

**MIDTOWN COMMUNITY COUNCIL  
LETTER OF SUPPORT FOR FRIENDS OF FISH CREEK FOR  
"FISH CREEK WATERSHED INTERPRETATION AT CUDDY PARK" PROJECT**

Friends of Fish Creek, Inc. (FoFC) is an Anchorage based Alaska corporation with 501(c)3 federal non-profit status established to educate, advocate and act for daylighting Fish Creek.

Fish Creek has been severely deteriorated by post war urban development that has not planned for its long-term sustainability and integration as a community asset. As a community asset Fish Creek will bring ecological and economic viability to Anchorage as part of the larger corridor system of open spaces already established along our major waterways including Ship, Chester and Campbell Creeks.

Fish Creek is the main waterway of the Fish Creek watershed that generally includes the Midtown area of Anchorage and encompasses heavily urbanized, impervious land areas with severely deteriorated creek channel sections or long sections of buried pipe.

As part of Friends of Fish Creek's education mission, the organization applied for and received a grant from the Anchorage Park Foundation Challenge Grant 2022 cycle to create and install interpretive signage at Cuddy Family Midtown Park. The educational focus of the material is about the Fish Creek watershed to raise awareness of the entire system that includes Cuddy Pond. (See attached grant award letter.)

In coordination with the Municipal Parks Department - Taylor Keegan is project manager - FoFC has been collaborating to determine the sign location near Cuddy Pond as it will become part of a larger Cuddy Park Raingarden Project that addresses stormwater management issues and erosion at the park. This collaboration offers synergies that enhance the educational mission of both projects. The Raingarden project is planned for 2024 and will be presented by MOA at a later day when designs are available.

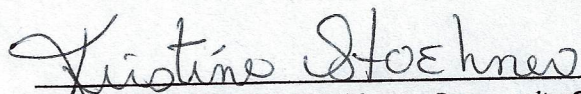
The grant compliance process includes the actual development, fabrication and installation of the material, but we feel that outreach to inform our neighbors about this exciting opportunity to enrich Midtown and to engage the public and constituencies for open space is also a fundamental aspect of the process. Our presentation at the May, 2023 general meeting of the Midtown Community Council about the ideas and progress of this grant process is part of this outreach.

We seek a statement of support below from the Midtown ~~Board~~ Community Council Executive Board for our project following our presentation as we continue to deliver the project in 2023 according to our grant agreement.

Statement of Support

The Midtown Community Council Executive Board supports the above referenced project after considering the information presented at the May 10, 2023 general meeting by Friends of Fish Creek.

APPROVED by the Midtown Community Council Executive Committee,

  
Kris Stoechner, President, Midtown Community Council

5-17-23  
Date

## Community Challenge Grant Award



Grantee: Friends of Fish Creek  
Project: Fish Creek Watershed Interpretation at Cuddy Park  
Amount approved by APF: \$15,835  
Anchorage Parks & Recreation Contact:  
Taylor Keegan



5.3.22

Congratulations!

The Anchorage Park Foundation Challenge Grant Review Committee has approved your grant. The terms of the grant agreement require that you demonstrate the ability to raise an equal match from cash donations, volunteer time, non-federal grants or donated products.

Since 2005, in partnership with Rasmuson Foundation and Anchorage Parks and Recreation, the Anchorage Park Foundation (APF) and its volunteer board of directors has awarded \$2 million in funding through challenge grants that have leveraged nearly \$5 million in cash and volunteer match to improve Anchorage parks and trails. For more than a decade, the Alaska Chapter of the American Society of Landscape Architects has assisted applicants with professional volunteer time. On behalf of all of us, we appreciate your passion and drive to make a positive change in the city. Thank you.

Like any plan, things may change when the rubber meets the road (or when the boots hit the trail). The scope or timeline of your project may evolve throughout the course of the project. All projects must be approved by Anchorage Parks and Recreation before you begin work, and other variables like permitting, weather, or the availability of project materials could impact your timeline. We are patient and flexible and we hope you will be too. That said, if your project could be completed in 2022, all the better!

When you are ready to get started, we would like to meet with you on zoom to go over the contract, go over how to get parks and recreation approval to begin work, how to submit volunteer hours and reimbursement requests and answer any questions about fundraising and how your project account will be set up at the Park Foundation. Please send me an email or give me a call to set something up.

