

Alaska Sustainable Salmon Fund 2026 Call for Proposals (CFP) Instructions

The Alaska Sustainable Salmon Fund (AKSSF), a statewide program managed by the Alaska Department of Fish and Game (ADF&G), is announcing a call for proposals (CFP) utilizing Alaska's Pacific Coastal Salmon Recovery Fund (PCSRF) awards under assistance listing 11.438. The PCSRF program is managed by the U.S. Department of Commerce's National Oceanic and Atmospheric Administration (NOAA). This notice is a call for potential projects to fund through the AKSSF, not an offer of a contract. This document provides an overview of the submission process and requirements; all required forms and reference documents are available at www.akssf.org/CFP. Please contact Debbie Maas at 907-465-6134 / debbie.maas@alaska.gov with questions.

Timelines

The deadline for proposal submission is 12 noon (Alaska Daylight Time) on June 24, 2026.

Funds are available for expenditure beginning no earlier than March 1, 2027 (unless justification for an earlier start date is provided in the proposal) and may be expended through November 30, 2029. Project expenditures, including match, may not occur prior to the project start date or after the project end date. Requested start dates are subject to change at AKSSF's discretion.

Eligible Projects

Proposals must directly address an AKSSF objective listed in the 2026 AKSSF objectives document found at www.akssf.org/CFP. Please note that your project must meet all the criteria outlined under each subject category (Habitat, Monitoring and Assessment, or Habitat Resiliency Assessment) in addition to the specific objective.

Anticipated Funding

ADF&G anticipates having between \$3 and \$10 million available.

Infrastructure funding:

The portion funding available is funded through the Infrastructure Investment and Jobs Act (IIJA or BIL). Per NOAA direction, these funds are prioritized for habitat restoration projects that result in an increase in miles accessible and acres restored that are most impactful, large in scale, and regionally significant and that will provide measurable and lasting benefits to the climate resilience of salmon populations and their habitat. If relevant, please describe how your project addresses this priority in your proposal.

Eligible Applicants

All types of entities (including nonprofit organizations, universities, government organizations, tribal organizations, commercial organizations, and individuals) are welcome to apply. All applicants must have a federal universal entity identifier (UEI) which is provided by registering on www.sam.gov. Eligible entities must not be debarred or suspended from participation in federal assistance programs. Federal agencies must have the authority to receive federal funds through the PCSRF (each federal applicant must submit the AKSSF Federal Authority Form documenting the authorizing U.S. Code with its application).

Submission Instructions

You must submit your proposal through the online AKSSF proposal submission system available through www.akssf.org/CFP. All required forms, reference documents, and the AKSSF invoicing and match guidance documents are available at www.akssf.org/CFP.

At a minimum, you must submit the following documents:

- 2026 AKSSF Proposal Form (hereafter referred to as the Proposal Form)
- 2026 AKSSF Statement of Work Form (hereafter referred to as the SOW)
- 2026 AKSSF Budget Spreadsheet (hereafter referred to as the Budget Spreadsheet)
- 2026 AKSSF Applicant Certification Form (one for each entity (or ADF&G division/section) contributing an investigator to the project)
- 2026 AKSSF Federal Grant Management Capabilities Survey (one for each entity proposed to receive funding in the budget with the exception of State of Alaska and federal agencies)

These forms are available online at www.akssf.org/CFP. **Additional documents may be necessary** depending on the nature of your project and the organizations involved (e.g., Third Party Match Contributor Form, indirect documentation, AKSSF Federal Authority Form, De Minimis Indirect Rate Form).

The forms provided at www.akssf.org/CFP (e.g., 2026 AKSSF Statement of Work Form.docx, 2026 AKSSF Budget Spreadsheet.xlsx, 2026 AKSSF Proposal Form.docx, 2026 AKSSF Federal Grant Management Capabilities Survey.pdf) are the versions to be used (i.e., older or different versions are not acceptable). These must be submitted in the original file format (e.g., not converted to another file format or protected from editing). Follow all directions throughout the Proposal Form and SOW.

Prior to proposal submission, applicants should review AKSSF's policies and procedures (including the AKSSF invoicing policies and procedures and the AKSSF match guidance document) at <http://akssf.org/Policies.aspx> as well as the CFP FAQs available at <http://akssf.org/CFPFAQ.aspx> and within the proposal submission system.

