



Federal Subsistence Board

Office of Subsistence Management
1011 East Tudor Road, MS 121
Anchorage, Alaska 99503 – 6199



In Reply Refer To:
OSM.F26025

Donald Hernandez, Chair
Southeast Alaska Subsistence
Regional Advisory Council
c/o Office of Subsistence Management
1101 East Tudor Road, MS 121
Anchorage, Alaska 99503-6199

Dear Chair Hernandez:

This letter responds to the Southeast Alaska Subsistence Regional Advisory Council's (Council) Fiscal Year 2025 Annual Report. The Secretaries of the Interior and Agriculture have delegated to the Federal Subsistence Board (Board) the responsibility to consider these reports. The Board appreciates your effort in developing the Annual Report. Annual Reports allow the Board to become aware of issues outside of the regulatory process that affect subsistence users in your region. We value this opportunity to review the issues concerning your region.

1. Youth engagement and student participation

"The Council requests continued funding to support student attendance and participation at Regional Advisory Council meetings and emphasizes the importance of youth involvement in subsistence governance. The Council supports the creation and continuation of a youth or young leader non-voting Council seat and notes progress toward final appointment. Continued investment in youth education related to subsistence harvesting, preparation, and use of resources is strongly encouraged."

Response:

The Board wholeheartedly supports engaging youth in all aspects of the Federal Subsistence Management Program (Program), and the establishment of a young leader, nonvoting seat in all ten Regional Advisory Council charters reflects this commitment. The Board is pleased to report that 2026 marked the first round of Secretarial appointments to these seats, and an excellent candidate, Shania Murphy, has been selected to serve on your Council. The Board looks forward to seeing Council members share with her their knowledge of subsistence resources, harvesting practices, regulatory processes, and the wisdom needed to recommend thoughtful, adaptive

changes to ensure that these living subsistence regulations continue to serve federally qualified subsistence users effectively. Similarly, the Board is interested to hear how the Council incorporates Ms. Murphy's youth voice in Council proceedings.

In this era of shrinking budgets — and following a \$2 million reduction to the Program's fiscal year 2026 allocation — there is currently no funding available to support additional student attendance at Council meetings. If the Program's budget increases in the future, the Board is open to exploring opportunities to renew support for broader youth participation.

2. Non-resident unguided hunting and fishing impacts on subsistence resources

"The Council expresses ongoing concern about the increasing presence of non-resident unguided hunters and anglers in Southeast Alaska. These activities, often supported by lodges or commercial entities that provide transportation, vessels, vehicles, or equipment without accompanying guide services, function similarly to commercial operations and may fall under special use permits issued by the U.S. Forest Service, particularly on lands within the Tongass National Forest.

The Council is concerned that these unguided and outfitted activities are placing growing pressure on subsistence resources, especially in areas with limited monitoring and biological data. Increased non-resident participation may lead to localized overharvest, reduce availability and access to resources by subsistence users, and create conflicts among user groups. The Council notes that similar concerns have been raised in previous years with limited improvement and emphasizes the potential for long-term conservation impacts if these trends continue unaddressed.

The Council requests that the Board review how U.S. Forest Service special use permits are issued, including the number of permits authorized, cumulative impacts, and monitoring of compliance, and then advise the Council what options exist where it might advocate for measures to protect an adequate, if not abundant, amount of subsistence resources. The Council also encourages state and federal partners to evaluate and address these pressures to ensure that subsistence users retain priority access and sustainable harvest opportunities."

Response:

The Board reached out with this issue to the U.S. Forest Service and received the following reply. The U.S. Forest Service collaborates with the State of Alaska Department of Fish and Game (ADF&G) to identify the appropriate number of guides and outfitters across forest lands. The responsibility to determine allocation of hunts between resident versus non-residents lies solely with the State through the Alaska Board of Game process. For future reference, this kind of report topic is better addressed by reaching out directly to the agency involved, either via correspondence or invitation to present at a future Council meeting.

