

**STATE OF NEVADA**  
**NEVADA OUTDOOR EDUCATION AND RECREATION GRANT PROGRAM**  
**PROJECT FUNDING AGREEMENT**

GRANTEE: City of Reno

Project Number: 4611-10-02-2019

Project Title: Park Rangers Aquatic Ecosystems Exploration

Period Covered by This Agreement: January 1, 2025 – January 15, 2026

Tax ID Number: 86-60000201

**Project Cost:**

A. Total Estimated Project Cost	\$ 11,742.05
B. Local Share of Project Cost	\$ 5,040.00
<b>C. State Share of Project Cost</b>	<b>\$ 6,702.05</b>

**Project Scope (Brief Description of Project):**

The City of Reno **Aquatic Ecosystems Exploration Initiative** is a hands-on environmental educational field trip designed to connect local students with the natural ecosystems in their own community. Led by the City of Reno Park Rangers, this program will target fourth graders from Hunter Lake Elementary and seventh graders from Clayton Middle School, as well as students enrolled in the Sierra Kids Spring, Summer, and Fall Break camps. The program will provide high-quality outdoor education experiences for students who may otherwise face barriers to accessing nature, such as transportation and financial constraints. Some of our Park Rangers are former educators and are looking for ways to connect with more youth in Washoe County. By providing costs for materials and transportation, we can do just that.

Through this initiative, students will participate in one indoor lesson and an outdoor field experience at Oxbow Nature Study Area or Idlewild Park, where they will explore riparian zones and stream ecosystems. The curriculum will focus on plant biodiversity,

aquatic insects, water quality testing, and the overall importance of healthy water systems to the environment and community. These hands-on activities are designed to enhance students' understanding of their local environment, instill a sense of stewardship for the Truckee River watershed, and promote physical and mental well-being through outdoor engagement. We will offer twelve total lessons in 2025.

Sierra Kids Camps:

- One spring break session (two lessons)
- One fall break session (two lessons) OR One summer break session (two lessons)

Elementary School:

- One spring session (two lessons)
- One Fall session (two lessons)

Middle School:

- One fall session (two lessons)
- One spring session (two lessons)

This grant will cover the costs of transportation, which is a significant barrier for many schools and our own participants in Sierra Kids programming. We will rent Washoe County School District transportation services, with estimated costs attached to the grant proposal.

The city will contribute in-kind support by providing Park Ranger staff time to lead the educational programming. The project will offer a meaningful outdoor experience that fosters environmental awareness, community engagement, and an appreciation

## **TERMS AND CONDITIONS**

This agreement is made and entered into between the State of Nevada, represented by the Department of Conservation and Natural Resources, Division of Outdoor Recreation (“DIVISION”) and City of Reno (“GRANTEE”). This Agreement is effective upon the signature of all parties to the Agreement. This Agreement is entered into pursuant to the authority contained in Chapter 407A.220 - Nevada Revised Statutes.

WHEREAS, the DIVISION will fund and administer this grant awarded to the GRANTEE.

Both parties mutually agree to perform this Agreement with the terms, promises, conditions, project proposals and budget referenced hereto and hereby made a part hereof.

In the event the GRANTEE does not make available to the DIVISION all necessary information to fully execute this project agreement within two (2) months from receipt of this award notification; the DIVISION reserves the right to withdraw the grant award.

Wherever in this Agreement it shall be required or permitted that notice be given by either party to the other, such notice must be in writing and must be given personally, or forwarded by certified mail addressed as follows:

Nevada Division of Outdoor Recreation	City of Reno
Attn: Kendal Scott	Attn: Landon Miller
Grants and Project Analyst II	Fund Development Manager
901 S Stewart Street, Suite 5005	1 East First Street
Carson City, NV 89701	Reno, NV 89509
775-684-2731	775-842-8173
<a href="mailto:k.scott@ndor.nv.gov">k.scott@ndor.nv.gov</a>	<a href="mailto:millerl@reno.gov">millerl@reno.gov</a>

NOW, THEREFORE, it is agreed that:

