I. Application Cover Page

Applicant Name	Swank	Heidi	A
	Last	First	MI

Name of Organization (if applicable) Nevada Preservation Foundation

Mailing Address 618 S. 11th St. Suite 140

City Las Vegas State NV Zip Code 89101

Phone 702-530-9707 Email heidi.swank@nevadapreservation.org

Amount of Funds requested $15,198.00

Grant Category (check as many as apply)

- [x] Event (fair, open house, presentation, lecture series, walking tour, etc.).
- [ ] Visual Project (rehabilitation or restoration of an Historic Landmark, Building, Structure, Object or property within an Historic District that has been designated on the Las Vegas Historic Property Register or the State or National Register of Historic Places, interpretive markers, banners, exhibits, etc.).
- [ ] Education (reference materials, develop lessons, games, stories, photo collections, period maps, etc.).
- [ ] Performance Art (plays, poetry and prose readings, musicals, story telling, etc.).
- [ ] Cultural/Historic (oral histories, collections, archives, preservation of ephemera and artifacts, etc.).
- [x] Misc./Other.

Signature of Applicant 3/31/14 Date

II. Grant Description:
(additional sheets may be attached if necessary)

How will be award funds being used?

The Nevada Preservation Foundation is requesting $15,198.00 from the Centennial Fund in order to assist the Beverly Green/Paradise Village proposed historic districts in (1) being named to the Las Vegas Historic Property Register and (2) research and develop content as well as train docents for a historic walking tour in each of these mid-century districts. The first section of this project is historic designation that we estimate being completed by late 2014 or early 2015. The second portion of this project will be the development of the two walking tours. Research for these tours will begin in May 2014 and will launch at the end of 2014 with the designation of these two new historic districts. I will discuss each of these portions in turn.

Portion A: Beverly Green/Paradise Village Historic Designation

Obtaining a place on the Las Vegas Historic Property Register is - for good reason - a detailed process. After a historic survey has been completed, it is important that the process of obtaining historic designation allow for significant time to educate residents on the protections this designation will provide them, deliver information on how the process works, present financial benefits that exist for historic districts, and allow all residents the time and opportunity to voice their opinions.

While it is important to provide time for discussion and education, the requirement that a neighborhood demonstrate that 51% of the homeowners in a proposed historic district support the formation of the district requires that residents have the time, skills, and training to undertake a lengthy and complex community organizing project. To date, only two neighborhoods have successfully completed the preparatory process and submitted an application. From among these two, only John S. Park was successful in obtaining historic designation. In fact, some of the problems that the Westleigh neighborhood encountered, including misinformation and opposition, may have been mitigated had there been an objective third-party who could speak to the misunderstandings and bring clarity and support to the neighborhood's case.

The Nevada Preservation Foundation has developed a four-step program for obtaining historic designation and is among the first organizations in the United States to provide such a service to homeowners, business owners, and neighborhoods. We supply organizing and advocacy oversight, provide a means for neighborhoods to collaborate in their efforts, and bring much needed expertise in historic preservation.

As part of our organizing and advocacy efforts, the Nevada Preservation Foundation guides neighborhoods, homeowners, and business owners from start to finish in their bid for historic designation. As this particular grant application is for work with a neighborhood, I will outline the program as it functions for our neighborhood clients.

The first step of our program involves simply getting residents better acquainted with their neighborhood. The Foundation divides a neighborhood into more manageable sectors comprised of 15 to 30 homes. Residents take responsibility for one or more sector and with the form supplied by the Foundation they use the Clark County Assessor's website to determine if the homes in their sector(s) are owner occupied or investment properties. Because the goals of homeowners and property investors diverge in some areas, we use this initial information to determine which set of publications will go to each owner as we move into step two.

The second step of our program involves education and outreach. It is usually in this step that the three required public meetings are held in the neighborhood. It is also during this step that our "Top 10 Reasons for Historic Designation" publication in the either the homeowner or investment owner version is sent to each owner in a proposed historic district along with a letter from the Foundation explaining the historic designation process and the role of our nonprofit. Letters and summaries of publications are translated into Spanish and included in this initial packet. Within days of receipt of the "Top 10 Reasons" publication, residents and Foundation volunteers begin visiting homeowners in the proposed district and telephoning - when possible - investment owners to answer questions on historic designation and discern the owner's position on obtaining this designation. If a homeowner or investment owner is in support of historic designation, volunteers will ask them to sign the Homeowner Letter of Support (two-sided in both Spanish and English). All volunteers will be trained through the Foundation on best practices and the details of historic designation before contacting homeowners and investment owners. The data (e.g. support, oppose, undecided on historic designation, questions asked, comments made) will be recorded and returned to the Foundation with support/opposition being tracked on a map of the proposed historic district.