Special Use Permits

Special use permits (SUP) authorize use of National Forest System lands for a wide variety of activities. Permits are issued to commercial and noncommercial entities and to individuals for private, non-exclusive use. An activity is defined as commercial if the permit holder intends to charge an entry or participation fee, or its primary purpose is the sale of goods or services, regardless of if it's intended to produce a profit.

Typical uses authorized include outfitting and guiding, commercial filming, communication sites, roads or utility lines, large gatherings, and uses under authority of the Alaska National Interest Lands Conservation Act (ANILCA). Depending on the complexity of the proposal, obtaining a special use authorization can sometimes be a lengthy process.

Key Aspects of Alaska Special Use Permits

- **Permit Types:** Includes special-use permits (specific, short-term), term permits (long-term, 20-40 years), and temporary permits (up to 180 days).
- **Common Activities:** Outfitting/guiding, commercial photography/filming, large events, recreation events (weddings, races), and educational activities.
- **Commercial Use:** Any activity involving a fee, entry charge, or sale of goods is considered commercial, requiring a permit.
- **Forest Products:** Permits are required for harvesting, selling, or gathering significant amounts of non-timber resources like berries, mushrooms, and boughs.
- **Permit Non-Transferable:** Permits are not transferable upon the sale of a business. A new operator must apply for a new permit.

Application Process

1. **Pre-Application Meeting:** You must contact the local District Office for a pre-application meeting to discuss proposals before applying.
2. **Submit Application:** Complete the required forms (e.g., FS-2700-3f for events) and submit to the [Local Ranger District](#).
3. **Required Documentation:** Include detailed operating plans, liability insurance, and other necessary documents.
4. **Timeline:** Apply well in advance, as complex proposals can take significant time to process.

Special Considerations

- **Wilderness Areas:** Activities in designated wilderness areas (e.g., in the Tongass) are strictly regulated.
- **Fees:** Fees vary depending on the type of use, often based on a percentage of adjusted gross receipts.
- **ANILCA:** Certain uses are authorized under the Alaska National Interest Lands Conservation Act.
- **Special Use Permits and NEPA:** Line Officers, i.e., District Rangers, as well as Specialists review and approve all SUPs. Disturbance and impacts to subsistence resources, including cumulative impacts are analyzed for each SUP. In addition, all SUPs must meet the Forest Plan's Individual Management Areas intent (desired

condition, goals and objectives, standards and guidelines). Each Management Area has its own special considerations and their own designation such as Front Country (receives heavy use), Roaded Corridor, Backcountry (unroaded per the Roadless Rule), ANILCA 501B (primary objective is conservation of fish and wildlife), and others.

Outfitting and Guiding Services

Alaska's National Forests have much to offer locals and visitors throughout the year. Outfitters and guides play a vital role in helping provide these experiences and fulfill the agency's mission – caring for the land and serving people. A special use permit is required in advance of operating on National Forest System lands. The U.S. Forest Service regulates outfitting and guiding operations to provide safe conditions for the public and to protect natural resources. Permit holders are authorized to conduct business in specific forest areas, with an approved operating plan, and are required to provide proof of liability insurance. It is the outfitter or guide's responsibility to verify land ownership and obtain proper authorization for use. Outfitting and guiding without a special use permit are prohibited.

Current Numbers of Permits Issued

(Ten Year Priority Special Use Permits, with a two-year initial probationary period)

The following information is specific to Outfitting and Guiding on the Tongass and Chugach National Forests. Similar information is also available for many other kinds of Special Uses, such as heli-skiing, snowmobiling, guided hiking, rafting, kayaking, canoeing, etc.