1. The laws of the State of Nevada shall govern this Agreement.
2. This Agreement, including exhibits attached hereto and made a part hereof, shall constitute the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated in this Agreement.
3. The GRANTEE will duly and faithfully comply with the terms and conditions of this Agreement, all applicable Federal and State laws, and all directives issued by the DIVISION relating to the performance of this Agreement. In addition, the following documents are hereby incorporated into this Agreement by reference:

- Nevada Outdoor Education and Recreation Grant Application dated 10/04/24.
4. Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in writing, signed by each party or an authorized representative of each party.
  5. The GRANTEE is responsible for obtaining all permits, easements and other private and governmental agency approvals required for the project prior to the commencement of any activity.
  6. The DIVISION or its designate, may audit project records. At all times during regular business hours and as often as the DIVISION requires, the GRANTEE will allow authorized representatives of the DIVISION full and free access to the project and to the accounts, records, and books of the GRANTEE relative hereto, including the right to make copies from such accounts, records, and books. Such accounts, records and books must be retained for three (3) years after the completion of the project. The DIVISION reserves the right to require that the records be kept for a longer period of time.
  7. To the fullest extent permitted by law, the GRANTEE agrees to indemnify, hold harmless and defend, not excluding the DIVISION'S right to participate, the DIVISION from and against all liability, claims, actions, damages, losses, and expenses, including, without limitation, reasonable attorney's fees and costs, arising out of any alleged negligent or willful acts or omissions of the GRANTEE, its officers, employees and agents.
  8. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of the Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.
  9. The failure of either party to enforce any provision of the Agreement shall not be construed as a waiver of limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

10. The DIVISION may terminate this Agreement for reason of default by the GRANTEE. Any of the following events shall constitute default:
  - a. Termination of the grant by reason or fault of the GRANTEE;
  - b. Failure by the GRANTEE to observe any of the covenants, conditions, or warranties of this Agreement and its incorporated provisions;
  - c. Failure by the GRANTEE to make progress on the project within the Period covered by this Agreement;
  - d. Unsatisfactory financial conditions of the GRANTEE which endanger the performance of the grant; and/or
  - e. Delinquency by the GRANTEE in payments to contractors, except for those payments to contractors which are being contested in good faith by the GRANTEE;
  - f. If the Project is not completed.

The DIVISION shall give notice to the GRANTEE if the GRANTEE is in default in the performance of any of the duties of the GRANTEE described in this Agreement. The GRANTEE shall have 30 days from receipt of notice to remedy the default, and if the GRANTEE cannot remedy the default within such period of time, the DIVISION may terminate this Agreement. The right of the DIVISION to terminate this Agreement shall not impair any other rights or remedies at law or equity the DIVISION may have against the GRANTEE under this Agreement or under the law. No waiver of any default by the DIVISION under this Agreement shall be held to be a waiver of any other subsequent default by the GRANTEE. All remedies afforded under this Agreement are cumulative; this is in addition to every other remedy provided therein or under the law.

11. Upon default by the GRANTEE and subsequent failure to cure, the DIVISION may withhold further payments and may take the following additional actions as appropriate:
  - a. Terminate all or any part of the balance of the grant.

- b. Demand immediate repayment of all or part of any payment made to the GRANTEE.
  - c. If the project is not completed, the GRANTEE is required to reimburse the DIVISION for funds expended for those portions of the project that will not stand on their own, as determined by the DIVISION.
12. Any recipient of state grant funds shall include the following contract provisions or conditions in all procurement contracts and subcontracts;
  - a. Contracts valued at greater than \$5,000 shall contain provisions or conditions which will allow for administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for the termination of the contract and any other such sanctions and penalties as may be appropriate.
  - b. All negotiated contracts valued at greater than \$5,000 awarded by GRANTEE utilizing state grant funds shall include a provision to the effect that the DIVISION shall have access to any books, documents, papers, and records of the contractor directly pertinent to that specific contract, for the purpose of examination, audit and duplication. The GRANTEE shall require contractors to maintain all required records for three (3) years after GRANTEE makes final agreement with contractors.

