

**To:** Fisher, Timothy[tjfisher@blm.gov]  
**Cc:** Ashcroft, Tyler[tashcrof@blm.gov]; Mueller, Brian[bmueller@blm.gov]; Abbie Jossie[ajossie@blm.gov]; Mendez, Joseph[jmendez@blm.gov]  
**From:** Ginn, Allison  
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[Checklist for BENM Monuments Status update 051617.docx](#)

Tim-

Bears Ears National Monument has not yet been assigned a new Org Code. It is managed by the Monticello Field Office (LLUTY02000).

I'm honestly not certain how we even acquire a new organizational code- I assumed this was something that WO provided. Bears Ears National Monument is accounted for in the Heritage Asset and Stewardship Lands reporting due for FY17. I'm CC'ing the DSDs for Resources and for Support Services, in case they would like to weigh in.

Attached is the most recent update for the WO 410 checklist for BENM, for additional reference.

Regards,

Allison Ginn  
External Affairs (Detail)  
Bureau of Land Management  
Utah State Office  
801-539-4  
195

On Mon, Sep 18, 2017 at 8:58 AM, Fisher, Timothy <tjfisher@blm.gov> wrote:

Hi Allison

I was just assigned a new task to assure we have Organization Codes for each of the National Monuments, National Conservation Areas, and other Similar Designations as directed through our BLM Manual 6220 (reference 1.6, section D 4).

During my search I was not able to find an organization code for Bears Ears NM. I know its brand new, so it could be a work in process or more likely waiting for the monument review to be completed?

I appreciate any information you might have Allison. Hope all is well in Utah.

Thanks,

Timothy J Fisher, Program Lead

National Monuments and Conservation Areas  
National Conservation Lands

20 M Street S.E. (wo-410)  
Washington DC 20003

202-912-7172 Office  
202-604-0706 Cell  
202-245-0050 Fax

[tjfisher@blm.gov](mailto:tjfisher@blm.gov)

## WELCOME TO THE BLM'S NATIONAL CONSERVATION LANDS!

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### ***NEW NATIONAL MONUMENTS & NCAs CHECKLIST – What to do right after designation***

**Primary Actions to be done immediately after designation** (Work closely with the Washington Office to complete these tasks):

- ☐ Identify an interim manager/point of contact for the new National Conservation Lands unit (e.g. Asst. Field Manager, Outdoor Rec Planner, etc.).

Status: Ongoing. The position of interim monument manager has not been flown nor filled. Don Hoffheins, Monticello Field Office Manager, will continue to be responsible for day-to-day management of public lands in BENM and is the authorized officer for any site-specific implementation decisions. Tyler Ashcroft, Project Manager, will provide project management assistance in the development and execution of a BENM implementation plan, including the standing up of a Monument Advisory Committee and the Bears Ears Tribal Commission. Allison Ginn, National Conservation Lands Program Lead, provides budget support, ensures implementation of Manual 6220 and is the liaison between WO 410 and the Utah State Office.

- ☐ Acquire acreage data for the new unit (total acres, BLM managed acres, other federal and state managed acres, inholdings, private).

Status: Complete. Bears Ears Boundary is included in corporate data on the SDE server for NM/NCAs. The overarching Monument boundaries (including all land tenure) is approximately 1.478 million acres. Of that, ~1.35 million acres are federal lands. See acreage table below (which includes natural areas, ACECs and SRMAs that were designated in the 2008 Monticello RMP as well as BLM WSAs and USFS designated wilderness). There are also 112,700 acres of Utah State Institutional Land Trust Administration (SITLA) inholdings.

Admin	BLM	Forest Service	Total Federal
<b>Acres</b>	1,062,900	289,000	1,351,900
<b>Wilderness/WSA Acres</b>	381,000	46,000	427,000
<b>Wilderness/WSA Percent</b>	36%	16%	32%
<b>Natural Areas Acres</b>	48,800	0	48,800
<b>Natural Areas Percent</b>	5%		4%
<b>ACEC/RNA Acres</b>	28,885	266	29,151
<b>ACEC/RNA Percent</b>	3%	0%	2%
<b>SRMA Acres</b>	562,000	0	562,000
<b>SRMA Percent</b>	53%	0%	42%
<b>SRMA (no overlap)</b>	268,400	0	268,400
<b>SRMA (no overlap) Percent</b>	25%	0%	20%
<b>Total Acres Protected Before NM Designation</b>	727,085	46,266	773,351
<b>Percent Protected Before NM Designation</b>	68%	16%	57%

- ☐ Find and collect high-quality photos of the areas/landscapes within the new unit boundaries and make them available to the WO.

