

2010-2011 NORTH RICHMOND MITIGATION FEE
FUNDING REQUEST APPLICATION

Stakeholders Action Plan for Trash Reduction in North Richmond

SECTION I – ORGANIZATION INFORMATION

APPLICANT CONTACT INFORMATION

Name of Organization: The Watershed Project
Organization Address: 1327 S. 46th Street
Building 155
Richmond, CA 94804
Executive Director Name: Linda Hunter
Project Manager Name: Juliana Gonzalez
Title: Healthy Watersheds Program Manager
Phone Number: (510) 224-4085
Email Address: juliana@thewatershedproject.org

BACKGROUND INFORMATION

Mission Statement Description

Our mission is ***to inspire Bay Area communities to understand, appreciate and protect our local watersheds.***

The Watershed project is located in Richmond, California, on the campus of the University of California's Richmond Field Station.

We promote understanding and appreciation of local natural resources; increase awareness of the human impacts upon these resources; and inspire community involvement and action that will protect and restore our local watersheds.

We show people how they are an integral part of a watershed, and how their behavior within that envelope, from mountaintop to marsh, affects and can improve the health of local water, soil, air, wildlife and even themselves. We help them realize that they are part of a living community - the interdependent web of living organisms that inhabit the watershed and depend on it for its clean soil, air and water.

For over eleven years, the Watershed Project's programs have effectively interwoven awareness and action, education and stewardship. Our program strategies share common goals: increased individual awareness of the environment, increased individual and community stewardship of these resources, increased capacity for grassroots community groups to be watershed stewards, and promoting biodiversity and healthy watershed habitat.

Length of Time in Operation

We have served the community since 1997.

Services We Provide in North Richmond

Green Academy. In summer 2009, our Green Academy provided 15 youth from the North Richmond Young Adult Empowerment Center 120 hours of green job training. In summer 2010, an improved Academy program provided a total of 15 youth with 120 hours of green job training.

Wildcat Creek Trail. In concert with East Bay Regional Parks District, we promote recreational use of trails in the area, including Wildcat Creek Trail, the West County Landfill Loop, and a trail at the Wild Cat Creek staging area. We bring students to the trail for guided walks with park rangers and/or with our educational staff.

Creek Care. For the last two years, in August, we work with the EBRPD to organize a Creek Care event at the Wildcat creek staging area.

Wildcat Creek Stewardship. We have adopted 3 sites on Wildcat Creek (Rumrill, the staging area, and Verde Elementary school) for purposes of trash cleanup and revegetation. We bring students and recruit neighborhood volunteers to remove trash and invasive plants, and to plant natives.

Making Waves. We work with Making Waves' after school program and provide students various environmental service-learning education and stewardship opportunities. Many of the students are from North Richmond.

North Richmond Shoreline Festival – We participate in and help organize this Festival.

Verde Elementary School Earth Day- For the past two years we held an Earth Day event at Verde Elementary school. In 2009, we mobilized 50 youth from local high schools to help remove close to 600 pounds of trash from Wildcat Creek in North Richmond.

San Pablo / Wildcat Council. We work with the council on flood control and creek restoration issues.

SPAWNERS. The Watershed Project acts as a fiscal sponsor and provides capacity building services to SPAWNERS (San Pablo Watershed Neighbors Education and Restoration Society.) SPAWNERS involves community members in protecting San Pablo Creek and its watershed.

Breuner Marsh and North Richmond Shoreline Visioning and Restoration: In the last two years, we have mobilized over 100 volunteers to help restore the native vegetation of Breuner Marsh and participated in the visioning and planning for the North Richmond Shoreline as part of the North Richmond Academy.

Richmond Clean and Green is a multi-faceted campaign to reduce trash and dumping and educate the public on watershed awareness. The program has two main vectors: classroom and general public. Both vectors interweave stewardship and watershed awareness building. The program includes delivery of anti-litter programming at **Verde Elementary School**, Service Learning projects at the **Wildcat Staging Area** and Verde Elementary, a public trash can anti-litter/decorating projects, three **general public workdays** for clean up of local trash hot spots, annual **trash hotspot monitoring** events. Stipends fund interns to receive training for helping coordinate and deliver these activities.

