used to hire a Haida carver on a half-time basis for one year to work with the newly created Kasaan Canoe Carving Committee. The group has already obtained and built traditional carving tools and has identified several red cedar logs that could be used for canoes. The art of carving traditional Haida canoes is all but lost in the village of Kasaan, but black- and-white photos and Elder's memories are all that remain of what was once an important and essential community activity, both culturally and economically. This project will not only be a fascinating public service project for Kasaan, but will also provide hundreds of hours of healthy activity for youth, adults, and families in our community.

The goal of this canoe carving service project funded through the ICDBG grant will be to carve a minimum of two Haida-style canoes and then launch them in Kasaan Bay by the end of the 12 month carving period. Attached to this grant is a letter written by Glenn Hamar, expressing his interest in serving as the lead carver. He has also offered his time at a significantly reduced rate as an in-kind contribution to the project. (This contribution is not included in the match calculations).

(2)Budget and Cost Estimates

A complete project budget can also be found on the Cost Summary Form HUD-4123. Budget estimates are based on the attached "Totem Trail Café Building Construction Estimate" (developed by MRV Architects, May, 2011 and revised December, 2011).

KASAAN COMMUNITY USE FACILITY RENOVATION 2-YEAR BUDGET

	ICDBG	APPLICANT	OTHER IN-KIND	TOTALS
PLANNING				
T.A. for Weatherization and Accessibility	$0		$8,000 (THRHA)	$ 8,000
PROJECT COSTS				
Payroll				
ICDBG Grant Project Manager (15hr/wk x 104 wks.)	$41,250			$41,250
OVK Grants Mgr. to Provide T.A. (4hr/wk x 104 wks.)	$22,880			$22,800
Fringe				
Calculated at 34% (FICA-6.2%, SUTA-2.5%, Leave-3.5%, Health/Dental Benefits-18.35% Medicaid-1.45%, Work Comp-2%)	$21,804			$21,804
Other				
Office for Project Manager ($450/mo. x 24 months)	$0	$10,800		$10,800
Utilities for Proj. Mgr. Office $250/mo. x 24 months)	$0	$ 6,000		$ 6,000
Computer for Project Manager	$0	$ 2,086		$ 2,086
Tribal Council Member Involvement (6 people x 2 hr/month)	$0	$ 4,320		$ 4,320
Work Site Clean-up (6hr/wk)	$0		$ 8,164 (SISD)	$ 8,164
Community Facility Utilities ($500/mo. x 24 months)	$0	$12,000		$12,000
Community Facility Insurance ($250/mo. x 24 months)	$0	$ 4,800		$ 4,800
Construction & Contractor Costs				
1. Exterior Demolition	$0	$ 3,700		$ 3,700
2. Interior Demolition	$5,000			$ 5,000
3. New Exterior Finishes	$63,000			$63,000
4. Rebuild Front Deck Portion	$15,000			$15,000
5. New Vinyl Windows and Trim	$30,000			$30,000
6. New Wall and Roof Insulation	$20,000			$20,000
7. New Gypsum Wall & Ceiling	$15,000			$15,000
8. New Flooring	$27,000			$27,000
9. Bathroom Renovation	$12,000			$12,000
10. Renovate Kitchen	$20,000			$20,000
11. New HRV Ventilation System	$25,000			$25,000
12. 13-R Sprinkler System	$20,000			$20,000
13. Electrical Work and Fixtures	$50,000			$50,000
14. Data, Video, and Sound System	$15,000			$15,000
Additional Contractual Costs and Contingencies				
Design - Estimated 12.5% of Const. Costs	$32,300		$9,000 (MRV Architects)	$41,300
Contingencies – Est. 4% of Const. Costs	$15,280			$15,280
Project Technical Assistance	$0		$31,999 (POWTEC)	$31,999

Carved Signage	$0		$10,000 (T. Peele)	$10,000
Community Service Project – Canoe Carving				
Lead Carver Payment	$36,400			$36,400
Paint and Wood Preservative	$ 2,000			$ 2,000
Total Direct Costs	**$488,914**	**$ 43,706**	**$ 67,163**	**$599,783**
ADMINISTRATION				
Indirect Rate (22.61% of Direct Costs)	**$110,543**			

TOTAL HUD-ICDBG GRANT REQUEST - $599,457

TOTAL PROJECT MATCH - $110,869

TOTAL PROJECT COST - $710,326

Additional project costs not included in this project budget:

- A Environmental Review has already been completed for this site (2011) as part of OVK's RHED grant.
- A "Wetlands Delineation" was completed June 2011 and approved by the Army Corp of Engineers, Juneau Regulatory Field Office, as a Categorical Exclusion on 9/29/11;
- A furnishings budget will not been developed until the final renovation construction plan is completed. At that time the Tribe will inventory existing furniture that can be used, and purchase the additional furniture that will be needed.

Leveraged Resources Included in the Two Year Budget

The following will be considered as leveraged resources (cost match) for ICDBG funding. Letters documenting each of these contributions are attached to this grant application. More detail on each contribution is outlined below in Rating Factor 4. Details are also found in the attached letters:

POWTEC –$31,999. This support includes offering the time and expertise of POWTEC's CEO to assist in the development, implementation, and successful completion of this community facilities project.

MRV Architects – $9,000. This consists of waving 16% of the firm's design fees.

Southeast Island School District - $8,164. Based on time contributed by their maintenance worker over the course of the project. This school district employee will assist in keeping the site clean throughout of the renovation efforts.

Kasaan Canoe Carving Group - $15,600. Time contributed to the project by the Lead Carver, Stormy Hamar. (This contribution is NOT included in the match calculations).

Tlingit and Haida Regional Housing Authority - $8,000. Technical assistance on weatherization and energy efficiency, and to ensure that the facility is fully accessible to the elderly and disabled.

Anthony Christianson - $10,000. Mr. Peele, an accomplished Haida carver, has agreed to contribute a carved sign for the facility done in traditional Haida style.

Organized Village of Kasaan - $43,706. The attached letter outlines the specific resources that will be committed to the project over the 2 year project period, including office space, computer and utilities for the coordinator, Tribal Council involvement, maintenance staff assistance in exterior demolition work, and utilities and insurance on the community facility throughout the 24 month project period.

Total leveraged resources (match) to date: $110,869, which is 15.6% of the overall project budget.

Cost Estimates

Construction cost estimates for the Kasaan Community Use Facility Renovation Project (see attachment) are based on the attached "Totem Trail Cafe Building Construction Estimate" developed by Paul Voelckers, President of MRV Architects in Juneau, Alaska.

As noted above, MRV Architects is a Juneau-based architectural firm with a 60 year history, and particular expertise in the development of public facilities and projects with a Native cultural connection. In addition to work over the years in Kasaan and with OVK, MRV has notable related projects throughout Southeast Alaska, including beginning design work for the new $18 million Sealaska Heritage Institute Cultural Center in Juneau, the STA Community House in Sitka, reconstruction of Chief Shakes Clan House in Wrangell, and design studies for restoration of the Son-I-Hat clan house in Kasaan. All of these projects were completed in Southeast Alaska, in areas of similar geography, weather conditions, and climate, all of which affect material prices pricing, transportation, construction mobilization, labor availability, buildings seasons, etc. the

Based on these and other successful construction and renovation projects in Southeast Alaska, and on OVK's history of working collaboratively with MRV, the Tribe believes that MRV Architects has the organizational capacity, design experience, and project management skills to work with OVK on the successful implementation of the proposed new ICDBG funded project.

(3)HUD Policy Priorities

1. Job Creation and Employment – Priority (a)

Although this grant application is not proposing an economic development or job creation project per se, it is anticipated that local laborers will be used to the full extent possible. Given the 76.8% LMI in Kasaan, it is highly likely that the majority of local laborers hired

will be considered "low income residents." Four local laborers will be hired for this project. In addition, one or more local carvers will be hired to carve traditional cedar panels that will be located at the entrance of the facility. The Public Service component of this project will provide funds to hire a local carver on a 1/2x basis to work with the Canoe Carving Committee.

Once this community use facility is completed, and begins to serve as the cornerstone for the cultural campus that will eventually be developed, additional sustainable part- and full-time employment opportunities will be developed. These will include a position to manage a small store and gift shop, 2-3 positions to operate a small café, a housekeeping position for the tourist cabins that will be built, and seasonal tour guide positions to lead tours to the Chief Son-i-Hat Clan House and totem park.

2. Sustainability and Green and Healthy Design in Construction – Priority (c)

It is anticipated that children, youth and Elders in Kasaan will be regular users of the new community-use facility. The health and safety of these more vulnerable community residents will be improved by incorporating several green and healthy design features in construction that will meet or exceed the mandatory requirements identified in green building standards. As noted above, these include the provision of full heat recovery ventilation to all portions of the building, and substantially improved thermal performance with new energy Star rated windows and insulation to reduce long-term operating costs. Given this thermal upgrade, it becomes economically possible to utilize electrical heating, without the use of oil-fired equipment and the cost and energy impact of such systems. The building will take advantage of natural lighting wherever possible,

Another aspect of healthy design includes the use of wood products that are locally cut and milled. Haida people have depended on yellow and red cedar for generations to build canoes, totem poles, and clan houses. The use of these types of wood in the Kasaan community use facility will add a cultural context and appearance to the building. One or more local carvers will be hired to carve traditional cedar panels that will be positioned at the entrance to the building.

The Organized Village of Kasaan is working with MRV Architects to develop **accessible design features** including "Visitability in Construction" and utilizing "Universal Designs" to ensure that people with limited mobility and other disabilities have full access to the new community use facility. These accessible design features will be included in the final renovation drawings completed by MRV Architects as part of this ICDBG funded project.

