



Feb 28, 2014

Industrial Commission of North Dakota  
Attn: Karlene Fine and Brent Brannan  
State Capitol 14<sup>th</sup> Floor  
600 E Boulevard Avenue Dept 405  
Bismarck, ND 58505-0840

**RE: Contract No. FY13-LXXV-185 Monthly Report for March 1, 2014**

Dear Karlene and Brent:

Please find a summary of my monthly and status report on the project progress, below.

**Project Update**

During the reporting period, much progress has been made on the content of the energy curriculum. Draft curriculum modules were drafted then sent out to energy subject matter experts, and I heard back from many of them with suggestions, edits and comments. Overall, those that responded thought that the content looked comprehensive and well done and shared their excitement for the final product.

The two-week energy curriculum unit will be divided into two sections – Level One (4<sup>th</sup> grade) and Level Two (8<sup>th</sup> grade). Within each of those units, the content is divided into five modules:

- Intro to Energy
- Coal
- Petroleum
- Wind, Hydro and Solar
- Bio, Geothermal and Recovered

Work continued during the reporting period to gather resources from industry partners, edit the curriculum to incorporate necessary materials, and work with the curriculum writers to ensure consistency with the grade level. A tremendous amount of resources was collected, and I continue to catalog the materials so that I can start sending out and collecting in-kind documentation forms from our industry partners.



Agency MABU is enlisted as the web developers for the energy curriculum project, and they have been hard at work building the web infrastructure that will house the curriculum in Drupal – the required system for the State of North Dakota. I have met with their team to go over design options, and they’ve roughed out a fantastic look that will give the energy curriculum a fresh and modern feel. The designers received the final drafts of the modules today, along with the corresponding resources, and will use the next few weeks to transfer content and resources over to the website to prepare for the pilot.

Please accept this letter as my monthly report for March 1, 2014. Also attached is the current financial spreadsheet of project expenditures under the Oil & Gas Research Council grant and cash match portion of total funding. If you’d like additional information on the project or clarification, please contact me at 701-224-2410 or [emily.mckay@bismarckstate.edu](mailto:emily.mckay@bismarckstate.edu). Thank you for your time!

Respectfully,

A handwritten signature in black ink that reads 'Emily McKay'.

Emily McKay, Principal Investigator and Project Manager  
Energy Curriculum Project

Enclosure: Current financial spreadsheet

ND Industrial Commission - Oil & Gas Research Program: Energy Curriculum Project

ND Industrial Commission

Budget Period

7/1/2013

10/31/2014

BUDGET

FY14 Q1

FY14 Q2

FY14 Q3

FY14 Q4

FY15 Q1

FY15 Q2

Totals

Budget

Jul-13

Aug-13

Sep-13

Oct-13

Nov-13

Dec-13

Jan-14

Feb-14

Mar-14

Apr-14

May-14

Jun-14

Jul-14

Aug-14

Sep-14

Oct-14

Expenditures

Lignite Research Council

Grant Funds

IN-KIND/CASH MATCH

In-Kind Match

Cash Match (ND Petroleum Council)

Total State

Total In-Kind & Cash Match

TOTAL

75,000.00

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