

# Wildlife Restoration OPERATING GRANT FINAL PERFORMANCE REPORT

ALASKA DEPARTMENT OF FISH AND GAME  
DIVISION OF WILDLIFE CONSERVATION  
PO Box 115526  
Juneau, AK 99811-5526

## Alaska Department of Fish and Game Wildlife Restoration Grant

**GRANT NUMBER:** AKW-23

**PROJECT NUMBER :** 23.0

**PROJECT TITLE:** Alaska Wildlife Coordination

**PERIOD OF PERFORMANCE:** July 1, 2017 to June 30, 2018

**REPORT DUE DATE:** Sept 1, 2018

**PRINCIPAL INVESTIGATOR:** Brenda Bowers

**COOPERATORS:** Mark Fink, Access Defense Program; Patti Harper, HQ Publications Specialist

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**Authorities:** [2 CFR 200.328](#)  
[2 CFR 200.301](#)  
[50 CFR 80.90](#)

### **I. PROGRESS ON PROJECT OBJECTIVES DURING PERIOD OF PERFORMANCE**

**OBJECTIVE 1:** Supervise and administer the Division of Wildlife Conservation's Federal Aid to Wildlife Restoration program.

**ACCOMPLISHMENTS:** Between 07/1/17 – 09/04/17, the position of Federal Aid Coordinator (FAC) was vacant, with Patti Harper in acting status. The previous FAC had left employment, and Patti was in the process of collecting FY17 performance reports. The current FAC, Brenda Bowers, filled the position on Sept. 4, 2017. Upon arrival, the FAC was informed of a compliance issue with one of the Division of Wildlife's (DWC) grants AKW-7 Intensive Management for Caribou, Moose, and Deer. The issues to address were a lack of clear objectives and timelines, cross financial accounting, and unclear communication to the regional staff regarding the purpose of the grant. DWC HQ staff met with USFWS Wildlife Sportfish Restoration (WSFR) staff on several occasions, both in Juneau and Anchorage, to identify the financial accounting and programmatic issues. These efforts resulted in submitting an amendment on AKW-7 to end the caribou project effective Dec. 1, to shift funding incorrectly attributed to other projects and grants, and to end the moose and deer projects on June 30, 2018, effectively ending the grant early. Caribou performance reports for AKW-7 were submitted Dec. 1, 2017, reflecting the revisions and corrections needed to close the caribou project.

FPR AKW-23 P23.0 Coordination FY2018

Many new projects and grants were submitted in Fall 2017 and Winter 2018 and the Division was able to reach a safety margin of approximately \$3.1 million in the federal fiscal year 2018. Included were new land acquisition, hunter access, equipment, and research projects.

AKW-23	Wildlife Restoration Grant FY2018	July 1, 2017 - June 30, 2018
AKW-25	Hunter Information and Training Sec 4C FY2018	July 1, 2017 - June 30, 2018
AKW-26	Hunter Education Enhancement Sec 10 FY2018	July 1, 2017 - June 30, 2018
AKW-27	Statewide Hunter Access Projects	Sep 1, 2017 - Dec 31, 2020
AKW-28	FY2018 CIP Equipment	Dec 1, 2017 - June 30, 2020
AKW-29	Statewide Research & Development	Mar 23, 2018 - Oct 31, 2022
AKW-30	Habitat Enhancement	Mar 21, 2018 - June 30, 2022
AKW-C-1-2018	Round Island Sanctuary Operations	May 1, 2018 - Dec 31, 2019
AKW-D-1-2019	Lake Louise Recreational Site Upgrade	July 1, 2018 - July 31, 2019
AKW-L-1-2019	Potter Marsh Land Acquisition	Mar 22, 2018 - Dec 31, 2018
AKW-L-2-2019	Creamer's Field Migratory Waterfowl	May 1, 2018 - Dec 31, 2019
AKW-R-1-2018	Nutrition Lab Lease	May 1, 2018 - May 31, 2023

There was great effort and collaboration with WSFR staff to bring all of our grant projects into alignment to conform to federal uniform guidance 2 CFR 200. This was mostly accomplished by a revised and updated project statement template that offers instructions required in the statement for substantiality and cost-effectiveness. Many of the principle investigators across the regions, as well as senior leadership, attended the Project Leaders Course (PLC) presented by WSFR trainer Ryan Oster in the Winter 2018 to learn more about what is required by regulation in their proposals and performance reports. Performance report templates for final performance reports (FPR) for multi-year and operating grant projects, and interim performance reports (IPR) for multi-year grants, were also updated for clarity and conformity to federal regulation.

