Date:

File No. TAILS and/or MB equivalent

Memorandum

To: District/Field Manager, District Name Bureau of Land Management, City, State (Attn: [*Insert* *Project Manager’s name*]

From: [*Chose appropriate title/office for your response]*

Field Supervisor, Reno Fish and Wildlife Office, U.S. Fish and Wildlife Service,

Reno, Nevada

Field Supervisor, Southern Nevada Fish and Wildlife Office, U.S. Fish and Wildlife Service, Las Vegas, Nevada

Chief, Migratory Bird Program, U.S. Fish and Wildlife Service, Sacramento, California

Refuge Manager, U.S. Fish and Wildlife Service, (Name) National Wildlife Refuge, Nevada

Subject: *[Reference project name and BLM Cooperating Agency invitation memo we are replying to (from upper left corner of invitation memo, e.g., 6800 (NVXXXXX)]*

The U.S. Fish Wildlife the Service (Service) [insert *office/program for which you are accepting Reno FWS, Southern Nevada FWS, Migratory Bird Program or Refuge]* accepts your invitation to participate as a Cooperating Agency for the proposed[*Insert type/name of project (e.g. solar, Special Recreational Permit)]* under consideration by [*Insert BLM District or Field Office]*in[*Insert County(ies)]*, Nevada in your National Environmental Policy Act (NEPA) process. As a Federal agency, the Service qualifies as a Cooperating Agency under 40 CFR 1508.5. Per the Department of Interior’s June 11, 2018, guidance provided by the Deputy Secretary: *Standardizing Intra-Department Procedures Replacing Individual Memoranda of Understanding for Bureaus Working as Cooperating Agencies*, it is our understanding that a subsequent Memorandum of Understanding will not be necessary.

Our program staff will participate, as appropriate based on our authorities under the [*Select the appropriate authorities -* *Endangered Species Act, the Bald and Golden Eagle Protection Act, and the Migratory Bird Treaty Act]*, our jurisdiction [*provide area of office jurisdiction]*, and our special expertise related to species and habitats. We will participate in [*describe the activities e.g., possibly public scoping meetings and how many, review of draft documents [either through a Cooperative Agency timeframe and/or public notice comment period), technical guidance, development of alternatives for analysis, and possibly agency meetings and how many*], should our program input be essential to the process.

The Service point(s) of contact for our program for this project are:

*[Chose appropriate title/office for your response]*

Name, Position (*e.g., Wildlife Biologist*)

(Named) Region, XX Ecological Services Field Office

Phone and/or email (*do not include a contact for the Ecological Services Office if it is not appropriate for this project*)

Name, Position (*e.g., Migratory Bird Biologist*)

(Named) Region, Migratory Bird Program

Phone and/or email (*do not include a contact for the Migratory Bird Office if it is not appropriate for this project*)

Name, Position, Refuge Manager, U.S. Fish and Wildlife Service, (Name) National Wildlife Refuge, Nevada

Please note that this letter represents the decision of the [*insert or select your program name -Ecological Services Program, Migratory Bird Program, Refuges]* only and not the decision(s) of the Service’s [insert *or select programs for which you are not responding -Ecological Services Program, Migratory Bird Program, Refuges]* programs.

cc:

[*Always cc BLM as shown, filling in the appropriate names/locations,* c*hose appropriate FWS title/office for your response and cc other FWS programs]*

BLM Project Manager, District Name Bureau of Land Management, City, State

DSD, Resources, Lands, and Planning, Nevada State Office, Bureau of Land Management

DSD, Minerals Management, Nevada State Office, Bureau of Land Management

Field Supervisor, Reno Fish and Wildlife Office, U.S. Fish and Wildlife Service,

Reno, Nevada

Field Supervisor, Southern Nevada Fish and Wildlife Office, U.S. Fish and Wildlife Service, Las Vegas, Nevada

Chief, Regional Migratory Bird Program, U.S. Fish and Wildlife Service, Sacramento, California