

# Southeast Alaska Fish Habitat Partnership

## FY2022 Southeast Alaska Aquatic Habitat Conservation Project Concept Request

### OVERVIEW

The Southeast Alaska Fish Habitat Partnership (SEAKFHP, [www.seakfhp.org](http://www.seakfhp.org)) would like to invite ***Southeast Alaska Aquatic Habitat Conservation Project Concept Proposals*** for potential Federal Fiscal Year 2022 (FY22: October 1, 2021 – September 30, 2022) National Fish Habitat Partnership (NFHP) funding opportunities. As one of 20 federally recognized National Fish Habitat Partnerships ([www.fishhabitat.org](http://www.fishhabitat.org)), SEAKFHP is eligible to solicit projects for potential project funding made available to grantees through the passage of the America's Conservation Enhancement Act ([ACE Act](#)) and with oversight and direction of the NFHP Board.

SEAKFHP is a collaborative effort engaging federal, state and municipal agencies, sovereign tribes, non-governmental conservation groups, and other organizations that seek to implement comprehensive conservation strategies for freshwater and coastal aquatic ecosystems of Southeast Alaska that will conserve and sustain the region's fish habitat, fisheries-based economy, and culture. SEAKFHP works to achieve this vision by providing information and coordination services to partners and fostering collaborative engagement of planning, assessment and on-the-ground implementation work that protects and restores fish habitat across Southeast Alaska.

Proposals shared through this outreach request (using the Applicant form provided in **Attachment 1**) will be elevated to the SEAKFHP Steering Committee, scored relative to [SEAKFHP's Conservation Action Plan](#), NFHP allocation methodology and the ACE Act (criteria are described in the SEAKFHP Project Concept Scoring Matrix, **Attachment 2**, provided as a spreadsheet excel file), and then routed to the NFHP Board for their review and potential selection based upon available FY22 NFHP funding opportunities.

The goal of the call for project concept requests is to assist in focusing limited financial and human resources toward the highest-impact, locally-led projects (including assessment, on-the-ground project implementation, and activities that are important for habitat protection) that can address aquatic habitat conservation needs within Southeast Alaska.

### PROJECT PROPOSAL APPLICATION AND SCORING

Participants need to prepare and submit project concept proposals that describe their project and its benefits for fish habitat. A project concept proposal template is included as **Attachment 1**.

Who may apply for funding? Any individual or organization can apply who has the capacity to receive federal funds and satisfy funding reporting requirements. Go to [www.grants.gov](http://www.grants.gov) to learn more about federal funding applicant requirements. If you want to become a SEAKFHP partner, download the application from the website (<https://seakfhp.org/about/partners/become-a-seakfhp-partner/>) and send to Deborah Hart, SEAKFHP Coordinator at: [coordinator@sealaskafishhabitat.org](mailto:coordinator@sealaskafishhabitat.org). SEAKFHP partnership is not a requirement under this opportunity.

What types of projects may be funded? Projects eligible for funding are those that focus on funding opportunities through the National Fish Habitat Partnership – and recently codified under the ACE Act.

SEAKFHP anticipates being eligible to recommend projects from Southeast Alaska for this funding opportunity for FY22, pending decisions of the NFHP Board. The following list of goals and objectives from SEAKFHP's 2017-2021 Strategic Action Plan (<https://seakfhp.org/seakfhp-strategic-action-plan/>) are considered priority projects under this request. Additionally, while total federal funding appropriations are unknown at this time, it is envisioned that funding for this region may be near or above \$150,000 and be available to cover 4-6 regional projects ranging from \$10,000 to \$75,000, but larger projects will be considered. Funding for habitat projects through the National Fish Habitat Board is expected to be announced in the fall of 2021. Successful applicants will be notified after funding is allocated. Funding is expected to be made available to successful applicants in early 2022.

**Priority project concepts:** For this proposal request, the SEAKFHP Steering Committee has elevated specific conservation goals and strategies from the SEAKFHP Conservation Action Plan (2017-2020), noted below, as priority project concepts.

***SEAKFHP Conservation Action Plan (2017-2021) Goals and Objectives:***

***Freshwater Conservation Strategy (FCS):***

GOAL FCS1: Protect fish habitat in freshwater systems areas in Southeast Alaska.

- Objective FCS1-1. Support progressive and consistent plans, policy, regulation, outreach and management practices (example: land acquisition) necessary to maintain and protect aquatic habitats in watersheds throughout Southeast Alaska and the Tongass National Forest.
- Objective FCS1-2. Foster regional support necessary to ensure that additional anadromous fish habitat in Southeast Alaska is included in the Anadromous Waters Catalog (AWC), and thus is eligible for basic protections afforded under state law.
- Objective FCS1-3. Support coordination and collaboration efforts directed at the prevention, early detection, response, and control of aquatic invasive species (AIS) in Southeast Alaska.

