



United States Department of Agriculture

Fiscal Year 2023 Program Direction

Pacific Northwest Region 6 - Regional Office



USDA
Forest Service

March 2023

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Revision Log

The following table summarizes revisions made from the Initial Operating Budget Program Direction.

Page	Revision Summary
9	Footnote: revised expected date of release for Forest Service Strategic Plan
11	RO supplies and equipment: added link to AD-700 Requisition form
13-14	Information Technology: updated to reflect national guidance/policy
14-15	Status of FY 2023 Appropriations: updated to reflect FY 2023 Appropriations
15-16	Special Appropriations: Disaster Relief Supplemental Funding – updated for FY 2023 wildland fire appropriations and new disaster supplemental appropriations; BIL - added information on Emergency Actions authorities; IRA – updated to reflect most recent info
17	Funds Control Overview: updated to provide date for balancing WorkPlan to final budget
17	Discretionary Appropriations (Appropriated Funding): updated description of fund allocations for final budget
18	FY 2023 National P&T Support and Inflation Rate table: revised inflation rate
19	Prior Year Unobligated Balances: updated to reflect national FY 2023 process
20	Added IRA Reporting section
20-21	Obligation Deadline section: added G&A deadline for Wildfire Crisis Strategy Landscape (WCSL) projects, updated PPS information for FY 2023
21-24	Important Dates for FY 2023: entire table updated. Added dates for G&A WCSL project timeline, Final Budget planning/snapshot, BE and RACA deadlines, lump sum leave request and TOS cutoffs, FY 2023 accomplishment cutoff/certification. Updated PPS cutoff dates.
24	Salary and Expenses Funded by S&E: revised bullets to include full S&E SHCs
26	Salary and Expenses for Incident Support: revised terminology from ‘militia’ to ‘Ready Reserve Workforce’
26-28	Added Salary and Expenses for Burned Area Emergency Response (BAER) section
28-30	Salary & Expenses Funded by Special Appropriations: Disaster Supplemental - updated to reflect BLI structure changes; BIL - added BIL Post Fire Recovery (BLI – WIBX) bullet; Added Salary & Expenses Under IRA section
30	Staffing Levels for Non-Fire Employees: slight wording revisions; updated NFS Temp Employees and PSEs Beyond Minimum Tour subsection to reflect FY 2023 process
31	Footnote: updated for clarity
32-33	Expenses: Travel and Training: updated to reflect most recent COVID guidance
34-35	Building Operations Costs: updated to reflect management of printer/copier maintenance, service and repair costs
35-36	Initiative Project Codes and S&E SHCs table: added new WCSL projects, IRA funding for Central WA Initiative. Revised abbreviation for BFY for consistency throughout document
36	CFLRP: added Deschutes Collaborative and North Central Washington for projects receiving CFIX funding
37	Joint Chiefs’: revised language to reflect funding status
37	Added R6 Wildfire Crisis Strategy Landscapes table

Page	Revision Summary
37-40	Project-Specific SHCs: GAOA - revised carryover fund status; Disaster Supplemental – updated to reflect BLI structure changes; BIL – updated link to FY23 WO BIL Program Direction, revised carryover fund status; FERC – table revised for clarity, revised SHC abbreviations for consistency throughout doc; Recreation Fee Job Code Structure – removed language regarding reallocating unplanned funds
44	Planning Personnel: updated to reflect lump sum planning guidance
46	Planning Fleet: updated direction on accident/damage repair job codes
47-49	WorkPlan Acquisition Project Naming Convention tables (Contracts and G&A) revised for needed corrections and increased clarity; added lines for “other” contracts/agreements
51	RO Centralized Budget Planning and Spending – Budget Approval Process: revised to reflect that approvals for RO funding no longer need to be routed through local Budget Approvers; added Requisition Checklist requirement.
Ecological Restoration and Wildfire Risk Reduction	
53-56	National Direction/Emphasis: revised national target expectations, added new WO Priority Allocations, revised Disaster Supplemental planning expectations, updated WCSL and IRA sections
56-58	Regional Priorities: added bullet regarding work with others and equity considerations, revised description of FAM Targeted Fuels Investments.
58-60	Wildland Fire Risk Reduction, Integrated Veg Management and Forest Products: removed information on utilization standards (info will be shared through RF letter), revised description of “3+1” strategy, added FY23 assigned timber targets to table
62	Reforestation Trust Fund: added info on Joint Secretarial Order on Trust Responsibility
64	Ecology: removed Ecology steering committee information
68	Fisheries & Watershed Management: added specifics on BMP monitoring evaluations in the Wildland Fire Management focus resource area
72	Climate Change: added reference to Executive Order 14057
75	Wildland Fire Preparedness: revised language on funding use for clarity, updated 2023 Aviation Program Direction
76-77	Resource Planning & Monitoring: added EADM info; revised Blue Mountains Forest Plan revision and NWFP modernization info; removed VQO/SIO language (repeated in Sustainable Rec)
Sustainable Recreation	
78-79	National Direction/Emphasis: added language on collaboration expectations, added new WO Priority Allocations, updated BIL funding information
82	Special Uses – Program Management - revised special uses workforce planning bullet under Priority Area 1
87	Recreation Planning and Scenery Management – revised bullet on VQO-SIO to include cumulative effects
Sustainable Infrastructure	
88-89	National Direction/Emphasis: added new WO Priority Allocations, revised FSLM/CMFC Funded language
Work Environment and Operations	
93	Revised description for DRM Records Scanning Support regional priority investment

Page	Revision Summary
94-95	Grants and Agreements: updated for clarification on timelines, prioritization, and SPF grant program process
95-96	Data Resource Management: revised naming for DRM groups/service areas; removed programs shifted to Regional Business Services (records, lit hold, directives management, forms)
Appendices	
100-102	Appendix A: added IRA; revised abbreviations for unit number and BFY for consistency throughout document
103-104	Appendix B: added new WDPs
105-120	Appendix C: NFHF - updated Targeted Fuels Investments funding level, added specifics on minimum base methodology; NFRW - added description for mid/late year fund allocation; CWK2 – revised timeline for additional allocations; TPCD – added units receiving funding in FY 2023
122-124	Appendix D: populated with project information
125	Appendix E: revised description of GLAM
128-139	Appendix G: updates throughout entire table
140	Added Appendix H – Wildfire Crisis Strategy Landscapes G&A Timeline
Revisions throughout document	
Multiple	Updated terminology throughout document from ‘National Priority Landscape (NPL)’ to ‘Wildfire Crisis Strategy Landscape (WCSL)’
Multiple	Revised language to reflect that ALL S&E will be planned at the RO-level; units will not have any individual S&E WorkPlans (S&E WorkPlans for CLFRP and Joint Chiefs’ are now planned at the RO)

Introduction

This Program Direction provides the annual operating direction and guidance for fiscal year (FY) 2023. This direction is intended for regional leadership, program, and budget staff to help align local program of work decisions with the agency's priorities and budget management practices at a national and regional level. This document incorporates the legal requirements of the annual appropriations acts, other appropriations acts, the intent of Congress expressed through congressional reports, and administration and agency priorities.

Strategic Goals and Objectives

The United States Department of Agriculture (USDA) Forest Service's mission is to sustain the health, diversity, and productivity of the nation's forests and grasslands to meet the needs of present and future generations. The Forest Service contributes to Goals 1, 3, and 6 of the Department's strategic goals in the current [USDA Strategic Plan FY 2022 - 2026](#) through fact-based, data-driven, and customer focused decisions, and is responsible for achieving and measuring results with respect to the following USDA strategic goals and objectives:

- Strategic Goal 1: Combat Climate Change to Support America's Working Lands, Natural Resources, and Communities
 - Objective 1.1: Use Climate-Smart Management and Sound Science to Enhance the Health and Productivity of Agricultural Lands
 - Objective 1.2: Lead Efforts to Adapt to the Consequences of Climate Change in Agriculture and Forestry
 - Objective 1.3: Restore, Protect, and Conserve Watersheds to Ensure Clean, Abundant, and Continuous Provision of Water Resources
- Strategic Goal 3: Foster an Equitable and Competitive Global Marketplace for All Agricultural Producers
 - Objective 3.2: Expand Markets for Emerging Technologies, Sustainable Products, and Novel Products
- Strategic Goal 6: Attract, Inspire, and Retain an Engaged and Motivated Workforce that's Proud to Represent USDA
 - Objective 6.3: Develop a Customer-Centric, Inclusive, and High-Performing Workforce and Equip Employees to Provide Exceptional Service Delivery to Customers (Internal and External)

Region 6's FY 2023 Program Direction aligns with the strategic goals for USDA and the [USDA Forest Service's Strategic Plan: FY 2015-2020](#)¹, and guides essential work we must perform this year to respond to the needs and challenges faced by our units as well as demands from citizens. The agency's [FY 2023 Budget Justification](#) specifically identified and prioritized critical investments for the following

¹ This is the current version of the Forest Service Strategic Plan. Creation of a new Forest Service strategic plan, built on the foundation of the Natural Resources and Environment goals set in the USDA Strategic Plan FY 2022 – FY 2026, began in 2022 and is expected to be released in April 2023.

policy priorities: address threats from wildfire, tackle climate change, protect communities, provide economic relief through job creation, advance racial equity, and further improve our work environment. Together with the historic investments provided through special appropriations such as the Great American Outdoors Act, the Bipartisan Infrastructure Investment and Jobs Act, the Disaster Relief Supplemental Appropriations Act, and the Inflation Reduction Act, the Forest Service will increase and build new capacity for working with partners to improve the resilience of landscapes and watersheds across boundaries, reduce wildfire risk by treating the right acres at the right scale, restore infrastructure, support outdoor recreation, and invest in reforestation of impacted landscapes.

In Region 6, our emphasis remains on stewarding the whole. By integrating our work across resources and boundaries we will protect forests, communities, and watersheds and use best available science on a scale that delivers meaningful and lasting social, ecological, and financial outcomes. We will prioritize investments to increase on-the-ground wildfire risk reduction and active forest management and facilitate the use of all available science-informed active management tools and treatment options, including prescribed fire and timber harvest.

What's New in FY 2023?

Salary & Expense Management

Beginning in FY 2023, all Salary & Expense (S&E) funds will be managed from the Regional Office (RO). There will no longer be unit limitations or unit-level shorthand codes (SHCs) for S&E Budget Line Items (BLIs). As per Washington Office (WO) direction, operations and oversight for S&E allocation must be managed no lower than the region, station, or WO deputy area levels. This alleviates the risk for any one unit and treats our workforce as an enterprise resource.

Also new this year is the expectation that all employees who have salary days planned in non-appropriated funds charge those days as the applicable work is completed and spent as the year progresses. This will increase the accuracy of our staffing decisions and year-end projections. See the [Salary and Expenses](#) section of this document for additional information.

Fleet

Beginning in FY 2023, accidents and damage repair will be added to costs planned and managed as part of the fleet regional cost center. See the [Planning Fleet](#) section of this document for additional information.

Building Operations

Beginning in FY 2023, appropriated funding to cover costs for operating administrative buildings that support the Forest Service workforce will be managed regionally as part of regional cost centers. See the [Building Operations Costs](#) section of this document for additional information.

Minimum Forest Base Funding Levels

While total forest base allocations may vary from year-to-year, minimum forest base levels define the minimum level of funding a unit can rely on having in any given year. Setting this level and sharing it with units is intended to provide a measure of stability and predictability. Unit-specific minimum forest

base funding levels have been established for appropriated BLIs; methodology and unit-specific minimum forest base funding levels are displayed in [Appendix C](#).

Regional Office Supplies and Equipment

Beginning in FY 2023, all general office supplies and equipment for RO staffs will be managed centrally by RO Regional Business Services. This change does not apply to field units; field units will continue purchasing these items using base FSOS funding.

Centrally managed RO supplies and equipment includes general office supplies (e.g., pens, paper, binders, plotter supplies) and general office equipment (e.g., monitors, headphones, keyboards). To purchase these items, an [AD-700 Requisition](#) signed by your director or delegated approver should be sent to the [FS-R6 Regional Business Services inbox](#) to be processed. Funding for any specialized or program-specific supplies or equipment should continue to be planned and funded under individual RO directorates using the appropriate supporting program BLI, and requisitions for purchases should be routed through the [FS-R6 Regional Business Services inbox](#).

Quarterly Reviews

To ensure funds are managed within unit allocations/authority at the BLI level, units will develop and implement a program of work consistent with their allocations without overspending. To ensure this occurs, RO Budget & Financial Management (BFM) staff will perform a quarterly review each unit's status of planning to their budget allocations/authority, non-appropriated fund contribution to salary spending, unit spending rate of employee expenses (e.g., travel, training, premium pay, temporary salary, etc.), status of planned contracts and agreements, and projected spending through the rest of the fiscal year. BFM will meet with units, if needed, to discuss the quarterly review along with any corrective actions required to ensure they stay within budget allocations and planned non-appropriated fund contribution to salary.

Reminders for FY 2023

Salary and Expense Budget Line Items

As of FY 2021, funding for salary and personnel-related expenses is an appropriation under the S&E BLIs. Using S&E funds for other items, such as for an equipment contract, to purchase supplies, or to pay for fleet, would be a misappropriation. Likewise, using other appropriated funding sources (e.g., CMRD, NFRW, WFPR) for salaries and expenses would constitute a misappropriation of funds. As a result, managers will no longer be able to reprogram permanent salary savings from vacant positions to any other cost not compatible with the S&E line item (e.g., project or program-related contracts, agreements, or purchases of materials and supplies). **The concept of “salary savings” no longer exists under this new budget structure.** See [Forest Service Handbook \(FSH\) 6509.11g Zero Code](#) for additional salary and expense appropriation use information.

Continued Reliance on Non-Appropriated Funds

Historically, units have always relied on non-appropriated funds, such as permanent appropriations & trust funds (P&T), external funding (reimbursable, cost recovery, transfer), and suppression funds. The

new budget structure and S&E BLIs were never designed or intended to cover 100% of our workforce salary and expenses. The amount of salary and expense funding appropriated by Congress factors in our historic reliance on those additional sources of funds from projects, such as Knutson-Vandenberg (KV) work, salvage sales, recreation fees, and agreements. Non-appropriated funds each have unique requirements and restrictions; employees must appropriately charge these accounts for salary and other personnel expenses while performing the work associated with these funds.

The region as a whole is expected to meet historic levels of use of non-appropriated funds for permanent salary to be able to afford the workforce at its current size. If a unit's historic level of use is unsustainable (e.g., due to reduced collections or historic expenditures at a higher rate than can be sustained into the future), the unit should determine a sustainable level of use and plan appropriately.

Where there is a reduced reliance on non-appropriated funds for salary, the region or unit may need to reduce the need for S&E by 1) increasing non-appropriated fund use on other units, 2) by reducing discretionary S&E costs (temporary personnel and expenses), or 3) by reducing S&E costs associated with permanent personnel through lowered staffing levels.

Continued reliance on non-appropriated funds also applies to other operating and project-level costs. While a large portion of funding for the region's salary and expenses, fleet, leases, and building operations costs will be planned and managed at the regional level, units must continue to plan and manage non-appropriated funds for these expenses, as aligned with the unit's program of work and appropriate fund use. Unit planning and spending of non-appropriated funds, in combination with appropriated funding planned and managed at the regional level, is intended to fully cover these costs and implement the regional program of work. To prevent deficit spending of regional discretionary appropriated funds, it is crucial that units properly plan non-appropriated funds for these cost centers and spend accordingly. Budget staffs will monitor planning and spending to ensure budget execution aligns with budget planning levels.

Assisting Others

Employees will charge the appropriated S&E BLI associated with the Human Resources (HR) organizational alignment of their position, rather than the former "charged as worked" model. This means that regardless of where the work occurs or what work the employee is performing, the employee's salary and expenses (including travel) will be funded by the S&E code associated with the HR organizational alignment of their position. For example, if a Region 6 non-fire employee goes to Region 1 to assist with a priority project, the Region 6 employee will continue to charge to the Region 6 S&E SHC associated with their position (0697 NFSE9723). Similarly, if a Region 6 non-fire employee assists their home unit with implementing the fire program of work, such as prescribed burning, they will continue to charge the non-fire S&E SHC associated with their position (0697 NFSE9723). The only exception is when using non-appropriated funding (P&T, Reimbursables, etc.). Non-appropriated funding codes tie to the work that's being completed, rather than the employee's position. Charging salary and expenses to another unit's non-appropriated fund code is allowed when the employee is completing work associated with the non-appropriated fund code and use of these funds has been approved by the receiving unit.

The process of sharing employees' skills across boundaries is based on the collective, shared priority use of that employee's time, rather than funding. These types of internal collaborations have been and continue to be critical for the agency to make expertise available where it is needed, and it is leadership's expectation that they will continue. Leadership and staff should work together to identify innovative ways to determine when these types of relationships are helpful and how to operationalize them to create benefits for all participants, the agency, and our mission. Agency leaders are empowered to determine a strategic program of work for each employee for the good of the whole in a way that can serve as a model that honors our values of service and interdependence. We are one Forest Service, one agency, and therefore, we all benefit from the accomplishment of mission critical work being done, regardless of the location.

For shared employees, the funding for salary and expenses of these positions resides with the employee's home region/station/unit. The alignment of funding does not change the relationship between the two units for that position.

Details

Employees in an official detail to a position outside of Region 6 (i.e., a personnel action has been processed) will charge salary and expenses, including travel and per diem, to the gaining region, station, or WO unit. Since S&E BLIs are associated with a position's alignment in the organization and not the individual employee that holds the position, employees will charge to the S&E BLI associated with the position they are detailing into. This will most often be the same S&E BLI they normally charge; however, there may be instances where an employee would charge differently. For example, a Fire Management Officer who typically charges salary and expenses to WFSE97 details into a Deputy Forest Supervisor position where the employee would charge salary and expenses to NFSE97 while on the detail.

There is no RO notification or approval process required for filling a vacant Region 6 position with a detailer. If the unit is within [approved staffing levels](#), a position can be filled by a temporary promotion or detailer and the appropriated portion of their salary and expenses will be charged to the Region 6 S&E SHC associated with the position. If the position is typically funded with non-appropriated funds, the unit should continue to fund the position accordingly using non-appropriated fund codes.

Non-Agency Personnel

All costs associated with non-agency personnel (volunteers (e.g., campground hosts), contractors, Resource Advisory Council (RAC) members, resource assistants, and out-of-agency detailers hired via agreements) must be paid from the program (non-S&E) BLI most applicable to the cost. S&E BLIs can only fund Forest Service personnel.

Hosted Positions

Hosting fees are no longer charged to other Forest Service units for agency employees.

Information Technology

Information Technology funding (FSIT) is the only BLI to be used for all agency costs associated with Information Technology (IT), including cybersecurity requirements and telecommunications, and will

continue to be managed by the Chief Information Officer (CIO) at the national level. FSIT will be used for all agency IT costs, with two noted exceptions: IT costs resulting from emergency incidents will continue to be charged to Suppression (WFSU), and automated fee machines will continue to be partially funded using collected P&T fees. Units are not allowed to purchase IT items such as laptops and software, and IT purchases may not be charged to other appropriated program BLIs. A process has been developed to assist with determining what is considered IT to help meet requirements of the Federal Information and Technology Reform Act (FITARA). For a detailed description of the items that are to be funded by FSIT, see the [What is IT?](#) guidance document on the CIO IT determination website or [FSH 6509.11g Chapter 90](#). Increasingly smarter devices continue to make new evaluations necessary regarding “What is IT?”. If you are unsure if your acquisition is IT, submit a [Technical Approval Request](#) to ask, and CIO will review and provide a documented decision. Items that do not meet the IT definition will be funded by program funds.

Financial Management

Overview

Congress appropriates funds for specific purposes. Everyone involved in the distribution and spending of funds needs to understand congressional intent. Spending for any purpose other than the authorized purpose is considered a misappropriation of funds. The Line Officer is responsible for ensuring the legal use of appropriations. It is the responsibility of all employees to budget, obligate, and expend funds in accordance with applicable laws, regulations, congressional intent, and agency guidance, consistent with [FSH 6509.11g Service-wide Appropriation Use Handbook](#); [Forest Service Manual \(FSM\) 6510, Appropriations and Funds](#); and [FSH 1909.13, Program Development and Budgeting Handbook – Chapter 30, Budget Execution](#). This responsibility applies to all employees who place accounting codes or approval signatures on financial documents, such as timesheets, travel vouchers, requisitions, or purchase transactions; or to any employee with the authority to obligate and/or spend agency appropriated funds.

Forest Service Budget Structure

For information on the agency budget structure implemented in FY 2021, refer to the [Budget Modernization Primer](#). For additional questions about the proper use of agency funds, seek additional guidance from budget staff. The [Budget Modernization SharePoint site](#) is a reference source for information, including [Frequently Asked Questions](#) on the agency budget structure.

Status of FY 2023 Appropriations

On December 29, 2022, the President signed the FY 2023 Consolidated Appropriations Act ([H.R. 2617](#)), which provided a full year appropriation for our agency. The WO released its’ final FY 2023 Net Available allocations and FY 2023 Program Direction to the field on February 3, 2023. BFM will monitor spending to ensure that the region does not overspend and will provide fund status and performance reports to the Regional Leadership Team (RLT) monthly.

Additionally in FY 2023, funds allocated under the Great American Outdoors Act (GAOA), Disaster Relief Supplemental Appropriations Act (Disaster Supplemental), Bipartisan Infrastructure Law (BIL),

and Inflation Reduction Act (IRA) provide additional funding streams to increase workforce capacity and support the work associated with these appropriations. We will execute all funds consistent with the purpose and requirements in the legislation, and in a manner that maintains our financial resilience into the future.

Special Appropriations

Additional information regarding WorkPlan and budget planning for these special appropriations can be found in the [WorkPlan Development Direction](#) section and [Appendix A - Budget Planning Guide](#). Program-specific information is included in the [Ecological Restoration and Wildfire Risk Reduction](#), [Sustainable Recreation](#) and [Sustainable Infrastructure](#) sections of this document.

Great American Outdoors Act

The Great American Outdoors Act of 2020 (P.L. 116-152) provides permanent funding to the [Land and Water Conservation Fund](#) (LWCF) and established the National Parks and Public Lands Legacy Restoration Fund (LRF) for five years to address the deferred maintenance backlog of the Forest Service and other federal land management agencies. During the five years that the LRF is authorized (from FY 2021 through FY 2025), the maximum funding the agency can receive each year for deferred maintenance is \$285 million, plus interest earned on invested portions of the fund. Each year's actual funding level will be based on annual energy revenues, on which the deferred maintenance fund is based. [Appendix D](#) identifies the projects approved for Region 6. See the [R6 GAOA/NAMP SharePoint site](#) for additional GAOA information.

Disaster Relief Supplemental Funding

The FY 2023 Omnibus Appropriations bill includes several changes in how the Wildland Fire funding is appropriated to the Forest Service. All wildland fire suppression funding, including the fire reserve transfer and \$160 million of wildland fire preparedness funds, are now funded in the disaster relief supplemental appropriations. To minimize impact to operations, the new BLI for wildland fire preparedness will be managed nationally and field operations (RO and unit) will continue to charge to the traditional WFPR BLI.

The agency also received \$1.255 million in emergency disaster supplemental appropriations to cover the necessary expenses related to consequences of calendar year 2020-2022 wildfire, hurricanes, other natural disasters, and for high priority post-wildfire restoration for watershed protection, public access and critical habitat, hazardous fuels mitigation for community protection, and burned area recovery. Distribution of these funds are still being developed and will be announced by the Department prior to allocation.

In addition, the agency continues to manage funds provided through the Disaster Relief Supplemental Appropriations Act that was signed into law as part of the *Extending Government Funding and Delivering Emergency Assistance Act (P.L. 117-43)* to cover the necessary expenses related to the consequences of calendar year 2019-2021 wildfires, hurricanes, and other natural disasters, and for hazardous fuels mitigation. Region 6 received \$273 million for disaster recovery projects associated with repair and restoration of impacts from wildfire and significant rain events (\$255 million for Oregon and \$18 million for Washington), as well as \$4 million for hazardous fuels reduction. Funding was

prioritized to complete highest priority needs based on criteria developed by the region and individual prioritized project lists.

Bipartisan Infrastructure Law

The Infrastructure Investment and Jobs Act of 2021 (P.L. 117-58), also known as the BIL, provides resources to the Forest Service to reduce the risk of wildland fire, restore ecosystems, and invest in natural resources related infrastructure. The Act provides about \$5.5 billion for the Forest Service to work at larger scales with federal, tribal, state, and local government partners, as well as all members of the public, to restore ecosystems and reduce wildfire risk to communities. The bill also provides important tools to support agency efforts to establish resilient landscapes for future climate conditions.

Secretary Vilsack, using the authority in Section 40807, Emergency Actions, of the BIL, made the determination that the Forest Service may carry out Authorized Emergency Actions to achieve relief from threats to public health and safety, critical infrastructure, and/or mitigation of threats to natural resources on National Forest System lands in 250 High Risk Firesheds, as identified in the [Forest Service's Wildfire Crisis Strategy](#) (WCS). This determination will enable the Forest Service to accelerate environmental compliance, contracting, hiring, and project implementation using multiple streams of funding sources, including the agency's regular appropriations.

The agency will use available authorities strategically and thoughtfully, in places with tribal, community, and partners support, to plan and implement treatments around communities and critical infrastructure. Use of these authorities must be approved on a case-by-case basis by the Chief. Additional information and resources on how and where you can use these emergency authorities are in development and will be shared when available.

Inflation Reduction Act

The [Inflation Reduction Act of 2022](#) (IRA, H.R. 5376) provides the Forest Service and Department of Agriculture a one-time appropriation of \$5 billion, available for 10 years, to protect communities from wildfire and combat the climate crisis across our nation's forests and grasslands. Funding is for hazardous fuels treatments in the wildland urban interface (WUI) and other forest resilience activities on National Forest System lands, and grant programs for underserved and small landowners to implement climate mitigation practices, to the wood industry, and to the States to conserve at-risk land and promote urban forestry.

IRA funding is available for 10 years (FY 2022 through FY 2031) however, the agency has set a more aggressive timeline for obligation and expenditure of funds. Agency leadership set a timeline to allocate and obligate all programmatic funds by the end of FY 2028 and to only allocate and obligate funds for program oversight and administration for FY 2029 – FY 2031. This aligns with the Administration and agency's expectation to aggressively use funds to address the wildfire crisis and improve the resilience of forests and grasslands while providing economic stimulus and benefits in an equitable manner across communities.

Aggressive implementation is, and will be, reflected in FY 2023 and future allocations. Units utilizing these funds are expected to move quickly in the planning and obligation of funds.

Work Financing Principle

The Work Financing Principle states that we should finance resource work to achieve ecological restoration and integrate programs to maximize the use of agency funds while maintaining compliance with appropriations law. There is very little work the agency does that has a single purpose or benefit. Take a holistic approach to all management activities to leverage funds and allow for more effective and efficient delivery of integrated programs and projects on a landscape scale. Focusing on the landscape scale resource accomplishments to be achieved, select fund(s) and program(s) to finance resource work (by following direction in the fiscal year appropriations act, Continuing Resolution (CR), or supplemental appropriation act and guidance in the Program Direction and Budget Justification). The emphasis is on achieving ecological restoration and integrating programs through collaboration and partnerships. It is the responsibility of national, regional, and forest leadership to develop integrated programs and projects.

Units should develop their program of work using the Work Financing Principle, plan their budgets to fund this program of work appropriately, and then communicate plans and expectations to employees. By being proactive to maximize the agency's allocations in accordance with appropriations law to their greatest benefit, the Forest Service budget community can provide critical oversight to ensure that integrity is built into the process and to help the agency to be more effective in the delivery of mission activities and programs. For additional information, see [FSM 6500 Chapter 10](#) and [FSH 6509.11g Zero Code](#).

Funds Control Overview

Units are authorized to spend against those BLIs for which they have received budget authority in WorkPlan. Spending may not exceed the budget authority received. In addition, units may not spend against anticipated budget authority without prior approval from BFM. The allocation spreadsheet provides funds to units and will be uploaded in WorkPlan within 1 week of its release. **Units are expected to update their WorkPlan projects to match their final budget allocations by March 31, 2023.**

The Digital Accountability and Transparency Act (Data Act) requires the Availability Controls (AVC) in Financial Management Modernization Initiative (FMMI) to be lowered to the regional level. Financial transactions will reject to prevent overspending at the regional level. During a CR, this requirement will apply to our CR authority.

Discretionary Appropriations (Appropriated Funding)

Fund allocations in the final budget are based on updates from the initial budget and incorporate the FY 2023 WO Final Net Available allocations to balance to our regional allocations. Units are expected to update their planning and continue executing their program of work at their final budget allocation levels.

The Consolidated Appropriation Act of 2017 changed the period of availability of most Forest Service appropriations; no year appropriations were replaced by 4-year appropriations. Once obligated, funds are available for payment for five years after the funds expire. For example, Budget Fiscal Year (BFY) 2023 appropriated funds will be available for obligation through FY 2026 and for payment of these obligations through FY 2031. This change does not affect unobligated balances from BFY 2016 and

prior; these unobligated balances remain available until expended. The change also does not affect non-appropriated funds.

Permanent Appropriations and Trust Funds

Budget authority allocations for P&T funds will be based on unit planning, cash balances, and available regional budget authority. Planning should reflect an annual program of work in approved WorkPlan projects and should only be reflective of what the unit intends to spend. P&T funding should be planned within the appropriate BFY where cash and budget authority is available to obligate. The RO will pull WorkPlan reports to determine unit P&T requests by BFY. The RO will then validate requests with current cash balance levels and regional budget authority.

Units are authorized to spend up to the budget authority displayed in WorkPlan. It is the agency’s practice to spend older BFY cash balances first; BFM will provide units with their oldest BFY budget authority first. Units are expected to manage P&T budget authority at the BLI, BFY, and SHC level.

In the event a unit needs more P&T authority during the fiscal year, requests in the BFY needed should be routed to the appropriate budget execution and analysis staff (see [BFM SharePoint site](#)). BFM will work with each unit to secure additional budget authority related to FY 2023 collections on a case-by-case basis to accommodate the unit’s spending needs for their annual program of work.

FY 2023 National P&T Support and Inflation Rates

Listed below are the National Support Rates and inflation rate to be used during FY 2023 for completing the Annual Cash Balance Analysis for these funds for new sales and the revision of open sales. Collection rates cover WO and RO direct costs for program management support. Refer to [FSH 2409.19, Chapter 90](#) on method to calculate these rates. Additionally, the rates are posted at the following SharePoint site: [FY 2023 National Support Rates](#).

Table 1 - FY 2023 National P&T Support and Inflation Rates

Fund	Percent
Brush Disposal (BDBD)	6.0%
Cooperative Knutson-Vandenberg (CWKV)	16.0%
Salvage Sale (SSSS)	13.0%
Inflation Rate	6.3% ²

Reimbursable Authority

Various reimbursable authorities provide the Forest Service the ability to bill and collect funding from another federal or non-federal sources for work performed in accordance with signed agreements, special use permits, and other instruments. Prior to creating any obligations relating to reimbursable work, the unit must have a valid agreement, special use permit, or other appropriate instrument in place.

² The inflation rate to be used on trust fund collections plans is based on the consumer price index (CPI) for all items less food and energy from [CPI Home: U.S. Bureau of Labor Statistics](#). Keep in mind that this rate measures change over the last year not what is projected into the future. Projections from the Federal Reserve estimate that annual inflation is about 2% lower and will drop steadily from 2023 to 2025 to approximately 2.5% (using the CPI method of calculation). Consider that downward trend in applying multi-year inflation rates.

Albuquerque Service Center (ASC) Budget & Finance (B&F) Reimbursable and Advance Collection Agreements (RACA) will review the signed agreement and determine the accounting methodology to be used prior to recording the sales order. In addition, ASC B&F RACA will provide FMMI SHC assignments as a means of authorizing spending on the project. Units may not conduct any reimbursable work until the reimbursable apportionment authority and collections receipt/recording are posted in FMMI, a valid agreement has been executed in Natural Resource Manager ([NRM](#)), and the funding has been obligated. There are exceptions to this rule (e.g., in emergency situations), but units should check with your serving Grants Management Specialist before conducting work prior to issuance of a SHC.

Policy and detailed operating direction and guidance including specific requirements for agreements with federal and non-federal partners can be found on the [ASC B&F RACA SharePoint site](#). Refer to [FSH 1509.11](#) for comprehensive instructions on negotiating, executing, and administering reimbursable agreements.

Prior Year Unobligated Balances

The agency must now manage all prior year unobligated balances in the year in which they were appropriated. This applies to both the no-year appropriations (BFY 2016 and prior) and the 4-year appropriations (BFY 2017 and subsequent).

In FY 2023, the agency will prioritize use of prior year annual appropriated funding to cover national must-pay bills (primarily FSIT-related). The agency is working to align out-year budget requests with known costs to ensure current year must-pay bills are funded with current year funds, but until that alignment is realized, the amount of prior year funds needed to cover these costs will be high and the region should not anticipate the return of prior year annual appropriations. Unobligated balances associated with funding sources such as Disaster, GAOA, BIL, and IRA are currently excluded from this approach. In addition, certain program funds that are either historically not swept based on requirements of the program and its priorities, and certain programs that have a one-time need identified by the Chief and Executive Leadership Team (ELT) are also excluded.

The agency has developed a new approach to manage prior year unobligated balances in the future and will transition to the new approach once out-year budget requests better align with known current year costs. It is important to note that while the agency is moving to a new approach for prior year funds management, the goal remains that units will spend ALL annual appropriated funding in the year it is allocated. This is prudent management of resources and demonstrates to Congress that they are not appropriating the agency more funded than is needed for mission critical work. Finally, the Chief and Regional Forester reserves the right to utilize unobligated balances at any time. The expeditious full obligation of your allocations minimizes the changes these actions will impact your unit.

Accomplishments and Performance Reporting

Performance reporting is part of our regular workflow, and accomplishment data must be timely, reliable, and complete. **All accomplishments must be reported in the database of record, even if there is not a target assigned.** Accurate reporting serves to communicate and highlight our accomplishments. Timely accomplishment data entry is crucial to facilitate upward reporting through the Secretary's Executive Dashboards and to facilitate progress and accomplishment reporting to Congress.

Where WorkPlan is the data source (i.e., system of record), actual accomplishments are to be recorded in the projects. If accomplishments will be attained from a zoned organization, such as land zones, each individual unit should plan their portion of the accomplishment to clearly identify where the accomplishment will occur. The [Performance Reporting Appendix](#) communicates regional expectations for the frequency of data entry throughout the fiscal year as well as informs the forests of the measures and reports their work contributes to.

BIL Reporting

All planning areas receiving BIL funding under codes NITX, NIMX, NIHX, NIBX, NIVX, NIGX, and CFIX should be entered into the Forest Service Activity Tracking System (FACTS) spatial and associated activities, linked through a SUID, should be updated on a 30-day cycle. Activities entered should reflect both planning and implementation stages. BIL projects utilizing NIRX, CMJR, CMJL, and CMJD will refer to the guidance in their respective [project call letters](#). This is particularly important due to frequent upward reporting to the Office of Management & Budget (OMB) and Congress that pulls directly from FACTS common attributes; early FACTS entry reduces separate data calls, saving time at all levels.

IRA Reporting

FY 2023 direction is currently being developed to address IRA accomplishment reporting requirements. It will be posted on the [BIL/IRA SharePoint site](#) under the FY 2023 BIL/IRA Resources section when available.

Status of Funds and Performance Monitoring

Monthly fund status and performance reports will be shared with the Regional Forester Team (RFT), RLT, Administrative Officers, and Budget Officers using the budget Status of Funds report and FMMI obligation dashboard reports, including Discretionary Appropriations and P&T funds. Units may run a Status of Funds or Performance reports at any time through [FMMI Reports Dashboard](#). Units can update standard regional financial reports on their own using regional automated reports in the [FY 2023](#) folder located in Pinyon. Budget staff should brief their leadership on unit status monthly.

Mid-Year Review and Pre-Sweep Consultation

To ensure funds are managed within unit allocations at the BLI level, all units will have a mid-year review with BFM. The review will include discussion of the unit's status of planning to their budget allocations, expected accomplishments, and projected spending through the end of the fiscal year, along with any corrective actions required to ensure they stay within budget allocations. In addition, units will need to provide information regarding unobligated procurement actions by BLI.

Obligation Deadline

- Region 6's FY 2023 obligation deadline for contracts, grants & agreements, and materials & supplies is **May 1, 2023**. Units should focus on obligating funds by the May 1st regional obligation deadline. Remaining unobligated balances after this date are subject to realignment to other regional priorities. The RO will identify high-priority, flexible, and scalable projects that can be executed before the agency's July 1st obligation deadline.

- Region 6’s Grants & Agreements (G&A) project submission and commitment deadline for **Wildfire Crisis Strategy Landscape (WCSL)** projects is the week of **February 20th** and is **February 28, 2023** for funding issued in the Region 6 Initial Budget to facilitate obligating funds by May 1st.
 - The WCSL deadline for the **week of February 20th** is to ensure G&A has enough time to process the actions to meet the Regional Forester’s obligation deadline of March 31, 2023. A more detailed G&A timeline for WCSL projects can be found in [Appendix H](#).
 - The February 28, 2023 deadline does not apply to State & Private Forestry (SPF) grants due to spending authority limitation and the competitive grant awards. However, SPF program managers should work on the components of their grants or agreements as far as in advance as possible. All SPF staff should meet a submission and commitment deadline of June 1, 2023 (or adjusted based on competitive award funding).
 - A coversheet, draft agreement, financial plan, and budget approved commitments are required for G&A project submission. G&A will consider late project requests on a case-by-case basis based on regional and agency priorities and cannot guarantee execution by the end of FY 2023 due to workload and priority. Each forest unit and RO directorate are encouraged to develop a priority list that can be shared with G&A and BFM Directors at the beginning of the calendar year to assist in ensuring agency and Region 6 priorities are met.
 - G&A leadership will be scheduling quarterly calls with Forest Supervisors and RO Directors to help manage G&A workload to support regional and agency priorities. These quarterly check-ins will assist in ensuring the highest priorities of the forest or directorate are assigned and prioritized appropriately.
- On September 29, 2022, Procurement and Property Services (PPS) issued the [procurement package submission schedule for FY 2023](#). See the [PPS website](#) for additional information.

Important Dates for FY 2023

The following dates highlight mission critical milestones necessary to ensure our continued success.

Table 2 - Important Dates for FY 2023

Date	Item	Description
October 28, 2022	Balance to FY 2023 Initial Operating Budget	Unit will ensure that WorkPlan projects are balanced to the FY 2023 Initial Operating Budget
October 31, 2022	FY 2023 R6 Initial WorkPlan Snapshot	Regional snapshot to ensure that units have updated their program of work (approved WorkPlan projects) to match the allocated appropriated funds and expected accomplishments based on issuance of initial budget. Plan annual program of work for P&T/RACA funds.
October 31, 2022	FY 2022 WO Year-End WorkPlan Lock	FY 2022 WorkPlan will be permanently locked after this date. Data will remain in WorkPlan and be accessible to users for analysis purposes; however, no further data edits will be allowed.

Date	Item	Description
November 15, 2022	FY 2022 R6 Accomplishment Certification	Regional Forester’s signed certification is due to the WO
Week of February 20, 2023	G&A Submission Date for High Complexity WCSL projects	Date Program Managers (PMs) should submit complete proposal package to G&A for WCSL projects using Good Neighbor, Stewardship, Tribal/638, and Direct Grants. PMs should note “WCSL” in subject line of email submission and on R6 G&A Cover Sheet.
February 28, 2023	G&A Commitments Deadline	Last day to approve commitments in NRM for funding issued in the Initial Operating budget to ensure that obligations are made before May 1st
March 1, 2023	PPS Cutoff Date ³	PPS cutoff date for procurement requests exceeding \$1 million and the establishment of new Indefinite-Delivery Indefinite Quantity (IDIQ) contracts and Blanket Purchase Agreements (BPA)
Week of March 20, 2023	G&A Partner Signatures for WCSL projects	PMs should work with partners to ensure timely return of signed grants and agreements
Week of March 27, 2023	G&A Forest Service Signatory Signatures (WCSL Projects)	Deadline for RO Directors and Forest Supervisors to sign WCSL grants and agreements
March 31, 2023	R6 WCSL Project Obligation Deadline	Regional Forester deadline for obligating WCSL funding. For grants and agreements, this is the date for G&A to execute/obligate WCSL projects in NRM).
March 31, 2023	Balance to FY 2023 Final Operating Budget	Unit will ensure that WorkPlan projects are balanced to the FY 2023 Final Operating Budget
April 3, 2023	FY 2023 R6 Final WorkPlan Snapshot	Regional snapshot to ensure units have updated their program of work (approved WorkPlan projects) to match the allocated appropriated funds and expected accomplishments based on issuance of final budget. Plan annual program of work for P&T/RACA funds.
April 3, 2023	PPS Cutoff Date ³	PPS cutoff date for procurement requests between \$250k and \$1M
April 2023	FY 2023 R6 Mid-Year Review	Meetings will be conducted with the units based on April 3 rd WorkPlan snapshot and financial reports. Will include review of the execution status of all unobligated balances.