We submitted a major amendment to our main operating grant AKW-23 to make several adjustments, including removing admin staff from the grant who were already accounted for under the Division's indirect cost pool, retroactively adding projects inadvertently left off the operating grant, and removing inactive projects. As a result, the overall reduction to the operating grant was \$550,726.68.

The FAC put in substantial efforts to streamline the overall grant process; specifically, changing the federal aid grant process between the regions, the FAC, and WSFR. The PIs were instructed to submit their project proposals and performance reports first to the research and management coordinators for review and approval. PIs were asked to work with their regional admin staff to develop or revise their project budgets prior to submission to the coordinators. This has been successful to some degree by helping to eliminate errors or submission of inadequate project statements and performance reports. We expect to continue to progress in this approach and to continue improving the quality of proposals and reports to ensure regulatory compliance.

The FAC has prioritized email and phone communication to the regions to facilitate the transition to the more stringent requirements summarized in 2 CFR 200. Feedback from regional supervisors, coordinators, PIs and other staff clearly indicates this communication provides more clarity and understanding than in the past. The main goal is to increase knowledge of DWC staff to see the connectedness between the field projects, grants, administrative requirements, and federal regulation. This goal will likely take more time, but we are optimistic based on progress made during the period of performance.

The FAC and Jeff Hoover, the Administrative Operations Manager for the Division of Wildlife, attended the WSFR Program Basic Grants Management (BGM) Course at the USFWS National Conference and Training Center in Shepherdstown, West Virginia May 21-24, 2018. Brenda and Jeff completed the BGM course and made valuable connections with national WSFR staff and other States' grant management staff.

Lastly, grant files have been organized and tracked in the DWC shared computer drive in a manner that enables multiple staff to easily find and access the project and reporting documents when needed.

**OBJECTIVE 2:** Submit annual and multi-year contract documents with supporting documentation when they are due.

**ACCOMPLISHMENTS:** We were quite successful in meeting our goal of early submission of updated project statements for the operating grant AKW-23, which created ample time for review, revision, and submission prior to the federally requested deadline. This enabled WSFR staff to conduct a thorough programmatic and financial review of projects prior to grant obligation. We were less successful when trying to process our submission of the new research grant AKW-29. This was a result of project proposals drafted prior to the PLC and DWC staff still unclear on federal guidelines. Performance reports for the following grants were submitted on time: AKW-12, AKW-14, AKW-19, AKW-25, AKW-26, AKW-27. The Division requested a reporting extension for AKW-7 and AKW-23. An extension to Dec. 28, 2018 was granted.

**OBJECTIVE 3:** Assure publication of project reports in conformance with federal aid guidelines.

**ACCOMPLISHMENTS:** The division published approximately 25 area specific species management reports ("unit" reports), wildlife research reports, and other types of reports within its technical reports categories in FY18. Additionally, division staff authored or coauthored approximately 28 technical/scientific or professional articles or external publications that related to management or research activities funded by Federal Aid. The division also produces a wide variety of informational and educational materials related to management and research efforts funded by Federal Aid. Approximately 64 online articles, brochures, newsletters, curricula and other informational and educational materials published in FY18 were entered into the division's Wildlife Publications Database (WPD). A total of about 2,619 new item records for all types of publications, including newly published and historical, were entered into the WPD in FY18 as part of the division's effort to create a bibliography of division works that is available to the

public via a search interface to the database on the department website. The bibliography effort also includes a process of discovery to locate citations of works produced by division staff that are not already listed in the database, occasional scanning of print copies and processing of PDFs to create an electronic version of an historical report, refinement of the database fields and tagging, and other activities.

