

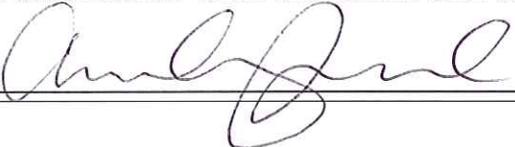


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Denali Training Fund Quarterly Progress Report

Funds for this project are provided by the USDOL and the Denali Commission and managed, in partnership, by the Alaska Department of Labor and Workforce Development.

Name of Organization: First Alaskans Institute
Name of Project: Summer Internship
Reporting Period: 4/1/2009 – 6/30/2009
Contact Person: Rick Mueller/Amber Jenkins
Contact Number: 677-1700 Email Address: info@firstalaskans.org
Expenditures to date: \$71,662.43
Certification: I certify that the information in this report is current, correct and true and in accordance with the terms and conditions of the agreement.
Signed by:  Dated 7/31/09

1. In a few sentences, please describe the scope of your project:

First Alaskans Institute's project provides 23 Alaska Native or rural Alaskan junior, senior, or graduate college students with a 10-week summer internship opportunity within a partner employer in the students' field of study and interest. A central component of the internship is the leadership training seminars which the interns participate in during the internship. Additionally, the Institute tracks the long-term career/work placements for all interns.

2. Project Activities for this Reporting Period:

Describe the grant activities that happened during this report period. Include planning, advertisement and/or training performance that occurred this quarter? List any accomplishments achieved. (Attach advertisements if applicable)

This quarterly report covers how First Alaskans Institute is continuing in its efforts to meet the objectives of the Leadership Development project. The primary focus is in assisting Alaska Natives and other rural residents in acquiring the skills and training necessary to participate fully in private sector business and economic development opportunities through internships, fellowships, scholarships, public service programs and other leadership development initiatives. This quarterly report includes these components:

Preparations and Start-up of the 2009 Summer Intern Program, Leadership Friday sessions, site visits, and updates to the Web-based Tracking Database. Funds from this award were used primarily to fund the interns' wages, travel and lodging for the orientation week, site visits, and coordinator in the preparation activities for the 2009 summer internship end of season event.

Preparations and Start-up for the 2009 Summer Intern Program

The following activities occurred during the quarter:

Planning for Leadership Friday sessions content (see Attachment A and B)

Using the weekly evaluations from the 2008 program, the 10-week schedule for 2009 was determined after reviewing the recommendations from interns as a part of our continuous improvement process. As reflected in the schedule, the Leadership Friday sessions were restructured to accommodate intern placements outside of Anchorage. The overall number of training sessions remains the same and includes academic, social, networking, professional, and personal development training. Topics covered thus far include:

- historical events that have affected Native Americans and rural and Native Alaska;
- qualities of leadership;
- review of the research and statistics of Alaskans;
- Myer's-Briggs personality type indicators;
- international economic development and prosperity;
- Native spirituality and leadership

Orientation was held June 8 -12. Leadership sessions included:

- John Shively – Historical Events Affecting Alaska Natives
- Willie Hensley – Native Identity and Connections to the Land
- Bruce Harding – Myers-Briggs Type Indicator
- Blythe Campbell – Networking/Public Speaking
- Emerging Leaders Panel - David Nicolai, Jorie Zilys, Angela Cox, Tiffany Zulkosky, Donna Bach
- Wilson Justin – Traditional Leadership and Leaders
- 3 hour volunteer outing at the Alaska Food Bank

Orientation for Intern Placement Partners (see Attachment C)

Following the intern and employer recruitment process from December, 2008 through mid-March 2009 and after matching interns with the placement partners (lists of interns and partners attached), a formal session was held with the employers to clarify expectations.

