



Champlain Valley National Heritage Partnership



April 10, 2015

Melissa Peck, Director
Adirondack Coast Cultural Alliance
Clinton County Historical Association
98 Ohio Ave
Plattsburgh, NY 12901

Dear Melissa,

Thank you for reaffirming the commitment of the Adirondack Coast Cultural Alliance (ACCA) to serve as the Champlain Valley National Heritage Partnership (CVNHP) regional stakeholder group (RSG) in Clinton County, New York. A \$2,000 grant will support ACCA's efforts to continue to organize and regularly convene a group of stakeholders representing the various cultural, historical, recreation, tourism and agricultural groups, organizations and businesses in Clinton County.

ACCA will continue to help the CVNHP identify community and county-level actions, clarify regional needs, and provide information on upcoming initiatives. We hope that these meetings will also help provide discussion forums, promote collaborative efforts, and offer professional networking opportunities among stakeholder organizations, municipalities, and interested individuals in Clinton County.

The CVNHP requests that the regional stakeholder groups meet at least three times over the next year, preferably this spring, early summer and fall. Please contact Jim Brangan prior to finalizing an agenda for these meetings, so that any CVNHP business can be addressed. Also, please send all meeting documentation to jbrangan@lcbp.org within two weeks of the meeting so that this information may be shared with the CVNHP Heritage Area Partnership Advisory Committee (HAPAC), which advises the Lake Champlain Basin Program—the managing entity of the CVNHP—on national heritage area matters. You will be invited to attend an annual meeting of the regional stakeholder group leaders and the HAPAC to provide input into emerging cultural heritage and recreation issues that will shape the FY2016 CVNHP budget and workplan. This meeting is tentatively scheduled for November 10, 2015 (location TBD).

The enclosed purchase order will allow you to invoice for expenses. I recommend two invoices for this project; the first for \$1,500, which may be submitted by the Clinton County Historical

Association at your convenience. Please cite the purchase order number on your written invoices. An interim summary report on meetings held to date is a required deliverable due on August 31, 2015.

While the regional stakeholder program may be extended if future CVNHP budgets allow, all work for this grant should be completed by January 31, 2016. The remaining balance of your grant award may be invoiced along with a brief year-end report.

I am very pleased that you will work with us on behalf of the CVNHP. I look forward to continuing to learn more about the efforts, issues and perspectives of Clinton County. If you have any questions, or concerns please contact Jim Brangan at 802-372-3213, or via e-mail at jbrangan@lcbp.org.

Regards,

Bill Howland

New England Interstate Water
Pollution Control Commission
Lake Champlain Basin Program

650 Suffolk Street, Suite 410

Lowell, MA 01854

978-323-7929 t *978-323-7919 f

PURCHASE ORDER

Show this Purchase Order Number
on all correspondence, Invoices,
shipping papers and packages

10999

TO

Adirondack Coast Cultural Alliance

DATE <i>4-10-15</i>	REQUISITION NO. <i>988-008</i>
SHIP TO	

REQUISITIONED BY	WHEN SHIP	SHIP VIA	F.O.B. POINT	TERMS	
QTY. ORDERED	QTY. RECEIVED	STOCK NO. / DESCRIPTION		UNIT PRICE	TOTAL
		<i>Regional Stakeholder Grant</i>			<i>\$ 2,000.00</i>
					<i>\$ 2,000.00</i>

- 1. White copy to vendor
- 2. Pink copy to Fiscal Dept.

3. Retain Yellow copy. When you receive the original invoice and have approved it, attach the Yellow copy of PO to the BACK of the invoice and send it to the Fiscal Dept.

Bill Horland 10 April 2015
 AUTHORIZED BY