The third step of the Foundation's program involves evaluation and analysis of data collected through the required public meetings, canvassing, and telephone calls. The Foundation will determine percentages of support, opposition, and undecided. If support is below the 51% threshold or opposition is above 15% (5% more conservative than the city's requirement), we will work with the undecided and persuadable opposition to see if there is a way to move them into the support column. Once the neighborhood and Foundation feels there is sufficient support and

minimal opposition to moving forward, we will move on to the final step of the program which involves assisting the neighborhood with the completion of the application for historic designation, attending the pre-application conference with the historic preservation officer, and submitting the application.

Once the application is in front of the Historic Preservation Commission, the Foundation will be there to speak on behalf of the neighborhood. Our aim in these meetings is to minimize the prevalence of misinformation and bring clarity. We will work closely with the residents to ensure that their case is clearly and accurately conveyed to the HPC, the Planning Commission, and the City Council. Should the Beverly Green/Paradise Village application be turned down, the Foundation will work with the neighborhood residents to determine the best path forward at that time.

The Nevada Preservation Foundation's four-step program provides not only the guidance and advocacy that neighborhoods like Beverly Green/Paradise Village are in need of but it also mobilizes and makes the best use of residents' time toward obtaining historic designation. This grant will allow the Foundation to work with the residents of Beverly Green/Paradise Village to ensure that our historic neighborhoods maintain their integrity and value far into the future.

Portion B: Beverly Green/Paradise Village Walking Tours

Cultural heritage tourism is defined by the National Trust as "traveling to experience the places and activities that authentically represent the stories and people of the past and present. It includes historic, cultural and natural resources." Cultural heritage tourism can include such diverse activities as concerts, art exhibitions, folk arts, and tours among many others, all with the proviso that they are tied to real places and people past and present.

Cultural heritage tourism is increasing worldwide. Returning to the National Trust for Historic Preservation, they state:

> "One of the reasons cultural heritage tourism is on the rise in the United States is that travelers are seeking out experiences that are distinctive, not homogenized. They want to get the feel of a very particular place or time."

One means through which individuals can have such a distinctive experience is by participating in a historic walking tour in one of Las Vegas's residential neighborhoods. Many Las Vegas tourists are seeking another view of our city. Given that Beverly Green and Paradise Village are located adjacent to the Las Vegas Strip, they are well positioned to draw in out-of-town tourists looking for

something different in this trip to Las Vegas. Moreover, many of our own residents are rediscovering historic Las Vegas. It is the aim of the Foundation to tap into both of these segments of visitors to bring to life mid-century Las Vegas and thus promote our important historic resources.

However, it is crucial to the success of such a tour that there also be neighborhood buy-in and participation. At the Foundation's January meeting with the Beverly Green/Paradise Village residents, we discussed with them the possibility of starting guided walking tours in the two proposed districts. As part of what will in the future become a suite of tours provided by the Foundation, each neighborhood would have a tour in their area only once a month. Members of these tours would be guided and overseen by a trained volunteer in order to provide a quality experience for the visitors and to ensure that homeowners will not be disturbed. The response from the residents was positive, so the Foundation has decided to move forward with identifying funding for this endeavor.

Creating a successful walking tour can bring significant awareness to the architectural resources with in a tour area. However, putting together a tour that is informative, engaging, and fun for visitors requires time and attention as well as educational expertise. There are several steps in creating a fun and educational walking tour. I briefly list them below:

1. Compile research completed on Paradise Village and Beverly Green, supplementing with additional research as necessary.
2. Create initial list of potential tour stops.
3. Inventory main interpretive feature of each potential stop.
4. Study all interpreted features to locate a common theme for the tour.
5. Cull potential stops down to 10 – 12 final stops.
6. Create to a route that is walkable, enjoyable, and helps the theme to cohere.
7. Write an engaging script that is also easily memorized by docents.
8. Developed color brochure for tour visitors that provides a brief overview of the tour and major stops.
9. Develop training materials for docents.
10. Conduct docent training, including practicing the tour in its entirety several times.