³ Procurement deadline generally do not apply to projects in support of GAOA or BIL. Procurement requests received in support of GAOA and BIL will be processed in the order received unless noted as a priority. NOTE: Projects supporting GAOA, BIL, or projects that contain multiyear funding that must be awarded prior to the fiscal year end must adhere to the cutoff dates.

Date	Item	Description
May 1, 2023	FY 2023 R6 Obligation Deadline	Last day to obligate funds for contracts, grants and agreements, and materials and supplies in the region.
May 2, 2023	PPS Cutoff Date ³	PPS cutoff date for Simplified Acquisition Procedures (SAP) up to \$250k and commercial item/services up to \$7.5
May 2-5, 2023	FY 2023 R6 Pre-Sweep Consultation	Pre-funds sweep consultation meetings will be conducted with the units based on May 2 nd Status of Funds report.
June 1, 2023	PPS Cutoff Date ³	PPS cutoff date for orders against established sources (Task/Delivery Orders off FSS/GSA, Department/Agency IDIQ Contracts or BPAs), Task/Delivery Orders, BPA Call Orders, and Complex Modifications (e.g., constructive changes, claims, terminations, equitable adjustments, etc.)
June 30, 2023	FY 2023 Interregional BE Cutoff Date	Last day to submit Region-to-Region budget execution (BE) requests. Does not apply to BEs needed to move authority to cover AVC deficits, movement of funds identified during financial reviews, ELT approved priorities, or for the movement of funds for the imminent obligation of Land Acquisition, Legacy, or CIM projects.
July 1, 2023	FY 2023 National Obligation Deadline	Last day to obligate funds for contracts, G&A and materials and supplies nation-wide.
July 31, 2023	FY 2023 RACA Deadline	Final day to submit incoming agreement modifications to RACA that the period of performance would start prior to fiscal year-end and ASC B&F will guarantee it will post against FY 2023 business.
August 4, 2023	FY 2023 RACA Deadline	Final day to submit new incoming agreements or modifications (1 year or expiring funds) requiring obligations before FY 2023 year-end to RACA
August 30, 2023	FY 2024 Advance Acquisition Plans	Plans, including contracts, grants and agreements, and real property leases, must be created. They should be updated often to ensure that the PPS and G&A community can most efficiently prioritize work and respond to agency needs in a timely fashion.
August 31, 2023	R6 Spending Cutoff Date	Last day for all non-emergency spending.
September 1, 2023	FY 2023 Cutoff Date	Final day to submit lump sum leave requests, BVAS and Employee Reimbursement requests, and Monetary Awards to HR.
September 15, 2023	FY 2023 Cutoff Date	Final day to submit obligating/reconciling documents in IAS, IRSC, IWEB/NRM, MOST, TOS where ASC B&F will guarantee it will be posted against FY 2023 business.
October 31, 2023	G&A Cutoff Date	Final day to submit paperwork for an extension to an existing agreement that is scheduled to expire at the end of the calendar year.
October 31, 2023	FY 2023 Accomplishment Cutoff	FY 2023 final year-end accomplishments due into WorkPlan and WorkPlan is locked.

Date	Item	Description
November 15, 2023	FY 2023 Accomplishment Certification	Regional Forester’s FY 2023 signed Year-End Certification is due to the WO, per FSM 1490.3.
November 27, 2023	G&A Cutoff Date	Temporary closing date of the G&A inbox for the calendar year; will reopen on January 4, 2024 for submissions.

Regional Cost Centers

Major cost centers will continue to be planned and managed at the regional level in FY 2023, with the intention of reducing uncertainty and disruptions to the field. While these costs may fluctuate greatly from year to year at the forest level, they are relatively stable when considered collectively across the region. Managing these cost centers regionally reduce uncertainty for programs on our forests while improving transparency. This enables us to maximize our ability to accomplish work on the ground with the resources we have and to identify where more resources are needed to do the work that is required. See [Appendix A - Budget Planning Guide](#) for additional information on planning and management of cost centers and individual SHCs.

Salary and Expenses

Salary and expenses are composed of the following costs:

- Personnel salaries and benefits for all employment types (permanent, term, and temporary), and
- Expenses that support the individual agency employees. These include overtime, pay differentials, lump sum leave, awards (monetary and non-monetary), travel, training, uniforms, physicals, safety boot reimbursements, wellness reimbursements, transfer of station, incentives (recruitment, relocation, retention, and student loan repayment), misconduct investigations, background investigations, professional liability insurance, insurance claims and indemnities.

Salary and Expenses Funded by S&E

All Region 6 employee salary and personnel expenses funded by the appropriated S&E BLIs will be planned and managed at the regional level beginning in FY 2023. By funding Region 6 employees together, we can manage risk at the appropriate level to account for historic vacancy and attrition levels, non-appropriated sources of funds, and non-fire personnel fire assignments.

Budget Officers & supervisors should ensure employees are using the appropriate S&E BLI based on the HR organizational alignment of the employee’s position. Region 6 employees will charge salary and expenses to the S&E BLIs as follows, and using the SHCs for S&E BLIs found in [Appendix A](#):

- National Forest System (NFS) employees: **0697 NFSE9723**
- Wildland Fire Management (WFM) employees, i.e., employees whose primary duties are Fire and Fuels and/or administrative positions supervised by Fire and Aviation Management (FAM): **0697 WFSE9723**
- State & Private Forestry (SPF) employees (RO only): **0697 SPSE9723**

Salary and Expenses Funded by Non-Appropriated Funds

The appropriated S&E accounts’ allocations assume that the historic use of P&T, Suppression (WFSU), Working Capital Fund (WCF), and incoming reimbursable funds for salary and personnel-related

expenses will continue. The S&E accounts will only fund the amount of salary and personnel-related expenses historically charged against appropriated funds. S&E BLIs typically make up approximately 85% of the full cost of Region 6 salary and expenses, with the remainder being covered by these other non-appropriated funding sources.

Permanent Appropriations, Trust Funds, Reimbursable, Cost Recovery, and Transfer funds each have unique requirements and restrictions. Employees must appropriately charge these accounts for salary and other personnel expenses while performing the work associated with these funds. The agency is legally required to charge salary to reimbursable funding when working on reimbursable projects, as specified in the authorizing agreement. Units will continue to plan and manage salary and expense costs associated with these funds, as driven by the unit's program of work and appropriate use of funds.

In the past, there has been a tendency for individuals to charge days in lump sum, i.e., charging all planned appropriated days first and then all non-appropriated funded days in the final quarters of the fiscal year. This practice is no longer acceptable as it places the region at risk of over-spending our S&E BLIs if any unforeseen circumstances cause a unit not to spend non-appropriated salary funds as planned (e.g., in a year with high fire activity). As noted in the [What's New in FY 2023](#) section of this document, it is expected that all employees who have days planned in non-appropriated funds charge those days as the applicable work is completed and spent as the year progresses. For example, if you are funded out of a non-appropriated fund that is only to be used for on-the-ground work activities (e.g., BDBD, CWKV), employees must charge those days as the work is completed. If an employee is funded with non-appropriated funds that are not directly tied to specific on-the-ground activities (e.g., SSSS), the employee must charge to both funding sources consistently as we progress throughout the fiscal year.

Given the impact of non-appropriated funding for salary on the region's staffing levels and ability to remain within our S&E allocations, budget staff are expected to work closely with program staff to maintain accurate planning throughout the year, assist employees in charging appropriately, and communicate any significant changes to BFM. During quarterly reviews, BFM will be assessing how much non-appropriated funding for salary has been spent by the unit and it is expected that the proportion of funding spent is similar to the proportion of the fiscal year that has passed. By changing our approach to executing non-appropriated funding for salary, we can improve our accuracy in spending as congressionally intended, avoid overspending appropriated allocations, and ensure we can fund the maximum staffing levels feasible to complete our mission.

Salary and Expenses for WCF positions

Nursery, Aviation, and Fleet positions must charge salary and other personnel expenses to WCF as applicable for work performed to capture the accurate costs and maintain appropriate use rates. These employees will typically not charge the S&E BLIs. The exception would be when these employees are doing non-WCF work, for example when a fleet shop mechanic is working on non-WCF equipment. There is no longer a way to collect project funds to support salary expenditures for project equipment, so when working on non-WCF equipment, salary will be charged to the S&E BLI associated with their position. Use of non-WCF funds for salary for these positions should be like how these funds have been used historically. The regional S&E planning level for permanent salary was based on historic use of appropriated funds for these costs and cannot accommodate major swings in how these positions are funded.

Salary and Expenses for Incident Support

Agency employees who have collateral incident support duties (non-WFM employees, aka “Ready Reserve Workforce”) must charge directly to WFSU for all suppression salary when assigned to fire suppression duties and emergency stabilization activities. These employees may charge salary and travel to 0627 WFSUTR when attending fire-related training. The unit fire staff is responsible to approve the use of this SHC for their unit employees. WFM employees assigned to fire suppression and emergency stabilization activities will charge a B-code for their Base 8 hours and a P-code for any overtime hours. See the table below for details on SHCs by position type when on an incident.

Table 3 – USFS Incident Coding

Position Type	Base Hours – Wildfire	Base Hours – FEMA Activation	Overtime
USFS – Firefighter (WFM positions)	Incident B-code (override 0690)	FEMA B-code (override 0690)	Incident P-code & override
USFS – Ready Reserve Workforce (non-WFM positions)	Incident P-code & override	FEMA M-code & override	Incident P-code & override

NOTE: State and DOI fires will now have an override of 1522

Salary and Expenses for Burned Area Emergency Response

The Forest Service Burned Area Emergency Response (BAER) program addresses post-fire emergency situations on Forest Service lands with the goal of guarding the safety of Forest visitors and employees and protecting Federal property, and critical natural or cultural resources from further damage after the fire is out. All BAER-authorized work (including salary) is an emergency action for the protection of NFS lands and resources. All authorized actions should be completed before anticipated damaging events and must be completed no later than one year from fire containment. Additional post-fire needs (including salary) outside of the BAER timeline is not considered an emergency and should use other funding authorities.

The regional BAER assessment codes will be used for BAER assessments. Assessment assignments are a wildfire assignment with formal resource orders, and therefore funding of salary and expenses follows wildfire suppression Ready Reserve Workforce (non-WFM employees) guidelines. BAER funding can cover salary, travel, and overtime. Firefighter “true” overtime (1.5x base salary) is limited to the initial BAER assessment. For additional questions on BAER overtime, refer to the [BAER Overtime Guidance](#) document.

BAER implementation funding is appropriate for salary and costs of work performed by non-FS employees through contract or agreement. Permanent employee salary in BAER requests should be focused to project-specific needs required for implementation and those employees must be on a short-term detail or incident resource order. BAER work will be planned in WorkPlan using the BAER approval letter in lieu of WorkPlan budget authority. For BAER codes issued under unit 1522, leave the shorthand code as N/A.

BAER funding of salary and expenses for project implementation is limited to the following situations:

- There is a need for overtime to complete implementation prior to damaging events.
- Hiring of temporary employees for specific BAER project implementation.

- Short-term salary and expenses need during the transition to implementation and for site-specific project implementation needs. Transition to implementation costs is included in the approved implementation plan.
- There are times when the best option for a short BAER implementation window is through the establishment of a BAER implementation incident through a dispatch unit following agency incident business practices. Through the active BAER implementation incident, BAER implementation funds can be used to order short-term personnel for project-specific needs to cover the salary and expenses.

Table 4 - BAER Salary and Related Expenses

BAER Salary and Related Expenses Quick Reference	BAER Assessment (Regional H*BAER Assessment Code)	Implementation (Incident H Code)
Timeframe	Prior to fire containment and within a short time frame post-containment	Within one year of containment. Highest workload within first few months after the BAER authorization.
01 time Local unit personnel	YES <ul style="list-style-type: none"> • Must be assigned to a BAER assessment 	NO, unless one of the following conditions is met: <ol style="list-style-type: none"> 1. Ordered to a BAER implementation incident (see next item) 2. On a short-term detail (NTE 120 days)
Ordered to an incident through dispatch	YES <ul style="list-style-type: none"> • Must be assigned to a BAER assessment 	YES <ul style="list-style-type: none"> • BAER implementation incident established and resource order issued
Short-term details (up to 120 days)	Not applicable	YES <ul style="list-style-type: none"> • BAER implementation has been approved, including additional capacity
Temporary staffing (e.g., 1039 positions)	YES <ul style="list-style-type: none"> • If Fireline-qualified and assigned to a BAER assessment team 	YES <ul style="list-style-type: none"> • As needed to complete BAER projects
New hiring of permanent workforce	Not applicable	NO
Overtime	YES <ul style="list-style-type: none"> • Must be assigned to a BAER assessment • “True” (1.5x) OT limited to initial BAER assessment 	YES
Preseason activities and trainings (including AD time)	NO <ul style="list-style-type: none"> • Fire training (including BAER) should be covered under the corresponding training code (AD, Ready Reserve, firefighter) 	NO

BAER Salary and Related Expenses Quick Reference	BAER Assessment (Regional H*BAER Assessment Code)	Implementation (Incident H Code)
Purchase of PPE and minor equipment necessary for BAER assessments	MAYBE <ul style="list-style-type: none"> • Check with your regional coordinator 	NO <ul style="list-style-type: none"> • Purchase of equipment for long-term regular program needs is not appropriate use of BAER funds

Salary and Expenses Funded by Special Appropriations (Disaster, BIL, IRA)

Salary & Expenses under Disaster Supplemental

Employee salary and expenses can be charged to any of the BLIs associated with Disaster Supplemental funding. As of February 1, 2023, the CMSF and NFSF BLIs are no longer available to charge salary or other costs. Employees previously charging salary and expenses to CMSF and NFSF will now be charging to the CMSO and NFSO BLIs. To ensure integrity of the use of funds and to ensure proper controls are in place for auditing purposes, only employees assigned to Disaster Supplemental program of work are to charge salary and expenses to these appropriations. Disaster Supplemental funds specifically requested for salary and expenses were intended to cover salary for additional capacity through detailers, terms (NTEs), temporary employees. If new permanent staff were hired to directly support this work, their salary should also be funded by Disaster Supplemental. The time charged should be “reasonable and defensible” to account for work performed in support of the funds charged. The RO will direct specific units and employees who are currently planned under our regular S&E funds to charge Disaster Supplemental funds while supporting this program of work. Disaster Supplemental can also fund expenses such as travel and premium pay for any employee supporting these projects; awards, incentives, and other personnel expenses, e.g., boot reimbursements should not use these funds.

Salary & Expenses under BIL

Funding under BIL provides specific S&E BLIs that mirror our regular appropriated S&E funds (i.e., based on HR organization level associated with the employee’s position - NFS, SPF, or WFM). To ensure integrity of the use of funds and to ensure proper controls are in place for auditing purposes, only employees assigned to the BIL program of work are to charge salary and expenses to BIL S&E. The time charged should be “reasonable and defensible” to account for the work performed in support of the activities/funds charged. BIL S&E can be used for employees supporting specific projects and associated funds, as specified below and using the SHCs shown on [Appendix A - Budget Planning Guide](#).

Wildfire Crisis Strategy Landscape (WCSL) Projects on the Deschutes and Okanagan-Wenatchee NFs NFS and WFM employees supporting WCSL projects will receive direction on charging to BIL S&E from their WCSL project manager in coordination with BFM.

BIL Projects Outside of WCSLs

NFS employees should charge to BIL S&E when actively working on the following BIL funded projects/activities:

- BIL CFLRP (BLI – CFIX), allocated to achieve the following activities:

- Collaborative Forest Landscape Restoration Program (CFLRP). Applies to Colville NF only in FY 2023.
- BIL Grazing Management (BLI – NIGX), allocated to achieve the following activities:
 - Burned Area Recovery (BAR)
- BIL Minerals and Geology Management (BLI – NIMX), allocated to achieve the following activities:
 - Restore native vegetation and mitigate environmental hazards on abandoned mined lands
- BIL Forest Products (BLI – NITX), allocated to achieve the following activities:
 - Mechanical thinning, timber harvesting, and pre-commercial thinning
 - Control lines and fuel breaks
 - Contracts, including stewardship contracts and agreements to restore ecological health
 - Good Neighbor Authority (GNA) and Tribal Forest Protection Act (TFPA) restoration projects
- BIL Vegetation and Watershed Management (BLI – NIVX), allocated to achieve the following activities:
 - Contracts, including stewardship contracts and agreements to restore ecological health
 - GNA and TFPA restoration projects
 - Abandoned mine land reclamation, to restore native vegetation and mitigate environmental hazards on mined land on federal and non-federal lands
 - National revegetation effort, to establish and implement a national revegetation effort on federal and non-federal lands, including to implement the National Seed Strategy for Rehabilitation and Restoration
 - Collaborative-based, aquatic-focused, landscape-scale restoration program (CALR)
 - BAR
- BIL Post Fire Recovery (BLI – WIBX), allocated to achieve the following activities:
 - BAR

SPF employees should charge to BIL S&E when actively working on BIL funded SPF projects/activities.

Employees working on the following BIL funded projects/activities **should not** charge to BIL S&E. Employees working on these projects should charge to their regular NFSE SHC:

- BIL Recreation, Heritage, and Wilderness (BLI – NIRX), allocated to achieve the following activities:
 - Restore, repair, and adapt recreation sites and recreation cabins
- BIL Legacy Roads and Trails (BLI – CMJL), allocated to achieve the following activities:
 - Legacy roads and trails
- BIL Roads (BLI – CMJR), allocated to achieve the following activities:
 - Roads
- BIL Facilities (BLI-CMJD), allocated to achieve the following activities:
 - Dams

Salary & Expenses under IRA

IRA BLIs can be used for all expenses necessary to achieve the purpose of the provision of the legislation using currently available statutory authorities. Necessary expenses include salary and expenses, which means there is not a separate S&E BLI under the IRA funds. The five Region 6 WCSLs who requested IRHF funds for salary and expenses related to their landscape projects should have staff charge accordingly to the IRHF funds in support of these projects.

Maximum Staffing Levels

Maximum staffing levels acknowledge the cost of our workforce and provide a projection of the number of employees we can sustainably support under projected funding levels. Setting maximum staffing levels reduces the likelihood of future impacts to base staffing levels due to unexpected reductions in funding. Staffing levels are based on total number of positions (headcount), not full-time employee equivalents.

Staffing Levels for Non-Fire Employees

Headcount (Permanent Non-Fire Employees)

Each unit and RO staff area was assigned a headcount, which provides an upper-level limit of the number of permanent⁴ non-fire positions for each unit. A significant amount of data and analysis was compiled to provide the information needed to build the headcount assigned to each unit. Components of headcount include an accounting of attrition, vacant positions, time to hire, and use of non-appropriated and suppression funds. Headcount is a substitute for allocating funds to each unit to manage their permanent non-fire salary needs. Placing a control on these fixed costs at the regional level is critical to ensure that the region does not exceed the allocation of S&E and can maintain discretionary funding. Line Officers maintain the flexibility to design their organization to best meet the needs of the landscapes they manage within the unit's assigned headcount, in consultation with HR and the Union as required.

NFS Temporary Employees and PSEs Beyond Minimum Tour

Rather than providing a limit on the number of NFS temporary employees and PSE tour extensions each unit can afford, units should focus on identifying the number and type of temporary employees and extensions of PSE tours needed to deliver the FY 2023 program of work, while considering the capacity of staff to oversee these employees, fleet availability, and the reality of success of our temporary hiring efforts. Line officers should use discretion to hire as needed to deliver the program of work, anchoring to the following guiding principles for approving hiring actions:

- Activity should be mission critical, health and safety related or mandatory in nature.
- Activity cannot be accomplished in another manner at a lower cost.
- Activity has financial integrity and can pass the newspaper headline test.
- Activity should be in alignment with historic levels of execution of the program of work. Where substantial changes from historic levels of execution are expected, the Forest Supervisor (or their designated representative) should reach out to the BFM Director for coordination.

⁴ Permanent employees include Permanent Full Time (PFT), Permanent Seasonal Employees (PSE), Permanent Part Time (PPT), and Pathways Student Trainees hired without an NTE date (also referred to as Pathways Indefinite Interns).

Staffing Levels for Fire Employees

Fuels

The FAM Strategic Budget Group has reviewed and approved a phased approach for increasing forest and district fuels staffing (2021 Recommended Fuels Organization). Forest fire and fuels leadership must coordinate the desire to increase fuels personnel with their unit's Forest Supervisor. If support is granted from the Forest Supervisor, forest Fuels Leads will coordinate with the Regional Fuels Program Manager to request increased fuels staffing in alignment with the recommended fuels organization. The Regional Fuels Program Manager will coordinate with FAM Integrations Assistant Director and RO FAM Director to determine final approval on filling additional positions.

Wildland Fire Preparedness

RO Fire and Aviation Leadership Team (RO FALT) developed standardized costs for all fire modules (Handcrews, Engines, Interagency Hot Shot Crews, etc.) to be used in budget planning and execution. Forest wildland fire preparedness staffing and module expectations are outlined on the Standard Fire Management Organization document located in the [Standards for Fire Modules Pinyon folder](#)⁵. Region 6 was a frontrunner in embracing and implementing fire module standardization, which has improved accountability, consistency, transparency, and upward reporting capabilities. The Standard Briefing Papers have been consolidated into one document titled Standard Fire Management Organization which provides sufficient direction to plan the Fire Module.

The FAM Strategic Budget Group has reviewed and approved new Standards for all the various Handcrews, Prevention Phase 1, and Aviation Phase 1. Refer to the updated Standard Briefing papers in the [Standards for Fire Modules Pinyon folder](#)⁵ for the specific changes. Not all units have the infrastructure in place to support additional positions. The RO FAM Director only supports implementation of the new standards for those units that have sufficient infrastructure in place (including fleet, facilities, radios, computers, etc.) and have local Forest Supervisor approval. RO FAM will gather and consolidate unit data to determine the success rate for each of the new standards. We will use this information to inform WO FAM of our desire to implement the new standards.

Units that have sufficient infrastructure can proceed with fire hire. RO FAM will work with WO FAM to get concurrence on implementing the new standards before selections are made.

As we continue to transition to the HQ Leadership Standard, units are expected to ensure alignment with the standards. RO FALT expects that at the point in time where leadership positions become vacant, and there is the ability to make decisions to align with standardized organizations, there will be a discussion with RO FAM Assistant Director for Business to ensure we have alignment on HR decisions.

The Dispatch Standard is still draft and was used to inform the FY 2023 Base 8 Dispatch funded positions. RO FALT expects that units will continue to maintain partnership contributions for Interagency Dispatch Centers to the historic levels.

Expenses

To determine an amount to be held regionally for personnel expenses (monetary and non-monetary awards, travel, training, uniforms, transfer of station (TOS) and hiring incentives, overtime, pay

⁵ Note: Standards for Fire Modules documents are continually updated through the fiscal year.

differentials, safety boot reimbursements, uniforms, health & wellness reimbursements, and insurance claims and indemnities), historical spending levels were analyzed in combination with expected staffing levels and FY 2022 expenditures. Although units are not given an explicit limitation for personnel expenses, regional planning levels were established which will be monitored by both unit and regional budget staffs to ensure feasibility of the cost of the current and future workforce. Expenditure rates will be reviewed monthly to ensure that we are within regional planning levels. **Units still need to plan and expend their personnel expenses in non-appropriated funds as applicable.**

There is no additional BFM approval process for employee expenses. Expense costs should be driven by the program of work and needs to complete mission critical work. Guidance is provided below to help Line Officers and supervisors as they evaluate needs for employee expenses.

Expenses: Awards

Although any employee can recommend another employee for an award, under the new regulations, final approval through the e-Tracker system resides with the receiving employee's supervisor. Awards (monetary and non-monetary) must be charged to the S&E SHC associated with the employee's official position (NFSE, SPSE, or WFSE) at the time the work was performed shall be used. Even though the work performed may have been for another unit, the employee is acting within the scope of their position, therefore the home organization's S&E job code funds the award. Further guidance can be found at [HRM - Awards Guidance](#).

Expenses: Travel and Training⁶

Units are expected to carefully consider travel and mitigate the risk or appearance of inappropriate spending and activities. Units should be thoughtful with a focus on priority travel related to health and safety of our employees and on mission critical program delivery. To ensure efficient spending, units are encouraged to consider strategic alternatives to travel, including local or technological alternatives (for example, virtual meetings). All events must be held at the most cost-effective location, considering such factors as per diem, transportation, and use of U.S. General Services Administration's Federal Meeting Spaces before rental of facilities. Approval is required at least 30 days prior to the event for all Forest Service hosted events of over 50 participants when [community COVID-19 levels](#) at the event's location are high⁷ (see [R6 Large Meetings User Guide and PDF form](#)). This does not apply to fire-related group events, which already have a blanket approval.

Approval of training should prioritize supporting mandatory trainings and certifications, employee development as approved on an [Individual Development Plan](#) (IDP), and training and developmental opportunities for employees to support the achievement of the Forest Service's mission and performance goals. Additional information on training can be found on the [Work Environment and Performance Office – Training & Employee Development](#) page.

⁶ Materials and supplies not included in off-the-shelf or contracted training (e.g., workbooks, binders, etc.) and conference room rentals are funded by program dollars.

⁷ Policy as of February 2023. See the Forest Service [Pandemic and Re-entry Resources website](#) for the most current COVID guidance. Consult your local COVID coordinator, Safety Manager, or Pandemic Management Team (sm.fs.r6_pandemic@usda.gov) for additional questions.

As per updates to [USDA FAQs on travel](#) on September 15, 2022, there are no COVID-related government-wide limits on official travel for Federal employees, regardless of vaccination status. The region requires approval by the Regional Forester/Regional Director/Forest Supervisor for official travel (overnight) when [community COVID-19 levels](#) are high⁷. There is no official form or process required for this travel request or approval. Fire related events are considered mission critical and are exempt from the approval process.

Travel vouchers must be completed promptly. Federal Travel Regulations prescribe that vouchers are submitted within seven days of travel completion. BFM staff will cancel travel authorizations with a return date more than 30 days in the past and without a voucher.

Expenses: TOS and Hiring Incentives

As per the [Chief's letter of March 3, 2022](#), the agency has restored the authority to authorize TOS costs as determined necessary to fill critical positions within the organization. The authority to offer hiring incentives remains in effect, which include recruitment incentives, relocation incentives, retention incentives, and student loan repayment.

All TOS and hiring incentives, regardless of amount, must be approved through the RFT. Hiring incentives should not be used in lieu of TOS and may not exceed \$50k. Funding is subject to an annual S&E percentage cap for the region, which is set at 2% of the region's annual allocation for each S&E BLI.

Expenses: Overtime

Prior to approving overtime, ensure crews/individuals are utilizing the flexibility within their approved schedules and exemption status to accomplish mission critical work. Overtime should be considered an exception (target accomplishment, safety-related, etc.) and not the rule. Blanket authorizations must be extremely limited and rare. Spending rates will be monitored based on regional planning levels and historical rates of expenditure. Any significant departures may result in a strategic spending pause in this category to ensure Region 6 can afford the necessary workforce across all units.

Holiday worked, overtime, or compensatory time off must be approved in advance by the appropriate official using Form [FS-6100-30](#), Overtime Request and Authorization. Overtime forms must be retained on file for six years and be available for review during audits. See the [Guidance, Policy, and References – Pay and Leave Training Guides section](#) for more information.

Expenses: Boot Reimbursement

The boot reimbursement is available to any employee who has a job task that requires fire- or field-going safety boots. This task must be identified in the employee's official position description, on a job hazard analysis, or described in [FSH 6709.11, Chapter 70](#).

The following references are provided for more information on the boot stipend: [Inside the Forest Service-Safety Boot Reimbursement Program Update](#), [Safety Boot Reimbursement SharePoint site](#), and [FSH 6509.11k, Chapter 40](#) (section 49).

Fleet

All appropriated fund costs for existing fleet will be planned and managed at the regional level. Units will continue to plan and manage fleet costs associated with P&T, Reimbursables, and WCF, as driven

by the unit's planned program of work and appropriate use of funds. See [Planning Fleet](#) for additional information.

Leases

All long-term facility leases are paid at the regional level using FSLM, including leases paid to partners through interagency agreements. Incident related short-term rentals will be paid with Suppression funds (WFSU) or other incident-related funds. Units are expected to continue managing co-location agreements and coordinate with BFM to use reimbursable funding received from hosted agencies for lease payments, as specified in the authorizing agreement. New leasing needs need to be brought to the Regional Investment Board (RIB) for review.

Funds will also be planned and managed regionally for lump sum tenant improvements, furniture contracts, and physical move costs for building-wide purchases.

Building Operations Costs

Beginning in FY 2023, operations costs for administrative buildings that support the Forest Service workforce will be planned and managed at the regional level. Operations costs are defined as activities related to the normal performance of the functions for which a fixed asset is intended to be used and include janitorial, rodent and pest control, grounds maintenance, heating, waste management (i.e., garbage), fire extinguisher inspection/replacement, snow plowing for access to administrative buildings, gutter cleaning, window cleaning, carpet cleaning, elevator inspection, solar panel system inspection and meter reading contracts, and security monitoring operations costs. For contracted building operations costs, units should continue to plan the Acquisition Project and the RO will link to it in a regional cost center WorkPlan. For non-contract building operations costs, units will be responsible for purchasing and paying using the regional SHC (see [Appendix A](#)). Units are expected to continue managing co-location agreements and use reimbursable funding received from hosted agencies for building operations costs, as specified in the authorizing agreement.

Routine printer/copier maintenance, service, and repairs that are not covered by CIO (FSIT) or an existing leased agreement will also be funded regionally through the Building Operations cost center. Please review the most current CIO guidance around purchasing related to [Printer/Plotter and Multifunction Devices](#).

The following items are not considered building operations costs, and must be planned and funded using the appropriate BLI:

- Facility maintenance and repair costs (typically funded by CMFC/FSLM/QMQM, depending on the type of facility). Including but not limited to:
 - Maintenance and repairs of electrical, plumbing, HVAC, fire alarms, fire sprinklers, elevators, roofs, solar panels, gutters, fences, gates, storage units, quarters
 - Paint/painting
 - Backup generator maintenance
 - Asbestos remediation
- Security equipment purchase and installation

- Toilet pumping for recreation sites (funded by NFRW/FDDS as appropriate depending on the site)
- Repairs or servicing of technical components of network printing devices such as memory, network cards, or hard drives is also not an operations costs (IT cost, funded nationally)

Water/wastewater system may fall into the operations and/or maintenance category depending on the specific type of cost. Units should coordinate with RO BFM and ENG staff areas to evaluate needs and determine where funds for these costs will be planned and managed. See the [Facility Program Definitions](#) site for further information on definitions of maintenance and operations costs.

Regional Bills

Payments for specific costs the region must incur are considered regional bills and will be planned and managed at the regional level (see [Appendix A](#) for SHC information). FY 2023 Regional Bills are:

- Clean Air Act and smoke management fees
- CRGNSA air quality monitoring agreement and bill
- CRGNSA Payment In Lieu of Taxes (PILT) payments to counties
- Equal Access to Justice Act (EAJA) payments
- PACFISH/INFISH Biological Opinion (PIBO) largescale aquatic effectiveness monitoring

Planning and Execution

Initiative Project Tracking

Use of Initiative Codes and Initiative Projects is required for Collaborative Forest Landscape Restoration (code: CFLRP), Joint Chiefs’ Landscape Restoration Partnership (code: FSNRC), and Wildfire Crisis Strategy Landscapes (code: NPL). Initiative codes for Good Neighbor Authority (code: GDNBR) and Stewardship (code: STWRD) are optional and at the unit’s discretion. When initiative codes are selected in an approved WorkPlan, upward reporting for FMMI will accurately reflect planning and spending for a given project.

Table 5 - Initiative Project Codes and S&E SHCs

Initiative Code	Initiative Project Name	Initiative Project Code	Unit	S&E SHC ⁸
CFLRP	Deschutes Collaborative Forest Project	CFLR009	DES	0697NSCF0923 (NFS employees) 0697WSCF0923 (WFM employees)
CFLRP	Lakeview Stewardship Landscape	CFLR016	FWI	0697NSCF1623 (NFS employees) 0697WSCF1623 (WFM employees)
CFLRP	Southern Blues Restoration Coalition	CFLR017	MAL	0697NSCF1723 (NFS employees) 0697WSCF1723 (WFM employees)
CFLRP	Northeast Washington Forest Vision 2020	CFLR021	COL	0697CFNS21YY (NFS employees) 0697WSCF2123 (WFM employees)

⁸ YY = Budget Fiscal Year (BFY)

Initiative Code	Initiative Project Name	Initiative Project Code	Unit	S&E SHC ⁸
CFLRP	Northern Blues CFLRP Project	CFLR024	UMA/WAW	0697NSCF2423 (NFS employees) 0697WSCF2423 (WFM employees)
CFLRP	North Central Washington	CFLR028	OWE	0697NSCF2823 (NFS employees) 0697WSCF2823 (WFM employees)
CFLRP	Rogue Basin Landscape Restoration Project	CFLR030	RRS	0697NSCF3023 (NFS employees) 0697WSCF3023 (WFM employees)
FSNRC	Buttes to Basins – All Lands Forest Resiliency Project	FSNRCS-90	DES	0697NFJC9023 (NFS employees) 0697WFJC9023 (WFM employees)
FSNRC	Lake County All Lands Restoration Initiative	FSNRCS-91	FWI	0697NFJC9123 (NFS employees) 0697WFJC9123 (WFM employees)
NPL	Klamath River Basin	NPL009	FWI	0627IRHF0922 (NFS&WFM employees)
NPL	Central Oregon	NPL010	DES	0697NISX10YY (NFS employees) 0697WISX10YY (WFM employees)
NPL	Colville Northeast Washington Vision	NPL015	COL	0627IRHF1522 (NFS&WFM employees)
NPL	Mount Hood Forest Health and Fire-Resilient Communities	NPL016	MTH	0627IRHF1622 (NFS&WFM employees)
NPL	Central Washington Initiative	NPL028	OWE	0697NISX28YY (NFS employees) 0697WISX28YY (WFM employees) 0627IRHF2822 (NFS&WFM employees)
GDNBR	Good Neighbor Authority	GDNBR	ALL	Regular S&E SHC
STWRD	Stewardship contract or agreement, or SSCC funded	STWRD	ALL	Regular S&E SHC

Collaborative Forest Landscape Restoration Program

CFLN funds can only be used for up to 50% of CFLRP project implementation and monitoring activities to carry out on-the-ground treatments in the project area. Any carryover funds given to projects should be spent in this same way. CFLRP does not prohibit using funds from NFS lands using the Wyden authority. However, work funded from NFS lands using the Wyden authority does not contribute to matching requirements. In FY 2023, the Rogue Basin, Northeast Washington Forest Vision 2020, Deschutes Collaborative, and North Central Washington projects received CFIX funds (allocated through the BIL); these funds should be used in the same manner as CFLN funds.

The SHC structure is described in section 5.7 of the [Accounting Structure Guide](#). S&E SHCs have been established by the RO to track CFLRP project costs related to salary and expenses (see Table 4). There are not specific S&E allocations for CFLRP-related salary and personnel expenses; they are managed as part of the broader S&E accounts. The units that have a CFLRP projects will need to build an unapproved S&E initiative WorkPlan. These WorkPlans will be rolled into the Regional Cost Center WorkPlan and approved. Any new projects identified will have an assigned Project Identifier, which will

require the units to set up unique SHCs using the project identifier number. See [CFLRP SharePoint site](#) for additional information.

Joint Chiefs' Landscape Restoration Partnership

The Forest Service/Natural Resources Conservation Service (NRCS) Joint Chiefs' Landscape Restoration Partnership projects will be allocated funds with specific BLIs, and the unit must create unique SHCs to track expenditures on the project. Joint Chiefs' funds shall be used for Joint Chiefs' project implementation, as described within the respective Joint Chiefs' project proposal. Units with those projects are to obligate funds within the fiscal year they were allocated, and to code expenditures appropriately to account for the funds. Maintain close communication between forest units, the RO, and WO if there are any challenges associated with obligating Joint Chiefs' funding.

The SHC structure is described in section 4 of the [Accounting Structure Guide](#). S&E SHCs have been established by the RO to track Joint Chiefs' project costs related to salary and expenses (see Table 4). The units that have a Joint Chiefs' project will need to build an unapproved S&E initiative WorkPlan. These WorkPlans will be rolled into the Regional Cost Center WorkPlan and approved. The unit will need to request non-S&E (program) SHCs. Any new projects identified during the fiscal year will have an assigned Project Identifier which will require the units to set up unique SHCs using the project identifier number.

Wildfire Crisis Strategy Landscapes

Five Wildfire Crisis Strategy Landscape (WCSL) projects were selected in Region 6, as shown in the table below. FY 2023 funding is being provided in a mix of IRA WUI hazardous fuels funding and BIL program BLIs. Each WCSL has been assigned a project identifier which is incorporated into the SHC, using the Special Projects structure in the agency's [Accounting Structure Guide](#). S&E SHCs have been established by the RO to track WCSL costs related to salary and expenses (see Table 5) and the RO is building the S&E WorkPlan for the BIL funded projects. The RO will also request non-S&E (program) SHCs.

Table 6 - Region 6 Wildfire Crisis Strategy Landscapes

Project Identifier	Landscape Name	Forest	FY Initiated
NPL009	Klamath Basin	FWI (w/ R5)	2023
NPL010	Central Oregon	DES	2022
NPL015	Colville Northeast Washington Vision	COL	2023
NPL016	Mount Hood Forest Health and Fire-Resilient Communities	MTH	2023
NPL028	Central Washington Initiative	OWE	2022

Project-Specific SHCs

Capital Improvement and Maintenance Projects

Capital Improvement and Maintenance (CIM) projects may need to be capitalized and if so, costs must be collected in a capitalized SHC for financial purposes. Capitalized projects include construction, installation, or assembly of a new fixed asset, or the significant alteration, expansion, or extension of an

existing fixed asset to accommodate a change in purpose. CIM projects are funded from CMFC and are shown in [Appendix D](#).

Great American Outdoors Act

Three BLIs have been established for deferred maintenance under GAOA: GPNT (non-transportation project funds), GPTP (transportation project funds), and GPPA (mission support funds). Only congressionally approved projects may utilize GAOA funds, and the agency is required to track and report to Congress the use of these mandatory funds. [Appendix D](#) identifies the projects approved for Region 6. SHCs are assigned to each congressionally designated project under GAOA, and are the main tool being used for tracking by the WO. Please work with the GAOA budget coordinators for any questions about GAOA SHCs. WorkPlan Acquisition Projects (APs) and WorkPlans for GAOA projects are managed in subunit 0627; additional WorkPlan guidance for GAOA APs can be found [here](#). Carryover GAOA funds are available and ready to execute.

Disaster Supplemental

Under appropriations law and federal budget requirements, the agency is required to plan and track these supplemental funds separately from other appropriations. Disaster Supplemental allocations are for the life of the funding and will remain in the region until expended. However, as with all agency funding, these funds are subject to rescission by Congress and reallocation by the Chief, and the longer these funds remain unobligated, the greater the likelihood of rescission or reallocation. Funds are managed out of the RO in coordination with the units. Starting February 1, 2023, the budget structure for these funds has been simplified to consolidate funding into minimal BLIs. CMSF, NFSF, and SPSF BLIs no longer exist and were replaced by CMSO, NFSO, and SPSO BLIs. No adjustments are necessary for amounts that have been committed, obligated or spent prior to February 1, 2023. SHCs are assigned to each project under Disaster Supplemental. Please work with the Disaster Supplemental budget coordinator for any questions about Disaster SHCs. For additional information on management and appropriate use of this funding, see the [Disaster Supplemental Funding Guidance from the FY 2022 WO Program Direction](#). For region-specific information regarding communication, performance, and budget management of these funds, see the [R6 Disaster Supplemental Funding Guidance](#). Additional WorkPlan AP guidance for Disaster Supplemental can be found [here](#).