(4)(a) Commitment to Sustain Activities – Public Facilities & Improvement

Letter of Commitment from the Tribe to Operate and Maintain the Facility

The source of funds for each component of the *Operations and Maintenance Plan* is outlined below after each section is described. In addition, several of the attached letters of support and commitment from service providers and other organizations, outline both the need for

this community facility, as well as their intent to utilize the facility once it is renovated (see letters from Southeast Island School District, POWTEC, City of Kasaan, and OVK. Rental and facility use fees will be charged for many of the trainings, meetings, and other public and private events that are held in the newly renovated facility. These fees will supplement the Tribe's commitment to pay for the ongoing maintenance and operations of the facility for the useful life of the building (see attached letter from Mr. Richard Peterson, "Letter of Commitment from the Tribe to Operate and Maintain the new OVK Community-Use Facility.")

Operations and Maintenance Plan

The Organized Village of Kasaan has developed an Operations and Maintenance Plan that covers both existing use of the facility and proposed use once the renovations are completed. The O&M Plan includes the following details:

Repairs: All facility repairs are completed by the Tribe's full-time maintence staff person. Maintence issues and concerns are reported to the Tribal Administrator for approval and prioritization. The Tribal Administrator will determine if the repair(s) can be completed by OVK staff or whether the work needs to be contracted to an outside vendor. Once repairs are authorized, maintenance staff will complete the repairs in a timely manner and report project completion to the Tribal Administrator.

Repair Budget - For the first few years following complete renovation of the facility, repairs costs will be minimal. The Tribe has budgeted $1,500/year for Years 1-3 in ongoing operating expenses for facility repairs. These costs will be paid through facility rental fees.

Maintenance: The facility currently has a basic repair and maintenance schedule that is performed by the Tribal maintence staff. Routine (weekly) maintenance checks are made on the following systems: water and waste water, oil heater, electrical breakers and switches, door security, and lighting. Weekly visual checks are also made to assess safety risks (slip and fall, overstocked shelves, etc.) of the kitchen area, bathrooms, and entry ways. Monthly visual checks are made of the roof and gutters, windows (cracks and seals), evidence of water damage, fire extinguishers, and fire alarms. All fire extinguishers are checked on an annual basis by a certified technicial, and recharged as needed.

Following the renovation of the facility, the attached maintenance plan will be updated to take into account new facility features and equipment. General day-to-day maintenance of the facility is conducted by the facility users. Each user group signs a facility use agreement that includes the responsibility for cleaning the space including rest rooms, emptying all trash cans, cleaning the kitchen if used, and turning off all lights and appliances.

Maintenance Budget – Day-to-day facility cleaning is conducted by each user group at no cost to the Tribe. Facility maintenance checks and general maintenance activities are currenlty being completed by the full-time maintenance staff person whose salary is paid out of the Tribe's General Fund, and estimated to cost $120/month ($1,440/year). Once facility renovations are completed, and the facility is being used on a daily basis to include a small

cafe, a part-time dedicated cleaning position will be created at an estimated cost of $6,700/year. This cost will be paid through cafe and facility use fees.

Insurance: The facility is currently covered under the Tribe's property insurance policy for personal injury and liability. This liability coverage covers all of the Tribe's buildings and is not broken out by individual facility. Prior to beginning renovation activities, the Tribe will take out the necessary and appropriate facility insurance coverages to cover the renovation period, followed by a comprehensive facility insurance policy once renovations are complete.

Insurance Budget - A commercial insurance policy will be taken out prior to renovation completion, and will be paid through lease income. A comprehensive policy is estimated to cost $3,000/year.

Security: Security for the facility currently includes a coded lock for the front door which allows the tracking of the users who enter the facility. Future security upgrades in 2011 will include security cameras and motion activated lighting for the entery way. The purchase and installation of new locking windows and new doors with knob and dead-bolt locks is included in the renovation cost estimate.

Security Budget – 2011 cost for security cameras and motion lighting is estimated at $900. This cost will be paid through the Tribe's General Fund.

Replacement Reserves: Ten percent of all income from facility rental and the cafe will be placed into a capital replacement reserve account. Whenever possible, the Tribe's maintenance staff will perform the required labor to reduce replacement costs. In addition, the Tribe's accountant will ensure that a capital depreciation fund is maintained for major equipment items.

Rating Factor 4: Leveraging Resources

As was noted above, the following will be considered as leveraged resources (cost match) for ICDBG funding. Coordination with **POWTEC, MRV Architects, Anthony Christianson (Native Carver), Tlingit and Haida Regional Housing Authority, Southeast Island School District (SISD), and the Organized Village of Kasaan (applicant)** are all represented in attached letters of commitments that include tangible and quantifiable support that is necessary for the successful completion of this project. In addition, the letters from SISD, POWTEC, the City of Kasaan, and the Tribe all attest the space needs that this renovation project will address, and the willingness of these organizations to utilize the facility for future social, recreational and educational activities.

POWTEC – A Tribally-owned 8(a) corporation has submitted a letter that commits $31,999 in in-kind support (416 hours x $76.92/hour for salary and benefits) over the 24 month grant period. This support is in the form of offering 4 hours/week of time and expertise of POWTEC's CEO, Richard Peterson, to serve as the overall Project Director and to assist in

the development and implementation of this community facilities project. As was noted above in the "key staff" section of this proposal, Mr. Peterson is a full-time employee of POWTEC and so the time spent on this project is a match contribution by that company.

MRV Architects – OVK has worked closely with this architectural firm over the past decade on several renovation and construction projects. The MRV architect team has extensive experience that is noted above, in planning, programming, energy efficient design, site analysis, design, construction documents, and contract administration. Their letter of commitment offers a contribution of $9,000 that consists of waving 16% of their design fees.

The **Southeast Island School District** has submitted a letter of commitment that totals $8,164 of in-kind time contributed by their maintenance worker over the course of the project $204/week x 40 weeks). This school district employee will assist in the renovation efforts by keeping the worksite clean and disposing of garbage and construction materials on a regular basis. Worksite clean-up is an essential part of any large renovation activity, and is an important contribution to overall project cost effectiveness.

Anthony Christianson (Native Carver) has offered to carve a large red cedar sign in traditional Haida style, that will welcome people to the café. Mr. Peele estimates that the cost of this contribution, including materials, development of the logo, and carving time to be $10,000. This contribution consists of $3,000 - cedar planks; $500 – design work; $500 – concrete and posts; $2,500 – carving time; $500 – weather treatment; $500 – transportation; and $2,500 – Bracing.

Tlingit and Haida Regional Housing Authority (THRHA) is a regional expert when it comes to construction and renovation projects in SE Alaska. In addition, THRHA has built dozens of facilities in the region that accommodate the needs of elderly and disable individuals. THRHA has committed to provide technical assistance and consultation on the design and renovation of the Kasaan community use facility to ensure that it meets "visitability" standards, and is properly weatherized and energy efficient to meet the demands of the wet SE Alaska rainforest climate. THRHA has estimated the value of this technical assistance at $8,000. This contribution consists of an initial site inspection, as-is energy audit, report and consultation - $3,800; review of renovation plans, research and recommendations - $1,000; and a 2nd site inspection and post-energy audit and report - $3,200.

The **Organized Village of Kasaan,** the applicant agency for this ICDBG Grant, has included a letter of commitment that outlines in-kind match contributions totaling $43,706 over the two-year grant period. The attached letter outlines the specific staff and other resources that will be committed to the project. This support includes: office space for the project coordinator position ($450/mo. x 24 months); $6,000 for utilities for the project coordinator office $250/mo. x 24 months); $2,086 to purchase a laptop computer for the project coordinator to be used to manage the grant, write reports, track project expenses, communicate by email, and monitor the Project Implementation Schedule and Logic Model; $4,320 for the time that Tribal Council members will devote to the successful completion of the project by reviewing and approving renovation plans, approving artisan designs for front

panels, participating in monthly project updates, and reviewing monthly project written reports (6 Council members x 1 hr/month x $30/hour x 24 months); $3,700 for exterior demolition and removal of attached storage building and freezer units that are currently unusable and an eye-sore. This demolition will be contributed by OVK's maintenance staff ($18.50/hr. x 200 hours); $12,000 to pay monthly utility costs including heating oil, electricity, water, and garbage removal for the 24 month project period ($500/month x 24 months [Water - $40/mo.; Garbage - $25/mo.; Electricity - $180/mo.; Heating Fuel - $255/month]); $4,800 to pay facility liability insurance ($250/mo. x 24 months).
Total In-kind Match from OVK - $43,706.

Total documented leveraged resources (match) for this project to date: $110,869.

The local **Kasaan Canoe Carving Group**, who will be the focus of the Public Service Project component of this ICDBG grant have also offered a significance in kind contribution. The lead carver as submitted a letter of commitment offering $15,600 of his time to the project ($15/hour x 20 hours/week x 52 weeks). HUD has notified the Tribe that this contribution can not be used in the match calculation, however it is important to mention, none-the-less.

Grant funds received through this 2012 ICDBG grant for community facility renovation funding will be disbursed on a pro-rata basis with amounts from other sources identified above.

Rating Factor 5: Comprehensiveness and Coordination

(1)Coordination with Other Agencies

Given the small size, and geographic isolation of the village of Kasaan, there are very few local entities with whom to collaborate. Six local and regional entities and individuals have offered in- kind match support for this grant proposal (described above). Coordination with these organizations (**POWTEC, MRV Architects, the Kasaan Canoe Carving group, Tony Peele (Native Carver), THRHA, and the Southeast Island School District,** are all represented in attached letters of commitments that include tangible and quantifiable support that is outlined in the Leveraged Resources section above.

Two other organizations, not able to offer in-kind match support, have provided letters of support for this project. These organizations share the common goal of assisting the Tribe and the community of Kasaan in developing and strengthening community facilities and infrastructure, and ultimately in strengthening the economic viability of the community. These groups include:

The **City of Kasaan** has always been a strong partner with the local Tribe (OVK) when it comes to infrastructure and economic development projects in the community. The city of

Kasaan has submitted a strong letter of support for this ICDBG grant. This letter of support was approved by the Kasaan City Council .

Prince of Wales Chamber of Commerce has submitted a letter of support for this project. The attached letter notes that each Chamber's directors voted to approve this letter of support. The letter also describes the need for a community-use facility in Kasaan and that such a facility will "aid the community in bringing vocational and educational opportunities to a larger number of its citizenry."