**OBJECTIVE 4:** Division operations are maintained for its 22 locations statewide.

**ACCOMPLISHMENTS:** This project supervises approximately 230 permanent staff, 175 full-time and 55 seasonal. This project's supervisory staff (5 percent) supervise many regional staff, of which 48 percent are biologists, 15 percent are wildlife technicians, about 10 percent are involved in biometrics and planning, and 2 percent are involved in education, outreach, and publications. Personnel are located at the headquarters office in Juneau, in five regional offices in Douglas, Fairbanks, Anchorage, Palmer and Nome, and twenty-two area offices around the state. The Division has a total budget of \$47,211,673, of which \$30,219,198 are Pittman-Robertson funds.

**OBJECTIVE 5:** Assures hunter access and use of public lands and waters.

**ACCOMPLISHMENTS:** The Access and Defense programs include federal and state components. Staff coordinated ADF&G efforts on federal Alaska National Interest Lands Act (ANILCA) reviews, primarily in planning, permitting, and regulatory efforts of federal conservation system units. Staffs also coordinate department reviews for State land use planning, permitting, easements, and land disposals; and in State assertions on RS2477 rights-of-way and ownership of lands underlying navigable waters. ANILCA – We reviewed 100% of identified federal plans and projects to assure hunter access and use of public lands and waters. ANILCA staff identified hunter access and wildlife-related public use issues, information, and solutions, as well as wildlife habitat information, for development of the Bureau of Land Management Bering Sea – Western Interior and Central Yukon Resource Management Plans, Department of Defense military site Integrated Natural Resource Management Plans across Alaska, and U.S. Forest Service Tongass Prince of Wales Landscape Level Analysis, among others (approximately 25 separate plans or projects).

Access Defense - Access Defense (A-D) staff reviewed and provided comment on approximately 313 land use permits, leases, land sales, plats, easement vacations, Alaska Native Claims Settlement Act conveyances (with 17(b) easements), native allotments, and municipal entitlements to conserve wildlife habitats and populations, and public access for hunters and other wildlife recreation users. During FY2018, the federal aid program contributed nearly 80% of the funding for this work.

Staff provided information on wildlife habitats and populations, and public use, and management recommendations for three State management plans (North Slope, Kuskokwim, and Kachemak Bay State Park). In addition, A-D staff provided support to the Alaska Departments of Natural Resources (DNR) and Law (DOL) in asserting ownership of the beds of navigable waters, including work on the Forty Mile River,

Tuluksak, Kwethluk, Johnson, Kanektok, and Unuk Rivers, which provide public access for hunting, wildlife viewing, and other wildlife recreation activities.

In addition, A-D staff continued to support the State's claims to RS 2477 Rights-of-way that have direct implications for hunter access and potential effects to ADF&G management of wildlife. A-D staff fielded numerous public inquiries addressing potential restrictions to public access (trails and water bodies). We administered eight DNR hunter access improvement projects across southcentral and interior Alaska, funded under separate multi-year Pittman-Robertson (P-R) grants, and worked with local agencies and organizations to develop several more hunter access proposals for consideration in FY2019.

Finally, the A-D program worked with land conservation organizations to develop three potential land acquisition proposals for P-R grant funding to conserve valuable wildlife habitat. Two proposals are in the Municipality of Anchorage and one is in the Fairbanks North Star Borough.

## **II. SUMMARY OF WORK COMPLETED ON PROJECT TO DATE.**

With turnover in HQ staff and the FAC, it's difficult to summarize work accomplished in past years. What we can report is a trend towards much closer monitoring of projects, more accurate financial accounting of those projects, and substantially more knowledge and communication happening between leadership, PIs, and the FAC. This will result in continued improvement in reporting and proposals over time.

## **III. SIGNIFICANT DEVELOPMENT REPORTS AND/OR AMENDMENTS.**

Amendments and Significant Development Reports are reported in their respective projects and therefore do not need to be included here; however, the following information spans several projects and therefore should be included here.

