

Project Budget Form

I. Budget Summary:

NFWF Funds – This column details how grant funds will be spent on the project. Budget categories must be line items that specifically describe project costs, not program items or acronyms. For example, program categories such as “Education,” “Restoration,” or “Workshops” are unacceptable because they do not indicate what is being paid for. These categories must be broken down into specific line items such as “Supplies,” “Materials,” or “Contractual Services.” Please include itemized expenses for each budget category and be as specific as possible. **Indirect costs, overhead, contingencies, and miscellaneous costs** are not allowed.

Matching Funds - These are funds or in-kind contributions--contributed goods and/or services--that have been or will be donated to support the proposed project. While raising additional support for the project is not required, it is encouraged. The ability to raise additional support will be considered as part of the proposal evaluation process. All matching funds must be obtained within the project period listed on the applicant information form. **Indirect costs, overhead, contingencies, and miscellaneous costs** are not allowed.

Total Funds per Category – This column reflects the total costs designated for the project, grant and matching funds combined.

Budget Summary:

Budget Category	NFWF Funds	Matching Funds	Total Funds per Category
Other*:	\$5,000	\$3,000	\$8,000
Equipment**: (Only matching funds are allowed to be spent in this category)		\$0	\$0
TOTAL	\$5,000	\$3,000	\$8,000

* **Other** represents a summary of expenses such as contractual services, supplies and materials, printing, travel, contributed goods and services, and any additional line items.

** **Equipment** is defined as tangible nonexpendable property having a useful life of more than one year and an acquisition cost of **\$5,000 or more** per unit.

II. Budget Detail:

As in the Budget Summary, Project Expenses are broken down into two Budget Categories: **Other** and **Equipment**. Please read the descriptions under each Budget Category on the following page in order to assure that you are listing the proper expenses under the proper categories. Please note: **Other** costs are broken down into **Contractual Services, Supplies and Materials, Printing, Travel, and Contributed Goods and Services**.

Budget Detail:

Project Expenses	NFWF \$	Match \$
Other: Materials		
Roofing	\$0	\$1,200
Lumber	\$3,000	\$0
Concrete	\$500	\$0
Screen	\$500	\$0
Canvas	\$0	\$1,200
Hardiboard	\$0	\$300
Doors	\$0	\$300
Other: Contract Services		
Contract Labor	\$1,000	
Equipment (per unit cost, # of units):		
Total \$:	\$5,000	\$3,000

If this space is not adequate, please use the same format on a separate sheet of paper.

SIGNATURE OF APPLICANT (An original signature page must be received with this application)
I certify that the above information is true and accurate.

Ed Barrios _____
 Name of President or Project Officer

 Signature

 Date

I have read this application and fully endorse the applicant's request for funds.

Shane Kasson _____
 Name of Refuge Manager and Refuge

 Signature

 Date

III Project Summary

Multi-Use Shelter at San Bernard NWR

A screened 16' X 16' shelter will be constructed near the entrance to the San Bernard National Wildlife Refuge headquarters. This shelter will be located to serve as the information booth and reception area during large public events such as the annual Migration Celebration held at the refuge. This location is also the stop for vans shuttling visitors from remote parking areas and transporting guests to outlying areas of the refuge. Rolled up canvas blinds will be provided to cover screened areas during inclement weather. At other times, the shelter will contain picnic tables for mosquito-free dining and will serve as a station during environmental education programs.

IV Project Description

A. Need

The Friends of Brazoria National Wildlife Refuges (Friends) annually sponsors Migration Celebration, a three-day mid-April event that draws over 1,200 visitors to the San Bernard and neighboring Brazoria National wildlife Refuges. The Migration Celebration program includes a central naturalist theme (2007, Bats; 2008 Sea Turtles) with expert speakers and demonstrations, guided tours of refuge ecosystems (birding van tours of our wetland marshes, bottomland forest trails, marsh buggy excursions to colonial rookeries, bayou kayaking), environmental education activities for children, bird banding demonstrations, exhibitor and vendor displays, and additional lectures by experts on our flora and fauna.

