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Working together for healthy watersheds on the Kenai Peninsula

Fish Habitat Mapping Community Subawards [DRAFT]

Request for Proposals (RFP)

Issued by: Kenai Watershed Forum (KWF)

Issue Date: January 5, 2026

Proposal Due Date: April 4, 2026

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A volunteer works to identify a juvenile salmon

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1. Purpose

The Kenai Watershed Forum (KWF) is soliciting proposals for sub-awards of up to \$2,500 each, made possible through the National Coastal Resilience Fund (NCRF) grant administered by the National Fish and Wildlife Foundation (NFWF). Four sub-awards will be distributed to support innovative, community-based projects that improve conservation, mapping, or outreach associated with freshwater fish habitat within the Kenai Peninsula Borough. To read more about this work, visit <https://www.kenaiwatershed.org/news-media/fish-habitat-mapping-2025/>.

2. Background

KWF works to maintain healthy watersheds on the Kenai Peninsula through research, restoration, and education. This RFP supports the goals outlined in the NCRF-funded project, which focuses on freshwater habitat conservation and mapping for anadromous fish. Proposed projects may include fieldwork, outreach and awareness campaigns, technical assistance, or other innovative approaches aligned with these objectives.

3. Scope of Services

Funded projects must:

- Address issues within the Kenai Peninsula Borough.
- Support freshwater fish habitat conservation and mapping.
- Provide tangible outcomes, including data, outreach, or conservation actions.
- Contribute to community awareness and watershed stewardship.

4. Eligibility

Eligibility is open to all entities as described in [2 CFR Part 200 Subpart D procurement standards](#). Entities must be registered with [SAM.gov](#) and provide a UEI. No prior experience is required. Teachers, students, small nonprofits, and tribal organizations are especially encouraged to apply.



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5. Award Information & Budget

KWF will award up to four sub-awards, each with a maximum value of \$2,500. Applicants may request less than this amount. No matching funds are required, though cost share is desirable. Indirect costs are permitted, and all allowable cost categories must follow federal procurement rules (2 CFR Part 200). A required budget template is provided as an attachment to this RFP.

6. Deliverables

Successful applicants will be required to deliver the following:

- One brief public presentation, to be scheduled as part of KWF's Fireside Chats series in fall 2026.
- A one-page final report summarizing activities, outcomes, and lessons learned.
- Submission of any raw data or photographs in digital format to KWF by November 1, 2026.

7. Timeline

RFP Issued: January 5, 2026

Proposals Due: April 4, 2026

Notification of Awards: April 18, 2026

Project Start Date: May 15, 2026

Raw Data Due: November 1, 2026 (if applicable)

Presentations: Fall 2026 at KWF's Fireside Chats (~10 minutes)

Final Reports: One year from project start date

8. Proposal Requirements

Proposals must not exceed 1,000 words total and should include the following sections:

- Project Goals
- Project Approach
- Budget (using provided template, download at https://bit.ly/kwf_subaward_budget_2026)



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- Interest and/or Relevant Experience
- Project Schedule

Proposals must be submitted using the designated Google Form at <https://forms.gle/e2rtgMjesynqgp2k9>. Applicants may be required to upload the budget template linked there as a file attachment.

9. Evaluation Criteria

Proposals will be evaluated on the following criteria:

- Innovation
- Alignment with overall project goals (freshwater fish habitat mapping and conservation)
- Ability to be impactful to broad community audiences

A review committee convened by KWF will review all proposals. All applicants will be notified of the outcome.

10. Terms and Conditions

All awardees will be required to sign a waiver releasing KWF from liability for personal injury or property damage. Awardees must comply with applicable federal, state, and local laws, including 2 CFR Part 200 procurement standards. Award agreements will outline reporting requirements, data submission standards, and recordkeeping expectations.

Note: Payment structure is under review and will be confirmed in consultation with KWF financial staff. Applicants should be prepared for either lump-sum advance, partial advance/final payment, or reimbursement. Applicants may also be required to provide documentation of expenditures.

11. Contact Information

Kenai Watershed Forum is eager to work with potential applicants to develop and strengthen project ideas. Please reach out in advance of submission to discuss your proposal. Questions



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regarding this RFP may be submitted through the Google Form or directed to:

Kenai Watershed Forum

Email: ben@kenaiwatershed.org or bookkeeper@kenaiwatershed.org

Phone: (907) 262 - 5449 (office); (907) 232 - 0280 (Benjamin Meyer)

Website: www.kenaiwatershed.org