The Nevada Preservation Foundation, then, would use part of this grant money to research and develop two walking tours as well as create a training program for docents. The focus of each walking tour would be somewhat different. The Paradise Village tour would focus on architecture from the early 1950s to demonstrate the innovative nature of this development as well as educate

visitors on the local importance and prominence of the district's architects, Walter Zick and Harris Sharp as well as John Replogle, to our mid-century architecture. The Beverly Green tour would concentrate on the prominent mid-century residents (e.g. Louis Prima & Keely Smith, Lou and Angie Ruvo, Francis Liberace) and notable architects (e.g. Hugh Taylor, David Freedman). As stated at the outset, we anticipate launching both the Beverly Green and Paradise Village walking tours in conjunction with the designation of these neighborhoods as historic districts.

The Nevada Preservation Foundation is the only nonprofit in the state of Nevada focused on assisting neighborhoods, homeowners, and business owners with obtaining historic designation. In many ways, historic designation is an important key to economic development and community stability in the Valley. Historic neighborhoods are more appealing to new residents, help to stabilize home values, and incentivize local business creation. By providing assistance to neighborhoods through the Nevada Preservation Foundation, the work of obtaining historic designation is made lighter for residents. Moreover, through the creation of historic district walking tours, not only might we create jobs but also engender in others an appreciation for our historic mid-century resources.

What is the historic significance of your project/activity to the city of Las Vegas?

- Assist with the HPC's mission of saving the city's legacy and heritage by increasing the number of neighborhoods protected through the Las Vegas Historic Property Register
- Make obtaining designation on the Las Vegas Historic Property Register more accessible by providing residents with organizing and advocacy support
- Increase awareness of Las Vegas's midcentury heritage through educational walking tours aimed at local and nonlocal visitors alike

What are the key activities and timeline of your plan?

2014
Because much of the Historic Designation portion of the project takes place out-of-doors, we will delay the start of this portion to ensure that canvassing will take place in late September after the worst of the heat has passed. However, research for the proposed walking tours is planned to start in May 2014.

May:
Walking tour
Compile research already completed on Paradise Village and Beverly Green that will be used for walking tours

June:
Walking tour
Conduct any additional research needed for walking tours
Create initial inventory of each potential tour stop
Compile inventory of main interpretive feature of each potential stop
Study interpretive features to locate a common theme for tour

Cull potential stops down to 10 – 12 final stops

July:
Historic designation
Compile results of homeowner/investment owner research
Create, finalize, and publish "Top 10 Reasons for Historic Designation" and accompanying informational letter

Walking tour
Create a route that is walkable, enjoyable, and helps the theme to cohere
Create list of learning objectives for the tour
Write script for tour incorporating both research on the historic district and the specified learning objectives

August:
Historic designation
Translate informational letter and summary of "Top 10 Reasons" into Spanish
Mobilize residents and Foundation volunteers to assemble, stuff, and mail "Top 10 Reasons" publication and accompanying bilingual documents
Hold second of three public meetings in collaboration with the Historic Preservation Office of Las Vegas (first meeting was held in fall of 2013)

Walking tour
Develop brochure for tour guests that provides a brief overview of the tour
Create training materials and program for volunteer docents

September:
Historic designation
Mobilize residents and Foundation volunteers to canvass both proposed historic districts to identify support, opposition, and undecided.
Aggregate data and map out support, opposition, and undecided.

Walking tour
Develop promotional materials for walking tours
Start recruiting docents for walking tours

October:
Historic designation
Analyze collected support, opposition, undecided data and determine if sufficient support exists
Work with undecided and persuadable opposition to bolster support
Hold third of three public meetings in collaboration with the Historic Preservation Office of Las Vegas

Walking tour
Conduct docent training

November:
Historic designation
Complete application
Schedule and attend pre-application conference with Historic Preservation Officer
Submit completed application (attend and participate in all historic designation hearings in the coming months)

Walking tour
Finalize tour script and accompanying materials
Continued training docents

December:
Walking tour
Publish accompanying tour materials
*Kickoff of Beverly Green and Paradise Village historic District walking tours

*Kickoff will be coordinated with the designation of the historic districts.

