



# United States Department of the Interior



## BUREAU OF LAND MANAGEMENT

Wyoming State Office  
P.O. Box 1828  
Cheyenne, Wyoming 82009-1828

IN REPLY REFER TO:  
1681/9100 (951) P

January 31, 2013

EMS TRANSMISSION: 2/7/2013  
Instruction Memorandum No. WY-2013-020  
Expires: 09/30/2014

To: Wyoming Leadership Team

From: State Director

Subject: Fiscal Year (FY) 2013 Budget Allocation Process for 1653 and 1660  
Sub-activities

**Program Area:** Engineering and Budget

**Purpose:** The purpose of this Instruction Memorandum (IM) is to provide FY 2013 guidance for 1653 and 1660 sub-activities budget allocations to the Districts. This funding is utilized to maintain the Bureau of Land Management's facilities in good condition.

**Policy/Action:** At the beginning of the new FY the Assistant District Managers for Support and the State Engineer will discuss operational and work month budget needs for approved and priority work for the FY. These needs will then be presented to the Wyoming Budget Team (WBT). After review and discussion with the State Engineer and the WBT, the distribution of the 1653 and 1660 funds for operational needs will be distributed to the Districts.

- 1660: Maintenance of all Recreation and Administrative Facilities. Used for scheduled maintenance within the current FY. Most of the work months for maintenance are charged to this sub-activity.
- 1653: Deferred Maintenance on Recreation and Administrative Facilities that cannot be performed within the current FY or facilities that require more funding than is available with the distribution of annual maintenance funds. These projects are presented in the Five Year Plan and distributed through the Washington Office. These projects can provide some work month distribution for personnel directly involved in the specific project.

**Background:** The State Engineer, with agreement by the Districts, distributes the 1653 and 1660 funds based on Facility Asset Management System (FAMS) distribution and District Office needs.

**Timeframe:** Guidance is effective immediately. The funds will be distributed after the current FY Wyoming (WY) Annual Work Plan has been received.

**Budget Impact:** There is no significant impact on the WY Budget.

**Manual or Handbook Sections Affected:** No Manual or Handbook sections are affected.

**Coordination:** Coordination for this guidance has been among the WY S7, WBT and the State Engineer.

**Contact:** Jim Honn, State Engineer, at 307-775-6233.

Signed by:  
Donald A. Simpson  
State Director

Authenticated by:  
Sherry Dixon  
Secretary

2 Attachments

- 1 – FY 2013 Budget 1660, 1653, 2110 (2 pp)
- 2 – 2013 Distribution of Assets Based on FAMS (1 p)

Distribution:

Director 800, Room 5624, MIB  
CF

1 (w/atchs.)  
1 (w/atchs.)