



**Application for a
Harbor Facility Grant**

FFY2025

*Please read the entire Grant Program's Instructions (Form DOT&PF H-27268) carefully before attempting to fill out this application to ensure full consideration. For each funding request, **submit one (1) original and one (1) complete copies of this application with all attachments.***

Harbor Facility Name: _____

Municipality or Regional Housing Authority: _____

Address: _____

Principle Contact: _____

Phone & Email: _____

TYPE OF PROJECT AND FUNDING REQUEST

Eligible harbor facility items of work	Non-eligible harbor facility items of work
<ul style="list-style-type: none"> • Approach structures • Pilings and anchors • Access ramps and gangways • Float systems for permanent and transient moorage • Floating breakwaters • Utility systems integral to the float systems (specifically power, lights, fresh water, sewage pump out, and fire protection) • Launch ramps • Seaplane floats • Portable or trailer mounted equipment for firefighting, sewage pump out, oily bilge water, etc. • Other appurtenances necessary for the basic operation of the harbor facility • Third party contracts for construction management and inspection services 	<ul style="list-style-type: none"> • Dredging, blasting or mechanical removal of harbor basin materials • Rubble-mound breakwaters and revetments • Dikes, groins, and jetties • Wharfs and docks for large commercial or tourist marine vessels (greater than 125 feet LOA) • Seawalls, bulkheads, sheet pile walls, gabions, and quays • Access roads and upland improvements • Boat houses • Commercial or privately owned utility systems on the float systems • Fuel and oil distribution systems • Platform floats for small buildings, restrooms, or commercial retail space • Landscaping and facility amenities, e.g., trash receptacles, used oil collection tanks, storage/locker boxes, etc. • Security or close circuit television video (CCTV) systems • Utility system improvements beyond the harbor facility limits, e.g., electrical and water/sewer line extensions to bring those services to the harbor facility • Harbormaster offices, buildings, offices, shops, boat yards or storage structures • Vessel hoisting machinery and boat haul-out systems • Planning and engineering studies, land acquisition or bidding documents, i.e. Plans and Specifications

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REFERENCE THE INSTRUCTIONS (DOT&PF FORM H-27268)

(Block 1)

PROJECT SUMMARY – This is a brief summary describing the purpose and need for the project in a supportive narrative.

(Block 2)

a. Indicate if this application is for a Tier I or a Tier II grant.

b. Indicate the type of work project (check all that apply and indicate % of total project construction cost)

<input type="checkbox"/> <u>Tier I application</u>	
<input type="checkbox"/> Major Maintenance	%
<input type="checkbox"/> Major Repair or Replacement	%

<input type="checkbox"/> <u>Tier II application</u>	
<input type="checkbox"/> Major Maintenance	%
<input type="checkbox"/> Major Repair or Replacement	%
<input type="checkbox"/> Expansion	%
<input type="checkbox"/> New Construction	%

Alaska Department of Transportation & Public Facilities

(Block 3)

Cost Apportionment: Submit a breakdown of the amount and source of project funds for the construction phase of the project. The maximum amount for the proposed harbor grant amount is 50% of the total estimated project cost.

	AMOUNT	% Of TOTAL	SOURCE OF FUNDS
a. Proposed harbor grant amount		%	Harbor Facility Grant Program (minimum amount is \$50,000)
b. Applicant's share of cost		%	
c. Amounts from state sources		%	Only four state sources eligible
d. Amounts from federal sources		%	
e. Amounts from other sources		%	
f. Total estimated project cost		100 %	

Note: The maximum amount on Line 3a is **\$5 million per municipality or regional housing authority per fiscal year** [Ref: AS 29.60.820(a)]. Applications for two or more harbor facilities in the same year are acceptable as long as the maximum amount is not exceeded by the applicant.

(Block 4)

Scope, Schedule, and Cost Estimate: Attach a detailed project scope (including general layout drawing), schedule and construction cost estimate.

Anticipated Project Dates for the construction phase:

Start Date:		Complete Work:	
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PAST HARBOR FACILITY GRANT FUNDING

(Block 5)

What AS 29.60.800 administered harbor grant(s) were previously made toward this harbor facility?

DOT&PF Harbor Grant No.	Date the grant was awarded

BASIC ELIGIBILITY REQUIREMENTS (Attach documentation supporting each response)

(Block 6)

Does the municipality or regional housing authority legally own the harbor facility?
[Ref: AS 29.60.810]

yes no

(Block 7)

Is the project a capital improvement project and not part of a preventive maintenance program or regular custodial care program?
[Ref: AS 29.60.810(1)]

yes no

Alaska Department of Transportation & Public Facilities

(Block 8)

Does the municipality or regional housing authority have the required 50% local matching funds for construction of the project? [Ref: AS 29.60.810(2)] yes no

(Block 9)

Does the municipality or regional housing authority have adequate Property Loss Insurance or an adequate program of insurance for the harbor facility? [Ref: AS 29.60.810(3)] yes no

(Block 10)

Does the municipality or regional housing authority have an existing Preventive Maintenance Plan? [Ref: AS 29.60.810(4)] yes no

(Block 11)

Is there documentation that the municipality or regional housing authority will adhere adequately to the preventive maintenance plan after completion of the proposed project? yes no