If your project is going to be phased, please describe each phase.

Not applicable

Describe the final product resulting from your project. Two copies of a book, photo album, videotape, audio recording, brochure, etc. that archives your project are required.

The final product resulting from this project will be the "Top 10 Reasons for Historic Designation" publication and accompanying materials, listing on the Las Vegas Historic Places Register, the script for each of the two walking tours, and a brochure supplied to walking tour visitors. All publications and printed material will include the *Las Vegas Centennial* logo. Two copies of all printed and published materials will be provided to the Centennial Committee. Any and all mention of this project on the Nevada Preservation Foundation's website will include the *Las Vegas Centennial* logo.

Nevada Preservation Foundation
Centennial History Grant

Proposed Budget

	Centennial Grant Request	Beverly Green NA	Nevada Preservation Foundation	Project Total
Personnel				
Project Director (historic designation)	$2,931.00	$975.00		$3,906.00
Project Director (walking tours)	$6,920.00		$4,000.00	$10,920.00
Publishing				
"Top 10" Booklet (500 copies)	$3,950.00	$1050.00		$5,000.00
Misc. letters and correspondence	$112.00	$38.00		$150.00
Postage	$1,135.00	$375.00		$1,510.00
Spanish Language Translation	$150.00	$50.00		$200.00
Equipment				
Digital Projector		$96.00	$384.00	$480.00
Portable Projection Screen		$50.00	$150.00	$200.00
Advertising				
Posters, Flyers, Brochures			$400.00	$600.00
Miscellaneous Expenses				
Insurance on Volunteers			$500.00	$500.00
	$15,198.00	$2,634.00	$4,934.00	$22,966.00

Budget Justification

Personnel

Project Director (historic designation): $2931.00 grant request

The project total amount was calculated based on a total service hours of 108.5 at $36 an hour. These services include creation of sectors with in the Beverly Green and Paradise Village proposed historic districts, preparation for and attendance at public meetings, creation, publishing and mailing of materials to educate homeowners and investors on the benefits of historic designation, running all aspects of one survey in each of the proposed historic districts, attend and provide support at all city of Las Vegas meetings.

Project Director (walking tours): $6920.00 grant request

The project total amount was based on a total of 303 work hours at $36 an hour. These hours include all aspects of developing to historic walking tours, which includes:

- Compile research already completed on Paradise Village and Beverly Green, supplementing with additional research as necessary.
- Create initial list of potential tour stops.
- Inventory main interpretive feature of each potential stop.
- Study all interpreted features to locate a common theme for the tour.
- Cull potential stops down to 10 - 12 final stops.
- Create to a route that is walkable, enjoyable, and helps the theme to cohere.
- Write an engaging script that is also easily memorized by docents.
- Developed color brochure for tour visitors that provides a brief overview of the tour and major stops.
- Develop training materials for docents.
- Conduct docent training, including practicing the tour in its entirety several times.

The number of hours was determined with the help of the organization that runs historical tours at Frank Lloyd Wright's Taliesin property.

Publishing

"Top 10" Booklet: $3950.00 grant request

The project total amount was based on a cost estimate of $10 per copy by Kinko's printing. Development of the Top 10 booklet is built into the personnel costs under historic designation above.

Miscellaneous Letters and Correspondence: $112.00 grant request

The project total amount is an estimate of the cost of printing a bilingual letter to accompany each Top 10 booklet as well as to cover any additional correspondence with homeowners in the two proposed districts.

Postage: $1135.00 grant request

The project total amount is an estimate based on approximate weight of Top 10 booklet - which will be mailed to all homeowners in each proposed district - as well as an estimate of miscellaneous postage costs.

Spanish Language Translation: $150.00 grant request

The project total amount was estimated using similar projects that were completed by translators hired through the website ELance.

Equipment

The Nevada Preservation Foundation and the Beverly Green Association will cover all equipment costs. The project total amount is for an Epson EX7210 Projector that can be used for presentations to larger neighborhood groups and in conjunction with the portable projection screen can be done virtually anywhere neighborhood groups find it convenient to meet. The project total amount is for a Camp Chef 120-Inch Portable Indoor/Outdoor Movie Theater Screen to be used in conjunction with the digital projector.

