

PLANNING & ECONOMIC DEVELOPMENT COMMITTEE

12-0616R

RESOLUTION AUTHORIZING APPLICATION FOR AND ACCEPTANCE OF
A \$7,000 MINNESOTA HISTORICAL AND CULTURAL HERITAGE
GRANT FOR THE PLANNING PROCESS FOR AN ETHNOGRAPHIC STUDY
OF THE AMERICAN INDIAN HERITAGE OF DULUTH PROJECT.

CITY PROPOSAL:

RESOLVED, that the proper city officials are authorized to apply for and accept a grant from the Minnesota Historical Society (MHS) in the amount of \$7,000.00 and to execute a grant contract, substantially the same as that on file in the office of the city clerk as Public Document No. _____, for the purpose of Duluth's planning process for an ethnographic study of the American Indian heritage of Duluth project and agreeing to provide the city's in-kind contribution of \$3,000 in the form of city staff services, funds to be deposited in Fund 265-020-5441 (CD & Housing Administration, Planning, Other Services and Charges).

Approved:



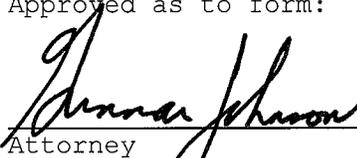
Department Director

Approved for presentation to council:



Chief Administrative Officer

Approved as to form:



Attorney

Approved:

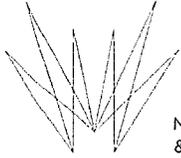


Auditor

PLNG SW:CF:le 12/04/2012

STATEMENT OF PURPOSE: This resolution authorizes the application and acceptance by the proper city officials of a grant from Minnesota Historical Society (MHS) for the purpose Duluth's planning process for an ethnographic study of the American Indian heritage of Duluth project and agreeing to provide the city's in-kind contribution of \$3,000 in the form of city staff services. The project will

seek involvement of a member of the Duluth American-Indian community who will assist in defining the scope of the research, including the questions to be asked, the sources of information to be examined, and the ways the information will be used. The project will conclude with a report containing a plan to be implemented, as list of key individuals to be interviewed to produce an oral history, and a compilation of places of importance to American Indian Heritage within the Duluth area.



MINNESOTA HISTORICAL
& CULTURAL GRANTS

September 25, 2012

Keith Hamre
City of Duluth
407 City Hall
411 West 1st Street
Duluth, MN 55802

RE: Grant Number: 1208-12553

Dear Mr. Hamre:

Congratulations on being awarded a Minnesota Historical and Cultural Heritage Grant through the Minnesota Historical Society. Your project has enduring value and is of interest to your community, elected leaders, and members of the media.

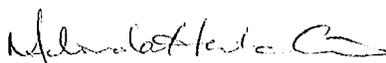
Enclosed please find a copy of the *Grant Acceptance Form*. After both the project director and authorized officer have signed, return the form to the Grants Office. Retain a copy of the Acceptance Form for your files. After we receive the signed document, **you will be notified when the project work may begin**. A check for the amount of the grant will be mailed to you under separate cover from the Society's Finance Department approximately 30 days after notification. Project expenditures funded by the grant may only be made during the grant period. The Grant Acceptance Form and the website (www.mnhs.org/legacygrants) provide further information.

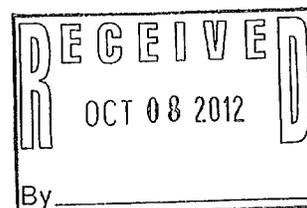
There are three provisions of your grant. First, your organization must acknowledge the grant support (Acceptance Form item 5.a, b). Second, please be sure to check Section 12 of the Acceptance Form for any special conditions. Third, you are required to submit photographs with your Final Report at the completion of the project.

Materials designed to help you promote your work and tell this valuable story are available at <http://legacy.mnhs.org/grants/grant-recipient-materials>. We encourage you to implement as many of the suggestions as are relevant to your project and organization. Please make a special effort to document your project in photographs. Be sure to celebrate important milestones.

Please contact me at 651-259-3459 or melinda.hutchinson@mnhs.org with questions.

