

**Project Narrative      Club Name: Mo-Kan Regional Council of Amateur Radio Organizations**

**Club Overview:**

It was once mentioned that 'Kansas City is Ham Radio Heaven!' While many cities or areas have just one Amateur Radio Club or Organization, the Kansas City Metropolitan Area is home to well over thirty such clubs and organizations, and all are thriving!

For a number of years, several of us have thought about creating a Council of Amateur Radio Organizations from the Kansas City Region where we might jointly coordinate and focus many of our activities and efforts. As it turns out, this was not an original idea, and a similar project was launched in 1987 and was incorporated in the State of Missouri at that time. For whatever reason, that first attempt faded away. It has been our intent to revive that idea with a new focus on our intent and purpose. This is our mission statement:

- Coordinate and foster activities, efforts, and points of the view of the various amateur radio clubs and organizations from the region.
- Coordinate and provide meaningful recognition of individuals from the region who have made notable contributions to amateur radio.
- Serve as the combined voice for amateur radio on issues affecting amateur radio within our region.
- Create solidarity of purpose, a united voice, and a source of pride in everything that is the amateur radio community of our region.

In short, the Mo-Kan Regional Council exists to aid the Amateur Radio Clubs and organizations in the Kansas City Region to accomplish their missions, and serve the greater Amateur Radio Community as a whole.

Today's new council is not formed to replace any of the existing amateur radio organizations, nor should it be in place to govern or order any amateur radio organization. The council is there to assist, augment, and serve the various clubs and amateur radio organizations from the region.

During 2014, we spoke to, and obtained input from the various clubs and organizations in the region, and in 2015 we formally established a set of bylaws, and established the Mo-Kan Council of Amateur Radio Organizations. The Council consists of three types of organizations, each of which have different rights and privileges as members. In broad terms, these consist of Amateur Radio Clubs, Amateur Radio Special Services Organizations, and Vendors. As a result, sixteen individual organizations signed on as charter members.

The region is defined in the bylaws, is a 150 mile radius from the intersection of Interstate 435 and State Line Road between Kansas City, Missouri and Leawood, Kansas. This provides some interesting challenges and opportunities, as this region takes in two states, two ARRL Sections, many counties, and even more municipalities. After sorting out the challenges, the Council is now incorporated under the Laws of the State of Missouri as a 501(c)(3) Non-Profit Corporation, and is recognized as an ARRL Affiliated Club.

At present, the Mo-Kan Council consists of 16 Member Organizations representing the interests of over 460 individuals from the Kansas City Region. For more details about the Mo-Kan Council, including Bylaws, Member Organizations, Meeting Information, please explore our website at: <http://mokancouncil.org>

**Narrative:**

Your project may be simple or complex. Please use the questions below to describe the details of the project and how the grant would be utilized to make it possible.

**Mo-Kan Regional Council Training and Recognition Program:**

**Transformative Impact**

- 1. Describe the goals that you hope to achieve as part of your grant program. Be sure to emphasize how the achievement of your goals will have a transformative impact on your group, Amateur Radio operators around you, and your community. Please indicate the Grant Category or Categories that you program will address and be sure to outline your goals in each Grant Category. Also please note, in the questions which follow, the number of people outside your club that you expect to serve for each Grant Category.**

**Answer:**

<b>A-TRAINING:</b>	<b>Ham 400 Training Project</b>
<b>GOAL:</b>	<b>To provide training to new and existing amateur radio clubs to establish a healthy and productive club.</b>
<b>TARGET:</b>	<b>New or Existing Amateur Radio Clubs</b>

The Ham 400 Project is an existing training presentation provided by the Mo-Kan Council which provides training on Amateur Radio Organization Governance. Ham 401 is Intro to Amateur Radio Organizations: Organization Basics and Ham 402 is Amateur Radio Governance: Governing Your Club as a Business. This presentation was successfully provided during early February 2020, just before the pandemic. The goal is to bring this presentation to amateur radio clubs *at their location*. Grant funding would be used to provide the administration of this project, provide training materials to the students, and cover the cost of mileage to and from training locations. The grant requested is suggested to sustain the Ham 400 Training Project for ten years. Samples of the Ham 400 work product can be previewed at: <http://mokancouncil.org/Ham400Project.htm>

<b>B-TRAINING:</b>	<b>Mo-Kan Traveling Elmer's Table</b>
<b>GOAL:</b>	<b>To provide guidance and assistance to prospective, new, or existing hams on starting or improving their ham radio experience</b>
<b>TARGET:</b>	<b>Existing Hams and the Public at Large</b>