Advertising & Miscellaneous Expenses

The Nevada Preservation Foundation will cover all costs of advertising and brochures for the two walking tours. We will also cover insurance costs for volunteers as this policy will cover volunteers giving their time to other projects outside of this particular endeavor.

Nevada Preservation Foundation
Centennial History Grant

Mission Statement

The Nevada Preservation Foundation provides assistance to neighborhoods, organizations, businesses, and individuals in navigating the process of obtaining historic designation at the city, county, state, or federal levels. The Foundation also works to expand the understanding and appreciation of Nevada's architectural history through various educational programming such as tours, workshops, conferences, and architectural resources.

Annual Expense Report: Nevada Preservation Foundation

Estimated Annual Expenses	$4,465
Actual Expenses to Date	$474
Difference	$3,991

Month	(All)
Qtr	(All)

	Values		
Row Labels	Estimated Total	Actual Total to Date	Variance Total
Operating	$3,215	$272	$2,943
Office supplies	$275	$72	$203
Postage	$400		$400
Utilities	$740		$740
Software	$600	$200	$400
Insurance: Volunteer	$500		$500
Insurance: D and O	$700		$700
Programming	$1,250	$202	$1,048
Quarterly Programs	$1,250	$202	$1,048
Totals	**$4,465**	**$474**	**$3,991**

Annual Income Report: Nevada Preservation Foundation

Projected Annual Revenue	$22,015
Actual Revenue to Date	$5,993
Difference	($16,023)

Month	(All)
Qtr	(All)

Row Labels	Values Estimated Total	Actual Total to Date	Variance Total
Membership	$6,705	$2,230	($4,475)
Client Contributions2	$7,999	$3,000	($4,999)
Board Contributions	$7,311	$763	($6,549)
Totals	**$22,015**	**$5,993**	**($16,023)**

Nevada Preservation Foundation
Centennial History Grant

Current Projects

We have divided our current projects into two categories: (1) Clients and (2) Programming. Below is a brief summary of each of these projects under their appropriate category.

Clients

1. The Liberace Mansion
   - We are working with the new owner of the Liberace Mansion on two projects that will ensure the home will be preserved for some time to come. First, we are working to obtain a Special Use Permit from the Clark County commission that will allow the new owner to convert the home into a house museum. Second, we are collaborating with Commissioners Giunchigliani and Scow to expand the new historic preservation ordinance in Clark County to include individual homes and other structures (e.g. the fabulous Las Vegas sign). As part of this expansion they are considering creating a Historic Preservation Committee within the county. Once this ordinance has been revised, we will work on behalf of the Liberace Mansion owner to obtain historic designation for this home both at the county level and the State Register.
2. Paradise Palms I
   - As our first neighborhood client in Clark County, we are working with them to obtain historic designation using the historic neighborhood ordinance that was recently created. We will be calling the first of three neighborhood meetings in Paradise Palms I in the next week with the intent of meeting with all residents of Paradise Palms I sometime in mid-April.
   - Depending upon grant availability, we may also consider creating an architectural tour in this original portion of Paradise Palms. Further, it is the intent of the residents of Paradise Palms to continue working toward historic designation for additional portions of this large planned community. We anticipate working with Paradise Palms for some time to come.
3. Beverly Green/Paradise Village Proposed Historic Districts
   - The Foundation has met with residents of the Beverly Green Neighborhood Association several times to discuss moving forward with historic designation. The Neighborhood Association has made a commitment to fundraising and volunteering significant time toward obtaining historic designation. It was decided to wait until the outcome of this grant process to proceed further.

Programming

1. Historic Preservation Month speaker series
   - As part of our educational mission, we have organized weekly talks and presentations for Historic Preservation Month in May. All dates and locations are not decided at this point, but below is the draft schedule:

- May 6: Historic Preservation and Neutra VDL: Ken McCown of the Downtown Design Center
- May 15: Mid-Century Interior Design: Ken Wolfson of Ken Wolfson Design
- May 19 - 23: The Photography of Julius Schulman: Heather Protz of the College of Southern Nevada
- May 26 - 30: Understanding Brutalism: Jeff Wagner of NSite Design and the College of Southern Nevada

- We are also planning to produce quarterly programming. This quarter's program will take place in May. In collaboration with the Neon Museum, we will produce a panel discussion entitled The Mid-Century Home. It will be held at the Neon Museum on May 20, which is Mid-Century Architecture Day in the state of Nevada.