Amendments:

1. AKW-23 Amendment #1
2. AKW-7 Amendment #1

Significant Development Reports (SDRs):

After a DWC/WSFR discussion during the period of performance, a decision was made by DWC to split this project into three separate projects (HQ Coordination, Regional Coordination, and Access – Defense) to be implemented in the FY19 Coordination project. No amendment or SDR was required.

## **IV. PUBLICATIONS**

Items in the publications database may be found by using the online search interface at [www.Wildlifepublications.adfg.alaska.gov](http://www.Wildlifepublications.adfg.alaska.gov).

**V. RECOMMENDATIONS FOR THIS PROJECT**

This project will continue indefinitely. For FY19, the project contains HQ coordination activities only. Regional Coordination and Access – Defense have been pulled out from this project and are now distinct, stand-alone projects.

**Prepared by:** Brenda Bowers

**Date:** September 1, 2018

# Wildlife Restoration FINAL PERFORMANCE REPORT

ALASKA DEPARTMENT OF FISH AND GAME  
DIVISION OF WILDLIFE CONSERVATION  
PO Box 115526  
Juneau, AK 99811-5526

## Alaska Department of Fish and Game Wildlife Restoration Grant

**GRANT NUMBER:** example – AKW-C-2-2019 (ask Federal Aid Coordinator (FAC) if unsure)

**PROJECT NUMBER:** example – P3.0

**PROJECT TITLE:** Title on Project Statement

**PERIOD OF PERFORMANCE:** Start and end date from Award Letter of multi-year grant

**REPORT DUE DATE:** Submit to Coordinator August 24, 2018; due to FAC Sept 1, 2018

**PRINCIPAL INVESTIGATOR:**

**COOPERATORS:**

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This is the final report for a multi-year project. This template is applicable to both:

- the final closeout report of a multi-year grant; or
- the final closeout report of a multi-year project within the annual operating grant, summarizing all accomplishments for all objectives.

Authorities: 2 CFR 200.328  
2 CFR 200.301  
50 CFR 80.90

Performance reporting on activities ensures performance expectations are being achieved while complying with Federal regulation. This report should include performance for the entire multi-year grant. Please include at a minimum the following project information in Sections I – VII below:

1. A comparison of actual accomplishments to the objectives of the project established for the period. In other words: what progress have you made toward completion of the objective(s) of the project? Describe how your objective(s) were met.
2. The reasons why established goals or objectives were not met, if appropriate. In other words, please describe and justify any changes in the implementation of objective(s) or approach(es).
3. Additional pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs. If applicable, please describe how the project resulted in

any benefits, promising practices, new understandings, cost efficiencies, management recommendations, or lessons learned.

4. Additional work not previously described accomplished during this period of performance.

## **I. SUMMARY OF WORK COMPLETED ON PROJECT**

Summarize findings—analysis, trends, ongoing data, etc. If an objective was not met or an activity was not accomplished as planned, briefly tell why.

**Objective 1:** State objective as it appears in the approved project statement.

**Accomplishments:** Follow directions 1-4 above.

**Objective 2:** State objective as it appears in the approved project statement.

**Accomplishments:** Follow directions 1-4 above.

**Objective 3:** State objective as it appears in the approved project statement.

**Accomplishments:** Follow directions 1-4 above.

(Add further objectives and accomplishments, if applicable).

## **II. SIGNIFICANT DEVELOPMENT REPORTS AND/OR AMENDMENTS.**

If any Significant Development Reports (SDR) or amendments were submitted during this performance period, please list or summarize them here. If you are reporting a previously unreported significant development, provide an explanation here as well. Examples include:

1. Problems, delays, or adverse conditions which will materially impair the ability to meet the objectives. Include a statement of the action taken, or contemplated, and any assistance needed to resolve the situation.
2. Favorable developments which enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

## **III. PUBLICATIONS**

Identify and attach (cite) selected publications, photographs, screenshots of websites, or other documentation (including articles in popular literature, scientific literature, or other public

X.XX Title FYXX  
Final Performance Report

information products) that have resulted from this project that highlights the accomplishments of the project.