This project, while relatively simple has been very effective. A table is hosted at Hamfests or events where prospective, new, or existing hams can obtain information on the many aspects of amateur radio from the most basic to complex. Two small databases have been set up. One contains subject matter experts *or Elmers* on various topics who can be introduced to the individual seeking information. The other database contains information regarding the various clubs or organizations which the individual can be introduced to. Typically, the Mo-Kan Representatives at the table have been able to provide information and assistance to information seekers "on the spot" with positive results. The goal is to bring the Elmer's Table to more events and more Hamfests. Grant funding would be used to provide administration of the project, provide office materials to process requests, to print or obtain written materials which can be provided to the various information seekers, and cover the cost of mileage to and from event locations. The grant requested is suggested to sustain the Mo-Kan Traveling Elmer's Table Project for ten years. Overview of the existing Mo-Kan Traveling Elmer's table can be found at: <http://mokancouncil.org/ElmerProject.htm>

<b>C-TRAINING:</b>	<b>Create New and Innovating Training Topics</b>
<b>GOAL:</b>	<b>Project Development of new training programs and presentations</b>
<b>TARGET:</b>	<b>The Amateur Radio Community and the Public at Large</b>

Creation of relevant and engaging training programs and presentations is time consuming, but based on our current business model does not have much overhead in terms of software, labor, etc. Funding for this area would be used not only for new training development, but for any updates to the existing Ham 400 Material as well. The grant requested is suggested to sustain the Create New and Innovating Training Topics Project for ten years.

<b>D-RECOGNITION:</b>	<b>Mo-Kan Eagle Award Project</b>
<b>GOAL:</b>	<b>Increase Positive Recognition and Image of Amateur Radio</b>
<b>TARGET:</b>	<b>The Greater Amateur Radio Community and Public</b>

The Mo-Kan Eagle Award has been presented to four individuals since 2012. It was established to recognize the significant efforts and success of individuals from the greater Kansas City Region who have accomplished great work or outstanding service to the amateur radio community which would be considered above and beyond normal expectations. This award has created not only a positive effect on the individual receiving the award, but has brought positive attention to the amateur radio community as a whole! Recently, the criterion for the award has been standardized in order to aid credibility to the award. Physical awards have consisted of a framed certificate, accompanied by a unique trophy. The reason this award has not been presented more often, is due to cost. Production of each award in total costs about \$200.00. We would like to provide this award at least once per year and considerations has been made to provide other, less elaborate awards over the year. The grant requested is suggested to sustain the Eagle Awards Project for ten years. Overview and history of the Mo-Kan Eagle Award can be found at: <http://mokancouncil.org/awards.html>

**Comment on the Above Projects as a Whole Program:**

Yearly dues to the Mo-Kan Council are \$20.00 per organization, per year. This has been the organizations only source of revenue. During the first two years of existence, we did not have enough cash on hand to pay for any projects. As a result, one charter organization resigned as they felt Mo-Kan did nothing for them, while other organizations complained. Mo-Kan is not seeking grant funding to increase our general fund. It is hoped that by receiving grant funding for Projects A, B, C, and D above, it will allow us to bring these programs to more Hams, thus bringing positive attention to the Mo-Kan Council. This in turn should attract additional organizations to become a member of Mo-Kan which would have a positive effect on our ability to sustain the organization and support additional projects on our own.

- 2. Describe your plans to provide training and skills development for hams and the public beyond the membership of your club. Explain how your project will enable and be coupled with your training and mentoring plans. Include an estimate of the number of people you plan to train within the first 2 years of your project.**

**Answer:**

Providing service to the region's amateur radio clubs and organizations is what the Mo-Kan Council is all about. All of our projects and training are for the benefit of all organizations, including those outside the membership of our club. Belonging to one of Mo-Kan's member organizations has never been a perquisite for any of our training events, nor will it ever be.

**Participation Estimates:**

**Project A – Ham 400 Project:**

The one and only time this presentation was provided, (pre COVID,) seven individuals received Certificates of Completion. With better advertising and promotion, we might see participation of ten or more individuals per session. Assuming the presentation is provided at least four times per year, we might estimate grooming at least 49 potential new leaders over a two year period.