Sincerely,


Melinda Hutchinson
Grants & Field Programs Associate
Minnesota Historical Society



Enclosure

MINNESOTA HISTORICAL SOCIETY

GRANTS OFFICE
345 KELLOGG BOULEVARD WEST
SAINT PAUL, MINNESOTA 55102

GRANT ACCEPTANCE FORM

City of Duluth (hereafter called the Grantee) hereby signifies its acceptance of a state grant in the amount of \$7000 from the Arts and Cultural Heritage Fund through the Minnesota Historical Society (hereafter called the Society), in accordance with the guidelines for the Society's Historical and Cultural Grants Program. The grant is limited to the following project: Planning Process for an Ethnographic Study of the American Indian Heritage of Duluth (MHS Grant Number: 1208-12553) as described in the Grantee's grant application. Grantee may provide matching funds in the amount of \$3000 as specified in the application.

All grant activities must occur between the project start date and completion date. The start date will commence with written authorization of the Society's Grants Office. This grant will conclude 10/1/2013. This Project Completion Date is the date by which all project work must be completed.

The Grantee agrees to administer the grant in compliance with the following provisions:

1. ASSURANCES
 - a. The Grantee agrees that this project will be administered and conducted in accordance with Minn. Stat. 16B.98 for Grants Management.
2. FINAL REPORTS
 - a. The Project Completion Report and Financial Report are due within 30 days after the project completion date.
 - b. The Grantee agrees to submit the Project Completion and Financial Reports in accordance with the guidelines provided by the Society.
3. COST PRINCIPLES AND LIMITATIONS
 - a. Only the items set forth in the Approved Project Budget (see page four) may be charged against the grant project.
 - b. Any project expense not specifically approved in the Approved Project Budget will not be allowed except upon written request by the Grantee and written approval by the Society.
 - c. Changes in the Approved Project Budget may not exceed twenty (20) percent of the Approved Project Budget. Changes that occur after the project begins which exceed twenty (20) percent will not be allowed except upon written request by the Grantee and written approval by the Society.
 - d. Changes in the Project Completion Date will not be allowed except upon written request by the Grantee and written approval by the Society.
 - e. No grant funds may be used to pay indirect costs, commonly referred to as overhead.

4. PROCEDURES FOR CONTRACTING SERVICES AND MATERIALS
 - a. Services and materials that cost \$20,000 or more must be contracted for using a formal bidding process. All services to be performed by such professionals as architects, consultants, engineers, historical researchers, etc., must be offered to a minimum of three bidders. Evidence of the offering along with copies of the bids received must be included in the Grantee's financial records for the project.
 - b. Services and materials that cost less than \$20,000 may be bid or purchased on the open market. For purchases between \$500 and \$5,000, the grantee must maintain financial records that verify the cost was based on at least three verbal quotes. For purchases greater than \$5,000 and less than \$20,000, the grantee must maintain financial records that verify the cost was based on competitive quotes based on written specifications.

5. MAINTAINING GRANT RECORDS FOR AUDIT
 - a. The Grantee must maintain records and accounts consistent with generally accepted accounting principles, and to provide for such fiscal control as is necessary to assure the proper disbursing of and accounting for grant funds. The Grantee must maintain records and accounts for this project on file for a minimum of six (6) years after approval of the Final Report.
 - b. The Grantee agrees to maintain records to document any matching funds claimed as part of the project. The Grantee further agrees to secure reasonable written proof of the value of Staff or Volunteer Labor, and for Donated Materials contributed to the project.
 - c. The Grantee agrees that accounts and supporting documents relating to project expenditures will be adequate to permit an accurate and expeditious audit. An audit may be made at any time by the Society, its designated representatives, or any applicable agency of the State of Minnesota.

6. ACKNOWLEDGEMENT OF SUPPORT
 - a. For restoration/preservation grant projects, the Grantee agrees to post a sign during project work stating: *This project has been made possible in part by the Arts and Cultural Heritage Fund through the vote of Minnesotans on November 4, 2008. Administered by the Minnesota Historical Society.*
 - b. All publicity releases, informational brochures, and public reports relating to an approved grant project shall contain an acknowledgment as follows: *This project has been made possible by the Arts and Cultural Heritage Fund through the vote of Minnesotans on November 4, 2008. Administered by the Minnesota Historical Society.*

7. HOLD HARMLESS

The Grantee agrees to hold the Society harmless from any loss, damage, or expense—including reasonable attorneys' fees and other costs of defense—arising as the result of any claim, action, complaint, or discrimination proceeding, or litigation of any kind whatsoever, directly or indirectly brought about as a result of the funded project.

8. **MODIFICATION**

No person or body other than the Society is authorized to modify any of the terms of this agreement, including the scope of performance and cost limitations herein established. The Society shall not be liable for any costs incurred by the Grantee, which are not in conformance with the terms of this agreement.