Tongass National Forest

- Current number of Hunting Guide Permits: 27

Species	Authorized Hunts	Actual Use Hunts (2025)	# of Hunter Days (2025)	Number of Hunter Days Multiplier
Black Bear	369	152	1064	Based on 7-day hunt
Brown Bear	178	137	1370	Based on 10-day hunt
Deer	254	60	420	Based on 7-day hunt
Moose	1	0	7	Based on 7-day hunt
Mountain Goat	90	59	531	Based on 9-day hunt
Total	892	408	3392	

Compliance

Permit holders must follow the terms and conditions of their permit: Terms and conditions include a wide variety of elements, such as: insurance requirements, State and federal licensing and additional permits (e.g., commercial set net permits), Guide Certifications, including: First Aid and CPR, Wilderness First Aid and EMT, and specialized trainings such as Swift Water Rescue, Avalanche Training, etc. All State, federal and local regulations must be followed.

Reporting requirements include completing an online/digital report with information such as application day, time and area, numbers of clients, activity. In the case of outfitting and guiding,

permit holders must report hunt types based on species, number of clients, days of use, and guides must stay within their allocation. Guides pay a fee for the privilege to take clients hunting and the cost for the hunt varies with species. Fishing is less complex with only the number of clients and client-days collected and reported. For instance, guides are asked: ‘How many hunts did you conduct?’ Note that Guide Use Areas (concessions) are divided up geographically and are smaller than Game Management Unit boundaries. If permit holders submit actual harvest numbers to the U.S. Forest Service, the Service does not retain the information because it contains private information and is redundant of the information that ADF&G gathers. Thus, the U.S. Forest Service permits the activity, whereas the ADF&G collects specific harvest information from the guides. Finally, the U.S. Forest Service conducts an end of the season evaluation for each Guide, and occasionally a mid-season evaluation if there are potential concerns. This gives Guides an opportunity to correct issues, if necessary.

Protecting Subsistence Resources

The Tongass Forest Plan Revision process currently taking place is developing Desired Conditions, Goals and Objectives, Standards and Guidelines, and Management Approaches that protect subsistence uses and subsistence resources (see updates on the [Tongass Forest Plan Revision](#)). The Tongass National Forest is inviting communities and community members to comment on the Revised Tongass Forest Plan. This would be a good place for the Council to provide input on areas of concern, including unguided nonresident hunters and special use permits.

3. Need for increased wildlife monitoring and biological capacity

“The Council identifies an ongoing and critical need for expanded wildlife and fisheries monitoring projects throughout Southeast Alaska. The Council is concerned that many management decisions affecting subsistence are being made with limited, outdated, or incomplete survey data, which limits the ability to assess population status, trends, and cumulative impacts. Without adequate biological information, it is difficult to evaluate conservation concerns, respond to emerging issues, or ensure effective management.

The Council requests increased funding to support additional area biologists in Southeast Alaska, including both fish and wildlife positions, and notes longstanding staffing shortages in several locations, including Prince of Wales Island. Greater biological capacity is necessary to conduct regular surveys, address local concerns, and improve data available for decision-making.

The Council also requests a clear mechanism to address community-identified areas of concern through targeted monitoring or research. Council members frequently raise site-specific issues related to resource abundance, predator-prey interactions, and user pressure that cannot be investigated due to limited staffing capacity. Improved coordination and dedicated resources would allow these concerns to be evaluated in a timely and meaningful way.”

Response:

The Board reached out with this issue to the U.S. Forest Service and received the following reply. For future reference, this kind of report topic is better addressed by reaching out directly to the agency involved, either via correspondence or invitation to present at a future Council meeting.

Fish and wildlife surveys and inventories, research, outreach, and education are funded out of base budgets for both the Tongass and Chugach National Forests, which are allocated from the overall U.S. Forest Service budget funded by Congress. The subsistence budget, which is a separate line item in the annual Congressional budget, is also used to fund fish and wildlife surveys, inventories, research, outreach, and education. Salaries are funded separately. Agency funding amounts are determined by Congress, and funding allocations are determined by Congress and agencies. The Board does not have any authority over agency funding or staffing.

The Board encourages the Council to continue to be involved in the scoping process for the [Revised Tongass Forest Plan](#). This would be a good place for the Council to provide input on areas of concern, including monitoring and research.