SECTION II – PROJECT OVERVIEW

PROJECT DESCRIPTION AND CONCEPT

PROPOSED ACTIVITIES

Stakeholder Action Plan

This is a new activity.

We propose to address the problem of dumping in North Richmond by (1) interviewing a diverse group of stakeholders about their view of the problems and potential solutions to litter in the community, (2) using the interview results to draft an action plan (3) convening stakeholders in face-face meetings to discuss the recommendations, revise them, and make commitments to participation in executing the plan.

The San Pablo-Wildcat Council (SPWC) will provide a forum to explain the importance of the survey, provide comments and invite other members of the Council to participate and provide their expertise to review the survey design.

The Watershed Project will coordinate and invite the stakeholders, facilitate the discussion, collect background info, prepare draft and final versions of the Action Plan, and disseminate results within the community.

THE ISSUE

The continued urbanization of Wildcat Creek and San Pablo Watersheds in North Richmond, the tendency to flood, and the persistent trash and dumping prevalent in the area threatens these watersheds, pollutes the Bay, and reduces possibilities for public enjoyment of parks, creeks and shorelines. Restoring urban watersheds to naturally functioning systems requires action not only along creek banks but also in other areas of the watershed.

These issues affect many stakeholders, and this proposal envisions working with as many stakeholders as possible initially through interviews and surveys to identify strategies that individuals have tested or are planning to implement to address illegal dumping in North Richmond and subsequently through comments and endorsements to the collective action plan. The Watershed Project will work with the SPWC and others to engage the stakeholders in a collaborative effort to confront these issues singly and as a group.

- Identify details of the problems faced
- Collect information on solutions that are working in the area and others that have been tested with no success.
- Develop, select, and commit to action plans, both as individual stakeholders, and as a group for a 3 year plan.
- Compile comments and develop draft action plan
- Seek endorsement and adoption of the action plan by multiple stakeholders

GOALS AND OBJECTIVES

The overarching **goal** is to drastically reduce litter in the community. The **objective** is to create a 3-year comprehensive action plan that (1) combines holistic understanding of the problems and the community, (2) harnesses the experience and insights of stakeholders to design and recommend actions with a high probability of success, and (3) commits every stakeholder to working on aspects of the plan.

PLAN OF ACTION

The Action Plan Process is:

- Developing a comprehensive list of stakeholders
- Introducing stakeholders to the Action Plan Process. Use meetings of the SPWC to work on shared aspects of the plan and design interview forms.
- Interview stakeholders
- Synthesize interview results
- Prepare draft recommendations for the Action Plan
- Submit the draft for stakeholder review and comment
- As per comments, revise and finalize the Action Plan
- Distribute the Action Plan to stakeholders
- Disseminate the Action Plan to the community

SUSTAINABILITY

This is a one-time planning project. Funding for implementation will be sought after the plan is complete from a variety of sources, although we expect many of stakeholders will fund the actions they commit to from their on-going budgets.

PROJECT SCHEDULE

	July 2011	Aug	Sep	Oct	Nov	Dec
Develop comprehensive list of stakeholders						
Introduce stakeholders to the Action Plan Process						
Use meetings of the SPWC to work on shared aspects of the plan						
Interview stakeholders						
Synthesize interview results						
Prepare draft recommendations for the Action Plan						
Submit the draft for stakeholder review and comment						
As per comments, revise and finalize the Action Plan						
Distribute the Action Plan to stakeholders						
Disseminate the Action Plan to the community						

PROJECT OUTCOMES, EVALUATION AND ACCOUNTABILITY

We will measure our success by whether or not a diverse group of stakeholders have worked together to create, endorse and commit to a 3-year Action Plan to reduce illegal dumping and litter in the community.

ORGANIZATIONAL CAPACITY

ORGANIZATIONAL CAPACITY

Staff members

BIOGRAPHY— JULIANA GONZALEZ

Ms. Gonzalez' environmental education background began with a BS in biology from the Universidad de Los Andes in Bogota, Colombia. Before leaving Colombia to continue her education in the US, she worked for the Colombian *National Planning Department* as a Natural Resource Planner and Policy Development Coordinator. There, she helped design and implement environmental projects, scheduled and contributed in team meetings for development of national conservation policy initiatives, and worked on a Dutch-funded project to protect Macarena National Park.

