

THE FIRST ALASKANS INSTITUTE
GRANT REPORT INFORMATION COVER SHEET

 June 30, 2004 Final Report

Dates Covered By This Report: From July 1, 2004 To September 30, 2004

Grant Number: 08-104

Name of Organization: Native Village of Brevig Mission

Address: P.O. Box 85039, Brevig Mission, Alaska 99785

Project Title: Minor Repairs on Youth Center

Project Director: Warren S. Rock, Sr., Planner/Projects Manager

Start Date of Grant Period: April 14, 2004

End Date of Grant Period: September 30, 2004

Grant Amount: \$10,704.62

Purpose of Grant: To do minor repairs on local Youth Center building.

Report Prepared by: Warren S. Rock, Sr., Planner/Projects Manager

September 30, 2004

Date

Gilbert Tocktoo

Signed: Gilbert Tocktoo, President Native Village of Brevig Mission Traditional Council

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NARRATIVE REPORT**I. PROJECT INFORMATION**

1. Please summarize your original expected outcomes for this project and how you had planned to achieve them.

The outcomes that were expected were to do minor repairs a local building formally known as the Teen Center. The City of Brevig Mission had vacated the building and handed back over to the Native Village of Brevig Mission. To better serve the different age groups we had renamed it to the Youth Center. We had planned to hire two people, a carpenter and a laborer, to do the minor repairs to the building.

2. What were the principal accomplishments of the project? How have they been achieved? How have the grant funds been used?

The building has been repaired and readied for the coming winter. With funding from the First Alaskans Institute we were able to hire personnel to do the repairs and purchase needed building materials for the project.

3. The Institute recognizes that circumstances can change, possibility affecting project implementation. What, if any, difficulties did you encounter; why did they occur; and what refinements or plans were made to overcome them? Please indicate activities that were behind schedule or not completed, and any changes in project plans or personnel.

While leveling the building, we discovered that the floor joists were rotting and had to replace them. During the preparation of replacing the roofing paper, it was found that only a small section needed to be fixed. A chimney hole had not been patched, resulting in leaks. The hole was patched and roofing paper placed over the patch to prevent further leaks. The carpenter did not come back to work after the laborer was hired at another local construction site. We have had to hire different people to try and finish painting the building. Because of the different local projects which are longer in duration, those employees tend to take those jobs when offered. The weather had not cooperated while we were trying to finish painting the exterior and now that job is postponed until spring.

4. What were the most challenging or surprising aspects of this project? Have there been any unexpected outcomes?

The weather was the most challenging while trying to paint the exterior. We have had to postpone finishing the painting job of the exterior of the building until next spring. With all the projects going on locally, it was hard to keep the employees on this project because of the longer duration of those other projects. Employees kept changing. I had expected the first two employees to stay on the job until it is finished.

5. Based on your experience to date, what advice would you give to other organizations planning a similar program? What would you do differently if you had the chance?

I would like to advise those with similar projects to go over the entire building including the building's foundation and roof prior to seeking funds. Have someone knowledgeable about buildings to assist you with this part of the process. I would

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Narrative Report Continued

start the project with a backup plan for employees who quit the job in the middle of the project, so that delays can be avoided to beat Alaska's weather patterns and short construction season.

6. Please describe your post-grant plans for this project. How will it be financed?

We plan to finish the exterior paint job this coming spring. The Tribe does have fund raisers for small projects that exceed our funds at hand. Grants are sought for bigger projects such as this one. The building can now be used by our Youth Programs. The programs are funded by the State of Alaska and Kawerak, Inc., a non-profit agency whose goal is to help Native people within our region to be self sufficient.

II. ORGANIZATIONAL INFORMATION

It is very helpful to understand the organizational context in which your project was implemented. Please take this opportunity to update us on any significant organizational changes, developments or challenges. How have these developments contributed to or impeded the success of the project? Additionally, is there any problem or issue confronting your organization requiring technical assistance? If so, would a meeting with Foundation staff be helpful at this time?

At the top is the Traditional Council, then the President. For this project and all projects acquired by grants, it is the Planner/Projects Manager who oversees them. The Planner then goes to the Tribal Coordinator to get funds for wages, equipment, supplies, etc. The Planner also works with the Coordinator to insure that project funds are available, requests for funds, insure project personnel are paid, etc. The Planner reports to all granting agencies and Tribal Council. All Project Head Employees report to the Planner.

III. ATTACHMENTS

Please attach copies of any photos, public recognition, awards, press releases or news articles pertinent to this project.

Required Attachments are enclosed within this final report.

**THE FIRST ALASKANS INSTITUTE
PROJECT FINANCIAL REPORT**

Organization: Native Village of Brevig MissionProject Title: Minor repairs to Youth CenterGrant Number: 08-104 Interim Report Final ReportDates Covered By This Report: From July 1, 2004 To September 30, 2004

<u>Line Item</u>	<u>Grant Amount Approved</u>	<u>Cumulative Amount Expended</u>	<u>Quarterly Amount Expended</u>	<u>Cost Share Contribution Amount Expended</u>	<u>Total Balance</u>
Personnel Expenses	<u>\$5,920.00</u>	<u>\$3,141.58</u>	<u>\$4,960.50</u>	<u>\$3,141.58</u>	<u>\$9,061.58</u>
Staff Costs	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Fringe Benefits	<u>\$1,480.00</u>	<u>\$138.39</u>	<u>\$698.97</u>	<u>\$138.39</u>	<u>\$1,618.39</u>
Total Personnel Expenses	<u>\$7,400.00</u>	<u>\$3,279.97</u>	<u>\$5,659.47</u>	<u>\$3,279.97</u>	<u>\$10,679.97</u>
Non-Personnel Expenses					
Contract Services	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Office Space	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Equipment/Supplies	<u>\$2,679.62</u>	<u>\$432.00</u>	<u>\$432.00</u>	<u>\$432.00</u>	<u>\$3,111.62</u>
Travel/Related Expenses (freight)	<u>\$625.00</u>	<u>\$87.60</u>	<u>\$87.60</u>	<u>\$87.60</u>	<u>\$827.07</u>
Other	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total Non-Personnel Expenses	<u>\$3,304.62</u>	<u>\$519.60</u>	<u>\$519.60</u>	<u>\$519.60</u>	<u>\$3,938.69</u>
Total Project Expenses	<u>\$10,704.62</u>	<u>\$3,799.57</u>	<u>\$6,179.07</u>	<u>\$3,799.57</u>	<u>\$14,618.66</u>

Report Prepared by: Warren S. Rock, Sr.Signature: Warren S. Rock, Sr.Date: September 30, 2004Phone: (907) 642-3046 Fax: (907) 642-2099

THE FIRST ALASKANS INSTITUTE
Labor, Residence & Wage Report

Estimated									
Project Name	Construction Period	Position	Residence	1 st Check Date	Last Check Date	Rate of Pay/Hr.	Total Payroll Earnings		
Minor Repairs to Youth Center	June 15, 2004	Carpenter	Brevig Mission	June 18, 2004	July 2, 2004	\$20.00	\$1,570.00		
Minor Repairs to Youth Center	August 2, 2004	Head Painter	Brevig Mission	August 13, 2004	September 20, 2004	\$20.00	\$1,310.00		
Minor Repairs to Youth Center	June 15, 2004	Laborer	Brevig Mission	June 18, 2004	July 2, 2004	\$17.00	\$1,156.00		
Minor Repairs to Youth Center	August 25, 2004	Painter Asst.	Brevig Mission	August 27, 2004	September 29, 2004 (payroll advance)	\$17.00	\$977.50		
Totals							\$5,013.50		