4. Habitat impacts from past logging practices

“The Council continues to be concerned about the long-term impacts of past logging practices, particularly extensive second-growth forests on Prince of Wales Island. Residents have reported declines in deer populations and other subsistence resources, raising concerns about habitat quality in previously clearcut areas.

The Council requests that the U.S. Forest Service resume or strengthen adaptive management and habitat restoration efforts to improve wildlife habitat and ensure local communities maintain access to important subsistence resources.”

Response:

Thank you for sharing observations about declines in deer populations with the Board. Your request to the U.S. Forest Service is better addressed by reaching out directly to the agency. The Board reached out with this issue to the U.S. Forest Service and received the following reply.

The Tongass National Forest Revised Plan will guide management of the Tongass National Forest during the next 15 years. The plan is a prescriptive document that sets desired conditions, objectives, standards, and guidelines for managing resources. This plan is specifically:

- Strategic—it therefore does not include project and activity decisions, which are made later and only after more thorough analysis and further public involvement.
- Adaptive—new knowledge and information can be analyzed, and the plan can be amended, if appropriate, at any time.

- Honors the continuing validity of private, statutory, or preexisting rights.

The plan also provides guidance for working with federal, Tribal, State, borough and municipal governments. The goal is to coordinate an “all lands approach” that considers the role of Tongass National Forest land management within the broader landscape.

Updates and all supporting documentation for this plan can be found in the project record. Planning documents, including the index to the project record, can be accessed on the [Tongass National Forest website](#).

The Subsistence section of the Tongass National Forest Revised Plan provides management direction that applies forest-wide. Forest-wide direction includes desired conditions, objectives, standards, guidelines, and suitability. Other Forest Service direction, laws, regulations, policies, executive orders, and Forest Service directives (in the Forest Service Manual and the Forest Service Handbook) are generally not contained in the plan components.

The Tongass National Forest intends to move towards these forest-wide desired conditions over the next 10 to 15 years. Some desired conditions may be very difficult to achieve in this time frame, but it is important to move towards them over time.

The Tongass is managed for multiple uses, including subsistence. The Forest Plan contains content addressing federal subsistence, as defined in ANILCA Title VIII:

The customary and traditional use by rural Alaska residents of wild renewable resources for direct personal or family consumption as food, shelter, fuel, clothing, tools, or transportation; for the making and selling of handicraft articles out of nonedible byproducts of fish and wildlife resources taken for personal or family consumption; for barter or sharing for personal or family consumption; and for customary trade (ANILCA Title VIII).

To support qualified subsistence users, maintaining habitat, conserving healthy fish and wildlife populations, and providing reasonable access to subsistence resources across the Tongass is vital. While many species of fish, wildlife, and plants are harvested for subsistence purposes, salmon and other fish, deer and moose, and berries are commonly harvested wild foods in Southeast Alaska. Wood products, such as cedar, and other non-food uses are also important for shelter, fuel, art, transportation and cultural uses. The important foods and materials, and the social and cultural structures around subsistence ways of life are different depending on local resources, landforms, marine interface and traditions. In many cases, access for hunting, fishing, or gathering in Southeast Alaska is by small boats with limited capability to travel long distances in rough water. Therefore, good hunting and fishing areas near communities, with protected anchorages and sheltered sea passages, are necessary for sustainable harvest practices.

The plan content in this section is tied to ANILCA, which is the primary law and must be considered during all project design. The Forest Service Region 10 Handbook 2090.23 provides direction for the Forest Service to implement federal subsistence requirements from ANILCA related to land management decisions and the NEPA requirements for those decisions.

5. Tribal co-management and collaborative research

“The Council strongly supports expanded co-management and collaborative research with Tribes. Tribal governments are embedded within rural communities and bring local knowledge, year-round presence, and cultural understanding that can enhance monitoring, data collection, and stewardship of fish and wildlife resources. The Council notes that reductions in funding have limited the opportunities to sustain these partnerships and apply this local expertise. Renewed investment in Tribal capacity building and cooperative programs would improve information available for management decisions, strengthen communication between agencies and communities, and support shared responsibility for conserving subsistence resources.

