

United States Department of the Interior

BUREAU OF LAND MANAGEMENT
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April 30, 2012

In Reply Refer To:
4000 (9320) P

EMS TRANSMISSION 05/01/2012
Instruction Memorandum No. AZ-2012-024
Expires: 9/30/2013

To: All Arizona District and Field Offices, and Division of Resources (9300)

From: Deputy State Director, Division of Resources

Subject: Expenditures of 1020 Sub-Activity Funds for Rangeland Improvement Projects

Program Area: Rangeland Management

Purpose: This Instruction Memorandum (IM) requires Field Offices to reduce their expenditures in sub-activity 1020 while ample funds above the 15 percent carryover cap are available in sub-activity 8100 to cover resource improvement projects. Arizona BLM has carried over a substantial amount in 8100 while spending 1020 base funding over the past 3 fiscal years on the following program elements:

- JA – Apply Shrub/Grass Vegetation Treatment.
- JB – Construct Shrub/Grass/PJ/Forest Projects.
- JC – Maintain Shrub/Grass/PJ/Forest Projects.

Policy/Action: All offices must consider 8100 funding where appropriate in lieu of 1020 base funding for on-the-ground projects and land treatments. This is necessary to make 1020 funds available for high-priority work such as permit processing and monitoring, as well as spend down 8100 to a manageable carryover (≤ 15 percent). Resource improvement projects include; fences, riparian rehabilitation, vegetation manipulation, wildlife guzzlers, etc. (see attachment 1)

Projects are developed in four phases: the first phase is used to determine project feasibility. The second phase is used to complete clearances, National Environmental Policy Act analysis, survey and design. The third phase is project implementation. The phases may occur over a 3-year period of time, within 3 or 4 four fiscal years. Finally, a fourth post-development phase of a project includes monitoring and evaluation of the project or treatment effectiveness.

Utilize Management of Lands and Resources (MLR) funding (i.e., L1010, L1020, L1040, L1110, L1120, etc.) when purchasing smaller items in bulk for future projects (for example survey stakes, lath, welding rod, acetylene, etc.). Offices may move the expenditure from (back out) MLR costs by charging the item to the benefitting sub-activity and/or L8100/8200 when the materials are used on a project. Discretion should be used to the minimum amount to transfer, as the cost to administer the change may exceed the amount of these small purchases (Refer to IM No. 2000-007, Change 1)

Timeframe: This policy is effective immediately.

Budget Impact: None

Background: Background information can be found in IM No. 2000-007, Change 1.

Manual/Handbook Sections Affected: None

Coordination: Deputy State Directors, State Range Management Specialists, and WO-220.

Contact: If you have questions regarding this policy, please contact Bill Coulloudon, State Rangeland Management Specialist, at 602-417-9432 or June Shoemaker, Group Administrator, at 602-417-9234.

SIGNED BY
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1 Attachment:

- 1 - [Allowable Uses of Renewable Resource Funds](#) (2 pp)

Allowable Uses of Renewable Resource Funds

Improvement and Treatment Tasks	MLR/O&C ¹	8100/8200	PRIA ²
Land Use Planning (LUP)	Yes	No	No
Activity Planning	Yes	No	No
Project Planning (Project Specific)			
Preliminary Site Investigation, etc.	Yes	Yes	Yes
Compliance with Land Use Plans (LUP)	Yes	Yes	Yes
User/Cooperator Consultation	Yes	Yes	Yes
Environmental and Resource Clearances	Yes	Yes	No
Final Project Survey, Design, Preparation of Materials list, etc.	Yes	Yes	Yes
Water Right Filing	Yes	No	Yes
Easement/ Right-of-Way Acquisition	Yes	No	Yes
Contract Preparation	Yes	Yes	Yes
Project Installation/Implementation			
Contract	Yes	Yes	Yes
BLM Force Account Labor	Yes	Yes	Yes
BLM Equipment Use	Yes	Yes	Yes
Material & Supplies used up on a project	Yes	Yes	Yes
Equipment Purchase	Yes	Yes ³	No
Equipment Rental	Yes	Yes	Yes
Contract Supervision and Inspection	Yes	Yes	Yes
Project Modification ⁴	Yes	Yes	Yes
Maintenance⁵	Yes	Yes	Yes
Reconstruction	Yes	Yes	Yes
Clerical (general filing and typing)	Yes	No	Yes
Training	Yes	No	Yes ⁶
Workshops	Yes	No	No
General Administrative Expense	Yes	No	Yes
Monitoring and Evaluation of Effectiveness of Improvement	Yes	Yes	Yes ⁷

1. 1010, 1020, 1030, 1040, 1060, 1110, 1120, 1150, 1210, 1220, 1230, 1310, 6300, 6650.
2. No more than 20 percent of the Public Rangeland Improvement Act (PRIA) funds can be used for expenses other than on-the-ground project installation or development.
3. Does not include office equipment or Working Capital Fund (WCF) equipment.
4. The costs of project modification must be paid by the entity requesting the modification. When the BLM is that entity, the costs should be charged to the benefitting sub activity.
5. **Maintenance costs are to be paid by the principal beneficiary and Bureau funds may be used only where the Bureau is the principal beneficiary. Costs should be to 1652 and 8100 should be more for Project Installation/Implementation as shown above.**
6. No more than 15 percent of the PRIA funds can be used to train Bureau personnel; training funds are included in the 20 percent (see #2).
7. No more than 20 percent of the PRIA funds can be used for expenses other than on-the-ground project installation or development.

Types Rangeland Improvements

Type of Improvement Practice	Allowed in 8100/8200	Required Entry in RIPS
Catchments	Yes	Yes
Cattle guards	Yes	Yes
Corrals/loading chutes	No	Yes
Dams/reservoirs or dirt tanks/diversions	Yes	Yes ⁸
Dipping Vats	No	Yes
Enclosures	No	Yes
Fish and wildlife habitat improvement or protection	Yes	Yes
Hazardous Materials Cleanup	No	Yes
Livestock management fence	Yes	Yes
Pest treatment/control (rodents/insects)	Yes	No
Pipelines	Yes	Yes
Research	No	No
Riparian area rehabilitation, improvement or protection	Yes	Yes
Soil and water resource improvement	Yes	Yes
Spring development	Yes	Yes
Stock trails	Yes	Yes
Vegetation manipulation, seeding, planting, prescribed fire	Yes	Yes
Watershed improvements (non-abandoned mine lands)	Yes	Yes
Weed treatment/control	Yes	Yes
Well/storage facilities	Yes	Yes
Wild horse and burro habitat management facilities	Yes ⁸	Yes ⁹
Wild horse/burro gathering	No	No

8. Permanent habitat improvements/land treatments only

9. Permanent facilities located with Herd Management Areas, other wild horse and burro facilities, such as holding corrals