Status: Ongoing. Task: Monticello Field Office has been collecting photos. State Office has Bob Wick's (Summer 2016) photographs. Note: There are quite a few lovely Wick photos of cultural resources on [BLM's Flickr account](#), but we can only feature those classified as Class I sites (see "Current Cultural Sites for Public Visit MtFO.pdf"). We are in the process of moving some of BLM's more prominent Class II sites to the Class I list, but until the official change takes place we cannot divulge the location of non-Class I sites.

- ☐ Prepare an itemized list of funding needs for the new unit (include labor, operations, facilities, and other start-up costs) to be made available for Budget Office requests and other information sharing.

Status: Ongoing. The Monticello Field Office requested funding for critical resource protection and recreation and visitor services improvements in fall 2016. Approximately \$3.7 million dollars was provided to Monticello Field Office prior to Monument designation to assist with some immediate on-the-ground action items. UTSO and MtFO identified a list of priority projects needed to improve visitor safety, protect resources, and enhance visitor experiences and are working on obligating funds (see "BENM BLM ProjectList 042117.pdf").

Projected annual base-funding needs for critical positions (LEO, forester, park rangers, etc.) were estimated at ~\$2.4 million (see "Monticello Base fund request 011117.docx"). There has been no provision of base funding increase.

- ☐ Develop a new webpage for the new unit; use designating language for content and use photos.

Status: Ongoing; essential information is complete. Basic information was added to the website by WO. Additional materials, including recreation and travel management maps are mostly complete (see "BearsEars GeoPDF map.pdf", BENM Webmap.pdf", "Bears Ears - Visitor Information FAQ 4-18-17.pdf"). Assigned: Tyler Ashcroft, Hannah Cowan, Allison Ginn. WO410 (Ilana Cohen and Clayton Schmidt) are using the updated RECS data and working with UTSO and MtFO (Amber J.) on the "Coming Soon – Recreational Map" (estimated completion in late spring).

- ☐ Start serialized case file for the new unit.

Status: Assigned: Don Hoffeins, MtFO staff

#### Next steps:

### **1. Know your authorities**

- ☐ Get to know the proclamation that created the new unit.

Ongoing: Review of proclamation has occurred at Field, District, State, and SOL levels.

- ☐ Identify and record the resources, objects, and values for which the unit was designated

Ongoing: Review of proclamation has occurred at Field, State, and District level. SOL provided initial input at 1/3 meeting. MtFO drafted initial list of Resources, Objects and Values (ROVs). Allison has requested additional background info from WO 410 on the distinction between "objects" and "values". A draft version was sent to SOL in late February. Expect heavy coordination between MtFO, UTSO, WO, SOL, USFS, and Tribal Commission. Tabled until MMP process is initiated.

- ☐ Identify management prescriptions and other relevant provisions in the designating language.

Ongoing: Review of proclamation has occurred at Field, District, State, and SOL level. This will become critically important as planning or NEPA moves forward.

- ☐ Familiarize the team with [Title II, Subtitle A: National Landscape Conservation System \(Public Law 111-11 \(Omnibus Public Land Management Act \)](#), [FLPMA](#), and other relevant statutes. Ongoing: Reference

- ☐ Read [Secretarial Order 3308](#). Ongoing: Reference

### **2. Know your policies** Ongoing: Reference

- ☐ Read relevant BLM Manuals and consider how they relate to the new unit designation:

DOI-2020-08 01612

☐ Manual Section 6100 (2012) – NLCS

☐ Manual Section 6220 (2012) – National Monuments, NCAs, and Similar Designations

Ongoing: Reference

- ☐ Read other program Manual Sections that may apply to your unit, including Recreation, Visual Resource Management, Realty, Solid Minerals, Range, etc.

Ongoing: Reference

- ☐ Review potentially relevant Instruction Memoranda (Refer to attached list of related National Conservation Lands IMs and IBs).

Ongoing: Reference

- ☐ Review relevant Resource Management Plans, activity plans, and other land use plans that apply and review for consistency with the designating authority.

Ongoing: Reference

### **3. *Take actions to implement law and policy***

- ☐ Identify and pursue relevant and needed training for employees (new and existing) For example volunteer coordination, partnerships, lands and realty, budget, etc.).

Ongoing: several new employees (Lands & Realty Specialist, Supervisory ORP and archeologist) in the MtFO need initial training on programs. USTO would like to work with WO on NM/NCA-specific training for in-person delivery.

- ☐ Consider potential changes in land use policy and discretionary decisions to accomplish the purposes described in the unit's designating language.

Ongoing: Related to MMP, which will not likely kickoff prior to FY18

- ☐ Review existing permits and authorized uses for compatibility with the designating authority.

Ongoing: MtFO is reviewing authorized uses. Management has been working on contacting permittees. MtFO requested assistance in reviewing existing ROWs as their L&R Specialist is new. UTSO is down two key L&R Positions. Potential to reach out to neighboring states or WO?