The discussion included:

- Intern program overview and purpose
- Introduction to First Alaskans Institute and the Alaska Native Policy Center
- Discussion of expectations
- First Alaskans', partner, and intern roles and responsibilities
- Program evaluation
- Human resource issues

Presentation to Interns for Program Start-up

The interns participated in a week long orientation and leadership training to kick-off the summer program June 8 – 12.

Web Based Tracking Database Update

In order to effectively connect with the interns located outside of Anchorage (Metlakatla, Hoonah, Yakutat, Juneau, and Fairbanks) webcasting has become a best practice for delivery of leadership training and interaction with presenters. Annual intern updates are collected to track the long-term success of this program. Employment, internship, and fellowship opportunities as well as volunteer opportunities are forwarded monthly to the growing list of previous interns.

Partner Organization Commitment

- 19 employers have submitted the \$2,500 contribution, 2 employers are contributing partial payments and 2 received a waiver.
- Alyeska Pipeline has awarded the summer internship \$45,000 for 2009 to help offset the cost of internships in approved oil and gas partner organizations.
- The CIRI Foundation will fund 50% of the CIRI descendant intern placed this year with Southcentral Foundation.
- The Aleut Foundation has funded \$3125 (\$6250 total) per intern for 2 Aleut descendant interns.
- The Aleut Corporation has funded \$6,500 (\$13,000 total) per intern for 2 Aleut descendant interns.

For those interns participating in the 2009 internship, we are at the midpoint of the internship with 100% retention. First Alaskans Institute will continue to track the progress and achievements of all interns for long-term success.

The recruitment notices were posted on the First Alaskans website, announced via e-mail to past partner companies, potential and interested employers, and a variety of organizations, colleges, and individuals that are in regular communication with students. Flyers for the program were also posted throughout the UAA and APU campuses as well as mailed to out of state campuses where there are Native American/Alaska Native programs. For 2009, there were 32 employers and over 40 job descriptions for interns to select from for internship placements.

3. Scheduled Project Activities/Important Dates for next quarter:

Describe your planned activities and training for next few months. Please include important dates like graduation, site visits, travel, job fairs, etc.

The next quarter's report will include:

- complete summer session and Leadership Fridays;
- prepare for August 13 end-of-season event and final week of leadership training including travel arrangements for interns, complete and debrief on the 10-week session on August 14;
- compile final report of weekly evaluations and summarize for use in next year's program content;
- determine best methods for tracking participants during the year and beyond, and;
- plan and expand recruitment of placement organizations and communities targeted for funding through Denali Commission Infrastructure projects in 2010 in rural Alaska, determine funding needs and seek partner additional funding.

4. a. How many are in your training program during this reporting period?

23

b. How many people have been trained and/or certified to date from this grant?

23

(Please complete form below.)

5. Please list complete the list by putting the community to which each individual trained is from, the type of training and certification, the graduation date and who will employ them upon completion of training.

Community where trainee lives	Type of Training/ Service	Type of Certification to be earned/earned	Dates of training	Graduation Date	Employment commitment after training is complete
* See attached					

Please copy and use another sheet if you need more spaces.

6. Please identify any problems or changes in your training project that will affect the budget, scope or timeline of the project. Is your training on schedule? What are the reasons for any difficulties or delays? Are you over budget/under budget? Have you had to change the initial scope?

Please provide an explanation to this change and your resolution to the variance.

As in 2008, due to insurance liability, intern wages will be administered through First Alaskans payroll system. This will result in a larger expenditure in the personnel line and a lower expenditure in contractual. First Alaskans would request approval for this change.

7. How are you or will you be evaluating the individuals being trained to ensure competency, skill level and understanding? (Testing, assessment, etc)

Individual employers require competencies for their employees. Interns are pre-screened and interviewed prior to participating in the internship program. Interns are also evaluated both midway and at the completion of the 10-weeks, as well as yearly after participation in the program.

8. Please identify areas that we can assist you in the future.

Assist in identifying partner employers and communities for intern placements. Assist with recruitment and program evaluation as appropriate. Participate in Leadership Friday discussions.