Bipartisan Infrastructure Law

In the past, supplemental funding has come with a great deal of oversight by the Office of the Inspector General (OIG), Government Accountability Office (GAO), and Congress to ensure compliance with the law, budgeting, and accounting practices, and to determine how successful the agency is in meeting the law's expectations. We expect the same or even higher level of oversight in BIL. In most cases, funds are managed out of the RO in coordination with the units. SHCs are assigned to each project under BIL. Guidance on using BIL S&E can be found in the [Salary and Expenses Under BIL](#) section of this document and S&E SHCs are shown in [Appendix A - Budget Planning Guide](#). Please work with the BIL budget coordinator for any questions about BIL SHCs. For additional information on management and appropriate use of this funding, see the [WO FY 2023 BIL Program Direction](#). Additional WorkPlan AP guidance for BIL can be found [here](#). Carryover BIL funds were allocated to the region in mid-October.

National Scenic and Historic Trails

The table below lists the SHCs to be used for CMTL expenditures on National Scenic and Historic Trails (NSHTs), which are congressional directed funds. The amount targeted to and available for each unit may vary by year and may be adjusted throughout the fiscal year based on other expenditures for the specific NSHT. Coordinate use of these SHCs with the relevant trail administrator or point-of-contact prior to expenditure:

- Pacific Crest Trail (PCT): Lindsey Steinwachs, PCT Administrator, lindsey.steinwachs@usda.gov, 619-372-1302
- Pacific Northwest Trail (PNT): Becky Blanchard, PNT Administrator, becky.blanchard@usda.gov, 503-808-2449
- Nez Perce National Historic Trail (NPNHT): Sandra Broncheau-McFarland, NPNHT Administrator, sandra.broncheau-mcfarland@usda.gov, 208-843-2353
- Other NSHTs: Zach Jarrett, R6 Trails & Dispersed Recreation Program Manager, zachary.jarrett@usda.gov, 503-808-2443

Table 7 - National Scenic and Historic Trails SHCs

NOTE: not all units that manage one of these trails will necessarily receive NSHT funding.

Unit	SHC	Description
DES	0601CMTLPC23	Pacific Crest Trail
FWI	0602CMTLPC23	Pacific Crest Trail
GIP	0603CMTLPC23	Pacific Crest Trail
MBS	0605CMTLPC23	Pacific Crest Trail
	0605CMTLPN23	Pacific Northwest Trail
MTH	0606CMTLPC23	Pacific Crest Trail
RRS	0610CMTLPC23	Pacific Crest Trail
WAW	0616CMTLNP23	Nez Perce National Historic Trail
	0616CMTLOT23	Oregon National Historic Trail
OWE	0617CMTLPC23	Pacific Crest Trail
	0617CMTLPN23	Pacific Northwest Trail
WIL	0618CMTLPC23	Pacific Crest Trail
COL	0621CMTLPN23	Pacific Northwest Trail
CRG	0622CMTLOT23	Lewis & Clark National Historic Trail
	0622CMTLPC23	Pacific Crest Trail
RO	0627CMTLPC23	Pacific Crest Trail
	0627CMTLPN23	Pacific Northwest Trail

Federal Energy Regulatory Commission

The unique SHCs listed in the table below must be used to track hydropower program costs for Federal Energy Regulatory Commission (FERC)-authorized hydroelectric projects occupying NFS lands, per Section 10(e) of the [Federal Power Act](#). Ensure that contract costs using FERC SHCs are directly attributable to work for FERC hydropower licensing and license administration activities. Maintain backup documentation to support costs. Charge hydropower-related telecommunications, postage, courier service, general contractual services, printing and copying, equipment purchases, rental, repair,

and maintenance; books and periodicals and office supplies as indirect costs/overhead. FERC job codes set up by individual units in FY 2022 have been rolled over for FY 2023.

Table 8 - FERC Hydropower Project SHCs

Description of Hydropower Work	S&E SHC ⁹	Non-S&E SHC ⁹
Municipal Projects-Licensing and Administration	0697 NFYKXX23	06XX xxYKXXYY
Non-Municipal Projects-Licensing and Administration	0697 NFYMXX23	06XX xxYMXXYY
RO Program costs (RO only)	0697 NFYNXX23	0627 xxYN27YY

Recreation Fee Job Code Structure

A simplified job code structure was instituted in FY 2019 to facilitate spending down Federal Lands Recreation Enhancement Act (REA) fees. Special Use job codes at the unit and regional level are combined into a singular FDAS42 job code. The FDDS42 job code is retired. All recreation fee job codes and overrides are united under one BLI while all Special Use fee accounts and overrides are united under a separate BLI. This change simplifies budget creation, facilitates spending by reducing job codes, and consolidates accounting codes by activity.

Work with BFM to confirm available cash balances by budget year and develop a WorkPlan for spending recreation fee funds. For FDDS, refer to spending prohibitions to ensure these funds are spend according to law, regulation, and policy ([REA Expense Categories](#)).

Table 9 - BLI Structure for Recreation Fees

Fund:	FDFD	
BLI:	FDAS	FDDS
Spending Authority:	Regional/Unit Recreation Enhancement (Special Uses of Outfitter & Guide fees)	Regional/Unit Recreation Enhancement (Interagency/Rec Fees)
Override ¹⁰ :	06XX	06XX
Job Code:	FDAS42	FDDS36

WorkPlan Development Direction

The purpose of [WorkPlan Development Direction](#) is to provide continuity in how WorkPlan is used and align with the agency’s changed budget structure to provide the appropriate level of management, planning, and tracking for the successful implementation and oversight of the budget.

Consistent financial planning ensures integrity in our planning data, which allows for more accurate forecasts of regional and national balances. This allows for reliable data to be extracted from the [Executive Dashboards](#) and other financial reports regularly used by agency leadership to communicate the financial outlook to the Department, OMB, and Congress. Consistent planning also assists the agency and budget staff in sharing best practices and creates a standardized approach and language.

The guidance outlined within this section is tiered to the national direction and intended to provide standardization in developing WorkPlan projects that accurately reflect our region-wide program of work. Planning resources appropriately, balancing to the unit allocation, and monitoring expenditures

⁹ XX represents the unit’s 2-digit numeric code, xx represents the last two characters of the program code (i.e., LM, RW, WF),YY represents the budget fiscal year.

¹⁰ XX represents the unit’s 2-digit numeric code

are all key in managing the unit budget. The agency’s required system for planning and monitoring is [WorkPlan](#). Allocations for all funds except S&E, RACA, WCF, and Suppression funds will be processed in WorkPlan to the unit level.

Roles and Responsibilities

Program of work planning and budget planning are separate but concurrent activities that form the plan for the fiscal year. Under the guidance of leadership, program staff are responsible for planning the program of work and budget staff are responsible for the alignment of funding with the approved program of work. Our general operating principle is that funding of the program of work must be determined before the work is implemented. Any deviation from this principle must be done carefully with full understanding of the risk by leadership, program staff, and budget staff.

We must acknowledge that roles are changing. Management of the agency’s budget must reside with budget staff rather than with individual program managers. To increase the work that must be done on the land, program managers must focus on planning and implementing our integrated program of work to meet expectations rather than directing funds and editing WorkPlan.

WorkPlan Access

WorkPlan is a budget planning tool, and to ensure integrity of budget planning and accuracy of our status of funds reports, **planner and administrator access (edit access) in WorkPlan must be limited to budget staff**. All employees who have an Active Directory username and password can run WorkPlan reports without having WorkPlan access. If others need to view budget planning in WorkPlan, “user” access can be granted. Program staff will need to coordinate and request all initial planning, updates, and changes to WorkPlan with their respective budget staff.

User Accounts are maintained by the unit WorkPlan Administrator. You may request to remove an individual’s access from your unit by emailing the Regional WorkPlan Administrator to request this change (see ‘BFM Roles and Responsibilities’ on the [BFM SharePoint site](#)). As a reminder, DO NOT disable users from the WorkPlan system unless you are certain they will no longer work for the agency. If transferring from another unit or region into Region 6, the Unit Administrator should complete and submit a transfer request as shown on the table below to the Regional WorkPlan Administrator. Individuals requesting to have their WorkPlan profiles transferred from another unit cannot be listed as a project leader on any project work plan in the former unit. To determine if an individual is listed as a leader on any projects at the former unit, run a project summary report (proj 1) under Project Reports in WorkPlan. If requesting access to multiple units at Planner level or above, local Unit Administrators must grant approval.

Table 10 - WorkPlan Profile Transfer Request

Name		Shortname	Unit		User Role? Planner, User, Admin		Phone		Project Leader
First	Last		From	To	From	To	From	To	
				06xx					Y/N

Expectations and Guidance

- **Budget staff are expected to review approved WorkPlan projects to ensure compliance with this direction.**
- Budget staff must continue to reduce the number of WorkPlans. WorkPlan should not be used as a project planning tool since it does not have the needed functionality for this purpose. Excessive WorkPlans are incredibly inefficient to manage, create a large workload for our employees, and diminish confidence the agency has in the planning and execution of our funding.
- Use the Work Financing Principle to keep the plan simple, minimizing the overall number of WorkPlans. Funding from multiple program areas can be used to fund the program of work and work effectively at landscape scale, in accordance with appropriations law. Group WorkPlans by similar program area and work that is being accomplished. This practice also applies to reimbursable WorkPlans.
- Approved WorkPlan projects will contain accurate and essential information that reflects your unit's program of work. The unit's full program of work will include Discretionary Appropriations, P&T, Reimbursable, and WCF funds. All projects will be planned in WorkPlan.
- WorkPlan planning levels should always balance to 100% of allocation.
- The planned cost in each WorkPlan project should balance with the allocated costs assigned to each activity/BLI to zero.
- Do not plan negative amounts as they can lead to over-expenditure of funds.
- P&T funds will not exceed WorkPlan budget authority.
- Do not plan undefined resources (e.g., to be determined, balancing, to be allocated, etc.) under the Other Resources section. These are viewed as unplanned costs and are subject to reprioritization for regional needs.
- Financial risk is not held at the unit level through the new budget process. Units should focus on funding high priority work and continual monitoring of planned and actual expenditures.
- Do not create an extensive list of shortfalls in unfunded WorkPlans. Units should focus planning efforts based on actual budget authority.
- Plan your units' contribution to all accomplishments relevant to your program of work, whether they have assigned targets and regardless of the reporting system of record.
- BFM will periodically review unit WorkPlan projects to ensure consistency to these business principles.

Balancing Timeline

- Projects will be planned and balanced to the activity prior to approval.
- Discretionary appropriation funds will balance to the authority allocation in WorkPlan within 30 days of initial funding or as specified and within 10 days of receiving additional funding.
- RACA funds will balance to the RACA funds control report within 10 days of receiving the SHC from ASC B&F and by November 1st for projects that have rolled over from the previous year.
- WCF and P&T funds will balance to the unit's projected authority within 30 days of initial funding or as specified and will be updated as appropriate throughout the fiscal year.

- The total planned costs in all approved WorkPlan projects should balance to the total BLI authority allocated to the unit.

Types of WorkPlan Projects

Units should focus on planning the following types of WorkPlan projects. The chart below describes the differences between the two project categories:

Table 11 - WorkPlan Project Categories

Approved Program of Work	These projects display the approved unit program of work utilizing allocations from the Operating Budget.	Status: Approved Approval Indicator: Y Subunit: Any except 99 PENDING
Anticipated Funding	The RO has directly contacted the unit and stated the unit can expect the funding, but it hasn't been allocated in the Operating Budget or in WorkPlan.	Status: Anticipated Approval Indicator: Y Subunit: 99 PENDING

All S&E will be planned at the RO level. Units will not have individual S&E WorkPlans to manage beginning in FY 2023.

Planning a Project

PROJECT NAME – To establish uniformity and facilitate analyses, each unit shall follow the naming convention that will begin with the program/resource area and include the BLI(s) in the project title.

Examples:

- NR Watershed, Hydro, Wildlife, Botany, Invasives NFVW NFWF
- NR Silviculture CWKV RTRT
- Title II Projects SRS2
- ENG Road and Transportation Management CWF2 FSEC FSRE FSRM
- Recreation, Wilderness, Trails Management CMTL FDDS FDAS NFRW
- Fleet Forest Wide WCFE

DESCRIPTION – Each WorkPlan project includes a description that supports the Work Financing Principle (see [FSM 6500, Chapter 10](#)).

NATIONAL GOAL & OBJECTIVE – Select the National Strategic Goal and Objective the WorkPlan project is most aligned with, as per the [FY2015-2020 Strategic Plan](#).

“Excel as a High Performing Agency” is not included as an option in WorkPlan because it is a management goal. The intent is that it must be embedded in everything we do and needs to crosscut all our work internally with employees and externally with the public to be successful. Select “None” for National Goal and Objective if the project falls into this category or is not relevant to any National Goal.

STATUS – The status field will be used to track the WorkPlan project as established in the “Types of WorkPlan” chart above. Keep in mind that if you choose a specific status, the approval indicator and subunit combination should match the chart criteria. To change the status names for your unit in WorkPlan:

1. Click on the Admin tab

2. Click “Maintain” under the Statuses header
3. Rename or add these names in the following sort order
 - a. Approved
 - b. Anticipated

LEADER – Select the appropriate project leader from the drop-down list. WorkPlan projects should have the appropriate budget staff as the Leader. Program Managers can be added in the description of the WorkPlan.

PROJECT USER DEFINED FIELDS (UDF) – These fields can be used at unit discretion.

MANAGE BLIs – Choose the appropriate BLI(s) and BFY combination for the project, following the [FSH 6509.11g - Service-wide Appropriation Use Handbook](#). To encourage integration and Work Financing Principle, multiple BLIs per project are appropriate. An individual WorkPlan project can only accommodate up to 10 BLI and BFY combinations.

SHORTHAND CODE – SHCs must be entered into projects when the code is available.

- The Accounting Structure Guide can be found here: [Accounting Code Structure](#)
- To validate SHC, use the following tool provided by ASC: [PPS Shorthand Code Lookup](#)
- New SHC are requested by the unit budget staff/regional budget via the following link: [Shorthand Code Request Tool](#)

MANAGE INITIATIVE PROJECTS – If accomplishments within the project are planned or will be achieved under an [Initiative Project](#), tag the project accordingly by selecting the appropriate code from the Initiative Codes drop-down menu. **If a portion of the accomplishment within the project is NOT achieved under an Initiative Project, a separate WorkPlan project should be established for that work.** Initiative Projects include:

- CFLRP – Collaborative Forest Landscape Restoration Program
- FSNRC – Forest Service/NRCS
- GDNBR – Good Neighbor Authority
- NPL – National Priority Landscape (i.e., Wildfire Crisis Strategy Landscapes)
- STWRD – Stewardship Project

Planning Personnel

Salary for permanent and temporary employees should only be planned at the unit level when funded by P&T, Reimbursables, Transfer, Cost Recovery, or WCF funds. Lump sum planning is encouraged using a standard personnel record with a whole dollar lump sum rate. All personnel salary should be planned under the personnel resource category in WorkPlan, not under other resources. Use of these funds should be driven by the unit’s annual program of work and aligned with appropriate use of the funding source. There are 260 planning days in FY 2023.

PLANNING RATES – Rates have been updated for the entire region for FY 2023 planning efforts. All employees who were in the WorkPlan database were planned based on the National Finance Center

(NFC) rates as of PP13 with a 4.6% inflation increase. Units should use the table below for establishing planning rates for vacant positions.

Table 12 - Planning Rates for Vacant Positions

Vacant Permanent Employee Planning Rates	Rates will be planned at the Office of Personnel Management (OPM) grade level at a step 5, with a 32% inflation to cover benefits.	Example: (GS-9 step 5 OPM rate) * 1.32 = vacant permanent employee planning rate
Vacant Temporary Employee Planning Rates	Rates will be planned at the OPM grade level at a step 1, with 19.85% inflation ¹¹ .	Example: (GS-4 step 1 OPM rate) * 1.1985 = vacant temporary employee planning rate

OTHER PERSONNEL COST UNDER THE PERSONNEL COST SECTION – Only employees’ days will be reflected within the Personnel Cost section. TTOS and Other Costs will be reflected in the Other Resources section in WorkPlan projects.

Planning Fleet

- The RO will plan and manage fleet costs associated with appropriated funds; units do not need to plan for these expenses.
- The Final Fleet Equipment Database (FED) upload spreadsheet that includes the assigned SHC per asset will be provided to unit fleet managers and budget staff by the RO prior to the new fiscal year. The spreadsheet will indicate vehicle costs paid for and planned for at the regional level, as well as the assets to be planned at the unit level.
- Units will plan and manage fleet costs associated with P&T, RACA, and WCF funds, in line with historic levels of use, the annual program of work, and appropriate use of the funds. Fleet will be charged according to the finalized fleet default SHC data call. Any updates or changes will need to be coordinated through the Regional Cost Center budget staff and local fleet manager. Appropriated funding may also be used at the unit level, if desired, for non-S&E fleet expenses shown in table 14 as planned and funded by the unit. Fleet should be planned for at the unit level by asset number. New vehicles and equipment received after October 15th will be planned using a ratio of planned months Fixed Overhead Rate (FOR) and anticipated use based on the asset being replaced.
- All vehicles will be planned with one job code. Exceptions will be vehicles where two job codes may be used if one is an appropriated job code and one is a P&T/RACA or WFSU job code.
- The Fire Funded Fleet Standard outlines the business rules for managing fire funded vehicles. WFPR funding for fleet will include every vehicle identified in the current Fire Module Standards. Use expectation is 50% each to WFPR & WFSU P-codes. To stay within our WFPR allocations and be able to maintain discretionary funding for supplies, it’s essential that miles are charged to P-codes while on incidents.

¹¹ 19.85% inflation = 1.45% Health Insurance + 6.2% OASDI Tax (Social Security) + 10.2% Estimated health benefits average BOC 1201 + 2% for inflation

- Pilot proficiency and currency flights will charge program (WFPR) for aircraft flight time. In effort to streamline, we’ll shift the planning of these proficiency flights to WFPR97, like FOR and regular Use.
- WorkPlan imports FED data for fleet records. For rate issues or missing fleet, work with your unit fleet manager.
- When vehicles are used in other regions, or other regions are supporting work in Region 6, use the job code associated with the region that manages the vehicle.
- The job code for accident damage repairs, vandalism, acts of nature, and misuse and abuse will be the appropriated default job code programmed in FED. For vehicles programmed with P&T/RACA job codes, Fleet Managers will work with their local Budget Officer who will work with Eleanor Molina, BFM Regional Cost Center Fleet point of contact, for an appropriate job code to use. Reporting requirements for all vehicle and equipment damage will remain the same: all damage will be reported in eSafety and to the local Fleet Manager.
- Units can use the Fleet report available under Specialized Detail Reports on the [FMFI dashboard](#) for actual vehicle FOR and USE data. Fleet Managers can provide a FED FOR and Use report as well.

Table 13 - Fleet Minimum Use (ref. FSH 7109.19 Chapter 20)

Vehicle/Equipment Type	Minimum Utilization (Annual Mileage or Hours)	Minimum Utilization (Per Season of Use)
Passenger carrying vehicles – sedans, station wagons, mini-vans	6,000 mi	96 Days
Light 4x2 trucks (<12,500 GVWR)	5,000 mi	72 Days
Light 4x4 trucks (<12,500 GVWR)	5,000 mi	72 Days
Light 4x2 carryalls, full-size passenger & cargo vans and SUV’s (<12,500 GVWR)	5,000 mi	72 Days
Light 4x4 carryalls, full-size passenger & cargo vans and SUV’s (<12,500 GVWR)	5,000 mi	72 Days
Medium trucks (12,500 to 24,000 GVWR)	3,750 mi	48 Days
Heavy trucks (>24,000 GVWR) and all other heavy equipment	3,750 mi or 200 hrs.	48 Days

Table 14 - Fleet Planning and Funding

Fleet Activity	Who Plans?	Who Funds?
FOR and Use for WCF assets using appropriated funds (including UTV, ATV, etc. value greater than \$5,000)	RO	RO
FOR and Use for WCF assets using P&T/RACA/WCF funds (including UTV, ATV, etc. value greater than \$5,000)	Unit	Unit
GSA Long Term Leased assets (greater than 120 days)	RO	RO
Summer fleet (Status 3) - FOR will be planned for the average number of months based on historical levels of use and no less than 4 months. Minimum utilization standard for asset type (see table above).	RO	RO
GSA short term rentals & other short-term rentals (less than 120 days)	Unit	Unit

Fleet Activity	Who Plans?	Who Funds?
Long term commercial rentals (greater than 120 days)	Unit	Unit
NERV rentals paid for by WFPR or WFSU	N/A	RO FAM
Damage (caused by an accident or acts of nature)	RO	RO
Extraordinary costly repairs paid by appropriated funds	RO	RO
Accessories (truck boxes, canopies, light bars, radios, etc.)	Unit	Unit
Early asset replacement payoff (totaled assets, excessive mechanical)	RO	RO
Project equipment (FS owned - UTV, ATV, etc.) & (grant funded assets)	Unit	Unit
Approved vehicle upgrades (coordinated between RO fleet & forest)	Unit	Unit

Planning Other Resources

Accuracy is critical when selecting the ‘Resource Type’ from the drop-down list.

BURDEN – Includes the indirect assessment associated with reimbursable or advance collection agreements. **Burden should not be planned for any other reason.**

CONTRACTS – Anything procured through Integrated Acquisition System (IAS) requires it to be planned as a contract in WorkPlan. There are situations where the expenditures don’t exactly line up with the way it was planned in WorkPlan. For example, marking paint purchased through IAS requires it to be planned as a contract. When the expenditure comes through in FMML, it shows as Materials and Supplies. Once award has been made, budget staff can update WorkPlan by removing the funding from the contract line item and adding a duplicate line item with the funding planned in the correct WorkPlan Resource type (Materials and Supplies). See [Appendix F](#) for AP field descriptions.

Table 15 - WorkPlan Acquisition Project Naming Conventions – Contracts

Type	Contract AP Name	Commitment Approved !A;Requisition#;	Awarded !AA;Requisition#;
<u>Unit Level</u> Unit creates AP	;Subunit (Program Area) Contract Name ;00 NR Smokey Bear Paint	!A;1077354;00 NR Smokey Bear Paint	!AA;1077354;00 NR Smokey Bear Paint
<u>BIL</u> Unit Creates AP	;Unit Code (Abbreviated Forest Name) User defined name of contract ;0616 (WAW) Bird Track Springs Trail	!A;1077354;0616 (WAW) Bird Track Springs Trail	!AA;1077354;0616 (WAW) Bird Track Springs Trail
<u>GAOA</u> RO Creates AP	;Unit Code (Abbreviated Forest Name) GAOA (3 Digit Project Identifier) Name of the Project ;0616 (WAW) GAOA 6CK Hells Canyon Trail Bridges	!A;1077354;0616 (WAW) GAOA 6CK Hells Canyon Trail Bridges	!AA; 1077354;0616 (WAW) GAOA 6CK Hells Canyon Trail Bridges

Type	Contract AP Name	Commitment Approved !A;Requisition#;	Awarded !AA;Requisition#;
<u>Disaster Supplemental</u> Unit Creates AP	;Unit Code (Abbreviated Forest Name) Event Name, User defined name of contract ;0602 (FWI) Bootleg Fire, Vault Toilet Replacement	!A;1077354;0602 (FWI) Bootleg Fire, Vault Toilet Replacement	!AA; 1077354;0602 (FWI) Bootleg Fire, Vault Toilet Replacement
<u>CIM/Targeted Fuels Investments</u> Unit Creates AP	;Unit Code (Abbreviated Forest Name) User defined name of contract ;52 FAM (DES) Smokey Bear Mechanical Fuels Reduction	!A;1077354;52 FAM (DES) Smokey Bear Mechanical Fuels Reduction	!AA;1077354;52 FAM (DES) Smokey Bear Mechanical Fuels Reduction
<u>Other Contracts planned in a regional WorkPlan not listed above</u> Unit Creates AP	;Unit Code (Abbreviated Forest Name) User defined name of contract ;0616 (WAW) Bird Track Springs Trail	!A;1077354;0616 (WAW) Bird Track Springs Trail	!AA;1077354;0616 (WAW) Bird Track Springs Trail

GRANTS & AGREEMENTS – Includes grants & agreements in which funds are awarded to an outside party (outgoing), grants & agreements in which funds will be reimbursed or collected in advance from an outside party (incoming), and agreements in which no funds are exchanged between partners (no fund). All grants and agreements must be included in a WorkPlan AP and linked in NRM.

- Each incoming agreement will have a WorkPlan project identifying how the funds will be spent. Plan incoming agreements using this document as your guide. If you anticipate receiving the funds, the WorkPlan project will be approved. If funding is uncertain, do not approve the project. No fixed costs should be planned in unapproved WorkPlan projects.
- Outgoing agreements will be planned in the WorkPlan project funding the agreement. This will be planned as a “grant and agreement” and will be linked to a current acquisition project or a new acquisition project that can be created at the time of entry.

G&A project data entered in WorkPlan will be used to populate either the ‘New Proposal’ or the ‘New Modification’ tab in NRM. All grants and agreements (outgoing, incoming, and no fund) must be entered into the AP and planned appropriately in an approved WorkPlan before they are submitted to the G&A inbox for processing.

The information from the AP will interface and feed into NRM.

Only one project on the grants and agreements AP should be created. If an agreement is funded by multiple units, the lead unit would create the initial project and provide the AP number to the other units, who will link their WorkPlans to this number.

Table 16 - WorkPlan Acquisition Project Naming Conventions - Grants & Agreements

Type	Grants & Agreements AP Name (Incoming/Outgoing)	Commitment Approved in NRM !A;	Executed Agreement !AA;
<u>Unit Level</u> Unit creates AP	;Subunit (Program Area) Incoming Agreement Name ; 00 NR Incoming Woodsy Owl Survey	!A;00 NR Incoming Woodsy Owl Survey	!AA;00 NR Incoming Woodsy Owl Survey
<u>BIL</u> Unit Creates AP	;Unit Code (Abbreviated Forest Name) User defined name of G&A ; 0616 (WAW) Bird Track Springs Trail	!A;0616 (WAW) Bird Track Springs Trail	!AA;0616 (WAW) Bird Track Springs Trail
<u>GAOA</u> RO Creates AP	;Unit Code (Abbreviated Forest Name), GAOA (3 Digit Project Identifier) Name of the Project ; 0616 (WAW) GAOA 6AA Hells Canyon Trail Improvement	!A;0616 (WAW) GAOA 6AA Hells Canyon Trail Improvement	!AA;0616 (WAW) GAOA 6AA Hells Canyon Trail Improvement
<u>Disaster Supplemental</u> Unit Creates AP	;Unit Code (Abbreviated Forest Name) Event Name, User defined name of G&A ; 0602 (FWI) Bootleg Fire, Monitoring	!A;0602 (FWI) Bootleg Fire, Monitoring	!AA;0602 (FWI) Bootleg Fire, Monitoring
<u>CIM(ENG)/ Targeted Fuels (FAM) Investments</u> Unit Creates AP	;Unit Code (Abbreviated Forest Name) Event Name, User defined name of G&A ; 52 FAM (DES) ODF RX Fire Support	!A;52 FAM 0601 (DES) ODF RX Fire Support	!AA;52 FAM 0601 (DES) ODF RX Fire Support
<u>Other G&A planned in a regional WorkPlan not listed above</u> Unit Creates AP	;Unit Code (Abbreviated Forest Name), User defined name of G&A ; 0616 (WAW) Bird Track Springs Trail	!A;0616 (WAW) Bird Track Springs Trail	!AA;0616 (WAW) Bird Track Springs Trail

LEASE/RENT – Includes building leases executed by a Leasing Specialist. All leasing projects are available in a region-wide AP named ‘R/S/A 06 Lease/Rent Acquisition Plan’. The RO will plan your leases (including tenant agreements) by linking them to the regional leasing AP. Units do not need to plan these costs in their WorkPlan projects unless the unit uses RACA funds to pay for lease costs. If the unit uses RACA funds to pay for lease costs, please coordinate with the BFM regional lease point of contact.

MATERIALS & SUPPLIES – Includes materials, supplies, and non-contractual miscellaneous services purchased by a micro purchaser. Note: Materials, supplies, and services above the micro purchase threshold must be entered utilizing Resource Type ‘Contract’ to create an acquisition project on the WorkPlan AP since the goods and services will be procured by PPS.

PLANT, PROPERTY, & EQUIPMENT – Includes capitalized property and equipment, accountable non-capitalized furniture and fixtures, and leasehold improvements.

PROJECT TTOS¹² – Includes any travel or training (tuition) costs. Note: Travel or training cost should not be entered in the Personnel section but should be entered in Other Resources.

PROJECT-WIDE OTHER PERSONNEL COSTS¹⁰ – Includes other personnel costs such as performance awards, lump sum leave, liability insurance, safety boot reimbursement, and uniforms. Performance awards and liability insurance will be planned at the regional level. Note: Other Personnel Cost should not be reflected in the Personnel section. All costs must be listed below in Other Resources.

PROJECT-WIDE PREMIUM PAY¹⁰ – Includes overtime, remote site allowance, Sunday differential, and holiday pay.

RENT, COMMUNICATIONS, UTILITIES – Includes meeting room rental, landline and wireless communications, and utilities such as electricity, water, sewer, trash, natural gas, and satellite television subscriptions. **This section should only reflect the utilities paid directly by the unit.** Use the regional SHC for Building Operations Costs as shown in [Appendix A](#).

RO Centralized Budget Planning and Spending

The region is continuing to streamline budget planning to improve the quality of our data and allow our leadership to make decisions based on the current priorities of the region. Projects funded in the RO WorkPlans include:

- BIL (excluding BAR, which is managed at the unit level)
- Disaster Supplemental
- FDDS Regional Strategic Forest Assistance
- GAOA
- National CIM
- Regional Cost Centers
- Regional Priority Investments, including:
 - ENG Regional Facility Improvement Projects & Dams Maintenance
 - ENG Regional Transportation Project Support
 - FAM Targeted Fuels Investments

The execution and project management responsibility will still reside with the unit.

¹² Project TTOS, project-wide other personnel costs, and project-wide premium pay should only be planned at the unit level when funded by P&T, Reimbursables, Transfer, Cost Recovery, or WCF funds.

Project identification process:

- Projects and amounts will be determined by the WO/RO and will be shared with the program and budget staff at the unit level via email.

Acquisition Project and WorkPlan planning process:

- A standardized naming convention across the region will aid in communication on the AP itself. The forest Budget Officer will build the contract or the agreement AP using the standard naming convention shown in [Table 15](#) for Contracts and [Table 16](#) for Grants & Agreements.
- After the APs have been created, provide the appropriate RO Budget Coordinator the AAP information including the AP name and ID Number.
- The RO Budget Coordinator will link funding to the CIM and Fuels acquisition projects.
- The RO Budget Coordinator will provide a copy of the WorkPlan project to the unit.

Budget Approval Process

- IAS: The unit requisitioner will submit a complete package through IAS to the RO Budget Approver.
 - Approvals for RO funding no longer need to be routed through local Budget Approvers.
- NRM: Enter the Unit Budget Approver in NRM who will notify the RO IAS/NRM Budget Approver to approve the funds in NRM. **Units should NOT approve RO funds unless directed by RO Budget Approver.**
- The RO budget approver will validate funding, SHC, Budget Object Class (BOC) and that the Requisition Checklist is attached.
 - When unit funds are included, the unit Budget Officer will validate funding, SHC, BOC and that the Requisition Checklist is attached, then budget approve the requisition and forward to the RO Budget Approver.
 - The Requisition Checklist **must** include the Project AAP Number.

Roles and Responsibilities

- RO program staff determines funded projects and communicates information to field.
- Unit program staff manages project and execution of the contract/agreement.
- Forest Budget Officer creates and ensures AP meets naming convention and follows budget approval guidance.
- RO Budget Coordinator makes sure regional funds are available, funding is linked in WorkPlan, and provides unit a copy of the WorkPlan.
- Requisitioner submits the requisition that meets BFM/PPS requirements and routes the requisition to the appropriate budget approvers.

Enterprise Team

Per the National WorkPlan direction, Enterprise Team work needs to be listed under the ENTERPRISE AP. This includes work performed by a Forest Service Enterprise Team under a work order, which is not a contract and is not awarded by PPS.

- **Contract Type** – For Enterprise Team work orders you will choose “Work Order-Enterprise Team (BOC Tracking purposes only, is not a contract).”

- **Enterprise Team will continue to be funded at the national level in FY 2023.** Units can plan Enterprise Team projects in their WorkPlan projects, but not attach actual appropriated funding to the project. Non-appropriated funds are still being utilized to fund Enterprise salary and expenses. Enterprise project costs using unit reimbursable, cost recovery, P&T, and/or transfer funds should be planned in Other Resources as lump sums by cost center (e.g., other personnel, overtime, travel), where appropriate for the project. Additional guidance on requesting Enterprise Team support is available on the [Enterprise Team intranet site](#).

Advance Acquisition Planning

Acquisition planning should begin as soon as the agency need is identified, preferably well in advance of the fiscal year in which the procurement is needed, if possible. **Do not roll over acquisition projects within your Advance Acquisition Plans (AAPs).** Units will create new projects within AAPs in FY 2023 and building the acquisition project as WorkPlan projects are developed. All projects in the AAP must be linked to a WorkPlan project. Funding should be linked to a single AP if funding resides on multiple units. **In addition, if you know that your unit will need an AP, but do not have all the information, at a minimum enter the project into the AAP using the correct resource type (either a contract or grants and agreements). Do not enter in materials and supplies resource type.**

- Create two separate AAPs – one for contracts and one for grants and agreements.
 - Naming of AAPs should begin with the unit number. Example:
 - 0601 Deschutes Contracts
 - 0601 Deschutes Grants & Agreements
- The resource types which are connected to the AP module includes leases/rents, contracts, and grants and agreements. This requires additional fields to be entered or to select from the already populated AP.
- For items requiring budget approval, clearly identify the transaction and make sure the dollar amount matches the approval request in IAS or NRM.
- To assist the PPS and G&A community in maintaining the APs in real-time, the Acquisition Plan Module was added to WorkPlan. This module provides better communication between the units, PPS, and G&A staff about the needs and status of projects.

Ecological Restoration and Wildfire Risk Reduction

National Direction/Emphasis

In FY 2023, the agency will continue to make unprecedented investments in restoration and wildfire risk reduction through use of normal annual appropriations and large-scale investments from CFLRP, Joint Chiefs', Disaster Supplemental, BIL, REPLANT Act, and the IRA.

The agency faces an enormous challenge to improve the condition of our landscapes, especially in the wake of climate change. Broad-based restoration and active management work will continue to play an important role in the work we do to restore and ensure the resilience of our watersheds and landscapes. The national target for timber volume sold was 3.4 billion board feet (bbf) in FY 2022, increased to 3.5 bbf in FY 2023, and is expected to increase to 3.6 bbf in FY 2024. The national target for implementing fuels treatments was 3.7 million acres in FY 2022 and is expected to continue to increase to 4.0 million acres in FY 2023. We will seek opportunities to efficiently meet restoration goals by integrating them with timber and fuels treatments objectives where possible.

Washington Office Priority Allocations

- **Bipartisan Infrastructure Law (BIL):** Funding through the Infrastructure Investment and Jobs Act of 2021 (P.L. 117-58), also known as the Bipartisan Infrastructure Law (BIL), which provides resources to the Forest Service to reduce the risk of wildland fire, restore ecosystems, and invest in natural resources related infrastructure.
- **Collaborative Forest Landscape Restoration Program (CFLRP):** There are seven CFLRP projects in Region 6 that will receive funding in FY 2023 based on the individual project proposals: Rogue Basin (Rogue River-Siskiyou National Forest (NF)), North Central Washington (Okanogan-Wenatchee NF), Northern Blues (Umatilla and Wallowa-Whitman NFs), Deschutes Collaborative Forest Project (Deschutes NF), Lakeview Stewardship (Fremont-Winema NF), Southern Blues (Malheur NF) and Washington Forest Vision 2020 (Colville NF). The CFLRP projects should continue working towards desired ecological, economic, and social outcomes on their landscapes and in their communities and contribute to the agency's accomplishments on key performance measures. Projects should follow the [common monitoring strategy](#) adopted nationally in January 2021. This strategy features commonly adopted indicators for more efficient work, and a regional role in managing and reporting on data. Forests are to utilize the correct SHC structure, initiative coding, and implementation project names to track expenditures and accomplishments for these projects, as described [here](#).
- **Congressional Directive: Oregon State University for Elliott State Research Forest Monitoring Equipment:** funding to purchase and install forest monitoring equipment that will be used to gather baseline data and initiate management actions on Elliott State Research Forest (ESRF). The ESRF will inform how our forests can achieve broad-scale conservation goals, alleviate and adapt to climate change, while producing climate-smart forest products for a growing global population.
- **Congressional Directive: Sudden Oak Death:** congressionally directed funding to support treatment of Sudden Oak Death infestations on public lands in Oregon in partnership with the Bureau of Land Management, States and private landowners.

- **Congressional Directive: WA Kittitas Working Forest Project:** congressionally directed funding to support acquisition of the 5,870 acre Kittitas Working Forest Phase 1 parcel by the WA Department of Natural Resources, with the goal of replacing development risk in the Cabin Creek watershed with sustainable harvests for the local economy while preserving this critical habitat corridor between large blocks of protected land and ensuring essential recreation and forest health investment across former industrial timberlands.
- **Congressional Directive: Wood Innovation Grants:** congressionally directed funding to expand the wood products and wood energy markets that support forest management and deliver economic and environmental benefits to communities.
- **Disaster Supplemental:** supplemental appropriation funding intended to cover the necessary expenses related to the consequences of calendar year 2019-2021 wildfires, hurricanes, and other natural disasters, and to complete hazardous fuels mitigation. Funding is prioritized to complete highest priority needs based on criteria developed by the region and individual prioritized project lists.
- **Hazardous Mitigation Treatments on Non-Fed Lands:** funding for fuels reduction projects on non-federal lands to implement Community Wildfire Protection Plans & benefit resources on federal land. Funding level is set in the WO Program Direction and distributed to the states (Oregon and Washington) for their competitive funding process. See [Cross-Boundary Wildfire Hazard Mitigation on Non-Federal Lands](#) for additional information.
- **Inflation Reduction Act (IRA):** funding to protect communities from wildfire and combat the climate crisis across forests and grasslands. Funding is for hazardous fuels treatments in the wildland urban interface (WUI) and other forest resilience activities on National Forest System lands, and grant programs for underserved and small landowners to implement climate mitigation practices, to the wood industry, and to the States to conserve at-risk land and promote urban forestry.
- **Joint Chiefs' Projects:** The Joint Chiefs' Landscape Restoration Partnership projects are intended to reduce wildfire risk to communities, improve habitat for at risk species and improve water quality. The current Joint Chiefs' projects, Buttes to Basins – All Lands Forest Resiliency Project (Deschutes NF) and the Lake County All Lands Restoration Initiative (Fremont-Winema NF) are to continue implementation of those projects as described in their plans. Forests are to utilize the correct SHC structure, initiative coding, and implementation project names to track expenditures and accomplishments for these projects, as described [here](#). The forests should develop a plan for continuing these projects within their forest base programs, if needed, as the Joint Chiefs' funding is only for three years.
- **La Grande Valley West Resilience Project:** originally submitted as a Joint Chiefs' project in 2022, this was instead selected for multi-year funding as a Forest Service priority project by the WO. It is expected to achieve just over 4,500 acres of treatment on NFS lands supported as a priority by the Northern Blues All Lands Partnership.

Disaster Supplemental

In FY 2022 the region received \$273 million dollars in disaster relief funds intended to fund activities associated with repair and restoration of impacts from wildfire and significant rain events dating back to 2019. Funds were prioritized based on criteria developed by the region and individual prioritized project

lists. Guidance for management of the funds has been provided to units. In FY 2023, units should continue to prioritize work under Disaster Supplemental funding and work in collaboration with the Region 6 Disaster Relief Team (managed under RO NR) to develop efficiencies and tools that will ensure this important work is carried out successfully, including alignment with the [Region 6 Open Forest Initiative](#). Units have been directed to complete all acquisition project planning by February 28, 2023, to ensure timely obligations occur this fiscal year. Units are expected to make significant progress in spending and completing work associated with Disaster Supplemental funds in FY 2023.