There are three additional Tribes located on Prince of Wales Island. All four Tribes, including the Organized Village of Kasaan regularly collaborate on an array of cultural, social, health care, and economic development projects that benefit all four Tribes. The new community facility that will be renovated using ICDBG funds, will serve as a gathering place for island-wide cultural events and celebrations that will be both supported and attended by the other tribes on the island.

(2)Measurable Outputs and Outcomes and/or Goals

Based on the scope of the project that has been outlined in this ICDBG proposal, there are a number of measurable outcomes and outputs that can be monitored to track the successful completion of this Community Use Facility Renovation Project. Some of these measurable outputs and outcomes can be quantified in numbers, and others will be measured by through tangible means including reports, blue prints, contract documents, materials lists, etc.

The most appropriate HUD Goal for this project is:

4B	**Build Inclusive and Sustainable Communities Free from Discrimination** (4B) Promote energy efficient buildings and location efficient communities that are healthy, affordable and diverse.

The three HUD Policy Priorities that best fit this project are:

Sustainability (2c) Improve residents' health and safety, particularly that of children and other vulnerable populations, by promoting green and healthy design, construction, rehabilitation, and maintenance of housing and communities.

Sustainability (2h) Promote the use of climate-resilient and disaster-resistant building design, construction and siting.

Sustainability (2g) Promote the design and construction of buildings and communities that are accessible and visitable by people with disabilities.

The HUD Services/Activities on the eLogic model form that best fit this project are:

Policy Priority – Sustainability – Public Facilities – Rehabilitation – Design incorporates Green Development standards that meet or exceed mandatory requirements identified in national, state, or locally recognized green rating systems.

Public Facilities – Rehabilitation – Facilities, health & Safety, recreation, community services.

The **measures** for these to programming activities are simply the start and completion dates for the renovation work. The start date (or Pre-measure) will be October 1, 2012 (or whenever a signed Notice of Grant Award is received by OVK). The Post-Measure will be the project completion date.

Three **impact indicators** have been selected from the eLogic Model's list of options:

1. Policy Priority–Sustainability-Public Facilities Rehabilitation – Existing public facilities rehabilitated in accordance with national, state, or local green rating systems;

2. Policy Priority-Sustainability-Public Facilities Rehabilitation – Existing public facilities rehabilitated in accordance with energy efficiency measures.

3. Other – This tab was selected for the "health, safety and well being of residents" Policy Priority and Need, since none of the preselected options seemed to fit. However, the eLogic Model form did not provide an opportunity to type in a specific outcome or pre-measure. Appropriate measures for this HUD Goal of building the capacity of local, state and regional public and private organizations, and the HUD Policy Priority of promoting the design and construction of buildings and communities that are accessible and visitable by people with disabilities, include:

- Architectural and construction designs that address issues of accessibility and visitability;
- A completed facility that incorporates accessibility and visitability features.

In addition to the indicators and measures identified in the eLogic Model, there are several more measurable outputs and outcomes that will be tracked and reported throughout the two-year timeframe of this project. Since the types of outputs for a renovation project are not really quantifiable, a completion date has been included so that the conclusion of the indicator can be measured.

Measurable outputs will include:

- Design and renovation documents completed by March, 2013.
- Narrative of systems for plumbing, ventilation, heating, lighting, and site utilities completed by March, 2013.
- Refined cost estimate based on drawings and narratives by March 2013.
- Bid details published and contractor(s) selected by April, 2013.
- Demolition activities completed and materials hauled away by April 2013.

- List of which materials will be obtained locally, and which need to be shipped to Kasaan. Lists completed by April, 2013.
- Materials purchased, beginning April 2013 and concluding March 2014.
- Renovations completed by July, 2014 on budget and on schedule.
- A minimum of four local laborers and carvers will be employed during the construction phase.

Measurable outcomes will include:

- Once the renovations are complete, a minimum of 150 individuals will utilize the facility per month, for community, Tribal and family oriented events. Sign-in sheets will be used to track this outcome.
- A minimum of six family oriented events will be held each month. Event ign-in sheets will be used to track this outcome.
- Increased Number of Youth who Choose to Remain in Kasaan to Live and Work
- During the first year of operations after the renovations are complete, a minimum of $750 per month will be generated from user groups that will be budgeted towards ongoing facility maintenance, repair, and replacement.

These outputs and outcomes will be tracked by the Project Manager and reported on the schedule required by HUD.

CFT
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Cost Summary

Indian Community Development Block Grant (ICDBG)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0191
(exp. 2/29/2012)

See Instructions and Public Reporting Statement on back.

1. Name of Applicant (as shown in Item 5, Standard Form 424)
Organized Village of Kasaan

2. Application/Grant Number (to be assigned by HUD upon submission)

3. ☑ **Original** (check here if this is the first submission to HUD) ☐ **Revision** (check here if submitted with implementation schedule as part of pre-award requirements ☐ **Amendment** (check here if submitted after HUD approval of grant)

Date (mm/dd/yyyy)
01/04/2012

4. Project Name & Project Category (see instructions on back) a	ICDBG Amount Requested for each activity b	Program Funds (in thousands of $) Other Source Amount for each activity c	Other $110,869.00 Source of Other Funds for each activity d
"Kasaan Community Use Facility Renovation Project"	$	$	
Community Facilities - Community Center			
- Payroll	64,130.00	0.00	
- Fringe	21,804.00	0.00	
- Other	0.00	48,170.00	Applicant - $40,006; SISD - $8,164
- Construction & Contractor Costs	317,000.00	3,700.00	Applicant-$3,700
- Design, Contingencies & Technical Assistance	47,580.00	40,999.00	MRV - $9,000; POWTEC - $31,999;
	0.00	10,000.00	A. Christianson -$10,000
- Community Service Project (Canoe Carving)	38,400.00	0.00	
5. **Administration** a. General Management and Oversight	0.00	0.00	
b. Indirect Costs: Enter indirect costs to be charged to the program pursuant to a cost allocation plan.	110,543.00	0.00	
c. Audit: Enter estimated cost of Program share of A-133 audits.	0.00	0.00	
Administration Total *	110,543.00	0.00	
6. **Planning** The Project description must address the proposed use of these funds.	0.00	8,000.00	Tlingit & Haida Regional Housing Autl
7. **Technical Assistance** Enter total amount of ICDBG funds requested for technical assistance. **	0.00	0.00	
8. **Sub Total** Enter totals of columns b. and c.	$ 599,457.00	$ 110,869.00	
9. **Grand Total** Enter sum of column b. plus column c.			$ 710,326.00

* The total of items 5 and 6 cannot exceed 20% of the total ICDBG funds requested.

** No more than 10% of ICDBG funds requested may be used for technical assistance. If funds are requested under this line item a separate project description must accompany the application to describe the technical assistance the application intends to obtain. Only technical assistace costs associated with the development of a capacity to undertake a specific funded program activity are eligible (24 CFR 1003.206).

LA

Public reporting burden for this collection of information is estimated to average 40 hours per response, including the time f or reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This collection of information requires that each eligible applicant submit information to enable HUD to select the best projects for funding during annual competitions for the ICDBG Program. The information will be used by HUD to determine whether applications meet minimum screeni ng eligibility requirements and application submission requirements. Applicants provide general information about the project which is preliminary to the review of the applicant's response to the criteria for rating the application. The information is essential for HUD in monitoring grants to ensure that grantees are making proper use of Federal dollars. Responses to the collection are required by Section 105 of the Department of Housing and Urban Development Reform Act (P.L. 101-235) as amended by the Cranston-Gonzales National Affordable Housing Act of 1990. The information requested does not lend itself to confidentiality.

Instructions for Item 4.

Project Name and Project Type

Participants enter the project name and the name of one of the following three categories of activities:

- Housing
- Community Facilities
- Economic Development

Also enter the component name if applicable. Use a separate Cost Summary sheet (form HUD-4123) for each project included in the application.

Examples of categories and/or components including examples of eligible activities are listed below.

Housing

Rehabilitation Component
- Rehabilitation
- Demolition

Land to Support New Housing Component

New Housing Construction Component

Community Facilitites

Infrastructure Component
- Water
- Sewer
- Roads and Streets
- Storm Sewers

Buildings Component
- Health Clinic
- Daycare Center
- Community Center
- Multi-purpose Center

Economic Development
- Commercial (wholesale, retail)
- Industrial
- Motel/Hotel
- Restaurant
- Agricultural Development

10 pp
ATT 11 - 1244 Letters of Match...

MRV ARCHITECTS

1420 GLACIER AVENUE, JUNEAU,AK 99801 (907) 586-1371

Project: OVK Community Facility
Topic: MRV Letter of Commitment and Interest
Date: December 16, 2011

Attn: Ms. Paula Peterson, President, OVK
Cc: Mr. Jon Wunrow, grants administrator

Dear Paula,

The Organized Village of Kasaan is completing a grant application for the design, construction, and management of improvements to the "Totem Trail Cafe" building.

This facility, once renovated, will provide the central anchor for a new cultural campus serving OVK and the community of Kasaan.

MRV Architects would be extremely interested in providing design and management services for this important next step. MRV has worked with the Organized Village of Kasaan since 2003 in the development and design of several projects, most prominently the Kasaan Discovery Lodge. During that process, we have worked with you to successfully utilize two $300,000 RHED grants to complete the full design package.

For the last several months, we have been involved in the planning and concept-level sketching for the proposed new cultural campus, with the Community Facility a central element in its actualization. We would be most interested in continuing that design role with you, and completing this first critical property improvement.

MRV Architects is &Juneau-based architectural firm with a 60 year history, and particular expertise in the development of public facilities and projects with a Native cultural connection. In addition to work over the years in Kasaan and with OVK, we have notable related projects throughout Southeast Alaska, including beginning design work for the new $18 million Sealaska Heritage Institute cultural center in Juneau, the STA Community House in Sitka, reconstruction of Chief Shakes clan house in Wrangell, and design studies for restoration of the Son-I-Hat clan house in Kasaan. We

understand the goals of the current project proposal, and the work steps required to implement it.

