

# ADF&G HUNTER ACCESS PROGRAM

## FREQUENTLY ASKED QUESTIONS

- **What are Pittman-Robertson funds?**

- Pittman-Robertson funds are another name for Federal Aid in Wildlife Restoration Act funds. Through an excise tax, a portion of every firearm, archery, and ammunition sale in the U.S. is committed to the Federal Aid in Wildlife Restoration program. These funds are distributed to each state based on the number of paid hunting license holders and the state's land and inland waters.

For more information please visit U.S. Fish and Wildlife Service's [Wildlife Restoration Act page](#).

- **How are Hunter Access Program funds distributed?**

- Hunter Access Program staff evaluate, rank, and score proposals using [established criteria](#). After rigorous review, top proposals are selected for award based on funding availability which may vary from year to year.

For the 2020 calendar year, the Hunter Access Grant Program has opened a call for proposals to solicit eligible projects for funding. This application period will end April 20, 2020 at 4:30PM AKDT.

- **Who is eligible for partnering with the Hunter Access Grant Program?**

- Entities eligible to apply for Hunter Access Grant Program funds must:
  - Be a public or non-profit organization\*
  - Have successfully executed a previous federal award or have been previously directly funded by a federal agency
  - Be able to provide the required non-federal match

\*Hunter Access Program funds are used to improve opportunity and access to Alaska's public lands for hunters, trappers, and other recreational users. Entities applying for funding typically collaborate with public land managers including municipalities, boroughs, and/or the State of Alaska agencies to meet program requirements.

- **What is the maximum number of pages I can submit for my project proposal?**

- The completed Project Proposal Form itself may not exceed 30 total pages in length, including maps and references. This does not include other required application documents (i.e., Applicant Certification Form, Federal Grant Management Capabilities Survey, etc.).

- **Are there minimum or maximum budget constraints for project proposals?**

- Proposals with a federal budget exceeding \$30,000 are preferred, though those with smaller budgets may still be considered for funding on a case-by-case basis.
- The maximum allowable federal budget is dictated by the total amount of Pittman-Robertson funding allocated to the Hunter Access Grant Program for each given year. For the 2020 fiscal year, approximately \$1.5 million in federal funds will be available for distribution.

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- **How do I find land ownership details?**
  - You can determine official land ownership by visiting ADF&G's [Locating Legal Access page](#). There, you will find resources for investigating legal access and land ownership resources.
- **Will I receive feedback on my proposal?**
  - Proposals submitted prior to April 1, 2020 will automatically receive a courtesy review. This review will not be qualitative and is only meant to determine if the basic responsiveness criteria have been met. If a proposal does not meet all of the responsiveness criteria applicants will have the opportunity to correct insufficiencies.
  - After the call for proposal period closes on April 20, 2020 at 4:30PM AKDT and proposals have been formally reviewed, applicants will be notified of final results and provided with proposal specific feedback.
- **How much match do I need to provide?**
  - Entities submitting a proposal must be capable of providing 25% non-federal match. If selected for award the Hunter Access Grant Program will reimburse 75% of total eligible costs.
- **What counts as match for Hunter Access Program funding?**
  - There are multiple types of match that can be used to meet the 25% non-federal match requirement. Please refer to the [Match Guidance document](#) for more information.
- **How do reimbursements work?**
  - After award agreements have been finalized, signed, and implemented recipients of Hunter Access Program funds will be reimbursed either on a monthly or quarterly basis, whichever is preferred by the subawardee. ADF&G will issue a reimbursement check within approximately 30 days of receipt of a complete invoice and match report.
- **What constitutes 'long-term maintenance'?**
  - Once a Hunter Access project is completed, the land manager is generally held responsible for long-term maintenance for the duration of the useful life of the project. This includes any structures, equipment, or features that were part of the federally funded project, and the length of time varies for each component.  
  
The typical project's long-term maintenance period is 10-20 years.  
  
More information on usable life expectations can be found in [Designing Sustainable Off-Highway Vehicle Trails](#) (p. 98), which has been provided by the USDA Forest Service.

## **ADF&G HUNTER ACCESS PROGRAM FREQUENTLY ASKED QUESTIONS**

- **How long do I need to maintain records after a Hunter Access project has been completed?**
  - The subawardee is required to maintain complete records for ADF&G and U.S. Fish and Wildlife Service audit purposes for **no less than 3 years** from the grant end date.
- **Why are there so many forms and documentation requirements?**
  - Since the Federal government and the State of Alaska are involved, ADF&G must ensure that proposals and entities selected for award meet requirements for both State and Federal laws and regulations. This requires ADF&G to thoroughly assess and document all aspects of a grant award for federal audit purposes.  
  
More information on federal requirements can be found in [2 CFR 200](#) and [50 CFR 80](#).
- **What is an acceptable timeline for my proposed project?**
  - The period of performance is the time during which the subgrantee may spend funds to carry out the work authorized under the federal grant award (start and end dates). The performance period (timeline) for a proposed project can vary but typically should not exceed three years.

**If you still have unanswered questions regarding the Hunter Access Grant Program or application process, you may contact us by emailing [DFG.DWC.HunterAccess@alaska.gov](mailto:DFG.DWC.HunterAccess@alaska.gov) or calling (907)267-2541.**