First Alaskans Institute

2009 Summer Intern Placements

Last Name	First Name	Region	School	Class Standing	Major	Intern Placement	Location
Aarons	Sarah	Bering Straits	Stanford	Graduate	Geological and Environ. Studies	Calista Corporation - Lands Dept	Anchorage
Angalak	Samantha	Calista	Brown University	Junior	English	Calista Corporation - Legal Dept	Anchorage
Bender	Richard	Calista	UAA	Junior	Undeclared	Yukon River Drainage Fisheries Association	Anchorage
Branson	Candace	Koniag	University of Denver	Senior	Sociology	State of Alaska Community Planning	Juneau
Carlson	Mischa	Aleut	Princeton University	Graduate	Psychology	First Alaskans Institute - ANPC	Anchorage
Cloud-Morrison	Stacy V.	Sealaska	UAA	Senior	Nursing	Rural Alaska Community Action Program	Anchorage
Cromarty	Stephanie	CIPI	Montgomery College	Junior	Health Education	Southcentral Foundation	Anchorage
Dybdahl	Jessie	Sealaska	UAA	Junior	Chemistry & Biology	Hoonah Indian Association	Hoonah
Englishhoe	Shaylene	Doyon	UAA	Junior	Psychology	Covenant House	Anchorage
Garner	Misty	Koniag/Sealaska	UAA	Junior	Nursing	AK Manufacturing Extension Partnership Inc.	Anchorage
George	Erin	Calista	Washington St.	Senior	Kinesiology	Providence Hospital - Physical Therapy Dept.	Anchorage
Gundersen	Thea	Aleut	UAA	Junior	Medical Technology	Shell of Alaska	Anchorage
Judson	Erik	Sealaska	UAA	Junior	Mechanical Engineering	UAA-Alaska Native Science & Engineering Program	Anchorage
Leask	Naomi	Metlakatla	UAS	Senior	Elementary Education	Metlakatla Indian Community	Metlakatla
Mercurief	Desiree'	Aleut	UAA	Senior	Science Technology	The Pebble Partnership	Anchorage
Sakeagak	Darlene	ASRC	UAF	Senior	Bio. Sci., Bus. Admin (M)	Tanana Chiefs Conference	Fairbanks
Sommer	Sharity	Doyon	UAA	Senior	International Studies	Rasmuson Foundation	Anchorage
Tuttle	Shelley	Aleut	UAA	Senior	Accounting, BBA	Aleut Enterprises	Anchorage
Vartanian	Tamar	CIPI	UAA	Junior	Air Traffic Control	CIPI	Anchorage
Wassman	Brianne	Bering Straits	UAF	Junior	Mechanical Engineering	Begich Boggs Visitor Center	Girdwood
Williams	Kristi	Doyon	U of NM Law School	Graduate	Law (J.D.)	First Alaskans Institute - ANPC / Senator Begich	Anchorage
Wolf	Suzanne	Sealaska	UAA	Junior	Undeclared	Yakutat Tingit Tribe	Yakutat
Young	Lynette	Sealaska	UAA	A.A.	Human Services	UAA - Native Students Services	Anchorage



Funding Provided By:

