



Grants to Provide Hunter Education in Alaska Schools

**Request for Grant Applications for Implementation
February 1, 2025, through June 30, 2025**

Applications must be received no later than
5:00 PM, Friday, January 17, 2025
at the Alaska Department of Education of
Education & Early Development

E-mail complete applications to Sheila.box@alaska.gov

Program Contact:

Sheila Box
(907) 465-8704

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GRANT PURPOSE

This program will provide State funded grants through the Department of Education & Early Development to school districts to develop or expand hunter education opportunities for students. Hunter Education programs have been shown to dramatically reduce hunting related firearms accidents – up to 75% in some states – and have brought about positive change in hunter skills, attitudes, and behaviors. Hunters born after January 1, 1986, are required to have completed a hunter education course before hunting in Units 7, 13, 14, 15, and 20 in Alaska. In addition, hunter education certification is required to hunt in specific areas and for youth hunters participating in “Youth Hunts”.

These grants will support districts to provide direct hunter education instruction to students and to provide training to individuals to become Hunter Education instructors. Grant activities will occur either during the school year or during the summer prior to June 30, 2025.

Permissible activities include those that—

1. Promote the safe handling and use of firearms with students; such as [Hunter Education Course, Alaska Department of Fish and Game](#).
2. Provide professional development for teachers or community members to become volunteer Hunter Education instructors under the Alaska Department of Fish and Game Hunter Information and Training (HIT) program [Volunteer Instructor Information, Alaska Department of Fish and Game](#);
3. Provide supplies or online course fees necessary for hunter education programs, excluding firearms or ammunition. (Note: The Alaska Department of Fish and Game provides all necessary equipment to complete a hunter education certification course.)
4. Cover firearms safety, wildlife conservation, and respect for natural resources, landowners, and other hunters.

GENERAL INFORMATION

Funds:

DEED expects to make between ten and twenty (10-20) awards until available funds (of at least \$500,000) are expended. Awards may range from \$20,000 to \$50,000. Unfunded applications will be ranked in order of scoring and may be awarded as additional funds come available.

Grant funds will be distributed as an up-front block grant to support activities from February 1, 2025, through June 30, 2025. Grant funds should be spent by June 30, 2025. Grantees will submit a final narrative report at the end of the grant period clarifying how grant funds were expended and the number of students served.

Design/Intent:

The expectation for grant recipients is that these resources will strengthen hunter education programs for students. and will be directly serving students during the 2024-2025 school year and beyond.

Eligible Applicants:

Organizations eligible to apply for these grants include Alaska school districts.

Timeline:

RFA released:	January 2, 2025
Applications due to DEED:	January 17, 2025
Notice of intent to award:	February 1, 2025
Appeal period ends:	February 14, 2025
Final grants awarded:	February 15, 2025
Grant period:	February 1, 2025 – June 30, 2025
final narrative report due to DEED:	August 15, 2025

APPLICATION REQUIREMENTS

Applicants must submit the following items as part of a complete application as a single Adobe PDF file with Excel budget document attached:

1. **Cover Page**
2. **Proposed Actions**– one page
3. **Timeline/Sustainability plan** – one page
4. Standard DEED **Budget and Narrative form** (Form #05-07-071)

Cover Page:

Complete and attach the template provided on page 7 of this RFA document as the first page of the grant application.

Proposed Grant Actions (40 points)

Provide a concise (no more than one page) narrative that includes:

- a clear statement of hunter education programs that already exist in your district
- actions/purchases that this proposal will fund to provide hunter education
- any external funds or resources to be leveraged for the advancement of the proposal
- a clear statement of whether your proposal will use Alaska Department of Fish & Game programs or materials.

Timeline/Sustainability Plan (35 points)

Provide a concise (no more than one page) narrative that includes:

- a timeline of implementation addressing the five-month implementation period
- clarification of those responsible for timely implementation

- how capacity will be enhanced to sustainably serve students during the 2025-2026 school year and beyond

Budget - Standard DEED Budget/Narrative Form (25 points)

Submit a proposed budget broken out by expense type and accompanying narrative using the standard DEED [Budget/Narrative Form #05-07-071](#) completing both the budget and narrative pages.

Additional Points (up to 20 bonus points)

In addition to the 100 points possible for each application noted above, 10 bonus points will be awarded for applications from grantees serving rural school districts and 10 additional points for districts utilizing existing Department of Fish and Game Hunter Education resources and training for instructors.