She then earned an MS in Natural Resource Management (State University of New York), and finally, a Ph.D in Geography emphasizing Environmental Monitoring and Modeling from King's College (London, England.)

While at King's College, working on her doctorate, she was a Project Coordinator and Scientist. She headed multiple ecological, hydrological and biodiversity projects, supervised up to 5 participating scientists, and was responsible for the collection of data at several field stations. She coordinated multiple project schedules, managed extensive databases and wrote peer-reviewed papers. Also, as a Teaching Assistant she taught an upper division lab course in *Statistical Principles*, a field course on *Monitoring and Modeling Cloud Interception Processes*, and a course in *Forest Hydrology*.

Returning to the US, Juliana was briefly a professor at the *Ringling School of Art & Design* in Sarasota, Florida, where she taught a course called "Biodiversity of the Earth". Moving to the Bay Area in 2006, she became a Program Coordinator for SPAWNERS (.5 FTE) and coordinated volunteer restoration workdays, creek cleanups and surveys, environmental education, and public meetings. She conducted fieldwork in San Pablo creek using standard techniques for bio-monitoring and hydrological assessments. She presented complex scientific

findings to non-scientific audiences, wrote public information messages, flyers, and a quarterly newsletter.

In 2007, Juliana became TWP’s Community Stewardship Program Manager, an additional .5 FTE. In 2009, this position became fulltime. Ms. Gonzalez oversees the program, including capacity building aid to creek and shoreline groups, volunteer restoration workdays, creek cleanups and surveys, and public meetings. She supervises staff, and helps develop budgets, grants and contracts.

Resume attached.

BIOGRAPHY— FEMKE OLDHAM

Femke manages The Watershed Project's Outreach Program, which includes our Internship Program and eNewsletter Ebb & Flow. Femke moved to the Bay Area after living in Mexico on a Fulbright research grant, where she studied the design and implementation of community-based water projects. Femke grew up surrounded by water, on Vashon Island, a rural island in the Puget Sound and is passionate about anything related to water (from rainwater harvesting to sustainable wine-making practices). She holds a B.A. in Public Policy Analysis from Pomona College.

FINANCIAL MANAGEMENT

Financial Management

The Watershed Project maintains a financial management system complying with the Generally Accepted Accounting Principles (GAAP) for not-for-profit organizations. Day-to-day financial management roles are staffed by the executive director and by an outside bookkeeper as needed.

Financial reporting, including budget-to-actual performance and fundraising to meet grant match requirements, is shared monthly with the organization's treasurer and the full board of directors. The organization's financial data and accounting procedures are reviewed annually by an outside auditor. The most recent review continued to affirm that the Watershed Project's financial statements were in compliance with non-for-profit GAAP requirements.

OTHER INFORMATION

Please see the attached chronology of awards.

SECTION III – BUDGET INFORMATION

Total Amount of Grant Requested: \$7,950

TABLE 1	Hours	Cost	Request
Staff labor			
	124	\$5,580	\$5,580
<i>Labor hours & subtotals</i>	124	\$5,580	\$5,580
		benefits@10%	\$558
			\$558
Labor total*		\$6,138	\$6,138
Supplies & Materials			
		Copies & Printing	\$150
			\$150
		Postage	\$50
			\$50
		Travel	\$500
			\$500
		refreshments	\$75
			\$75
Supplies & Materials subtotal		\$775	\$775
Grand Subtotal		\$6,913	\$6,913
		Overhead at 15%	\$1,037
			\$1,037
Grand Total		\$7,950	\$7,950

* hourly rate is \$45

2010-2011 NORTH RICHMOND MITIGATION FEE
FUNDING REQUEST APPLICATION

**Combined Beautification and Dumping Prevention— An Elegant Solution
for Cul de Sacs in North Richmond**

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PROJECT OVERVIEW

PROJECT DESCRIPTION AND CONCEPT

PROPOSED ACTIVITIES

This is a new activity.