#### **IV. REVIEW OF PRIOR RESEARCH AND STUDIES IN PROGRESS ON THE PROBLEM OR NEED**

Consider past performance reports or other pertinent studies to inform the overall summary as it pertains to this grant project.

**Prepared by:** Author if other than Principal Investigator

**Date:**

**Wildlife Restoration OPERATING GRANT  
FINAL PERFORMANCE REPORT**

ALASKA DEPARTMENT OF FISH AND GAME  
DIVISION OF WILDLIFE CONSERVATION  
PO Box 115526  
Juneau, AK 99811-5526

**Alaska Department of Fish and Game  
Wildlife Restoration Grant**

**GRANT NUMBER:** example – AKW-C-2-2019 (ask Federal Aid Coordinator if unsure)

**PROJECT NUMBER :** example – P3.0

**PROJECT TITLE:** Title on Project Statement

**PERIOD OF PERFORMANCE:** Start and end dates from Award Letter (will always be July 1, \_\_\_\_ to June 30, \_\_\_\_).

**REPORT DUE DATE:** Submit to Coordinator August 24, 2018; due to FAC Sept 1, 2018

**PRINCIPAL INVESTIGATOR:**

**COOPERATORS:**

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Authorities: 2 CFR 200.328  
2 CFR 200.301  
50 CFR 80.90

Performance reporting on activities ensures performance expectations are being achieved while complying with Federal regulation. Please include at a minimum the following project information in Sections I – V below:

1. A comparison of actual accomplishments to the objectives of the project established for the period. In other words: what progress have you made toward completion of the objective(s) of the project? Describe how your objective(s) were met.
2. The reasons why established goals or objectives were not met, if appropriate. In other words, please describe and justify any changes in the implementation of objective(s) or approach(es).
3. Additional pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs. If applicable, please describe how the project resulted in any benefits, promising practices, new understandings, cost efficiencies, management recommendations, or lessons learned.
4. Additional work not previously described accomplished during this period of performance.

**I. PROGRESS ON PROJECT OBJECTIVES DURING PERIOD OF PERFORMANCE**

OBJECTIVE 1: State objective as it appears in the approved project statement.

ACCOMPLISHMENTS: Follow directions 1-3 above.

OBJECTIVE 2: State objective as it appears in the approved project statement.

ACCOMPLISHMENTS: Follow directions 1-3 above.

OBJECTIVE 3: State objective as it appears in the approved project statement.

ACCOMPLISHMENTS: Follow directions 1-3 above.

(Add further objectives and accomplishments, if applicable).

## **II. SUMMARY OF WORK COMPLETED ON PROJECT TO DATE.**

Often, project results (for example, annual estimates of abundance or composition) are not available during the performance year in question. Most of the projects in the annual operating grants are ongoing over many years, so summarizing past pertinent trends is appropriate.

If applicable, follow direction 4 above. Summarize findings to date—analysis, trends, ongoing data, etc. For example, an objective in an S & I project is to evaluate 5-year trends of select populations parameters.

## **III. SIGNIFICANT DEVELOPMENT REPORTS AND/OR AMENDMENTS.**

If any Significant Development Reports (SDR) or amendments were submitted, please list or summarize them here. If you are reporting a previously unreported significant development or providing rationale for an anticipated change in project, provide an explanation here as well. Examples include:

1. Problems, delays, or adverse conditions which will materially impair the ability to meet the objectives. Include a statement of the action taken, or contemplated, and any assistance needed to resolve the situation.
2. Favorable developments which enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

## **IV. PUBLICATIONS**

Identify and attach (cite) selected publications, photographs, screenshots of websites, or other documentation (including articles in popular literature, scientific literature, or other public

information products) that have resulted from this project that highlights the accomplishments of the project.