Migration Celebration has frequently been beset by blustery weather that has blown over tents that shelter various activities, inducing some disarray and inconvenience to our public. This includes our information tent which must be located along the entrance road to the refuge headquarters where shuttle vans drop off and pick up passengers arriving from and departing to a remote parking area. The information booth is used to orient visitors with maps and activity schedules and to reserve times for tours to outlying activities.

This photo shows our improvisation at the 2007 Migration Celebration where crisp, blustery days forced us to abandon the planned tent information booth and to substitute a table and provide only a minimum of data (the wind kept blowing things away!).



To avoid the predicament, we need an all-weather structure at this site to conduct information and scheduling activities that enhance the quality of the experience of our visitors. At other times the proposed shelter would contain tables for picnic lunches and would be used as a station for environmental education. The shelter will be screened, providing a respite from our voracious mosquitoes.

B Objectives:

We will build an all-weather 16' X 16" screened-in shelter on a concrete slab. This shelter will have doors at opposite sides to facilitate one-way passage of visitors.

The benefit to the refuge flora and fauna will be indirect, augmenting public support for the refuge.

The shelter will be located at the site of arrival of visitors and during large public events will enable us to better orient them to the refuge and the day's activities. Our mission is to engage our local communities at our refuge complex and to provide them with a positive experience that will enhance their appreciation and support for our wildlife refuges.

The San Bernard National Wildlife Refuge (SBNWR) is located about one and a half hour south of the expanding Houston, Texas metropolitan area. Its ~24,000 acres contains coastal wetlands and prairies

and a significant amount of riparian hardwood forest that are especially important to provide sanctuary to an estimated 239 species and some 229 million neotropical birds during their annual migration. The refuge staff and Friends are dedicated to protecting and expanding this habitat. To do so, public support is essential. Thus, we sponsor events to expose our communities to our Texas Mid-coast National Wildlife Refuges, and strive to give our visitors a highly positive experience. At major public events, for most visitors the information booth will be their first impression of the refuge, and a permanent structure will insure that this impression will be positive regardless of the weather.

C. Methodology:

Construction will begin upon notification of the award of the grant by NFWF (Friends has a permanent grant for reimbursable expenses that enables us to execute projects with expediency). We have constructed several similar shelters at the Brazoria National Wildlife Refuge (BNWR), as illustrated by the photos below.



Shelter near the Discovery Center, BNWR



Seining shelter on estuary, BNWR

The San Bernard multi-use shelter will be built upon a 16' X 16' reinforced concrete slab and have a pitched overhanging roof supported by 6"X 6" posts. The lower 3 feet of the four sides will be framed and covered with Hardiplank boards. The upper ~5 feet of the four sides will be framed and enclosed with screens equipped with rollup canvas shutters. Screened doors will be installed at either end of the front of the shelter. The bill of materials and labor includes:

Roofing	\$1,200
Lumber	\$3,000
Screen	\$500
Canvas	\$1,200
Concrete	\$500
Doors (two)	\$300
Hardiplank siding	\$300
Contract Labor	\$1,000
Total	\$8,000

Construction would begin in December, 2007 and should be completed in two to three weeks. As has been our practice with shelters previously built, contracted labor will be used. Members of Friends of Brazoria National Wildlife Refuges conceived this project and, in partnership with refuge management,

developed the concept. Friends members will design and build displays to be used when the shelter functions as an information and reservation center.

Friends have conducted fund raising events (silent auctions, bake sales) to provide funds for discretionary projects such as augmenting shelter construction. Friends will provide a matching \$3,000 for this San Bernard Multi-use shelter.