We have preliminarily developed design fees for MRV Architects, and our sub-consultant design team. Generally, those services will consist of selective demolition, interior and exterior comprehensive improvements, and limited additions to the existing "Totem Trail Cafe" and boarding house. The total for design services is anticipated at $57,000, or, 10% of the construction estimate developed in other planning documents.

MRV is very committed to this project, and is convinced that if the renovation can be accomplished, this will go a long way to anchoring the full development of the envisioned cultural campus. Consequently, MRV Architects would like to waive 16% of our design fees as an in-kind contribution, and a way to leverage as much funds as possible to construction. This contribution would total $9,000.

MRV Architects has the organizational capacity, design expertise, and project management skills to work with you on the successful implementation of the proposed new ICDBG grant for the proposed upgrades to the "Totem Trail Cafe" building.

Attached with this letter is my resume, further illustrating experience and background. Please contact me with any more information that may be necessary. We are enthusiastic about the potential for this project to move forward, and the cultural and economic benefits it will certainly provide to OVK and the community of Kasaan.

Sincerely,

Paul Voelckers, President MRV Architects

ORGANIZED VILLAGE OF KASAAN

P. O. Box 26-Kasaan • Ketchikan, Alaska 99950-0340
(907) 542-2230 • (fax) 907-542-3006

December 21, 2011

To: U.S. Department of Housing and Urban Development

From: Richard Peterson, OVK Tribal President

Re: Documentation of In-Kind Match Support for OVK's 2012 ICDBG Grant Submission

This letter is submitted as part of the Organized Village of Kasaan's ICDBG grant application. This letter serves as documentation of the match amount that will be contributed by the Organized Village of Kasaan over the 24-month grant period, if our ICDBG grant application is funded. The following will be contributed as in-kind match support:

- $10,800	**Office space** for ICDBG Project Mgr. position ($450/mo. x 24 months);
- $6,000	**Utilities** for the ICDBG Project Mfr.'s office ($250/mo. X 24 months);
- $2,086	**Laptop computer** for ICDBG Project Mgr. Laptop will be necessary to generate reports, track project expenses, communicate by email, and monitor the Project Implementation Schedule and Logic Model;
- $4,320	**Tribal Council** time (6 council members x 1 hour/month x $30/hour x 24 months). Tribal Council members will be involved reviewing and approving renovation plans, approving artisan designs for front panels, participating in monthly project updates, and reviewing monthly project written reports.
- $3,700	**Exterior Demolition** conducted by OVK maintenance staff ($18.50 x 200 hours). Facility renovation will involve demolition and removal of attached out-buildings and trailers that are currently unusable and an eye-sore.
- $12,000	**Facility Utilities.** Monthly utility costs including heating oil, electricity, water, and garbage removal will be paid by the Tribe during the 24 month renovation period. Utility costs are estimated at $500/month x 24 months (Water - $40/month; Garbage - $25/month; Electricity - $180/month; Heating Fuel - $255/month).
- $4,800	**Liability Insurance.** Liability insurance will cost an estimated $250/month x 24 months. Insurance premiums will be paid by the Tribe during the 24 month renovation period.
$43,706	**Total In-kind Match from OVK**

Thank you for considering our funding request.

Sincerely,

Richard Peterso

Richard J. Peterson, Tribal President, Organized Village of Kasaan

ORGANIZED VILLAGE OF KASAAN

P. O. Box 26-Kasaan • Ketchikan, Alaska 99950-0340
(907) 542-2230 • (fax) 907-542-3006

December 29, 2011

To: U.S. Department of Housing and Urban Development
From: Richard Peterson, OVK Tribal President
Re: Documentation of In-Kind Match Support for OVK's 2012 ICDBG Grant Submission

This letter is submitted as part of the Organized Village of Kasaan's ICDBG grant application. This letter serves as documentation of the match amount that will be contributed by the Organized Village of Kasaan over the 24-month grant period, if our ICDBG grant application is funded. The following will be contributed as in-kind match support:

- $10,800 **Office space** for ICDBG Project Mgr. position ($450/mo. x 24 months);
- $6,000 **Utilities** for the ICDBG Project Mfr.'s office ($250/mo. X 24 months);
- $2,086 **Laptop computer** for ICDBG Project Mgr. Laptop will be necessary to generate reports, track project expenses, communicate by email, and monitor the Project Implementation Schedule and Logic Model;
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- $12,000 **Facility Utilities.** Monthly utility costs including heating oil, electricity, water, and garbage removal will be paid by the Tribe during the 24 month renovation period. Utility costs are estimated at $500/month x 24 months (Water - $40/month; Garbage - $25/month; Electricity - $180/month; Heating Fuel - $255/month).
- $4,800 **Liability Insurance.** Liability insurance will cost an estimated $250/month x 24 months. Insurance premiums will be paid by the Tribe during the 24 month renovation period.

$43,706 **Total In-kind Match from OVK**

$17,206

Thank you for considering our funding request.

Sincerely,

Richard J. Peterson, Tribal President, Organized Village of Kasaan

info@kasaan.org
www.kasaan.org

POWTEC Holding Company
4040 Wheaton Way, Suite 111
Bremerton, WA 98310
360-377-8600 (o)
360-377-8608 (f)
www.powtec.com

December 20, 2011

Paula Peterson, Tribal Administrator
Organized Village of Kasaan
P.O. Box 26 – Kasaan
Ketchikan, AK 99950-0340

Dear Ms. Peterson,

This letter is written to offer the strong support of POWTEC for the HUD-ICDBG 2012 grant proposal being submitted by the Organized Village of Kasaan (OVK). As you have outlined in previous discussions, OVK is proposing to use ICDBG funds to completely renovate the Totem Trail Café building in the village of Kasaan to create a community-use facility.

I have visited, worked and attended meetings in Kasaan many times over the past several years. I can personally attest to the need for a tribally owned building that can be used by the general public to hold meetings, trainings, workshops and community gatherings. Once the renovations are complete, POWTEC will certainly plan to hold future meetings in this renovated facility and we will gladly pay the facility rental fee

As a tribally owned 8(a) limited liability company, POWTEC has unique expertise in the areas of planning, project development and managing successful business operations. In addition to our support for your ICDBG application, we would also like to offer the time and expertise of POWTEC Solutions' CEO, Richard Peterson, throughout the development and implementation of your project. Specifically, Mr. Peterson will offer up to 4 hours/week of his time each week for the two year duration of the project (totaling 416 hours). This amounts to an in-kind contribution from POWTEC to the project in the amount of approximately $31,999.00 (416 hours X $76.92 [includes salary + benefits).

If you have any questions about this in-kind contribution, please feel free to contact me. I hope that your ICDBG application is successful.

Sincerely,

William R. Cole, CEO
POWTEC Holding Company LLC
4040 Wheaton Way Suite 111
Bremerton, WA 98310
360-377-8600 ext. 201

Glenn P. Hamar
Po Box KXA
Kasaan, AK 99950-0340

December 23, 2011

Paula Peterson
OVK Tribal Administrator

Dear Paula,

I am writing this letter to help the Public Service Project component of the 2012 ICDBG grant that is being submitted by the Organized Village of Kasaan.

I currently lead a volunteer canoe carving program for the Organized Village of Kasaan. The mission of the program is to teach and revive the cultural process of Haida canoe carving. Two evenings per week we get together and carve on a cedar dugout canoe.

It has been the goal of both myself and the OVK to develop this canoe carving program into one that is full time and sustainable.

With the Public Service Project component of the 2012 ICDBG grant we will be able to take this volunteer effort to the next level. During the next year we will carve two multi-passenger, Haida style cedar, dugout canoes. We will teach community members, as well as visitors, the art and craft of the canoe. After building the canoes, everyone will have the opportunity to learn to paddle the vessels with their fellow carvers. Everyone is welcome to learn and take pride in this program. These canoes will be used by the community far into the future. The skills learned by everyone in the community will insure that more canoes are carved in the future.

My normal rate of pay for this work would be $50 per hour. This particular program is so important to myself as well as the Kasaan community, now and into the future, that I am willing to lead this program for $35 per hour, 20 hours per week for twelve months. This is a total contribution to the project of $15,600. I have all the tools necessary to build these canoes and the OVK has the tools needed for anyone wanting to help.

Sincerely,

Glenn P. Hamar

Glenn P. Hamar

SOUTHEAST ISLAND SCHOOL DISTRICT

P.O. Box 19569, 1010 Sandy Beach Road Thorne Bay, Alaska 99919
(907) 828-8254 Fax: (907) 828-8257 E-mail: sisd@sisd.org

December 27, 2011

Paula Peterson, Tribal Administrator
Organized Village of Kasaan
P.O. Box 26-KXA
Kasaan, AK 99950-0340

Dear Ms. Peterson:

Southeast Island School District (SISD) is pleased to support your efforts to remodel a building in Kasaan, providing a large meeting place for the community. Our school is a small modular building and we do not have a gym or a covered court, which leaves limited opportunities for meetings, large group activities, or school events.

The building that you are renovating can provide a space for exercise, drama productions, graduations, and many other school activities. We appreciate everything that the Organized Village of Kasaan (OVK) does for the Barry Craig Stewart Kasaan School. We share an excellent partnership with OVK and would like to contribute to this project by offering assistance from a SISD maintenance worker for 12 hours per week during the construction of the facility. The total value of this contribution to the project is $205.44 per week x 40 weeks = $8,217.60. Please do not hesitate to contact us if there is any other support we can offer. Thank you for your tireless efforts to do what is best for our students.

If you have any questions, please contact me at 907/828-8254 or lburch@sisd.org.

