



Alaskans for Palmer Hay Flats

Dedicated to responsible use and enjoyment of
Palmer Hay Flats State Game Refuge

ADDENDUM NO. 1

Request for Proposals – Writer for Cultural Interpretive Trail Site Plan

Issued: June 25, 2026

Proposal Submission Deadline Extended to July 26, 2026

All milestone dates have been extended by 30 days. All other RFP terms and conditions are unchanged.

REQUEST FOR PROPOSALS (RFP) Writer for Cultural Interpretive Trail Site Plan

Date Issued: June 25, 2026

Deadline to Apply: July 26, 2026

Project Summary

Alaskans for Palmer Hay Flats (APH) is seeking a qualified writer to develop a comprehensive written site plan for a proposed cultural interpretive trail at Scout Ridge within the Palmer Hay Flats State Game Refuge.

This project will result in a cohesive, accessible, and professionally written document that reflects the history, culture, ecology, and community significance of the site. The selected writer will synthesize existing materials into a unified plan that centers Dena'ina perspectives and tells the story of this place in a respectful and engaging way.

We especially welcome proposals from Alaska-based writers with experience or interest in community storytelling, Indigenous history, natural resources, or public education.

About the Project

The Palmer Hay Flats State Game Refuge is a landscape rich in cultural and ecological significance—from deep Dena'ina connections to its importance for wildlife, recreation, and conservation.

This project is part of the Reawakening Łajat initiative, which seeks to honor and share the history of Łajat, one of the oldest Upper Inlet Dena'ina village sites.

The project is being developed in collaboration with:

- Alaska Department of Fish and Game – Refuge Program
- Knik Tribal Council
- Native Village of Eklutna
- Chickaloon Village Traditional Council
- National Park Service – RTCA Program

APH and project partners have already gathered substantial background materials. The selected writer will not be starting from scratch and will be supported throughout the process.

Scope of Work

The selected writer will develop a written site plan document that synthesizes existing materials into a clear, organized, and engaging format.

This RFP is specifically for written content development. Graphic design, engineering, and trail construction planning are not included.

The site plan will include cultural background, ecological context, project goals, partners, stewardship considerations, interpretive themes, and estimated signage costs.

The writer will collaborate with project partners and incorporate feedback from Tribal representatives and subject matter experts.

Deliverables

- Participation in kickoff meeting
- Review of materials and coordination with partners
- Draft outline of site plan
- Draft site plan document
- Revised draft
- Final site plan document
- Revisions as requested, following review.

Timeline

The anticipated project schedule is as follows:

- **Proposal Submission Deadline: July 26, 2026**
- **Selection and Notification of Writer: August 4, 2026**
- **Project Kickoff Meeting: August 11, 2026**
- **Site Plan Outline Due: August 25, 2026**
- **Draft Site Plan Due: September 22, 2026**
- **Revised Draft Due: October 20, 2026**
- **Final Site Plan Due: November 17, 2026**

Compensation

Compensation will be milestone-based and detailed in the final contract. Payments will align with deliverables including draft, revisions, and final approval. Proposers may submit a fixed fee or hourly rate with estimated total cost.

Selection Criteria

- Relevant writing experience
- Ability to synthesize complex information
- Experience with cultural/environmental projects
- Understanding of Alaska and/or Indigenous contexts
- Collaboration skills
- Proposed fee and availability

Ownership

All final materials produced under this contract will become the property of Alaskans for Palmer Hay Flats.

What to Include

- Cover letter
- Resume or summary of relevant work
- 2–3 writing samples
- Proposed fee or hourly rate
- General availability during the project timeline

How to Apply

Michelle Davis, APH Board Member

tlingitwoman@gmail.com

cc: palmerhayflats@gmail.com

Subject Line: RFP Submission – Cultural Trail Site Plan Writer

Deadline to Apply: July 26, 2026

Questions

Michelle Davis

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(907) 355-0345

"Alaskans for Palmer Hay Flats is dedicated to conserving the natural and cultural resources of Palmer Hay Flats State Game Refuge by fostering stewardship through public awareness, recreation, education and enhancement projects." ~ our mission statement

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