D. Partners:

Friends have partnered with the management of the SBNWR for this project. They have worked with us in the conceptual development of this shelter. When not used as an information booth/reception area during large public events, the shelter may be enjoyed by refuge employees and visitors for picnic lunches. It will also serve as a mosquito-free station for the refuge's Discovery Environmental Education Program. Last year the Texas Mid-coast National Wildlife Refuge Complex hosted over 2,600 4th and 7th grade students as they participated in this program held at the Brazoria and San Bernard National Wildlife Refuges.

E. Evaluation:

The expected benefits of this project were discussed in the **Need** section above, to wit enhancing our capacity to provide a quality experience to visitors of Migration Celebration and thus to better build community awareness and support for our refuges.

Friends staff manning the information shelter will systematically survey event visitors to gauge their attraction to the refuge event, history of refuge visits, knowledge of refuge ecosystems, etc. These data will be used to improve our Migration Celebration program and promotion of our mid-coast refuges.

Attachments:

Organization of the Friends of Brazoria National Wildlife Refuges

Financial Information

Friends of Brazoria National Wildlife Refuges

<http://refugefriends.org/>

Mission

The Friends of Brazoria Wildlife Refuges is a non-profit organization dedicated to supporting the Brazoria, San Bernard and Big Boggy National Wildlife Refuges. We raise funding through donations, grants, fundraisers, and gifts to help fund wildlife refuge projects, educational programs, and other activities. Members of our group are dedicated volunteers who work tirelessly at our area refuges and with our community. Our activities include:

- Construction of public use facilities at the refuges.
- Discovery Environmental Education Program (DEEP) through school and summer programs.
- Clean-up efforts at the refuges.
- Hosting the annual spring Migration Celebration.
- Promoting public awareness of our areas refuges and wildlife.
- Publishing a quarterly news letter.
- Fundraising for refuge projects and programs.
- Participating in data gathering and bird counts.

Friends of Brazoria Refuges is a 501(c)(3) non-profit organization governed by an eleven-member volunteer board composed of persons who represent those interested in conservation, education and the natural environment.

Board of Directors

Torry Tvedt	President	979-849-8725	<u>ttvedt@earthlink.net</u>
Ron Bisbee	Vice President	979-548-6276	<u>rbisbee@alltel.net</u>
Mickey Dufilho	Secretary	979-798-8460	<u>dufilhos@hotmail.com</u>
Jan Kater	Treasurer	979-299-1449	<u>jankater@sbcglobal.net</u>
Ed Barrios	Member at Large	979-297-1815	<u>ed77566@comcast.net</u>
Marty Cornell	Member at Large	979-297-2235	<u>marty-carole@houston.rr.com</u>
Dick Hickner	Member at Large	979-297-7726	<u>rhickner@houston.rr.com</u>
Phil Huxford	Member at Large	979-798-0725	<u>huxford_habitat@yahoo.com</u>
Carolyn Livanec	Member at Large	281-331-8624	<u>calivanec@sbcglobal.net</u>
Neal McLain	Member at Large	979-798-2284	<u>nmclain@annsgarden.com</u>
David Plunkett	Member at Large	979-297-3322	<u>doplunkett@sbcglobal.net</u>

Note of Support from Project Leader:

The following is an e-mail from Jennifer Sanchez, Project Leader, Texas Mid-Coast NWR Complex expressing her support and involvement in the Multi-use Shelter at the SBNWR. “Shane” is Shane Kasson, manager of the San Bernard National Wildlife Refuge:

From: Jennifer_Sanchez@fws.gov
Date: Wednesday, August 29, 2007 7:57 AM
To: Hickner
Cc: Barrios, Ed; Kater, Jan; Marty & Carole Cornell; Torry Tvedt; Shane_Kasson@fws.gov
Subject: Re: Salt Lake Pavilion Materials

Dick, Marty and Ed

Shane and I talked about it this morning. We think a screened shelter with rolled up canvas blinds would work the best. That way there is no storage of temporary walls for adverse conditions. The totally screened area would deter insects from taking up home under the shelter as well. If mosquitoes were bad, the screened shelter would provide a better luncheon spot too. The 12’x16’ or a 16’x16 shelter would work using 6x6 treated lumber for supports and anchor the canvas blinds on the sides. The lower 3’ of the walls can be hardy siding and the screen with hardware cloth the upper 4 feet.