- ☐ Initiate projects to educate the public about the new National Conservation Lands unit.

Ongoing: Initiated development of informational materials intended to improve visitor safety, protect resources, and enhance visitor experiences, including signs, maps, a brochure, frequently asked questions, and other web materials. Working on website, maps, brochure – printed maps and FAQs were ordered in April. Design work for portal signs and educational sticker is also nearly complete (see "Draft Sign Mock-up BENM").

- ☐ Request to have a new organizational code assigned in FBMS for the new unit.

Tyler needs to assign POC.

- ☐ Identify historical funding for management of the public lands that are now the unit. Include overhead costs (25-30%). Include FTEs, facilities, projects within the boundaries, etc.

Ongoing: Utah's previous budget information for the Monticello Field Office is readily available- we will need to separate funded projects outside of the Monument (~500K acres of MtFO).

- ☐ Initiate the process to re-program other subactivity funds into subactivity 1711, as applicable.

Utah submitted FY18 funding requests for two L1711 one-time projects for the new Monument. Need WO assistance on any base funding increases (requested at \$2.4 million). News articles indicate that Utah's Congressional delegation strongly opposes funding for the new Monument.

- ☐ Communicate the budget situation, including immediate needs, to your State and Washington Offices (via briefing paper).

Ongoing: Allison will work with Tim Fisher in WO.

- ☐ Read and get to know the 15-Year NLCS Strategy and the state's Step-down Strategy.

Topic recently covered at annual Outdoor Recreation & Heritage Resources Conference; copies placed in UTSO and MtFO Bears Ears Folders.

- ☐ Integrate the new unit into BLM's systems: RMIS, FBMS, FAMS, LR2000, MIS, PMDS, etc. RMIS should be a top priority so that visitation numbers can be tracked.

Ongoing: Utah's new Recreation and Visitor Services Program Lead is Matt Blocker.

- ☐ Submit budget requests for resource management plan development or amendments.

Ongoing: BLM-Utah is gathering data needs/etc. for pre-RMP.

- ☐ Gather and prepare the spatial data for your unit, including its boundary and recreation facility data, in order to submit it to the NOC's NM/NCA and recreation datasets. This ensures your unit will appear on BLM maps, be included in the recreation mapping project, etc.

Initial push complete. Bears Ears Boundary is included in corporate data on the SDE server for NM/NCAs. Additional Utah-selected photographs have been added to [the BLM Bears Ears Flickr Album](#) and hyperlinked to BLM corporate GIS data for the RECS database. If additional cultural sites are classified as Class I, BLM-Utah will hyperlink photos, as appropriate.

#### **4. *Know your players***

- ☐ Reach out to the cooperating agencies and entities identified in the designating language.

MtFO and UTSO have reached out to USFS, SITLA, 5 tribes in proclamation, and state and local government representatives. The Bears Ears Tribal Commission has been established, with representatives identified for each of the tribes noted in the Proclamation.

SITLA has initially declined to move forward on discussions on land exchanges.

BLM has coordinated with the Forest Service through multiple meetings on day-to-day activities and initiated discussions regarding short- and long-term management needs, including staffing needs, funding, and a potential service first agreement.

BLM (USFS asked BLM to lead) prepared a Monument Advisory Committee Charter (signed by Secretary Jewell) and a Federal Register Notice calling for nominations to the Monument Advisory Committee (FRN has not published).

Prepared responses to inquiries, including a FOIA from Conservation Lands Foundation, request from House Oversight and Government Reform Committee, and an information request from the State of Utah.

- ☐ Create a contact list of all relevant BLM, other federal, tribal, state, local, and interest group contacts.

Ongoing: POC: BLM-Utah External Affairs

- ☐ Participate in monthly National Monuments and NCAs Conference Calls on the third Thursday of each month.

Don Hoffheins and Tyler Ashcroft have been added to the invite list for calls post-January 2017. Allison will continue to participate.

- ☐ Engage partners – go to other organizations' meetings.

Ongoing: Ed Roberson (State Director) attended Friends of Cedar Mesa's annual gathering weekend of 3/5 (400+ people in attendance).

- ☐ Brief the State Office and Washington Office about the progress, events, related to the new unit.

Ongoing: continued communication through Tyler Ashcroft (Project Manager) and Allison Ginn (NLCS). WO has new permanent NM/NCA Program lead- Tim Fisher reported in early March.

- ☐ Develop an outreach strategy / communications plan in coordination with Public Affairs and National Conservation Lands Leads.

Ongoing: BLM-Utah External Affairs responses to nearly daily requests from media. [News Release on January 19<sup>th</sup>, 2017](#). Engagement strategy is still in progress – Department has asked us to stand down on public outreach in the short-term through initial administration transition