

<b>Tactics for Soliciting Nominations for Recreation RACs (from Communications Plan May 2006).</b>
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**Category One: Recreation User Groups**

- Develop contact list of stakeholders and interested parties by working with Forests and BLM counterparts.
- Send solicitation letter to contacts.
- Work with local media to ensure general public notification of outreach.
- Post notices of outreach in appropriate locations including: recreation sites, on websites and in local community forums such as libraries and post offices.
- Use media outlet and protected group information described in the Civil Rights Impact Analysis for enacting the Charter of the Recreation RACs to ensure outreach to underserved populations.

**Category Two: Recreation Interest Groups**

- Develop contact list of outfitter guides and environmental groups interested in recreation by working with Forests and BLM counterparts.
- Send solicitation letter to contacts.

**Category Three: Local government interests, State tourism & Indian Tribes**

- Contact all Governors in States affected by phone or letter to ensure they are aware of RAC development and to ask if they would like to submit nominee names for both the government interest position and any other position.
- Using association of county organizations in each state, contact county officials by phone or letter to ensure they are aware of RAC development and to ask if they would like to submit nominee names for both the government interest position and any other position.
- Work with Forest and Regional Tribal Coordinators to contact affected Indian Tribes to determine interest and possible nominees for Tribal position.
- Contact State tourism offices to request nominees for position.
- After making contacts, send solicitation letter to potential nominees.

## Action Plan and Timetable for Soliciting Nominations

<b>Target Date</b>	<b>Activity/Action</b>	<b>Purpose</b>	<b>Audience</b>	<b>Responsible</b>
T minus 30 days	Develop all solicitation materials, letters & news release template	To provide regions with materials needed to solicit nominations	Regional Recreation RAC coordinators	National Recreation RAC coordinator
T minus 14-30 days	Develop all contact lists for nomination solicitation	Preparation for official nomination process	Recreation users, outfitter guides, environmental groups	Regional Recreation RAC coordinators
T minus 14-30 days	Work with BLM counterparts where appropriate	Ensure participation & collaboration in developing all contact lists and making contacts	BLM Recreation Fee coordinators	Regional Recreation RAC coordinators
T minus 14-30 days	Contact Governors & local county officials	To determine if they have nominees they would like to submit for Recreation RAC	Governors & local county officials	Regional Recreation RAC coordinators
T minus 14-30 days	Work with Forest and Regional Tribal coordinators	To explain need for a tribal representative and to identify how best to enable one tribal representative can represent the issues of all affected tribes	Affected Tribes	Regional Recreation RAC coordinators
T minus 14-30 days	Contact State tourism offices	To explain need for tourism representative on Recreation RAC and determine interest	State tourism directors	Regional Recreation RAC coordinators
T minus 14-30 days	Post general Recreation RAC information on website	To explain Recreation RAC configuration and let people know the nomination process will occur in the future	Interested parties	National Recreation RAC coordinator
T minus 7-14 days	Contact National Association of Counties	Find best methods for working with counties on solicitation of nominations, including possibly using NACO website	National Association of Counties	National Recreation RAC coordinator

T minus 7-14 days	Letter to listening session participants	Ensure those who took the time to participate in listening sessions know how their input affected the Recreation RAC organization	Listening session participants	National Recreation RAC coordinator
T	Federal Register Notice published	Announces establishment of Recreation RACs, & Call for nominations. Also serves as start point for Forest Service & BLM to begin using BLM Advisory Councils	Interested parties	OC & Rec- Celarier & Eberlien
T	Letters sent to all contacts offering opportunity to apply for Recreation RACs	Official call for nominations	User Groups, Indian Tribes, county officials, environmental groups, State tourism	Regional Recreation RAC coordinators
T	Media Release	Official call for nominations	Interested parties	Regional PAOs in Regions forming Recreation RACs
T	Review CRIA	Ensure all underserved populations are also invited to nominate members	Underserved populations	Regional Recreation RAC coordinators
T	Post nomination materials on WO website	Public site for all nomination materials to be retrieved	Interested parties	National Recreation RAC coordinator
T plus 30 days	Review nominations	Ensure all nominations are complete & submit to National Office	Regional reviewers	Regional Recreation RAC coordinators
T plus 30-60 days	Package nominations for departmental approval	Nominations will be worked through the background check and departmental approval process	National reviewers	National Recreation RAC coordinator

T plus 60-90 days	Notify nominees of membership decision	Ensure nominees, both those selected and not selected, receive a personal letter concerning membership selection	Nominees	Regional Recreation RAC coordinators
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