Sincerely,

LAUREN BURCH
Superintendent

cc: Jon Wunrow

Tlingit-Haida Regional Housing Authority
P.O. Box 32237 • Juneau, Alaska 99803 • Fax (907) 780-6895 • Tel (907) 780-6868

December 21, 2011

Paula Peterson
Organized Village of Kasaan
P.O. Box 26 – Kasaan
Ketchikan, AK. 99950-0340

Dear Ms. Peterson,

Tlingit-Haida Regional Housing Authority (THRHA) supports your application for HUD-ICDBG 2012 grant funding to renovate a local building to create a community use facility. Many small communities throughout Southeast Alaska, including Kasaan, have virtually no public facilities that are large enough and properly equipped to hold trainings, dinners, meetings, celebrations and other types of community and Tribal events.

THRHA has enjoyed a productive partnership with Organized Village of Kasaan on past construction projects and we look forward to working with OVK in the future. Specifically, THRHA is offering the following in-kind support to this project:

- Providing technical assistance on weatherization and energy efficiency building components of the facility;
- Reviewing your renovation plans and providing technical assistance on more cost effective construction methods;
- Providing technical assistance on ensuring that the facility is fully accessible to the elderly and disabled.

We estimate this in-kind support to be valued at $8,000. See attached spreadsheet.

We would also be happy to talk further about the possibility of THRHA providing construction management as a general contractor for this project. Local workers would be hired to the greatest extent feasible.

THRHA is committed to continuing our relationship with OVK to help strengthen your community, and diversify your economy. We sincerely hope you are successful in getting awarded this funding.

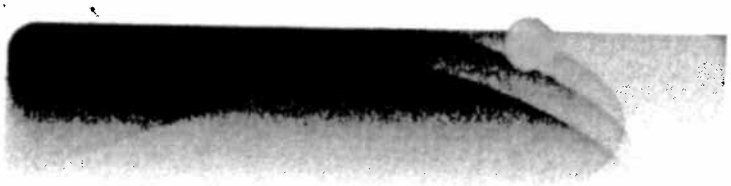
Sincerely,

Craig Moore, Vice President Planning and Development
Tlingit-Haida Regional Housing Authority

THRHA IN-KIND SUPPORT MATCH TO ORGANIZED VILLAGE OF KASAAN 2012 ICDBG APPLICATION FOR COMMUNITY USE FACILITY

DESCRIPTION	QTY.	HRS.	Rate	Travel	COST
Initial Site inspection, with pro-rated travel time	1	12	$100		$1,200
Initial Report, review and consultation	1	6	$100		$600
Travel expense - 1st trip *	1			$1,000	$1,000
AS-IS Energy Audit, with B.D. test, and report	1		$1,000		$1,000
Plan Review and consultation	1	6	$100		$600
Material Research and recommendations	1	4	$100		$400
2nd site inspection, with pro-rated travel time	1	12	$100		$1,200
Travel expense - 2nd trip *	1			$1,000	$1,000
POST energy audit and report	1		$1,000		$1,000
					$8,000

* includes RT airfare JNU- KTN, RT IFA ferry w/ vehicle to POW, truck fuel, I night lodging



Anthony Christianson
P.O. Box 97
Hydaburg, AK 99922
Phone: 907-285-3774
E-Mail: lil_hagoo@yahoo.com

December 16, 2011

RE: Support for OVK's Grant Application

To whom it may concern:

Through out the last several years, I have worked very closely with the Organized Village of Kasaan with regards to preservation of the Kalgan Haida Art. I have worked specifically with Richard Peterson to provide logos for both the Organized Village of Kasaan and the Save the Whale House.

It has come to my attention that the Organized Village of Kasaan is working to renovate the Totem Trail Café building in Kasaan, in speaking with the project manager, I found that the renovated building will be embracing the Haida art when decorating the café's interior. I whole heartedly support any project that helps to bolster the preservation of our art work and our Haida culture.

In recognition of the work being done, and as a show of support, I will work with the project manager and the Organized Village of Kasaan's tribal council to develop a logo; furthermore, I will hand carve a cedar sign that incorporates the logo that welcome's people to the building. I have done similar projects, most recently a "welcome to Hydaburg" sign for the community of Hydaburg. With the cost of materials, the logo and the time carving, a hand made/carved sign that would be valued at approximately $10,000.

The dollar break down for the $10,000 is as follows:

Cedar Planks (locate, mill and plane)	- $3,000
Sign posts w/ concrete	- $500
design work of logo (20 hours @ $25/hr.)	- $500
layout, fabrication, and carving time (25hrs @ $100/hr.)	- $2,500
Weather Treatment of signs (includes copper top)	- $500
Transportation cost	- $500
Bracing for stability, fabrication	-$2,500
Total	$10,000

If you have any questions, please feel free to contact me.

Sincerely,

Anthony Christianson

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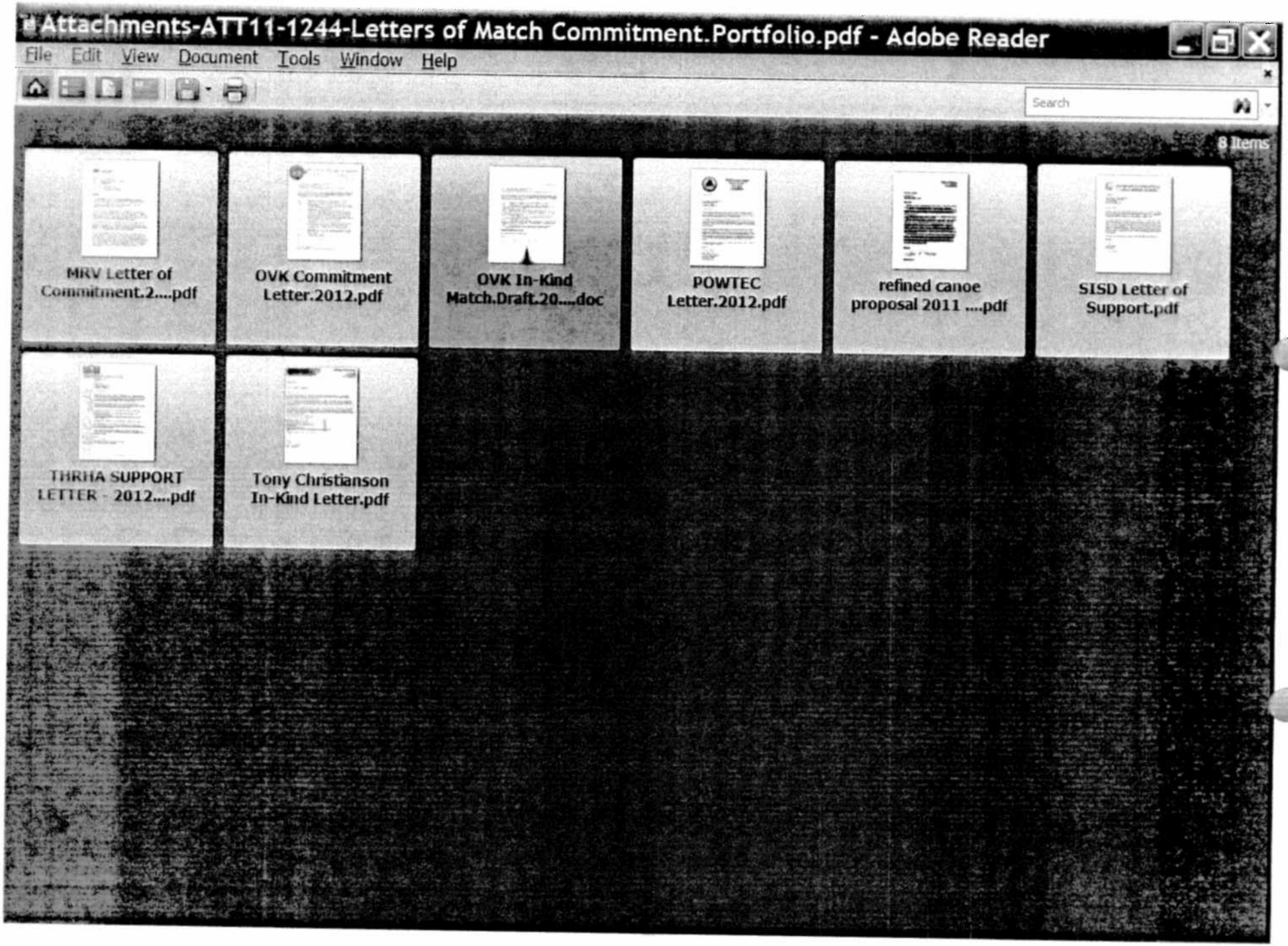
Attachments-ATT11-1244-Letters of Match Commitment.Portfolio.pdf - Adobe Reader
File Edit View Document Tools Window Help
Search
8 Items
MRV Letter of Commitment.2....pdf
OVK Commitment Letter.2012.pdf
OVK In-Kind Match.Draft.20....doc
POWTEC Letter.2012.pdf
refined canoe proposal 2011 ....pdf
SISD Letter of Support.pdf
THRHA SUPPORT LETTER - 2012....pdf
Tony Christianson In-Kind Letter.pdf

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ATT 9 - 1242 - MEV
Renovation...

MRV ARCHITECTS

1420 GLACIER AVENUE, JUNEAU, AK 99801 (907) 586-1371

Project: OVK Community Facility
Topic: Totem Trail Café Renovation Estimate
Date: December 20, 2011

Attn: Ms. Paula Peterson, President, OVK
Cc: Mr. Jon Wunrow, grants administrator

Dear Paula,

The following information is offered to provide more detail on the cost and work necessary to provide demolition, renovation, and additions to the "Totem Trail Cafe" as identified in our earlier planning and concept materials for the OVK development of the waterfront cultural facilities.

