



DEPARTMENT OF THE ARMY  
U.S. ARMY CORPS OF ENGINEERS  
WASHINGTON, D.C. 20314-1000

REPLY TO  
ATTENTION OF:

CECW-ON (15-1a)

FEB 3 2003

MEMORANDUM FOR COMMANDERS, MAJOR SUBORDINATE COMMANDS AND  
DISTRICT COMMANDS, CHIEFS, OPERATIONS DIVISIONS

SUBJECT: Lewis and Clark Bicentennial Report Requirements

1. As you know, the Lewis and Clark Bicentennial Commemoration is upon us. This 4-year commemoration began on 18 January 2003, at Monticello, President Jefferson's home in Charlottesville, Virginia. At a recent Army Lewis and Clark Advisory Committee meeting, there was considerable discussion concerning the numerous requests to the Army for support of Lewis and Clark Commemoration community events. Some of these requests involved tasking soldiers and/or civilian employees to provide menial labor, first aid support, or military police. However, others have been for requests to hold events on Army installations or US Army Corps of Engineers project lands and/or providing speakers and exhibits.

2. To resolve some of the misconceptions regarding Army support, the Army will be proactively contacting signature event organizers and offering those services that the Army can legally provide. To this end, each MACOM was asked to assemble a general Support Plan specific to their agency. A draft of this support plan has been prepared by Jeannine Nauss, the HQ Lewis and Clark Coordinator, and is enclosed as Appendix A for your use.

3. The Army's Lewis and Clark Commemorative Office, located in the Center of Military History, is very interested in tracking the various types of community support specific to the Lewis and Clark Bicentennial being requested of the various MACOMs. To that end, the Corps has been asked to report quarterly all of the following types of requests: speakers, school programs, exhibits, the use of project lands/waters through special event permits, and any other request for support that may arise. Please see the enclosed format (Appendix B) for use in submitting the consolidated MSC quarterly reports covering each district. These reports will be due the 15th of the month after the end of the quarter and will be submitted to Ms. Jeannine Nauss (CENWD-CM-OC). The first quarter report for FY03 will be due on 15 March 2003. The compiled report will then be forwarded to the Commemorative Office and will form the basis for subsequent reports to the Army.

4. Any questions with regard to this reporting requirement should be directed to Ms. Nauss at (402) 697-2532.

FOR THE COMMANDER:

2 Encls

ROBERT H. GRIFFIN  
Major General, USA  
Director of Civil Works

Interest by the Army will continue to build -  
thanks for the support!

**U.S. Army Corps of Engineers  
Lewis and Clark Commemoration  
Support Plan**

The U.S. Army Corps of Engineers is the steward of the lands and waters at Corps water resources projects. Its natural resources mission is to manage and conserve those natural resources, consistent with ecosystem management principles, while providing quality outdoor recreation experiences, to serve the needs of present and future generations.

The Corps has daily contact with the general public in a role that differs greatly from that of the “regular” Army. Over the last 50 years, the Corps has built and maintained a vast array of facilities to serve the nation’s need for water-base outdoor recreation. As a result, the Corps is the #1 provider of outdoor recreation in the country. Park rangers and other project employees help local students and citizens learn about the natural, cultural, and man-made resources they manage. Classes and groups come to the visitor centers and outdoor classrooms at the projects and Corps employees travel to nearby schools and community centers to conduct various interpretive programs. Communities provide volunteer and part-time help at Corps recreation areas.

Support for community events is nothing new for the Corps. However, because of budgets and authorities, there are some things that can and cannot be done by Corps personnel. What follows is a brief description of those requirements.

**1. List of support capabilities:**

On project lands: At the discretion of the Operations Manager/Project Manager, the Corps can provide the use of land through issuing a special events permit. Project areas can be used for water carnivals, fishing tournaments, boat regattas, music festivals, dramatic presentations, and other special recreational programs of interest to the general public, if arranged 60-360 days in advance (see #4 below) depending upon the request. The Corps can also provide speakers, park ranger and/or safety patrols, picnic tables, picnic shelters, grills, and campsites.