Wildfire Crisis Strategy Landscapes

Five Wildfire Crisis Strategy Landscape (WCSL) projects were selected in Region 6 – two selected in FY 2022 (Central Oregon (Deschutes NF) and Central Washington Initiative (Okanogan-Wenatchee NF)), and three selected in FY 2023 (Colville Northeast Washington Vision (Colville NF), Mount Hood Forest Health and Fire-Resilient Communities (Mount Hood NF), and Klamath River Basin (Fremont-Winema NF, in conjunction with Region 5)). These five landscapes are among 21 priority landscapes selected to reduce wildland fire risk and support the agency’s “Confronting the Wildfire Crisis” strategy through large-scale investment over the next 10 years. The initial focused investments are those landscapes that are most closely aligned with high-risk firesheds and provide treatments at scale, or can be built out to scale, that will make a difference in reducing wildfire risk. The work across these landscapes will produce a reduction to the exposure of communities and infrastructure to catastrophic wildfire. In FY 2022, funding was made available with a focus on increasing capacity, advancing timelines for existing projects, and enhancing collaboration. FY 2023 funding is being provided in a mix of IRA WUI hazardous fuels funding and BIL program BLIs. In FY 2023 the region will continue to fill key positions for this work and accelerate planning efforts to dramatically increase the number of acres treated with a goal reducing the risk of large-scale wildfire within the firesheds and across the project areas through an integrated and collaborative approach. Staffing to support this work includes forest and RO permanent or acting project coordinators and establishment of the new Region 6 Wildfire Crisis Team (managed under RO FAM).

Bipartisan Infrastructure Law

In addition to funding WCSLs, the region received further significant investment in projects through the BIL. The region anticipates continued investment in FY 2023 to complete watershed and aquatic restoration, fuel breaks, commercial and non-commercial mechanical thinning with focus on wildfire risk reduction, post-fire recovery through new authorities such as burned area restoration (BAR), work with the tribes, work with states, revegetation, treatment of non-native plants, reforestation, and collaboration. Given scale of funding anticipated, units should consider capacity and project timelines that will position the region to leverage funds and be successful throughout the life of the projects. Work associated with the BIL is expected to require a high level of oversight, including [reporting of accomplishments and completed work](#) within 30 days and quarterly accomplishment reporting for grants and agreements. Projects that mitigate the impacts of climate change and that include work with underrepresented communities will continue to be a major emphasis for funding in FY 2023. Refer to the [FY 2023 WO BIL Program Direction](#) for appropriate use of the funds, and see program specific sections below for more details on BIL funded projects.

Inflation Reduction Act

The IRA includes a significant investment in a full suite of activities with largest investment in fuels reduction work in wildland urban interface (WUI) areas and restoration work on NFS lands. When designing and implementing projects, units should work in close coordination with states, tribes, local communities, private landowners, and partners in the public and private sector such as conservation organizations, forest industry, utilities, and academia. This includes establishing agreements with tribes through TFWA 628 authorities, and ensuring equity, diversity, inclusion, and access are built into the design and implementation of programs aligned with the USDA Equity Action Plan.

The current top priority is addressing the wildfire crisis. We also recognize that forest health and resilience needed to address the wildfire crisis is directly linked to public access and recreation, and we acknowledge the related tension that exists in our program of work. There is increasing demand for public recreation and environmental services that must be considered. Therefore, we ask units to be diligent in planning and implementing projects that have multiple benefits and integrated outcomes.

Projects supported under NFS must address the provision from which they are funded and where possible address the following integrated objectives:

- Reduce wildland fire risk, ensure integrated benefits for long term soil stability, maintain or improve wildlife habitat, and provide for resilient ecosystems.
- Integrate public access, recreation, and special uses work – including within congressionally designated areas such as wilderness and wild and scenic rivers – with forest health and wildfire resilience projects to the extent possible and practicable.

Line Officers and related staffs are expected to work collaboratively across disciplines and with partners to leverage resources toward this end.

Regional Priorities

In FY 2023, our emphasis remains on managing holistically rather than focusing on individual programs and subunits – i.e., stewarding the whole. That means integrating our work and efforts to maximize results and outcomes in a strategic approach at the unit and regional scale. We recognize treatments are not only essential for the health of our national forests, but also in protecting communities, supporting jobs, and supporting the economic viability of rural communities. Unit planning discussions should continue to focus on integrated program of work strategy; focus on the priority work your workforce, discretionary funding, and supplemental funding will be directed toward across all program areas and across unit boundaries, including all aspects for funding project life cycle costs (e.g., surveys, National Environmental Policy Act (NEPA) planning, project design & layout, implementation, monitoring, administration, and reporting requirements).

The challenges we face today demand we use every authority, tool, and technology available to improve forest conditions, reduce wildfire risk, support rural economies, and deliver excellent customer service, while managing workloads and caring for the health and safety of employees. The following business practices should be followed when executing the program of work:

- Use integrated projects to accomplish multiple benefits while maintaining a clear nexus around risk reduction whenever possible.

- Work in larger landscapes with multi-year, strategic approach that recognizes all resources needs. Improve outcomes by expanding treatments across and in concert with neighboring districts, forests, and other ownerships.
- Coordinate and work with States, Tribes, local communities, private landowners, and partners in the public and private sector, taking care to ensure equity, diversity, inclusion, and access are built into program design and implementation. Plan projects in a purposeful and thoughtful manner that considers equity, including Tribes, socially vulnerable, underserved, rural, minority, and low-income populations.
- Include funds generated through timber sales (e.g., KV and retained receipts) as a major component of the restoration work accomplished by the unit. Some units may have revenue generated from the timber sales the states are managing for us through GNA; this funding can be used to accomplish restoration work on that unit.
- Use all tools available to increase our capacity to do work – contracts for services, stewardship authority, GNA agreements, tribal crews, Categorical Exclusion (CE) authorities, grants and agreements, etc.
- Use tools and efficiencies identified by Forest Products Modernization, Environmental Analysis and Decision Making (EADM), and other change efforts to increase efficiency in planning and implementation.
- Be realistic in what you are planning – make sure it is within your capacity and experience and is viable to implement. Do not create a larger backlog of uncompleted work.

Five-Year Integrated Restoration Plans should be developed through a Shared Stewardship lens with focus on establishment of sustainable active management through the Region 6 active management “3+1” strategy. Annual plan updates are due in June. The region will continue to use the plans as a resource for determining outyear funding needs and allocations of funds that become available through additional funding sources such as BIL.

Shared Stewardship is different than project-level partnership and collaboration. At its core, Shared Stewardship involves aligning priorities with state agencies and tribal nations to achieve shared outcomes. Each unit should establish priorities for management actions in coordination with tribal, state, and nonagency partners. Forest Action Plans for [Oregon](#) and [Washington](#) identify statewide priorities for multiple resource objectives, notably to reduce risk from wildfire while accounting for ecological conditions. Forests should identify which projects align with state plans, including which projects and additional attainment are supported through increased capacity provided from Oregon and Washington’s 2021 state legislation and appropriations for improving ecological resilience and wildfire risk reduction.

To operationalize Shared Stewardship, units should continue to:

- Identify opportunities and work collaboratively with partners, neighboring forests, and RO directorates to focus on critical work identified in the BIL and recently passed IRA. In FY 2022, the region was able to make significant investments in agency priorities to enhance work and collaboration with tribes and the states. It is expected that there will continue to be opportunities for large scale investments in FY 2023 and beyond.

- Identify nonagency partners that can assist in project planning, implementation and/or that have financial resources to contribute to the project.
- Plan and develop projects with collaboration on the front-end.
- Explore conservation finance and other innovative means to fund work.

We rely on partnerships to increase the pace of restoration work. This can be in the form of partners accomplishing the work (either with our funding or with their funding) or contractors accomplishing the work with partner's funding. The region has an agreement with the National Fish and Wildlife Federation to accelerate the protection and restoration of the region's fish, wildlife, and plant resources. Additionally, in Oregon, we have master GNA agreements with Oregon Department of Forestry, Oregon Department of Fish and Wildlife, Washington Department of Natural Resources, and Washington Department of Fish and Wildlife that can be utilized to complete restoration work.

Continue to implement and report the full range of restoration activities accomplished in the appropriate database of record (see [Appendix G](#)). Keep in mind that restoration work accomplished via naturally ignited wildfire will only count toward regional or national accomplishments; forest integrated vegetation accomplishments are based on what is completed using non-emergency funding only.

Regional Priority Investments

- **FAM Targeted Fuels Investments:** Funding managed regionally for implementation of hazardous fuels reduction projects determined through an established integrated, regionally prioritized process that evaluates the targeted fuels investment projects submitted by units in their Five-Year Integrated Restoration Plans. These funds are managed regionally to support treatment contracts for both mechanical work and prescribed fire. This will provide approximately 25,000 acres of target and increase capacity by shifting this workload to contract workforces which are proven to be efficient and cost effective.
- **NR Consultation Capacity:** Funding to contract the completion of a biological assessment to meet regulatory requirements for grazing allotment Endangered Species Act (ESA) consultation, primarily focusing on the Colville NF. While the analysis to support ESA consultation will be contracted, this work will require a commitment by both regional and forest-level personnel to be successful.

Specific Program Direction

Wildland Fire Risk Reduction, Integrated Vegetation Management and Forest Products

Planning and implementing vegetative treatment projects should be driven by resource-specific and risk reduction objectives. Projects should be planned and designed in an integrated manner to deliver social, economic, and environmental benefits to the public. Emphasis should be placed on treating forest stands to re-establish or maintain ecological processes and functions that maintain or increase resilience to fire, insects and disease, changing climate and weather, and other disturbances. Where feasible and where landscape opportunities occur, plan and implement forest treatments that are high priority for both active vegetation management needs and wildland fire risk reduction. Maximize opportunities to implement projects in priority treatment areas using the regional Quantitative Wildfire Risk Assessment (QWRA) and/or Priority Firesheds to inform the prioritization of planning and implementation efforts. Incorporate

priorities from State Action Plans and related documents. Leverage funding by integrating planning and accomplishments to achieve multiple resource objectives (e.g., hazardous fuels reduction, watershed improvement, wildlife habitat improvement, etc.). Plan at the landscape or greater scale to increase the number of treatable acres cleared through NEPA and move more work to implementation.

Continue to emphasize cost efficiency in the design of timber sales and stewardship projects. Biddable projects at advertisement are essential to accomplish resource goals and assist in maintaining industry infrastructure in difficult market conditions. In FY 2023, RO Forest Products and Engineering staffs will continue to work collaboratively with units to help resolve challenges specific to no bid contracts.

Maximize opportunities to collect timber receipts into P&T accounts, as appropriate, for planned and future restoration needs. P&T funds should be expended along with appropriated funds to complete the FY 2023 program of work. Follow regional guidance for the collection of stumpage receipts and management of deposits to National Forest Fund (NFF) and expanded KV to ensure collections are maximized. Units should expect to retain 70% of expanded KV collections; the remaining 30% will be allocated to regional priority projects (see [CWK2 allocation methodology](#) for additional information on regionally managed funds).

Collections into P&T funds will grow as timber sales volume or stumpage value increases; to ensure that spending is closely aligned with collections, units must ensure proper fund oversight and project management. Expand capacity for addressing forest restoration and improvement needs by including such activities in KV plans and stewardship sales where appropriate, capturing all opportunities for expanded KV collection, engaging with states to use GNA agreements, as well as considering stewardship, participating, and other types of agreements to allow for increased partnering with counties, states, and others. Explore opportunities to use existing Indefinite Delivery Indefinite Quantity (IDIQ) contracts or BPAs (see [Region 6 Acquisition Management SharePoint site](#)) to complete restoration work. Forests should manage expenditure of P&T to maximize use of those funds and to maintain consistency with the [Regional P&T Strategy](#).

Preparation of approved Timber Sale Pipeline Restoration Fund projects is to continue as per direction in the Regional Forester's approval letter, with the expectation that NEPA is completed within one year of expenditure of Pipeline funds, and volume is advertised for sale within one year from Gate 3 completion. FY 2023 funding allocations for new Timber Sale Pipeline Restoration projects have been selected from proposals submitted by units as part of the annual Five-Year Integrated Restoration Plan (see [TPPS allocation methodology](#) for additional information).

Stabilizing Active Management "3+1" Strategy

In FY 2022, the Regional Forester established expectations for forests and the region to stabilize active management through the "3+1" strategy (see [regional correspondence](#) signed 8/25/2022). The strategy requires that each unit maintain at least three years of NEPA pipeline (Gate 2) and one year of sale prep and layout (Gate 3) accomplishment completed before start of each fiscal year.

The transition will include adjusting the timing of timber sale offerings, where feasible based on access to project areas, to space more evenly throughout all four quarters of the fiscal year. Attainment of the "3+1" goal will be achieved through targeted investments in resources over a 1–2-year timeframe for each unit based largely on opportunities and needs identified at the unit level through their Five-Year

Integrated Restoration Plans. As a region we will attain a minimum of 630 million board feet (MMBF) through the “3+1” strategy and up to 700MMBF timber volume sold by FY 2026 (see table below), which includes additional outputs anticipated through the BIL and recently passed IRA funding for increased wildfire risk reduction, commercial thinning, and shaded fuel break work. In FY 2022 the region made approximately \$10 million in investments in planning and contract preparation of current and outyear planning. It is critical that units currently assigned a decreased minimum timber volume sold target advance planning and prep shelf stock to meet goals of “3+1” strategy.

The table below displays the minimum, base timber volume sold targets for each forest from FY 2022-2026, illustrating the “3+1” strategy attainment over time. Assigned annual timber volume sold targets for each forest will vary by year based on past-year performance and carryover unsold volume as well as additional capability and enhanced expectations around BIL and IRA funding both outside and within WCSLs on the DES, FWI, MTH, and OKW. In FY 2023 and in each future fiscal year, we will establish the assigned annual timber volume sold target by forest based on the “3+1” strategy and these other important considerations. For FY 2023, the assigned target for each forest is shown in the column titled “Assigned FY 2023” occurring after the “FY 2023” column (which represents the base, minimum in accordance with the “3+1” strategy). The assigned FY 2023 regional total is slightly higher than our regionally assigned target of 575MMBF to provide a buffer against impacts from no bid timber sales, litigation, and other factors.

Table 17- Minimum Timber Volume Offered and Sold Goals (MMBF) through FY 2026, Assigned FY 2023 Timber Target

Appraisal Zone	Forest	FY 2022	FY 2023	Assigned FY 2023	FY 2024	FY 2025	FY 2026
1	GIP	45	48	52	50	52	55
	MBS	8	8	11	2	2	10
	MTH	5	5	27	5	10	15
	OLY	20	10	18	15	20	20
2	OWE	14	14	39	20	28	30
	COL	105	105	105	105	105	105
3	MAL	30	45	61	50	55	55
	UMA	27	18	23	15	35	40
	WAW	25	20	23	20	20	25
4	DES	20	20	26	20	25	25
	FWI	67	67	72	67	67	67
	OCH	11	10	10	6	8	12
5	SIU	40	40	45	40	40	40
	WIL	35	35	40	50	65	75
6	RRS	15	15	20	20	25	30
	UMP	25	25	25	25	25	30
Region		492	485	597	510	582	634

The “3+1” strategy provides the opportunity to recognize and practice interdependence and shared accountability. The region and forests will monitor outcomes, including progress with key metrics for NEPA planning, sale prep, and road packages, and will use an adaptive learning approach with periodic engagement and check-ins with Forest Supervisors and RO Directors throughout the year.

Benefits of the “3+1” strategy include increased understanding of annual appropriations for active management as well as enhanced stability and consistency in P&T, flexibility for unforeseen events such as wildfire, stable and predictable forest products for local economies, balanced delivery of volume sold throughout the fiscal year, and improved Forest Supervisor communications with industry and partners. Overall, the goal is to improve our service to the public and partners and to increase our ability to address wildfire risk reduction and restoration needs.

Free Use Firewood

Units shall continue operating under the permanent free use firewood program as directed by the Regional Forester in calendar year 2021. Under this approach, free firewood permits are issued on a calendar year basis to improve consistency. Forest Supervisors will designate free use firewood areas on all or parts of units that are compatible with land management plans and will establish the annual limit on the number of cords of free use an individual may collect. The total amount of free use material granted to an individual in any year cannot exceed \$200 in value (36 CFR 223.8). Additional free use may be granted by District Rangers or Forest Supervisors in cases of hardship or unusual need. Free use of green material may be declined where supply is limited or other conditions justify.

Units will use the FS-2400-8 free use permit for personal use quantities instead of the FS-2400-1 charge permit. Issuing FS-2400-8 free use permits through TIM provides regionally consistent reporting on the number of free use firewood permits and volume being issued, prevents resale and export, and ensures protection measures are implemented and enforceable. Uniform use of the FS-2400-8 permit ensures consistency from unit to unit, for the public, and for law enforcement. Units can continue using approaches developed to minimize public contact and improve customer service to mitigate the spread of COVID-19 if units are unable to process free use permits in person. In FY 2023, the RO will evaluate the program and recommend adjustments if needed for the next calendar year (2024).

Reforestation and Stand Improvement

Reforestation and Stand Improvement activities contribute to watershed restoration, mitigation of wildfire risk, and restoration of resilient, adaptive ecosystems. They also contribute to enhancement of fish and wildlife habitat. Prescriptions should be designed to meet the land management objectives of the local Forest Plan.

To ensure the financial health of J. Herbert Stone Nursery (JH Stone) and to ensure that seedlings are grown at facilities with acceptable disease sanitation practices, regional policy is to send all sowing requests to JH Stone first. This includes any seedlings that are being planted as part of GNA or stewardship agreements. If JH Stone cannot provide seedlings to meet the request due to lack of capacity or other reasons, requests will be forwarded to other Forest Service nurseries for fulfillment.

Post-disturbance regeneration needs assessments are to be accomplished promptly and revised as needed to ensure that the Annual Needs Report to Congress is accurate. Reforestation must be certified as meeting the land management objectives within 5 years of salvage or within 5 years of other regeneration harvests - a National Forest Management Act requirement. Forests should analyze what it would take to certify unsalvaged areas as reforested within 5 years of the disturbance as part of their needs assessment and work with the Regional Silviculturist to develop a reforestation plan.

Restoration of blister-rust resistant five-needle pines (sugar pine, western white pine, whitebark pine) is an important consideration for every forest in the region to address landscape resilience and restoration and associated ecosystem services. Restoration of disease-resistant Port-Orford-cedar is an important consideration in southwestern Oregon to address landscape resilience and restoration and associated ecosystem services. Restoration of tree species composition where it has been simplified by prior management is also a regional priority for reforestation to improve forest resilience to climate change.

Reforestation Trust Fund

The Reforestation Trust fund was amended by the REPLANT Act as part of the BIL. Unlike the other funding provisions in the BIL which received a “one-time” influx of funding, the change to the Reforestation Trust Fund (RTRT) results in permanent funding. The Reforestation Trust Fund nationally is expected to generate more than \$140 million annually, a substantial increase over the static \$30 million previously available each year. These non-appropriated funds are generated from tariffs on imported wood products, so some year-to-year funding variability is expected.

Consistent with the [Joint Secretarial Order on Fulfilling the Trust Responsibility to Indian Tribes in the Stewardship of Federal Lands and Waters](#), NFS and SPF will ensure that Tribal governments play an integral role in decision-making related to the implementation of these BIL activities. The WO Office of Tribal Relations (OTR) will collaborate and advise on actions that may include or affect tribal communities, and on information or actions involving Tribes that may have implications for this provision.

While RTRT funds generally support all reforestation and stand improvement activities, the priority for RTRT funding for FY 2023 is for activities in support of reforestation (e.g., planting, seeding, site preparation for natural regeneration, certification of natural regeneration) and early stand improvement (e.g., release, pruning, fertilization) to demonstrate the agency’s commitment to rebuilding reforestation capacity and reducing the reforestation backlog (see [RTRT allocation methodology](#) for additional information). As appropriate, precommercial thinning activities should be funded with other funding sources such as hazardous fuels and forest products.

Genetics and Native Plants

Forest seed orchards and seed production areas should be maintained and protected from wildfires, insect outbreaks, and other damaging agents. These installations provide the most efficient and economical source of high-quality and genetically diverse seed for restoration. They are also invaluable and irreplaceable repositories for genetic conservation and use in future breeding efforts, and for monitoring the impacts of new insects, pathogens, or a changing climate. Mowing, pruning, and fuel breaks are key protection practices to initiate or continue. Regular and recurring seed orchard protection and maintenance work can be supported through forest base funding.

Cone collection for blister rust resistance testing sugar pine, western white pine, and whitebark pine should be done in conjunction with the Dorena Genetic Resource Center (DGRC), stationed on the Umpqua NF. Refer to the Region 6 [Whitebark Pine Seed/Cone Collection & Blister Rust Testing Strategy](#) for current guidance regarding the number of candidate trees per seed collection/deployment area that should be selected and screened for disease resistance at DGRC. Resistant parent trees should be protected from wildfire and insects to serve as high value seed sources for reforestation as well as

natural regeneration. Resistant germplasm should also be established in off-site locations to create redundancy and protect genetic resources.

DGRC will continue to assist the forests and other partner clients to address existing and emerging forest health concerns and to support native plant revegetation treatments on disturbed sites. DGRC will continue testing and breeding programs to develop blister rust resistant seed sources for forest restoration projects. Breeding and seed production work in support of restoration of Port-Orford cedar forests that will be resistant to *Phytophthora lateralis* is also expected to continue. This work is critical to addressing partner needs, Regional Forester, and State Forester landscape restoration priorities. Funding for DGRC is managed under RO NR's base budget.

Forests are to continue efforts to expand plant production capabilities and seed supplies for native plants and forest tree species in support of accelerated restoration, climate change adaptation, mitigation of invasive plants, insect and disease challenges, habitat improvement, and restoration treatments after wildfires and other disturbances. Continue operations at the Clarno Hardwood facility (Deschutes NF) to maintain a gene bank for key hardwood species and to provide seed and planting stock for restoration. Seed procurement and seeding/planting activities should emphasize "workhorse" species with high potential for successful revegetation of disturbed sites and strong seed production capabilities in agronomic conditions. Pollinator-friendly native plants should also be emphasized. Climate-based provisional seed zones should be used in seed collection and sourcing decisions when empirical seed zones and genetic data are lacking. Unit-level needs relating to post-wildfire vegetation establishment, including consolidated nursery billings and contract obligations for native seed extraction, collection, and production are supported through RO NR's base funding for the Native Plant program, contingent on total needs and available funding.

Four zone Geneticists are in place to provide on-the-ground genetics expertise, consultations, and training in support of regional restoration goals and activities. Zone Geneticists provide services throughout their individual multi-forest zone, but also work and collaborate across zones to promote efficiency and effectiveness and to contribute unique specialized expertise. Geneticist annual program of work is determined through periodic forest-level meetings and consultation/site visit/training requests received throughout the year from silviculturists, botanists, and other natural resource specialists. Geneticists also interact with staff at the DGRC to plan and prioritize annual program activities for their areas. In FY 2023, Region 6 Geneticists will continue implementation of "climate smart" seed sourcing and deployment guidance and trainings for Region 6 forests. Analysis of the climate profile and current deployment area of Region 6 seed orchards and reforestation seed inventory, as well as projections for use (and gaps) into the future, is an additional component of this collective regional effort. Other priorities include further enhancements to the Seedlot Selection Tool, and a major revision and update of the [Region 6 Genetic Resources Management Guide](#). Geneticists will continue to provide technical oversight of Region 6 seed orchards assets, assisting forests in planning and implementing fuels reduction and silvicultural treatments to minimize fire risk and maintain vigor and seed production capabilities.

Knutson-Vandenberg Act (KV)

KV financed work within the sale area boundary must be completed within five years of timber sale closure or contract termination, whichever comes first (FSH 2409.19, Section 11.6). Higher priority KV

projects should be completed before lower priority KV projects to avoid the need to cancel higher priority KV projects in the event of a KV deficit or if the KV stumpage is reduced before the sale closes.

Maintaining accurate records of accomplished KV activities and planned KV activities in FACTS is key to effective KV program management at the forest level, to ensure that the KV Balance Report for the forest is accurate, and to ensure that KV projects are completed within five years of sale closure/contract termination.

Expanded KV authority allows collection of funds for activities outside the sale area boundary allows investment into priority projects such as watershed restoration, wildlife habitat improvement, control of insects, disease, and noxious weeds, community protection activities, and the maintenance of forest roads within the region the timber sale occurred (16 USC 576b). Expanded KV collection authority and flexibility represents an opportunity to accomplish high priority work across the region. Units should fully utilize this authority by collecting excess stumpage receipts as per the direction and instructions included with a [letter](#) from the Regional Forester that was issued in April 2019.

Ecology

In FY 2023, the regional Ecology program will continue to support its Five-Year Restoration plan, designed to support the forests' Five-Year Integrated Restoration Plans and the planning process at multiple levels. Specific emphasis areas will be 1) to support CFLRP projects in their implementation of the new [Common Monitoring Strategy](#), including regional data management and analysis support; 2) continue with landscape assessment to support planning, including the base products of the potential vegetation layer, state and transition modeling, and ecological departure maps; and 3) support the range program's new monitoring initiative to find consistency and efficiencies. The Regional Ecologist and zone Ecologists will develop a guidance document identifying how ecologists and Ecology program activities will specifically support implementation of activities in the unit-level Five-Year Integrated Restoration Plans.

The Ecology program is implemented through a zoned organization with funding managed under RO NR's base budget. This generates efficiency and a landscape, multi-forest perspective valued in the planning process at multiple levels. Specific achievements are targeted on the ground through annual/semi-annual program of work meetings where forest Staff Officers and Ecologists for each of the region's six ecology areas (with 2-3 National Forests per area) meet and agree on deliverables. To ensure accountability and foster efficiency and integration, each ecology area is directed to hold at least one program of work meeting per fiscal year and to maintain a program of work document. The document reflects the best integration of forest, area, and regional ecology objectives for the fiscal year, and is developed by the area's Staff Officers, Ecologist, and the Regional Ecologist. Others may be invited to participate directly in developing the program of work, as needed. In FY 2023, there will be an increased emphasis for the Ecology program of work to be focused on the region's WCS priority and post-disturbance landscapes.

Grazing and Rangeland Management

Domestic livestock grazing is authorized on approximately 10 million acres across 14 units in Region 6. Annually, those units report a) grazing allotment acres administered to 100% of standard; b) grazing

allotments with signed decision notices; and c) acres of rangeland vegetation improved. Each of these measures are discussed below.

Grazing allotment acres administered to 100% of standard means that an agency employee qualified in grazing permit administration successfully implements direction prescribed in forest plans, project level NEPA decisions, grazing permits or agreements, and other relevant documents for one or more allotments (or pastures). This includes accomplishing all administrative tasks necessary to maintain a current permit; completing and documenting implementation and effectiveness monitoring as prescribed in the project level NEPA decision, grazing permit, biological opinions, programmatic agreements, forest plans, and other relevant decision documents; and initiation of appropriate corrective actions identified because of non-compliance.

The measure of grazing allotments with signed decision notices refers to all grazing allotments for which a NEPA analysis and decision were completed during the fiscal year. Because one decision may be prepared for several grazing allotments, the reportable item is the number of allotments for which analyses were completed and decisions signed. The priority and timing of completion of NEPA derives from the National Defense Authorization Act for FY 2015 (Pub. L. 113-291), now codified in 43 U.S.C 1752.

Acres of rangeland vegetation improved includes both acres that benefit from non-structural improvements such as prescribed fire and pesticide or herbicide application as well as structural improvements where the purpose and need is to move the vegetative community toward the desired ecological condition. Acres of rangeland improvement accomplished during the fiscal year may also be reported through implementation of grazing NEPA decisions or biological opinions as integrated accomplishments.

Wild Horse Management

The Wild and Free-Roaming Horses and Burros Act of 1971 applies to the Ochoco (Big Summit Territory) and Malheur (Murderers Creek Joint Management Area) NFs. These forests are expected to:

- Continue to conduct wild horse inventories as necessary.
- Continue to complete environmental analyses that will evaluate or validate appropriate management level (AML) and facilitate the development of territorial plans.
- Continue to remove wild horses that have strayed onto private lands when requested by landowners and continue to move off territory horses back on territory.
- Continue to consult and coordinate with wild horse management partners in the Bureau of Land Management (BLM) at local, Forest/Field Office, Regional/State Office, and national levels.
- The Big Summit Territory will serve as one of three Forest Service managed territories where the agency will showcase successful territory management. Priority actions for FY 2023 include continued efforts to build an interpretive adoption center and to work across regions to place excess horses into adoptive care.

In FY 2023, RO NR staff and leadership will continue to coordinate with staff and leadership on the Ochoco NF/Crooked River National Grasslands, RO Engineering, and WO staff and leadership to support development of a Wild Horse Learning & Adoption Center to proactively address wild horse

management needs within two management territories in the region. Funding for the adoption center has been integrated into forest base funding levels.

Wildlife, Botany, and Threatened and Endangered Species (TES)

Forests will integrate priority plant, animal, and TES species and habitat objectives into their Five-Year Integrated Restoration Plans and projects to establish or maintain ecological processes and functions and accelerate restoration at the landscape level through vegetation management, use of prescribed fire, road decommissioning, invasive species treatments, aquatic and riparian improvement projects, and other management activities. Forests should use available and relevant conservation planning documents (e.g., Watershed Condition Framework (WCF), TES recovery plans, Interagency Special Status and Sensitive Species Program (ISSSSP) priority species action plans, conservation strategies, etc.) to help prioritize treatment areas and inform conservation actions. Priority species action plans were completed in coordination with state fish and wildlife agencies and outline specific priority restoration actions that can help maintain viable populations. We encourage early coordination and collaboration with U.S. Fish and Wildlife Service and National Marine Fisheries Service to integrate recovery objectives into larger landscape restoration projects.

Landscape-scale restoration projects should continue to integrate the establishment of the native understory vegetation, restoration of rare and/or unique habitats like aspen stands, oak woodlands and native meadows and grasslands to restore botanical, wildlife, and pollinator habitat. This is especially true as it pertains to the [Wildfire Crisis Implementation Plan](#). Program specialists should seek to integrate fuels work into species conservation and recovery of TES and into implementation of conservation action plans. A large portion of the botanical and wildlife diversity in the region relies on some form of fire for maintenance, which should be leveraged to meet multiple goals of fuels reduction and biodiversity enhancement in project design and implementation.

Continue to expand and leverage partnerships to meet wildlife, botanical, and TES conservation objectives using tools, authorities (e.g., Shared Stewardship and GNA agreements, etc.), and funding sources to accomplish terrestrial habitat restoration work with conservation benefits for TES and other species. Seek opportunities to match base funding and use volunteers in the large, integrated vegetation and other restoration projects. Forest base, BIL, and other funding should be used for integrated project work that supports multiple natural resource objectives and fosters interdisciplinary cooperation at all levels, achieving wildlife, botany, and TES objectives.

Beginning in FY 2023, funding will no longer be held regionally to support the Blue Mountain Elk Initiative (BMEI). Units may use available forest base funding to support BMEI projects included in their annual program of work. Communication and coordination across units that support the BMEI are encouraged to ensure appropriate and timely expenditure of funds. The Regional Wildlife Program Manager is available to assist with project development and agreement support.

Forests are encouraged to invest in projects that contribute to the recovery of ESA listed species. Focal botanical species include Macfarlane's four o'clock, Kincaid's lupine, Gentner's fritillaria, Wenatchee Mountain checker mallow, showy stickseed, Spalding catch fly, Macdonald's rock cress, whitebark pine, and silvery phacelia. Focal terrestrial species include Oregon spotted frog, western snowy plover, grizzly bears, and Oregon silverspot and Taylor's checkerspot butterflies.

Focus on ISSSSP priority species and associated action plans to conduct targeted inventories, develop conservation assessments and strategies, and implement conservation actions (e.g., habitat restoration, protection, monitoring, etc.) that make the greatest difference towards conservation of priority Regional Forester sensitive species. Such actions should be considered and integrated in vegetation and other restoration projects. Implement Survey and Manage standards and guidelines to provide for a reasonable assurance of species persistence within the Northwest Forest Plan (NWFP) area.

The inventory of terrestrial and aquatic species continues to be a vital part of our forest and rangeland ecosystem stewardship and restoration work. Maintaining accurate records of our ESA listed TES, Regional Forester sensitive, and Survey and Manage species inventory and occurrence are an integral part of the NFS management programs. NRM continues to be the database of record for entering and storing all inventory information. Regardless of the funding source, all information from surveys that occur on NFS lands and activities occurring off NFS lands using NFS funds under the Wyden Amendment or other authorities must be recorded in the appropriate NRM application. See [Appendix G](#) for specific reporting information and timelines.

Invasive Species

It is not possible to meet our desired conditions, restore watersheds, or ensure ecosystem resiliency without addressing invasive plants and other taxa. After changing climate, invasive species are considered the second greatest threat to the conservation of fish, wildlife, and forest and grassland ecosystems. The way in which timber, fuels, and other projects are implemented has a profound influence on invasive plant introduction, establishment and spread. When prioritizing projects for funding, invasive species prevention and management activities should be emphasized and integrated into timber, fuels, road work, ecosystem restoration, and other projects to improve watershed condition and ecosystem resiliency. Per national direction, mitigation activities to prevent or control invasive species during project work are the responsibility of that project, and it is far more effective and cheaper to prevent invasion of invasive species than it is to eradicate them once they are established. Due to the above considerations, the units should accomplish a similar level of treatments as in prior years (regionwide about 50,000 acres of INVPLT-NXWD-FED-AC) to achieve a “no net loss” of healthy, resilient land in the region. Ecologically important infestations, including those in wilderness areas and Research Natural Areas (RNAs), are a top priority, even if low acres are involved.

Appropriate BLIs may be used individually or in combination to achieve management objectives against invasive species using a collaborative and integrated approach. NFS BLIs typically used to manage invasive species on National Forests and Grasslands include but are not limited to: NFVW, NFTM, CWKV, CWK2, NFWF, NFRW, CMRD, RBRB, and WFXF.

Successful invasive species management requires collaboration and a long-term commitment. It is important to continue priority work in collaboration with state, county, tribal, federal, and private organizations to avoid losing the substantial investments already made. Important work that should continue includes but is not limited to eradication of yellowtuft alyssum on the Rogue River-Siskiyou, control of common crupina on the Okanogan-Wenatchee, continued work with the Service First Fire Organization to implement prevention measures during fire suppression, treatment of invasive plants along the Metolius River, and inclusion of invasive species management in planning and implementation of landscape scale projects and forest plan revision. Additionally, invasive annual grasses and aquatic

invasive species are a serious threat to several of our ecosystems and work with the Pacific Northwest Research Station, academia, and cooperators to investigate prevention and control options is encouraged.

To comply with agency policy, and regulations regarding pesticide use, all invasive species inventory and treatments, as well as pesticide use records, must be entered into the appropriate databases of record (TESP-IS and FACTS). See [Appendix G](#) for additional reporting information.

Fisheries and Watershed Management

The following emphasis items support and provide key contributions towards regional fisheries and watershed management goals this year:

Maintain resource protection programs, with a focus on integration. Resource protection is the foundation of the region's fisheries and watershed programs. Forests need to maintain skills and capacity to deliver this core agency work. Increasingly this component of the program should focus on integration at the programmatic and project levels, as this leads to well-informed decisions and maximizes the effectiveness of all agency programs. At the programmatic scale, watershed and aquatic resource staff should be engaged in strategic, pre-project planning with multiple disciplines to determine what work gets done on the landscape and where, to achieve multiple resource objectives. Focus on integration with vegetation and fuels management, as well as with transportation and range management is warranted. At the project level, watershed and aquatic resource staff should participate in interdisciplinary teams to improve resource decisions by evaluating the inherent capabilities of watersheds, landscapes, and streams, identifying resilient and sensitive areas, incorporating watershed and aquatic protection and restoration measures into project designs, and maintaining consistency with policies and laws associated with those resources. This work needs to be supported by a strong foundation of scientific information, as acquired through inventories, assessment, monitoring, and program-level planning.

Forests are to focus on the following key actions in FY 2023, including completing the associated reporting by the timelines identified in the Watershed Management and Wildlife, Fish & Rare Plants sections of [Appendix G - Performance Reporting](#):

1. Implement the [national Best Management Practices \(BMP\) Program](#). This includes specifying BMPs via project-level planning, monitoring them via national protocols, documenting results and any needed corrective actions in the BMP database and in forest-level reports, communicating results to forest leadership and other key program areas, and implementing and tracking the status of corrective actions identified in prior year monitoring. Each unit should conduct 14 BMP monitoring evaluations during the 2023-2024 biennial cycle, including one evaluation in the Wildland Fire Management focus resource area (which includes protocols to monitor prescribed fire activities and fire suppression). If a unit does not have a suitable wildland fire project, an evaluation in the Recreation Management resource area can be substituted for the focus resource area evaluation.
2. Execute Clean Water Act (CWA) agreements with the states.
3. Implement key watershed and aquatic resource inventory, assessment, and monitoring programs. This year there is continued emphasis on implementing the aquatic inventory program, updating

the fish distribution and barrier databases, expanding the surface water diversion inventory, maintaining, or expanding existing stream temperature monitoring, improving National Hydrography Dataset, and updating critical soil geodatabases.

- a. Update the regional Fish Species Distribution Database with the latest fish distribution data.
 - b. Update the Fish Migration Barrier Database. Aquatic Organism Passage project requests will only be funded if they are entered in the Regional Fish Migration Barrier Database, so forests should ensure that their portion of the database is up to date. Units should also update the database to reflect any treated barriers to show that they are now passable.
 - c. Complete three more priority surface water diversions. This includes surveying the diversions using the regional protocol, entering data, coordinating with Aquatic and Riparian Effectiveness Monitoring Plan (AREMP), and entering fish migration barrier or entrainment problems in associated WCF Watershed Restoration Action Plans with other prioritized restoration actions. Enter the diversion surveys as a site survey in the Water Rights and Uses (WRU) database.
 - d. The aquatic inventory program will continue to acquire Level 2 stream surveys across the region at a level commensurate with available funding and using a variety of methods including agreements and contracts and a seasonal workforce. The region will continue to seek opportunities to create efficiencies by leveraging contracts and agreements to a greater degree. Beginning in FY 2023, funding will no longer be held regionally to complete stream inventory work. Units may use available base allocations to complete stream inventory as driven by the annual program of work. While units have the flexibility to determine how to best acquire stream inventory information, regional contracting tools have been developed and are available to units to streamline this work. Units should coordinate with the Regional Stream Survey Coordinator and Regional Fish Program Manager to utilize regional contracting tools if desired, as well as to ensure effective and efficient acquisition of inventory information when work is complete.
 - e. Continue work to improve the National Hydrography Dataset (NHD) strategic dataset LiDAR-based stream delineation at the broad-scale and field observations/use of the NHD Markup App at the fine-scale. Collect and record field observations of late season flows via the Flow Permanence Project (FLOWPER).
4. Manage water rights and uses on NFS lands to conserve and protect NFS resources and continue work related to state adjudications, tribal water rights settlements, and maintenance of existing Forest Service water rights. Coordinate with affected resource programs in reviewing water rights and uses and ensure resources are addressed in analysis, planning, permitting and other business needs. Conduct field visits, manage existing Forest Service water rights, and evaluate water rights applied for by others that could affect current and foreseeable Forest Service management options. Work with NRM on implementation and clean-up of the WRU database. Obtain training in WRU and schedule database cleanup and records management. Maintain permanent and electronic water rights property records in WRU and ensure consistency with state records. Work in FY 2023 will focus on expanding skills and capacity in this program area and improving and managing the WRU database. This year, RO staff will continue to coordinate

with staff on the Colville and Mt. Baker-Snoqualmie NFs to participate in the state-led water rights adjudication processes for the Nooksack (WRIA#1), and the Lake Roosevelt and middle tributaries (WRIA#58) by inventorying and evaluating current water uses under both state and federal law including whether they are sufficient for the uses intended.

5. Make significant progress towards a more sustainable road system by using travel analysis results to make and implement travel management decisions at scales ranging from whole watersheds to individual road segments. Integrate this work into watershed/aquatic and terrestrial restoration programs and transportation management, including the capital improvement program.
6. Develop and implement ESA recovery plans, conservation strategies, ISSSSP priority aquatic species action plans, and CWA water quality restoration plans.
7. Develop and maintain sufficient skills and capacity to convene and deploy BAER teams and respond to Emergency Relief for Federally Owned Roads (ERFO) events.