Match

Overview

Congress mandates a nonfederal match requirement for PCSRF grants. All proposals require nonfederal match contributions of **35%** (e.g., a project with a total AKSSF-funded budget of \$100,000 requires a \$35,000 match for a total project cost of \$135,000). Match can be “front-loaded” (i.e., the majority of match expenditures occur in the beginning of the project), but they can't be “back-loaded.” Invoices will not be reimbursed until enough match to pay them (35% of the invoice amount) has been documented.

Third-party match

Third parties are entities that do not contribute an investigator to the project. Third-party match contributors must fill out and submit the AKSSF Third-Party Match Contributor Form.

Documentation

AKSSF will perform rigorous reviews of match expenses throughout the life of funded projects. It is critical that applicants understand federal and AKSSF match requirements prior to proposing under this

CFP. Please see the match guidance document at www.akssf.org/Policies.aspx for more information.

Leveraged funds

Financial or other contributions to the project that are not eligible as match may be included in the “Leveraging Resources” section of the Proposal Form. Such contributions must be substantiated by documentation (e.g., a letter of support) from the contributing entity. Leveraged funds can contribute to higher scores in the Budget category of the scoring criteria.

Responsiveness Criteria

To be responsive to this CFP, the proposal must meet the following criteria:

- ✓ Be relevant to achieving one or more of the AKSSF objectives and associated guidance found in the 2026 AKSSF objectives document
- ✓ Request a minimum of \$15,000 in AKSSF funds (not including match)
- ✓ Submit a single completed Proposal Form, SOW, and Budget Spreadsheet per project (the Proposal Form may not exceed 30 pages in length, including references (proposals over 30 pages will be truncated), and should be written in Times New Roman, 12 point font, with at least 1” margins)
- ✓ Submit a signed 2026 AKSSF Applicant Certification Form for each entity contributing an investigator to the project (including one for each ADF&G division or section that contributes an investigator)
- ✓ Submit a signed AKSSF Third Party Match Contributor Form for any third party match contributors (i.e., entities not contributing an investigator to the project)
- ✓ Submit a 2026 AKSSF Federal Grant Management Capabilities Survey and associated documents required therein for all entities proposed to receive funding (except State of Alaska and federal entities)
- ✓ Submit a Federal Authority Form for any **federal** agency requesting funding (non-federal applicants do not need to submit this form)
- ✓ Be compliant with current or previous AKSSF projects (ADF&G reserves the right to reject proposals from entities that are out of compliance with current or previous AKSSF projects; this may include entities that failed to submit timely invoices, performance metrics, semiannual reports, or environmental data)

Nonresponsive proposals will not be considered for funding. After the responsiveness review process, if you believe that ADF&G has made an error and incorrectly considered your proposal nonresponsive, you may submit a written appeal to Debbie Maas at debbie.maas@alaska.gov no later than 10 days after you receive notice of nonresponsiveness.

Federally-Mandated Risk Assessment

To comply with federal requirements, AKSSF or its authorized representatives will evaluate the federal grant management capabilities for all entities other than State of Alaska and federal agencies, in part through review of the Federal Grant Management Capabilities Survey. ADF&G reserves the right to reject proposals from entities that are deemed as having weaknesses in their business or financial systems, internal controls, and/or skills and experience related to managing federal funds. If any entity proposed for funding in the budget is rejected on these grounds, the entire proposal is rejected.

Examples of negative factors affecting an applicant's risk rating include:

- Lack of a recent audit
- Inability to repay disallowed costs
- Lack of experience in one or more federal compliance areas (e.g., matching/cost sharing, allowability of costs and activities, reporting, cash management, equipment and property management, procurement, suspension/debarment)
- Lack of written personnel, procurement, property management, or travel policies and procedures that are consistent with federal requirements
- Failure to demonstrate an understanding of applicable federal regulations
- Lack of personnel training and experience relative to federal grants management
- Lack of a federally-negotiated indirect cost rate agreement

Note: AKSSF contracted a federal grants expert to provide a technical assistance workshop in September 2011. This two-day workshop provided guidance related to internal controls and business/financial management systems. Content from this workshop, including video and sample policies/procedures, is available on our website. Please contact Debbie Maas (debbie.maas@alaska.gov; 907-465-6134) to request login credentials.

