

ARTIC Project Planning and Engagement Workbook

How to use this workbook: This is a single living file for one project. Fill in what you know on this Project Overview, then use the four working tabs (Project Notices, Stakeholder and Agency Contacts, Engagement Timeline, Funding Opportunities) as the project moves forward. The Funding Directory tab at the end is a reference list only. Yellow cells are for you to fill in. Blue cells fill in on their own from the other tabs; you do not need to type in them. Keep one copy in a shared location so it survives staff and leadership changes.

Project basics

Project name	
Project type	
Brief description	
Location and affected communities	
Developer or project sponsor	
Lead federal agency	
Other involved agencies	
Current project phase	

Internal responsibility

Tribe, ANC, or organization	
Internal project lead	
Leadership or governing body responsible	
Other staff or partners involved	

Current snapshot

Current status	
Next major milestone	
Next dated milestone (fills in from the Engagement Timeline tab)	<i>None entered</i>
Date of that milestone (fills in from the Engagement Timeline tab)	<i>None entered</i>
Next known deadline	
Next response deadline (fills in from the Project Notices tab)	<i>None entered</i>
Notices still open or in progress (fills in from the Project Notices tab)	0
Next scheduled meeting or engagement	
Immediate action needed	
Current community position, if established (see Tool 12)	

Date last updated	
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Workbook use

Person responsible for maintaining the workbook	
Date the workbook was created	
Links or references to the main project folder and key documents	

Legend: yellow cells are for you to fill in. Row 9 is an example; type over it or delete it. Use the filter arrows in the header row to sort and filter.

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Tool 8: Stakeholder and Agency Contact Worksheet

How to use this tool: Update this sheet whenever staff turnover is identified. Turnover at agencies is one of the most common ways continuity gets lost between meetings. Record every agency, developer, and partner contact, what authority they hold, and when you last spoke.

Project details are on the Project Overview tab.

Legend: yellow cells are for you to fill in. Row 9 is an example; type over it or delete it. Use the filter arrows in the header row to sort and filter.

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How to use this tool: Map out a project's key dates as they become known: a single place to see engagement windows before they close. Standard milestones are listed first; add your own rows below them. Mark whether each milestone is an engagement opportunity and what you plan to do.

Legend: yellow cells are for you to fill in. Row 9 is an example; type over it or delete it. Use the filter arrows in the header row to sort and filter.

ARTIC Project Toolkit · Tool 9: Project Engagement Timeline

Tool 11: Funding Search Worksheet

How to use this tool: Use alongside the Funding and Technical Assistance Directory to track what's been identified and applied for. Type each program you find on its own row. For the programs already described in the Toolkit, you can pick the name from the dropdown in the Program name column and the Agency and Website columns will fill in for you (they are listed on the Funding Directory tab for reference). Remember: match requirements and competitive-grant disadvantages are real structural barriers for smaller communities, but don't assume a program is unusable without first checking whether match can be met through in-kind contribution or partnership.

Project details are on the Project Overview tab.

Legend: yellow cells are for you to fill in. Row 9 is an example; type over it or delete it. Use the filter arrows in the header row to sort and filter. Blue cells fill in on their own when you pick a Toolkit program from the dropdown; for any other program, type the agency an

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Funding Directory (reference list)

Reference only. This tab lists the federal programs described in the Funding and Technical Assistance Directory section of the ARTIC Project Toolkit, so you do not have to retype them. Track your funding search on the Funding Opportunities tab: type any program there, or pick one of these programs from the dropdown to fill in the agency and contact automatically. You do not need to add anything to this tab. Funding programs change often, so always confirm current details directly with the program.