HEIDI SWANK, Ph.D.

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PROGRAM DEVELOPMENT/OPERATIONS

Program Development *Grants/Fundraising* *Operations/People* *Community Organizing*

A hands-on nonprofit leader, university professor and elected official with a track record of engaging diverse audiences and conducting successful campaigns. Organized, take-charge professional with exceptional follow-through abilities, critical thinker with ability to plan, implement and oversee projects/programs from concept to conclusion, both nationally and internationally. Passionate about securing the viability of advocacy organizations through securing support, building engaged coalitions and ensuring operational excellence.

PROFESSIONAL PROFILE

Engage target audiences – Mobilize supporters around clear action plans and compelling visions of success.
Leveraged communications expertise and technology, including social engagement platforms, to build community support. Secured high-level endorsements and raised $70K for successful state assembly campaign.

Drive strategic growth – Introduce programs and lead transformational strategies that in rich experiences.
Revitalized and expanded UNLV's linguistic anthropology program. Increased enrollment in intro-level class by 300% and upper-level class by 100%. Grew neighborhood outreach group to over 150 members.

Cultivate valuable relationships – Forge partnerships to eliminate roadblocks and secure broad support.
Built relationships with state/federal legislators. Established – and gained global media coverage for – The Flamingo Club, a neighborhood outreach group aimed at building community in downtown Las Vegas's historic neighborhoods.

SELECT PROFESSIONAL EXPERIENCE

Executive Director

2013 – Present

Nevada Preservation Foundation – Las Vegas, NV
Founded nonprofit focused on historic preservation in neighborhoods, cities and rural areas in the state of Nevada. Work with homeowners, neighborhoods, and commercial building owners to obtain historic designation at local, state, and federal levels. Function as a clearinghouse for grants to preserve buildings and neighborhoods and to educate the public on the presence and importance of our state historic architectural heritage.

- Developed Board of Directors, created interactive website for members and public, plans for developing walking tours for existing and future historic districts in Las Vegas.
- Currently working with the Beverly Green neighborhood in the city of Las Vegas as well as the Liberace Mansion and Paradise Palms neighborhood in unincorporated Clark County to obtain historic designation.
- Collaborating with the members of the Clark County Commission to expand county historic designation ordinance to include individual homes and objects as eligible for historic designation. Working toward the establishment of a historic preservation commission in unincorporated Clark County.
- Worked with owner of the Liberace Mansion to promote this historic home to over 250 attendees at an open house event resulting in press attention for both the Mansion and the nonprofit. Brought together the owner and some of the notable members of the Las Vegas historic preservation community.

Nevada State Assemblywoman, District 16

2012 – Present

State of Nevada – Las Vegas and Carson City, NV
Represent 64,000+ constituents in the Nevada legislature. Bring together opposing stakeholders. Work on bills and resolutions to benefit my constituents and state. Coordinated volunteers from various backgrounds and with divergent skills to win landslide victories in primary and general elections in 2012.

- Chair, Higher Education Subcommittee of Southern Nevada Delegation. Lead bi-partisan discussions among Southern Nevada leaders to further financial security for higher education institutions.
- Successfully lead passage of legislation addressing protection of and condition in which animals are sold. Pulling together contentious parties to develop comprehensive compromise leading to successful support and passage, legislation used as model in other state legislatures, received legislator of the year award from Nevada Political Action for Animals.

- Selected to consult on Ways and Means Higher Education Funding committee by demonstration of drive and determination, ability to develop consensus with diverse groups to help to pass marriage equality resolution, improve historic preservation and other legislation.
- Earned endorsements from such notable political figures as County Commissioner Chris Giunchigliani. State Senator Tick Segerblom and Clark County Democratic Chairman Chris Miller.

Administrative Coordinator (Short Term Contract) 2012 – 2013

Nevada Faculty Alliance (NFA) – Las Vegas, NV
Worked with State Board to provide a broad range of recruitment strategies, communications/outreach and operations oversight. Established new member systems, drafted bylaws and uncovered ways to enhance and expand the Alliance. Prepared and maintained Alliance communications, including weekly e-newsletters, NFA website, blog and Facebook. Facilitated communications for the Executive Committee and State Board.