Indirect Rates

Nonfederal entities with a current or pending federally approved rate

Organizations with a negotiated indirect cost rate agreement (NICRA) may include their indirect rate in their budget. Documentation (i.e., the federally approved rate letter) should be uploaded to the proposal submission system. Updated rates will be required through the life of the project.

If an entity has applied for, but not yet received, a NICRA, the proposed rate may be included in the proposal budget. Documentation of the proposed rate should be uploaded to the proposal submission system. If the project incurs expenses prior to receiving a rate, indirect will not be paid until a rate is approved and AKSSF has been provided a copy. If the rate is not approved by the end of the project period, indirect costs will not be reimbursed and budgeted indirect costs may not be moved to other line items. Please review the 2026 AKSSF subaward agreement sample for more information.

Nonfederal entities without a current federally approved rate

Any nonfederal entity without a current NICRA may include a de minimis indirect rate of 15% of modified total direct costs (MTDC) in their budget. Costs incurred by the organization must be consistently charged as either indirect or direct costs but may not be double charged or inconsistently charged. If used, this methodology once elected must be used consistently for all federal awards until such time as the entity chooses to negotiate for a rate. Applicants wishing to use the de minimis rate should submit a signed AKSSF De Minimis Indirect Rate Form as their indirect rate documentation in the proposal submission system. MTDC include all direct salaries and wages, applicable fringe

benefits, materials and supplies, services, travel, and up to the first \$50,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$50,000.

Federal Agencies

In order to include indirect costs in their budget, federal agencies should upload a memo on agency letterhead (or comparable documentation) to the proposal submission system that provides their current indirect rate.

ADF&G

Direct ADF&G budget tables must include an indirect rate of **27%** on personnel costs (line 1000) only (ADF&G applicants will need to enter the sum of all non-line 100 expenses into the “Expenses not subject to indirect cost recovery” field in their budget tables after entering the 27% indirect rate in order for the calculations to work correctly). Indirect rate documentation has already been provided by ADF&G (i.e., applicants do not need to submit indirect rate documentation for ADF&G budgets).

Administrative expenses

AKSSF does not allow administrative or overhead expenses to be charged as direct expenses.

Examples of typical administrative expenses are:

- Rent
- Utilities
- Building maintenance or cleaning
- Insurance
- Telephone service
- Postage
- Office supplies (e.g., folders, ink cartridges)
- Office furniture and equipment (e.g., chairs, desks, printers)
- Administrative staff
- Audit expenses (unless included in the proposal and approved)
- Legal expenses
- Equipment depreciation
- Other services or items shared between multiple projects or not directly related to the execution of the project

Proposal/SOW Content

The purpose of the Proposal Form is to provide the reviewers with the information they need to evaluate the merits of the proposed project (based on the “2026 AKSSF Scoring Guide” provided on www.akssf.org/CFP) and compare it with others. The following list provides some of the information the Proposal Form should provide to reviewers:

- An understanding of the importance of the project
- Clearly articulated objectives
- Anticipated project benefits
- Technical details on the methods (including data collection, data analyses, and modeling approaches to be used)

- Anticipated products (e.g., reports, models) and how they will be shared
- A timeline of project dates and milestones
- A detailed budget narrative that supports the budget spreadsheet

The SOW serves a very different purpose: it becomes the instrument from which the project’s contractual agreement(s) will be written if the project is selected for funding. The SOW requires far less technical detail and will not be used to convince reviewers of the project’s validity. Do not simply cut and paste all information from the Proposal Form into the SOW; highlighted sections in the Proposal Form are duplicated in the SOW, but the content may require editing for a less technical audience. Please avoid citations in the SOW.