Category	Program name	Administering agency	Eligible applicants	Types of projects supported	Applicable project stage	Technical assistance	Website	Application notes
Energy	DOE Office of Indian Energy: Unleashing Tribal Energy Development	U.S. Department of Energy, Office of Indian Energy Policy and Programs	Indian Tribes (including Alaska Native Regional and Village Corporations), intertribal organizations, Tribal Energy Development Organizations, Tribal Colleges and Universities	Community-scale energy project planning and development; large-scale commercial energy project pre-development	Pre-development and planning through construction, depending on topic area	DOE Office of Indian Energy offers no-cost technical assistance separate from this funding opportunity: education, technical/financial analysis, and strategic energy planning	https://www.energy.gov/indianenergy	
Energy	DOE Office of Indian Energy: Ongoing Technical Assistance Program	U.S. Department of Energy, Office of Indian Energy Policy and Programs	Tribes and Alaska Native entities pursuing self-defined energy goals	No-cost technical, financial, and strategic planning assistance for energy projects (not project funding)	Any stage, especially early planning	This program is the technical assistance	https://www.energy.gov/indianenergy	
Water, Sanitation, and Basic Infrastructure	USDA Rural Alaska Village Grants (Village Safe Water Program)	USDA Rural Development, Rural Utilities Service, in partnership with Alaska DEC and the Alaska Native Tribal Health Consortium (ANTHC)	Rural or Native villages in Alaska, or the State of Alaska/ANTHC on behalf of a village	Water and wastewater system development and construction to address dire sanitation conditions	Planning through construction	ANTHC and Alaska DEC provide direct technical support alongside grant funding	https://www.rd.usda.gov	Water and Environmental Programs; applications accepted year-round through the local Rural Development office
Water, Sanitation, and Basic Infrastructure	USDA Rural Community Development Initiative Grants	USDA Rural Development	Non-profit housing and community development organizations, low-income rural communities, federally recognized Tribes	Housing, community facilities, community and economic development	Planning and capacity-building, typically feeding into a later construction grant		https://www.rd.usda.gov	
Housing and Community Development	HUD Indian Community Development Block Grant (ICDBG)	HUD Office of Native American Programs	Federally recognized Tribes and Alaska Native villages (or an authorized tribal organization applying on their behalf)	Two tracks: Single Purpose grants (housing, community facilities, infrastructure, economic development, competitive) and Imminent Threat grants (non-competitive, for urgent public health/safety issues)	Planning through construction	HUD's Office of Native American Programs regional office can advise on application preparation	https://www.hud.gov/helping-americans/public-works	Single Purpose grants run on an annual funding cycle. Imminent Threat applications are accepted on a rolling basis directly to ONAP-ICDBG@hud.gov, not through Grants.gov
Economic Development and Business	EDA Public Works and Economic Adjustment Assistance (PWEAA)	U.S. Economic Development Administration, Department of Commerce	Indian Tribes or a consortium of Tribes, among other eligible entities	Construction, non-construction, planning, technical assistance, and revolving loan fund projects supporting regional economic development strategy	Planning through construction	EDA's Office of Tribal Economic Development has a dedicated Tribal Engagement Coordinator (indigenous@eda.gov); EDA strongly encourages pre-application consultation with the assigned Economic Development Representative for Alaska before submitting	https://www.eda.gov/funding/programs/public-works	Contact the Tribal Engagement Coordinator at indigenous@eda.gov; consult the Economic Development Representative for Alaska before submitting
Economic Development and Business	USDA Rural Business Development Grant (RBDG)	USDA Rural Development, Rural Business-Cooperative Service	Public bodies, Indian Tribes, nonprofits primarily serving rural areas	Business opportunity and business enterprise grants supporting economic development and job creation	Planning and early-stage business development	Not a separate track; built into award structure. Smaller requests are prioritized	https://www.rd.usda.gov	No required match
Planning-Stage and Study Funding	Denali Commission Project Support	Denali Commission	Varies by program; the Commission has directly supported state, borough, and Tribal infrastructure planning efforts	Early-stage study and planning work (for example, support for the Triangle Community Road Planning and Environmental Linkage study)	Planning stage, before construction and before federal environmental review begins	Contact the Commission directly to discuss what's available for a specific project	https://www.denali.gov	