FURTHER, THEREFORE, disbursement of grant funds shall be made upon compliance with the terms of the Agreement, including but not limited:

13. The DIVISION will make grant payments on a reimbursement basis only. Reimbursements may be delayed if the requirements in #14 are not satisfied. To the extent possible, it is requested that individual payment requests total \$1,000 or more to increase processing efficiencies and to decrease administrative costs for both the DIVISION and the GRANTEE.
14. The GRANTEE will provide the DIVISION with the following:
  - A final report due not later than 30 days after the completion of project activities and not later than two (2) weeks prior to the scheduled termination of this Agreement.

- Any payment request in a format prescribed by the DIVISION.
  - Any other documents the DIVISION requests.
15. All reimbursement requests by the GRANTEE will be submitted on the DIVISION'S outlay report form and must include supporting documentation, including, but not limited to, invoices, receipt details outlining the basis for the expenditures, and the signature of the official responsible for approving the expenditures. The DIVISION reserves the right to request any additional information, related to project expenses that the DIVISION determines is necessary to process a grant payment.
  16. The GRANTEE will maintain an accurate record of all expenditures related to the project. Records must be supported by source documentation. All services paid for with funds not provided by the DIVISION must be documented through time cards or records signed by both the employee and project supervisor.
  17. All work performed and expenses incurred, including those prior to the period specified in this Agreement may be eligible for reimbursement through the NOER if the GRANTEE provides documentation detailing the work performed as follows and submitted on an outlay report form:
    - a. The work is related directly towards project implementation as outlined in this Agreement;
    - b. The work performed is considered eligible for reimbursement per the NOER Manual and Chapter 407A.220-235 Nevada Administrative Code, as determined by the DIVISION.
    - c. The total grant amount specified in this Agreement does not increase.
  18. The GRANTEE will notify the DIVISION immediately in writing of problems or changes in scope of work, budget, product, and performance. The DIVISION reserves the right to withhold payment until acceptance of the change. Significant changes may require review by the Technical Advisory Committee. Any changes made to this Agreement or the budget or scope of the project shall be submitted to the DIVISION.
  19. GRANTEE requests for funds exceeding this grant amount requires an amendment to this Agreement and must be approved by the Nevada Division of Outdoor

- Recreation Administrator. Requests for funds that exceed twenty-five (25) percent of the original grant amount may also require the review of the Technical Advisory Committee.
20. The making by the DIVISION of any payment shall not constitute nor be construed as a waiver by the DIVISION of any breach of covenant, or impair or prejudice any right or remedy at law or equity available to the DIVISION.
  21. Upon receipt of the final report required in Section 14, and any other documents related to the project including, but not limited to, data collected, plan sheets and design reports, the DIVISION shall execute a release of its rights under this Agreement to seek repayment of the grant based on default. The release shall specifically state that the GRANTEE has performed the required duties under this Agreement.
  22. All materials will include a DIVISION approved NOER program logo or program name listed as supporting the project.

IN WITNESS, the following parties hereto have executed this Agreement as of the date below, and intend to be legally bound thereby.

Department of Conservation and Natural Resources, Division of Outdoor Recreation

\_\_\_\_\_  
Denise Beronio, Administrator  
Nevada Division of Outdoor Recreation

Date: \_\_\_\_\_

\_\_\_\_\_  
Kendal Scott  
Grants and Projects Analyst II  
Nevada Division of Outdoor Recreation

Date: \_\_\_\_\_

City of Reno

\_\_\_\_\_  
~~Landon Miller~~  
~~Fund Development Manager~~ City of Reno



Nathan Ulliyot  
Director

Date: 1-9-25



# Grant Application

(Requests equal to or less than \$7,500)

## Applicant Information

School or Organization Name: City of Reno Date: 10/4/2024  
 Contact Person: Landon Miller Fund Development Manager,  
Parks and Recreation  
Name Title

Address: 1 East First Street Unit #  
Street Address  
Reno NV 89509  
City State ZIP Code