9. **NONDISCRIMINATION**

- a. The Grantee agrees that in hiring of common or skilled labor for the performance of any work on the grant project that no contractor, material supplier or vendor shall, by reason of race, creed, color religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age , discriminate against any person or persons who are citizens of the United States, or resident aliens, who are qualified and available to perform the work to which the employment relates.
- b. The Grantee agrees no contractor, material supplier or vendor shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in the preceding paragraph, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, color, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age.

10. **DISALLOWANCES**

Any cost paid for with grant funds which is subsequently found to be disallowable under audit shall be refunded to the Society by the Grantee.

11. **CANCELLATION**

The proceeds of the Grant are being financed in part with funds provided by the State of Minnesota and administered through the Society. Per Laws of Minnesota, 2011, First Special Session, Chapter 6, Article 5, Section 8 (b), the funding will be canceled to the extent a court determines that the appropriation, or portion thereof, unconstitutionally substitutes for a traditional source of funding.

12. **SPECIAL CONDITIONS**

The Society may require special conditions to ensure that the projects meet applicable standards.

- a. Grantee must comply with state statute regarding open procurement and keep documentation of the process for hiring and/or for purchases on file in case of audit (Minn. Stat. 16C).

MINNESOTA HISTORICAL SOCIETY
Historic Preservation Department
Minnesota Historical and Cultural Grants

Approved Project Budget

Grantee: City of Duluth
MHS Grant #: 1208-12553
Project: Planning Process for an Ethnographic Study of the American Indian Heritage of Duluth

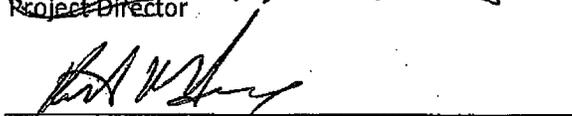
<u>BUDGET ITEM(S)</u>	<u>GRANT</u>	<u>GRANTEE MATCH</u>		<u>TOTAL</u>
		<i>Cash</i>	<i>In-Kind</i>	
Principal writer/ethnographer	\$5000			\$5000
Cultural advisor honorarium	\$500			\$500
Research assistant	\$900			\$900
Photocopying	\$200			\$200
Travel/mileage	\$400			\$400
Project director			\$3000	\$3000
TOTAL	\$7000		\$3000	\$10,000

Certification: We the undersigned on behalf of the Grantee named above understand and accept the terms of the grant.

Signatures:


 Project Director

11.13.2012
 Date


 Authorized Officer

11/13/2012
 Date

Welcome, Ben VanTassel [Logout](#)

R-1208-12553 [Back to Main Menu](#)

City of Duluth

Request for \$7,000.00

This project involves a planning process for an extensive ethnographic study of the American Indian heritage of Duluth, with a goal of making that heritage more widely known and appreciated.

Minnesota Historical & Cultural Heritage Grant Request

Submissions to the Grants Office may be subject to Minnesota Government Data Practices Act (Statute 13). All user-written material may be modified by the Minnesota Historical Society for clarity and promotional purposes.

Status:

Pending Internal Review

Applicant Information

Applicant County:

St. Louis

Applicant Organization Type:

Local/Regional Government

Governance/Board Members:

City Council:

Patrick Boyle, Jay Fosle, Sharla Gardner, Dan Hartman, Jennifer Julsrud, Garry Krause, Linda Krug, Emily Larson, Jim Stauber,

Duluth American Indian Commission:

Terry Smith, Ricky Defoe, Donna Bergstrom, Carol Deverny, Priscilla Fairbanks, Terry Goodsky, Ron Hagland, Larry Monchamp, Tina Olson, Garbiel Peltier, Babette Sandman

Sponsored Entity (if applicable):

Project Information

Small request: \$7,000 and less:

Yes

Mid/large request: greater than \$7,000:

Project Title (Be descriptive and succinct):

Planning Process for an Ethnographic Study of the American Indian Heritage of Duluth

Brief Project Summary:

This project involves a planning process for an extensive ethnographic study of the American Indian heritage of Duluth, with a goal of making that heritage more widely known and appreciated.