GOAL FCS2: Maintain water quality and quantity in freshwater systems in Southeast Alaska

- Objective FCS2-2. Secure Reservations of Water (ROW) on important salmon, trout, and steelhead producing systems.

GOAL FCS3: Restore and enhance fragmented and degraded fish habitats in southeast Alaska.

- Objective FCS3-1. Foster activities (*including projects that restore fish habitat quantity, quality or connectivity, such as: invasive species work, streambank restoration, fish passage, riparian work, and instream woody debris additions*) that maintain and restore fish habitat connectivity at road/stream crossings in Southeast Alaska.
- Objective FCS3-2. Restore and enhance fish habitat function and complexity and inform future restoration activities through adaptive management.

GOAL FCS4. Foster and support assessment and data collection that informs fish habitat and restoration science. (*including assessments and prioritizations that inform fish habitat and restoration outcomes in freshwater and estuarine environments*)

- Action FCS4-1.2. In general, the partnership is supportive of research studies and data collection efforts that support the following:
  - Support comprehensive surface and groundwater studies, or other habitat changes associated with climate change or other forms of habitat alteration,

- Examine effects of partial fish passage on salmon movements and populations.
- *Note: Data collection and research studies that can be concluded in a two-year time frame will receive greater priority in the ranking of projects.*

**Coastal Conservation Strategy:**

- Goal CCS3. Work with SEAKFHP partners and other regional entities, to identify and protect critical coastal fish habitat that must be maintained long-term.
  - Objective CCS3-1. Identify priority estuarine and nearshore areas across Southeast Alaska for conservation action at multiple levels.
  - Objective CCS3-2. Engage a diverse group of stakeholders to support conservation implementation, including fostering funding support.

Funding decisions will be made by the NFHP Board, and the final financial mechanisms to support selected projects are still under development. It is highly recommended to speak with the SEAKFHP Coordinator, listed below, prior to proposal submittal to discuss projects for applicability, feasibility and general application assistance.

- Deborah Hart: Phone: (907) 723-0258, email: [coordinator@sealaskafishhabitat.org](mailto:coordinator@sealaskafishhabitat.org)

What types of projects may NOT be funded? Projects that fall under permit compliance, mitigation, and political advocacy are not eligible.

What are the funding limits for a proposal? There are no set minimums or maximums but funds are all subject to availability. As noted previously, it is envisioned that funding for this region may be near or above \$150,000 and be available to cover 4-6 regional projects ranging from \$10,000 to \$75,000. Funding for habitat projects through the National Fish Habitat Board is expected to be announced in the fall of 2021. Successful applicants will be notified after funding is allocated. Funding is expected to be made available to successful applicants in early 2022.

What is cost sharing and is it required? For this project application, cost sharing refers to a ratio of matched or leveraged contributions for the proposal compared to the funding request. A 1:1 (federal to nonfederal) cost share is strongly encouraged as total funds allocated under the **ACE Act require** a 1:1 federal to nonfederal match. Cost sharing may be increased by broadening the number and contributions of partners involved in a proposal. Proposals with higher non-federal match cost sharing may be scored at incrementally higher levels based on cost sharing amounts (e.g., 1:3, 1:2, 1:1, and no scoring in this category if no non-federal match is provided). Proposals demonstrating cost-sharing must include a distinction within their budget of funds that match and funds that leverage potential NFHP funds.

**Match:** Match is non-Federal funding or, in-kind contributions. In-kind can be equipment, staff, supplies and volunteer time provided to the project.

**Leverage:** Leverage includes current Federal, and past non-Federal funding that continues to be financially valued, but is not counted in the match. It can also include federal in-kind contributions or cash.

*Special note: NFHP funding provided to a Tribe is not required to meet the 1:1 non-federal match requirement. In addition, we are receiving guidance that NFHP funding awarded is considered non-*

*federal in that case and can be used in applying to other granting sources and the NFHP funding can be used as non-federal match. Contact the SEAKFHP Coordinator for additional details, interpretations from the ACE Act are still underway. Also, 5% of the total NFHP funding appropriation is set aside specifically for Tribal led projects.*

When are proposals due? Proposals can be submitted from the date of this announcement to **Thursday, April 29, 2021 5:00 pm Alaska time.**

How do I submit a SEAKFHP Project Concept Proposal? Email an electronic proposal to Deborah Hart at [coordinator@sealaskafishhabitat.org](mailto:coordinator@sealaskafishhabitat.org) on or before the due date. Ensure you receive confirmation of receipt of your proposal by the deadline.

Is there a format for a proposal? A proposal template is provided in **Attachment 1**. It includes a three to six-page project description, including maps, photos, and drawings. Proposals exceeding the 6-page maximum will not be considered for funding. Use a readable font, size (11 – 12) for both documents.

