



# Groundwork **BUFFALO**

May 16, 2012

Douglas Evans  
Manager, Groundwork Initiative  
National Park Service  
15 State Street  
Boston, MA 02109

Dear Mr. Evans,

Enclosed please find the first advance request for work to be done by Groundwork Buffalo under TA# P12PC0284. The work covered under this advance will be in the time period June 7<sup>th</sup> to September 7<sup>th</sup>, 2012. The work to be done during this period includes developing the Groundwork Buffalo 2013-2015 Strategic Plan, establish a Community Brownfield Program and Vacant Property Advisory Coalition, identify one or two Brownfield projects, and develop a partnership with the Buffalo Harbor Park committee. All necessary project updates and reports are being submitted.

The upcoming expenses are as follows:

Expense Item	Cost
GW Buffalo Personnel	\$9,450.00
Fringe	\$1,755.00
<b>Subtotal Personnel</b>	<b>\$11,205.00</b>
Other Expenses	
Printing	\$281.00
Contractual	
Facilitator/strategic plan	\$750.00
Indirect Costs	\$1,750.00
<b>Total</b>	<b>\$13,986.00</b>

Tim Fulton,  
Executive Director

Please let me know if you have any questions. Thank you for your assistance.

Tim Fulton  
Executive Director

(716) 238-0750  
tfulton@groundworkbuffalo.org

www.groundworkbuffalo.org

**CHANGING PLACES.  
CHANGING LIVES.**



# Groundwork Dallas

October 8, 2012

Douglas Evans  
Manager, Groundwork Initiative  
National Park Service  
15 State Street  
Boston, MA 01258

Dear Mr. Evans,

Please find enclosed an advance request for work to be done by Groundwork Dallas under the TA# P12AC13101—*Eco Learning Centers*. The work covered under this advance will be in the time period September 6, 2012 to December 6, 2012 and will include:

- One-year plan for Green Team Expansion
- Document of Agreement with Williams School
- Document of Agreement with Public Land Manager
- Documented recruitment and training of Green Team Leader
- Record of 1<sup>st</sup> quarter water quality monitoring
- Record of 1<sup>st</sup> quarter clean-up activities at outdoor classroom site
- Record of 1<sup>st</sup> quarter educational activities, research, & site improvements

Groundwork Dallas  
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# Groundwork Dallas

The expenses are as follows:

## Personnel

General Manager: 90 hours @ \$40/hour = \$3,600.00  
Project Manager: 90 hours @ \$15/hour = \$1,350.00  
Operations Manager: 90 hours @ \$15/hour = \$1,350.00  
**Subtotal Salaries = \$6,300.00**

## Benefits

General Manager: 20% = \$720.00  
Project Manager: 20% = \$270.00  
Operations Manager: 20% = \$270.00  
**Subtotal Benefits = \$1,260.00**

**Subtotal Personnel = \$7,560.00**

## Supplies

TX Stream Team Core Kit: 2 @ \$425.00/kit = \$850.00  
GP Water Monitoring Kit: 12 @ \$30.57/kit = \$369.00  
**Subtotal Supplies = \$1,219.00**

## Travel

Ground Transportation: 900 miles @ \$0.555/mile = \$499.50  
**Subtotal Travel = \$499.50**

## Contractual

Teacher: 19 hours @ \$20/hour = \$380.00  
**Total Subcontract = \$380.00**

**Total Direct Costs: \$10,038.50**  
**Indirect Costs (18%): \$1,806.93**  
**Total Requested Costs: \$11,845.43**

Please let me know if you have any questions. Thank you for your time.

Sincerely,

Peter Payton  
Executive Director

Groundwork Dallas  
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#416, Suite 119  
Dallas, TX 75218-2709

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