

**National Forest Receipts Program (NFR)
Municipality Instructions
FY2025 Application Requirements and Certification**

National Forest Receipts Program regulations (3 AAC 132.050) require all entities that may be eligible for participation in the national forest receipts program (3 AAC 132.040) to submit to an annual application including:

- **An accounting report that documents the expenditure of income received from the NFR program for State Fiscal Year (SFY) 24 Schools and Roads payment,**
- **Unique Entity ID generated by [SAM.gov](https://sam.gov),**
- **Copy of State DOT road maintenance agreement (if applicable), and**
- **Certification and Assurances.**

Schools Payment:

3 AAC 132.070. Calculation of average daily membership

The amount of a payment made under the national forest receipts program to a regional educational attendance area or a municipal school district in the unorganized borough for public schools will be calculated based upon the average daily membership of school districts as determined under AS 14.17.600 and AS 41.15.180 (m), for the state fiscal year immediately preceding the application year.

Roads Payment:

3 AAC 132.080. Calculation of locally maintained roads

(a) The amount of a payment made under the national forest receipts program to a municipality in the unorganized borough for public roads will be calculated based upon the number of road miles located within the municipality over which the municipality exercises road powers plus the number of state road miles maintained by the municipality under a road maintenance agreement with the state in effect as of September 30 of the state fiscal year immediately preceding the application year.

To find your total NFR payment amount for SFY 24 go to website:

<https://www.commerce.alaska.gov/dcra/eGrantsOnLine/Pages/RevenueSharing.aspx>

DEADLINE FOR SUBMISSION OF COMPLETED APPLICATIONS IS AUGUST 15, 2024

Email to: caa@alaska.gov

Subject line **“Entity Name, NFR, FY25 Application”**

Ex. “City of Kake – NFR – FY25 Application”

Fax to: (907) 451-2742

Mail to: DCCED/DCRA

Attn: Samantha Lannet, Grants Administrator

455 3rd Avenue, Suite 140

Fairbanks, AK 99701

Statutes, regulations, and application are available on our website:

<https://www.commerce.alaska.gov/web/dcra/grantandfunding/NationalForestReceipts.aspx>

National Forest Receipts and Secure Rural Schools information is available at website:

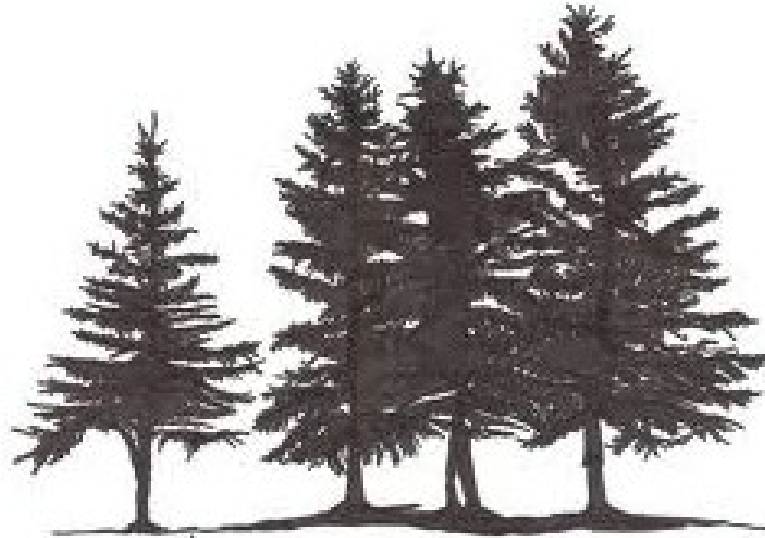
<https://www.fs.usda.gov> and <https://www.fs.usda.gov/working-with-us/secure-rural-schools>.

NOTE: Municipalities, who expend \$750,000 or more in federal awards from all sources in a fiscal year, are required to complete a federal single audit for that year.

If there are questions concerning the National Forests Receipt Program, please contact Samantha Lannet at (907) 451-2749 or email samantha.lannet@alaska.gov.

**DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC
DEVELOPMENT (DCCED)**

**NATIONAL FOREST RECEIPTS PROGRAM
FY2025 APPLICATION FORM**



**APPLICATION MUST BE SUBMITTED TO DCCED
NO LATER THAN
AUGUST 15, 2024**

E-mail

caa@alaska.gov

Subject Line: "Municipality Name, FY25, NFR"

OR Mail to:

State of Alaska DCCED

National Forest Receipts Program

455 3rd Avenue, Suite 140

Fairbanks, Alaska 99701-4737

**State of Alaska
Mike Dunleavy, Governor**

**Department of Commerce, Community, and
Economic Development
Julie Sande, Commissioner**

**Division of Community and Regional Affairs
Sandra Moller, Director**

**NATIONAL FOREST RECEIPTS PROGRAM
 FY2025 MUNICIPALITY APPLICATION AND CERTIFICATION
 DEADLINE: AUGUST 15, 2024**

NAME OF MUNICIPALITY	Unique Entity ID#	CONTACT NAME
MAILING ADDRESS	CONTACT EMAIL ADDRESS	
CITY, STATE, ZIP CODE	CONTACT PHONE & FAX NUMBER	

Accounting Report for SFY 24 Schools/Roads Payment:

- | | |
|---|---|
| <p>1) Total SFY 24 Schools Payment: \$ _____</p> <p>2) Total SFY 24 Roads Payment: \$ _____</p> <p>3) Indicate amount <u>expended on Public Schools</u> during SFY 24 (July 1, 2023 – June 30, 2024):</p> <p>a) Operation \$ _____</p> <p>b) Maintenance \$ _____</p> <p>c) Repair \$ _____</p> <p>d) Construction \$ _____</p> <p style="text-align: center;">TOTAL \$ _____</p> | <p>4) Indicate amount <u>expended on Public Roads</u> during SFY 24 (July 1, 2023 – June 30, 2024):</p> <p>a) Operation \$ _____</p> <p>b) Maintenance \$ _____</p> <p>c) Repair \$ _____</p> <p>d) Construction \$ _____</p> <p style="text-align: center;">TOTAL \$ _____</p> |
|---|---|

Road Maintenance Report:

Report only those roads located within the city’s boundaries maintained by the city as of September 30, 2023

- 1) Miles of city roads approved for SFY 24 program: _____
- 2) Miles of **new** city roads maintained as of September 30, 2023: _____
- 3) Total miles (add #1 and #2 above) of city roads claimed for SFY 25 program: _____
- * Does the city have a road maintenance agreement with DOT to maintain State roads? Yes ____ No ____
- 4) Miles of State roads maintained by the city as of September 30, 2023: _____

CERTIFICATION and ASSURANCES:

The applicant certifies that to the best of my knowledge and belief, the information in this application is true and correct and the applicant agrees to comply with the laws and regulations, which are used to administer National Forest Receipts Program funds, and must provide documentation to the department upon request. The applicant also certifies that the municipality has not been suspended or debarred from participating in federal programs.

 Mayor or Manager Signature

 Date

 Printed Name and Title