**Project B – Mo-Kan Traveling Elmer's Table:**

The Mo-Kan Traveling Elmer's Table has been deployed five times. Had it not been for the COVID 19 Pandemic, it likely would have been deployed more often. The table has been exposed to several hundred individuals per Hamfest. One on one advice has been provided to at least 25 individuals per event. Written referrals to either an Elmer or a Club has occurred about two times per event. There are presently three or four Hamfests per year in the KC Metro. The goal here is to deploy the table to more events and Hamfests. At the least, the Mo-Kan Elmer's Table could put Ham Radio's Best Foot Forward to hundreds of people over a two year period. One on one advice could be provided to about 200 individuals, with written referrals provided to 16 or more individuals.

**Project C – New and Innovating Training Projects:**

This is a hard topic to provide a participation estimate for as it depends on several unknown variables. If success is comparable with Project A, then it may be possible to provide training to at least 45 or more individual over a two year period.

**Project D – Mo-Kan Eagle Awards:**

The simple math dictates that an annual award such as this being issued once per year would net two individual recipients over a two year period. The prestige and good will derived from the award program would be significant. Consideration is being made to add additional, annual awards of different criteria.

- 3. Describe your plans to deliver Amateur Radio based STEM education in your community through your project. Please include an estimate of the number of groups you hope to serve with STEM education and the average size of the groups within the first 2 years of your project.**

**Answer:**

A STEM Project could be considered as part of Project C, above. Presently, there are no new STEM projects being considered.

- 4. Explain the steps that you are planning to involve minorities in your project and how your program will help to improve diversity in Amateur Radio within your group and your community?**

**Answer:**

Since its inception, the Mo-Kan Regional Council has had a written, Non-Discrimination Policy, to wit:

We are committed to providing equal opportunities to all persons regardless of race, color, religion, ancestry, sex, citizenship, national origin, marital or veteran status, disability, age, sexual orientation, family status, pregnancy, or other legally protected status (collectively, "protected statuses"). We do not tolerate unlawful discrimination in any decisions, including recruiting, hiring, compensation, promotion, benefits, discipline, termination, job assignments or training.

In our Ham 402 Training, we recommend that all amateur radio organizations adopt such a policy.

- 5. Estimate the potential number of people (hams and non-hams) that would benefit from the proposed grant program within the first 2 years of your project.**

**Answer:**

Such estimates are detailed in the answer to Question 2, above.

- 6. Estimate the potential of your program to create growth in the number of licensed and active amateur radio operators within the first 2 years of your project.**

**Answer:**

By referral, Project B – Mo-Kan Traveling Elmer's Table has the potential to contribute to the growth of new hams by more than 200 over the two year period. License Study Elmers are included in our database.

- 7. How will your project benefit members of your community who are not hams? Estimate the scope (numerically if possible) of the benefit to the public.**

**Answer:**

Project B – Mo-Kan Traveling Elmer's Table, and Project D – Mo-Kan Eagle Awards have a direct affect on the Public at Large.

Of the approximately 25 individuals receiving one on one information from the Elmer's table, roughly half of them, (let's say 12,) per event are non-hams seeking information about either becoming a ham, or learning more about amateur radio in general. That comes to about 96 members of the public at large having direct contact with us over a two year period.

The presentation of the Mo-Kan Eagle awards have been widely publicized, and in some cases written about in the local press, thus providing a good image of amateur radio to the public at large.

**8. Discuss the potential of your project to protect and utilize amateur radio spectrum.**

**Answer:**

None of the projects detailed above have dealt with issues regarding amateur radio spectrum.

It should be worth noting that Mo-Kan itself has made comments to legislative members regarding amateur radio spectrum. In one case, the US Representative for southwest Missouri co-sponsored a bill which would have affected a large portion of UHF spectrum. He received a considerable amount of attention from Mo-Kan, and the individual members of our organizations. He withdrew his support of the bill.

**9. What are your plans to create positive public awareness and support for Amateur Radio in your community as part of your project?**

**Answer:**

The Mo-Kan Regional Council has and will continue to create positive public awareness and support of Amateur Radio in our community from the perspective *of all of our projects*. We always strive to put Amateur Radio's best foot forward in all that we do.

With regard to our projects, we intended to advertise heavily via our website, Facebook, Larry's List, and by direct contact with local libraries, and various news media.

**10. Would you be willing to create content to help promote the ARRL club grant program? Please describe plans that you would be willing to commit to in this area. Please outline how you would utilize multiple channels including social media, Video, Print, Television, and other media outlets**

**Answer:**

Yes, absolutely!

Aside from the strategies outlined in Question 9, we also have members with experience in Video Production, and others who are published print authors.