The Council requests that the Board explore options for formal agreements to effectuate tribal co-management and collaborative research to help ensure that Council members and Federal Subsistence Management Program staff have the most current information and observations necessary to deliberate and make sound resource management decisions.”

Response:

The Board appreciates the Council’s strong support for expanded Tribal co-management and collaborative research. As you noted, Tribal governments are essential participants in elevating local knowledge, cultural insight, and they have a year-round presence that enhances monitoring, data collection, and stewardship of fish and wildlife resources. The Federal Subsistence Management Program (Program) and its partner agencies recognize the importance and relevance of these collaborative efforts and value the ongoing work with Tribal partners.

The Program administers the subsistence harvest of fish and wildlife by rural Alaskans on approximately 230 million acres of federally managed public lands and waters. However, the Board has no authority or jurisdiction to enter into formal agreements to implement Tribal co-management and collaborative research. Although the Board cannot establish formal co-management agreements, individual agencies and Departments have regulatory frameworks that allow this.

Reduced staffing and funding across federal agencies, including limitations to hire new staff, drastically limits the ability to engage in new collaborative efforts. For example, the National Park Service currently has no regional Tribal liaison staff to coordinate such efforts.

The Board highlights that the Program, through the Department of the Interior (DOI) agencies and the U.S. Forest Service, has long supported Tribal collaborative management and research on important subsistence resources. This includes partnerships through the Program’s Fisheries

Resource Monitoring Program (FRMP), in which the Sitka Tribe of Alaska, the Organized Village of Kasaan, and the Hydaburg Cooperative Association have worked jointly with federal agencies to collect data on Sockeye Salmon and Steelhead to manage subsistence fisheries. However, FRMP funding has continued to decline (e.g., \$2,526,227 in 2021 compared to \$1,726,190 in 2025), reducing the number and scope of research studies and the ability to support Tribal partnerships. The next opportunity to apply for FRMP funding will be in late winter 2026.

Bureau of Indian Affairs (BIA) notes that other funding sources have become increasingly important, including the Alaska Subsistence Special Congressional Appropriation, which is routed through the BIA Central Office and available to Alaska Intertribal organizations through a competitive proposal process. In the Southeast Alaska region, recipients include the Central Council of Tlingit and Haida Tribes of Alaska. Additionally, the BIA Alaska Region's Subsistence Branch and Natural Resource Branch have provided small grants to individual Tribes—including the Sitka Tribe of Alaska, the Ketchikan Indian Community, the Organized Village of Kasaan, the Saxman IRA Tribal Council, the Hydaburg Cooperative Association, and the Hoonah Indian Association—to support subsistence related studies and projects. These funding sources have been successfully used to address high priority subsistence issues while increasing Tribal capacity for collaborative stewardship.

Regarding formal collaborative federal subsistence management agreements, BIA notes that there are existing examples involving Alaska Intertribal organizations and individual federal agencies of the Board (e.g., the Kuskokwim River Intertribal Fish Commission and the U.S. Fish and Wildlife Service), or with the DOI (e.g., the Ahtna Intertribal Resource Commission and DOI). Southeast Alaska Tribes and Tribal organizations could potentially follow this approach and consider establishing agreements with the primary federal land managers in the area, such as the U.S. Forest Service and/or the U.S. Department of Agriculture.

In summary, while statutory limitations and reduced capacity affect the ability of some agencies to enter or expand formal co-management agreements at this time, all agencies affirm the value of Tribal collaboration and remain committed to supporting Tribal capacity building, cooperative research, and strengthened stewardship partnerships within existing authorities and available resources.

6. Education, curriculum development, and outreach

“The Council requests Board support for subsistence education efforts, including the development of curriculum focused on youth engagement and the transmission of traditional knowledge and practices. These materials are intended to educate younger generations about subsistence uses, resource stewardship, and cultural connections to the land and waters.

The Council encourages finalizing, publishing, and distributing them broadly for use by schools, Tribes, and local organizations and the Council requests that the Board assist with this effort so that this key resource can be used by other interested groups.”

