

Cover Page

This Community Involvement Plan serves as guidance to the Bureau of Land Management (BLM) staff regarding how to conduct community outreach at Comprehensive Environmental Response Compensation and Liability Act (CERCLA) Sites on BLM managed sites.

Template

Community Involvement Plan

Prepared for

U.S. Department of the Interior
Bureau of Land Management
Washington, D.C. 20240

Site Name: XXXX
Date Prepared: XX/XX/XXXX
Project Manager: XXXX
Telephone No. (XXX) XXX-XXXX
State ID:XX Coordinator (Name): XXXX Telephone No. (XXX) XXX-XXXX

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EXHIBIT

1. Site Location Map
2. Community Relations Activities

Appendices (A-H)

1.0 Introduction

This section should describe the community relations plan issues of concerns related to the site. More specifically, this section should outline the community relations activities that BLM will conduct during the clean-up process at the Site.

2.0 Site Background

This section should provide a brief description of the site, a short site history, including past BLM involvement, and a summary of current site activities.

2.1 Site Location and Description

This section should provide a description of location and more detailed description of the site.

2.2 Site History

This section should provide a detailed history of the site including actions taken, and the role of state and local authorities.

2.3 Site Remedy

This section should provide the site remedy including any design plans for cleanup. Additionally, this section should explain the main components of the cleanup plans to be completed such as installing a leachate collection and treatment systems, removing tailing piles, and gating mine site entry. Please explain each component in a separate paragraph.

3.0 Community Involvement

This section should provide a summarized history of community involvement at the site. Additionally, this section should present a synopsis of the major concerns expressed during any community interviews conducted.

3.1 Community Concerns

This section should include all information pertaining to community concerns, public meetings held, community disagreements, and conflicts in regards to the site. It should contain information on interviews conducted with residents living in the vicinity of the site. This section should include a listing of any meetings attended and explain the upcoming site activities. The following information is a summary of the major concerns that can be expressed by parties interviewed:

3.1.1. Community Concerns Regarding Contamination

This section should provide information regarding the major concerns of the residents interviewed and concerns of potential contamination.

3.1.2. Property Values

This section should provide information in regards to concerns about the property values due to the site.

3.1.3 Future Use of the Site

This section should provide information from the people interviewed, about the BLM's future uses of the site for other purposes, once the cleanup project is complete and all contamination is removed from the site.

3.1.4 Past Site Regulation and Management

This section should provide interview information on management and regulation of the site.

4.0 Community Relations Objectives

This section should state BLM's community relations objectives. This section should provide information that shows the community relations plan is designed to facilitate interaction between the BLM and the public. Additionally, this section should provide information on why the BLM recommends these objectives to support the community relations program for the site.

4.1 Maintain Effective Avenues of Communication among Local, State, and Federal officials

This section should provide information on the community needs. Additionally, this section should ensure that the community needs are met effectively and that the BLM will maintain regular contact via telephone conversations or correspondence with local, state, and other Federal officials regarding site activities.

4.2 Provide Site Related Information to Interested Parties

This section should detail the types of information that will be provided to local residents, businesses, and other interested parties regarding site-related activities and developments to increase their knowledge and understanding of site activities, such as fact sheets, website, brochures, videos, etc.

5.0 Community Relations Activities

This section should provide information on how the BLM can achieve and maintain the community relations objectives effectively and efficiently. The BLM is required to complete these activities under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), as amended by the Superfund Amendments and Reauthorization Act (SARA).

5.1 Community Relations Spokesperson

This section should provide the name and contact information for the BLM Community Relations Spokesperson to provide accurate and timely responses to residents, officials, citizens' groups, businesses and the media.

Attachment 1-5

5.2 Information Repository

This section should provide the location, address, and access information for the BLM information repository to ensure that accurate site-related information is available to the public.

5.3 Compiled Mailing List

This section should provide information to the public on how the BLM will disseminate information easily and effectively to interested parties.

5.4 News Releases to the local Media

This section should provide information on how the BLM will provide accurate and timely information on the implementation of the remedy at the site location.

5.5 Public Meetings for Residents and Local Officials

This section should provide information regarding BLM public meetings to address community questions and/or concerns about the draft final decision document as public interest warrants.

5.6 Local Officials Contacts

This section should provide the public contact information for local officials with whom the BLM will maintain regular contact and how the BLM will inform local officials of the schedule of activities and major findings at the site.

5.7 E-mail Access for Residents

This section should provide information regarding how the BLM will provide email access for resident inquiries.

**Appendix A
Local Officials**

Mayor

City Council Members

Township Supervisors, etc.

Fire Department

Police Department

**Appendix B
State Officials**

**Appendix C
Federal Elected Officials**

U.S. Senate

U.S. House of Representatives

**Appendix D
Environmental and Active Citizen Groups**

**Appendix E
Potentially Responsible Parties**

**Appendix F
Media Contacts**

Television Stations:

Radio Stations:

Newspaper:

Appendix G
Meeting Locations

**Appendix H
Repository Locations**

Local Repository:

Address

Address

Address

Tel

Hours Open to Public:

[Day-Day]

[Hour-Hour]

BLM Repository:

Bureau of Land Management

Address

Address

Address

Tel

Prepared by:

[List preparer name, office, and phone]

[Preparer's Signature]

Decision approved by:

[List manager's name, office, phone number]

[Manager's signature]

DATE: _____