(Block 12) – To establish Tier I eligibility

a. Was the harbor facility once state-owned? [Ref: AS 29.60.820(b)] yes no

b. If yes, please include a copy of the Bill of Sale (or a Deed) and fill in the date when the state transferred the harbor facility to the municipality or regional housing authority
_____ Date _____

MINIMUM REQUIRED RATING CRITERIA (Attach documentation supporting each response)

(Block 13)

Does the municipality or regional housing authority have sufficient revenues to operate and maintain the harbor facility in the future without further state assistance; including total replacement at the end of its design life? [Ref: AS 29.60.820(c)(1)] yes no

(Block 14)

Does this project address public safety or emergency factors? [Ref: AS 29.60.820(c)(2)] yes no

(Block 15)

How much money has the municipality or regional housing authority spent on maintenance of this harbor facility and what were the funds used for? [Ref: AS 29.60.820(c)(3)] In 2021 \$ _____
Last 5 yrs. \$ _____

(Block 16)

Has the municipality or regional housing authority explored options that would reduce or eliminate the need for the proposed project? [Ref: AS 29.60.820(c)(4)] yes no

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ATTACHMENTS CHECKLIST

(Block 17)

Please review the application to see that it is complete and that five copies are provided. Please ensure that all attachments are provided and clearly identified (see Section B of the Grant Program's Instructions). Answers to questions 13 through 16 are scored; failure to provide attached responses to these questions will influence the ranking of your grant application.

- Indicated the kind of tier that this application for a Tier I or II grant (Question 2)
- Amount of Harbor Facility Grant (Question 3)
- Source(s) of local match (Question 3)
- Plan view drawing (Question 4)
- Detailed project scope, schedule, and budget (Question 4)
- Proof of harbor facility ownership (Question 6)
- Documentation that project is a capital improvement (Question 7)
- Municipality or regional housing authority has the required 50% local match (Question 8)
- Proof of adequate Property Loss Insurance (Question 9)
- Documentation of the Preventive Maintenance Plan (Question 10)
- Proof that harbor facility was once state-owned (Question 12)
- Documentation that lists the sources and amounts of the Finance Plan, including backup documentation such as letters of award from eligible federal, state, local and private sources (Question 13)
- Documentation of public safety or emergency factors (Question 14)
- Documentation of past maintenance expenditures (Question 15)
- Documentation of options explored (Question 16)
- Application signed by an authorized representative (Question 18)
- Resolution of support (optional but encouraged)

CERTIFICATION

(Block 18)

I hereby certify that I am an authorized municipal or regional housing authority representative, that this application's information is true and correct to the best of my knowledge, that the application has been prepared under the direction of the appropriate local or municipal governing agency, and that this application is submitted in accordance with law. In addition, by signing this application, I agree that I have reviewed and will abide by the Department of Transportation & Public Facilities' "Instructions for completing the Harbor Facility Matching Grant Application" (Form DOT&PF H-27268) and AS 29.60.800 et seq. I understand that failure to comply with this certification will be cause for the Department to withhold a grant award or withdraw a grant offer that may have been extended.

(Typed Name and Title of Authorized Representative)

(Signature of Authorized Representative)

Alaska Department of Transportation & Public Facilities

Sample Resolution for a Harbor Facility Grant:

[MUNICIPALITY/CITY/ BOROUGH/REGIONAL HOUSING AUTHORITY]

RESOLUTION NO. _____

A RESOLUTION OF THE [ASSEMBLY/COUNCIL] OF THE [MUNICIPALITY/CITY/ BOROUGH/REGIONAL HOUSING AUTHORITY], FORMALLY SUBMITS A HARBOR FACILITY GRANT APPLICATION TO THE STATE OF ALASKA, DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES (DOT&PF) IN THE AMOUNT OF [GRANT AMOUNT] FOR THE PROJECT ENTITLED [PROJECT NAME].

WHEREAS, the State of Alaska, Department of Transportation and Public Facilities administers the Harbor Facility Grant Program; and

WHEREAS, the [MUNICIPALITY/CITY/ BOROUGH/REGIONAL HOUSING AUTHORITY] owns and maintains the [HARBOR NAME] and the [HARBOR NAME] is eligible for a Harbor Facility Grant; and

WHEREAS, the [MUNICIPALITY/CITY/ BOROUGH/REGIONAL HOUSING AUTHORITY] has the required 50% in local matching funds for construction of the [PROJECT NAME] per the Harbor Facility Grant Program; and

WHEREAS, the [MUNICIPALITY/CITY/ BOROUGH/REGIONAL HOUSING AUTHORITY] is capable of completing the [PROJECT NAME] within eighteen (18) months after award of a Harbor Facility Grant; and

WHEREAS, the [HARBOR NAME] is critical to the [MUNICIPALITY/CITY/ BOROUGH/REGIONAL HOUSING AUTHORITY];

NOW, THEREFORE, BE IT RESOLVED by the [ASSEMBLY/COUNCIL] of the [MUNICIPALITY/CITY/ BOROUGH/REGIONAL HOUSING AUTHORITY] that the [MUNICIPALITY/CITY/ BOROUGH/REGIONAL HOUSING AUTHORITY] supports the project entitled [PROJECT NAME] and agrees, subject to available Alaska Legislative funding and selection by DOT&PF, to enter into a grant agreement with the State of Alaska, Department of Transportation and Public Facilities for a Harbor Facility Grant.

Mayor/City Manager/Official (Authorizing Signature)

Attested by _____
City Clerk/Secretary