The renovation of the existing building will be comprehensive, with the primary retained value in the foundation, service utilities, and general framing and interior partition walls. The existing building is 48' x 64', giving a total project area of 3,075 sq.ft. Anticipated project work items are listed following, including their construction cost:

1. Exterior Demolition: remove freezer units and storage buildings, exterior siding, deck portions, and metal roofing: $5,000

2. Interior demolition: demolish two bathrooms and commercial kitchen down to bare studs. Remove all floor finishes, gypsum wall board portions, wood paneling, windows: $5,000

3. New exterior finishes, including vertical cedar board siding (2,600 sq.ft. @$10/ft); new cedar shingle roofing, including waterproof underlayment (3,075@$12/ft): $63,000

4. Rebuild 8' x 32' front deck portion: $15,000

6. Install new vinyl operable windows, support framing, and trim:$30,000

7. Provide new insulation at wall and roof framing, including vapor barrier: $20,000

8. Patch/repair gypsum board wall and ceiling finishes, paint: $15,000

9. Provide new flooring at all interior spaces, portions of carpet and sheet vinyl: $27,000

10. Renovate two bathrooms, new cabinets and fixtures: $12,000

11. Renovate kitchen to include high-quality residential stove top, oven, microwave, dishwasher, and refrigerator. New cabinetry, countertops, sink: $30,000

12. Provide new HRV ventilation system serving all spaces: $25,000

13. Provide 13-R sprinkler system for fire prevention: $20,000

14. Provide new electrical panel and interior wiring, heating, devices, and light fixtures: $50,000

15. Provide new data, video and sound system so that the facility is appropriate for conducting workshops and public meetings: $25,000

16. Provide carved Haida-style full-height wooden panels flanking the new entry. $40,000

Construction Total: $382,000

With a total project size, this construction cost for renovation work comes to $124 per sq.ft. We estimate this is about 40% the cost of building new comparable space.

This renovation strategy, as opposed to entirely new construction, offers many other benefits, including substantial material savings of structural framing materials, diversion of construction materials from landfill, and less site disruption on this beautiful waterfront setting.

It is important to note that the work items above include several safety, health, and sustainable features that are beyond the minimum renovation requirements, but are seen as highly advantageous for the project, including the provision of full heat recovery ventilation to all portions of the building, and substantially improved thermal performance with new windows and insulation to reduce long-term operating costs. Given this thermal upgrade, it becomes economically possible to utilize electrical heating, without the use of oil-fired equipment and the cost of such systems, including tank and pumps.

From a design perspective, the renovation proposed will be transformative. The renovated building will be evocative and appealing, successfully representing traditional Haida materials and forms. The existing building, quite plain at present, has positive framing lines to work from, and allows an economical upgrade, using new siding and roof materials, to create an exterior look and feel that allows the building to function as the visual anchor for the new OVK cultural complex.

The estimated costs above identify construction costs only (including profit, mobilization, and other general contractor costs). To achieve full project cost estimates, funds for design, contingency, inspection and administration needs to be added. Such costs will add the following to the construction cost: design costs at 10%, project and construction contingencies at 8%, and management and inspection tasks at 3%. When these indirect costs are added, the total project cost will be **$462,000**.

MRV Architects is excited about the potential for this project, and would be pleased to donate back a portion of our design funds. Our contribution to the project would be 15% of the anticipated design costs of $38,000, or $5,700. With this contribution, the total project cost would be approximately $457,000.

Please contact me with questions on this potential scope of work and their associated costs. We would be pleased to work with you to take this project through the next design and construction steps to realize this important new facility for the Organized Village of Kasaan.

Sincerely,

Paul Voelckers, President
MRV Architects

TT 12-1295 - Letters of Support

December 20, 2011

Paula Peterson, Tribal Administrator
Organized Village of Kasaan
PO Box KXA-Kasaan
Ketchikan, Alaska 99950-0340

Dear Ms. Peterson,

This letter is written to offer the support of the City of Kasaan for the HUD-ICDBG 2012 grant proposal being submitted by the Organized Village of Kasaan (OVK). As discussed in a City Council meeting the OVK is proposing to use the ICDBG funds to renovate an existing building to create a place where trainings, dinners, celebrations and other types of community and Tribal events can be held. Kasaan needs a facility like this to hold large events and social gatherings.

As the current Mayor of Kasaan and as a past OVK Tribal Vice President, I know that the community infrastructure projects in Kasaan that have been the most successful, occur when the City and Tribe work together and support each other in their endeavors.

The City of Kasaan manages the community water and waste management system and we will work with the OVK to make sure that these services are available to the newly remodeled/renovated building.

It is with great pleasure that I write this letter of support and I hope that your ICDBG application is successful.

Sincerely,

Audrey L. Escoffon, Mayor

Prince of Wales Chamber of Commerce

PO Box 490 • Klawock, AK 99925-0490
Phone: (907) 755-2626 • Fax: (907) 755-2627
www.princeofwalescoc.org
info@princeofwalescoc.org

December 21, 2011

Paula Peterson
Organized Village of Kasaan
P.O. Box 26 – Kasaan
Ketchikan, AK. 99950-0340

Dear Ms. Peterson,

This letter is written to offer the support of the Prince of Wales Chamber of Commerce for the HUD-ICDBG 2012 grant proposal being submitted by the Organized Village of Kasaan (OVK). OVK is proposing to use ICDBG funds to renovate the Totem Trail Café Building to create a place where trainings, dinners, meetings, celebrations and other types of community and Tribal events can be held. The majority of the Chamber of Commerce directors voted to approve this letter of support.

The Prince of Wales Chamber of Commerce and the Organized Village of Kasaan each participate in Island-wide meetings that have a positive impact on the business climate and the growth of tourist related industries throughout the considerable geographic area of our island. Meetings have been hosted by each community and the need for this kind of facility in Kasaan is very evident.

The Kasaan community is very energized in making community improvements that will provide sustainable employment opportunities for its residents. The proposed facility will aid the community in bringing vocational and educational opportunities to a larger number of its citizenry.

I hope that your ICDBG application is successful.

Sincerely,

Janice Bush, President

Glenn P. Hamar
Po Box KXA
Kasaan, AK 99950-0340

December 23, 2011

Paula Peterson
OVK Tribal Administrator

Dear Paula,

I am writing this letter to help the Public Service Project component of the 2012 ICDBG grant that is being submitted by the Organized Village of Kasaan.

I currently lead a volunteer canoe carving program for the Organized Village of Kasaan. The mission of the program is to teach and revive the cultural process of Haida canoe carving. Two evenings per week we get together and carve on a cedar dugout canoe.

It has been the goal of both myself and the OVK to develop this canoe carving program into one that is full time and sustainable.

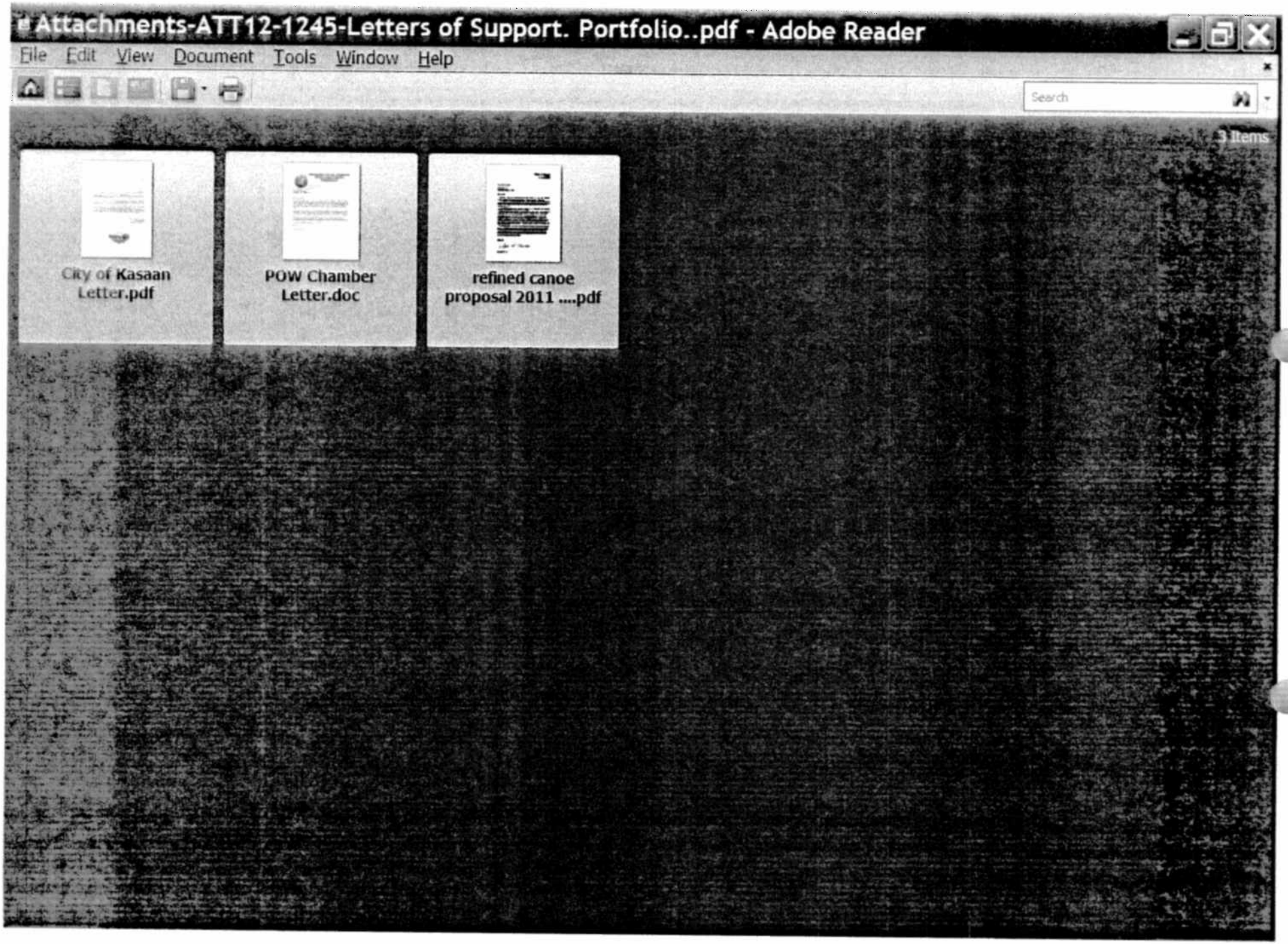
With the Public Service Project component of the 2012 ICDBG grant we will be able to take this volunteer effort to the next level. During the next year we will carve two multi-passenger, Haida style cedar, dugout canoes. We will teach community members, as well as visitors, the art and craft of the canoe. After building the canoes, everyone will have the opportunity to learn to paddle the vessels with their fellow carvers. Everyone is welcome to learn and take pride in this program. These canoes will be used by the community far into the future. The skills learned by everyone in the community will insure that more canoes are carved in the future.