REQUEST FOR ADVANCE OR REIMBURSEMENT <i>(See instructions on back)</i>		OMB APPROVAL NO. 0348-0004		PAGE 1	OF 1 PAGES
		1. TYPE OF PAYMENT REQUESTED	a. *X* one or both boxes <input type="checkbox"/> ADVANCE <input checked="" type="checkbox"/> REIMBURSEMENT b. *X* the applicable box <input type="checkbox"/> FINAL <input checked="" type="checkbox"/> PARTIAL		2. BASIS OF REQUEST <input type="checkbox"/> CASH <input checked="" type="checkbox"/> ACCRUAL
3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED Denali Commission		4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY 01060-00		5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST 2	
6. EMPLOYER IDENTIFICATION NUMBER 92-0174854	7. RECIPIENT'S ACCOUNT NUMBER OR IDENTIFYING NUMBER	8. PERIOD COVERED BY THIS REQUEST		TO (month, day, year)	
		FROM (month, day, year) 4/1/2009		6/30/2009	
9. RECIPIENT ORGANIZATION <i>Name:</i> First Alaskans Institute <i>Number and Street:</i> 606 E Street, Suite 200 <i>City, State and ZIP Code:</i> Anchorage, AK 99501		10. PAYEE (Where check is to be sent if different than item 9) <i>Name:</i> <i>Number and Street:</i> <i>City, State and ZIP Code:</i>			

11. COMPUTATION OF AMOUNT OF REIMBURSEMENTS/ADVANCES REQUESTED

PROGRAMS/FUNCTIONS/ACTIVITIES ►	(a)	(b)	(c)	TOTAL
a. Total program outlays to date <i>(As of date)</i>	\$ 71,662.43	\$	\$	\$ 71,662.43
b. Less: Cumulative program income				0.00
c. Net program outlays (Line a minus line b)	71,662.43	0.00	0.00	71,662.43
d. Estimated net cash outlays for advance period				0.00
e. Total (Sum of lines c & d)	71,662.43	0.00	0.00	71,662.43
f. Non-Federal share of amount on line e				0.00
g. Federal share of amount on line e				0.00
h. Federal payments previously requested	7,328.58			7,328.58
i. Federal share now requested (Line g minus line h)	-7,328.58	0.00	0.00	64,333.85
j. Advances required by month, when requested by Federal grantor agency for use in making prescheduled advances	1st month			0.00
	2nd month			0.00
	3rd month			0.00

12. ALTERNATE COMPUTATION FOR ADVANCES ONLY

a. Estimated Federal cash outlays that will be made during period covered by the advance	\$
b. Less: Estimated balance of Federal cash on hand as of beginning of advance period	
c. Amount requested (Line a minus line b)	\$ 0.00

13.

CERTIFICATION

I certify that to the best of my knowledge and belief the data on the reverse are correct and that all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.	SIGNATURE OR AUTHORIZED CERTIFYING OFFICIAL <div style="text-align: center; font-family: cursive; font-size: 1.2em;">Elizabeth Cheney</div>	DATE REQUEST SUBMITTED <div style="text-align: center;">July 2, 2009</div>
	TYPED OR PRINTED NAME AND TITLE <div style="text-align: center; font-family: cursive; font-size: 1.2em;">Vice President, ANPC Director</div>	TELEPHONE (AREA CODE, NUMBER, EXTENSION) <div style="text-align: center; font-family: cursive; font-size: 1.2em;">677-1700</div>

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Public reporting burden for this collection of information is estimated to average 60 minutes per response, including 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 the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0004), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

INSTRUCTIONS

Please type or print legibly. Items 1, 3, 5, 9, 10, 11e, 11f, 11g, 11i, 12 and 13 are self-explanatory; specific instructions for other items are as follows:

