**Thames River Heritage Park Foundation**

**Progress, Current Activities, Future Considerations**

In order to provide a framework for our 10-28-16 conference call we offer the following points of conversation:

 **A review of the work completed by the Thames River Heritage Park Transition Team**

 **An overview of the current activities of the Thames River Heritage Park Foundation**

 **A request for assistance from Department of Energy and Environmental Protection**

Based on a Memorandum of Intent between the CT State Department of Energy and Environmental Protection (DEEP) and the Thames River Heritage Park Transition Team, the Transition Team and subsequent 501c3 undertook several activities to move forward the development of the Thames River Heritage Park (Park). These have been undertaken and are either completed or are ongoing. A brief review follows.

**Work of the Transition Team**

The Transition Team bridged the gap between the Heritage Park Steering Committee, a broad based group that operated as an *ad hoc* committee of the Board of Directors of the Avery-Copp House, a 501(c) (3) nonprofit organization, and a new nonprofit organization, the Thames River Heritage Park Foundation (Foundation). To lay the groundwork for the new nonprofit, the Transition Team:

1. Worked with the Southeastern CT Council of Governments as our interim fiduciary agent and as the administrator of the contract with the operators of the Thames River Water Taxi
2. Established a water taxi service which completed a successful 2016 season.
3. Created and secured non profit status for the Thames River Heritage Park Foundation
4. Created mission and vision statements as well as the by laws for the Foundation. These by laws also establish standing committees and responsibilities for each (see attached)
5. Elected the founding board of directors (see attached)
6. Created a fundraising plan, including funding sources and target amounts, and initiate fundraising. Working with our legislative delegation we were able to secure two years of funding for the water taxi through DOT. We sought and secured private partnerships to aid in marketing the water taxi and park. Additional funds were raised through charter memberships and sponsorships.
7. Created operating and capital budgets for the 2016 season
8. Established a website, marketing plan and social media campaign to promote the Park
9. Worked in collaboration with the state and particularly with Henry Alves and Alan Levere to coordinate the activities of the Thames River Heritage Park
10. Brought together historic sites within the park to meet with the Yale Urban Design Workshop and the Thames River Water Taxi to initiate/foster collaboration.
11. Communicated progress to stakeholders, the public and the DEEP.

**The Thames River Heritage Park Foundation**

According to the Memorandum of Intent with the DEEP, the Foundation was structured to provide needed revenues and coordination for the completion and management of the Heritage Park. At the present time we are involved in

1. Hiring an Executive Director. A job description has been established. We are currently paying a short-term interim executive director.
2. Working in collaboration with the local representative of DEEP, particularly in regards to the use of DEEP facilities and park infrastructure.
3. Working with the Navy, Congressional representatives, local and state authorities to procure a dock for the Submarine Force Museum and Library.
4. Raising funds through sponsorships, grants, fundraisers to support the administration of the Park, including the Water Taxi
5. Creating and implement a marketing strategy for the park, including website, app development, printed materials and advertising plan
6. Developing, packaging and coordinating programs and events with the park sites
7. Creating partnerships with historic sites, educational institutions and commercial establishments within the area of the park to create a coordinated park experience
8. Creating a budget and development plan for the 2017 season.

**In order to aid us in our efforts we are asking the following of the DEEP:**

1. Seek bond authorization for the Nautilus dock
2. Provide technical assistance, as appropriate, as we pursue permitting for the Nautilus dock
3. Provide technical assistance, as necessary, as we seek highway signage
4. Assign a liaison or representative to the Foundation
5. Support our efforts to procure funding for the Park through state funding and through grants.
6. Provide funding for an app that guides visitors in their exploration of the Park
7. Formalize the relationship between the Foundation and the DEEP through a renewed Memorandum of Intent