Jennifer

Jennifer L. Sanchez
Project Leader, Texas Mid-Coast NWR Complex
1212 N. Velasco, Suite 200
Angleton, Texas 77515



United States Department of the Interior



FISH AND WILDLIFE SERVICE

Texas Mid-Coast NWR Complex
San Bernard National Wildlife Refuge
6801 County Road 306
Brazoria, Texas 77422

September 4, 2007

Friends of Brazoria Wildlife Refuges
P.O. Box 505
Lake Jackson, Texas 77566

Friends,

This letter is to confirm my support for the construction of an all-weather shelter structure near the entrance of San Bernard National Wildlife Refuge. Refuge users, the visiting public as well as future and current educational groups and outdoor classroom visitors would greatly benefit from such a structure. Currently no comparable facility exists on the refuge to serve in this capacity. Temporary shelters have been used in the past, but are susceptible to wind, rain, and biting/stinging insects. An open structure with a permanent roof, located on a concrete slab, with canvas sides to exclude inclement weather and insects is the ideal solution to this problem. The refuge would then be able to better serve, orient and educate our daily visitors, and have a welcome station and headquarters station for our annual Migration Celebration each spring.

Please accept this letter as my endorsement for your proposal to seek funds enabling the Friends of Brazoria Wildlife Refuges to make this vision a reality.

Sincerely,

Shane Kasson, Refuge Manger
San Bernard National Wildlife Refuge



Internal Revenue Service

Date: June 10, 2005

FRIENDS OF BRAZORIA WILDLIE REFUGES
PO BOX 505
LAKE JACKSON TX 77566-0505

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Yvette Davis 31-07751
Customer Service Representative
Toll Free Telephone Number:
8:30 a.m. to 5:30 p.m. ET
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
76-0440298

Dear Sir or Madam:

This is in response to your request of June 10, 2005, regarding your organization's tax-exempt status.

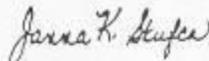
In May 1995 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

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

Sincerely,



Janna K. Skufca, Director, TE/GE
Customer Account Services

FRIENDS OF BRAZORIA WILDLIFE REFUGES
STATEMENT OF FINANCIAL POSITION – DECEMBER 31, 2006

Assets

Current Assets

Cash – unrestricted misc income

1st State Bank Checking \$8,767.26

Cash – restricted grants and other gifts

Texas Dow Empl Credit Union \$17,267.66

Compass Bank \$6,978.25

1st State Bank Checking \$4,019.81

1st State Bank-Special Account \$12,001.00

Inventory \$0.00

Prepaid Expenses \$0.00

Accounts receivable \$0.00

Total Current Assets \$49,033.98

Property and Equipment, at cost

Building \$0.00

Building Improvements \$0.00

Computers and Equipment \$0.00

Less accumulated depreciation **\$0.00**

Property and Equipment, net \$0.00

Total Assets \$49,033.98

Liabilities and Net Assets

Current Liabilities

Accounts Payable	<u>\$0.00</u>
Total Current Liabilities	<u>\$0.00</u>
Total Liabilities	<u>\$0.00</u>
Net Assets	
Unrestricted – same as current	\$8,767.26
Temporary restricted	\$0.00
Permanently restricted	<u>\$40,266.72</u>
Total Net Assets	<u>\$49,033.98</u>
Total Liabilities and Net Assets	<u>\$49,033.98</u>

Note: Our organization has never had an audit. Our 990EZ for the same period of this financial position statement (2006) is pending and will be furnished to you at an appropriate time.