Response:

The Board affirms the long-term value of youth learning subsistence skills, noting that these educational opportunities help build future leaders in subsistence and conservation. The Office of Subsistence Management has recently engaged more directly with development of a teaching guide for the course “Navigating the Federal Subsistence Management Program,” taught by Heather Bauscher at the University of Alaska Southeast. Office of Subsistence Management staff are currently assisting in distributing this detailed guide to participants in our Partners Program and key Tribal organizations. The most recent version of this teaching guide can be found [here](#).

The Board also supports community led youth science and culture camps as a way to strengthen subsistence education. These camps provide hands-on experiences that help youth connect with traditional practices and local stewardship values and see how these apply to the Federal Subsistence Management Program. Culture camps can be funded under the Partners for Fisheries Monitoring Program. This competitive funding program, for Tribes and rural Alaska organizations, awards funds for salaries for a subsistence fisheries biologist, anthropologist or federal subsistence regulations educator to successful applicants. There is a long history of effective Partners-funded programs in the Southeast region. Current Partners, the Yakutat Tlingit Tribe and the Hoonah Indian Association, each employ a fisheries biologist who live in the community and work to increase co-management of subsistence fishery species, mostly salmon. The Partners engage directly with subsistence harvesters to document local, traditional and Indigenous knowledge and employ this data to guide federal subsistence management decisions. The Partners work with community members to improve subsistence harvest reporting and increase their participation in the Federal Subsistence Management Program.

Additionally, under the Federal Subsistence Management Program, Cultural and Educational Harvest Permits are available to help facilitate teaching subsistence fishing and related knowledge. Once approved by the Board, these permits can be issued to federally qualified subsistence users leading camps or school programs. An informational flyer on how to request these permits is enclosed.

7. Subsistence Halibut coordination

“The Council requests continued coordination with the U.S. Fish and Wildlife Service representative to the North Pacific Fishery Management Council (NPFMC) regarding subsistence halibut issues. The Council is concerned about how halibut management decisions made through the NPFMC may affect subsistence users in rural Southeast Alaska, particularly as conservation measures, harvest limits, and management actions continue to change, and as subsistence users face increasing uncertainty regarding access and opportunity. The Council seeks improved communication and coordination to ensure that subsistence needs and regional impacts are considered during NPFMC deliberations.”

The Council requests support, including but not limited to, funding for Council member(s) to engage with NPFMC at meetings in the future to convey Southeast Alaska specific information to aid NPFMC in making sound management practice decisions, specifically regarding halibut.”

Response:

The Federal Subsistence Management Program does not regulate halibut fishing and; therefore, cannot expend Program funding for Council member participation in NPFMC meetings. Instead, limited funding must be focused on core Program functions.

The NPFMC has announced three upcoming meetings with topics outlined. The October 2026 agenda includes discussion papers on Charter Halibut Management Measures Timing and a Charter Halibut Permits data request. On their November 30 – December 9, 2026, tentative meeting agenda, an International Pacific Halibut Commission Assessment presentation is scheduled along with final action 2027 Charter Halibut Management Measures. Other topics of interest include Halibut bycatch from Gulf of Alaska fisheries.

We recommend you invite NPFMC staff to a future Council meeting to present on their Halibut-related work and research and management activities. This could include discussing ways the Council can strengthen its engagement with the NPFMC on halibut-related matters and receiving an overview of the formal process for public input and participation. This would give your Council an opportunity to share your concerns directly with NPFMC staff. Your Council could also submit comments directly to the NPFMC in advance of their November/December meeting that may affect subsistence Halibut users.

Additionally, there are three Tribally nominated members on the NPFMC Advisory Panel. Although none of them are from the Southeast region, they may be willing to call in to listen to Council’s concerns on this topic to help elevate subsistence users voices into the NPFMC regulatory space.