What project criteria are expected? The following is a check list of project components necessary for applicants to address in order to be eligible to receive NFHP funding and include the most current interpretations from the ACE Act, these have been included and addressed in the applicant proposal template in **Attachment 1**:

- Capabilities and experience of project proponents to implement successfully the proposed project;
- Fulfills a local or regional priority that is directly linked to the strategic plan of the Partnership;
- Addresses the national priorities established by the Board;
- Is supported by the findings of the habitat assessment of the Partnership and aligns or is compatible with other conservation plans;
- Identifies appropriate monitoring and evaluation measures and criteria;
- Provides a well-defined budget linked to deliverables and outcomes;
- Leverages other funds to implement the project (note 1:1 match indicated above);
- Addresses the causes and processes behind the decline of fish or fish habitats;
- Includes an outreach or education component that includes the local or regional community.

Additionally, the ACE Act puts increased emphasis on sport fishing, recreational access, and the economic benefits to local communities received through NFHP funding projects; as a result, these items are included in the scoring matrix for proposed projects.

What is expected for outreach? All projects require an outreach component, whether it is informing the public at a community meeting or creating a small article or news release in the local paper. All funded projects are encouraged to present results through an oral presentation or poster at a local, regional or state level meeting. An abstract describing activities and accomplishments with pictures of the project for the Partnership's website will be required as part of agreement submittals for all funded projects.

Are support letters required? Landowner support letter(s), including federal and state-owned land, are required for any easement or restoration activity proposed. If your project is selected for funding, a signed landowner consent letter is required for on-the-ground restoration projects as well as a separate list of partners and their contact information. Any additional support letters from partners for non-easement or restoration projects are encouraged but not required.

What criteria are used to score proposals? The SEAKFHP Steering Committee will use the scoring criteria listed in **Attachment 2** to evaluate proposals and they fall under four main categories: **Resource Benefits, Technical Merit (including required Outreach component and Project Team Qualifications/Partner Participation), Budget and Cost Sharing, and Project Completion**. Please carefully review the criteria and point system; there may be some modification to the scoring system used as a result of continued interpretation of the ACE Act and project requirements for NFHP funding.

How will proposals be evaluated? Proposals shared through this outreach request will be elevated to the SEAKFHP Steering Committee, scored relative to the partnership's strategic action plan, NFHP allocation methodology and ACE Act requirements (SEAKFHP Project Concept Scoring Matrix, spreadsheet included as **Attachment 2**) and routed to the NFHP Board for their review and potential selection based upon available FY22 funding opportunities. **The Steering Committee expects to complete the selection process by May 17, 2021** and may reach out to project proposers for additional clarity in project concept proposals. NFHP Board selected projects are due under the ACE Act by July 1 annually.

When will final project selections be made and funding become available? Funding for projects is subject to federal agency budgets and participation in review of project concepts proposals. It is anticipated that for any approved projects, applicants can expect to be notified the status of their project in the fall of 2021. Funding appropriations to selected projects are anticipated to be available in early 2022.

What do I need to know to get started if my project is selected for funding? The NFHP Board is currently implementing processes for passing funding to selected NFHP projects. Full details for this may not be available until funding amounts are known. From previous processes it is recommended successful applicants obtain a DUNS number, as it may be required when completing award paperwork. Contact Dun and Bradstreet at the dedicated tollfree DUNS number request line at 1-866-705-5711 or online <https://eupdate.dnb.com/requestoptions/government/ccrreg/>.

Register that specific DUNS number in the "Business Partnership Network / Central Contractor Registry" (CCR or "SAM") and confirm accuracy of registry information annually thereafter. Visit <http://www.ccr.gov> and click on "Register in CCR." Direct all questions to the CCR Assistance Center at 1-888-227-2423. Active registrant status in CCR must be maintained for the entire lifespan of this grant award.

Recipients may also need to complete and submit the Standard Form 424 Application for Federal Assistance (SF-424 series <http://www.grants.gov/web/grants/forms.html>).

The SEAKFHP Coordinator will keep successful applicants updated as new information on the funding process through the NFHP Board is finalized.

**Southeast Alaska Fish Habitat Partnership  
FY2022 SE AK Habitat Conservation Project Concept Request**

**Attachment 1 – Project Application**

(Project concept descriptions should be 3 to 6 pages in its entirety, using a readable, single space, font size 11 – 12).

**Cover Page:** Date of submission; Project title; Geographic Location (including description and Latitude and Longitude); Funds requested (break out by project cost, cost sharing provided (match + leverage), total request); Project point of contact: Organization name, contact name, title, phone number(s), and e-mail address and DUNS number (if already have one).

**Project abstract:** The project abstract describes the type and duration of activity that will take place with the requested funds.