My normal rate of pay for this work would be $50 per hour. This particular program is so important to myself as well as the Kasaan community, now and into the future, that I am willing to lead this program for $35 per hour, 20 hours per week for twelve months. This is a total contribution to the project of $15,600. I have all the tools necessary to build these canoes and the OVK has the tools needed for anyone wanting to help.

Sincerely,

Glenn P. Hamar

Glenn P. Hamar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Search
3 Items
City of Kasaan Letter.pdf
POW Chamber Letter.doc
refined canoe proposal 2011 ....pdf

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ATT 13-1246

ORGANIZED VILLAGE OF KASAA

P. O. Box 26-Kasaan * Ketchikan, Alaska 99950-03·
(907) 542-2230 * (fax) 907-542-3006

Dec. 22, 2011

Letter of Commitment from the Tribe to Operate and Maintain the New OVK Community-Use Facility

To whom it may concern,

This letter is written to confirm that the Organized Village of Kasaan has committed to providing facility operating expenses and has developed an Operations and Maintenance Plan (see attached) for the new community use facility (aka Totem Trail Café). OVK assumes full responsibility for ongoing operations and maintenance for the useful life of the building. This O&M Plan was developed under my direction and has full approval of the Tribal Council.

OVK commits to providing all necessary funds for facility operations, both during the 24 month grant period, and once the renovations are completed for the useful life of the building. This financial commitment includes, but is not restricted to paying for utilities, maintenance and repairs, insurance, security, and maintaining appropriate replacement reserves.

OVK also commits the efforts of its maintenance crew to providing ongoing preventive maintenance and repairs to the facility. To this end, The Organized Village of Kasaan commits to paying approximately $500/month for faciltiy utilities (water, garbage removal, electricity, and heating fuel), approximately $250/month for liability insurance, wages for OVK maintenance staff complete necessary preventive maintenance and repairs.

The **source** of these operating funds is Tribe's General Fund. Once the facility is operational, additional funds will be raised through facility rental fees and kitchen use fees for organizations that wish to rent the facility for meetings, trainings, and other types of recreational and social events.

Sincerely,

Richard J. Peterson, Tribal President
Organized Village of Kasaan

Totem Trail Cafe Operations and Maintenance Plan

Approved - February 1, 2011
Revised – December 15, 2012

Repairs: All facility repairs are completed by the Tribe's full-time maintence staff person. Maintence issues and concerns are reported to the Tribal Administrator for approval and prioritization. The Tribal Administrator will determine if the repair(s) can be completed by OVK staff or whether the work needs to be contracted to an outside vendor. Once repairs are authorized, maintenance staff will complete the repairs in a timely manner and report project completion to the Tribal Administrator.

Repair Budget - For the first few years following complete renovation of the facility, repairs costs will be minimal. The Tribe has budgeted $1,500/year for Years 1-3 in ongoing operating expenses for facility repairs. These costs will be paid through the Tribe's General Funda and through facility rental fees.

Maintenance: The facility currently has a basic repair and maintenance schedule that is performed by the Tribal maintence staff. Routine (weekly) maintenance checks are made on the following systems: water and waste water, oil heater, electrical breakers and switches, door security, and lighting. Weekly visual checks are also made to assess safety risks (slip and fall, overstocked shelves, etc.) of the kitchen area, bathrooms, and entry ways. Monthly visual checks are made of the roof and gutters, windows (cracks and seals), evidence of water damage, fire extinguishers, and fire alarms.

All fire extinguishers are checked on an annual basis by a certified technicial, and recharged as needed.

Following the renovation of the facility, a revised maintenance plan will be developed that takes into account new facility features and equipment.

General day-to-day maintenance of the facility is conducted by the facility users. Each user group signs a facility use agreement that includes the responsibility for cleaning the space including rest rooms, emptying all trash cans, cleaning the kitchen if used, and turning off all lights and appliances.

Maintenance Budget – Day-to-day facility cleaning is conducted by each user group at no cost to the Tribe. Facility maintenance checks and general maintenance activities are currenlty being completed by the full-time maintenance staff person whose salary is paid out of the Tribe's General Fund, and estimated to cost $120/month ($1,440/year). Once facility renovations are completed, and the facility is being used on a daily basis to include a small cafe, a part-time dedicated cleaning position will be created at an estimated cost of $6,700/year. This cost will be paid through the Tribe's General Fund and through kitchen and facility use fees.

Insurance: The facility is currently covered under the Tribe's property insurance policy for personal injury and liability. This liability coverage covers all of the Tribe's buildings and is not broken out by individual facility. Prior to beginning renovation activities, the Tribe will take out the necessary and appropriate facility insurance coverages to cover the renovation period, followed by a comprehensive facility insurance policy once renovations are complete.

Insurance Budget - The commercial insurance policy premium is approximately $250/month. Insurance premiums will be paid out of the Tribe's General Fund.

Security: Security for the facility currently includes a coded lock for the front door which allows the tracking of the users who enter the facility. Future security upgrades in 2012 will include security cameras and motion activated lighting for the entery way. The purchase and installation of new locking windows and new doors with knob and dead-bolt locks is included in the renovation cost estimate.

Security Budget – 2012 cost for security cameras and motion lighting is estimated at $900. This cost will be paid through the Tribe's General Fund.

Replacemenet Reserves: Ten percent of all income from facility rental and the cafe will be placed into a capital replacement reserve account. Whenever possible, the Tribe's maintenance staff will perform the required labor to reduce replacement costs. In addition, the Tribe's accountant will ensure that a capital depreciation fund is maintained for major equipment items.

2 pp
ATT 14-1247 Army Corps...

DEPARTMENT OF THE ARMY
U.S. ARMY ENGINEER DISTRICT, ALASKA
JUNEAU REGULATORY FIELD OFFICE
8800 GLACIER HIGHWAY, SUITE 106
JUNEAU, ALASKA 99801-8079

REPLY TO ATTENTION OF:

Regulatory Division
POA-2011-1027

SEP 29 2011

Richard Peterson, Tribal President
Organized Village of Kasaan
P.O. Box 26 - KXA
Kasaan, Alaska 99950

Dear Mr. Peterson:

This letter responds to your September 12, 2011, Jurisdictional Determination request for your proposed "Discovery Cabins" project site. The proposed project would consist of the development of seven lots to facilitate the construction of a carving shed, office building, and cabins. The project site is located within Section 18, T. 73 S., R. 86 E., Copper River Meridian; Latitude 55.5388° N., Longitude -132.4065° W.; Kasaan, Alaska. It has been assigned number POA-2011-1027, which should be referred to in all correspondence with us.

Section 404 of the Clean Water Act requires that a DA permit be obtained for the placement or discharge of dredged and/or fill material into waters of the U.S., including jurisdictional wetlands (33 U.S.C. 1344). The Corps defines wetlands as those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions.

Section 10 of the Rivers and Harbors Act of 1899 requires that a DA permit be obtained for structures or work in or affecting navigable waters of the U.S. (33 U.S.C. 403). Section 10 waters are those waters subject to the ebb and flow of the tide shoreward to the mean high water mark, and/or other waters identified by the Alaska District.

Based on our review of the information you have provided to this office, we have determined that development of your project area, as proposed and depicted on the attached drawing (sheet 1 of 1), would not require a DA permit. However, a permit may be required if you alter the method, scope, or location of your proposed work. Please contact us if you make changes to your project.

Nothing in this letter excuses you from compliance with other Federal, State, or local statutes, ordinances, or regulations.

You may contact me via email at peter.d.olmstead@usace.army.mil, by mail at the address above, or by phone at (907) 790-4490 if you have questions. For additional information about our Regulatory Program, visit our web site at www.poa.usace.army.mil/reg.