Phone: 775-842-8173 Email: millerl@reno.gov

Project Name:  
**City of Reno Park Rangers Aquatic Ecosystems Exploration**

**Which best describes your organization?**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Public School  | <input type="checkbox"/> Home School                  | <input checked="" type="checkbox"/> Government Agency |
| <input type="checkbox"/> Private School | <input type="checkbox"/> Non-Profit Organization      | <input type="checkbox"/> Tribal Organization          |
| <input type="checkbox"/> Charter School | <input type="checkbox"/> Community-Based Organization | <input type="checkbox"/> Other _____                  |

**Which best describes the project/program type?**

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> Outdoor Education | <input type="checkbox"/> Outdoor Recreation     | <input type="checkbox"/> Both Outdoor Education and Recreation |
| <input type="checkbox"/> Outdoor Cultural Programs    | <input type="checkbox"/> Agricultural/ Ranching | <input type="checkbox"/> Workforce Development                 |

**From which Nevada county/counties or tribal lands will students served be from?**  
Washoe County

**How many Nevada students will be directly impacted if selected?** 150-200

**What grade levels will the project serve?**

- Preschool     Elementary School     Middle School     High School

**Do the students you serve qualify for the following?**

- |  |                      |             |
|--|----------------------|-------------|
| <input checked="" type="checkbox"/> Students facing barriers to outdoors | If so, what percent? | <u>80%</u>  |
| <input checked="" type="checkbox"/> Free/reduced lunch*                  | If so, what percent? | <u>73 %</u> |

\*To determine the percentage of students on free and reduced lunch, visit [https://agri.nv.gov/Resources/Data\\_and\\_Reports/Food\\_and\\_Nutrition/SN/SN\\_Data\\_Reports/](https://agri.nv.gov/Resources/Data_and_Reports/Food_and_Nutrition/SN/SN_Data_Reports/) and use the latest school year data for the school(s) where participants are based. If programming will be based at multiple schools please use data from whichever school will have the highest participation. If programming is community based, please use data from the school nearest the programming site or audience.

Please explain how your audience faces barriers to the outdoors (250 words max):

If granted, our audience primarily will consist of fourth graders from Hunter Lake Elementary School (68% Free Reduced Price Lunch (FRPL)), seventh graders from Clayton Middle School (73% FRPL), and children in the City of Reno's Sierra Kids program at Evelyn Mount Northeast Community Center (nearest school Glen Duncan 100% FRPL), which provides spring, summer and fall break camps. We have made initial contact with Clayton to gauge interest, while our own Sierra Kids Program is excited about the opportunity to have this be a field trip option. These students face multiple barriers to accessing outdoor environments. One of the most significant obstacles is the lack of financial resources, both at home and within the schools themselves, which limits their ability to afford transportation and outdoor equipment. Many families live in urban areas where access to safe, open, green spaces is limited, and the opportunity to experience nature on a meaningful level is rare.

In addition, these students come from lower-income households, where recreational activities and field trips are not financially feasible. We will provide them with this field trip opportunity. Without access to outdoor programs like the City of Reno Aquatic Ecosystems Exploration Initiative, many of these students would not have the opportunity to explore the local ecosystems and learn about the environment firsthand.

By offering transportation and covering program costs, we remove these financial and logistical barriers, giving students the opportunity to experience nature, engage in hands-on learning, and develop a sense of stewardship for the environment.

### Organizational Overview

Please tell us about your organization (350 words max)

The City of Reno Parks and Recreation Department is committed to providing access to outdoor spaces and recreational opportunities for all members of the community. Our Park Rangers play a vital role in this mission by acting as stewards of the City's parks, open spaces, and wildlife habitats. Their work ensures that these natural areas are clean, safe, and accessible to the public. Beyond maintaining park spaces, our Park Rangers engage the community in educational programs that emphasize environmental stewardship and sustainable outdoor practices.

