

**BUREAU OF LAND MANAGEMENT (BLM)
WILDLAND FIRE PREVENTION, EDUCATION, AND MITIGATION
PLANNING GUIDE**

The purpose of this Prevention, Education, and Mitigation Planning Guide is to assist local units in the development of a description, strategies, and goals for the programs listed below. It is intended for use at the local unit level, and interagency participation is strongly encouraged. This plan can be as basic or detailed as desired; some of the components are required, while others are optional. When completing the plan, please keep in mind your intended audience. For example, this plan could be used to educate and provide information and direction for new employees, detailers, prevention teams, key cooperators, management, and other internal audiences. If local units have already completed a fire prevention or similar plan, there is no need to create a new plan as long as the current plan addresses the items listed in this planning guide. Examples of these plans are available upon request to the BLM Mitigation and Education Program Lead.

1. Table of Contents

2. Introduction and Background: Provide an overview of your district/unit.

- a. Provide a map of the geographic area covered in this plan.
- b. If the plan is interagency, be sure to list all participating agencies.
- c. Units may choose to provide a table of organization here for all programs included in this plan, or just identify contributing personnel for each program listed below.

3. Wildland Fire Prevention Program: Fire prevention includes all efforts to reduce unwanted human-caused wildland fires through the use of education, engineering, and enforcement. Funding for this program typically comes from the BLM fire preparedness account, but can also be supplemented with community assistance funding from the hazardous fuels program, fire trespass collections, or other fire reimbursable accounts, as appropriate.

- a. Narrative/Overview – Provide a short paragraph describing the prevention program at your unit. Include items such as budget, contributing personnel, major emphasis areas, and key partners in the effort.
- b. Statistics – At a minimum, provide five and ten year averages for number of fires, cause, and number of acres burned for the area covered in this plan (these averages should be updated every two years). Statistical data can either be inserted here or attached to this plan as an amendment. This data is available from the Wildland Fire Management Information (WFMI) system.
- c. Geographical Assessment - List or illustrate (on a map) the unit's areas of highest concern for unwanted human-caused fire starts. This can be accomplished through an analysis of the **Risk** (potential for ignition), **Hazard** (potential for spread – fuels & topography), and **Values** (potential for economic loss) for each of these areas. Areas that are rated high for potential risk, hazard, and value,

should be the highest priority areas for fire prevention efforts (could use fire management plan maps for this effort).

- d. Leading Fire Causes (and growing trends) – Each unit should examine the statistical and geographic data above and identify their most common fire causes, along with other factors such as their location, time of the year, day of the week, time of day, what activities are causing them, which ones are the most costly, and who is causing them (may want to consult fire investigators here, also).
- e. Fire Prevention Strategies – Now that you have identified which activities are causing your fires, who is causing them, where and when they are occurring, and possibly why, what is your strategy to prevent them? What are your key messages, and who are your key audiences? This could be done chronologically for each period of fire season, or by listing your top wildland fire causes and the actions planned to prevent them. (If this information is part of a Communication Plan, attach it and reference it here.)
- f. Outreach Opportunities – In chronological order, list annually reoccurring events and opportunities for prevention messages, booths, presentations, etc.
- g. Sign Plan - Reference or attach.
- h. Fire Restrictions Plan - Reference or attach.

4. Community Assistance (CA) Program – Wildland Urban Interface (WUI)

Education, Planning, and Fuels Treatments on Non-Federal Land: The Department of the Interior’s (DOI) CA program began in 2001 as a result of the “National Fire Plan” (DOI Appropriations Act of 2001/Public Law 106-291), which provided funding and emphasis for working with communities to reduce the risk and impact of wildland fire. The program is funded out of BLM’s Hazardous Fuels Reduction (HFR) Program, and is generally administered by mitigation and education specialists who provide subject matter expertise and funding through assistance agreements to cooperating entities such as non-profits, fire departments, universities, and local, county, and state governments.

- a. Narrative/Overview – Provide a short paragraph describing the CA program at your unit, along with contributing personnel. Include local CA budget for last and current year.
- b. Communities at Risk - Identify WUI areas or communities at risk from wildland fire, including any risk-rating that may have been assigned to them. What initiatives does your unit have in place to address the highest risk areas? (May provide link to websites, communities-at-risk listing, or other sources of risk-rating data and maps that illustrate WUI areas.)
- c. Key Partners - List those entities that are collaborating with you on your WUI mitigation and education efforts – especially those receiving CA funds.
- d. Strategies and Accomplishments – List CA activities in the following areas for, at a minimum, the last year (may also want to include accomplishments or averages for previous five years):
 - HFR Treatments: For CA treatments (non-federal land), include the number of treatments, locations, and acres treated. For hazardous fuels treatments on BLM/federal lands, provide a map, basic overview or data from the National Fire Plan Operations and Reporting System (NFPORS).