## Execution Capability

- 1. Explain the number of volunteers that are required to execute your grant program. Please explain the source of the needed volunteer help and the level of committed volunteers that you have in place currently. Also, please explain your plans to secure necessary volunteer help that is not currently in place.**

**Answer:**

The Mo-Kan Regional Council has a very motivated Board of Directors who are very dedicated and have a will to volunteer their time and talents to our projects. When additional human support or talent is needed, we've been able to draw from the members of our member organizations (which is considerable,) to help out with great success. We don't anticipate finding volunteers to be an issue.

- 2. Outline the role of and process used by key members of your club's leadership team in the following areas: 1) Securing volunteer participation in projects, 2) Administering and keeping records pertaining to the use of funds, 3) Developing plans and executing projects and schedules.**

**Answer:**

- 1) The Chairman and Vice Chairman have assumed leadership by either executing the various in person needs of the project, or by making certain a capable volunteer is there and supported in that role.
- 2) The Secretary and the Treasurer maintain detailed financial records for the council, and all its projects.
- 3) The Chairman has developed plans and executed all project schedules in the past, and is expected to continue doing so.
- 4) One of our Board Members manages and executes the MO-Kan/KC Mesh Project, and complex deployment of a new digital communications network for Emergency Services, under the umbrella of the Mo-Kan Regional Council.

(Note: The Chairman by profession is a Project Manager, and is presently employed as IBM's Service Delivery Manager to the New York City Police Department.)

- 3. Describe a project or program that you have successfully executed during the previous 5 years of similar scope, financial value, volunteer levels, and complexity. Describe the goals that you achieved, and the scope and makeup of the people served.**

**Answer:**

Project A – Ham 400 Project, Project B – Mo-Kan Traveling Elmer's Table, and Project D – Mo-Kan Eagle Awards are all existing ongoing projects, which started from scratch with no funding. Each have been very successful, but need funding in order to grow and continue. All of these were started from scratch, with nothing and have grown to the point in which they exist today. COVID Lock Downs hurt our projects, and everything was put on hold. We are now moving forward, and ramping everything up for a good re-start.

- 4. Provide a detailed plan including a schedule with key milestones identified, a budget breakdown for the use of grant funds, and the numbers of and roles for the volunteers required to execute your project. Please use the budget and schedule templates provided.**

**Answer:**

See attached Grant Milestones Template Budget and Schedule Template.

- 5. Please identify any dependencies that you have for support by third parties from outside your club for the successful execution of your project. Please secure and attach letters outlining each required third party's commitment to supporting your project.**

**Answer:**

We do not receive any support from vendors or third parties. All work has been completed internally. We have not received any outside funding or third party support for our projects to date. This does not preclude seeking such funding in the future, but up until now, we have not.

- 6. Discuss the risks associated with achieving the goals stated in your proposal. Also discuss the top risks you face in executing your program on schedule and within the planned budget. For each risk, outline your plans to mitigate or limit negative impacts.**

**Answer:**

The most prominent risk, with or without funding to our projects, is the risk that the government may at some unknown point in time, mandate or restrict the ability to meet or work with people. We were able to present an award, (Project D – Mo-Kan Eagle Awards,) via video conference, but making this a public event was quite difficult. If such mandates occur in the future, our projects would likely be placed on hold, along with the spending of funds until such time restrictions are lifted.

- 7. Does your project require funding beyond what is outlined in your grant application? What other funding sources are you pursuing and what is the probability you will receive the additional funds? Have you applied for funds that duplicate or overlap those requested in your grant application? If so, please list the sources and requested amounts.**

**Answer:**

Thus far, all projects have been funded from the general account, which is derived from the receipt of membership dues. No other funding has been received.



- 8. Discuss the funds that will be required to operate and sustain the project in your grant after the funds you are requesting have been exhausted. What level of on-going funding do you require and what is your plan for securing the necessary funding to sustain your project? If you are going to charge use fees to use the resources funded by your grant or existing resources directly enhanced by your grant, please explain these fees in detail and specifically relate the fees to ongoing costs directly associated with operating your project. Note that ARRL club grants may not be used for profit activities, commercial activities, or revenue generation beyond covering the direct costs for ongoing sustaining operations of the funded project.**

**Answer:**

It is anticipated that if the Mo-Kan Regional Council is awarded the requested grants as specified, the described projects will, as a result, have matured to the point where they might become self sustaining, or that the Council will have matured to the point where it might continue these projects from other funding sources.

If additional funding is indeed required at some point in the distant future, exploration of funding options available at that time will be done.