We propose to address the problem of dumping in North Richmond by creating beautiful gardens at the end of two cul de sacs that are trash dumping hot spots, We will plan the projects for two very different streets. For the cul de sac at the end of Truman Street (near the intersection of Verde Ave) we will create a design for turning the empty lot into a small pocket park. At the end of sixth street near the intersection of Verde Av.) we will plan and design a series of movable planters that can help beautify the street, stop windblown trash from reaching the creek, and deter dumping. We will turn the empty lot feeling of these cul de sacs into green spaces .. The proposed planters and gardens block access to the creek, and will transform the spaces so they no longer have the appearance of empty lots where dumping is tolerated. The planters will be moveable to allow Flood Control District staff access to the creek. The planters will be designed, constructed and implemented with community participation. Stipends for interns will be used to outreach to community members for and participation in the design and subsequent implementation.

Because of the short time frame of this funding cycle, we have designed the Cul de Sac Project with two phases: Design and implementation. In this proposal, we seek support only for the design and permitting phase.

THE ISSUE

The continued urbanization of Wildcat Creek and San Pablo Watersheds in North Richmond, the tendency to flood, and the persistent trash and dumping prevalent in the area threatens these watersheds, pollutes the Bay, and reduces possibilities for public enjoyment of parks, creeks and shorelines. Restoring urban watersheds to naturally functioning systems requires action not only along creek banks but also in other areas of the watershed.

The two cul de sacs targeted by this proposal back up against Wildcat Creek. Both share the same characteristic that has made them favored sites for illegal dumping: the quiet, relatively invisible location of a cul de sac. In addition, these sites have the empty lot look of a space where dumping activity might go unnoticed. Typically, dumpers back their vehicles right up to the end of the cul de sac in the middle of the night and dump their trash. The beautification solution we are proposing does double duty to deter this: it beautifies the community, and at the same time transforms the space to both physically and psychologically deter dumping.

GOALS AND OBJECTIVES

The overarching **goal** is to drastically reduce litter in the community, and especially at the two specific cul de sac sites. The **objective** is to design and permit a practical system that engages the community in creating beautiful green space while deterring dumping and still allowing County workers access to Wildcat Creek.

PLAN OF ACTION

The design phase of the Cul de Sac Project is:

- Hire interns
- Create outreach materials.
- Work with the interns to engage the community initial design discussions: What should be planted? Who will help build, plant and maintain the gardens and planters?
- Create initial structural and landscape designs
- Acquire encroachment permits
- Finalize agreements for the use of the spaces
- Work with interns to hold second community meeting to discuss designs

- Finalize designs and implementation budgets and schedules
- Disseminate results to the community

SUSTAINABILITY

In terms of the two sites proposed, this is a one-time planning project. However, there are four other cul de sac hot spots. We will fundraise for support to implement these projects, and if they are successful, we will continue to look for support for the other four cul de sacs.

PROJECT SCHEDULE

	Jul 2011	Aug	Sep	Oct	Nov	Dec
Developing conceptual designs						
Obtaining permits and agreements						
Creating partnerships with local neighborhood organization						
Developing construction schedules for the pilot sites						
Developing budget for two pilot sites						
Recruit interns						
Outreach to neighbors and churches in the vicinity of the project						
Final project designs						

PROJECT OUTCOMES, EVALUATION AND ACCOUNTABILITY

We will measure our success by whether or not we engaged the community in creating a final design and work plan to construct two pilot sites, and have all the necessary permits and agreements in place to start construction with community involvement in phase two.

ORGANIZATIONAL CAPACITY

ORGANIZATIONAL CAPACITY

Staff members

BIOGRAPHY— JULIANA GONZALEZ

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OTHER INFORMATION

Please see the attached chronology of awards.

SECTION III – BUDGET INFORMATION

Total Amount of Grant Requested: \$12,104

	<i>Hours</i>	<i>Cost</i>	<i>Request</i>
Staff labor			
Develop conceptual designs	8	360	360
Obtain permits and agreements	48	2160	
Creating partnerships with local neighborhood organization	16	720	
Developing construction schedules for the pilot sites	8	360	
Developing budget for two pilot sites	16	720	
Outreach to neighbors and churches in the vicinity of the project	48	2160	



Contra Costa County
Public Works
D e p a r t m e n t

Julia R. Bueren, Director

Deputy Directors
R. Mitch Avalon
Brian M. Balbas
Stephen Kowalewski

June 13, 2011

Attn: LaShonda Wilson
North Richmond Mitigation Funding Request Proposals
4150 Civic Center Plaza
Richmond, CA 94804

RE: Letter of Support for The Watershed Project

Dear North Richmond Mitigation Funding Committee,

The Contra Costa County Public Works Department, Watershed Program (CWP) is responsible for ensuring compliance with our County's Municipal Regional Stormwater Discharge Permit and protecting our waterways from pollution. In order to achieve our water quality goals and involve the public in pollution prevention awareness, we have partnered extensively with The Watershed Project.