- Education: Include major education initiatives at the unit which are targeted toward communities at risk from wildland fire.
- Planning: Include Community Wildfire Protection Plans (CWPPs), or equivalent, that have been completed or updated.

5. Rural Fire Assistance (RFA) Program: The DOI's RFA program also began in 2001, as a result of "National Fire Plan" funding and direction. The program provides funding to eligible Rural Fire Departments (RFDs) that are in the vicinity of DOI lands for needed wildland fire equipment, supplies, training, and prevention. The BLM funding is provided through assistance agreements, either directly to RFDs or through state and local governments. A ten percent match of cash or in-kind services is required. The RFA program funds are appropriated by Congress annually, and are, therefore, sometimes not available, such as in fiscal years 2008, 2011, and 2012. *(Note: this section is optional for FY 2012, since the RFA program has not been funded since FY 2010.)*

- a. Narrative/Overview – Describe how this program is delivered at the unit, and the contributing personnel (if program is run at the state level, include that process here).
- b. RFA Program Accomplishments - Include information such as how many RFDs applied, how many received funding, amount funded, local or statewide prioritization process, etc. At a minimum, include previous and current FY RFA program accomplishments.
- c. * Rural Fire Department Listing (within district boundary).

6. Ready Reserve Program: The DOI's Ready Reserve Program (RRP) provides free wildland fire training to RFD firefighters at locations and times that fit their needs. It was established in 2006 to compliment RFA, and the funds come from the BLM preparedness account. The intent of RRP was to get more RFD firefighters qualified in wildland fire positions, and be able to participate both in local Type 3 organizations, and nationally, on off-unit assignments. The BLM RRP program is delivered in a variety of different ways across the country. These funds can be passed through assistance agreements or contracts to entities such as state fire organizations, universities and technical colleges, RFDs, contractors, fire academies, and others. The funds can also be used internally to pay for BLM employees to conduct the training. Training courses provided under the RRP program can be the standard National Wildfire Coordinating Group (NWCG) courses, other wildland fire training courses, or simulation exercises aimed at improving mutual response among local cooperating fire agencies. *(Note: The RRP was not funded in FY12, but the majority of the FY11 funds were allocated to assistance agreements or were carried over for use in FY12. Therefore, please include any accomplishments made with previous year funding below.)*

- a. Narrative/Overview - Describe how this program is delivered at the unit, including funding amount and contributing personnel. (If program is run at the state level, include a brief overview of that process here.) Are the RR funds used internally, or are they passed through an assistance agreement or contract to conduct the training?

- b. Ready Reserve Program Accomplishments and Focus Areas - This can include items such as the number of RFD firefighters receiving training, types of training offered (NWCG courses, simulation exercises, etc.), cost per student, and number of RFD firefighters becoming qualified in wildland fire positions as a result of this training. At a minimum, include previous and current FY accomplishments. Units may want to include last five years.

7. Fire Investigation and Trespass (Cost Recovery) Program: The BLM requires that all human-caused wildland fires be investigated to determine origin and cause. When intent or negligence can be established, cost recovery must be pursued by using the administrative, civil, or criminal process. Wildland fires are investigated by trained and qualified personnel (INVs) in cooperation with law enforcement. In 1999, BLM was given permanent authority to return cost recovery funds back to the state that collected them, and guidance for the use of these funds is issued via Instruction Memorandum (IM) to the field, on an annual basis.

- a. Narrative/Overview - Describe how this program is administered at your unit, including things such as who is involved, number of qualified INVs, coordination with law enforcement, common fire causes and growing trends, etc.
- b. Major Accomplishments/Workload - Include an estimate of how many fires are investigated each year, average number you proceed on annually for potential collection, examples of major cases or initiatives at the unit, etc.
- c. District Trespass Operating Plan – Attach plan or reference here.
- d. Expenditures – What is the process in your state (and at your unit) for the allocation and expenditures of fire trespass collections? May also provide examples of what these funds are spent on.

8. * Communication Plan (Separate Document):

- a. Introduction and background.
- b. Purpose of plan – goals and objectives.
- c. Stakeholder analysis (internal and external audiences).
- d. Key messages or talking points for program (for each month of fire season).
- e. Listing of key events for outreach and education activities.
- f. Media information.
- g. Key contacts list.

* = Not required