In FY 2023, regional efforts related to Terrestrial Ecological Unit Inventory (TEUI) mapping will focus on conserving the data we have collected to date and ensuring it is in a consistent, usable format and developing a regional strategy for filling in the gaps on mapping. At the forest level, units may consider using available base funding to acquire additional TEUI mapping. Regional personnel are available to support units in the acquisition of mapping as needed.

Plan and Implement Essential Watershed/Aquatic Restoration Projects in WCF Priority Watersheds. Watershed and aquatic restoration activities should be primarily focused on restoring Priority Watersheds per the national WCF. These watersheds are critically important for native aquatic species and/or for the provision of high-quality water and are the most readily restored, due to a combination of ecological, social, and economic factors. Restoration involves implementation of the full suite of integrated treatments needed to address key limiting factors preventing attainment of watershed and aquatic resource goals. Priority Watershed work should be integrated with that of other resource programs to increase efficient use of skills and funding. Progress in whole watershed restoration should be tracked and shared with stakeholders. Staff should be provided sufficient time and resources to pursue partnerships and supply technical support to attain “all lands” restoration objectives.

Forests are to focus on the following key actions in FY 2023, including completing the associated reporting by the timelines identified in the Watershed Management section of [Appendix G - Performance Reporting](#):

1. Ensure that all steps of WCF are up to date, including assessment (Step A), selection of Priority Watersheds (Step B), development of Watershed Restoration Action Plans (WRAPs, Step C). Ensure the WCATT and WIT databases are updated to reflect this information.
2. Ensure recently inventoried surface water diversions negatively affecting aquatic biota migration and stream function are documented in WRAPs when restoration and mitigation opportunities have been identified.
3. Continue implementing the ‘essential projects’ in updated WRAPs and track those accomplishments in the WIT and WCATT databases. Forests are expected to emphasize the implementation of essential projects in FY 2023. Three Priority Watersheds are expected to be reported as ‘improved’ in FY 2023, per the WCF process, by completing the remaining essential

restoration projects identified in their WRAPs: Middle Sucker Creek on the Rogue River-Siskiyou NF, Tenas Creek on the Mt. Baker-Snoqualmie NF, and at least one watershed on the Okanogan-Wenatchee NF. In addition, all forests should plan and implement work needed to move toward completion of all restoration work in their priority watersheds in FY 2024 and beyond.

4. Per the FS Sustainability Scorecard, ensure all phases of WCF and other watershed improvement projects are 'climate informed' by utilizing the Region 6 Climate Change Toolkit and the forest-level Vulnerability Assessments and Adaptation Strategies.

Maintain and Expand Partnerships. The Watershed and Aquatics Program relies on strong and diverse internal and external partnerships and alliances to greatly enhance agency capacity and strengthen support for the Forest Service mission. Forests are expected to maintain and/or expand partnerships to accelerate restoration and improve understanding of NFS resources and management.

Air Quality

Smoke from wildland fires is the air pollutant which poses the greatest risk to public and wildland firefighter health. In addition, it also threatens rural economies due to the loss of tourism and poses a safety issue when dense smoke on roadways can reduce visibility and cause automobile accidents. Threats from air pollution to our national forests is a lesser issue in the region.

The Air Resource Management (ARM) program will continue to collaborate with federal, state, tribal, and local air quality and health agencies to forecast, monitor, and communicate about smoke impacts from wildfires. We will work with Washington Department of Natural Resources (WDNR) to help increase forest resiliency to wildfires and reduce smoke impacts to the public. We will also support FAM with requested smoke-related products, such as twice-weekly smoke situation report and forecasts during wildfire season.

We will work to identify management options to reduce smoke from wildfires. This includes identifying frequent air pathways into communities during wildfire season, identifying areas with the greatest potential to reduce smoke emissions during wildfires, and identifying locations where long-duration fires will likely cause long-duration smoke impacts into communities. This information should be included in forest plan revisions and associated documents, as appropriate.

The ARM staff will assist with forest restoration and maintenance by working with regional and forest fuels staff to help prescribed burners accomplish fuel treatments that comply with applicable state smoke management plans without causing harm to public health and safety. We will develop a new agreement with the University of Washington to obtain high-resolution, regional meteorological forecast data to be incorporated into our smoke behavior models. We will also continue to work with external partners to assist with developing smoke-ready plans to reduce risk to public health.

To protect our national forests from the potential adverse effects of air pollution to forest health, the RO shall review and provide comments on proposed actions outside of the national forests from which air pollution may be transported onto national forests, particularly in Class I areas and the Columbia River Gorge National Scenic Area (CRGNSA). Beginning in FY 2023, funding for the CRGNSA Air Quality Monitoring agreement and bill will be planned regionally as part of regional cost centers; the CRGNSA does not need to plan for this cost from unit budget. Additionally, the region shall review, assess, and

mitigate air quality impacts from sources, such as prescribed fires and wildfires, that originate on lands managed by the Forest Service.

Visibility and acid deposition monitoring shall continue at the existing monitoring sites. Visibility will be monitored in the form of regional haze at seven mandatory locations representative of one or more Class I areas and one protocol monitoring site of regional importance (i.e., CRGNSA). The RO shall oversee the contract for an outside party to conduct the day-to-day site operations for site at the Loup Ski Area which is representative of the Pasayten Wilderness Area. Additionally, the RO shall continue to support the operation two national atmospheric deposition program (NADP) monitoring sites: one located in the Columbia River Gorge and the other at the Starkey Experimental Forest. Data from these sites help identify temporal trends.

Climate Change

As national budget direction indicates, tackling the climate crisis is a top policy priority for the Forest Service and USDA in FY 2023, and Region 6 is positioned to contribute to this goal through climate adaptation and mitigation efforts. NFS lands in Region 6 store the highest carbon stocks of any NFS region, and carbon stocks are growing on an annual basis. Ongoing efforts to manage for ecosystem function, integrity, and resilience will contribute to stable carbon stocks and support climate change mitigation while also providing for multiple uses and other priorities. Units are not expected to maximize carbon storage and some units may need to implement projects that reduce carbon stocks to ensure resilience to disturbances and climate change.

Region 6 will also tackle the climate crisis by planning and implementing climate adaptation projects, which will reduce vulnerability and increase resilience of ecosystems, watersheds, and human communities to climate change and related stressors. These efforts align with goals in recent policies, including [EO 14008](#), [EO 14057](#), [EO 14072](#), [USDA Secretary Memorandum 1077-004](#), and the [Forest Service's Climate Adaptation Plan](#). In the past year, forests in the region have demonstrated strong progress in integrating considerations of climate vulnerability and adaptation into integrated restoration efforts and other work. All units will be expected to build on this and integrate climate adaptation into project planning and implementation using their climate change vulnerability assessments and other science. In the next year, the regional Climate Change program will finish the ongoing climate change vulnerability assessment for the Siuslaw NF and continue efforts to provide updated climate vulnerability information.

Each unit is expected to have at least one designated climate change coordinator who actively participates in monthly calls and otherwise leads the unit's efforts to consider climate change. Other staff are also encouraged to support climate change work at the unit level, and units may consider establishing climate change teams to coordinate their efforts. Each unit will complete reporting on FY 2022 progress using the new [Climate Action Tracker](#).

Region 6 has traditionally taken a collaborative approach to carrying out the climate change program, and this will continue in the future. Regional program managers in NR, Resource Planning and Monitoring (RPM), and FAM will play key roles in integrating the goals outlined above in existing programs of work, including those funded through the [Wildfire Crisis Implementation Plan](#), Disaster Supplemental, BIL, and IRA funding.

State and Private Forestry

SPF is essential to achieving the full range of the Forest Service's all lands mission: to steward the nation's forests. SPF complement National Forest management actions and align with shared regional and state priorities. SPF implements its programs primarily through partnerships with state natural resource agencies and non-governmental (NGO) partners. SPF funds primarily provide targeted delivery of technical and financial assistance. SPF program priorities are established collaboratively with Oregon and Washington State Foresters and identified in statewide Forest Action Plans (FAPs), which are amended every five years. The FAPs for [Oregon](#) and [Washington](#) are often highlighted as exemplary plans. Statewide FAPs are blueprints for downscaling Regional and State Forester landscape restoration priorities to achieve all-lands or cross-boundary outcomes.

SPF programs fall into two general categories: Forest Health Protection and Cooperative Forestry.

Forest Health Protection

The five Forest Health Protection (FHP) Service Centers (Wenatchee, Blue Mountains, Westside, SW Oregon, and Central Oregon), the DGRC, and RO program managers provide technical assistance to all forest managers, including the National Forests and other federal land managers, tribal nations, state-owned forest managers and private landowners, to address existing and emerging forest health and invasive plant concerns and provide pathogen resistant plant materials for forest restoration projects. FHP staff work with Animal and Plant Health Inspection Service (APHIS) to prevent the establishment of invasive insect and pathogen species that can adversely affect the health of forest ecosystems.

The region's Forest Health Monitoring Program is designed to determine the status, changes, and trends in indicators of forest health on an annual basis. The region partners with Oregon Department of Forestry (ODF) and WDNR to conduct aerial detection surveys (ADS) of all forest land each year. Forest Service aviation and dispatch resources are important components of this effort. SPF processes and publishes data to address unique and varied needs of other Forest Service staffs, including Research, partners, and the public.

Current insect and pathogen related concerns include managing the impact and spread of *Phytophthora ramorum* (the causal agent for sudden oak death), mountain pine/western bark beetle infestations, western red cedar decline, and white pine blister rust. Tree mortality and decline from various agents, including wildfire is especially concerning where danger and hazard trees pose a public safety threat in developed recreation areas and along roads. FHP serves on a regional task force and provides training on identification and removal of danger and hazard trees.

Opportunities for National Forest Units

National Forest units can access funding for Prevention/Suppression/Restoration and other special projects through competitive processes managed by the RO FHP staff. Additionally, FHP manage a variety of grants and agreements to state, academic, and private partners, as well as FS special projects (e.g., Special Technology Development Program (STDP), Forest Service Pesticide Impact Assessment Program (FS-PIAP), Biological Control of Invasive Plants (BCIP)) that can provide for efficient cross-boundary projects and help fill important data gaps to improve forest management.

The 2014 Farm Bill initiated an opportunity to request areas for designation that are experiencing, or at risk of, an insect or disease epidemic. These designations provide for additional and expanded use of

NEPA tools to accelerate restoration. National Forest units can request new or expanded Farm Bill Insect and Disease Area designations through FHP.

Cooperative Forestry Programs

SPF Cooperative Forestry Programs connect forest restoration work across ownerships and jurisdictions. SPF Cooperative Forestry programs will prioritize work with Tribal Nations and underserved landowners and communities where program authorities allow.

To achieve all-lands outcomes, National Forests should work with local representatives of state natural resource agencies and local NGO partners to identify opportunities to leverage the following SPF programs for all lands and cross-boundary work, particularly on lands adjacent to NFS boundaries and/or where landscape restoration priorities align. All funds are managed by RO SPF.

- **Forest Stewardship:** Grants to states to encourage long-term stewardship of nonindustrial private forest lands through delivery of information and professional assistance landowners. Reforestation, Nurseries and Genetic Resources: A Western Nursery Specialist provides technical assistance and technology transfer through state foresters (or equivalent state officials) to growers and users of native plants for conservation, reforestation, and restoration purposes.
- **Wood Innovations Biomass Utilization:** Wood Innovations projects expand and accelerate wood energy and wood products markets in support of forest management needs and hazardous fuels reduction efforts on NFS and other forest lands. Proposals are evaluated and ranked annually by a regional team and selected for funding by the WO. Funds target work within mass timber, wood energy, and biochar.
- **Urban and Community Forestry Program:** funding provides grants to states and other partners to increase community awareness of the importance of trees in sustaining healthy and viable cities, communities, and neighborhoods; improve the social, natural, and economic environment of urban and community areas; and enable the development of self-sufficient local Urban & Community Forestry programs. Funds are used by partners to provide technical advice and training re: tree planting and maintenance, conduct urban tree inventories, develop, and implement urban forest management plans, engage communities in supporting their local trees, and communicate the many benefits provided by urban trees and forests.
- **Forest Legacy Projects:** funding provides grants to states for acquisition of threatened private forest land with high conservation values as selected by annual national competition. Proposed projects are presented to the Regional Forester for recommendation to a national panel for possible selection. Projects located within the boundaries of NFS and other federal management units require letters of support from the responsible Line Officer.
- **Community Forest and Open Space Conservation Program:** Grants to local or tribal governments and non-profit organizations for the acquisition and establishment of community forests. Projects are selected annually by a national panel (the Request for Proposals is generally published in the fall with applications due in January).

Wildland Fire Preparedness

Unit Base 8 coordinators have access to [Base 8 files in Pinyon](#) that contain WFSE & WFPR Preparedness budget information including the Region 6 Standard Fire Organization direction. Access

has also been given to Region 6 Fire Staff, Region 6 Budget Officers, and RO FAM Assistant Directors. Changes for FY 2023 include managing all WFSE at the regional level. See [Regional Cost Centers](#) and [Appendix A](#) for additional information on regional cost center management. Unit allocations for preparedness (WFPR) will include supply costs outlined in the Region 6 Standard Fire Organization direction.

WO FAM shared the following budget direction in the Fire Budget Toolbox: Fire Preparedness (WFPR) funding remains available and the appropriate source to adequately equip firefighters and crews to embark on each fire season. If essential equipment needs to be replaced as the result of suppression activity across multiple incidents, it is appropriate to utilize suppression funding (WFSU). A SHC, WFSUFE, has been created for this purpose with Region 6 override 0627. Refer to authorized list of essential equipment in the Toolbox.

National Direction for Fixed Costs within the Wildland Fire Program:

Region 6 will use regional allocations to provide the readiness levels and minimum resource capacity to support the national response and suppression mission for ground-based and aerial firefighting resources listed in the WO Program Direction.

Use WFPR funding in strict accordance with [FSH 6509.11g, Chapter 50](#). Only use WFPR allocations to support activities that relate directly to fielding of firefighting resources, not to fund local projects or non-fire administration activities. Use all available WFM funds to staff the resources identified in the WO Program Direction, and to staff region, forest, and district FAM administrative and support positions. If regions are unable to provide for the required number of firefighting resources or fully staff their organizations, the WO may pull and redirect WFM funds to ensure that the agency meets its national commitment for firefighting resources.

2023 Aviation Program Direction – National Resources

National resources are hosted locally but are part of a national initial attack and large fire total mobility response. The success of total mobility requires the national resources be mobilized off the local unit for the highest national priority fires. All Forest Service firefighting aircraft and the assigned agency or contract personnel, regardless of whether they are listed in [Chapter 10 of the National Mobilization Guide](#), are **National Resources**. When these aircraft and assigned personnel are operationally available and/or in their Mandatory Availability Period, they will respond fully configured per the contract, when ordered based on national priorities.

Exclusive use and designated “surge” aircraft and the assigned agency personnel and contractors are funded to provide the national initial attack and large fire support response and capability. These resources will be mobilized nationally based on national priorities.

Region 6 is expected to staff and maintain the aviation positions listed in the WO Program Direction. WFSE funding is provided to maintain these positions to ensure the agency meets its national commitment for firefighting resources.

Cross-Boundary Wildfire Hazard Mitigation on Non-Federal Lands

These funds are provided to maximize benefits across the landscape, ensure proper sequencing of treatments, leverage collaborative resources, and coordinate these hazardous fuel reduction projects with federal, state, tribal, and local partners, including cost-shared hazard mitigation projects funded with

State Fire Assistance (SPCF) funding. The funding level for this work is set in the WO Program Direction for the purpose of supporting Congressional authority which allows the Forest Service to enter into procurement contracts, cooperative agreements, or grants with State Foresters for hazardous fuels reduction activities; development and implementation of Community Wildfire Protection Plans (CWPP), or equivalent; technical assistance; and training or monitoring associated with such hazardous fuels management activities on non-federal lands that also benefit resources on federal land. “Non-federal lands” include state, county, tribal, private, and other non-federal lands. Treatments on non-federal land should align with priorities in the state FAP. All funding provided to the region for these purposes must be used, with State Forester concurrence, for eligible projects in accordance with this section. No more than 25% of the funding designated for a project should be used by the grantee to cover mitigation related expenses such as salary, travel, fuel, personal protective equipment, and electronic equipment. Additional funding may be allowed to the grantee for these expenses at the discretion of the region and with sufficient justification.

In carrying out a hazardous fuel reduction project on non-federal land, ensure that the State Forester, in consultation with the Forest Service, consults with owners of the non-federal land, and does not implement the hazardous fuel reduction project without consent of the non-federal landowner(s). There is no adjacency requirement for non-federal lands; however, projects undertaken on non-federal lands must benefit resources on federal lands. When making grants to support hazardous fuel reduction projects that incorporate treatments in landscapes across ownership boundaries on non-federal land, give priority to areas that pose the highest risk to communities and any priority areas identified in applicable statewide forest resource assessments (State FAPs), shared stewardship priorities, or strategies under section 2(A) of the Cooperative Forestry Assistance Act of 1978 (16 U.S.C. 2101a(a)), as mutually agreed to by the State Forester and the Regional Forester. In Region 6, we typically split these funds equally between Oregon and Washington and only deviate with input/discussion from our state partners. The states have long-standing processes for prioritization of projects for these funds.

Resource Planning & Monitoring

Efficient environmental analysis and decision making (EADM) remains a priority. EADM is foundational to program delivery across all resource programs and is a prerequisite to implementing actions on the landscape. Regional guidance related to EADM is forthcoming in FY 2023. Employees who have a direct or supporting role in EADM should become familiar with and seek to implement the regional guidance once released. Workshops will be schedule in late winter/early spring 2023 to provide a learning forum related to this guidance.

Units slated to commence plan revision in FY 2023 are the Malheur, Umatilla, and Wallowa-Whitman NFs. The forests have identified the organization needed to make this revision successful and are coordinating with the Pacific Planning Service Group (PPSG). They have recruited multiple positions and are working to identify additional staff capacity for a renewed Blue Mountains Forest Plan revision effort.

The Pacific Northwest and Pacific Southwest Regions are jointly engaged in NWFP modernization efforts in conjunction with the PPSG and the WO, to obtain Secretarial approval to establish a discretionary federal advisory committee to inform next steps.

The national Executive Leadership Team approved the Planning Service Centers organizational model in April 2022. The PPSG will be established in early FY 2023 to service Regions 5, 6, and 10. The PPSG will then lead NWFP modernization and future regional-level planning efforts. The PPSG will also provide policy advice and supplementary staff support to the Blue Mountains interdisciplinary team.

Forests should continue to update Land and Resource Management Plans (LRMPs) as needed to ensure they reflect current social, economic, and ecological resource conditions, changes to land ownership, and agency policy. Emphasis should be placed on making appropriate progress on forest or multi-forest amendments in response to recent administrative, legislative and/or judicial actions (e.g., Wildfire Risk Reduction, BIL, Healthy Forests Restoration Act, TES listings, access for Mineral and Geology leases, new Wilderness or Wild & Scenic River Designations, etc.), keeping in mind analysis efficiencies and improved decision-making principles, such as using the plan amendment CE for less complex amendments.

Forests involved in the Region 6 Open Forest Initiative should prioritize the work of their interdisciplinary teams to complete the Danger Tree NEPA documents as quickly as possible. They will share information and resources to drive efficiency while identifying opportunities to expedite the environmental analysis process, including through direct RO support.

Forests should conduct priority inventories (identified through program planning or other means) focused on supporting LRMP revisions, LRMP amendments, LRMP assessments, as well as those inventories that are part of a comprehensive forest-wide inventory or inventories used to support multiple programs and to facilitate assessments of the effects of climate change.

The 2012 Planning Rule provides direction on unit and broad scale monitoring. Except for the Blue Mountains NFs and the Colville NF, each administrative unit has already transitioned their monitoring plans to comport with the 2012 Planning Rule. Units with monitoring transition plans are required to create Biennial Monitoring Evaluation Reports (BMERs) every two years. The national BMER template was updated in the winter of 2020 by the WO and was streamlined again in 2022. All forests should complete their first BMER by December 2022. Forests that have not meet this deadline must notify RPM when they plan to complete that first BMER. RPM staff will support units upon request. Once the BMER is completed, units must ensure it is posted to their external website for access by the public and partners.

Sustainable Recreation

National Direction/Emphasis

Connect People to the Outdoors

In FY 2023, the Forest Service will update the national [Framework for Sustainable Recreation](#): *renewing body and spirit; inspiring passion for the land*. As part of this effort, regional and forest recreation staff will engage employees, partners, tribes, and states, to modernize and recommit to making recreational facilities, experiences, and trails more accessible to everyone, including minorities and the estimated 57 million Americans with disabilities. In doing so, we will plan and demonstrate our commitment to inclusive participation in recreation opportunities for all people, regardless of age or ability.

Line Officers and related staffs are expected to work collaboratively across disciplines and with partners to integrate public access, recreation, and special uses work – including within congressionally designated areas such as wilderness and wild and scenic rivers – with forest health and wildfire resilience projects to the extent possible and practicable.

Focus work on:

1. Modernization of Special Uses
2. Youth, Partner, and Volunteer Engagement, at regional scale where possible
3. Digital Innovations
4. Improving Citizen Access
5. Improving Developed Recreation Experiences through GAOA, the BIL, and other tools

Washington Office Priority Allocations

- **10-Year Trail Shared Stewardship Challenge:** the region will meet the [10-Year Trail Shared Stewardship Challenge](#) by implementing our [Sustainable Trails Strategy](#) for the Pacific Northwest. Funds have been targeted toward partnerships supporting strategic trail planning and prioritization, and collaboration around trails.
- **Congressional Directive: National Recreation Area – Mt. Hood:** congressionally directed funding to support infrastructure and trails development and to build the capacity of local user groups and partnership organizations.
- **Congressional Directive: National Scenic and Historic Trails:** congressionally directed funding to support NSHT management and maintenance, including the Pacific Northwest Trail, Pacific Crest Trail, Lewis and Clark Historic Trail, the Nez Perce Historic Trail, and the Oregon Historic Trail. See [National and Scenic Historic Trails](#) for budget specific SHC information.
- **Congressional Directive: State of Oregon for Opal Creek Wilderness and Scenic Recreation Area Act Implementation:** congressionally directed funding provided to the State of Oregon to establish an economic development grant program to help rural communities in the North Santiam Canyon affected by the Beachie Creek and Lionshead fires in 2020, as authorized in the Opal Creek Wilderness Act (16 U.S. Code § 545b).

- **Congressional Directive: USFS for Recreational Access, Deschutes National Forest:** congressionally directed funding supporting a reroute of Forest System Road 4606. FSR 4606 was a popular unpaved route between the cities of Bend and Sisters. This proposed reroute is largely on county-maintained roads. This project funds road improvements on a small section of FSR to provide alternate access, expanding opportunities for economic development and improving quality of life in rural and tribal communities.
- **GAOA Deferred Maintenance Projects:** funding for WO selected GAOA projects.
- **National Capital Improvement & Maintenance (CIM) Projects:** includes funding for Fire Administrative & Other (FA&O)/Recreation CIM, disposal projects, road and bridge projects, dam projects, and trails projects.

Additionally, the Gifford Pinchot, Umatilla, and Wallowa-Whitman NFs and the CRGNSA were selected to implement recreation site improvements and cabin restoration projects using BIL funding. In FY 2023, these units will obligate funds to implement these projects. Additional Recreation Site BIL funding is available in FY 2023 to support recreation efforts with tribes and serving tribal interests and other underserved communities. Specifically, BIL funds will be used to replace outdated signage displaying derogatory names.

Regional Priorities

In FY 2023, we will align priorities to support [USDA](#) and [Forest Service Strategic Plans](#), supporting rural communities, increasing access for all, and combatting climate change. The national forests of the Pacific Northwest Region provide some of the most extraordinary outdoor recreation experiences in the world through the 3600+ recreation sites, 25,000 miles of trail, 64 designated wilderness areas, two National Volcanic Monuments, and the networks of roads and other means of accessing these special places. According to the latest complete dataset available from National Visitor Use Monitoring (NVUM), over 18 million people visited national forests in the Pacific Northwest in 2019. Initial reports from data in 2020 and 2021 indicate rising numbers of visitors, with a spike in 2020 due to the Covid-19 pandemic. The visitors' experiences are made possible in part due to strong partnerships with states, permittees, concessionaires, youth corps, outfitters and guides, trail organizations, and tribes, working with Forest Service employees at every level.

The Forest Service will continue to provide a diverse array of safe and sustainable, high quality recreation opportunities favoring investments that leverage our resources and expand our capacity through integration and partnerships. Forests can streamline administrative work by opting into one of the numerous region- or state-wide agreements the RO manages with partners, trail organizations, volunteer groups, and youth corps to leverage funds and build capacity. Forests may utilize their appropriated and P&T funds to opt in to one or more regionally managed partnership agreements related to trails, wilderness, youth corps, field-based de-escalation training, veterans, volunteer management, and other objectives. These agreements are stewarded by staff in RLM and OCCE and provide a streamlined approach for the forests to partner and navigate the grants and agreements process. Engagement of youth and veterans through 21st Century Conservation Service Corps (21CSC) partners is strongly encouraged.

In summer 2022, the Forest Service released a nationwide [Equity Action Plan](#), and how the Forest Service provides recreation experiences in the Pacific Northwest will be impactful in achieving its aims. In FY 2023 we continue to adapt our work to the broad set of high-leverage actions with potential to create high impact and enduring systemic change as described by the Plan.

In late FY 2022 and early FY 2023, the region will onboard many new employees to the agency, and welcome existing employees to new roles, pursuant to the national and regional recreation and archeology hiring events. Forest and regional efforts in FY 2023 to onboard, train, mentor, and supervise these employees will be key to their long-term success and retention in their roles.

In FY 2023 and beyond, the RO Recreation and PPS contracting staff will work with forests to identify a process for acquiring toilet pumping services, consistent with federal acquisition law, and funding sufficient to meet the need for this vital service on all units within the region.

In FY 2023, the RO and Oregon forests will participate in a state-led, Statewide Comprehensive Outdoor Recreation Plan to address demographic and societal changes facing outdoor recreation providers and identify shared objectives for outdoor recreation planning. The region will also begin to engage in dialogues with state agency partners, ski area permittees, and Oregon forests to address issues with conditions, maintenance, plowing, and grooming at Oregon Sno-Parks.

In FY 2023, regionally managed funding will be prioritized for National Visitor Use Monitoring (NVUM) on four forests in Region 6 (Colville, Malheur, Umatilla, and Wallowa-Whitman) to complete the five-year NVUM data cycle surveys in FY 2024. RLM staff will work with these forests to develop an approach with partners to efficiently conduct survey work. Regional staff will work with the WO, other regions, FS-Research & Development, and local universities to design and modernize the NVUM system for a more effective approach in future years. Goals will be to take advantage of available data and reduce costs, with the intention of implementing a new survey system after the final year of the current five-year cycle.

The region and forests will work together with forest health professionals and concessionaires to identify clear roles and responsibilities for hazard tree management at developed recreation sites and campgrounds. This may include planning, training, and identifying funding for hazard tree removal.

Specific Program Direction

Developed and Dispersed Recreation

- Units will comply with Recreation Facility Analyses (RFA) or Recreation Site Analysis (RSA) requirements & decisions, including the decommissioning of facilities/systems that do not meet the agency's mission toward sustainability.
- Enter project proposals into Infra Projects Module for National Asset Management Program (NAMP) and other funding streams to address RFA/RSA recommendations.
- The Okanogan-Wenatchee NF will be conducting RSA in FY 2023, with the Umpqua, Fremont-Winema, and Willamette at various stages of preparation or close-out of RSA.
- Ensure health and safety standards are met at recreation sites. Focus appropriated funding to operate and maintain to standard those priority recreation sites that protect natural or cultural

resources, contribute to the unit's recreation niche and goals, are of acute local and regional public interest, are a gateway to recreation opportunities, or are important to a community's economy.

- Vault toilet pumping at recreation sites should generally be funded with NFRW, or FDSS if occurring at a site collecting fees. CMTL, CMFC, FSLM and other appropriated program BLIs are not appropriate for vault toilet pumping.
- Complete operations and maintenance (O&M) plans for individual campgrounds or a group of campgrounds ([FSH 2309.13, Chapter 50](#)).
- Integrate with natural resources staff in developing vegetation management plans for recreation sites.
- Continue to assess the need for developed recreation facilities to meet current and future needs of the public and changing recreation trends.
- Determine if Large Capacity Cesspools (LCCs) exist in the region and develop a plan to comply with established Environmental Protection Agency regulations by (1) updating NRM data records, (2) identifying disposal opportunities with Engineering staff, and (3) replacing with vault toilets or other needed improvements identified by entering needs into Infra Projects Module.
- Provide water and wastewater systems that will be sustainable over the long term and identify opportunities to replace flush toilets with waterless systems where appropriate.
- Ensure BMP monitoring for water quality is conducted as determined or directed for developed sites.
- Develop opportunities to share stewardship of both developed and dispersed recreation sites, through partnerships, collaboratives, grants, and/or other all-hands/all-lands approaches.
- Monitor impacts of highly visited and/or highly disturbed dispersed recreation sites and work across disciplines and with partners to identify and implement needed mitigations.
- Plan for or implement NVUM protocol for those forests scheduled.

Digital Innovations

- Facilitate the transition of all forest Christmas Tree programming to national recreation.gov portal.
- Ensure a minimum of 80% of the site inventory (units) with a development scale of 5 are reservable.
- Ensure a minimum of 60% of the site inventory (units) with a development scale of 3-4 are reservable.
- Identify opportunities to collect fees through automated fee machines, digital passes, and increased use of the National Recreation Reservation System to reduce cash handling, increase staff safety, and reduce vandalism.
- Seek opportunities to grow digital presence through further website content development, mobile phone application content development, and/or partner or collaborative web presence. Integrate these efforts across staff areas as appropriate/feasible.

Recreation Fees

- Regionally managed recreation fees will be used to provide support for the following:
 - Umatilla (multiple rec rental improvements),
 - Gifford Pinchot (Government Mineral Springs and Peterson Cabin recreation rental improvements),
 - Willamette (Breitenbush campground well replacement), and
 - Olympic (Louella Cabin rec rental improvements)
- Support establishment of a Recreation Resource Advisory Council (Rec RAC) for the Pacific Northwest Region.
- Forests with access to a RAC chartered under Secure Rural Schools (SRS) legislation may opt to have the SRS RAC review new recreation fees and changes to recreation fees, until a Rec RAC has been chartered and is active. Work with regional developed recreation and fee staffs to propose, advertise, and implement recommended fee changes.
- Provide for enhanced recreation facilities and services using recreation fee revenues in accordance with national program direction and as identified in the Federal Lands Recreation Enhancement Act (FLREA).
- Use funds for direct benefits to the public at recreation sites and services where fees are charged. This includes items such as: reducing deferred maintenance at developed recreation sites, increasing seasonal employee presence in operations and maintenance of developed sites to meet standard, providing interpretive and visitor services, increasing compliance patrols, supporting water monitoring and testing, conducting restoration and hazardous fuels management at recreation sites, and building capacity for increased volunteerism and partnerships.
- Limit oversight of program to no more than 15% of total FDDS budget.
- Use of recreation revenues for relocation incentives, awards, NVUM, or monitoring of TES is prohibited. For more on spending prohibitions please refer to the [REA Tool Box](#).
- Ensure that all recreation sites where fees are charged meet the Region 6 Recreation Fee Signing Strategy including the posting of annual forest accomplishment reports.

Trails

- Continue to implement the Regional Sustainable Trails Strategy: 1) Create Shared Understanding, 2) Evaluate Trail Program/Evaluate Baseline Conditions, 3) Identify Sustainable Trail Systems/Assess Proposed Trails and 4) Modernize the Trail Program.
- Incorporate principles from the [National Framework for Sustainable Recreation](#), [National Trails Stewardship Act of 2016](#), the [National Strategy for a Sustainable Trail System](#), and the Regional Sustainable Recreation Strategy when evaluating and prioritizing trail maintenance and trail projects. Seek opportunities to implement actions identified in the National Strategy for a Sustainable Trail System.
- Emphasize opportunities to support and grow partner and volunteer contributions to trail planning, design, and management, including maintenance, monitoring, and providing public information.

- Invest in empowering recreation collaboratives to assist in sustainable recreation planning across all public lands.
- Implement the Outfitter & Guide Trail Stewardship Credit Pilot Program.
- Emphasize the enhancement of local economies through contributions to tourism and recreation services.
- Continue work to meet the requirements of the [Trails GIS Data Improvement Project](#).
- Continue to embrace GIS, web, application, and other technological innovations that allow the Forest Service to enable the public and our partners, in addition to increasing our own agency efficiencies.
- Complete required trail bridge inspections and address backlog of safety inspections overdue for trail bridges and TRACS logs for trails. Determine what is needed to sustain and what can be removed/released.

Special Uses

Special Uses – Program Management

Special Use Permit (SUP) Strategy: 1) invest in our workforce, including skills development, structural adjustments, and succession planning; and 2) improve business practices for increased efficiency.

Priority Area 1 – Invest in our Workforce

- Continue special uses workforce planning, investment, transformation of special uses administration to build organizations to meet the current and future needs of permittees and the agency. Support career ladders and provide training, mentoring, and knowledgeable supervision in forest-wide or multi-forest special uses programs.
- Continue workforce planning to add capacity to support recreation residence workload, in anticipation of Cabin Fee Act (CFA) fund retention in the region in FY 2025. Integrate planning for CFA fee retention with planning for zones, prioritization, and sharing across boundaries as described below.
- Establish sound business principles and accountability for decision making in retained fee expenditures.
- Continue engaging Resource Assistants to address priority special uses work and to build the next generation of special uses professionals. Strategically identify opportunities to hire Resource Assistants for permanent positions. Support the mentoring of Resource Assistants and provide training on the Direct Hire Authority and applying for Forest Service jobs in USAJobs.
- Identify and engage in training opportunities such as spot training, AgLearn courses, webinars, and in person training sessions.
- Ensure target grades and job series are appropriate for the modern Special Uses workforce, to include zoning and other structural changes.
- Coordinate between the RO and forest units to develop investment strategies when new legislation affecting the workforce is passed.

Priority Area 2 – Create Business Practice Efficiencies

- Focus on modernizing/streamlining special uses across lands and recreation through technology, training, shared learning, and organizational adjustments. Work with neighboring forests to establish special uses zones to support resilience, consistency, and efficiencies, and to focus on highest priorities.
- Identify areas and types of authorizations in which special uses staff might specialize to gain efficiencies and consistency in administering permits.
- Identify strategies for managing the unpredictability of proposal requests and to consider approaches to help forests who are struggling with unusual workloads or challenges.
- Consolidate agreement instruments where appropriate to create efficiencies for permittee partners and staff.
- Continue the WO e-permitting pilot project on the RO, Mount Baker-Snoqualmie, and other forests as requested, subject to funding constraints.
- Continue projects and capacity assessments for delivering Priority Outfitter Guide permits and working across forest boundaries on multi-forest permits.
- Give preference to proposals that support youth access and education.
- Ensure requirements for accessibility are met.
- Prioritize infrastructure proposals that support and serve communities including utility corridors, communication sites, and water/sewer lines.
- Prioritize national infrastructure land use authorizations including Federal Land Policy and Management Act (FLPMA) 512 powerline operating plan requirements, First Net, Mobile Now, 368 Energy Corridors, Zayo, U.S. Geological Survey, and Bonneville Power Administration. Coordinate with RO for review on all new or renewal of term permits, campground prospectus, and multi-forest permits.
- Use P&T funds in a manner that they are intended with a focus on improving customer service and program efficiency.
- Continue to supplement program capacity by utilizing the Northwest Youth Corps (NYC) Resource Assistant Program in Special Uses, Partnerships, Agricultural Conservation Experienced Services (ACES), Enterprise Teams, and volunteer positions/programs.
- Continue work on legacy Special Uses Data System (SUDS) data clean-up in support of SUDS redesign implementation beginning in FY 2023.
- Use Cost Recovery Authority to its fullest potential.
- Continue to work with the WO to support the National Billing Team.
- Utilize the Trails Stewardship Act Outfitter/Guide Fee Offset program on units that have authority to do so.

Special Uses – Permit Administration

- Continue focus to make progress on expired permit backlog with a focus on powerline permits and FLPMA Section 512 compliance.

- Prioritize responses to requests by electric utility providers to conduct operating and maintenance activities on existing powerlines on case-by-case basis until operating plans are approved.
- Track and report requests received by electric utility providers for routine operation and maintenance of existing lines and the Forest Service response to these requests.
- Report accomplishments for Permits Administered to Standard (see [Appendix G](#) for additional reporting information). Include Civil Rights-Title VI in accomplishments.
- Perform necessary high priority inspections, such as communication sites and lift and facilities inspections prior to opening ski areas and aerial adventure courses. Follow guidance in Regional Forester letter: Region 6 Facility Safety Inspection Requirements and Strategy.
- Work with concessionaires to authorize removal of concessionaire-identified hazard trees in concession-run campgrounds and developed sites.
- Continue to work across district and forest boundaries for issuance of multi-forest permits. Focus on continued strategies such as open seasons, programmatic NEPA, learning from other forests, etc. for extending permits from one year to 10 years.
- Implement the [2017 Bonneville Power Administration/Forest Service Memorandum of Understanding](#) including proactively addressing interagency issues, avoiding duplication of efforts, timely reviewing proposed BPA projects, and converting historical permits to FLPMA permits.

Heritage Resources

- Support forests in utilizing the Cultural Resources BPA to enhance and expand heritage capacity.
- Implement and support contract for the Heritage Data Modernization project, which will address legacy heritage data, update geospatial and tabular heritage data, and update predictive models, to improve and streamline our consultation and cultural resource management efforts.
- Continue to support WO efforts to bring collections into appropriate curatorial standards.
- Continue to support efforts to complete FAO Determination of Eligibilities across Oregon forests.
- Strive to meet the Heritage Program Managed to Standard goals.
- Continue to engage our tribal partners in shared stewardship of cultural resources. Support government to government consultation with federally recognized tribes.
- Support GAOA projects by facilitating additional heritage capacity through contracting vehicles and partnerships.

Wilderness and Wild and Scenic Rivers

- Wilderness Character Monitoring – continue implementation of the regional five-year plan to establish a wilderness character baseline for all wilderness areas and begin trend cycle for wilderness areas with baselines completed in 2018.
- Prioritize work to complete or make necessary updates to statutorily required Comprehensive River Management Plans (CRMPs) for Wild and Scenic Rivers (WSRs) and continue ongoing CRMP work with Enterprise teams (Elkhorn, Rogue).

- Continue progress toward meeting legislative requirements, including completing legal boundary descriptions and final boundary maps for Wilderness and WSRs (WWSR).
- Prioritize work on Dingell Act (P.L. 116-9) additions and designations for WSR (Elk River, Rogue River tributaries, Nestucca River) and designation of the Devil's Staircase Wilderness. Collaborate with BLM where WWSRs are co-managed by both agencies.
- Wilderness Stewardship Performance (WSP) – continue progress on elements toward meeting or exceeding the 60-point standard.
- Plan, develop, and implement visitor use and management strategies in wilderness areas with increasing visitor use.
- Ensure that a Minimum Requirements Analysis (using the current version of the [Minimum Requirements Decision Guide](#)) is completed during non-emergency situations when a use prohibited by Section 4I of the Wilderness Act is considered in wilderness.
- Ensure that Section 7 requirements of the Wild and Scenic Rivers Act are met for all unit activities that will affect a designated WSR or congressionally authorized study river.
- Ensure that all WWSR NRM reporting deadlines and requirements are met for FY 2023 (see [Appendix G](#)).

Recreation Planning and Scenery Management

The region is moving towards a zoned organization for delivery of sustainable recreation planning and scenery management services as part of the Carhart Centennial Corps landscape architecture-recreation planning Resource Assistants. Program of work for existing and future positions is derived at the forest level with regional oversight. Existing and future positions are also structured to work collaboratively across forest jurisdictions to provide strike-team level assistance for GAOA and other regional priorities. In addition to recreation planning and scenery management, these positions also provide direct technical assistance on site planning and design, built environment and accessibility requirements (found under the [Sustainable Infrastructure](#) section). The region will continue to work with forest units to seek opportunities for conversion of Resource Assistants into permanent positions as part of a sustainable workforce strategy for these services.

