



NORTHERN ARIZONA UNIVERSITY

Institute for Tribal Environmental Professionals

Technical Assistance Program in the VW Settlement Environmental Mitigation Trust Agreement for Indian Tribe Beneficiaries

Report of Activities for October 1 – December 31, 2017

Technical Assistance

Provider Information:

Institute for Tribal Environmental Professionals
Office of Native American Initiatives
Arizona Board of Regents for and on behalf of
Northern Arizona University
Post Office Box 15004
Flagstaff, AZ 86011

As per 2.1.1.4 of the Environmental Mitigation Trust Agreement for Indian Tribe Beneficiaries (the “Indian Tribe Trust Agreement”) filed with the U.S. District Court for the Northern District of California on September 6, 2017 (Case 3:16-cv-00295-CRB), Northern Arizona University’s Institute for Tribal Environmental Professionals (ITEP) submits the following as the first semi-annual report. This report provides an overview of the progress of technical assistance activities provided by ITEP for the period of October 1 – December 31, 2017 (the “reporting period”) in support of the Volkswagen Diesel Emissions Environmental Mitigation Trust for Indian Tribe Beneficiaries (the “Indian Tribe Trust”). This report includes a complete description of the status, development, and implementation of the services. The report should be reviewed in conjunction with the Trustee-approved, first-year ITEP budget (the “first-year budget”) for the period October 2017 – September 2018, which is available at <https://www.vwenvironmentalmitigationtrust.com/tribe-trust>.

Summary

ITEP’s Scope of Work to provide technical assistance to all federally-recognized tribes seeking to access the Indian Tribe Trust began on October 1, 2017. Specific project tasks for ITEP consist of the following tasks:

1. One-on-One Technical Assistance
2. Web-based Outreach and Education
3. Monthly Webinars
4. In-Person Trainings

Task 1: One-on-One Technical Assistance

ITEP staff provided email and phone-based technical assistance to tribes contacting ITEP directly. During the reporting period, ITEP made 132 separate contacts with 84 tribes with tribes seeking information or requesting technical assistance. By the close of the reporting period, approximately 30 tribes had commenced the process to become Designated Beneficiaries of the Indian Tribe Trust. The deadline for filing the Certification for Beneficiary Status under Environmental Mitigation Trust Agreement (Appendix D-3) for the first round of funding is January 2, 2018. With the help of ITEP's one-on-one technical assistance, approximately 30 tribes also began the process to submit to the Trustee a Beneficiary Eligible Mitigation Action Certification (Appendix D-4). The deadline for filing the Appendix D-4 for the first round of funding is also January 2, 2018.

Task 2: Web-based Outreach and Education

ITEP staff created a public-facing website for ITEP's VW Settlement Technical Assistance Program (<https://www7.nau.edu/itep/main/volkswagensettlement/>) and posted fact sheets, court documents and fillable forms for tribes to use. Training materials like recorded webinars, videos, and presentations were posted to the site. In addition, monthly notifications announcing upcoming calls, as well as providing notice of important Trust-related actions and timelines were sent out to 3,500 people currently listed in the ITEP database that have email addresses that are affiliated with a tribe, tribal office and/or tribal agency.

Task 3: Monthly Webinars

During the reporting period, ITEP staff scheduled and conducted the following online webinars reaching 253 people, a majority of which represent or work for tribes:

DATE	Webinar Title
November 9, 2017	The Institute for Tribal Environment Professional's VW Settlement Technical Assistance Program Introductory Webinar For Tribes to Access the VW Settlement
December 7, 2017	The Institute for Tribal Environment Professional's VW Settlement Technical Assistance Program Introductory Webinar for Tribes to Access the VW Settlement
December 8, 2017	Status update and clarification of the Tribal Environmental Mitigation Trust (Webinar coordinated with the State of Alaska's Energy Authority)
December 14, 2017	Alaska Status Update, Alaska Tribal outreach and AK participation in Technical Assistance Plan and the Tribal Advisory Council (Webinar coordinated with the State of Alaska's Energy Authority)

Task 4: In-Person Trainings

ITEP staff conducted one in-person training for 24 attendees of the Alaska Tribal Conference for Environmental Management (ATCEM) held at the Anchorage Hilton in Anchorage, Alaska on November 17, 2017.*

Budget Summary

Transactions from: 10/01/2017 to 12/31/2017

Description	Project Budget	Transactions	Remaining Budget
Salaries	\$178,387.00	\$15,810.02	\$162,576.98
Other Wages	\$59,520.00	\$0.00	\$59,520.00
ERE (Fringe Benefits)	\$72,586.00	\$7,387.90	\$65,198.10
Operations	\$45,000.00	\$2,499.35	\$42,500.65
Professional & Outside Service	\$50,000.00	\$0.00	\$50,000.00
Domestic Travel	\$17,004.00	\$0.00	\$17,004.00
Travel (Alaska)	\$10,360.00	\$0.00	\$10,360.00
Indirect Cost	\$133,753.00	\$7,925.00	\$125,828.00
Total	\$566,610.00	\$33,622.27	\$532,987.76

*Travel costs for ATCEM are not reported as they were drawn from ITEP's account after December 31, 2017

Continuing Work and Future Activities

ITEP will continue to provide outreach, training and technical assistance to tribes interested in becoming beneficiaries of the Volkswagen Environmental Mitigation Trust Agreement for Indian Tribe Beneficiaries. Future activities will include but not limited to the following:

- Development of webinars providing instruction and guidance on the application process
- Presentations at regional tribal environmental conferences
- 8-hour in-person training at the National Tribal Forum on Air Quality (May 14, 2018)
- In-person presentation to the Alaska Forum on the Environment (February 15, 2018)
- Development of fact-sheets and brochures to federally recognized tribes
- Planning and development of the Tribal Advisory Council
- Hire additional project staff and contract support to further enhance administrative and technical support services

ITEP will also continue to seek feedback and comments from tribes on how to improve its services to better meet the training and technical assistance needs of tribes.

This report is submitted on June 12, 2018 to Wilmington Trust, N.A. as per Section 2.1.1.4 of the Environmental Mitigation Trust Agreement for Indian Tribe Beneficiaries filed with the U.S.

District Court for the Northern District of California on September 6, 2017 (Case 3:16-cv-00295-CRB). We attest that the information is true and correct and that the submission is made under penalty of perjury.



Mehrdad Khatibi
Director



Andy Bessler
Project Director

Institute for Tribal Environmental Professionals
END OF REPORT