AS.14.43.700 "Rural" means a community with a population of 7,500 or less that is not connected by road or rail to Anchorage or Fairbanks or with a population of 1,500 or less that is connected by road or rail to Anchorage or Fairbanks.

Alaska Department of Fish and Game Hunter Education Resources

- [Hunter Education Course, Alaska Department of Fish and Game.](#)
- [Volunteer Instructor Information, Alaska Department of Fish and Game;](#)
- Contact the Hunter Information & Training (HIT) Program Coordinator with questions regarding offering the hunter education certification course to your students or becoming an instructor. Ginamaria Smith (907) 267-2196 or <mailto:ginamaria.smith@alaska.gov>

APPLICATION REVIEW and SCORING

Applications containing the four required parts noted above and received by the 5:00pm January 17, 2025 deadline will be scored and ranked according to the quality of responses and proposed actions by the DEED grant review team. Final application scores will be used to rank applications in order of eligibility of funding. Grant awards will be made according to this eligibility list until available funds are expended.

CONTACT

Please direct any questions or inquiries related to this Request for Applications to:

Sheila Box - Program Coordinator, Career and Technical Education
Alaska Department of Education & Early Development
Sheila.box@alaska.gov
(907) 465-8704

CONDITIONS of the GRANT

Program Administration

Submittal of an application will show the applicant's acceptance of all the terms and conditions contained in this Request for Applications. The contents of the application will become contractually binding if a grant is awarded. Failure of the successful applicant to accept these obligations may result in cancellation of the award. All submittals become the property of the Alaska Department of Education & Early Development and are open to public inspection at all reasonable times after they are reviewed.

Appeals Process

Formal protests will be handled according to Chapter 40, Alaska Administrative Code, Appeals of Decisions to Deny or Withhold Funding 4 AAC 40.010. This information is available online (<https://www.akleg.gov/basis/aac.asp#4.40.010>).

Fiscal Procedures


Eligible expenditures ordinarily will be limited to those directly necessary and reasonable for proper and efficient performance and administration of the proposed grant activity. These customarily might include personnel salaries, benefits, consultant fees, materials and equipment, travel, administrative supplies, etc. Indirect expenses may be charged to the grant provided the applicant has an approved indirect cost rate according to Federal guidelines and will be capped at 5%. The eligibility of any disputed item shall be determined by the Department of Education & Early Development, and the sponsoring institution or agency shall be responsible for any disputed expenditure. Changes in budgets after issuance of grant awards must receive written approval from the Department prior to implementation.

Grant recipients are responsible for ensuring that audit and accounting procedures are in compliance with the appropriate state requirements.

Cancellation

The Department of Education & Early Development reserves the right to cancel any grant awarded through this RFA for any of the following reasons:

1. If the grantee demonstrates fiscal irresponsibility;
2. If the grantee fails to perform in accordance with the conditions of this RFA;
3. If the grantee fails to perform in accordance with the application proposal and any negotiated modifications; or
4. If the State no longer has funds available for the project resulting from this RFA.

	<p>Hunter Safety Education in Alaska Schools</p> <p>Competitive Grant Beginning February 1, 2025 COVER PAGE Due Date: 1/17/2025</p>	<p>Division of Innovation and Education Excellence P.O. Box 110500 801 West 10th Street, Suite 200 Juneau, Alaska 99811-0500 Phone: (907) 465-8704 Email: Sheila.box@alaska.gov</p>
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School District:

Grant Lead Name, Phone, and Email:

Amount of Funding Requested:

By signing below, I certify that:

1. **This application is consistent with the intent of the Request for Applications.**
2. **This grant will provide equitable access to program resources for participants.**
3. **I am authorized to legally bind the grantee to the conditions and responses of this application.**

Signature of Authorized Representative	Date
Signature of Superintendent	Date

1. **Program Actions:** Provide a concise (no more than one page) narrative that includes:
 - a clear statement of hunter education programs that already exist in your district
 - actions/purchases that this proposal will fund to provide hunter education
 - any external funds or resources to be leveraged for the advancement of the proposal
 - a clear statement of whether your proposal will use Alaska Department of Fish & Game programs or materials.

2. **Timeline/Sustainability Plan:** Provide a concise (no more than one page) narrative that includes:
 - a timeline of implementation addressing the five-month implementation period
 - clarification of those responsible for timely implementation
 - how capacity will be enhanced to sustainably serve students during the 2025-2026 school year and beyond

3. Budget Document: (Attachment)