Grant Type:

MN Historical and Cultural

Category:

History Projects

Sub-Category:

Publications and Research

Geographic Focus of Project:

Saint Louis

Historic Property (if applicable)

Property Name:

Address:

City:

Property Location County:

This property is listed in the National Register of Historic Places:

This property is eligible for the National Register of Historic Places:

Budget Details

Budget Item	Budget Line Items ☺			
	Grant Amt Requested	Match: Cash	Match: In-Kind	Total Match
<input type="checkbox"/> ☺ Principal Writer and Ethnographer (Bruce White)	\$5,000			\$0
<input type="checkbox"/> ☺ Cultural Advisor honorarium	\$500			\$0
<input type="checkbox"/> ☺ Research Assistant	\$900			\$0
<input type="checkbox"/> ☺ Photocopying	\$200			\$0
<input type="checkbox"/> ☺ Travel- mileage	\$400			\$0
<input type="checkbox"/> ☺ Project Director- Gabriel Peltier			\$3,000	\$3,000
Total:	\$7,000	\$0	\$3,000	\$3,000

Amount Requested (Use total from above):

\$7,000.00

Match Offered (Use total from above):
\$3,000.00

How were above figures determined?

The figures are based on estimates from other similar projects.

Application Narratives

Project Description:

The purpose of this project is to undertake a planning process for an extensive community-based ethnographic study of the American Indian heritage of Duluth, documenting that heritage through research into written records and oral tradition. The process will seek active involvement of members of the Duluth American-Indian community, who will help define the scope of future research, the questions to be asked, the sources of information to be examined, and the ways in which this information will be used. The project will begin with identifying and consulting with stakeholders in the American Indian community through both individual contacts and a community meeting. This will be followed by preliminary research conducted by a historical ethnographer to help define the scope of the work ahead. In the addition the historical ethnographer, with members of the Commission will consult with archaeologists for recommendations as to a possible future archaeological survey.

This phase will conclude with a report containing a plan to be implemented, a list of key individuals to be interviewed to produce an oral history, and a compilation of places of importance to American Indian heritage located within the Duluth area. The report will be the basis of grant proposals to be submitted for implementation of the plan. It will also assist in developing future activities, e.g., creating interpretive strategies such as signs, cell-phone tours, information videos, and perhaps eventually a proposal for an interpretive center for American Indian heritage in Duluth.

Please select the need and rationale that best fits your project from one of the following list:

Need and Rationale (select one):

The project will complement existing knowledge by filling an identified gap.

Need and Rationale:

The French explorer Daniel Greysolon, Sieur du Lhut, after whom the city of Duluth is named, appeared at the western end of Lake Superior in 1679. After placing the coat of arms of the King of France on the shores of Lake Mille Lacs in July, du Lhut returned to the Duluth area to call together the various tribes around Lake Superior to meet and pledge peace.

But American Indians had been in the Duluth area for hundreds and thousands of years already. Dakota and Anishinaabeg (Ojibwe) people were the inhabitants of the region, already at peace, sharing the rich resources of the lake and the inland areas. In the years after the departure of du Lhut, there were changes

in the relations with Dakota and Anishinaabeg, but for the next three hundred years, the site of Duluth continued to be a meeting place for many tribes, as it is now.

Today American Indians are the single largest minority group in Duluth, including not just members from the nearby Anishinaabeg reservations, but many other tribes. More than ten years ago it was decided that there should be a special advisory commission established to help, among other things, facilitate communication between citizens of American Indian descent and the City.

The Duluth American Indian Commission (DAIC) was formally established in October 2002 to serve in an advisory capacity to the city council and city administration. The Commission's primary goal is to assist in the development of policy, planning, and services to ensure the American Indian community is incorporated in the decision making, future planning and stewardship of the City of Duluth. The Commission attempts to achieve its objective through three methods: 1) increasing public understanding and acceptance of the American Indian community and culture, 2) developing process to institutionalize dialogue with the city council, mayor's office and city departments, and 3) creating American Indian community involvement in other aspects of city and community affairs.

The Duluth American Indian Commission seeks to be a steward for the city's resources relating to Native people who live in the city. The Native cultural heritage of the city's American Indian people is one of the important resources of the city, one that needs to be recorded, nurtured, and appreciated. Through a detailed ethnographic study, the Commission will provide a basis for a constructive relationship between Indian people and the city in which they live.