Attached please find an invitation to an event to celebrate all the challenge grant awardees, a contract for you to sign when we meet about your project, and some helpful information about your grant and reporting guidelines.

### **Progress Reports & Final Report**

Please include Diana Rhoades (Diana@anchorageparkfoundation.org) on any communications about the project.

#### **May 13, 2022:**

Noon – Public announcement and kickoff celebration with grantees at Cuddy Family Midtown Park

#### **June 1, 2022 to October 15, 2023: Grantee period of performance**

The period of performance is the time period during which the grantee is expected to raise and spend approved funds and complete the grant-funded activities.

#### **October 30, 2023:**

Final reports due from awarded grantees.

The grantee will be required to report

- Short summary of project highlights and accomplishments
- The number of volunteers involved, total volunteer hours, in-kind contributions, and funds raised and expended
- Before and after photos in electronic form, copies/links to any media attention, and any community recognition the project generated for your organization and APF.

#### **Unlocking your Community Challenge Grant Award**

Your application budget shows how you plan to unlock the award. There are three ways: fundraising for cash donations, in-kind donations, and/or scheduling & completing your volunteer hours. We are flexible on timing of unlocking the award so you will be able to spend your award to purchase materials to complete your project.

#### **Fundraising**

In most cases, Anchorage Park Foundation will create an account for you, so you can accept donations at APF that will be deposited into your fund to meet the expectation of fundraising detailed in your budget application. This fund can only be spent on costs related to your Community Challenge Grant and is not subject to any administrative fees by APF. It is very important that if APF is processing donations for your Challenge Grant project, you must meet with Park Foundation staff BEFORE accepting any donations. We will guide you through the process of how to legally accept and report financial donations. Donations must be made out to the Anchorage Park Foundation with a memo designating the Challenge Grant project the donation is intended for.

If your application is on behalf of a non-profit organization that can accept cash donations, you have the choice to either manage your own grant funds or set up an account at APF. It is important to note that hours spent by volunteers fundraising do not qualify as match. That match is only available for volunteer hours worked to complete your physical park improvement.

### **Volunteer Hours and Donations of Time and Products or Materials**

Submit Online <https://anchorageparkfoundation.org/programs/challenge-grants/grantee-resources/>

Volunteer hours and donations of products and services must be recorded online on APF's website. Please schedule your volunteer days by reaching out to [Diana@AnchorageParkFoundation.org](mailto:Diana@AnchorageParkFoundation.org) and when the work is completed, count how many hours were worked and number of volunteers and report it online with the date and time and work that was completed. Product donation examples may include if a contractor donated \$300 worth of lumber for your project, get a receipt and log it online. Another example is if an excavation company provides \$3,000 worth of services for your project for free. Get a receipt and log it online. Please keep all the receipts and report them at the end of the challenge grant. Please report ALL donations – even if you have already met your match. We like to show how the challenge grant can leverage more than the award.

### **Purchasing and Reimbursements**

All invoices for large purchases such as bulk materials, professional services etc. should be invoiced to the Anchorage Park Foundation. APF will then be able to ensure that all purchases are billed to your Community Challenge Grant account and allows us to track your project expenses. Alternatively, APF staff can make the purchase on your behalf. If you would like to arrange for an APF staff member to make a purchase for your project, please contact APF at least three business days in advance. Included in this packet is a reimbursement form that can be emailed to [Diana@AnchorageParkfoundation.org](mailto:Diana@AnchorageParkfoundation.org).

### **Payment**

Grantees with their own 501(c)(3) status may request full payment of the grant. All other grantees must either: (a) request reimbursement for project costs along with proper documentation; (b) request that vendors invoice Anchorage Park Foundation directly; (c) work with Anchorage Park Foundation staff to make other arrangements for direct payment of project costs.

### **Unspent Funds**

Unspent funds must be returned with the final report. A request to use unspent grant funds may be submitted if there is a balance of funds after the proposed project is complete. Requests to use unspent grant funds for expenses not initially proposed, yet consistent with award intent, may be permitted, but only with advance approval and at APF's discretion.

To request a revision or to use unspent funds, request by email with an attached narrative detailing how reallocated funds will enhance project scope.