**V. RECOMMENDATIONS FOR THIS PROJECT** Ex.: Project will continue 2 more years; project s/b extended one more year, etc. If you need to do something or make a recommendation outside of what was planned, explain. This is informational and does not replace the requirement of an amendment if one is needed.

**Prepared by:** Author if other than Principal Investigator

**Date:**

# Wildlife Restoration MULTI-YEAR GRANT INTERIM PERFORMANCE REPORT

ALASKA DEPARTMENT OF FISH AND GAME  
DIVISION OF WILDLIFE CONSERVATION  
PO Box 115526  
Juneau, AK 99811-5526

## Alaska Department of Fish and Game Wildlife Restoration Grant

**GRANT NUMBER:** example – AKW-C-2-2019 (ask Federal Aid Coordinator if unsure)

**PROJECT NUMBER:** example – P3.0

**PROJECT TITLE:** Title on Project Statement

**PERIOD OF PERFORMANCE:** Start and end dates from Award Letter of multi-year grant

**PERFORMANCE YEAR:** Dates and year of project; for example – July 1, 2018 - June 30, 2019;  
year 2 of a 3-year grant

**REPORT DUE DATE:** Submit to Coordinator August 24, 2018; due to FAC Sept 1, 2018

**PRINCIPAL INVESTIGATOR:**

**COOPERATORS:**

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Authorities: 2 CFR 200.328  
2 CFR 200.301  
50 CFR 80.90

Performance reporting on activities ensures performance expectations are being achieved while complying with Federal regulation. Please include, at minimum, the following project information in Sections I – V below:

1. A comparison of actual accomplishments to the objectives of the project established for the period. In other words: what progress have you made toward completion of the objective(s) of the project? Describe how your objective(s) were met.
2. The reasons why established goals or objectives were not met, if appropriate. In other words, please describe and justify any changes in the implementation of objective(s) or approach(es).
3. Additional pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs. If applicable, please describe how the project resulted in any benefits, promising practices, new understandings, cost efficiencies, management recommendations, or lessons learned.
4. Additional work not previously described accomplished during this period of performance.

### **I. PROGRESS ON PROJECT OBJECTIVES DURING PERFORMANCE YEAR**

OBJECTIVE 1: State objective as it appears in the approved project statement.

ACCOMPLISHMENTS: Follow directions 1-3 above.

OBJECTIVE 2: State objective as it appears in the approved project statement.

ACCOMPLISHMENTS: Follow directions 1-3 above.

OBJECTIVE 3: State objective as it appears in the approved project statement.

ACCOMPLISHMENTS: Follow directions 1-3 above.

(Add further objectives and accomplishments, if applicable).

## **II. SUMMARY OF WORK COMPLETED ON PROJECT TO DATE.**

Often, project results (for example, annual estimates of abundance or composition) are not available during the performance year in question. Use this section to report any project results or findings to date.

Following direction 4 above, summarize findings to date from inception of the grant—analysis, trends, ongoing data, etc. Indicate what year project cycle is in; for example, in Year 3 of 5-year project.

## **III. SIGNIFICANT DEVELOPMENT REPORTS AND/OR AMENDMENTS.**

If any Significant Development Reports (SDR) or amendments were submitted during this performance year, please list or summarize them here. If you are reporting a previously unreported significant development or providing rationale for an anticipated change in the project, provide an explanation. Examples include:

1. Problems, delays, or adverse conditions which will materially impair the ability to meet the objectives. Include a statement of the action taken, or contemplated, and any assistance needed to resolve the situation.
2. Favorable developments which enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

## **IV. PUBLICATIONS**

Identify and attach (cite) selected publications, photographs, screenshots of websites, or other documentation (including articles in popular literature, scientific literature, or other public information products) that have resulted from this project that highlights the accomplishments of the project.

**V. RECOMMENDATIONS FOR THIS PROJECT** example – Project will continue 2 more years; project should be extended one more year, etc. If you need to change something in

the planned approach as presented in the Project Statement or make a recommendation outside of what was planned, please explain. This is informational and does not replace the need for an amendment if necessary.

**Prepared by:** Author if other than Principal Investigator

**Date:**