



KAWERAK, INC.

REPRESENTING

Brevig Mission

Sitaisaq

Council

Diomedea

Injalik

Elim

Niviarcaurluq

Gambell

Sivuqaq

Golovin

Chinik

King Island

Ugiuvak

Koyuk

Kuuyuk

Mary's Igloo

Qawiaraq

Nome Eskimo

Sitnasuak Inuit

Savoonga

Sivungaq

Shaktolik

Saktuliq

Shishmaref

Qikiqtaq

Solomon

Anuutaq

St. Michael

Taciq

Stebbins

Tapraq

Teller

Tala

Unalakleet

Unalaqtiq

Wales

Kinjigin

White Mountain

Igaluik /

Nutchirviq

July 16, 2026

To: Qualified Firms for Grant Writing and Related Support Services

Kawerak, Inc., (Kawerak), a tribal consortium and non-profit corporation in Nome, Alaska, is soliciting proposals to perform all duties as provided in the Request for Proposals provided herein through the Kawerak Transportation Program.

Further details are provided in the attached Request for Proposals. Questions regarding this RFP must be submitted via email no later than Friday, July 31, 2026. If your firm is interested, please submit the package to the email below by Friday, August 14, 2026.

Kawerak Transportation Program

Attention: Benjamin Payenna, Transportation Program Director

Email: transportationproposals@kawerak.org

Please ensure any proposals conform entirely to the requirements in the attached RFP, or they will be disqualified as non-responsive.

Sincerely,
Kawerak, Inc.

Cheri McConnell for Darlene Trigg

Melanie Bahnke
President

Cc: KTP

KAWERAK, INC.

PO Box 948 • Nome Alaska 99762 • 907.443.5231 • www.kawerak.org

Advancing the capacity of our people and tribes for the benefit of the region.



KAWERAK, INC.

REPRESENTING

Brevig Mission

Sitaisaq

Council

Diomedea

Inaliq

Elim

Niviarcaurluq

Gambell

Sivuqaq

Golovin

Chinik

King Island

Ugiuvak

Koyuk

Kuuyuk

Mary's Igloo

Qawiaraq

Nome Eskimo

Sitnasuak Inuit

Savoonga

Sivungaq

Shaktoolik

Saktuliq

Shishmaref

Qikiqtaq

Solomon

Anjuutaq

St. Michael

Taciq

Stebbins

Tapraq

Teller

Tala

Unalakleet

Uḡalaqḡiq

Wales

Kinigin

White Mountain

Iḡaḡuik /

Nutchirviq

Request for Proposals

Grant Writing and Related Support Services

Kawerak Transportation Program

Kawerak, Inc. (Kawerak) is soliciting proposals from qualified firms to provide comprehensive Tribal transportation grant writing, grant development, funding strategy, and related support services. This RFP is intended to establish a single Indefinite Delivery/Indefinite Quantity (IDIQ) contract to support transportation planning, infrastructure, safety, transit, and community development funding initiatives throughout the Bering Strait Region.

TABLE OF CONTENTS

1. INTRODUCTION
 2. BACKGROUND
 3. OBJECTIVE
 4. SCOPE OF WORK
 5. DELIVERABLES
 6. CONTRACT TYPE
 7. TERM
 8. MINIMUM QUALIFICATIONS
 9. PROPOSAL REQUIREMENTS
 10. EVALUATION CRITERIA
 11. DETAILED SCORING RUBRIC
 12. EVALUATION SHEETS
 13. SUBMITTAL INSTRUCTIONS
 14. QUESTIONS
 15. PREFERENCE
 16. MISCELLANEOUS
- APPENDIX A – REQUIRED RATE SCHEDULE

KAWERAK, INC.

PO Box 948 • Nome Alaska 99762 • 907.443.5231 • www.kawerak.org

Advancing the capacity of our people and tribes for the benefit of the region.

1. INTRODUCTION

Kawerak is soliciting proposals from qualified consultants or firms to provide professional grant writing and grant development services focused on Tribal transportation infrastructure, planning, safety, transit, and related transportation funding opportunities.

The selected contractor will assist Kawerak in identifying, developing, writing, and submitting competitive grant applications to federal, state, Tribal, and philanthropic funding sources that support transportation priorities and community infrastructure needs.

Kawerak seeks a consultant with demonstrated experience securing Tribal transportation funding and familiarity with federal transportation agencies and programs including, but not limited to:

- U.S. Department of Transportation (USDOT)
- Federal Highway Administration (FHWA)
- Federal Transit Administration (FTA)
- Bureau of Indian Affairs (BIA)
- Safe Streets and Roads for All (SS4A)
- RAISE Grants
- PROTECT Grants
- Tribal Transportation Program (TTP)
- Reconnecting Communities Pilot Program
- INFRA / MEGA Programs
- Rural Surface Transportation Grants

2. BACKGROUND

Kawerak is a non-profit tribal consortium located in northwest Alaska, providing a multitude of services to residents of the Bering Strait Region, in one of the most remote parts of the world. Kawerak represents 20 federally recognized Tribes residing within 16 communities outside of Nome.