The Board thanks the Council for sharing information in your FY-2025 Annual Report on other issues significant to the Council. The Board acknowledges the need for transparent and data driven King Salmon subsistence allocation for Angoon as well as the importance of expanded surveys and predator–prey information to assess wildlife populations status. The Board hears your concern regarding the Secretarial review of the Program and protection of subsistence access. The Board agrees with the Council that continued collaboration with the State on harvest surveys and flexibility in allocations are important.

We recognize that you are uniquely positioned to offer first alerts to changing conditions and important trends that impact subsistence in your region. The Board appreciates and values the traditional knowledge, observations, and expertise you share. We make informed decisions thanks to the knowledge that you provide.

Chair Hernandez

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In closing, I want to thank you and your Council for your continued involvement and diligence in matters regarding the Federal Subsistence Management Program. I speak for the entire Board in expressing our appreciation for your efforts. Federally qualified subsistence users of the Southeast Alaska Region are well represented through your work.

Sincerely,

Anthony Christianson
Chair

Enclosure:

1. Encl for Topic 6 - Informational flyer about cultural and educational permits

cc: Southeast Alaska Subsistence Regional Advisory Council
Federal Subsistence Board
Office of Subsistence Management
Interagency Staff Committee
Benjamin Mulligan, Deputy Commissioner, Alaska Department of Fish and Game
Aaron Poetter, Federal Subsistence Liaison, Alaska Department of Fish and Game
Administrative Record



Federal Subsistence Board Informational Flyer

Southeast Alaska RAC



Contact: Anthropology Division Supervisor
subsistence@ios.doi.gov
(907) 786-3888 or (800) 478-1456

How to Request a Cultural and Educational Harvest Permit

Cultural and Educational Harvest Permits allow the harvest of fish and wildlife on behalf of a qualifying program. Most requests received are from culture camps, substance abuse rehabilitation programs, and schools. The permits are typically requested both to teach cultural and educational activities associated with harvest and to provide food for participants in the cultural and educational program. Once the Federal Subsistence Board (Board) has approved the program for a permit, follow-up requests may be made to the local Federal land or in-season manager.

A qualifying program must have:

- Instructors – please list the name(s)
- Enrolled students – youth/student population
- Minimum attendance requirements – describe your plans to meet minimum attendance requirements
- Set of standards for successful completion of the course – list the curriculum requirements to complete the course

Applications must be submitted to the Board through the Office of Subsistence Management (OSM) and should be submitted **60 days prior to the earliest desired date of harvest**. Individuals conducting the actual harvest of fish or wildlife must be federally qualified subsistence users. The request must include the species, number, date, and the area the harvest will occur. The in-season manager has approval authority and may make adjustments based on conservation concerns. Harvest must be reported and any fish or wildlife harvested will count against any established Federal harvest quota for the area in which it is harvested. An application consists of any written request. These guidelines and requirements are found in [36 CFR 242.25](#) and [43 CFR 51.25](#).

How a Cultural and Education Permit request is processed:

1. Once a request for a Cultural and Educational Permit is received, OSM, on behalf of the Board, assigns an analyst and notifies the appropriate Regional Advisory Council (Council) and the Alaska Department of Fish and Game (ADF&G).
2. The completed analysis is presented to the affected Councils and ADF&G for comment and then is presented to the Interagency Staff Committee (ISC).
3. The ISC reviews the analysis and makes its recommendation to the Board.
4. Once the Board approves the request, a Cultural and Educational Harvest Permit is created for the requesting program.

5. The analyst prepares a letter to the proponent to express the decision, which is signed by the Chair of the Board. The final analysis and permit are enclosed with the letter. Copies of the letter are distributed to the Board, ISC, ADF&G, and the relevant Council chairs.
6. The analyst prepares a Letter of Delegation for the Federal land/in-season manager associated with the permitted activity and distributes accordingly.

Submit your request by:

Mail:

Office of Subsistence Management
Attn: Subsistence Policy Coordinator
1011 East Tudor Road, Mail Stop 121
Anchorage, Alaska 99503-6199

Fax: (907) 786-3898

E-mail: subsistence@ios.doi.gov

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