**Detailed project narrative:** The project narrative clearly identifies the issues the proposal will correct or help solve for the benefit of fish habitat. It must articulate the following information:

1. Resource Benefits:

(A) Objectives - Which specific SEAKFHP Strategic Action Plan 2017-2021 priority goal(s) and objective(s) identified on page 2 and 3 of the application guidelines, does your project address? State what will be accomplished with the funding. Assessment, education or other non-on-the-ground projects proposals should clearly relate to habitat conservation outcomes and state how they address strategic priorities of SEAKFHP.

(B) Assessment of needs – Describe the need for the project and how proposal relates to and supports broader landscape issues and larger initiatives (e.g., watershed plans, recovery plans, and multi-year projects, in addition to linkages to the FHP strategic plans). Lacking this information, a project may appear to be a localized treatment of symptoms that does not address root causes of habitat decline. Indicate if project is time sensitive.

(C) Benefits – Describe benefits to specific species, short-term and long-term resource benefits for fish their habitat and social and economic benefits to Southeast Alaska communities. Indicate whether additional recreational access and/or additional sport fishing opportunities are provided through results of your project.

(D) Indicate number of impacted acres, miles of stream or shore line, or other quantifiable measures.

2. Technical Merit

(E) Methodology – Clearly describe proposed methods and approach, and identify whether funds will be used for engineering/design work, construction or other purposes. Project proposals that propose the use of potentially controversial techniques, such as bank hardening by installing rip-rap, should explain why those techniques are appropriate in the specific situation.

(F) Implementation - Proposed timeline, end date and a table containing schedule and description of milestones for the proposal that can be used to monitor project progress. *Note: Projects that can be completed in a 2-yr timeframe will receive additional ranking to help meet NFHP Allocation criteria that*

may impact the amount of NFHP funds SEAKFHP is eligible to consider for annual project submissions to the NFHP Board.

(G) Outreach - Describe proposed public outreach activities.

(H) Monitoring Plan – For appropriate projects (e.g., on the ground restoration work) provide a description of monitoring activities used to compare pre and post project results. For projects that require maintenance, include a description of ownership and maintenance responsibility.

(I) Applicant Qualifications/Partner Participation – Identify project team and describe the qualifications and experience of key personnel and lead organization that will be responsible for the project. Please describe qualifications of project advisors, consultants and other project partners (organizations and/or individuals). Also describe or give examples of past similar work that exemplifies your individual or organization’s ability to carry out this project, including past experience with federal funds and their success in completing federally funded projects in the past. *Note: projects that engage multiple partners are more likely to successfully reach the 1:1 (federal to nonfederal) match requirement for NFHP funds.*

3. Budget table and narrative: The budget table should be a simple line-item budget designed so that reviewers can understand how funds will be spent. Line items typically include salary, contractual, equipment/supplies, and direct or indirect costs.

Budget Table (Example Below)

<b>Budget Item</b>	<b>Non-federal Cash/ In-kind</b>	<b>Federal Leverage</b>	<b>Federal-Request</b>	<b>TOTAL</b>
<b>Salary</b>				
<b>Travel</b>				
<b>Equipment</b>				
<b>Supplies</b>				
<b>Contractual</b>				
<b>Sub Total</b>				
<b>Administrative Overhead</b>				
<b>TOTAL:</b>				

(J) Budget Narrative - The budget narrative should state what entity will receive funding and implement the project. It should include discussion of each budget line item including direct cost items such as salaries, equipment, consultant services, subcontracts and travel, as well as cost sharing information (both match and leverage). Clearly identify whether the funds will be used for engineering/design work only, construction only, both, or some other activity. Applicants may cover new administrative costs, but cannot include administrative costs incurred before project award.

Narrative should discuss the cost of the project compared to similar conservation activities in that area. While habitat project costs vary widely, project descriptions should at least address how improvements to the quality and quantity of habitat are good investments of funds, using a quantitative and frugal approach where possible.

Multi-year projects should have a breakdown of tasks and costs by year.

(K) Cost-Share Ratio - Cost share can be composed of both Federal and non-Federal sources and in-kind contributions, salary or cash. Indicate ratio of cost-share to funds requested. This includes volunteer hours and leveraged funds.

#### 4. Project completion:

(L) Project timeline and anticipated completion: In addition to the project timeline discussed above under (F), applicants should estimate a project completion date. One and 2- year projects may receive greater ranking under the NFHP allocation methodology. As such, increased ranking under the project scoring criteria will favor shorter term projects.

Additional information: Additional information might include photos, maps of project sites, design drawings, etc.



**Attachment 2. Criteria Used to Score FY2022 SE AK Habitat Conservation Project Concept Request**

The scoring criteria form is attached in an excel spreadsheet form to inform project applicants on the criteria and weighting anticipated to score projects by the SEAKFHP Steering Committee. New information on interpretations from the ACE Act and requirements for NFHP funded projects are anticipated during the call for project concepts, as a result the scoring criteria may change.