Kawerak administers transportation and infrastructure projects under agreements with the FHWA and other funding partners. Projects are often located in remote, rural, and Arctic environments, requiring specialized planning, logistics, and construction approaches.

Program goals include:

- Development of durable infrastructure with design lives exceeding 20 years
- Efficient delivery in extreme environmental conditions
- Maximization of local workforce participation
- Cost control and transparency across all phases of project delivery

3. OBJECTIVE

The objective of this RFP is to procure a qualified consultant capable of delivering high-quality Tribal transportation grant writing, funding strategy, and grant development services. The Consultant shall support the Tribe in identifying, developing, and submitting competitive transportation-related funding applications that advance Tribal infrastructure, safety, mobility, and community development priorities.

KAWERAK, INC.

PO Box 948 • Nome Alaska 99762 • 907.443.5231 • www.kawerak.org

Advancing the capacity of our people and tribes for the benefit of the region.



The selected Consultant must:

- Identify and evaluate relevant Tribal transportation funding opportunities
- Develop accurate, competitive, and compliant grant applications
- Support informed funding and project prioritization decisions
- Strengthen Kawerak's long-term transportation funding strategy
- Assist in developing persuasive narratives, budgets, and supporting documentation
- Maintain communication and coordination with Tribal staff and project stakeholders
- Demonstrate knowledge of Tribal transportation programs and federal funding requirements
- Support timely submission of high-quality grant applications while maintaining confidentiality and professionalism

4. SCOPE OF WORK

The Consultant shall provide comprehensive grant development and funding support services related to Tribal transportation programs and infrastructure initiatives. Work will be authorized through task orders and may involve multiple concurrent grant applications, funding opportunities, and transportation-related projects.

A. Funding Opportunity Identification

- Monitor and identify relevant transportation funding opportunities
- Provide summaries of funding opportunities, eligibility requirements, and deadlines
- Recommend funding strategies aligned with Tribal transportation priorities

B. Grant Development and Writing

- Coordinate with Tribal staff to gather project information and supporting documentation
- Develop competitive grant narratives and application materials
- Prepare budgets, work plans, schedules, and required attachments
- Draft benefit-cost narratives and supporting documentation when required
- Assist with data collection and project justification

C. Application Submission Support

- Assist with Grants.gov and related submission systems
- Ensure applications meet compliance requirements
- Coordinate final review and submission timelines

D. Post-Award Support

- Assist with grant administration support, as needed
- Support grant management planning and implementation activities

E. Strategic Planning Support

- Transportation planning support
- Capital improvement funding strategies
- Multi-year grant development planning

KAWERAK, INC.

PO Box 948 • Nome Alaska 99762 • 907.443.5231 • www.kawerak.org

Advancing the capacity of our people and tribes for the benefit of the region.



5. DELIVERABLES

The Consultant shall provide deliverables necessary to support the successful execution of the services described in this RFP. Deliverables will vary by task order, project, and funding opportunity but may include funding opportunity analyses, grant strategies, grant application packages, grant narratives, budgets, work plans, schedules, benefit-cost analyses, technical memoranda, stakeholder outreach materials, presentation materials, grant submission documentation, post-award support documents, and project or program funding reports.

Typical deliverables may include, but are not limited to:

- Funding opportunity reports
- Grant application packages
- Draft and final grant narratives
- Budget documents
- Project schedules
- Benefit-cost analysis coordination
- Submission confirmation documentation
- Strategic funding recommendations

All deliverables shall:

- Be professionally prepared and suitable for stakeholder and agency review
- Be submitted in electronic editable format unless otherwise directed by Kawerak
- Clearly identify assumptions, methodologies, findings, and recommendations
- Include revisions necessary to address Kawerak review comments

The Consultant shall maintain organized grant documentation and provide supporting files, calculations, and backup documentation upon request.

6. CONTRACT TYPE

IDIQ contract with work order-based assignments. Compensation may be Time & Materials and/or Lump Sum.

7. TERM

Base term of one (1) year with up to four (4) optional renewals.

8. MINIMUM QUALIFICATIONS

Proposers should demonstrate:

- Experience working with federally recognized Tribes or Tribal organizations
- Experience preparing successful transportation grant applications
- Knowledge of federal transportation funding programs
- Knowledge of Tribal sovereignty and Tribal consultation principles
- Strong technical writing and project coordination capabilities

Preference may be given to firms with demonstrated success securing USDOT and Tribal transportation funding.

KAWERAK, INC.

PO Box 948 • Nome Alaska 99762 • 907.443.5231 • www.kawerak.org

Advancing the capacity of our people and tribes for the benefit of the region.