I would like to take this opportunity to express CWP's utmost confidence in The Watershed Project's ability and integrity in managing its finances and delivering services successfully. The Watershed Project has provided CWP with a variety of watershed outreach and public education and involvement services for many years, including administration of our Contra Costa County Community Watershed Stewardship Grant, environmental education programs in school classrooms, community creek cleanups, and leading volunteer groups in creek restoration and site maintenance work days.

During the current school year, The Watershed Project has also helped us conduct trash assessments in our trash hot spots on Wildcat Creek, and helped us strategize about ways to promote trash pollution prevention in North Richmond and throughout unincorporated areas of Contra Costa County.

The Watershed Project routinely goes above and beyond the minimum criteria of our contracts with them. They deliver projects on time, within budget, with high quality and take pride in the valuable work they are performing in partnership with CWP and other Bay Area municipalities. They have earned and deserve their excellent reputation and I can endorse their proposal to provide services to the benefit of our customers in North Richmond.



Sincerely,

Charmaine Bernard
Contra Costa County Public Works Dept.
Watershed Program

CB
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"Accredited by the American Public Works Association"

255 Glacier Drive Martinez, CA 94553-4825
TEL: (925) 313-2000 • FAX: (925) 313-2333
www.cccpublicworks.org

June 13, 2011

North Richmond Mitigation Fee Committee
Attn: LaShonda Wilson
North Richmond Mitigation Funding Request Proposals
4150 Civic Center Plaza
Richmond, CA 94804

Dear NRMF Committee,

I would like to make two points with respect to the Watershed Project's proposal to you. First, the proposed work will quite definitely benefit the North Richmond community.

The projects they are proposing are creative and thoughtful applications that uniquely address these problems in our community, and as well leverage The Watershed Project's years of experience in community-based environmental education and action.

- The proposed education and stewardship program at Verde Elementary continues and expands on TWP's excellent work at the school. Helping students do something about local trash abatement in their own community is a great way to cultivate in our community's children a lifelong habit of not littering, and it is a gateway to moving them towards environmental appreciation in general.
- The Stakeholders Action Plan convenes a diverse group of stakeholders to collaborate on and commit to, at long last, a much-needed holistic plan to work on litter abatement in the community.
- The Cul de Sac Planter project is the best idea I have ever seen for both beautifying the neighborhood as well as preventing litter in Wildcat Creek.

I am fully supportive of The Watershed Project as the perfect NGO to deliver the proposed projects. They are a very committed group, and work hard to tackle difficult problems. I like their strategy of working simultaneously with children and adults; it is innovative and cost-effective.

To sum up, I encourage you to fund their proposals— it will be money very well spent indeed!

Thank you,



Whitney Dotson
President
North Richmond Shoreline Open Space Alliance



Chronology of Awards

- 1993 **California Water Policy Conference Award**
Honoring those who “Creatively integrate water planning with other resources.”
- 1996 **Friends of the San Francisco Estuary**
Award for an “Outstanding CCMP Implementation Project.”
- 1999 **State of California**
Integrated Pest Management Innovator Award
- 1999 **Board of Supervisors of Contra Costa County**
Commendation for “Innovative public outreach efforts to preserve the aquatic resources of Contra Costa County and the greater San Francisco Bay Area.”
- 2002 **United States Environmental Protection Agency**
For “Efforts to protect and preserve the environment” and for its teacher workshops: *Kids in Creeks, Kids in Gardens, and Watching our Watersheds*.
- 2002 **California Governor Gray Davis**
Commendation for *Creeks, Wetlands and Watersheds Conference* and for “Outstanding efforts to promote the protection of our land and water to educators, students, and the general public.”
- 2002 **United States Environmental Protection Agency Region 9**
Environmental Achievement Award “in recognition of outstanding leadership in protecting the environment and public health for this and future generations.”
- 2006 **Contra Costa Watershed Forum**
Watershed Project of the Year. For the *Baxter Creek Gateway Restoration* project.
- 2008 From the **City of Richmond** for “Outstanding Performance” in organizing the Martin Luther King National Day of Service on the Richmond Greenway.
- 2009 **Congressman George Miller**
Special Congressional Recognition for “Environmental Stewardship” and outstanding and invaluable service to the community.
- 2010 **California State Parks Foundation: State Parks Grassroots Champion Award**
for efforts to protect and advocate for California’s state parks.