- Increased funding, reduced dues to parent organization by auditing memberships, researching salary levels and job titles for 500+ members ensuring proper dues levels. Pursued unpaid dues, moved non-paying individuals off rolls.
- Brought 90% of membership registration and renewal online through online member management software, including creating new payroll deduction authorization process.
- Reduced organization expenses by 50% through low-cost virtual office, including online library of all NFA documents, NFA telephone and new email accounts for all chapter presidents and state president.
- Implemented and wrote weekly newsletter to update and engage 1500+ NFA members, media, and political leaders, including social media component, with news blog, email alerts, Facebook and website management.
- Updated NFA bylaws to reflect current practices and culled additional practices from other states' bylaws to provide better guidance for how the NFA functions.

Assistant Professor, Dept. of Anthropology 2005 – 2012

University of Nevada, Las Vegas (UNLV) – Las Vegas, NV
Led graduate and undergraduate courses. Served on committees, including the Departmental Graduate Curriculum Committee, faculty search committees and Faculty Advisor to UNLV Anthropology Society.

- Secured approximately 10 grants from both UNLV and top tier national foundations. Managed grants, developed budgets, both for short-term and long-term research projects, including hiring and management of field research assistants in Tibetan refugee community in rural India.
- Presented original research at conferences in Europe, Asia, and throughout North America. Published research in academic journals, sole-authored book currently under contract with Brill Publishing.
- Earned "special approval" to chair the university-wide electronic dissertation committee, an unusual accomplishment for an untenured faculty member.
- Partnered in developing requirements for anthropology Ph.D. stream and solely developed requirements for non-thesis MA in linguistic anthropology.

EDUCATION

Ph.D. in Anthropology – Northwestern University – Evanston, IL

Dissertation: *Spoken Tibetan, Written English: Communities of Practice and Linguistic Marketplaces in the Tibetan Diaspora of McLeod Ganj, India*

M.A. in Linguistics – Northwestern University – Evanston, IL

B.A. in French – Hamline University – St. Paul, MN

Fluencies in French, Japanese, and Tibetan

SELECT PUBLICATIONS

Rewriting Shangri-la: Tibetan Youth, Migrations, and Literacies in McLeod Ganj, India. Brill Publishing. 2014

Tribal Rituals of Carson City. *Vegas Seven.* June 20-26 issue. 2013

'A wanderer in a distant place': Tibetan exile youth, literacy and emotion. Issue of *International Migration* entitled *Affecting Global Movement.* H. Swank & D. Boehm (guest eds). 2011

Imagining community. *Nevada Public Radio's Desert Companion.* Spring Issue. 2008

Nevada Preservation Foundation
Centennial History Grant

Long Range Plan

As the Nevada Preservation Foundation is a relatively new nonprofit and the creation of a long-range plan is part of the Foundation's goals for our first year, the plans below are only preliminary. The Foundation's board of directors will be meeting over the summer months to revise and finalize this plan.

Overall, the first three years of the Foundation's work will focus on advocacy, educational outreach, preservation, and establishing revenue streams to ensure financial stability in the long-term.

Year One

Clients and Programming

- Continue to work with our existing clients (i.e. Beverly Green, Paradise Palms, Liberace Mansion).
- Establish quarterly educational programming, the first of which will be held on May 20 in conjunction with the Neon Museum.
- Continue to explore additional community partnerships and clients. We are currently having conversations with Councilman Barlow regarding the Westside School and have been approached by other organizations with historic projects.
- Continue working toward a possible public-private partnership with UNLV's Special Collections to preserve and curate the Hugh Taylor collection and other architectural ephemera.
- Begin working on content for Beverly Green and Paradise Village walking tours.

Grants, Funding, and Revenue

- Submit at least three grant proposals, including this Centennial History Grant, the Peter H. Brink Leadership Fund Fellowship through the National Trust for Historic Preservation, and the Historic Preservation Fund grant through Nevada's State Historic Preservation Office.
- Create a Service Provider Directory. This Foundation will vet service providers (e.g. interior designers, electricians) for their ability to provide period-appropriate services and/or to work with the systems found in older homes. Service providers will pay to advertise in our annually published directory as well as on our website.
- Develop major donors and programming sponsors.

Operations

- Complete and submit our 501(c)(3) application. While we are a registered nonprofit with the state of Nevada, we operate under the Metro Arts Council's nonprofit incubator program.