Emphasis areas for services in FY 2023 include:

- Mission support for forests to develop and implement sustainably designed and well-planned projects using GAOA funding, to reduce deferred maintenance and increase accessibility.
- Carhart Centennial Corps Resource Assistants: continue partnership with Northwest Youth Corps (NYC) to provide landscape architecture/sustainable recreation resource assistants in support of regional scale priorities, including implementation of projects associated with funding through GAOA. Program of work is place-community based, forest-facing and regionally leveraged to achieve shared stewardship outcomes.
- Seek opportunities to collaboratively plan and implement recreation program objectives with internal and external stakeholders as part of shared stewardship efforts.

- Integrate recreation settings and scenic character at the outset of project planning and NEPA analysis, incorporating these objectives into purpose and need for ecosystem restoration activities to aid in achievement of flagship targets.
- Ensure VQO-SIO and ROS class criteria are addressed in NEPA analyses and met for all unit activities (i.e., ecosystem restoration, developed site vegetation management plans, lands special uses, grazing, minerals, etc.), including cumulatively where appropriate.
- Consider and plan for visual enhancement opportunities along visual corridors, scenic byways, and other primary recreation destinations. Prioritize those corridors recently affected by catastrophic wildfires, emphasizing mitigation of danger tree removals, revegetation plans, and development of viewshed corridor management plans as part of the overall post-fire restoration effort
- Develop and/or update current inventory/monitoring plans for VQO-SIO and ROS conditions across units to support data refinement for forest plan revisions.
- Provide outdoor recreation accessibility planning and design assistance for compliance with the [Architectural Barriers Act \(ABA\)](#) and the [Forest Service Accessibility Guidebook for Outdoor Recreation and Trails](#).
- Ensure construction, reconstruction or modification of developed sites follows guidelines for the [Forest Service Built Environment Image Guide \(BEIG\)](#) and federal agency direction for sustainable site development.
- Develop design narratives as part of the site planning and design process in collaboration with engineering, recreation, and other specialists.

Sustainable Infrastructure

National Direction/Emphasis

The WO has been moving toward a comprehensive National Asset Management Program (NAMP) that prioritizes and funds infrastructure through the Capital Improvement & Maintenance Program (CIM), GAOA, Federal Highway Administration (FHWA), and BIL projects through the Office of Federal Lands.

Washington Office Priority Allocations

- **Bipartisan Infrastructure Law (BIL):** Funding through the Infrastructure Investment and Jobs Act of 2021 (P.L. 117-58), also known as the Bipartisan Infrastructure Law (BIL), which provides resources to the Forest Service to reduce the risk of wildland fire, restore ecosystems, and invest in natural resources related infrastructure.
- **Congressional Directive: Rural Airstrip:** congressionally directed funding to support rural airstrips.
- **GAOA Deferred Maintenance Projects:** funding for WO selected GAOA projects.
- **National Capital Improvement & Maintenance (CIM) Projects:** Includes funding for Fire Administrative & Other (FA&O)/Recreation CIM, disposal projects, road and bridge projects, dam projects, and trails projects.

Capital Improvement & Maintenance

CIM include construction, installation, or assembly of a new fixed asset, or the significant alteration, expansion, or extension of an existing fixed asset to accommodate a change in purpose. See the [Project-Specific SHC - CIM](#) section for information about capitalized projects that must use a capitalized SHC for financial tracking purposes.

Maintenance is the act of providing services to keep facilities in an acceptable condition. This includes preventive, annual, cyclical, and deferred maintenance for normal repairs, replacement of parts and structural components, rehabilitation, and other activities needed to preserve a fixed asset so that it continues to provide acceptable service and achieves its expected life. Maintenance also includes decommissioning. Maintenance excludes activities aimed at expanding the capacity of an asset or otherwise upgrading it to serve needs different from, or significantly greater than those originally intended. Maintenance includes work needed to meet laws, regulations, codes, and other legal direction, if the original intent or purpose of the fixed asset is not changed. Facility maintenance costs are not appropriate under FSOS. Maintenance is now funded in either CMFC or FSLM depending on the primary function of the facility:

- FSLM Funded – For costs associated with FA&O facility maintenance, repairs, and decommissioning, including costs that support FA&O facility maintenance program (such as fleet, equipment/tools), as well as for lease costs for buildings and sites. FSLM is intended for facilities where the primary function is to support the Forest Service workforce in accomplishing the agency’s program of work (e.g., administrative buildings, hangars, warehouses, etc.). FSLM covers:
 - Decommissioning of administrative/workforce facilities.

- Facility maintenance and repairs for FA&O buildings and sites where the primary facility function is to support the Forest Service workforce.
- FSLM also covers all long-term facility leases paid with appropriated funds. These costs are planned and managed by the RO in the [Leases](#) regional cost center.
- CMFC Funded – Includes the costs associated with all CIM projects, minor improvement projects, recreation facility maintenance, and dams. Recreation facility maintenance funding is intended to support the facilities used by the public (e.g., recreation facilities and dams). CMFC covers:
 - Traditional CIM activities that are new construction, alteration, or expansion.
 - Decommissioning of recreation sites and dams.
 - Dam facility maintenance and compliance.
 - Facility maintenance where the primary facility function is for the public.

When not to use CMFC or FSLM:

CMFC and FSLM are not appropriate BLIs to pay for operation costs. Operations costs include activities related to the normal performance of the functions for which a facility is intended to be used, such as utilities, security monitoring costs, janitorial services, etc. Operations also includes facility moving costs such as physical move costs and furniture design/purchase. Operational expenses should be charged to FSOS for multi-functional buildings (e.g., district or supervisor’s office) and to program funds for single-functional buildings (e.g., WFPR for fire facilities, NFRW for visitor’s centers). Starting in FY 2023, operations costs are planned and managed by the RO in the [Building Operations Costs](#) regional cost center.

See the [Facility Program Definitions SharePoint site](#) and [FSH 6509.11g, Chapter 90](#) for additional information.

Federal Highway Administration Funds

- The Federal Lands Transportation Program (FLTP) funding for FY 2023 has been approved and programmed to units with projects on the FY 2023 Transportation Improvement Plan.
- Where providing FLTP or Forest Service funds to Federal Highway Administration (FHWA) for design and/or delivery of projects, units shall develop and enter into an interagency agreement with FHWA for the specific project receiving the funds.
- Units shall comply with all [FHWA Stewardship & Oversight \(S&O\) Requirements](#).
- Accomplishment reports are required for all projects receiving FLTP funds.
- The ERFO program was established to assist federal agencies with the repair or reconstruction of federal lands transportation facilities and other federally owned roads that are open to public travel, which are found to have suffered serious damage by a natural disaster over a wide area or by a catastrophic failure. Eligibility criteria apply; units must work with RO Engineering to determine ERFO availability for damage to transportation facilities. ERFO eligible projects require funds tracking, reporting and final reconciliation.

Regional Priorities

Our infrastructure connects people with the land, protects the land, and reduces the adverse impacts of our use. We will prioritize our infrastructure for investment, maintenance, and disposal to provide access for appropriate uses, to preserve socially and culturally significant places, and to promote the health, safety, and welfare of all users. We will modernize our approach to be more efficient and effective. We will engage our partners to accelerate the reshaping of our asset portfolio to improve our resiliency to serve our internal and external needs to coincide with current and emerging resource uses.

Regional Priority Investments

- **ENG Regional Facilities Improvement Projects & Dams Maintenance:** funds the highest priority facility projects in the region. This priority investment supplements the NAMP by providing additional funds for NAMP CIM projects that come in over budget and funding projects that do not compete for national funds due to their smaller funding need. Projects are on the approved integrated Regional Priority List and include providing support for FA&O and Recreation buildings, water/wastewater systems, communication and fire lookout towers, and dams. Funding also supports HVAC, water, and sewer emergencies on units. See [NAMP CIM business rules](#) for additional information.
- **ENG Regional Transportation Project Support:** funds the highest priority transportation projects in the region. This program supplements the NAMP by funding additional implementation needs (e.g., unforeseen design needs, unfunded option items, etc.) and projects that do not compete for national funds due to their smaller funding need or that were not chosen to be funded by the WO. Projects are on an approved integrated Regional Priority List, and include improvements to NFS roads, road bridges, and road infrastructure that support timber, stewardship, and recreation program areas. This Regional Priority List helps facilitate decisions around funding projects with any extra funding that may be available from the WO. Funding also provides important access for roads that are damaged and/or closed due to storms or fires.
- **ENG Spirit Lake Outflow:** priority investment for this highly critical, political, and visible project which requires large sums of funding for multiple phases and sub-projects to maintain tunnel operations, emergency response preparation, and efforts to inform and plan for a resilient long-term Spirit Lake outflow. Funding supports Environmental Impact Statement (EIS) activities, construction support, design, smaller supportive contracts, inspections, and smaller repairs, as well as provides a match for WO investments.

Facilities (FA&O and Recreation)

- Manage our building assets, assessing needs through building condition surveys, and considering many requirements that need to be met including:
 - Physical Security Assessments (PSAs)
 - Sustainability, such as water and energy conservation
 - Reducing the Footprint, and decommissioning
 - Accessibility compliance for ABA and Americans with Disabilities Act (ADA)

- Maintain and update FA&O Facility Master Plans, with unit vetted NAMP project planning lists that clearly identify priority projects as well as costs and fiscal years for funds needed for planning, design, and construction.
- Working with PPS – Leasing, utilize published Region 6 Leasing Strategy to manage the timely acquisition of needed leased facility space.
- Maintain an accurate USDA Forest Service infrastructure database (NRM-INFRA) to support property management objectives and conduct Facility Condition Assessments.

FA&O Dams

- **Dam Safety:** Forests shall emphasize improvement of dam safety compliance activities. Emergency Action Plans (EAP), EAP Tabletop Exercise (TTX), remote sensing (EWS), O&M plans and inspections shall be up to date for all High hazard potential dams and Significant hazard potential dams, as appropriate. Plan for completion of Low hazard potential dams hazard assessments and O&M inspection according to schedule within Infra.
- **Dams Activities:** Units are expected to accomplish dam maintenance, EAP updates and TTX, O&M Plans and inspections. Needs should be submitted for consideration through the NAMP call for projects.
- **Dams Inventory:** Emphasize accurately completing and updating data in NRM's dam module for all Forest Service owned dams that meet Dam Safety and Security Act (P.L. 107-313) requirements. Review and analyze NRM data to ensure required fields are populated completely and correctly.

Transportation Systems

- Implement surveys, designs, plans, estimates, contract administration, and actual construction of CIM involving NFS roads and bridges.
- Provide engineering support for construction of NFS roads by timber purchasers and resource stewardship contractors, including surveys, designs, plans, estimates, and contract administration, under authority of the Forest Roads and Trails Act (16 USC 535).
- Collaborate with the watershed and aquatic restoration, recreation, and timber programs to solicit, review and recommend a list of prioritized CIM list for WO submittal for NAMP funding, including GAOA for FY 2023 through FY 2025 using required national and regional criteria.
- Provide management and funding to maintain and manage the NFS transportation system. Provide support the acquisition of easements for NFS roads.
- Support the units' Travel Management efforts, including the review of Motorized Vehicle Use Maps (MVUMs), providing Travel Analysis review and recommendations to advise planning efforts/projects to work toward identifying a minimum road system for each unit.
- Assess the condition of all bridges (roads and trails) through quality inspections. Support efforts to remove, replace, or rehabilitate deficient bridges and to perform safety related maintenance. Post or close bridges with reduced capacity to ensure public safety.

- Ensure corporate database is representative of the current condition/status of infrastructure, including any real property requirements in accordance with national real property guidance.
- The Shared Road System Program (formerly Cost Share Program) is located under this program area.

Work Environment and Operations

National Direction/Emphasis

Provide the highest level of public service where employees are empowered, the work environment is safe and respectful, and the customer perspective is valued. Equip employees to deliver the mission safely and successfully. Follow the guidance in [This is Who We Are](#) to build trust and relationship that are essential to being a good neighbor and advancing our mission. Continue and expand efforts which build upon equity-centered actions included in the [Forest Service Equity Action Plan](#). Integrate equity into decision processes for all activities to achieve our goals by ensuring we invite new voices into the room who have been historically underrepresented. This will look different for each station, region, and local unit and includes increasing opportunities for co-stewardship with tribes and partnering with organizations who represent traditionally underserved communities (e.g., racially diverse, LGBTQ+).

Regional Priorities

Our success is based on delivering the region's programs efficiently and effectively, and our employees are our most valuable resource. We will continue to improve our work environment to eliminate all forms of discrimination, harassment, and retaliation, and support each other as members of an innovative and productive workforce. We value diverse talents, ideas, backgrounds, and abilities, and promote a safe and resilient culture through continuous learning and managing risk. We leverage modern technology to maximize our capabilities and continue to invest in our workforce to develop tools and skills in collaboration, integration, partnership, and public engagement. We will recruit and hire a workforce representative of the American people and adapt our programs and services to a broader cross-section of the communities we serve. Business operations and support functions aid in efficient delivery of the regional program of work. We will prioritize close coordination between the Office of Communications and Community Engagement (OCCE), Civil Rights, the Regional Employee Advisory Group, the RFT, Safety and other internal programs to maximize opportunities to engage employees and improve the work environment and employee satisfaction.

The region will help foster a positive work environment through a variety of employee engagement efforts, including Regional Forester Town Halls, the Regional Employee Advisory Group, Regional and National New Employee Orientation, Special Observances, and Public Service Recognition Week.

Regional Priority Investments

- **CCE Region 6 Narrative Development and Rollout:** funding for a contract to take regional leaders through a narrative/brand development process to define, develop, and align the region with a singular narrative that the organization can embrace and apply throughout our work. This investment will support developing a brand identity that is clear and appealing - one with which audiences are quickly and sustainably engaged, leaders appreciate and strategically share stories, and knowledge is easily gathered and shared.
- **DRM Records Scanning Support:** funding for GPO established contract or commercial scan contracts to support forest units with properly digitizing hard copy records per federal regulations. FY 2023 program of work proposes to establish scan contracts on all R6 forest units and within the regional office, prioritizing records to provide litigation support, increased

access/efficiency, and historical preservation. Funding will be prioritized across all units to assist Region 6 digitization efforts to meet OMB requirements for all federal agencies to transition to fully electronic record management.

- *Note: this priority investment is now managed by Regional Business Services.*

Specific Program Direction

Grants and Agreements

The Region 6 G&A team operates under a leadership management team comprised of a G&A Director and three supervisory grants management specialists. G&A's leadership management team is focused on ensuring the business operational needs of the region are met by processing and providing advice on the best business practices related to partnerships through grants and agreements.

Early consultation with G&A is encouraged to ensure compliance with authority and funding and assistance and advice on complex and/or innovative agreement development is efficient. Directorates and Forest Leadership Teams are encouraged to discuss their partnership priorities and ensure the submission of the G&A packages align with those priorities. Program supervisors are encouraged to work with their program managers to plan adequate time to prepare submissions of packages, track outcomes, approve invoices and monitoring reports (within 5 business days from receipt of the NRM notification), and close out completed agreements in a timely manner. Grants and agreements should be part of the unit's overall strategy to achieve objectives and strengthen relationships. Supervisors should make strategic choices about their most important agreements and ensure they have the staff capacity and expertise to manage the agreement from execution to closeout. Program managers are also expected to closeout grants and agreements within 120 days of expiration to ensure all non-expiring unused funds can be de-obligated and used toward another project.

Generally, G&A processes submitted projects on a first come, first serve basis. However, the following factors are examples of other considerations used to determine urgency:

- The project is a top priority for the agency and region (e.g., Wildfire Crisis Strategy Landscape projects).
- Line Officer expresses the project is high priority for their unit or the program manager has indicated there is urgency around the project.
- The date the agreement must be *executed* by.
- The agreement is part of a priority initiative and has budget obligation timelines that necessitate prioritized execution.
- The agreement is part of a priority initiative and does not have budget obligation timelines that necessitate prioritized execution. (e.g., Disaster Supplemental no-year funds)

G&A leadership will schedule quarterly calls with Forest Supervisors and RO Directors to discuss priority projects. The purpose of these check-ins is to help manage workload and ensure G&A is aware of the units' priorities and any changes in those priorities as we move through the fiscal year. This will also help to identify any issues or concerns that may arise during the fiscal year, including financial and performance reporting issues.

In recognition of increased investments in several SPF grant programs, G&A will work closely with the R6/R10 SPF Leadership to manage the processing of grants and agreements awarded through these competitive programs. SPF program managers are encouraged to plan and prepare as much as practical for programs and projects not subject to the competitive award process and those that are recurring in nature.

Units are requested to review anticipated agreements and combine agreements within the unit or across units when possible. This will reduce the administrative workload on program managers as well as G&A.

To also help ensure actions are processed within a timely manner:

- Program managers are expected to respond within 10 business days to a Grants Management Specialist's (GMS) comments/questions regarding their submitted proposals (or let the GMS know if this timeline cannot be met for various reasons).
- G&A will provide quarterly reports with overdue monitoring (financial and/or performance) and overdue invoice approvals/rejections to each forest and RO Directorate to ensure partners follow the award provisions and to avoid noncompliance with the Digital Accountability and Transparency Act (DATA).
 - **Modifications for grants and agreement cannot be executed if there are overdue monitoring (financial and/or performance as required) reports.**

WCSL projects are the agency and region's top priority. The Regional Forester set a deadline to have all WCSL projects awarded no later than March 31, 2023. For G&A to strive in meeting that deadline, a strategy has been developed and shared region wide. The timeline, actions needed, and due dates are outlined in Appendix H.

Below is a list of the forest and RO Directorates each Region 6 G&A Team supports:

- **Team 1: Amy Verellen, Supervisory GMS:** Colville, Okanogan-Wenatchee, Mt. Baker-Snoqualmie, Olympic
- **Team 2: Rebecca Hindin, Supervisory GMS:** RO Directorates/R10-SPF, Gifford Pinchot, Mt. Hood, CRGNSA, Siuslaw
- **Team 3: Brenna White, Supervisory GMS:** Wallowa Whitman, Umatilla, Malheur, Ochoco, Deschutes, Fremont-Winema, Rogue River Siskiyou, Umpqua, Willamette

Data Resource Management

Support requests and questions for all DRM services should be submitted through the [DRM Support Tracking System](#).

Field Data Services

The DRM Field Data Services program focuses on delivery of GIS products and services to field units in support of program of work requirements. GIS support will be coordinated through local Zone Supervisors and entered in the [DRM Support Tracking System](#).

- **Northwest Zone:** CRGNSA, Gifford Pinchot, Mt. Hood, Olympic
- **Southwest Zone:** Rogue River-Siskiyou, Siuslaw, Umpqua, Willamette

- **South-Central Zone:** Deschutes, Fremont-Winema, Ochoco
- **East Zone:** Malheur, Umatilla, Wallowa-Whitman
- **North Zone:** Mt. Baker-Snoqualmie, Okanogan-Wenatchee, Colville

Regional Data Services

The DRM Regional Data Services group is made up of several innovative, productive, and collaboratively based teams.

- **Cartographic Services:** Digital and hardcopy cartographic products for sale to the public as well as for administrative use. Map products are continuously updated in cooperation with local units. Direct unit support is critical to map updates and is directly related to updating of critical digital geospatial data. For details regarding Cartographic Services map production please see the [DRM web site](#).
- **Data Quality Team:** Units and RO staff should be prepared to discuss specific data needs and identify known data issues. Unit resource staff should plan appropriate time to fulfill critical data stewardship roles and responsibilities.
- **Mobile Data Collection:** The mission of the mobile program is to provide users with tools and workflows that allow them to easily collect, submit and utilize data they have collected in the field. Unit and RO staff should be prepared to stay current and participate in trainings.
- **Remote Sensing:** LiDAR acquisition and other specialized remote sensing projects are done in partnership with other federal, state, tribal and local governments to reduce costs whenever possible. Remote sensing products are either funded by local units or through regional priority investments identified during out year planning.
- **Web GIS:** This mission area provides products and service for ArcGIS online (AGOL).
- **Wireless Device Management:** Unit point of contacts will be expected to work with DRM to facilitate the inventory and commercial accounts for all wireless devices across the region.

Lands

Appraisals and Valuation Services

RO staff appraisers are responsible for appraisals and other valuation services. The objective of providing valuation services for a broad range of landownership adjustments, including but not limited to acquisition, disposal, leasing, minerals, and land use authorizations, is to provide defensible opinions of value that are credible, fair, and equitable to the United States and other parties involved. Projects requiring valuation services may be submitted to the Regional Appraiser when the need arises and should be coordinated through the forest's Land Zone lead and/or regional program manager. The appraisal team has a two-year program of work to be responsive to the nature of unforeseen issues that arise in land acquisition and adjustment cases. The projects are evaluated by RO staff and selected based on those projects that support the highest priority work in the region including special uses, land acquisitions, Forest Legacy, and land adjustments. Funding to complete appraisal work is limited and forests and the region may utilize collection agreements and other funding to increase capacity. All valuation work products must be requested in writing by the Authorized Officer. These project-specific requests must be submitted to the Regional Appraiser and contain all information, in addition to the

standard templates, as necessary to write assignment-specific Statement of Work to produce credible assignment results in compliance with applicable standards.

Land Adjustments

Region 6 land adjustments such as purchases, donations, exchanges, rights of way, withdrawals, and Small Tracts Act adjustments are managed through zoned organizations with review and oversight by regional program managers. Once projects are funded and prioritized, they undergo legal description verification, Environmental Site Assessment and inspections, appraisal, as well as review and approval of title by the Office of General Counsel prior to closing/project completion.

Funding for the Lands Zone organization is managed in the RO under RLM's base budget. Units should not build a WorkPlan project for these funds. Accomplishments should be planned and recorded on the unit in which the accomplishment occurs and not on the zone WorkPlan project where the funds are used.

Land and Water Conservation Fund

The GAOA provided permanent funding for land acquisition projects through the Land and Water Conservation Fund (LWCF). Projects are ranked using LWCF scoring criteria derived from laws, executive orders, and agency goals. The criteria include recreation access, watershed protection/climate resilience, threatened and endangered species, tract location/congressionally designated areas, connecting communities/partner support, management efficiencies and cost savings, urgency of acquisition, and threats to the integrity of the land. Successful projects meet most or all the criteria and are directed by Congress, thereby driving regional and forest priorities for land acquisition. A description of LWCF BLIs can be found in [Appendix E](#).

Boundary and Survey

Boundary and survey support is accomplished through the Land Zone organization. Funding for the Lands Zone organization is managed in the RO under RLM's base budget and coordination between other Regional Directorates will ensure the highest priority landline work is identified and funded. Units should not build a WorkPlan project for these funds. The program of work is developed through a collaboration between zone staff and the client forests. Projects that may need survey and boundary support are identified by the forests and the zone staff assists in planning this work. The RO and zones will continue to establish a program of work that positions the region to obligate funds towards our highest priority zone projects through contracts, agreements, and other staffing opportunities. Accomplishments should be planned and recorded on the zone WorkPlan project where the funds are used.

Minerals, Geology, and Abandoned Mine Lands

Minerals and Geology programs are part of the forests' programs of work with staffing choices made at the local level. The region has also invested in a four-person (geologist) zone organization to support complex local issues and regional priorities. Non-discretionary locatable minerals and public health and safety cannot be fully predicted, making it difficult to prioritize spending in advance of receipt or discovery of issues.

The regional minerals program has a base allocation and receives funding in Safety and Environmental Restoration funds from the WO for abandoned mine closures (SER-AML). Both types of funding are NFMG funds and remain at the RO, with authorization to spend provided to the forests where needed.

Projects funded will be determined based on input from the four zoned geologists aggregated from client forests, in consultation with other zone and regional level programs such as Engineering and Lands, to determine the most effective means by which to accomplish the work. Criteria to develop the priorities are listed in importance below:

1. Processing and administration of (non-discretionary) locatable mineral proposals and operations. Funds may be allocated for tasks such as contracted NEPA or other required environmental reviews (e.g., archaeological survey and reporting) and technical support services (e.g., engineering review of complex proposals).
2. Implementation of health and safety closures identified in the annual AML list submitted to the WO.
3. Research services (e.g., ACES contract to inventory and index unit files for AML or mineral material sites or appeal/litigation records).
4. Support to priorities crossing regional programs such as active management targets (e.g., timber and hazardous fuels), collaboration with Engineering and/or local units to identify, classify, and clear mineral material sites for in-service and/or community use (e.g., contracted surveys, exploratory drilling, or pit development and reclamation plans), and support to Lands transactions.

Regional Energy Program

Units should prioritize completing mission-critical FERC hydropower project licensing and license administration tasks with mandated FERC deadlines. Another priority is helping powerline companies comply with FLPMA Section 512 and 36 CFR 251, which requires development of operating plans within 18-36 months, and supporting powerline companies' efforts to do their annual routine vegetation management. To the extent possible, units should prioritize participating in permitting or administration of other conventional energy (e.g., natural gas pipeline), renewable energy (e.g., wind power project), and electrical transmission projects. Additionally, RLM will manage the Regional Energy program through base funding for RO-managed contracts and agreements to expand Energy Program capacity and support units participating in FERC administered proceedings associated with priority, time-sensitive hydropower activities.

As required by the Federal Power Act Section 10(e)1, staff hours incurred by the Forest Service in administering its responsibilities for FERC-licensed hydropower projects are to be reported annually to the WO and thence to FERC. The identified [FERC SHCs](#) are to be used as part of this annual FERC reporting to track all FERC hydropower project-related staff hours by units that work on hydropower projects or receive extra capacity and support from the Regional Energy program. All FERC-related staff hours shall be compiled and reported by the RO, as outlined in [Appendix G](#).

Office of Communications and Community Engagement

OCCE staff are responsible for developing public information, partner and community engagement, employee engagement, and congressional relations plans and programs in support of agency, regional,

and unit goals and objectives. These plans and programs connect people to the land and one another, build trust within the agency and with our communities, and facilitate the strengthening of public understanding and support for our mutual priorities.

OCCE staff should apply an equity-centered approach to their work and to their programs to provide employees, partners, and forest visitors with a safe and welcoming environment. OCCE should plan to evaluate the impact of their communication and community engagement activities. Evaluation, reporting, and collecting feedback allows the agency to demonstrate successes, ensure accountability of allocated funds, and have a greater understanding of the public opinion- which in turn helps the agency evolve to better care for the land and serve people.

Through culturally responsive communications and community engagement – employee interactions with the community, including the use of digital media, conservation service crews and the Resource Assistant program – we further demonstrate that we are a values-based, purpose-driven, and relationship-focused workforce that cares deeply for the land and the people.

To continue to support efficiencies and program support for FY 2023, the OCCE, Recreation, Lands, and Minerals (RLM) and G&A directorates will collaborate to establish and support regional opportunities to participate in partnership agreements with multi-unit service and volunteer partners. Units will be contacted and offered the opportunity to join a regional agreement if they selected one of the regional volunteer and service partners in their FY 2023 WorkPlan.

Appendix A – Budget Planning Guide

Who plans/manages?

Cost	Fund Type	WO	RO	Unit	SHC
Employee Salary & Expenses: – Salary & Benefits – Premium Pay (overtime & pay differentials) – Travel (including TDY for within-agency detailers) – Training ¹³ (including training procured through contract)	S&E		X		0697NFSE9723 (NFS Employees) 0697WFSE9723 (WFM Employees) 0697SPSE9723 (SPF Employees - RO only) S&E BLI based on the HR organization level associated with the employee’s position
	S&E – CFLRP		X	X	SHC associated with individual projects See Initiative Project Tracking section
	S&E – Joint Chiefs’		X	X	SHC associated with individual projects See Initiative Project Tracking section
	S&E – FERC			X	SHC associated with type of work See FERC section
	Disaster		X		SHC associated with individual projects Specific to work being completed; see S&E under Disaster
	BIL			X	0697NISX10YY (WCSL-Central OR NFS employees) 0697WISX10YY (WCSL-Central OR WFM employees) 0697NISX28YY (WCSL-Central WA NFS employees) 0697WISX28YY (WCSL-Central WA WFM employees) 0697NISX77YY (NFS employees outside WCSLs) 0697SISE97YY (SPF employees outside WCSLs) Specific to work being completed; see Salary and Expenses under BIL YY=BFY
	GAOA			X	0627GPPA6AYY (RO employees only, LRF) 0627GFPA27YY (RO employees only, LWCF) 0627GLAM6AYY (RO employees only, LWCF) Specific to project support work; see GAOA section YY=BFY
IRA			X	0627IRHF1022 (WCSL-Central OR NFS/WFM employees) 0627IRHF2822 (WCSL-Central WA NFS/WFM employees) 0627IRHF0922 (WCSL-Klamath Basin NFS/WFM employees) 0627IRHF1622 (WCSL-Mt. Hood NFS/WFM employees) 0627IRHF1522 (WCSL-Colville NE WA Vision NFS/WFM employees) SHC associated with individual projects (outside WCSLs) Specific to project support work; see S&E under IRA . All IRA SHCs will remain in budget period “22” regardless of the FY in which the funds are allocated.	
P&T/RACA				X	Unit P&T/RACA SHC Examples: 0601BDBD0120; 0602KV043816; 0603CMXF2A19, etc. Driven by the unit’s program of work, aligned with appropriate fund use and as specified in authorizing agreement for RACA funds
WCF				X	WCF SHC provided by ASC See Salary and Expenses for WCF positions
Employee Salary & Expenses: – Lump Sum Payments – Awards (monetary & non-monetary) – Transfer of Station & Hiring Incentives – Uniforms/Boots/Wellness Reimbursement – Insurance Claims and Indemnities – Professional Liability Insurance – State Licenses and Certification Fees (as req’d by State/Fed law or necessary to complete job)	S&E		X		0697NFSE9723 (NFS Employees) 0697WFSE9723 (WFM Employees) 0697SPSE9723 (SPF Employees - RO only) S&E BLI based on the HR organization level associated with the employee’s position
– Security Investigation Charges	S&E	X			Use regional S&E code as shown above; actual charges will apply to WO
– OWCP/UCI	S&E or Incident	X			FSSE (or WFSU when applicable) WO manages process and funding
Note: For all incident-related Salary & Expense coding, see USFS Incident Coding Table . For BAER-related Salary & Expense coding, see BAER Salary & Related Expenses Table .					

¹³ Training may only be funded by “special appropriations” (i.e., Disaster, BIL, GAOA, and non-appropriated funds when specific to that work).

Note: materials and supplies not included in off-the-shelf or contracted training (e.g., workbooks, binders, etc.) and conference room rentals are funded by program dollars.

Who plans/manages?

Cost	Fund Type	WO	RO	Unit	SHC	
Fleet <i>(see Planning Fleet section for additional details)</i>	Program		X		0697xxxx9723	xxxx = Discretionary BLI
	Program			X	06YYxxxxXX23	Rarely used - only for costs shown as planned and funded by Unit in Planning Fleet section. xxxx = Discretionary BLI, XX=unit number,
	P&T/RACA			X	Unit P&T/RACA SHC	Driven by unit POW, appropriate use, and as specified in authorizing RACA agreement
	WCF			X	WCF SHC as provided by ASC	
All long-term facility leases <i>(including DHS building-specific security, CPI/Tax, and space costs paid to partners through interagency agreements)</i>	Program		X		0697FSLM9723	
	P&T/RACA			X	Unit P&T/RACA fund SHC	Unit manages co-location agreements; coordinate with RO to apply incoming funding to lease
Incident related short-term leases	Suppression/Incident			X	Incident SHC	
DHS Basic Security Assessment	Program	X			FSLM	Process and funding managed by WO
Utilities paid outside the lease (Metel)	Program	X			FSOS	Process and funding managed by WO
Lump sum tenant improvements (TI)	Program		X		0697FSLM97YY	YY=BFY
Furniture contracts & physical move costs for building-wide purchases <i>(including GSA FIT Program furniture costs)</i>	Program		X		0697FSOS97YY (for multi-use facilities) 0697xxxx9723 (for single-use facilities)	YY=BFY xxxx=Discretionary BLI
Building Operations Costs	Program		X		0697FSOS9723 (for multi-use facilities) 0697WFPR9723 (for single-use fire facilities)	
	P&T/RACA			X	Unit P&T/RACA fund SHC	Unit manages co-location agreements and pays for operations costs as specified in the agreement
Telecommunications	FSIT	X			FSIT	Process and funding managed by WO
Information Technology (IT)	FSIT/Suppression	X			FSIT (or WFSU when applicable)	Process and funding managed by WO
Contracts ¹⁴ , Grants & Agreements ¹⁵ , Materials & Supplies	Program Funds			X	06YYxxxxXX23 See CFLRP , Joint Chiefs' , FERC , and NSHT for program specific SHC requirements	xxxx = Discretionary BLI, XX=unit number
	P&T/RACA			X	Unit P&T/RACA fund SHC	Driven by unit POW, appropriate use, and as specified in authorizing RACA agreement
	Disaster		X		SHC associated with individual projects	May only be used for specific work being completed; see Disaster Supplemental section
	BIL		X	X ¹⁶	SHC associated with individual projects	May only be used for specific work being completed; see BIL section
	GAOA		X		SHC associated with individual projects	May only be used for specific work being completed; see GAOA section
	IRA		X		SHC associated with individual projects	May only be used for specific work being completed

¹⁴ Contract funding under Regional Priority Investments and WDPs is managed by RO; see Priority Investments heading in table

¹⁵ Grants & agreements funding under Regional Priority Investments and WDPs is managed by RO; see Priority Investments heading in table

¹⁶ Matching CLFR and BAR projects are managed at the unit-level

Who plans/manages?

Cost	Fund Type	WO	RO	Unit	SHC
Priority Investments (RPI & WDP)					
- CCE R6 Narrative Development and Rollout	Program		X		0627FSOS2723
- DRM Records Scanning Support	Program		X		0627FSOS2723
- ENG National CIM	S&E		X		S&E SHC associated with individual projects <i>Capitalized project perm salary; see CIM section</i>
	Program		X		0627 Q-Code
- ENG Regional Facilities Improvement Projects & Dams Maintenance	Program		X		0627CMFCCI23 0627FSLM2723 <i>Must be coordinated with RO ENG</i>
- ENG Regional Transportation Project Support	Program		X		0627CMRD2723 <i>Must be coordinated with RO ENG</i>
- ENG Spirit Lake Outflow	Program		X		0627CMFCCI23 0627CMRD2723
- FAM Targeted Fuels Investments	Program		X		0627NFHF2723 <i>Must be coordinated with RO Fuels</i>
- NR Consultation Capacity	Program		X		0627NFVW2723
Regional Bills					
- Clean Air Act and Smoke Management Fees	Program		X		0627BDBD27YY YY=BFY
- CRGNSA PILT Payments to Counties	Program		X		0697NFRW9723
- CRG Air Quality Monitoring	Program		X		0697NFVW9723
- PIBO Largescale Aquatic Effectiveness Monitoring	Program		X		0697NFMP9723 <i>Funding transferred to R4</i>
- EAJA Fees	Program		X		0697xxxx9723 <i>xxxx=Discretionary BLI</i>

Appendix B – FY 2023 Priority Investments

Includes both WO Designated Projects (WDP) and Regional Priority Investments (RPI). RPIs are a limited list of projects that are high priority for the region as a whole and include directed funding to accomplish specific activities agreed to by the Regional Forester Team. These priority investments are specified in the regional program direction and the scope of the project and level of funding are determined by the RO. Only one new RPI was considered in FY 2023, as per RFT decision, to keep the region focused on other large priority work such as GAOA, Disaster Supplemental, BIL, and IRA. Existing RPIs were reviewed and the RFT determined which RPIs would continue in FY 2023 and at what funding level.

WDPs consist of directed funding from the WO to accomplish a specific project or activity. These priority allocations are specified in the national program direction and the scope of the project and level of funding are determined by the WO and/or by Congress.

Ecological Restoration

- Bipartisan Infrastructure Law (BIL) (WDP)
- Collaborative Forest Landscape Restoration Program (CFLRP) (WDP)
- Congressional Directive: Oregon State University for Elliott State Research Forest Monitoring Equipment (WDP)
- Congressional Directive: Sudden Oak Death (WDP)
- Congressional Directive: WA Kittitas Working Forest Project (WDP)
- Congressional Directive: Wood Innovation Grants (WDP)
- Disaster Supplemental (WDP)
- Hazardous Mitigation Treatments on Non-Fed Lands (WDP)
- Inflation Reduction Act (IRA) (WDP)
- Joint Chiefs' Projects (WDP)
- La Grande Valley West Resilience Project (WDP)
- FAM Targeted Fuels Investments (RPI)
- NR Consultation Capacity (RPI)

Sustainable Recreation

- 10-Year Trail Shared Stewardship Challenge (WDP)
- Congressional Directive: National Recreation Area – Mt. Hood (WDP)
- Congressional Directive: National Scenic and Historic Trails (WDP)
- Congressional Directive: State of Oregon for Opal Creek Wilderness and Scenic Recreation Area Act Implementation (WDP)
- Congressional Directive: USFS for Recreational Access, Deschutes National Forest (WDP)
- GAOA Deferred Maintenance Projects (WDP)
- National Capital Improvement & Maintenance (CIM) Projects (WDP)

Sustainable Infrastructure

- Bipartisan Infrastructure Law (BIL) (WDP)
- Congressional Directive: Rural Airstrip (WDP)
- GAOA Deferred Maintenance Projects (WDP)

- National Capital Improvement & Maintenance (CIM) Projects (WDP)
- ENG Regional Facility Improvement Projects & Dam Maintenance (RPI)
- ENG Regional Transportation Project Support (RPI)
- ENG Spirit Lake Outflow (RPI)

Work Environment and Operations

- CCE Region 6 Narrative Development and Rollout (RPI)
- DRM Records Scanning Support (RPI)

Appendix C – Allocation Methodology and Minimum Base Funding levels

This appendix describes the methodology used to determine FY 2023 base allocations and minimum base funding levels and displays unit-specific [minimum base funding levels for appropriated BLIs](#).

Base budgets are the discretion of the Line Officer or RO Director who sets priorities and workload for their unit and are used to fund discretionary operating costs that support the unit or director area program of work. Base funding should be used to fund the highest priority work, as determined by the Line Officer or RO Director and in accordance with appropriations law. Base program of work is also supported by unit-level P&T/RACA funds and S&E funds managed at the regional level.

Minimum forest base levels define the minimum level of funding a unit can rely on having in any given year. Regardless of fluctuations in regional availability of BLIs or regional cost center needs, these minimum forest base levels will be maintained, and individual forest base allocations will meet or exceed the established minimum forest base funding level. For example, a Regional Priority Investment would not be approved and funded if it would result in forest base allocations lower than the defined minimum forest base funding levels. While minimum base funding levels are intended to be static, unit-specific information uncovered in this first year of operation may result in the need to adjust the defined levels.

Appropriated Funds

CMFC

CMFC funds are used for capital improvement projects and maintenance of recreation sites and dams. CMFC base allocations are for maintenance funds only, as funding for capital improvement projects is managed at the regional level. Per WO direction, funding for dam maintenance is about 20% of the total funding level. See the [Capital Improvement and Maintenance](#) section for information on defining maintenance and appropriate use of CMFC.

Description of methodology for determining FY 2023 base allocations:

Recreation:

- CMFC base allocations are based on CRV (Current Replacement Value) of recreation site features, which includes miscellaneous features (picnic tables, fire rings, horseshoe pits, etc.), buildings, drinking water systems, wastewater systems, and roadways (only those found within a recreation site).
 - CRV is the current replacement value of the asset. It is defined as the cost required to design and construct an asset to replace an existing asset of the same functionality, size, and in the same location using current costs, building codes, and standards.
 - CRV more accurately reflects the actual maintenance cost because it's based on the value of an asset, rather than a simpler metric like square footage.
 - A % of the regional total CRV was assigned to each unit, totaling 100%. This equaled the % of funds assigned per unit.
- Three units were allocated an additional \$25k for maintenance of large non-fee visitor centers as follows: Gifford Pinchot NF – Coldwater Science & Learning Center; Mt Hood NF – Timberline Lodge; and CRGNSA – Multnomah Falls Lodge.
- Privately owned Ski Resorts and other sites on FS lands under Special Use Agreements are not included in the model since these are self-funded for-profit operations.

- FS-owned and managed visitor centers that collect fees are not included in the model; they will be supplemented with regionally managed recreation fees (FDDS).
- The model does not differentiate between concessionaire and FS-operated recreation sites since FS is responsible for maintenance in both cases.
- Visitation numbers were not used to determine the base funding; while more visitations do increase maintenance costs, they also generate fees, which can offset some or all these costs.