9. PROPOSAL REQUIREMENTS (20 PAGE MAX)

A. Cover Letter

Include:

- Firm name and contact information
- Authorized representative
- Brief summary of qualifications

B. Firm Qualifications

Include:

- Firm history and overview
- Relevant Tribal transportation experience
- Description of team qualifications

C. Relevant Project Experience

Provide examples of:

- Transportation grants submitted
- Transportation grants awarded
- Tribal clients served
- Funding amounts secured

Include:

- Client name
- Funding program
- Award amount
- Year awarded
- Scope of project

D. Proposed Approach

Describe:

- Grant development process
- Communication practices
- Project management approach
- Availability and response times

E. Fee Proposal

Provide:

- Hourly rates
- Fixed-fee options
- Retainer structures (if applicable)
- Any reimbursable expenses

F. References

Provide at least three (3) professional references, preferably Tribal clients.

KAWERAK, INC.

PO Box 948 • Nome Alaska 99762 • 907.443.5231 • www.kawerak.org

Advancing the capacity of our people and tribes for the benefit of the region.



10. EVALUATION CRITERIA

Category	Weight
Tribal Transportation Grant Experience	30%
Demonstrated Success Securing Funding	25%
Quality of Proposal and Approach	20%
Understanding of Tribal Needs	15%
AN/AI Preference	10%

11. DETAILED SCORING RUBRIC

Tribal Transportation Grant Experience (30 Points)

26–30: Exceptional | 18–25: Strong | 10–17: Adequate | 0–9: Weak

Demonstrated Success Securing Funding (25 Points)

22–25: Highly Qualified | 17–21: Strong | 10–16: Adequate | 0–9: Weak

Quality of Proposal and Approach (20 Points)

18–20: Highly Qualified | 14–17: Strong | 10–13: Adequate | 0–9: Weak

Understanding of Tribal Needs (15 Points)

13–15: Competitive | 10–12: Reasonable | 6–9: Concerns | 0–5: Poor

AN/AI Preference (10 Points)

12. EVALUATION SHEETS

Individual Score Sheet

Category	Max Points	Score	Notes
Tribal Transportation Grant Experience	30		
Demonstrated Success Securing Funding	25		
Quality of Proposal and Approach	20		
Understanding of Tribal Needs	15		
AN/AI Preference	10		

13. SUBMITTAL INSTRUCTIONS

Due Date: Friday, August 14, 2026, at 5pm Alaska Standard Time (AKST)

Submission Method: Email proposals to transportationproposals@kawerak.org

Contact: Benjamin Payenna

14. QUESTIONS

Questions regarding this RFP must be submitted via email no later than Friday, July 31, 2026

POC: Benjamin Payenna

Email: transportationproposals@kawerak.org

Responses may be shared with all prospective proposers.

KAWERAK, INC.

PO Box 948 • Nome Alaska 99762 • 907.443.5231 • www.kawerak.org

Advancing the capacity of our people and tribes for the benefit of the region.



15. PREFERENCE

Preference may be given to:

- Native-owned firms
- Firms with Alaska Native or Tribal transportation experience
- Firms with demonstrated rural and remote infrastructure expertise

16. MISCELLANEOUS

Kawerak is not liable for any costs incurred by Offerors prior to the issuance and execution of a contract to the Contractor selected as a result of the RFP process. All proposal preparation and other costs in responding to this RFP shall be the sole responsibility of the Offerors.

Kawerak reserves the right to waive any informality, and to make a selection as deemed in its own best interest. This includes the right to cancel the solicitation at any time, reject any or all proposals and the right to proceed utilizing a different process based on their analysis of the overall project budget.

Kawerak also reserves the right to negotiate with the responsible Offeror submitting the proposal with the highest overall score. Such negotiations, if Owner elects to negotiate rather than to reject all proposals, shall be directly between Owner and such Offeror. Owner and such Offeror shall review the Contract Documents, and Owner may provide such additional information as it deems appropriate to provide. Such Offeror then may be invited by Owner to submit a revised price proposal. Offeror may elect not to submit a revised price proposal, and Owner may reject any such revised price proposal.

Kawerak may require, seek, and utilize all information it deems appropriate in order to assess the qualifications of individual Offerors. All information in proposals submitted in response to this RFP may, at Kawerak's discretion, be released to the public at the conclusion of the evaluation, selection, and award process, with the exception of the rate information submitted in response to the pricing criteria. Any other information related to pricing or capacity that Offerors consider confidential and/or proprietary and wish to remain unavailable for public disclosure should be clearly identified.

Award of a contract pursuant to this RFP does not obligate Kawerak to the award of any future work to the selected Offeror.

KAWERAK, INC.

PO Box 948 • Nome Alaska 99762 • 907.443.5231 • www.kawerak.org

Advancing the capacity of our people and tribes for the benefit of the region.



Appendix A

Required Rate Schedule

Labor Category / Position	Fully Burdened Hourly Rate
Senior Grant Writer	\$ _____
Grant Writer	\$ _____
Grant Administration Specialist	\$ _____
Engineering Consultant	\$ _____

KAWERAK, INC.

PO Box 948 • Nome Alaska 99762 • 907.443.5231 • www.kawerak.org

Advancing the capacity of our people and tribes for the benefit of the region.

