



## Report of Project Activities

Department of Labor and Workforce Development  
Division of Business Partnerships



DENALI TRAINING FUND

## PROGRESS REPORT

**NAME OF ORGANIZATION:** First Alaskans Institute  
**NAME OF PROJECT:** Denali Training Fund  
**REPORT PERIOD:** October 1, 2004 to December 31, 2004

### PROJECT ACTIVITIES AND ACCOMPLISHMENTS:

Briefly describe the grant activities undertaken during the period and any accomplishments achieved.

Contract executed November 9<sup>th</sup> 2004.

Accounting and records management set up in November

Financial and grant program processes established in November.

Evaluation Logic Model created to assist with program evaluation.

Program team meeting met December 15, 2004 to begin revisions to recruitment, applications and screening processes as well as placement process.

Project lead met with University of Alaska, Anchorage regarding internship placements and recruiting processes.

**PLANNED ACTIVITIES FOR NEXT REPORTING PERIOD:**  
Describe the grant activities you expect to complete during the next month.

Recruitment and pre-screening processes completed for intern applicants.  
Company and community outreach meetings including health and education organizations (UAA, APU, Sheldon Jackson and Health)  
Brain trust contract scope of work completed.

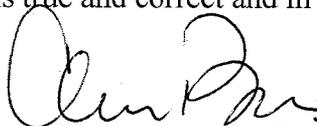
**PROBLEMS, DELAYS OR CONCERNS EXPERIENCED:**  
Are the grant activities progressing as planned? If not, what is the cause? Identify if there are any areas the Alaska Workforce Investment Office can provide assistance.

None at this time

**POSSIBLE PROBLEM RESOLUTIONS AND TIMEFRAMES:**  
For any problems identified, describe how you will resolve them and how long it will take.

Certification: I certify that the above information is true and correct and in accordance with the terms and conditions of the agreement.

Carrie Brown, Sr. Vice President  
Name and Title

  
Signature

January 28, 2005  
Date

**State of Alaska, Department of Labor and Workforce Development  
 Division of Business Partnerships  
 DENALI TRAINING FUND PROGRAM  
 Monthly/Quarterly Invoice  
 and Payment Request**

<b>Grantee Name:</b> First Alaskans Institute #202	<b>GRANT PERIOD</b>		<b>REPORT PERIOD</b>	
	<b>FROM</b>	<b>TO</b>	<b>FROM</b>	<b>TO</b>
	08/01/04	12/30/06	October 1, 2004	December 31, 2004

	<b>GRANT BUDGET</b>	<b>MONTHLY/ QUARTERLY EXPENSES</b>	<b>YEAR TO DATE EXPENSES</b>	<b>BALANCE OF GRANT FUNDS</b>
Denali Training Fund	\$300,000.00	\$0.00	\$0.00	\$300,000.00
<b>TOTALS</b>	\$300,000.00	\$0.00	\$0.00	\$300,000.00

<b>REIMBURSEMENT REQUEST</b>	
Amount of Grant Funds Received to Date	\$0.00
Amount of Expenditures to Date	\$0.00
Amount of Reimbursement Requested	

**CERTIFICATION**

By affixing my signature below, I certify that the information included in the Monthly Financial Report and Reimbursement Request is true and correct to the best of my knowledge. I acknowledge the knowing submission of false or incorrect information in this report may be an illegal act, subject to possible prosecution.

  
 Signature

1.28.04  
 Date

Printed Name and Title:

<b>DIVISION APPROVAL</b>		
<b>Encumbrance Number</b>		
	Advance Amount:	
	Amount Previously Recovered:	
	Amount Applied to this Invoice:	
	Balance to Recover:	
<b>Financial Line</b>	<b>Collo Code</b>	<b>Payment Amount</b>
	7614107	
<b>TOTAL PAYMENT</b>		
Approval Signature		Date