Work Plan and Timetable:

October (Month 1) The project will begin identifying stakeholders to be consulted in this planning process. A meeting or feast will take place during the first month to bring together the Duluth American Indian community. At this meeting people will be given a questionnaire to be filled out which will ask a series of question helpful in defining the ethnographic process and the outcomes favored by members of the community. Among other questions will be several to help compile a list of places in the city of Duluth that are considered important for Duluth American Indian heritage, such as historic sites, cemeteries, schools, churches, archaeological sites, and gathering places. Community members will also be asked for their input about how the information gathered during the survey process should be used in interpreting American Indian heritage.

November (Month 2) A list of elders and others will be compiled for future interviews. At least one pilot interview will be conducted to help define the ethnographic process. The historical ethnographer will create a survey of sources useful for further research. The list of places will be compiled from the views of stakeholders, and from oral traditions and written sources.

December (Month 3) The planning report will be drafted and distributed to participants, with a goal of completing the project and the final report by the end of December.

Project Personnel:

Gabriel Peltier, Project Director. As member of the Duluth Indian Commission, which is an unpaid position, Peltier has been spearheading the effort to plan for an ethnographic study of American Indian heritage in Duluth. In directing this continuing planning process he will volunteer further hours, beyond those he devotes to being on the Commission.

Bruce White, Principal Writer and Ethnographer. He is a historian and anthropologist has authored numbers articles and books relating to the American Indian heritage of Minnesota. Most recently he is the co-author of Mni Sota Makoce: The Land of the Dakota, published by the Minnesota Historical Society Press this year. The book project was funded in part by Minnesota Historical and Cultural Grants (MHCG). He has participated in several other MHCG projects including ones funded for the Pilot Knob Preservation Association and Dakota Wicohan.

Research Assistant. The research assistant will aid in gathering information. This will require skills in researching and compiling historical information from a variety of historical sources

Cultural Advisor: The role of the cultural advisor will be to attend meetings and provide advice about Native American spiritual sites identified during the planning process and about the role of cultural and spiritual values in the planning process.

Enduring Value:

The long term value of this planning process and the projects that come of it will be defined directly by members of the Duluth American Indian community. The degree to which members of the community see value in the results will be one important measure of the success of the project. In addition awareness on the part of the wider Duluth community to the heritage of American Indians in the city will also define the success of the project.

Sustainability:

The Duluth Indian Commission created by the City of Duluth 2002 has a continuing role to assist in the development of policy, planning, and services, so as to ensure the American Indian community is incorporated in the decision making, future planning and stewardship of the City of Duluth. As such the Commission can follow through on the recommendations which result from this planning project, in applying for grants and carrying out project goals.

Evaluation

Complete the Evaluation Metrics Table below. Choose the green "+" in the upper right corner to add each evaluation metric. Begin with short term goals, followed by medium and long term. To be an impact there must be a change in knowledge, status, or behavior. To be measurable, establish meaningful indicators to show when change has occurred.

Evaluation Metrics

Timeframe	Expected Impact	Progress Indicator
Long-Term	The project will produce a plan for an ethnographic study of American Indian heritage in Duluth, Minnesota, including the following: Description of the process by which the study will be conducted A list key individuals to be interviewed for oral history A compilation of places of importance to American Indian heritage located in the Duluth area The plan will be used to submit grant proposals for implementation, the product of which will be the ethnographic study.	Initially, the usefulness of this project will be determined by the success of grant proposals seeking funding to implement the plan, resulting in a full ethnographic study of American Indian heritage in Duluth. In the long term, success will be measured through the specific desired outcomes defined by community members during the course of project planning. These outcomes could include interpretive strategies such as signs, cell-phone tours, informative videos, and perhaps eventually a proposal for an interpretive center for American Indian heritage in Duluth.

Supporting Documentation

Required Documents to be uploaded with completed History Projects grant request:

For grants in the Historic Properties category:

Scope of Work Form (required) including specifications, drawings and/or product literature if applicable. Be sure to save a copy of this form to your computer before you begin to work with it.

- Photos (required)

For grants in other categories, check the guidelines for the attachments that are recommended or ask the Grants Office staff. In general, keep the following in mind:

- Drawings and/or Plans and Specifications are required for items to be purchased
- Photos or maps are recommended to supplement your narrative descriptions

Financial documents:

- Financial Records (required for requests > \$25,000 by nongovernmental applicants)

Request Documents

Click the green '+' sign in order to upload all relevant request and organization documents.

Supporting Documentation

Required Documents to be uploaded with completed grant request:

Organization Documents

Click the green '+' sign in order to upload all relevant request and organization documents.

Reports

No reports

Transactions

No transactions

[Back to Main Menu](#)