- Build our board of directors from the current five-member board to an 11-member board.
- Increase membership to 150 members.
- Explore possibility of bringing in one or more interns.

Year Two

Clients and Programming

- Bring walking tours in Beverly Green and Paradise Village online. Explore other historic tour options and look into leasing a vehicle for summer months and/or tours that cover larger areas.
- Possibly bring historic designation bids for Beverly Green and Paradise Village to a successful close.
- Continue working with Paradise Palms on obtaining historic designation for additional sections of the community.
- Provide additional support to the Liberace Mansion.
- Approach possible new clients - neighborhoods, homeowners, business owners - that could be historically designated in their local jurisdiction (e.g. Las Vegas, Clark County, Boulder City) as well as at the state or federal levels.
- Conduct survey of Southern Nevada historic designation ordinances. Provide assistance to jurisdictions in need of the creation and/or expansion of such an ordinance.

Grants, Funding, and Revenue

- Identify and offer assistance to owners/residents of historically designated buildings and neighborhoods that could qualify for grant support.
- Establish sponsor for quarterly programming in order to enable the recruitment of experts from outside our immediate community.
- Secure grant support for preservation and curation of the Hugh Taylor collection.
- Investigate possible sources of revenue from the Hugh Taylor collection.

Operations

- Obtain 501(c)(3) status.
- Establish salary for Executive Director position.
- Explore possibility of hiring full-time or part-time staff member.
- Elect board member from among the Foundation membership as per the Foundation's bylaws.
- Increase membership to 300 members.

Year Three

Clients and Programming

- Continue to work with local governments and jurisdictions to identify potential clients (e.g. Southridge neighborhood) for historic designation.
- Continue to collaborate with other historic projects across Southern Nevada.
- Continue quarterly programming. Consider expansion of program, if warranted.
- Research historic designation outreach program specifically aimed at commercial buildings and business owners.
- Develop programming and possible historic designation for historic portions of Henderson, Nevada.
- Begin researching possibilities for establishing a branch office outside of Southern Nevada.

Grants, Funding, and Revenue

- Maintain and modify existing revenue programs as needed.
- Identify grants and provide grant support for new historic designation clients.
- Apply for grants for educational programming.
- Continue collaboration with UNLV Special Collections to curate and preserve architectural ephemera.
- Continue building major donors, cultivate existing donor and member relationships.

Operations

- Hire one or more additional staff members, as funding allows. Expand office space, as needed.
- Increase membership to at least 400 members.

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248562350
Aug. 20, 2008 LTR 4168C E0
23-7405203 000000 00 000
00020903
BODC: TE

METRO ARTS COUNCIL OF
SOUTHERN NEVADA
PO BOX 96625
LAS VEGAS NV 89193-6625254

000680

Employer Identification Number: 23-7405203
Person to Contact: Mr. Edwards
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Aug. 11, 2008, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in October 1974, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(03) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

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

Sincerely yours,

Michele M. Sullivan

Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations I

IV. Additional Required Documents

Please attach the following information in order on additional sheets. If not applicable, please describe below.

1.) Your organization's mission statement
2.) Your organization's current budget
3.) Your organization's current projects
4.) Resumes of principal personnel or organization
5.) Your organization's long-range plan
6.) Your organization's proof of 501(c)3 filing status with tax ID number
7.) Your organizations' most recent audit report, along with comments on the findings and recommendations, including a plan for corrective action taken on prior findings. If corrective action is not necessary, a statement describing the reason that it is not necessary should accompany the audit report. *A single copy of the audit report is adequate and should be included with the original signed application.*
8.) If the project involves restoration of an historic building or structure, please attach documentation certifying the building is insured.
9.) If the project involves restoration of an historic building or structure, a copy of the deed and legal description is required.

Statement of non-applicability (7)
The budget for the Metro Arts Council - our fiscal sponsor - is below the threshold for requiring an audit.

If my grant is funded, I hereby agree to all requirements stated above, and authorize the Commission for the Las Vegas Centennial and the City of Las Vegas, to utilize information about my application and activities for publicity and public relations purposes, including the use of photographs and images of the project. Parental/Guardian consent will be obtained for the use of any name and/or image of children in completed legacies.

Heidi Duran 3/31/14

Signature Date

Signature of Supervisor (where required) Date