

Community Coastal Impact Assistance Program

CIAP Administration by Bering Straits Coastal Association Board of Directors

Award Amount

\$125,629.80

Grantee

Bering Straits Coastal Association

Project Contact

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Location

This project will occur in Unalakleet, and it involves projects within the area served by the Bering Straits Coastal Association (the coastal zone of the former Bering Straits Coastal Resource Service Area).

Project Duration

Project Start date: July 1, 2011
Project End Date: June 30, 2015
Project Duration: 4 years

Project Description

The purpose of this project is to provide funding for administration of the CIAP grants by the Bering Straits Coastal Association (BSCA) board of directors and support to the board by the Program Director. The BSCA board has ultimate responsibility for all finances and grant programs, including the CIAP. The board will provide oversight for grant management, including assurance that the grants are implemented as approved. It will approve contracts, make sure contracts are properly executed, and ensure reports are submitted in a timely and accurate manner and check to be sure grant accounting meets requirements.

The BSCA intends to initiate a competitive bid process for bookkeeping services for the CIAP grants. Estimated costs for bookkeeping are specified in the budget narrative for this project, and the costs for bookkeeping related to the other CIAP projects will be specified in the budget narratives for those projects.

The BSCA is located in what is known as the “unorganized borough” of the State of Alaska where there is no regional government. The projects funded by the CIAP will assist the BSCA in implementing its goal for responsible management of coastal resources and areas.

This project will provide funding for the following meetings and teleconferences and distribution

of information to the board.

- Travel costs for 7 board members to attend an annual board meeting in Unalakleet during each of the 4 years of the CIAP.
- 8 teleconferenced board meetings (2 teleconferences during each of the 4 years of the CIAP).
- Distribution of CIAP project descriptions, progress reports and final reports to board members.

During the in-person meetings and teleconferences, the board will carry out its oversight responsibilities. Specifically, the meetings will be used to:

- Approve contracts issued to consultants,
- Receive updates on the progress of CIAP projects from the Program Director, and as appropriate, by consultants or State of Alaska staff,
- Review financial reports and separate accounting for the grants prepared by the City of Unalakleet,
- Ensure that project grant reporting is occurring as required,
- Review and comment on draft project reports prepared by consultants,
- Ensure projects are being implemented as proposed,
- Provide guidance to the Program Director and the regarding any difficulties encountered in implementing the grants.

Measurable Goals and Objectives

- Board review of monthly progress reports from the Program Director.
- Minutes of board meetings summarizing board oversight of CIAP projects.
- Board approval of CIAP contracts.
- Board comments on draft reports for all CIAP projects, including comments about the success of meeting project goals and objectives.
- Board approval of final reports.
- Timely submittal of all CIAP progress reports to the State of Alaska.

CIAP Authorized Use

Authorized use # 3: Planning assistance and the administrative costs of complying with CIAP.

This project will ensure that the BSCA board completes its oversight responsibilities for the CIAP projects. This oversight will ensure project goals and objectives are met and that the projects meet the requirements for benefiting the natural coastal environment.