Dams:

- The three Mount Saint Helens dams (Castle and Coldwater Lake Debris dams, and the Spirit Lake Outlet Tunnel) were removed from the base allocations since they have their own funding source for maintenance.

Description of methodology for determining minimum base funding level:

The minimum base allocations were determined by assigning each unit \$10K for recreation site maintenance. Three units were assigned an additional \$15k for maintenance of large non-fee visitor centers as follows: Gifford Pinchot NF – Coldwater Science & Learning Center; Mt Hood NF – Timberline Lodge; and CRGNSA – Multnomah Falls Lodge. Units were assigned an additional \$1k per dam for dam maintenance.

CMRD

Description of methodology for determining FY 2023 base allocations:

The FY 2023 CMRD allocation model follows the same methodology as was used in FY 2022, giving the same proposed weight to five allocation considerations that take different program measurables/deliverables into consideration:

- 1) **Operate and Maintain the Road System** (25%) – This part of the model supports accesses to FS & other public land, taking into consideration the maintenance and reconstruction of high-use collectors, arterials, and designated scenic byways. Importance is put on the support for access to and from rural communities. This factor is measured by the operational network miles of Maintenance Level (ML) 3-5 roads.
- 2) **Support Active Management** (25%) – This portion improves access for current and future restoration activities; increases the pace and scale of restoration; improves efficiency of forest product delivery; supports good land stewardship and timber sale targets; supports the treatment of forest stands to re-establish or maintain ecological processes and functions that maintain or increase resilience to fire, changing climate and weather, and other disturbances. This factor is measured by taking the average of the forests' ["3+1" Strategy](#) FY 2026 minimum timber volume offered and sold goals and the forest's average of the last five years of hazardous fuels reduction acreage targets.
- 3) **Improve Access to Recreation Sites and Trails** (20%) – This factor provides safe access for recreation. It also takes into consideration the reduction of travel time and congestion, the increase of comfort and conveniences, and improves sole access or major traffic generator to recreation destination(s). This portion of the allocation also takes into consideration the management, protection, public use, and enjoyment of the region's 24.7 million areas that include road access. This is measured taking the average between the forest's volume of recreation use (NVUM data) for traffic demand and the forest's land area to help adjust for basic resource management access need.
- 4) **Improve Water Quality in Streams and Water Bodies** (15%) – This part of the model works to

improve watersheds, including the removal of fish passage barriers where roads, bridges, and trails that may be contributing to water quality problems in streams and water bodies that support threatened, endangered, and sensitive species. It also takes into consideration the cumulative, forest-wide risk that the road system poses to watershed and aquatic resource conditions. This portion of the model considers miles of blocked habitat, and road density around sediment delivery and slope stability. To characterize these risks, the regionally consistent datasets were adjusted to take in account important factors (e.g., precipitation intensities, geologic terrain).

- 5) **Improve Infrastructure Resiliency** (15%) – This factor addresses the backlog of infrastructure rehabilitation and replacement needs to improve bridge quality to ensure public safety, adequate access, and resource protection. The goal is to continue to implement comprehensive bridge construction and inspection program and support deferred maintenance and decommissioning projects. This factor uses a combination of the forest’s number of bridges and culverts reported as bridges (CRABs).

Updating the Allocation Model Variables

Information feeding the CMRD allocation model was updated, including special consideration to ensure that the transfer of the Tonasket Ranger District from the Okanogan-Wenatchee NF to the Colville NF was correctly represented. The updated information collected from regional program specialists and managers included:

- FY 2022 Road Network Miles (Operational ML 3-5 roads)
- FY 2026 Minimum Timber Volume Expectations (which units have agreed to work toward)
- FY 2022 Hazardous Fuels Reduction Targets Acreage
- FY 2015-2019 Volume of Recreation Use (NVUM data)
- FY 2022 NFS Land Acreage, including Wilderness and Roadless acreage
- FY 2022 Number of Aquatic Organism Passage Barriers and Miles of Block Habitat
- FY 2022 Road Density around Sediment Delivery and Slope Stability (stayed consistent with FY 2021)
- FY 2022 Number of Bridges and CRABs
- FY 2021 CWF2 Collection for road maintenance and surface rock replacement

Description of methodology for determining minimum base funding level:

Data was then gathered from FY 2018-2021 WorkPlans to estimate the regular road maintenance needs for each unit by reviewing each unit’s WorkPlan planning related to road maintenance contracts, materials purchased, road crew size and heavy equipment spending, bridge repairs, etc. The information considered only included road maintenance needs, since earlier years’ CMRD covered salary costs, TOS funding, fleet, etc. that will not be funded by future CMRD budgets. Spending from CWF2 was also reviewed because some of these collection accounts were used for road maintenance, and the average collections should be considered in offsetting the costs needed to accomplish their road program.

Other factors taken into consideration when looking at the road and bridge maintenance spending on each unit included the possibility of a cultural legacy of funding and spending, the recognition that forests may only be spending the funding they receive (despite their actual need), and the implications that forests have the autonomy to spend their allocations on their chosen priority work.

Meetings were held with each forest to review (1) the FY2022 (and proposed FY 2023) allocation model, (2) the average CWF2 collected, and (3) the total road and bridge maintenance spending from FY 2018-2022 Workplans, and to learn of any specific nuances of their programs. This information was used to determine the minimum amount of CMRD funding needed for each unit to accomplish a minimum road maintenance program on their forest.

CMTL

Description of methodology for determining FY 2023 base allocations:

Two equally weighted metrics were used to determine base CMTL allocations:

- **Miles of Trail:** Total trail miles for each forest, summarized from Infra data. Trail miles for each unit was divided by total trail miles across the region for each forest (50% weight).
- **Visitation:** Visitation was calculated based on current NVUM data. NVUM forest visits was divided by total visits across the region (calculated using the most recent NVUM survey data for each forest, which indicates the number of people visiting the forest as a whole). (50% weight)

While not precise, the formula accurately captures a sound investment strategy of these dollars to forests across the region based on the primary drivers of cost (trail miles and visitation) to steward the region's nearly 26,000 miles of trails.

Description of methodology for determining minimum base funding level:

To provide a baseline level of custodial management for each unit's trail program, a base funding level of \$10,000 was established for each forest. It can be expected that base funding would be used for supplies and materials for annual trail maintenance priorities.

Base Funding to Support Pack and Stock Program

Region 6 has over 6,000 miles of trails located in federally designated wilderness areas. This accounts for approximately 25% of the total trail miles across the region. The Umatilla, Wallowa-Whitman and Okanogan-Wenatchee NFs currently have active pack and stock programs that are critical in providing the necessary support to effectively maintain and manage wilderness trails, an important component of accessing and managing wilderness in these units and others. To provide a baseline level of custodial management for our regional pack and stock program, an additional \$10,000 of both CMTL and NFRW was added to the minimum forest base level for each of these three forests.

FSLM

FSLM funds are used for FS owned (FA&O) facility maintenance and leases. FSLM base allocations are for annual facility maintenance/repairs only, as funding for [Leases](#) is managed as a regional cost center. See the [Capital Improvement and Maintenance](#) section for information on defining maintenance and appropriate use of FSLM.

Description of methodology for determining FY 2023 base allocations:

FSLM base allocations are based on each forest's percentage of the total regional CRV for administrative buildings (excluding Maintenance Level 1 and 2 buildings).

Description of methodology for determining minimum base funding level:

Due to the considerable differences between administrative footprints of each forest, the minimum base funding levels were tiered according to total CRV, as shown in the table below. CRV is the current replacement value of the asset. It is defined as the cost required to design and construct an asset to replace

an existing asset of the same functionality, size, and in the same location using current costs, building codes, and standards. CRV more accurately reflects the actual maintenance cost because it's based on the value of an asset, rather than a simpler metric like square footage.

Table 18 - FSLM Minimum Base Criteria

Unit Tier #	Admin. CRV Range	Forests	Min. Base Allocation
1	>\$60m	DES, GIP, RRS, UMP	\$100k
2	\$40m - \$60m	FWI, MTH, OWE, WIL	\$75k
3	\$20m - \$40m	MAL, MBS, OLY, SIU, UMA, WAW, COL	\$50k
4	\$10m - \$20m	OCH	\$25k
5	<\$10m	CRG	\$5k

Facilities are categorized according to their ML per the following definitions:

- ML 1 – Buildings awaiting retirement, not in operation/use.
- ML 2 – Infrequent use; includes shed/storage buildings used only periodically or seasonally.
- ML 3 – Buildings and systems used actively, on a continuing basis. Includes shops, offices, warehouses, barracks/bunkhouses, and similar.
- ML 4 – Buildings with high employee use and less than 50 visitors/day. May include district offices, visitor centers, operations centers, crew quarters, and employee quarters.
- ML 5 – Buildings with high employee use and more than 50 visitors/day. Usually includes Regional Offices, Supervisors' Offices, laboratories, visitor centers.

Only Maintenance Level (ML) 3, 4, and 5 buildings were included in the model. ML 1 and 2 should not be a focus of our maintenance efforts or funding (FSH7309.11 Chapter 40).

FSOS

Description of methodology for determining FY 2023 base allocations:

The majority of FSOS is managed regionally in [Regional Cost Centers](#) for furniture, move costs, and building operations costs. Unit FSOS allocations are small and only intended to cover "basic office materials & supplies that support administrative and management employees at multi-functional buildings such as district and Supervisors' offices" (FSH 6509.11g Chapter 90). This includes basic office materials, (e.g., office supplies, light bulbs, batteries, water/air filters, individual furniture purchases, cleaning supplies, etc.), supplies that support administrative and management employees (including safety and wellness supplies), postage, shredding, and newspaper subscriptions. Lock changes and dispatch services may also be funded by unit FSOS, in combination with other supporting BLIs.

Unit base allocations include the minimum base funding level, as described below. Additional funding was allocated based on FY 2021 staffing levels¹⁷ using a rate of \$100 per permanent employee and \$50 per temporary employee. Total amounts were rounded to the nearest \$5,000 and one unit was reduced to stay within a maximum individual unit funding level of \$75,000.

¹⁷ does not include Visitors/Information Centers, National Recreation Area/National Monuments, Civilian Conservation/Job Corps Centers, single-use fire facilities, or nursery facilities. Combined District/Supervisors offices were counted as two offices.

Description of methodology for determining minimum base funding level:

Minimum base FSOS funding levels were calculated for each unit by assigning \$5,000 per multi-functional building. Minor adjustments (+/- \$5,000) were made to provide a minimum base funding level of at least \$10,000 and to reflect higher- or lower-than average staffing levels¹⁸ compared to other units with a similar number of buildings.

NFHF

Description of methodology for determining FY 2023 base allocations:

To meet the RFT intent of strategic investments towards reducing wildfire risk and addressing the national wildfire crisis, most HF funds (\$8.4 million) will be managed regionally as part of the Targeted Fuels Investments RPI and used to support projects identified & prioritized by forests in their FY 2023 Five-Year Integrated Restoration Plan submissions, Targeted Fuels Investments section. This puts the forest priorities into the regional deployment context, showing alignment of goals and investments at multiple scales.

Base allocations were determined using the updated Hazardous Fuels deployment model, which is intended to be a transparent and data driven way to reflect regional priorities (measured in terms of where high fire frequency potential is near or in WUI), program capacity, and program performance. The Hazardous Fuels Deployment Model incorporates past performance in both planning and implementation combined with risk measured in percentage of high fire frequency acres in WUI. Factors such as comparative cost per acre, percent of regional FP-Fuels-All accomplishment, and acres of completed NEPA that are ready for implementation are included in unit efficiency figures.

Adjustments to forest base allocations were made, as needed, to maintain stable forest base funding compared to FY 2022 base allocations where the Hazardous Fuels Deployment Model showed a reduction in base allocation for FY 2023.

Description of methodology for determining minimum base funding level:

Minimum base funding levels are intended to provide minimum staff support needs, based on fuels staffing at each forest. For FY 2023, this was planned as \$3,000 per fuels program staff member to account for individual materials and support, as well as for program management activities such as personal protective equipment (PPE), fuel for prescribed burning, and field equipment.

NFLM

Description of methodology for determining FY 2023 base allocations:

The three primary uses of NFLM funding are to support special use authorizations, land adjustments and landline. No funding will be sent to individual forests; however, funds will be spread between RO base in Lands and the shared Land Zone WorkPlan.

Description of methodology for determining minimum base funding level:

The amount of funding available in NFLM is extremely limited. To capture a few regional priorities, limited funding will be held in the RO for support of the special uses program and the balance allocated to the Lands program, implemented by the regional Land Zone organization.

¹⁸ staffing levels based on total employees onboard (perm, temp, and term). Data from [Workforce Management Dashboard – Employee Annual Onboard Trends](#).

NFMG

Description of methodology for determining FY 2023 base allocations:

Funding in NFMG is used primarily in support of the locatable, leasable, and saleable programs with minor uses in caves/karst, geohazards, and paleontology. No funding will be sent to individual forests and will be held to implement key priorities from the RO with support from our Zoned Minerals Staff.

Description of methodology for determining minimum base funding level:

The amount of funding available in NFMG is extremely limited. To capture a few regional priorities and to be responsive to non-discretionary projects within the program, funding will be held at the RO level and forests will be authorized to spend to the RO WorkPlan.

NFMP

Description of methodology for determining FY 2023 base allocations:

No NFMP funds are allocated to forest base in FY 2023. All funds are allocated to RO base (RPM) for NWFP effectiveness monitoring of northern spotted owls, old growth, socioeconomic, tribal relationship, and AREMP modules.

Description of methodology for determining minimum base funding level:

No funds allocated to forest base.

NFRG

Description of methodology for determining FY 2023 base allocations:

Units were assigned a minimum base funding level, as described below. Targeted above minimum base investments were allocated to the OCH and RRS to support virtual fencing for range permit administration. The remaining available base funds were distributed on a percentage basis based on each unit's average of *Priority, Performance and Preparedness* rankings, defined as follows and displayed on the table below:

- *Priority* score is based on:
 - (19%) Headmonths (HM) billed in the previous fiscal year
 - (5%) Base (to ensure adequate funding for units with smaller range programs)
 - (20%) Number of pastures that are Category I, II, and III (relates to if ESA is relevant)
 - (15%) Number of permits and if they are Term, Term Private, or Term On/off
 - (15%) Number of acres administered to standard
 - (25%) NEPA and/or accomplishment related to sensitive species or ESA
 - (1%) Wild horse management
- *Performance* is a qualitative scoring of how well each unit is reporting allotment NEPA decisions (RG-GZ-NEPA), ESA consultation/sensitive species management, allotment acres administered to 100% of standard (RG-GZ-ADM-STD), and range vegetation improved (RG-VEG-IMP). Before a new fiscal year starts, forests and RO will dialogue about quantities each unit expects to accomplish that year; whether they accomplished and reported the work will dictate their performance rating for that year. This process incentivizes the units to prioritize these metrics and complete reporting as requested by the WO. This process also encourages the units to explore current relevant themes in rangeland management such as targeted grazing to reduce fine fuels and technology such as virtual fencing. These are practices reflected in the RG-VEG-IMP accomplishment.

- *Preparedness* is also a qualitative scoring reflective of performance. If a unit consistently scores well in performance, that justifies scoring well in preparedness because of the good track record of accomplishing and reporting targets accomplished.

Table 19 - NFRG Base Allocation Criteria

Unit	Priority	Performance	Preparedness	Average Percent
DES	2.9%	8.0%	8.0%	6.3%
FWI	11.3%	8.0%	8.0%	9.1%
GIP	3.3%	3.0%	3.0%	3.1%
MAL	17.6%	8.0%	8.0%	11.2%
MBS	0.0%	0.0%	0.0%	0.0%
MTH	3.4%	8.0%	8.0%	6.5%
OCH	10.4%	15.0%	15.0%	13.5%
OLY	0.0%	0.0%	0.0%	0.0%
RRS	3.7%	3.0%	3.0%	3.2%
SIU	0.0%	0.0%	0.0%	0.0%
UMA	8.2%	8.0%	8.0%	8.1%
UMP	3.4%	3.0%	3.0%	3.1%
WAW	17.3%	15.0%	15.0%	15.8%
OWE	9.1%	15.0%	15.0%	13.0%
WIL	0.0%	0.0%	0.0%	0.0%
COL	6.1%	3.0%	3.0%	4.0%
CRG	3.3%	3.0%	3.0%	3.1%

Description of methodology for determining minimum base funding level:

Forest minimums were established based on the size of the range program in terms of number of headmonths authorized, which range from 100-100,000 in Region 6. Three tiers were established: Small (0 - 33,000 HMs), Medium (33,000 – 66,000 HMs), and Large (>66,000 HMs). Units were assigned a minimum base funding level of \$2,000 for Small, \$3,000 for Medium, and \$4,000 for Large.

NFRW

Description of methodology for determining FY 2023 base allocations:

Targeted NFRW funding was provided for:

- Support of the Northwest Avalanche Center (MBS)
- Wilderness stewardship (\$3,000 for each designated wilderness area)
- Support of budding recreation- and trails-focused collaboratives (OCH and COL)
- Support of multi-agency and multi-forest facilitated tribal engagement in the Puget Sound region (MBS)
- Support of pack stock programs (UMA, WAW, and OWE)

The rest of available base funding was sent to forests by considering two primary cost drivers (number of developed recreation sites and number of forest *site* visits). These two drivers received equal weighting and were averaged to determine a multiplier for the remaining funds in NFRW.

- **Number of Developed Recreation Sites:** These are developed recreation sites for each forest, summarized from Infra data. Sites on each unit were divided by total site numbers across the region for each forest (50% weight).
- **Visitation:** Visitation was calculated based on current NVUM data. NVUM forest site visits were divided by total visits across the region (calculated using the most recent NVUM survey data for each forest, which indicates the number of people visiting the sites on the forest per trip. Visitors may visit multiple sites within a single visit). (50% weight)

NFRW also supports heritage and cultural resources. In considering the cost drivers related to a heritage program maintained to standard, they are also often related to impacts of increased visitation. The allocation model assumes that 10-20% of the overall NFRW budget will support heritage programs.

Mid / Late Year NFRW funds:

Additional funds received later in the WO Final Net Available were distributed to forests based on their ability to spend on projects meeting the priorities listed above in “Targeted NFRW funding,” and also the following:

- collaboration,
- wilderness,
- heritage program needs,
- high-leverage partnerships, and
- meeting the needs of underserved and tribal communities in national forest recreation.

Description of methodology for determining minimum base funding level:

Forest minimums were established based on the most recent Region 6 NVUM data. Two tiers were established: high visitation (over 1 million forest visitors/year) and low-moderate visitation forests (less than one million forest visitors/year). High visitation forests received \$30,000 and low-moderate visitation forests received \$15,000 for the minimum base.

NFTM

Description of methodology for determining FY 2023 base allocations:

Units were assigned a minimum base funding level, as described below. Targeted above minimum base investments were allocated to the DES, FWI, GIP, MAL, MTH, SIU, UMP, WAW, WIL, and OWE to fund investment opportunities identified in the annual Five-Year Restoration Plans in support of development of the “3+1” timber strategy. The selection of these investment opportunities was based on delivery and completion of vegetation management NEPA decisions (e.g., biological surveys, stand exams, cadastral work, heritage surveys, engineering support, contract NEPA, etc.) and timber sale prep support (e.g., contracts, road maintenance/repair, implementation surveys, etc.). BIL funding support was taken into consideration when establishing NFTM base allocation levels.

Description of methodology for determining minimum base funding level:

Minimum base funding was set at a total of \$750,000. This funding was distributed on a percentage basis based on each unit’s *Priority*, *Performance*, and *Preparedness* rankings, defined as follows and displayed in the table below. This methodology represents the commitment to building and supporting consistent delivery of volume as a base function for each unit.

- *Priority (50%)* for the NFTM allocation is based on 2 metrics:

- Landscape Need/Availability (20%) - a composite of available treatment acres and volume
- Industry Support (30%) – the proportion of each NF’s contribution to supporting industry infrastructure as measured by sawlog component
- *Performance (40%)* is based on target delivery compared to target assignment. Percent distribution is calculated on each NF’s contribution to the regional total.
- *Preparedness (10%)* is based on each NF’s status in achieving 3 years NEPA shelf and 1 year prep shelf, calculated as a percent.

Table 20 - NFTM Minimum Base Criteria

Unit	Priority		Performance	Preparedness
	Landscape Need/Availability (20%)	Industry Support (30%)	Target Delivery (40%)	3+1 (10%)
DES	6%	3%	7%	6%
FWI	9%	12%	12%	11%
GIP	7%	9%	6%	5%
MAL	6%	8%	8%	4%
MBS	5%	1%	1%	5%
MTH	6%	2%	5%	14%
OCH	3%	2%	2%	4%
OLY	5%	3%	3%	6%
RRS	5%	5%	5%	8%
SIU	7%	6%	7%	3%
UMA	4%	5%	4%	7%
UMP	6%	5%	4%	1%
WAW	4%	3%	4%	7%
OWE	7%	4%	4%	7%
WIL	11%	13%	12%	1%
COL	9%	16%	17%	12%
CRG	0%	0%	0%	0%

NFVW

Description of methodology for determining FY 2023 base allocations:

Units were assigned a minimum base funding level, as described below. Targeted above minimum base investments were allocated to the MAL, MBS, OCH, OLY, RRS, SIU, UMP, and WAW to support additional stream inventory, wild horse and burro management, and multi-year TES plant recovery workloads. The remaining available base funds were distributed based on a percentage basis based on each unit’s average of *Priority, Performance and Preparedness* rankings associated with Watershed (37.5%), Native Plants/Invasives (37.5%), and Range (25%) programs, defined as follows and displayed on the table below.

Watershed Program

- *Priority* was based on the amount of “managed” acres (i.e., total NFS acres minus wilderness) on each unit, weighted by the ecological priority score calculated for each river basin in the region (see Table III in [Regional Aquatic Restoration Strategy](#). Percent contribution for each unit was based on its weighted score relative to the total of all other units in the region.
- *Performance* was based on the number of Priority Watersheds that each unit has moved to an improved condition class, per WCF, since its inception in 2012. Percent contribution was based on a unit’s overall contribution to the regional total during that time.
- *Preparedness* was based on the number Priority Watersheds that each unit expects to move to an improved condition class between 2022-2026, per relevant WRAPs and data in the WCATT database for WCF. Percent contribution was based on a unit’s overall contribution to the regional total.

Native Plants/Invasives Program

Base allocations are composed of weighted metrics representing ecological/restoration need indicators and *Priorities, Performance, and Preparedness* using quantitative and qualitative information. Metrics and weightings included:

- *Priority* was based on the percent contribution for each unit based on its final weighted *Priority* score relative to the total of all other units in the region, using the following ecological/restoration need indicators:
 - Miles of fish bearing streams (10% weight)
 - Timber harvest acres, 3-year average (20% weight)
 - Revegetation + invasive plant treatment acres, 3-year average (20% weight)
 - Road miles (10 % weight)
 - Trail miles (10% weight)
 - High severity wildfire acres, 3-year average (20% weight)
 - Forest acres (10% weight)
- *Performance and Preparedness* ratings were based on the percent contribution for each unit based on its final weighted *Performance and Preparedness* score relative to the total of all other units in the region, using the following metrics:
 - Revegetation treatment acres, 3-year average (50% weight)
 - Invasive plant treatment acres, 3-year average (50% weight)

Range Program

The same methodology used to derive *Priority, Performance, and Preparedness* for NFRG was also used for NFVW (see [NFRG methodology](#) for description).

Table 21 - NFVW Base Allocation Criteria

Unit	Watershed (37.5%)			Native Plants/Invasives (37.5%)			Range (25%)			Total for Alloc. of Remaining Available Base
	Priority	Preparedness	Performance	Priority	Preparedness	Performance	Priority	Preparedness	Performance	
DES	5.7%	9.1%	9.8%	7.2%	11.1%	11.1%	2.9%	8.0%	8.0%	8.3%
FWI	9.9%	3.0%	2.4%	17.2%	4.3%	4.3%	11.3%	8.0%	8.0%	7.4%
GIP	6.2%	6.1%	4.9%	3.8%	4.0%	4.0%	3.3%	3.0%	3.0%	4.4%

Unit	Watershed (37.5%)			Native Plants/Invasives (37.5%)			Range (25%)			Total for Alloc. of Remaining Available Base
	Priority	Preparedness	Performance	Priority	Preparedness	Performance	Priority	Preparedness	Performance	
MAL	6.5%	9.1%	0.0%	8.0%	11.2%	11.2%	17.6%	8.0%	8.0%	8.5%
MBS	11.2%	6.1%	9.8%	2.9%	3.1%	3.1%	0.0%	0.0%	0.0%	4.5%
MTH	3.9%	6.1%	4.9%	4.8%	3.6%	3.6%	3.4%	8.0%	8.0%	5.0%
OCH	3.3%	6.1%	9.8%	3.2%	5.4%	5.4%	10.4%	15.0%	15.0%	7.5%
OLY	3.6%	3.0%	4.9%	1.5%	1.9%	1.9%	0.0%	0.0%	0.0%	2.1%
RRS	8.2%	6.1%	4.9%	7.7%	15.8%	15.8%	3.7%	3.0%	3.0%	8.1%
SIU	3.2%	3.0%	14.6%	2.9%	1.9%	1.9%	0.0%	0.0%	0.0%	3.4%
UMA	4.9%	6.1%	4.9%	6.1%	8.1%	8.1%	8.2%	8.0%	8.0%	6.8%
UMP	5.4%	12.1%	0.0%	3.8%	3.7%	3.7%	3.4%	3.0%	3.0%	4.4%
WAW	7.2%	6.1%	12.2%	6.5%	6.7%	6.7%	17.3%	15.0%	15.0%	9.6%
OWE	6.5%	0.0%	0.0%	11.1%	7.9%	7.9%	9.1%	15.0%	15.0%	7.4%
WIL	6.4%	6.1%	9.8%	8.2%	7.1%	7.1%	0.0%	0.0%	0.0%	5.6%
COL	6.5%	9.1%	4.9%	4.7%	2.6%	2.6%	6.1%	3.0%	3.0%	4.8%
CRG	1.4%	3.0%	2.4%	0.6%	1.5%	1.5%	3.3%	3.0%	3.0%	2.1%

Description of methodology for determining minimum base funding level:

Watershed, native plants/invasives, and range programs collectively determined that about 1/3 of expected overall NFWW base funding (\$255k) should be allocated to minimum base. These funds were distributed to each unit based on their relative proportion (%) of “managed acres” (total NFS acres minus wilderness) in the region.

NFWF

Description of methodology for determining FY 2023 base allocations:

Units were assigned a minimum base funding level, as described below. Targeted above minimum base investments were allocated to the MAL, MTH, OCH, UMA, and WAW to support additional stream inventory and Blue Mountain Elk Initiative workloads. To distribute the remaining available base funds, each unit’s total *Priority, Performance and Preparedness* rankings was used to assign each unit to a tier (Tier 1 – highest ranking, through Tier 4 – lowest ranking). Units in Tier 1 collectively received 40% of the remaining available base funds, units in Tier 2 collectively received 30% of the remaining available base funds, units in Tier 3 collectively received 20% of the remaining available base funds, and units in Tier 4 collectively received 10% of the remaining available base funds, split essentially equally (with minor adjustments) between each unit assigned to that Tier. Each unit’s *Priority, Performance and Preparedness* criteria was ranked on a scale of 1 to 5 (with 1 being low and 5 being high) using quantitative and qualitative information, defined as follows and displayed on the table below:

- *Priority* was based on the following metrics:
 - Number of T&E species (10% weight)
 - Progress implementing existing conservation strategies (WCF, ISSSSP Priority Species Conservation Action Plans, T&E Recovery Plans) (15% weight)

- *Performance* was based on the following metrics:
 - Level of resource integration (10% weight) – based on how much NFWF base funding is integrated with other BLIs to provide benefits to multiple resources.
 - Terrestrial (10%) and aquatic (10%) target accomplishment - based on a three-year average of terrestrial acres, instream miles, lake acres improved, and an emphasis on ISSSSP priority Sensitive species and T&E species and recovery actions.
 - Partnership leverage (20% weight) – based upon three-year average of partner funding/match ratio to NFWF allocation.
- *Preparedness* was based on the following metrics:
 - Five-Year Integrated Restoration Plan emphasis (15% weight) – based on projects and partnerships focused on TES and other priority species in the Five-Year Integrated Restoration Plans.
 - Forest capacity (10% weight) – based on a three-year average of the number of fish, wildlife, and botany staff a forest has which influences their ability to develop partnerships, implement projects, etc.

Table 22 - NFWF Base Allocation Criteria

Unit	Priority		Performance				Preparedness		Total	
	T&E Species (10%)	Existing Cons. Strat. (15%)	Resource Integration (10%)	Terrestrial Accomp. (10%)	Aquatic Accomp. (10%)	Partner Leverage (20%)	Integrated Restoration Plan (15%)	Forest Capacity (10%)	Rating	Tier
DES	1	3	4	5	1	3	5	5	3.40	2
FWI	3	4	1	4	3	3	1	3	2.75	4
GIP	2	3	3	1	5	4	1	2	2.70	4
MAL	1	4	4	4	5	3	4	4	3.60	1
MBS	4	2	2	1	3	1	1	2	1.85	4
MTH	4	4	3	1	4	4	4	2	3.40	2
OCH	1	3	3	4	4	2	3	3	2.80	3
OLY	2	1	3	1	3	3	3	1	2.20	4
RRS	4	5	3	5	2	2	2	4	3.25	2
SIU	2	3	4	1	4	5	4	3	3.45	1
UMA	3	4	2	3	1	3	2	2	2.60	4
UMP	2	4	3	3	4	2	3	3	2.95	3
WAW	3	5	2	4	2	3	2	1	2.85	3
OWE	5	4	2	2	3	4	3	3	3.35	2
WIL	3	3	4	3	5	2	5	5	3.60	1
COL	2	2	4	1	4	3	3	3	2.75	3
CRG	5	4	4	1	1	5	5	1	3.55	1

Description of methodology for determining minimum base funding level:

Wildlife, fisheries, and botany programs collectively determined that \$255k NFWF should be allocated to minimum base. These funds were distributed to each unit based on their relative proportion (%) of “managed acres” (total NFS acres minus wilderness) in the region.

WFPR

Description of methodology for determining FY 2023 base allocations:

Allocations are based on the Fire Module Standards developed by the FAM Strategic Budget Group. The base allocation for WFPR will cover supplies and any associated costs to run each module. Base allocations will include a discretionary amount for each unit above the standards for other preparedness costs.

Description of methodology for determining minimum base funding level:

Fire Standard amounts per Module for each Standard. The unit allocation for WFPR will cover supplies and any associated costs to run each module. The minimum base funding does not include a discretionary amount above the standard amounts.

Regionally Managed Permanent & Trust Funds

CWK2

Description of methodology for determining FY 2023 allocations:

CWK2 allocations will be prioritized by the status and phasing of each unit's need in stabilizing their base timber program under the ["3+1" strategy](#). The Five-Year Integrated Restoration Plans are used to evaluate investment opportunities that move towards the "3+1" strategy. The selection of these investment opportunities will be based on delivery and completion of vegetation management NEPA decisions (e.g., biological surveys, stand exams, cadastral work, heritage surveys, engineering support, contract NEPA, etc.) and timber sale prep support (e.g., contracts, road maintenance/repair, implementation surveys, etc.). BIL funding support was taken into consideration for establishing CWK2 allocations. Additional regional CWK2 allocations are expected after release of the Final Budget.

EXSC

Description of methodology for determining FY 2023 allocations:

These funds are generated by the sale of administrative sites under the Facility Realignment and Enhancement Act (FSFREA) authority; the act allows the FS to retain 100% of the proceeds and restricts their use to Infrastructure improvements (see act for details). The RO and units with FSFREA sales agreed via letter dated April 20, 2012, that the selling forest would retain 50% of the sales proceeds, unless otherwise negotiated, and that the region would retain the remaining 50% to support regional priority projects and future sales via Lands sales preparation costs and salaries.

Units are allocated their sales funds from the regional EXSC account by making a request to the Director of Engineering prior to the fiscal year; approval is dependent on the availability and appropriate use of funds. Units are encouraged to execute EXSC funds timely to address critical infrastructure needs.

There are no base allocations or minimum base funding levels for EXSC funds; only units with prior FSFREA sales participate in the program except for a regional priority funding allocation made by the Director of Engineering which can go to any unit.

FDAS

Description of methodology for determining FY 2023 allocations:

Regionally managed FDAS is used for program administration of special uses authorizations. No funding will be sent to individual forests and will be held to implement key priorities from the RO with support from Lands and Recreation Special Uses Staff.

FDDS

Description of methodology for determining FY 2023 allocations:

Ninety-five percent of recreation fees collected by a unit are returned to the unit for expenditure at fee sites on that unit. Five percent of FDDS are managed regionally for program administration and printing. After funding program staff and supporting pass and permit printing needs, the amount surplus to RO needs will be held and managed regionally to support forest-level needs as follows: forests with major Visitor Centers supported by fees (Gifford Pinchot/Johnston Ridge Observatory, Siuslaw/Cape Perpetua, Deschutes/Lava Lands) will be supported by \$25,000 each in regionally managed FDDS to conduct additional maintenance and repair activities for anticipated issues at these sites. Forests with major Visitor Centers that are NOT supported by fees (GIP-Coldwater, CRG-Multnomah Falls, MTH-Timberline) are not eligible to spend FDDS at these visitor centers and will receive a consistent amount in CMFC (see [CMFC methodology](#) above).

Additional regionally managed FDDS (up to \$850,000) will be prioritized to address needs according to several factors including:

- Forest and regional priorities of planned projects entered in Infra Projects Module
- Units' readiness to implement projects using these funds
- Amount of FDDS generated by a unit as a percentage of the total amount
- Addressing urgent / emergent issues at recreation fee sites affecting health and safety

Units receiving additional support from regionally managed FDDS to enhance their recreation programs in FY 2023 include the Gifford Pinchot, Olympic, Willamette, and Umatilla NFs.

RTRT

Description of methodology for determining FY 2023 allocations:

Current WO direction is to use RTRT for REPLANT Act related reforestation activities. RTRT allocations to individual forests can vary greatly from year to year because the vast majority of reforestation needs in the region are driven by wildfire. Annual RTRT allocations are determined through unit submitted requests for post-disturbance reforestation needs, which are reviewed and discussed with the Regional Silviculturist to determine scale of planting and costs need for the upcoming fiscal year. In FY 2023, forests with post-disturbance reforestation needs received 100% of their request, which includes funding for permanent & temporary salary, fleet, grants & agreements, materials & supplies. Funding for tree cooler maintenance, repair, and replacement, as well as funding for contract and BPA costs, is held and managed in RO base (NR) to allow for more efficient management of funds to complete priority reforestation work across the region.

As current year fires are assessed, forests will adjust their FY 2023 requests (by 2/1/23) for post-disturbance reforestation costs related to calendar year 2022 fires and additional RTRT funding may be allocated.

TPCD

Description of methodology for determining FY 2023 allocations:

TPCD is created by forests which utilize the Timber Sale Pipeline Restoration Fund (TSPRF) to rebuild their timber sale pipeline under the regular timber sale program. TPCD is generated when forests "pay back" the TSPRF from resultant sales, which includes a premium intended for purposes of addressing the

backlog of recreation maintenance projects and reducing deferred maintenance on recreation facilities and trails on NFS lands (TPCD).

TPCD will be used to support field units in FY 2023 based on several factors including:

- Forest and regional priorities of planned projects entered in Infra Projects Module
- Units' readiness to implement projects using these funds
- Whether a unit has contributed to TPCD through their participation in the TSPRF program
- Addressing urgent / emergent issues at recreation sites affecting health and safety

Units receiving additional support from regionally managed TPCD in FY 2023 include the Willamette, Rogue River-Siskiyou, and the Mount Hood NFs.

TPPS

Description of methodology for determining FY 2023 allocations:

TPPS allocations are driven by a unit's request to utilize those funds to invest in their out-year timber program. Requests for these funds are built into the annual Five-Year Integrated Restoration Plan and evaluated in accordance with [FSH2409.19 Ch. 50](#) which requires an Economic Analysis be submitted at the time of request. The region will strive to allocate as much TPPS as possible each fiscal year and in cases where requests exceed available cash, projects will be prioritized by the expected "Net Ratio" found on the economic analysis and past performance in successfully repaying their TPPS balance. In FY 2023, \$150,000 is allocated to the Gifford Pinchot NF for the Upper Wind #2 sale, and \$100,000 to the Willamette NF for the Upper Canyon Project.