Off project: The Corps can provide park rangers only as speakers for events and school or organizational programs. However, the Corps has no authority to provide park ranger and/or safety patrols or to provide government-purchased camping or day use equipment for use off project lands.

**2. Breakout of what capabilities to type/size of event:** See #1 above. Capabilities listed above will vary with each request.

**3. Frequency of support:** Support will vary by event and project, but must be within existing budget capabilities. Signature event support will likely be given a higher priority and support by the national committee while small local events will need to be supported by the local project office.

**4. Period of advance notice:** For interpretive ranger presentations, usually 4-6 weeks advanced notice is required.

For the use of project lands for an event, a special events permit is required. A minimum of 60 days is required for processing the permit. However, areas can be requested up to a maximum of 360 days in advance.

**5. L&C Points of Contact (POC's):**

		<b>Corps of Engineers</b>			
		<b>Lewis and Clark POC's</b>			
<b>Division</b>	<b>District</b>	<b>Name</b>	<b>Phone</b>	<b>Fax</b>	
	National Coordinator	Jeannine M. Nauss	(402) 697-2532	(402) 697-2538	
<b>HQ</b>	HQ Coordinator	Debra Stokes	(202) 761-7769	(202) 761-5096	
<b>Basin</b>	Missouri River	Ken Wilk	(785) 453-2338	(785) 453-2475	
	Columbia River	Craig Rockwell*	(509) 751-0244	(509) 751-0242	
		*temp. Congressional Liaison			
	Ohio River	Paige Cruz	(304) 529-6992	(304) 529-5167	
<b>LRD</b>	Division Coordinator	Mike Loesch	(513) 684-3192	(513) 684-2460	
	Buffalo	Scott Pickard	(716) 879-4404	(716) 879-4357	
	Chicago	Richard Pickett	(312) 353-6400	(312) 353-2141	
	Detroit	Thom Holden	(218) 727-2497	(218) 720-5270	
	Huntington	Dean Bonafacio	(304) 466-1234	(304) 466-4337	
	Louisville	Chuck Parrish	(502) 315-6767	(502) 315-7661	
	Nashville	Dena Williams	(615) 736-5117	(615) 736-7490	
	Pittsburgh	Susan Kline	(412) 395-7179	(412) 644-4795	
<b>MVD</b>	Division Coordinator	Joe Sigrest	(601) 634-5855	(601) 634-7073	
	New Orleans	Debra Stokes	(504) 862-1344	(504) 862-2317	
	Rock Island	Sue Clevestine	(309) 794-5839	(309) 794-5180	
	St. Paul	Frank Star	(651) 290-5328	(651) 290-5330	
	St. Louis	Julie Ziino	(314) 331-8016	(314) 331-8770	
	Vicksburg	Lawran Richter	(601) 631-5287	(601) 631-7133	