Administrative Pre-Review (Optional)

Proposals submitted by 12 noon Alaska Daylight Time on June 10, 2026, will undergo an automatic courtesy administrative review by AKSSF staff to determine its basic responsiveness to the requirements of the call as described in the “Responsiveness Criteria” section above. AKSSF staff will contact the project investigators via the email(s) provided through the proposal submission system and either confirm basic responsiveness or list insufficiencies, usually the same day the proposal is submitted. Deficient proposals must be corrected and resubmitted on the proposal submission system before the CFP deadline to be responsive to the CFP. The contents of the final submission will be the official documents/information used for the formal review. The scope of the administrative review is limited to the criteria outlined in the "Responsiveness Criteria" section above; thus, AKSSF staff will NOT evaluate or provide suggestions to improve any other aspects such as: strengths and weaknesses of the proposal; grammar, spelling, punctuation, or mathematical errors; coherency, accuracy, completeness, clarity, or appropriateness of the proposal and budget documents; content of Federal Grant Management Capabilities Survey(s) and associated documents; or other qualitative characteristics. As you will have the opportunity to revise documents after the pre-review, we encourage you to utilize this service even if your proposal is not yet finalized by June 10.

Audit Costs

Entities expecting to be subject to federal single audit requirements may include a reasonably proportionate share of audit costs in their budget.

Data Sharing

All environmental data collected or created by AKSSF projects must be made publicly available on a third-party data repository system after the project is complete. Fees for data storage may be included in your budget. Environmental data is defined as *recorded and derived observations and measurements of the physical, chemical, biological, geological, and geophysical properties and conditions of the oceans, atmosphere, space environment, sun, and solid earth, as well as correlative data, such as socioeconomic data, related documentation, and metadata* (see NOAA Administrative Order 212-15). Most AKSSF projects collect or create environmental data.

Investigators

Proposals must include a single principal investigator (PI) that has primary responsibility for the project including overall execution and reporting. However, each entity proposed to receive funding in the budget must contribute an investigator that shares responsibility for the project. Thus, a proposal that includes funding for three separate entities must have a single PI and at least two Co-PIs (one for each of the entities). Additional participants from the same organizations or from unfunded

organizations may also be listed as Co-PIs, but please use discretion and limit Co-PIs to those individuals significantly involved in the execution of the project.

Additional Information

- There has been no preliminary determination of funding levels by AKSSF objective. ADF&G reserves the right to allocate funding as necessary to comply with federal requirements.
- The total request provided in the summary budget table in the Budget Spreadsheet will be the official amount requested in the proposal. The total provided in the summary match budget table in the Budget Spreadsheet (minus any disallowed third-party match) will be the official match amount.
- Proposals will be scored by independent reviewers in accordance with the 2026 AKSSF Scoring Guide provided at www.akssf.org/CFP. ADF&G reserves the right to negotiate with investigators on project duration, budget, or scope of work.
- If the proposed project leverages funds (not including match contributions) from any organization, the organization providing the additional funds must submit a letter on letterhead substantiating the contribution or the independent reviewers will not consider the funds when evaluating the proposal (letters can be uploaded in the Optional Documents section of the proposal submission system).
- Letters of support from any entity may be uploaded through the proposal submission system in the Endorsement Letters section. Any individual or organization named in your proposal as a collaborator or supporter that does not contribute an investigator to the project will not be considered a supporter unless that support is substantiated by a letter.
- For projects that fund a federal agency, federal salaries are only allowable for nonpermanent positions that were hired or retained specifically for the project or as contractual expenses. These projects are subject to approval by NOAA.
- In the proposal submission system, you have the option of uploading a resume for any investigator. Resumes are optional, but highly encouraged, and serve to provide the independent reviewers with additional information about the qualifications of the investigators.
- Once applicants click the “submit” button in the proposal submission system, the application is locked from further editing. Please contact Debbie Maas (907-465-6134/debbie.maas@alaska.gov) to unlock your proposal if edits are needed.
- ADF&G proposals should provide a separate Applicant Certification Form for each division or section contributing an investigator for each project. Habitat Section’s authorized representative is Al Ott; Division of Commercial Fisheries’ authorized representative is Kyle Paddelford; Division of Sport Fish’s authorized representative is Alejandra Duby; and Division of Subsistence’s authorized representative is George Pappas.

- All documents required for your proposal must be submitted through the online proposal submission system. Please note that independent reviewers are not obligated to review supplemental materials (e.g., reports from previous projects) that are referenced via URL (web link) in your proposal.
- Concurrent to this solicitation process, there may be other entities soliciting projects for funding. This CFP will not result in duplicative funding for the same project activities. If your project is selected for funding in another solicitation process, it will not receive funding under this CFP.