The City of Reno Park Rangers offer a variety of educational and volunteer opportunities that connect people with nature. Programs like the Junior Ranger Program, and wildlife-based activities help instill a sense of responsibility and stewardship in young people. The Rangers also work closely with local community organizations, such as Keep Truckee Meadows Beautiful, to organize park and river cleanups and other environmental initiatives. In addition to their environmental work, we would like to create another easy opportunity with this micro-grant funding for our Park Rangers to provide outdoor learning opportunities for local students. We have four full time park rangers with two more expected by January 2025.

By partnering with Washoe County schools and our own Sierra Kids Spring, Fall, and Summer break programs, they will deliver hands-on lessons in local ecosystems, wildlife conservation, and water quality, contributing to a deeper understanding of the region's natural resources. Our Rangers strive to foster a love for the outdoors in our youth, empowering them to care for and protect the natural spaces around them. This ongoing outreach effort ensures that future generations can continue to enjoy the beauty and benefits of Reno's parks and open spaces.

## Proposed Scope of Work

Please provide a brief project description (350 words max)

The City of Reno **Aquatic Ecosystems Exploration Initiative** is a hands-on environmental educational field trip designed to connect local students with the natural ecosystems in their own community. Led by the City of Reno Park Rangers, this program will target fourth graders from Hunter Lake Elementary and seventh graders from Clayton Middle School, as well as students enrolled in the Sierra Kids Spring, Summer, and Fall Break camps. The program will provide high-quality outdoor education experiences for students who may otherwise face barriers to accessing nature, such as transportation and financial constraints. Some of our Park Rangers are former educators and are looking for ways to connect with more youth in Washoe County. By providing costs for materials and transportation, we can do just that.

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We will offer twelve total lessons in 2025.

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This grant will cover the costs of transportation, which is a significant barrier for many schools and our own participants in Sierra Kids programming. We will rent Washoe County School District transportation services, with estimated costs attached to the grant proposal.

The City will contribute in-kind support by providing Park Ranger staff time to lead the educational programming. The project will offer a meaningful outdoor experience that fosters environmental awareness, community engagement, and an appreciation for the natural world while expanding awareness of our Ranger program and activate public parks.

## Budget Request

Please submit the program/project budget request using the Nevada Outdoor Education and Recreation budget spreadsheet template.

## Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application is selected for funding, I understand that false or misleading information in my application or presentations may result in the termination of the grant.*

Signature:                     Landon Miller                     Date: 10/4/2024



**Applicant:** City of Reno  
**Project Name:** City of Reno Park Rangers Aquatic Ecosystems Exploration

To be filled out by Applicant

WORK CATEGORY <small>(e.g. labor, professional services, travel, consultant, subcontractor, supplies)</small>	TASK DESCRIPTION	LABOR			TOTAL	NOER SHARE	LOCAL MATCH <small>(include match source and if secured/unsecured)</small>
		TITLE	HOURS	RATE			
<b>Task 1 Park Rangers</b> <small>(detailed description e.g. planning, design, implementation, monitoring)</small>							
Park Ranger 1	Project implementation, teaching, and monitoring participants	Park Ranger	72	\$35.00	\$2,520.00	\$0.00	\$2,520.00
Park Ranger 2	Project implementation, teaching, and monitoring participants	Park Ranger	72	\$35.00	\$2,520.00	\$0.00	\$2,520.00
Percent of total project			43%		\$5,040.00	\$0.00	\$5,040.00
<b>Task 2 Transportation</b> <small>(detailed description e.g. planning, design, implementation, monitoring)</small>							
WCSD Bus Rental	Rental of WCSD Bus with driver for eight school visits in 2025.		4 Bus: \$2.10/ mile Driver \$38/hr		\$1,350.40	\$1,350.40	\$0.00
WCSD Bus Rental W/ODriver	Rental of WCSD Bus for four Sierra Kids Field Trips. City of Reno pays for driver.		4 Bus: \$3.25/mile Driver \$19.75/hr		\$473.00	\$473.00	\$0.00
Percent of total project		16%	Task total		\$1,823.40	\$1,823.40	\$0.00
<b>Task 3 Supplies/Materials</b> <small>(detailed description e.g. planning, design, implementation, monitoring)</small>							
Bausch & Lomb Packette Magnifier	Handheld magnifying glass with case to prevent damage. Can be handed out to groups for insect and plant study.		10	\$12.95	\$129.50	\$129.50	
Glass Collection Jars	Will be used to store samples during courses. Students can attach smartphones to microscope for larger view and photos. Can be used with slides or handheld for trees, leaves, plants, insects, water, etc.		5	\$2.50	\$12.50	\$12.50	
Carson MicroFlip MP-250 Pocket Microscope	Transparent bottom buckets, gives students the ability to push buckets to the bottom of the river and view an undisturbed riverbed.		10	\$19.99	\$199.90	\$199.90	
Fieldmaster View Bucket	Standard collection method for benthic macroinvertebrates samples. Kids can kick up the riverbed upstream of the net to collect invertebrate samples.		2	\$144.25	\$288.50	\$288.50	
Wildco Tapered Kick Net	Laminated flashcards of 21 aquatic insects. Color images on front with information and line drawing on the back for more in depth descriptions and identification tips.		2	\$335.50	\$670	\$670	
Freshwater Aquatic Macroinvertebrate: Insect ID Flashcards	Display of 10 common aquatic insects. Will assist with invertebrate identification.		2	\$69.50	\$139.00	\$139.00	
Aquatic Insect Classroom Riker Mount			1	\$56.75	\$56.75	\$56.75	