<b>NAD</b>	Division Coordinator	Tom McBride	(718) 491-8726	(718) 491-8869	
	Baltimore	Cori Brown	(410) 962-6019	(410) 932-6038	
	New England	Rick Magee	(978) 249-2547	(978) 249-3680	
	Norfolk	Joel Scussel	(757) 441-7642	(757) 441-7322	
	Philadelphia	Barry Leatherman	(215) 656_6735	(215) 656-6742	
<b>NWD</b>	Division Coordinator	Don Dunwoody	(402) 697-2536	(402) 697-2538	
	Kansas City	Greg Miller	(816) 983-3644	(816) 426-5504	
	Omaha	Julie Price	(402) 221-4137	(402) 667-9919	
	Portland	Patti Williams	(502) 808-4306	(503) 808-4329	
	Seattle	Jerry Gray	(206) 764-3443	(206) 764-3308	
	Walla Walla	Phil Benge	(509) 527-7133	(509) 527-7820	
<b>SAD</b>	Division Coordinator	Brad Keshlear	(404) 562-5134	(404) 562-5138	
	Charleston	Dave Hubbard	(843) 329-8144	(843) 329-2330	
	Jacksonville	Kevin Salvilla	(904) 232-3187	(904) 232-3696	
	Mobile	James Stanfield	(334) 694-3722	(334) 694-4264	
	Savannah	Larry E. Dixon	(912) 652-5056	(912) 652-5065	
	Wilmington	Paula Carper	(910) 251-4392	(910) 251-4848	
<b>SPD</b>	Division Coordinator	Phil Turner	(415) 977-8058	(415) 977-8069	
	Albuquerque	Cynthia Piirto	(505) 342-3277	(505) 342-3195	
	Los Angeles	Carvel Bass	(213) 452-3392	(213) 452-4196	
	Sacramento	Jill Russi	(916) 557-5281	(916) 557-6877	
	San Francisco	Mark D'Avignon	(415) 977-8507	(415) 977-8483	
<b>SWD</b>	Division Coordinator	Bill McCauley	(214) 767-2434	(214) 767-9021	
	Fort Worth	Susan Robinson	(817) 978-4639	(817) 978-2120	
	Galveston	Karl Brown	(409) 766-3069	(409) 766-3999	
	Little Rock	Dale Leggett	(501) 324-5673	(501) 324-5899	
	Tulsa	Stan Spirlock	(918) 669-7340	(918) 669-7373	

**6. Coordination meetings required and who is required to attend:** Coordination should be performed at the local project level. The project, in turn, will coordinate with those higher up as is warranted. For example, if the city of Williston, North Dakota, wants to have an event on project lands, they would coordinate with the POC at the Garrison Project Office. If elevation were required, Garrison would then contact the appropriate Omaha District POC's.

**7. Persons authorized to promise support to civilian organizers:** Project, district, basin, and/or national POC's depending on the level and extent of support requested.

**8. Information necessary in civilian support request:** For a request for speakers, a simple phone call or letter of request is adequate. The call or letter should outline the date and time requested, the estimated attendance, general age or grade of the audience, and the topic to be covered. To obtain a special events permit for the use of project lands, the written request must describe the nature of the event, the starting and closing dates and times, the location or area desired for the event, the organizers of the event, the estimated attendance, and a point of contact (with address and phone number), and any other pertinent data.

**9. Lines of communication between civilian organizer and Army entity:** Communication should be between the L&C Commemorative Officer and the National Coordinator, Ms. Jeannine Nauss. Any work assignments received by the Lewis and Clark Commemorative Office should come from the Director of Support Operations (DSOPs) to the Director of Civil Works, U.S. Army Corps of Engineers, 441 G Street NW, Washington DC 20314, phone (202) 761-0099.

**Note: All partners and support policies (work management guidance and procedures) are spelled out in the Corps of Engineers ER 1130-2-500. All recreation operations and maintenance policies are spelled out in the Corps of Engineers ER 1130-2-550.**

**LEWIS AND CLARK BICENTENNIAL  
REQUEST FOR COMMUNITY SUPPORT**

U.S. ARMY CORPS OF ENGINEERS

Reporting period: \_\_\_\_\_

District: \_\_\_\_\_

**Please report only those community requests for support for Lewis and Clark Bicentennial that have been fulfilled.** (Use the blanks provided to indicate the numbers of requests within each category.)

Category 1: Speakers: (Speaking to a school assembly counts as one (1) talk, but individual classroom talks should be counted separately even if they are at the same school.)

- \_\_\_\_\_ Elementary (K-6)
- \_\_\_\_\_ Middle School (7-8)
- \_\_\_\_\_ High School (9-12)
- \_\_\_\_\_ College/Technical schools
- \_\_\_\_\_ Community clubs

Category 2: Exhibits:

- \_\_\_\_\_ Exhibits (Discovery Box setup, period replicas, etc)
- \_\_\_\_\_ Information Table (brochures and general information)

Category 3: Special Event Permits

- \_\_\_\_\_ Project land use

Category 4: Other

- \_\_\_\_\_ (Please describe in detail)