Item	Entry
2	Indicate whether request is prepared on cash or accrued expenditure basis. All requests for advances shall be prepared on a cash basis.
4	Enter the Federal grant number, or other identifying number assigned by the Federal sponsoring agency. If the advance or reimbursement is for more than one grant or other agreement, insert N/A; then, show the aggregate amounts. On a separate sheet, list each grant or agreement number and the Federal share of outlays made against the grant or agreement.
6	Enter the employer identification number assigned by the U.S. Internal Revenue Service, or the FICE (institution) code if requested by the Federal agency.
7	This space is reserved for an account number or other identifying number that may be assigned by the recipient.
8	Enter the month, day, and year for the beginning and ending of the period covered in this request. If the request is for an advance or for both an advance and reimbursement, show the period that the advance will cover. If the request is for reimbursement, show the period for which the reimbursement is requested.
Note:	The Federal sponsoring agencies have the option of requiring recipients to complete items 11 or 12, but not both. Item 12 should be used when only a minimum amount of information is needed to make an advance and outlay information contained in item 11 can be obtained in a timely manner from other reports.
11	The purpose of the vertical columns (a), (b), and (c) is to provide space for separate cost breakdowns when a project has been planned and budgeted by program, function, or
11a	Enter in "as of date," the month, day, and year of the ending of the accounting period to which this amount applies. Enter program outlays to date (net of refunds, rebates, and discounts), in the appropriate columns. For requests prepared on a cash basis, outlays are the sum of actual cash disbursements for goods and services, the amount of indirect expenses charged, the value of in-kind contributions applied, and the amount of cash advances and payments made to subcontractors and subrecipients. For requests prepared on an accrued expenditure basis, outlays are the sum of the actual cash disbursements, the amount of indirect expenses incurred, and the net increase (or decrease) in the amounts owed by the recipient for goods and other property received and for services performed by employees, contracts, subgrantees and other payees.
11b	Enter the cumulative cash income received to date, if requests are prepared on a cash basis. For requests prepared on an accrued expenditure basis, enter the cumulative income earned to date. Under either basis, enter only the amount applicable to program income that was required to be used for the project or program by the terms of the grant or other agreement.
11d	Only when making requests for advance payments, enter the total estimated amount of cash outlays that will be made during the period covered by the advance.
13	Complete the certification before submitting this request.

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

GRANTEE NAME			REPORT PERIOD	
First Alaskans Institute # 01060			1/1/2009	3/31/2009
DTF PROGRAM	GRANT BUDGET	MONTHLY/ QUARTERLY EXPENSES	GRANT/YEAR TO DATE EXPENSES	BALANCE OF FUNDS
Personal Services	\$190,000.00	\$59,458.97	\$66,649.30	\$123,350.70
Travel	\$32,700.00	\$1,724.88	\$1,863.13	\$30,836.87
Contractual	\$4,100.00	\$3,150.00	\$3,150.00	\$950.00
Supplies	\$3,200.00	\$0.00	\$0.00	\$3,200.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Administration	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$230,000.00	\$64,333.85	\$71,662.43	\$158,337.57

First Alaskans Institute
Profit & Loss Budget vs. Actual
 January 1 through July 1, 2009

	Jan 1 - Jul 1, 09
Ordinary Income/Expense	
Income	
4000 · Public Support and Contribution	
4010 · Grant Revenue	
4011 · Federal	7,328.58
Total 4010 · Grant Revenue	7,328.58
Total 4000 · Public Support and Contribution	7,328.58
Total Income	7,328.58
Expense	
5000 · Personnel	
5010 · Salaries and Wages	59,421.13
5100 · Payroll Taxes	
5105 · FICA	3,694.89
5110 · Medicare	864.11
Total 5100 · Payroll Taxes	4,559.00
5200 · Fringe Benefits	
5205 · Workers Compensation (AIG)	303.84
5210 · Medical/Dental/Vision(Premera) - Other	4,879.63
5215 · Life Insurance/STD (Lifewise)	288.03
5220 · Long Term Disability (Hartford)	87.11
5280 · Annual Leave	1,990.19
Total 5200 · Fringe Benefits	2,669.17
Total 5000 · Personnel	66,649.30
6000 · Professional and Contractual	
6030 · Other Professional	3,150.00
Total 6000 · Professional and Contractual	3,150.00
6500 · Travel and Training	
6505 · Travel and Per Diem	1,863.13
Total 6500 · Travel and Training	1,863.13
Total Expense	71,662.43
Net Ordinary Income	-64,333.85
Other Expense	
7105 · Indirect Expenses	825.51
Total Other Expense	825.51
Net Other Income	-825.51
Net Income	-65,159.36