Freshwater Aquatic Macroinvertebrate: Lifecycle and Habitat with Manual	22 full color laminated flashcards, includes manual that covers characteristics, life cycles, taxonomy, classification, food webs and how macroinvertebrates can be indicators of water quality. Instructions for activities with the cards are included.	2	\$79.75	\$159.50	\$159.50
Bug Boxes 1-1/2" x 1-1/2" x 1-1/2"	Clear plastic boxes with magnification lids for safe viewing of live arthropods.	10	\$5.25	\$52.50	\$52.50
Bug Boxes 1" x 1" x 7/8"	Clear plastic boxes with magnification lids for safe viewing of live arthropods.	10	\$2.95	\$29.50	\$29.50
Saunders Hardboard Clipboards	Clipboards for taking notes and completing observation assignments	12	\$2.50	\$30.00	\$30.00
Student Aquatic nets	Nets for students to catch things from bodies of water	20	\$6.25	\$125.00	\$125.00
First Aid Kit	Just in case.... NRS Comprehensive Medical KIT	1	\$219.95	\$219.95	\$219.95
Waterproof Boots	Waterproof boots for kids to use during river sample collection	15	\$30.95	\$464.25	\$464.25
Water Quality test Kit	Kit to test the quality of water, teaching students importance of keeping Truckee River and other bodies of water clean	1	\$531.45	\$531.45	\$531.45
1650 Protector Case	Case to keep equipment protected, to ensure life expectancy of gear is met	1	\$378.95	\$378.95	\$378.95
1730 Protector Transport Case	Water/Crush proof cases for storing and transporting supplies	2	\$605.95	\$1,211.90	\$1,211.90
Nevada Nature Set	Wildlife, birds, trees and wildflowers laminated field guides	10	\$17.95	\$179.50	\$179.50

Percent of total project	42%	Task total	\$4,878.65	\$4,878.65	\$0.00
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Task 4	(detailed description e.g. planning, design, implementation, monitoring)
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Percent of total project	0%	Task total	\$0.00	\$0.00	\$0.00
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Task 5	(detailed description e.g. planning, design, implementation, monitoring)
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Percent of total project	#DIV/0!	Task total	\$0.00	\$0.00	\$0.00
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Project Cost	\$6,702.05	\$5,040.00
Administration Fee (up to 10% of NOER share)		N/A
<b>TOTAL</b>	<b>\$6,702.05</b>	<b>\$5,040.00</b>

Funding %	57.08%	42.92%
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<b>TOTAL PROJECT COST</b>	
<b>\$11,742.05</b>	