Sincerely,

Peter D. Olmstead

Peter D. Olmstead
Regulatory Specialist

CF: Southeast List

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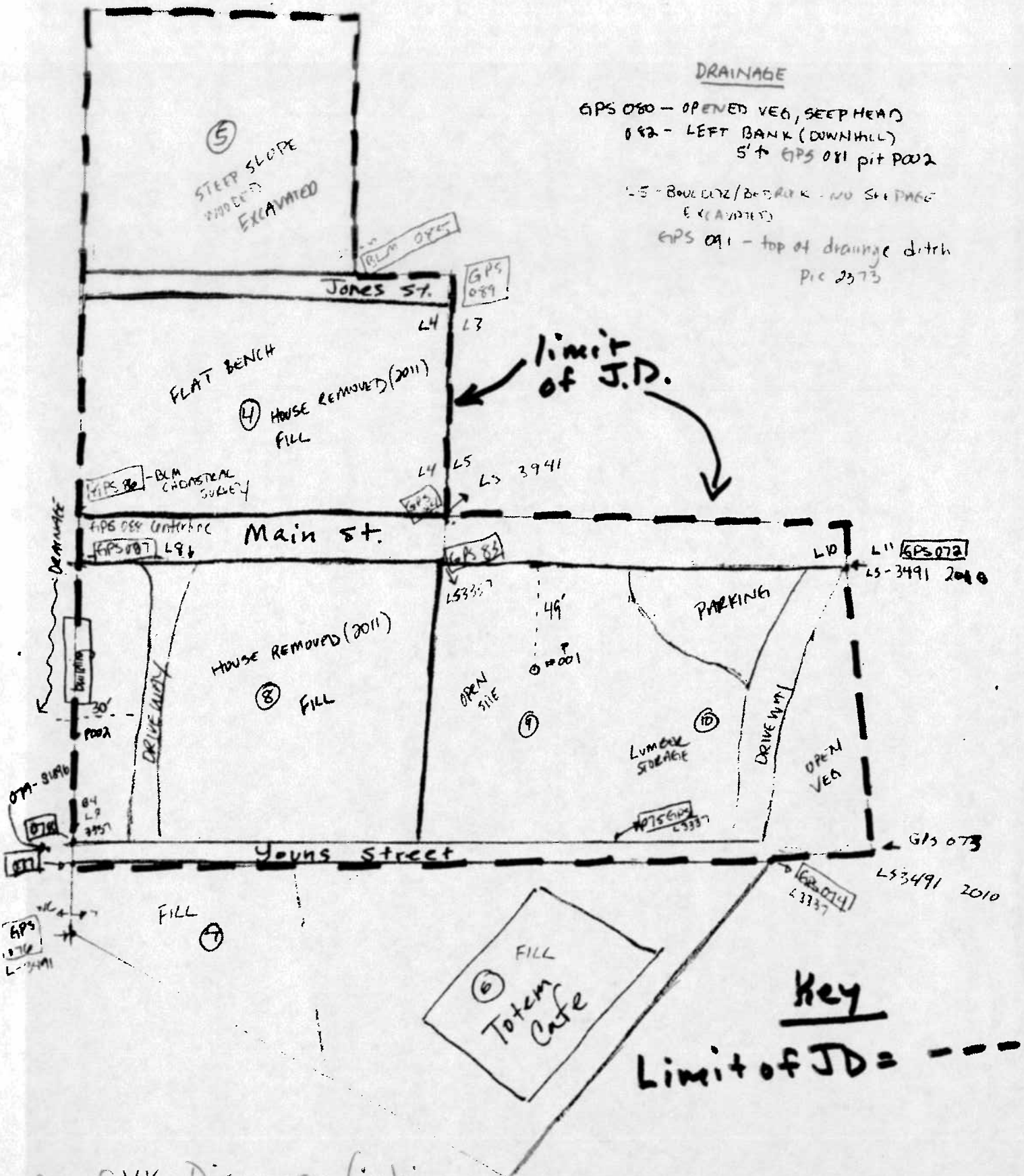

OVK Discovery Cabins
POA-2011-1027
Sheet 1 of 1

September 2011

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4 pp
ATT 7 - Logic Model

2010 eLogic Model® Information Coversheet

Instructions

When completing this section there are "mandatory" fields that must be completed. These fields are highlighted in yellow. The required data must be entered correctly to complete an eLogic Model®. After completing all mandatory fields on the coversheet click on the "Check Errors" button at the top of this page. Applicant Legal Name must match box 8a in the SF-424 in your application. Enter the legal name by which you are incorporated and pay taxes. CCR Doing Business is new for 2010 eLogic Model®. Only complete this field if your registration at CCR includes an entry in Doing Business as: (dba). Enter the DUNS # as entered into box 8c of the SF-424 Application for Federal Assistance form. Enter the City where your organization is located, this information must match the SF-424 data in your application. Use the dropdown to enter the State where your organization is located, this information must match the SF-424 data in your application. This information must match the SF-424 data in your application. Enter the Grantee Contact Name and email address in the field provided. Enter the name of the person that completed the eLogic Model® and their email address in the field provided. When completing the Project Information Section, applicants except Indian Tribes must enter their Project Name, Project Location City/County/Parish, State, Project Type, and Construction Type. If there are multiple locations, enter the location where the majority of the work will be done. Indian tribes, including multi-state tribes, should enter the City or County associated with their business address location. For Indian Tribes, enter the state applicable to the business address of the Tribal entity.

Program Information

HUD Program	**ICDBG**
Program CFDA #	**14.862**

Program Component

Grantee Information

Applicant Legal Name	Organized Village of Kasaan
CCR Doing Business As Name	
DUNS Number	[redacted] -
City	Kasaan
State	Alaska
Zip Code	99950 - 0340
Grantee Contact Name	Jonathan J. Wunrow
Grantee Contact email	jon@kasaan.org
Logic Model Contact Name	Jonathan J. Wunrow
Logic Model Contact email	jon@kasaan.org

Project Information

Project Name	Kasaan Community Use Facility Renovation Project
Project Location City/County/Parish	Kasaan
Project Location State	ALASKA
Zip Code	99950 - 0340
Project Type	Public Facilities and Improvement
Construction Type	Renovation of Existing Building

Additional Information for Reporting (Leave Blank At the Time of Application)

Grants.gov Application Number	
HUD Award Number	
Logic Model Amendment Number	

eLogic Model®

Year 1

OMB Approval 2536-0114 exp. 2/28/2011

Applicant Legal Name: Organized Village of Kasaan
CCR Doing Business As Name: 0
HUD Program: ICDBG
Program Component:
Project Name: asaan Community Use Facility Renovation Project
Reporting Period:
Reporting Start Date:
Reporting End Date:
DUNS No.: [redacted] 0

2010

HUD Goals	Policy Priority	Needs	Services/Activities	Measures			Outcomes	Measures			Evaluation Tools
1		2	3	4			5	6			7
Policy		Planning	Programming	Pre	Post	YTD	Impact	Pre	Post	YTD	Accountability
		Indian Tribes and Alaskan Natives are in need of community infrastructure and facilities to improve the health, safety, and well-being of residents.	Policy Priority-Sustainability-Public Facilities-Rehabilitation-Design incorporates Green Development standards that meets or exceeds mandatory requirements identified in national, state or locally recognized green rating systems	Facilities			Policy Priority-Sustainability-Public Facilities Rehabilitation-Existing public facilities rehabilitated in accordance with national, state or local green rating systems |Facilities	Facilities			A. Tools for Measurement
4B	2c			10/1/2011				10/1/2012			
				#VALUE!			Policy Priority-Sustainability-Public Facilities Rehabilitation-Existing public facilities rehabilitated in accordance with energy efficiency measures |Facilities	Facilities			Construction log
	2h							10/1/2012			
				#VALUE!				#VALUE!			
				#VALUE!				#VALUE!			B. Where Data Maintained
				#VALUE!				#VALUE!			Agency database
				#VALUE!				#VALUE!			
		Indian Tribes and Alaskan Natives are in need of community infrastructure and facilities to improve the health, safety, and well-being of residents.	Public Facilities-Rehabilitation-Facilities, health & safety, recreation, community services |Facilities	Facilities			other	#VALUE!			C. Source of Data
4E	2g			10/1/2011				#VALUE!			Progress reports
				#VALUE!							Permits issued
				#VALUE!				#VALUE!			Statistics
				#VALUE!				#VALUE!			D. Frequency of Collection
				#VALUE!				#VALUE!			
				#VALUE!				#VALUE!			

eLogic Model®

Year 2

OMB Approval 2535-0114 exp. 2/28/2011

Applicant Legal Name	Organized Village of Kasaan
CCR Doing Business As Name	0
HUD Program	ICDBG
Program Component	
Project Name	asaan Community Use Facility Renovation Project
Reporting Period	
Reporting Start Date	
Reporting End Date	
DUNS No.	[redacted] - 0

2010

HUD Goals	Policy Priority	Needs	Services/Activities	Measures			Outcomes	Measures			Evaluation Tools
1		2	3	4			5	6			7
Policy		Planning	Programming	Pre	Post	YTD	Impact	Pre	Post	YTD	Accountability
		Indian Tribes and Alaskan Natives are in need of community infrastructure and facilities to improve the health, safety, and well-being of residents.	Policy Priority-Sustainability-Pubic Facilities-Rehabilitation-Design incorporates Green Development standards that meets or exceeds mandatory requirements identified in national, state or locally recognized green rating systems	Facilities			Policy Priority-Sustainability-Pubic Facilities Rehabilitation-Existing public facilities rehabilitated in accordance with national, state or local green rating systems |Facilities	Facilities			
4B	2c			10/1/2011				10/1/2012			A. Tools for Measurement
				#VALUE!			Policy Priority-Sustainability-Pubic Facilities Rehabilitation-Existing public facilities rehabilitated in accordance with energy efficiency measures |Facilities	Facilities			
	2h							10/1/2012			
				#VALUE!				#VALUE!			
				#VALUE!				#VALUE!			
											B. Where Data Maintained
				#VALUE!				#VALUE!			
				#VALUE!				#VALUE!			
		Indian Tribes and Alaskan Natives are in need of community infrastructure and facilities to improve the health, safety, and well-being of residents.	Public Facilities-Rehabilitation-Facilities, health & safety, recreation, community services |Facilities	Facilities			other	#VALUE!			
4E	2g			5/1/2011							C. Source of Data
				#VALUE!				#VALUE!			
				#VALUE!				#VALUE!			
				#VALUE!				#VALUE!			D. Frequency of Collection
				#VALUE!				#VALUE!			
				#VALUE!				#VALUE!			

eLogic Model®

Total

OMB Approval 2535-0114 exp. 2/28/2011

Applicant Legal Name	Organized Village of Kasaan
CCR Doing Business As Name	0
HUD Program	ICDBG
Program Component	
Project Name	Kasaan Community Use Facility Renovation Project
Reporting Period	
Reporting Start Date	
Reporting End Date	
DUNS No.	[redacted] 0

2010

HUD Goals	Policy Priority	Needs	Services/Activities	Measures			Outcomes	Measures			Evaluation Tools
1		2	3	4			5	6			7
Policy		Planning	Programming	Pre	Post	YTD	Impact	Pre	Post	YTD	Accountability
				#VALUE!				#VALUE!			
											A. Tools for Measurement
				#VALUE!				#VALUE!			
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				#VALUE!				#VALUE!			
											B. Where Data Maintained
				#VALUE!				#VALUE!			
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											C. Source of Data
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				#VALUE!				#VALUE!			
				#VALUE!				#VALUE!			
											D. Frequency of Collection
				#VALUE!				#VALUE!			
				#VALUE!				#VALUE!			

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