Minimum Base Funding Levels

BLI	Lead/ Supporting Director	0601 DES	0602 FWI	0603 GIP	0604 MAL	0605 MBS	0606 MTH	0607 OCH	0609 OLY	0610 RRS	0612 SIU	0614 UMA	0615 UMP	0616 WAW	0617 OWE	0618 WIL	0621 COL	0622 CRG	Total Minimum Base
CMFC	ENG/RLM	\$14,000	\$14,000	\$25,000	\$11,000	\$12,000	\$26,000	\$11,000	\$10,000	\$14,000	\$13,000	\$12,000	\$11,000	\$11,000	\$10,000	\$11,000	\$16,000	\$25,000	\$246,000
CMRD	ENG/NR	\$300,000	\$400,000	\$200,000	\$250,000	\$400,000	\$250,000	\$100,000	\$250,000	\$400,000	\$150,000	\$250,000	\$300,000	\$400,000	\$400,000	\$400,000	\$200,000	\$75,000	\$4,725,000
CMTL	RLM/ENG	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$20,000	\$10,000	\$20,000	\$20,000	\$10,000	\$10,000	\$10,000	\$200,000
FSLM	ENG/BFM	\$100,000	\$75,000	\$100,000	\$50,000	\$50,000	\$75,000	\$25,000	\$50,000	\$100,000	\$50,000	\$50,000	\$100,000	\$50,000	\$75,000	\$75,000	\$50,000	\$5,000	\$1,080,000
FSOS	BFM	\$25,000	\$35,000	\$15,000	\$25,000	\$25,000	\$20,000	\$10,000	\$15,000	\$30,000	\$15,000	\$25,000	\$25,000	\$25,000	\$35,000	\$30,000	\$25,000	\$10,000	\$390,000
NFHF	FAM/NR	\$32,000	\$14,000	\$8,000	\$32,000	\$2,000	\$18,000	\$18,000	\$2,000	\$38,000	\$4,000	\$22,000	\$12,000	\$18,000	\$48,000	\$24,000	\$30,000	\$2,000	\$324,000
NFLM	RLM/NR	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
NFMG	RLM/ENG	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
NFMP	RPM/NR	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
NFRG	NR	\$2,000	\$3,000	\$2,000	\$4,000	\$0	\$2,000	\$3,000	\$0	\$2,000	\$0	\$3,000	\$2,000	\$4,000	\$3,000	\$0	\$2,000	\$2,000	\$34,000
NFRW	RLM	\$30,000	\$15,000	\$30,000	\$15,000	\$30,000	\$30,000	\$15,000	\$15,000	\$15,000	\$30,000	\$15,000	\$15,000	\$15,000	\$30,000	\$30,000	\$15,000	\$30,000	\$375,000
NFTM	NR/FAM	\$41,000	\$83,500	\$55,000	\$57,000	\$16,000	\$35,000	\$17,000	\$26,000	\$38,000	\$48,500	\$34,500	\$32,000	\$31,000	\$37,500	\$86,000	\$112,000	\$0	\$750,000
NFVW	NR/FAM/SPF	\$18,359	\$27,144	\$14,750	\$17,881	\$22,331	\$10,001	\$10,532	\$7,013	\$17,855	\$7,867	\$14,180	\$11,748	\$19,200	\$17,816	\$16,820	\$17,751	\$3,752	\$255,000
NFWF	NR/FAM	\$18,359	\$27,144	\$14,750	\$17,881	\$22,331	\$10,001	\$10,532	\$7,013	\$17,855	\$7,867	\$14,180	\$11,748	\$19,200	\$17,816	\$16,820	\$17,751	\$3,752	\$255,000
WFPR	FAM	\$356,266	\$247,620	\$56,020	\$226,450	\$104,865	\$100,300	\$135,895	\$19,000	\$185,360	\$19,700	\$136,202	\$166,400	\$349,476	\$478,300	\$141,020	\$134,200	\$21,700	\$2,878,774
Total		\$946,984	\$951,408	\$530,520	\$716,212	\$694,527	\$586,302	\$365,959	\$411,026	\$868,070	\$355,934	\$596,062	\$696,896	\$961,876	\$1,172,432	\$840,660	\$629,702	\$188,204	\$11,512,774

Appendix D – Sustainable Infrastructure Projects (CIM, GAOA, FLTP)

CIM WO FY 2023 Project List

CMFC-1: FY 2023 Capital Improvement Project Funding

Forest	Capital Improvement Project Title	FY 2023 Funding Final	SHC
OCH	R607 Lamonta Interagency Fire Operations Building	\$4,000,000	QMAORC
DES	0601 Sisters RS Office Conveyance Replacement NC & DM	\$3,347,500	
DES	New Office		QMAORF
DES	New Storage Building		QMAORG

CMFC-5: FY 2023 Dam Compliance Project Funding

Forest	Capital Improvement Project Title	FY 2023 Funding Final	SHC
MBS	BAGLEY O&M Inspection	\$20,000	NMEROA
COL	D1 BIG MEADOW LAKE DAM O&M Inspection	\$20,000	
RRS	MEDFORD FOREST NURSERY O&M Inspection	\$20,000	
DES	THREE CREEK O&M Inspection/O&M maintenance	\$40,000	
OCH	WALTON LAKE DAM O&M Inspection	\$20,000	

FSLM-1: FY 2023 Facility Maintenance Project Funding

Forest	Capital Improvement Project Title	FY 2023 Funding Final	SHC
DES	R6 Bend Seed Extractory Electrical, Fire System & Site Upgrades	\$200,150	NMFORB

FSLM-2: FY 2023 Facility Decommissioning Project Funding

Forest	Capital Improvement Project Title	FY 2023 Funding Final	SHC
MTH	23Parkdale and Dee Orchard Decommissioning	\$200,000	NMHORB

CIM WO Prior Year Project List

CMFC-1: FY 2022 Capital Improvement Project Funding

Forest	Project	Funding	SHC
UMP	Tiller Wastewater Treatment	\$1,087,000	NMAORA/QMAORA
UMP	Cottage Grove District Warehouse	\$750,000	NMAORD/QMAORD
MTH	Timberline Lodge Hydrant Loop Replacement: Phase II and III	\$2,165,000	NMAORE/QMAORE

CMFC-4: FY 2022 Recreation and Dam Decommissioning Project Funding

Forest	Project	Funding	SHC
GIP	GPNF-MSH DecomObsoleteRecSites	\$258,000	NMDWAB
WIL	Willamette NF LCCs Decommissioning and Replacement Project	\$255,000	NMDORC

FSLM-1: FY 2021 Facility Maintenance Project Funding

Forest	Project	Funding	SHC
FWI	Forest Decommissioning	\$997,000	FSLM2721

CMRD-1: FY 2022 Capital Improvement & Maintenance Roads & Bridge Project Funding

Forest	Project	Funding	SHC
GIP	CVRD Iron Creek Bridge Timber Overload Rehabilitation	\$10,000	NMIWAA
GIP	CVRD Camp and Covel Creek AOP	\$590,000	NMIWAB/Q3574422

FY 2023 GAOA Projects

Project ID	Forest	Project/Activity Title	2023 GPNT Remaining	2023 GPTP Remaining
6CQ	COL	International Selkirk Loop Recreation Area Accessibility and Amenity Improvements Phase One	\$1,620,000	
6CR	COL	International Selkirk Loop Trail Restoration	\$85,000	
6AQ	CRG	Historic Multnomah Falls Lodge, Critical Accessibility, Utility, and Security System Upgrades	\$501,700	
6CS	CRG	Road 1400 East Fork Woodard Creek Bridge Aquatic Organism Passage		\$520,000
6CV	CRG	Dog Mountain Trailhead Relocation	\$45,000	
6BG	DES	Forest-Wide Trail Bridge Reconstruction	\$130,000	
6BH	FRW	Oregon Timber Trail Access Improvements Recreation	\$150,000	
6AW	GIP	High Priority Safety and Recreation Access Improvements		\$1,700,000
6AX	GIP	Critical Upgrades to Johnston Ridge Observatory	\$175,000	
6BJ	GIP	Gifford Pinchot Trail Bridge Replacements	\$900,000	
6AL	MBS	Mountain Loop Highway Corridor Enhancement	\$225,000	
6BS	MBS	Pacific Crest Trail Access Roads, Bridges, and Trails Deferred Maintenance	\$1,300,000	\$200,000
6BT	MBS	Bridge Repairs and Preservation		\$600,000
6BU	MBS	Heather Meadows Trails and Recreation Site Deferred Maintenance and Dam Rehabilitation	\$60,000	
6BV	MBS	Mountain Loop Highway Road, Trail, and Bridges Deferred Maintenance	\$450,000	\$1,000,000

Project ID	Forest	Project/Activity Title	2023 GPNT Remaining	2023 GTPP Remaining
6AV	MTH	Timberline Lodge Boiler System Replacement	\$7,000,000	
6AI	OCH	Pavement Rehabilitation for Recreation and Timber Use		\$2,975,500
6BX	OCH	Forest-Wide Cattle Guard Maintenance and Reconstruction		\$450,000
6AD	OWE	Steven's Pass National Historic Byway-Icicle River Recreation Corridor Improvements	\$400,000	
6CM	OWE	Aquatic Organism Passage Design and Construction		\$1,410,000
6AB	RO	Regional Trails Deferred Maintenance Shared Stewardship	\$800,000	
6BB	RO	Routine Developed Recreation Site Deferred Maintenance Projects	\$500,000	
6BZ	RRS	Quosatana Campground Septic Replacements	\$175,000	
6CD	SIU	Visitor Center and Roof Replacements	\$400,000	
6AT	UMA	Blue Mountain Scenic Byway Chip Seal		\$500,000
6BC	UMP	Rogue-Umpqua Scenic Byway: Diamond Lake Composite-Dellenback Trail Deferred Maintenance	\$560,000	
6CF	UMP	South Umpqua Transportation Remediation and Watershed Improvement to Aid in Critical Access and AOP		\$1,750,000
6CH	WAW	Little Fly Culvert Aquatic Organism Passage		\$200,000
6CJ	WAW	Scenic Byway Road Pavement Maintenance and Chip Seal		\$1,600,000
6AJ	WIL	Aufderheide West Cascade National Scenic Byway Road Repair and Fish Passage		\$1,100,000
6CN	WIL	Toilet Replacement and Composting Toilet Conversion Project	\$100,000	
6CO	WIL	Salt Creek Falls Day Use Site Restoration	\$400,000	
6CP	WIL	Trail Bridge Replacement Project	\$70,000	

FLTP Forest Delivered Project List

Forest	Project ID	Project Name	FS Delivered Projects
WIL	6U	McKenzie River Trail Bridge Replacements	\$1,000,000
GIP	6W	Randle-Lewis River Road Safety Improvements, FR90 MP	\$2,035,000

Appendix E –Land and Water Conservation Fund BLIs

BLI	Description
GFCY	Funds for the acquisition of lands and interests including conservation easements and rights of public access, with the purpose of protecting environmentally important forest areas that are threatened by conversion to non-forest use. GFCY cannot be used for any other purpose.
GFPA	Funds administrative expenses to acquire land or interest in land. ONLY authorized for LWCF purposes. Can be used to fund salary for authorized list of employees and for grants to participating states to develop and implement projects. GFPA cannot be used for any other purpose.
GLAC	Acquisition Contingency funds are a new fund category through GAOA that provides additional funding to listed projects when appropriated funds are insufficient or unforeseen circumstances arise.
GLAM	Acquisition Management funding for administrative costs associated with implementing projects for LWCF conservation purposes <u>only</u> (i.e., administrative costs associated with acquiring lands or interests in lands for conservation). Can be used to fund salary for employees who work on LWCF projects (e.g., pre-work required to acquire land for conservation, buying land for NFS, exchanging land out of NFS, accepting donated land, etc.) and to fund work for such projects (surveys, appraisals, etc.). Funds will be managed out of the RO with input from the zones, appraisers, program managers, Title Examiners, and other zone realty staff. GLAM legally cannot be used for any other purpose (such as special uses, selling land out of NFS, or for a right-of-way to access a timber project).
GLCE	Cash equalization for closing of Land Exchange projects.
GLCI	LWCF Critical Inholding funds are the smallest fund type provided to the regions for the purchase of private inholdings inside NFS boundaries.
GLLW	LWCF Core land acquisition projects are nominated regionally, compete nationally, and are proposed in the President’s Budget before Congress funds them as line items in the annual appropriation bills.
GLRA	LWCF Recreation Access funds are provided to the regions for acquisition projects that are smaller in scope than Core and improve recreation access. These projects are reported to Congress prior to allocating the funds.

The SHC structure for LWCF is described in section 5.5.7 of the [Accounting Structure Guide](#).

Appendix F – WorkPlan Acquisition Project Fields

Contracts

Note: the [WorkPlan Contract Data Entry template](#) can be shared with program staff to provide information for budget staff entry in WorkPlan.

- **Acquisition Project Name** – Enter the contract description of the work that will be completed in accordance with the chart below. What is listed in the item name will also be listed as the Acquisition Project name. Each action item needs its own line in the project plan.
 - Follow Standardized naming convention mentioned in [Workplan Direction - Planning Other Resources](#).
- **Contract Title, for Upward Reporting (Plain language, no acronyms)** – A descriptive name for the contract title. Do not use any acronyms, jargon, or non-standard terminology in this data field. Avoid the use of specific vendor or item (brand) names. The information populated to this data field will be used for reporting outside the agency, including as part of the procurement forecast for industry and small businesses. This data field is limited to 93 characters and includes a character counter for ease of use.
- **Planned Contract Award Date** – The date by which you need to have the contract awarded. This may be the same as the planned start work date, which is not captured in WorkPlan. Format is MM/DD/YYYY.
- **Planned Period of Performance End Date** - The planned end date for the contract. If this contract includes a base plus options, list the end date for the last option. The maximum term for most contracts is five years; unless this is a stewardship contract, do not list a period of performance end date that is longer than five years from the planned contract start work date. Format is MM/DD/YYYY.
- **Government Cost Estimate (current FY)** – An estimate of the value of (cost to government) the contract action; for example, the amount obligated on a specific individual contract action, modification action or option exercise. If the project is funded by multiple units, this data field should reflect the total cost of the contract action, not a single unit’s share of the cost.
- **Government Cost Estimate (All Years)** – An estimate of the total value (cost to government) of the contract obligation across the base plus all options and/or modification actions. If the contract is not anticipated to have any options or funded modifications, this dollar amount will be the same as the Government Cost Estimate (Current FY).
- **Type of Work (NAICS Code)** – Select the most appropriate North American Industry Classification System (NAICS) code from the drop-down list provided. This list includes the most used NAICS codes (historically) for all agency procurements. If unknown or there are no NAICS codes for the type of work you are requesting, you may select code “999999, Code Not Available.”
- **Contract Type** – For all contracts, you will choose the type based on what the contract is, e.g., Architecture and Engineering (A&E), Construction, Service, Stewardship or Supply/Equipment.
- **Type of Action?** – Select “new action” or “follow-on action or option.” New actions are those requiring a new contract award. Follow-on actions or options are awarded against an established

contract that included provisions for additional work without re-competition, such as a contract with a base year plus options years or a modification to an awarded contract.

- **Will this action be competed?** – Answer yes or no. A “yes” answer means you plan to compete the action (obtain quotations, bids, or proposals from multiple sources), or it is an option, modification or other follow-on action to an action that was competed at the time of award. A “no” answer means you do not plan to compete the action, such as a sole source or required source award. The answer will usually be yes; sole source contracts are rare and even when requested these usually end up going out to bid.
- **Does this person have a Federal Acquisition Certification in Program/Project Management?** – Answer yes or no. This is a special certification named FAC-P/PM. It is rarely required at the forest-level, and it is rare that program/project manager would have this certification. A FAC-P/PM certified program/project manager is only required for major programs, major IT investments and any contracts specifically designated by the USDA Senior Procurement Executive as requiring a FAC-P/PM.
- **Requisition Number** – Leave this blank. This field will be filled out during execution of your budget, as requisitions are budget approved in IAS.

Grants & Agreements

- **Project Name** – Enter the grant or agreement description of the work that will be completed. This title will show up in NRM as the title of the agreement
 - Use standard naming convention mentioned in WorkPlan direction section.
- **Estimated Start Work Date** – Enter the date for when the partner will start working.
- **Cooperator Name** – The name of the partner with which you plan to work on this project. If the partner for the project has not yet been determined, enter TBD. This field is limited to 30 characters (including spaces).
- **Type of Funding** – Select incoming, outgoing, or no fund.
 - Incoming Funds – Incoming funds are being provided to the unit by a partner.
 - Outgoing Funds – Outgoing funds are being provided to a partner by the unit
 - No Fund – No funds are being exchanged between a partner and the unit
- **Total Funding Estimate** – Total funding estimate for the whole grant or agreement.
- **Is this a Modification to an Existing Award?** – Select yes or no. If yes, that means the grant or agreement has already been awarded and the work described here is a follow-on action to be executed as a modification to the existing grant or agreement. **Note: modifications cannot be processed by G&A staff if there are overdue monitoring (financial and/or performance) reports.**
- **For Modifications, Provide Original Agreement Number** – Enter the original agreement number (15 characters, no dashes or spaces) on which the modification will be executed.
- **Is this a Recurring or Multi-year Project?** – A recurring or multi-year agreement will have the same type of actions executed against the original grant/agreement regularly (e.g., consistent annual funding, doing the same project on different forests, etc.).
- **Project Approved for Current Program of Work?** – Select yes or no. **Important: incoming and no fund actions will only be sent to NRM once this data field is set to yes.**

Appendix G – Performance Reporting

Performance reporting is an important tool to communicate and highlight all the good work we do. This appendix communicates regional expectations for the frequency of data entry throughout the fiscal year as well as informs the forests of the measures and reports their work contributes to. With the implementation of the Secretary’s Executive Dashboards, timely data entry into databases of record has become more crucial. The following table is organized by staff and resource areas and contains information on key reporting, e.g., gPAS and the NRE Mission Area dashboards.

gPAS

The [geo-enabled Performance Accountability System \(gPAS\)](#) is the reporting system that compiles all accomplishments recorded into the databases of record. It is geo-enabled to accommodate those measures that have a required spatial component while also tracking those that don’t. The Measure Detail Report provides all the information on each measure being tracked. gPAS is used to report to Congress and feeds the NRE Mission Area Dashboards. Units must plan to complete data entry with enough time for verification before the cutoff. No corrections will be made to the official year end accomplishment snapshot after the year end cutoff date has passed. Units can and should correct erroneous data in databases of record at any time.

Measure Types: Within various reports, and within Metrics Management, you will find a code associated with type for each measure. The following key describes Measure Type Codes used in PAS reports.

S	Strategic Measure	O	Operational Measures
SF	Feeder to Strategic Measure	SO	Sustainable Operations Measure
N	National Measure	D	Diversity Measure
NF	Feeder to National Measure	DF	Feeder to Diversity Measure

NRE Mission Area Dashboards

The NRE Mission Area Dashboards are a suite of executive dashboards that provide leadership with top level metrics across Forest Service functions and programs. These dashboards are designed to provide on-demand access to key program information and help agency leaders more actively manage both day-to-day operations and strategic priorities. A user guide for the dashboards can be found on the [Managing for Results, Dashboards](#) page. Data sources used in the dashboards are noted under the Measure or report heading and can be searched for using “Mission Dashboards”.

Resource Area	Tabular	Spatial	Performance Reporting	gPAS Measure or Report	Year End Cutoff
ALL – Bipartisan Infrastructure Law (BIL)					
BIL Planning Areas receiving funding under codes NITX, NIMX, NIHX, NIBX, NIVX, NIGX, and CFIX	FACTS	VDC SDE	Activities to reflect both planning and implementation stages in FACTS spatial, linked through a SUID, should be updated on a 30-day cycle		
BIL Planning Areas utilizing NIRX, CMJR, CMJL, and CMJD funds			Refer to guidance in respective project call letters		
Engineering			NRM Support Page-Select Module from Area of Interest		
Facilities Condition Assessment	Infra			FAC-NDX	Sept 30
Condition Surveys for Deferred Maintenance	Infra				Sept 30
Facilities Capital Improvement & Maintenance	Infra	Infra lat/long		ADM-FAC-MAINT-STD	Sept 30
Federal Real Property Profile (FRPP) Qualified Buildings and Dams	Infra				Sept 30
Dams – Dam Safety O&M Inspections, Assessments, EAP, Table Top Exercises, and EWS	Infra		Schedule of required activities as generated by Infra Report		Sept 30
Forest Transportation Atlas	Infra	NRM SDE			Sept 30
Bridge	WorkPlan Infra	Infra lat/long	All road bridge inspection data entered in Infra within 90 days of inspection date	BRDG-DSPL BRDG-NEW-ML### BRDG-REGHAB-ML## Load rating data is reported on Mission Dashboards	Sept 30

Resource Area	Tabular	Spatial	Performance Reporting	gPAS Measure or Report	Year End Cutoff
Roads Accomplishment	Infra			RD-DECOM-SYS, RD-HC-CONSTR, RD-HC-IMP-MI, RD-HC-RCNSTR, RD-PC-CONSTR, RD-PC-IMP-MI, RD-PC-RCNSTR, RD-ML#-MAINT,	Sept 30
Road construction, maintenance, reconstruction, and road decommissioning	Infra:RMP		Use of the RMP module is mandatory for recording planned work and reporting actual accomplishments. Ideally the base plan would be completed and approved by the designated official at the beginning of the fiscal year.		Sept 30
Fee Program					
Rec Fees		recreation.gov	Annual Accomplishment Reporting -Improvements Summary and Revenue Expenditure Table.		Dec 15
Fire Management					
NRM FACTS Program Business Documents					
Hazardous Fuels (core and above-base)	FACTS	VDC SDE	Planned: Within 30 days of NEPA decision Accomplished: within 30 days of contract award, grant/agreement signed, or force account completed Completed: within 30 days of work completion Be sure that special projects, such as Joint Chiefs' and CFLR, are coded with project identifiers for proper tracking.	FP-FUELS-ALL FP-FUELS-ALL-MIT-NFS Hazardous fuel treatments are reported on Mission Dashboards	Oct 31
BD Plans	FACTS	VDC SDE	Planned Activities: must be entered for the BD Plan prior to sale advertisement (may be prior to NEPA decision)	TMBR-BRSH-DSPSL FP-FUELS-ALL-MIT-NFS	Oct 31
State & Volunteer Fire Assistance Planned	NFPORS		For RO action only - Planned Activities: Enter on Community Assistance tab		Sept 29
Personnel Resources	NFP		To support this critical function, forests shall update staffing changes into the database each month. In addition, forests shall maintain accurate Firefighting production capability data.		Sept 31 Preseason May
Individual Wildland Fire	InFORM	NIFS	Within 10 days of the discovery date, initiate the report and complete to the extent the reporting data is stable. Within 10 days of being declared out document and complete the report, including approval. Forests are responsible for mapping all fires (>10 acres) on their forest.		Dec 15

Resource Area	Tabular	Spatial	Performance Reporting	gPAS Measure or Report	Year End Cutoff
Naturally Ignited Fires with Resource Benefit	FACTS	VDC SDE	Planned treatment burned in wildfire – Recorded as 1119 and KP 6. Must meet criteria outlined in the Hazardous Fuels Reduction Treatments: Tracking and Accomplishment Reporting Requirements V3.1, 2019. Will count toward regional unified target. Wildfires that burn outside of planned treatment areas will be recorded as 1117 and KP6 when they result in outcomes that are in line with desired conditions for that area as described in the Forest Plan. Must be reported in the same fiscal year when control was established. These accomplishments are counted as part of target accomplishment at the national level, not the region or forest. Enter within 30 days of control. Acres of benefit must not exceed the total acres listed on the 5100-29 report for the wildfire.	FP-FIRE-BENFT-PCT	Oct 31
Fuel Treatment Effectiveness Assessments	IFTDSS- FTEM		Complete fuel treatment effectiveness assessments for every wildfire that starts in or intersects with prior fuel treatment areas. Complete reporting within 90 days of control of the fire.		Within 90 days of control of the fire
Forest Health			NRM FACTS Program Business Documents		
Pesticide / Herbicide Use	FACTS	VDC SDE	Accomplished: within 30 days of contract award, grant/agreement signed, or force account completed Completed: within 30 days	Regional Pesticide Use Report	Oct 31
NFS Forest Health Accomplishments	FACTS	VDC SDE	Planned: Within 30 days of NEPA decision Accomplished: within 30 days of contract award, grant/agreement signed, or force account completed Completed: within 30 days	ForHealth	Oct 31
Forest Products			NRM TIM and NRM FACTS Program Business Documents		
Timber Sale Contract and Forest Permits	TIM		Planned for FY: Entered at Gate 1 Accomplished: Entered at Gate 6 immediately following award. Note that timber volume under GNA should not have Gate 6 (Award) locked in TIM until the sale has been awarded by the state.	TMBR-VOL-SLD Timber contracts are reported on Mission Dashboards	Sept 30
	TIM		Green Tons of biomass for bioenergy	BIO-NRG	Oct 31
	TIM		Addon Volume: Enter no later than quarterly	TMBR-VOL-SLD	Oct 31

Resource Area	Tabular	Spatial	Performance Reporting	gPAS Measure or Report	Year End Cutoff
Timber Sale Treatment integrated hazardous fuels	FACTS	VDC SDE	Planned: Within 30 days of NEPA decision Accomplished: within 30 days of contract award, grant/agreement signed, or force account completed Completed: within 30 days	TIMBER-SALES-TREAT-AC, FP-FUELS-ALL Hazardous fuel treatments are reported on Mission Dashboards	Oct 31
Stewardship Acres	TIM		Acres covered by stewardship contracts/agreements	STWD-CNTRCT-AGR-AC	Oct 31
Forest Vegetation – Establish and Improve			NRM FACTS Program Business Documents		
Reforestation	FACTS	VDC SDE	Planned: Within 30 days of NEPA decision Accomplished: within 30 days of contract award, grant/agreement signed, or force account completed Completed: within 30 days	FOR-VEG-EST REF/TSI Report Appendix A Tables 9,10,11,11a, Watershed & Landscape Improvement Mission Dashboard	Oct 31
Plantation Survival Surveys	FACTS	VDC SDE	Staked Tree survival exams are completed at the end of the first and third growing season. For spring planting, exams should be completed during the months of October and November. Must be linked to the vegetation species establishment activity. Assign local qualifiers to the activity. Enter results from completed exams by Dec 1	Annual Survival Report	Jan 29
Stand Improvement (SI)	FACTS	VDC SDE	Planned: Within 30 days of NEPA decision Accomplished: within 30 days of contract award, grant/agreement signed, or force account completed Completed: within 30 days	FOR-VEG-IMP REF/TSI Report Appendix A Tables 13, 14, 15, 16, 17 Watershed & Landscape Improvement Mission Dashboard	Oct 31
Stand Improvement (SI) integrated hazardous fuels	FACTS	VDC SDE	Planned: Within 30 days of NEPA decision Accomplished: within 30 days of contract award, grant/agreement signed, or force account completed Completed: within 30 days	FOR-VEG-IMP, FP-FUELS-ALL, FP-FUELS-ALL-MIT-NFS REF/TSI Report Appendix A Tables 13, 14, 15, 16, 17 Hazardous fuel treatments, watershed & landscape improvements are reported on Mission Dashboards	Oct 31
K-V/SAI Plans	FACTS	VDC SDE	Planned Activities: must be entered for the initial KV Plan prior to sale (may be prior to NEPA decision). First revision should be created after sale award. KV Plans must be reviewed annually in advance of the balance report.	Various, depends on activity being funded with KV KV Balance Report	Oct 31

Resource Area	Tabular	Spatial	Performance Reporting	gPAS Measure or Report	Year End Cutoff
Reforestation and TSI Needs	FACTS	VDC SDE	Planned reforestation or TSI activities with Productivity Class 1-8 will appear on the Needs Report. Forest Supervisors and Regional Foresters must certify that they have reviewed the needs data for accuracy prior to submitting this information to the WO Forest Management (FM) staff	Annual Needs Report	Hardcopies due to WO Nov 23 (RO only)
Heritage			NRM Heritage		
Section 110 Competitive Projects	Heritage	Heritage	This program requirement has been directed to local units. RO or forest 110 efforts are captured in end of year accomplishment and PA reporting.	Forest and Regional Year End Reports	Oct 31
Heritage Condition Surveys	Heritage	Heritage		HRTG-PROG-MGD-STD, HRTG-PROG-SCOR HPMTS	Sept 30
Heritage Assets and Repositories	Heritage		Due end of each Quarter	National Quarterly Report Regional Year End Report	Sept 30
Heritage Program Accomplishments	Heritage			Heritage Program Asset and Accomplishment Summary Regional Year End Report	Oct 31
Programmatic Agreement SHPO	Heritage			Regional Year End Report	Oct 31
Volunteer Information	Heritage			Volunteer Information Reporting	Oct 31
Assemblage Maintenance	Heritage			Assemblage Maintenance Tracking	Oct 31
Cultural Resource Maintenance	Heritage			Cultural Resource Maintenance Tracking	Oct 31
Deferred Maintenance	Heritage			Deferred Mtce. All Asset Classes Heritage Accomplished DM Heritage DM	Sept 30
Heritage Accounting	Heritage			Heritage Accounting Trend Analysis	Sept 30
National Historic Trails			Forests report accomplishments to R6 Heritage Program Manager.	NHT Report	Oct 25
Hydro -- FERC					
FERC	ASC CFO		FERC Annual Reporting to ASC CFO	FERC Annual Report	Oct 30
Lands - Boundary and Title			LSRS		
Miles of Boundary Marked or Maintained	WorkPlan	n/a		LND-BL-MAINT-STD, LND-BL-MRK-STD	Oct 31
Title Cases Completed	WorkPlan	n/a			Oct 31

Resource Area	Tabular	Spatial	Performance Reporting	gPAS Measure or Report	Year End Cutoff
Lands Adjustments	LSRS LADS	LSRS	National Lands Reports: All data in by Oct 11. All data ready for final report processing by Oct 14. All Reports completed and distributed Oct 31.	Land Areas report; Stewardship Lands reports; Payments in lieu of taxes report; Wilderness & Wild and Scenic River report; and National Forest Fiscal Identifier report	Oct 11
Special Uses: Administer to Standard & Permits Issued	SUDS			LND-SUP-ADM-STD, LND-USE-PROP-APL-PROC Permit workload is reported on Mission Dashboards	Sept 30
Landscape Architecture and Recreation Planning			Real Property Inventory Model in NFRA		
Rec Site Management	INFRA		10% of Real Property Inventory (RPI) for all forests by August 2023. 5-year reporting cycle 20% required per year; 2023 is the first year in a new cycle.	Real Property Inventory	Aug 15
Minerals/Geology			Mineral Materials TEUI, Geology, Soils, PNV		
Mineral Operations Processed & Administered	WorkPlan	n/a		MIN-CNTRCT-PRMT-SIT-ADM	Oct 31
Mineral Operations Administered to Standard	WorkPlan	n/a		MIN-PLN-OP-OP	Oct 31
Mineral Proposals Processed	WorkPlan	n/a		MIN-CNTRCT-PRMT-SIT-PROC	Oct 31
Locatable Mineral NOI Processed	WorkPlan	n/a		MIN-NOI-PROC	Oct 31
Geologic Hazard & Resource Site Managed	WorkPlan	n/a		GEO-RSRC-MGD GEO-HZDS-MGD	Oct 31
National Scenic and Historic Trails (NSHTs)					
Pacific Crest National Scenic Trail (PCT)			Forests need to report accomplished work to Pacific Crest Trail Manager.	Pacific Crest Trail Report	Oct 25
Pacific Northwest National Scenic Trail (PNT)			Forests need to report accomplished work to Pacific Northwest National Scenic Trail Manager.	Pacific Northwest Trail Report	Oct 25
National Visitor Use Monitoring (NVUM)					
NVUM Surveys			Per WO direction designated forest NVUM Surveys start October 1 for FY23. NVUM Pre-design work for FY24 starts Q1 FY23.	NVUM Surveys	Sep 30

Resource Area	Tabular	Spatial	Performance Reporting	gPAS Measure or Report	Year End Cutoff
Non-Native Invasive Species Management			Invasive Species Data Recording Protocols & Requirements		
Inventory & Survey	TESP/IS	NRM SDE	Accomplished: within 30 days of contract award, grant/agreement signed, or force account completed Completed: within 30 days		Oct 31
Treatment & Monitoring	TESP/IS FACTS	NRM SDE	Accomplished: within 30 days of contract award, grant/agreement signed, or force account completed Completed: within 30 days	INVPLT-NXWD-FED-AC INVSPE-TERR-FED-AC Watershed & Landscape Improvement Mission Dashboard	Oct 31
Pesticide/Herbicide Use	TESP/IS FACTS	NRM SDE	Accomplished: within 30 days of contract award, grant/agreement signed, or force account completed Completed: within 30 days	INVPLT-NXWD-FED-AC, INVSPE-TERR-FED-AC Watershed & Landscape Improvement Mission Dashboard	Oct 31
Planning					
Forest Plan Monitoring			Biennial Monitoring Report (BMER) approved by Forest Supervisor and published on forest webpage every two years. Rolling due dates based on prior publication date.	Regional Report	See additional info here
NEPA Project Planning	PALS			NEPA decisions are reported on Mission Dashboards	Entered quarterly
Rangeland Management			Rangeland Management Accomplishment & Reporting Guide		
Rangeland NEPA	Infra	NRM SDE	Grazing allotment decisions signed between October 1st and September 30th will be counted toward this measure. Enter within 30 days of decision, no later than Sept 30. Link PALS document to RMU Mgmt/Analysis Record for it to count. Change the Updated Rescissions Schedule section of the RMU Mgmt/Analysis Record to blank so the Allotment no longer shows on the Updated Rescissions Schedule Report as incomplete.	RG-GZ-NEPA	Oct 31
Rangeland Improved, Allotment Administered	Infra	NRM SDE	Reportable data generally not available until third or fourth quarter	RG-GZ-AMD, RG-GZ-AMD-STD, RG-MGMT-SUST	Oct 31

Resource Area	Tabular	Spatial	Performance Reporting	gPAS Measure or Report	Year End Cutoff
Range Vegetation Improved	FACTS	VDC SDE	Planned: Within 30 days of NEPA decision Accomplished: within 30 days of contract award, grant/agreement signed, or force account or permittee completed Completed: within 30 days	RG-VEG-IMP Watershed & Landscape Improvement Mission Dashboard	Oct 31
Range Vegetation Improved - Integrated hazardous fuels	FACTS	VDC SDE	Planned: Within 30 days of NEPA decision Accomplished: within 30 days of contract award, grant/agreement signed, or force account completed Completed: within 30 days	RG-VEG-IMP, FP-FUELS-ALL, FP-FUELS-ALL-MIT-NFS Hazardous fuel treatments, watershed & landscape improvements are reported on Mission Dashboards	Oct 31
Recreation			NRM Recreation NRM Special Uses NRM Wild Scenic NRM Trails		
Special Uses, Administered to Standard & Permits Issued	SUDS			REC-SUP-ADM Permit workload is reported on Mission Dashboards	Sept 30
Wilderness Area Managed to Minimum Stewardship	NRM - Wilderness		A composite score for each wilderness is reported annually for incremental accomplishments within 10 Elements. Each Element has a potential of 10 points. 60 points is considered managed to minimum stewardship.	WLD-SCE-RVR-MGD-STD	Oct 31
Wild & Scenic River Meeting Statutory Requirement	NRM Wild & Scenic Rivers		A Yes or No rating is determined annually for each WSR based completion of statutory requirements and annual active management.	WLD-STWD-PERF-NUM	Oct 31
Wilderness Character Monitoring	NRM - WCM		This is the Forest Service Wilderness Character Monitoring Database. The data being auto-pulled from other NRM applications needs to be validated and "approved" in the NRM-WCM application in addition to annual data that must be manually entered.	Wilderness Character Monitoring (WCM) Reports are completed every five years after the establishment of the WCM Baseline Reports.	Nov 29
Trails Maintained or Improved	Infra	NRM SDE		TL-IMP-STD TL-MAINT-STD TL-SYS-STD	Oct 31
Trails Maintained or Improved	EDW		Enterprise Data Warehouse (EDW) - Trails management data is required to be published 100% by September 30, 2022.		Sep 30
MVUM	Infra		Update motor vehicle maps with focus on maps that did not use the 2011 georeferenced template.		
Recreation Enhancement Act Accomplishment	Recreation Enhancement Act Toolbox		REA Accomplishment Reporting SharePoint Instructions	RO Report REA Accomplishment Report	TBD by WO

Resource Area	Tabular	Spatial	Performance Reporting	gPAS Measure or Report	Year End Cutoff
State & Private Forestry					
Grant Accomplishment			States will report grant accomplishment work	RO Report	Dec 1
State Fact Sheets			Overview, program goals, key issues, and program highlights from previous year		Jan 31
Landscape Scale Restoration (LSR) grants	LaSR		Grant recipients are responsible for reporting in LaSR by the date established by the Regions/IITF		Oct 28
Forest Stewardship Program	SMART SADL		Encourage states to use SMART and the SADL to enter accomplishment data throughout the year		Oct 15
Forest Legacy Program	FLIS		For projects that closed within a given fiscal quarter, enter accomplishments, including final acres, final project costs, and parcels prevented into the Forest Legacy Information System (FLIS) no later than the end of that quarter. States must also provide a GIS shapefile of FLP project tracts and match properties that closed during the fiscal year.		Oct 31
Urban and Community Forestry Program	CARS		States will report annual UCF accomplishment data from the Community Accomplishment Reporting System (CARS)		Oct 20
Forest Health Management Data	FORHEALTH		Report Forest Health Management funded acres treated by entering data into FORHEALTH according to direction in the FORHEALTH User's Guide		Oct 27
Forest Health Pest Conditions Data	DMSM, Insect & Disease Survey Database		Report forest pest survey data into the Digital Mobile Sketch Mapping (DMSM) system or the Insect and Disease Survey Database		Nov 17
	Pest Event Reporter (PER)		Pest event data		Initial data - Jan 15; Region PER promotions – Feb 1
Volunteers and Service Community Engagement Conservation Education and Interpretive Services					
CE & Interpretation	NICE		All staffs in the region regardless of location report Outreach, Interpretation and Conservation education programs, including those with partners.		Oct 15
Volunteer & Service	VReports		Official database for outcomes and accomplishments for USFA volunteer & service partnerships across all Deputy Areas.		Nov 1

Resource Area	Tabular	Spatial	Performance Reporting	gPAS Measure or Report	Year End Cutoff
Watershed Management			NRM Watershed NRM WIT		
Soil & Water Improvement	WIT	NRM SDE		S&W-RSRC-IMP Watershed & Landscape Improvement Mission Dashboard	Oct 31
Soil & Water Improvement Needs	WIT				
Essential Projects in Priority Watersheds	WIT				
Watershed Condition	WCATT	WBD		CLS-I-WTRSHD CLS-II-WTRSHD CLS-III-WTRSHD WTRSHD-CLS-I-AC WTRSHD-CLS-IMP-NUM Watershed accomp. are reported on Mission Dashboards	Oct 31
National BMP Monitoring	BMP Program Interim DB				Oct 31
Water Diversion Surveys	WRU		Record completed water diversion site surveys		Oct 31
Stream Crossing Accomplishments and non-system road decommissioning	WIT		Documents aquatic organism passage projects completed	STRM-CROS-MITG-STD	Oct 31
Lake Acres Restored	WIT		Documents lake acres restored	HBT-ENH-LAK	Oct 31
Stream Acres Restored	WIT		Documents stream acres restored	HBT-ENH-STRM	Oct 31
Wildlife, Fish & Rare Plants			NRM Wildlife NRM Aquatics Rare Plants WIT NICE FACTS		
Wildlife integrated hazardous fuels, range and veg treatments	FACTS	VDC SDE	Planned: Within 30 days of NEPA decision Accomplished: within 30 days of contract award, grant/agreement signed, or force account completed Completed: within 30 days	FP-FUELS-ALL FP-FUELS-ALL-MIT-NFS Hazardous fuel treatments are reported on Mission Dashboards	Oct 31
Terrestrial Wildlife, Fisheries, Aquatic Ecology, Engineering, & Rare Plant Accomplishments	WIT	NRM SDE	Often includes Fuels, Silviculture, Road Crossings and Decommission Roads, Aquatic Organism Passage (AOP), and Aquatic Invasive Species accomplishments (also refer to the non- native invasive species table), Refer to updated WIT Program Guidance Documents	HBT-ENH-LAK, HBT-ENH-STRM, HBT-ENH-TERR, STRM-CROS-MITG-STD, RD-DECOM-NON-SYS Watershed & Landscape Improvement Mission Dashboard	Oct 31

Resource Area	Tabular	Spatial	Performance Reporting	gPAS Measure or Report	Year End Cutoff
Terrestrial Wildlife, Fisheries, Aquatic Ecology, & Rare Plant Inventory and Monitoring	NRM-Wildlife NRM-AqS NRM-TESP-IS	NRM SDE	Enter calendar year survey and monitoring information in the appropriate individual NRM databases (AqS, Wildlife, TESP-IS). Includes aquatic invasive species.		Mar 1
TES Recovery Actions	WIT		All TES recovery actions are reported to USDI Fish & Wildlife Service from the WO pulling data from WIT. TES data is entered into WIT in the Species Tab under the ESA field.	WIT – Species - ESA	Sep 30
Pollinator Habitat Improved, Restored or Maintained Pollinator Gardens Created or Maintained	FACTS TESP-IS	NRM SDE VDC SDE	Use the 7000 series activity code Accomplished: within 30 days of contract award, grant/agreement signed, or force account completed Completed: within 30 days	Monarch Butterfly Habitat Restoration Initiative Pollinators Initiative	Oct 31
Fish Migration Barriers	Fish Migration Barrier Database		Record treated barriers		Oct 31
Fish Distribution	Fish Distribution Database		Record updates in fish distribution		Oct 31
Level 2 Stream Surveys	NRM		Record completed surveys		Oct 31

Appendix H – Wildfire Crisis Strategy Landscapes - Grants and Agreements Timeline

Action	Steps Needed	Priority Dates/Windows
Program Communicates to Partners	<ul style="list-style-type: none"> - PMs notify partners of condensed timeline and the need for accuracy and expedience in developing proposals and obtaining signature from their signatory. 	Begin immediately
Budget Commitments and NRM Entries Made by Program	<ul style="list-style-type: none"> - PM works with Budget on WPAP - PM makes series of entries in NRM to create proposal, link WPAP, commit funds. 	As soon as available to February 17 th
Development of G&A Proposal Package started by Program	<ul style="list-style-type: none"> - Agreement template, financial plan, and any attachments are completed with all information needed and few errors. 	Begin as soon as possible
Launch Webinar with Program Managers and Ongoing Support	<ul style="list-style-type: none"> - WRITT and G&A schedule webinar for involved PMs. - Webinar reviews key dates, resources and links, best practices, key G&A contacts, etc. - R6 G&A ensures PMs have technical assistance and support needed to draft and submit package and manage agreement. 	February 9 th webinar Tech Assistance and Support - ongoing
Program and Partners Available for Response	<ul style="list-style-type: none"> - PMs and partners need to be available to address questions from or provide updates to G&A. 	Submission to Execution
High Complexity Submission Week (All GN, SA, TFPA/638, FFA, DGs)	<ul style="list-style-type: none"> - PM’s submit complete proposal package to G&A for all Good Neighbor, Stewardship, Tribal/638, Domestic Grants, of Federal Financial Assistance. - PMs should note “WCSL” in subject line of email submission and note on R6 G&A Cover Sheet. 	No later than the week of February 20 th
Submission Week	<ul style="list-style-type: none"> - PM’s submit complete proposal package to G&A for all other agreement types. 	No later than the week of February 27 th
Partner Signature Week	<ul style="list-style-type: none"> - G&A will route agreements to partners for signature this week. - PMs should work with partners to ensure timely return of signed agreement. 	Week of March 20 th
Forest Service Signature Days	<ul style="list-style-type: none"> - G&A will route agreements to applicable Director or Forest Supervisor for signature 	March 27 th – 29 th
Execution/Obligation Days	<ul style="list-style-type: none"> - G&A will execute agreements in NRM, obligating the funds. 	March 29 th – 31 st