C. Juliana González

1002 Everett Street, El Cerrito, CA 94530

Phone (510) 759-1203

EDUCATION

- 1999-2007 **King's College London**, London, England
PhD Geography. Environmental Monitoring and Modeling.
- 1996-1998 **SUNY College of Environmental Science and Forestry**, Syracuse, NY
Masters of Science, Natural Resource Management
- 1989-1994 **Universidad de Los Andes**, Bogotá, Colombia
Bachelor of Science, Biology

PROFESSIONAL EXPERIENCE

- 08/07 today **Community Stewardship Program Manager**
- Oversees Program development and implementation
 - Facilitates organizational development aid to creek groups
 - Coordinates volunteer restoration workdays, creeks cleanup, creek surveys, environmental education, and public meetings throughout the Bay Area
 - Coordinates after school creek base education programs in West Contra Costa County recreation centers.
 - Supervise interns and program staff
 - Support the development and management of budgets, grants and contracts
- 08/06 09/08 **SPAWNERS Coordinator**
The Watershed Project, Richmond, CA
- Coordinates volunteer restoration workdays, creeks cleanup, creek surveys, environmental education, and public meetings for the San Pablo Watershed.
 - Conducts fieldwork in the San Pablo creek using standard techniques for bio-monitoring and hydrological assessments.
 - Presents complex scientific findings to non-scientific audiences.
 - Develops budgets, writes grants and solicits donations for SPAWNERS.
 - Develops public information messages, flyers, and a quarterly newsletter for SPAWNERS.
- 08/04-12/04 **College Professor**
Ringling School of Art & Design, Sarasota, FL
- Taught "Biodiversity of the Earth" class to incoming freshmen.
- 01/00-05/04 **Project Coordinator and Scientist**
King's College, London, England
- Headed multiple ecological, hydrological and biodiversity projects.
 - Supervised up to 5 participating scientists.
 - Responsible for the collection of data of several field stations.
 - Managed extensive databases
 - Wrote peer-reviewed papers

06/99-12/99

Teacher Assistant

King's College, London, England

- Taught an upper division lab course: *Statistical Principles*.
- Taught field course, *Monitoring and Modeling Cloud Interception Processes*.
- Taught *Forest Hydrology* to sophomore class.
- Coordinated multiple project schedules.

02/94-01/96

Natural Resource Planner and Policy Development Coordinator

National Planning Department, Bogotá, Colombia

- Participated in the development of government environmental projects to be presented to international agencies and financial institutions
- Scheduled and contributed in team meetings for development of national conservation policy initiatives
- Member of the team that got the conservation incentive incorporated in the tributary reform of 1995
- Developed mega projects to be funded by the government of the Netherlands to protect Macarena National Park

APPLICATIONS

- | | | |
|---------------|-------------|--------------------|
| • Word | • ArcGIS | • Outlook |
| • Excel | • In Design | • Basic web design |
| • Power Point | • Access | • QuickBooks |

SKILLS

- Fluent in English and Spanish



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248459780
July 23, 2008 LTR 4168C E0
91-1767292 000000 00 000
00021463
BODC: TE

THE WATERSHED PROJECT
1327 S 46TH ST
RICHMOND CA 94804-4600276

014816

Employer Identification Number: 91-1767292
Person to Contact: MR. PILLIS
Toll Free Telephone Number: 1-877-829-5500

Dear TAXPAYER:

This is in response to your request of July 14, 2008, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in MAY 1997, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations I