

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Subject: 126X Allocation Error
Date: Friday, April 27, 2018 9:24:17 AM
Importance: High

Hello

It has been reported that some 126X accounts are showing errors when transactions try to post to them. The error has been reported to Division of Budget and as intel is available it will be shared. Just sharing in case you get errors today in some of the 126X accounts.

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#); [FW6 RW Project Leaders All](#)
Subject: Additional FY2018 Allocations
Date: Thursday, July 12, 2018 3:02:28 PM
Attachments: [image001.png](#)

Hello

Based on the call Will just had with Project Leaders, Will announced that there is one-time funding that will be allocated to the field. Here is the table of how much has been calculated to be distributed. Jolene will be providing details of which subactivity to charge. The funds will be fund targeted to the stations cost center. I thought it might be helpful to have the amounts for planning purposes.

Also, please note that the MC calculation is based on the primary MC line of the base allocation sheet. If there are questions, please feel free to reach out to myself or Patti.

Station	Cost Center	10%	Water	Other	Gina Comments
Arapaho	FF06RARP00	2,000			
Arrowwood	FF06RARD00	24,007			
Audubon	FF06RADB00	8,995			
Bear River MBR	FF06RBRR00	7,538			
Benton Lake	FF06RBNL00	12,681	40,000		
Bowdoin	FF06RBWD00	4,452			
CMR NWR	FF06RCMR00	22,083			
Crescent Lake	FF06RCRL00	2,000			
Devil's Lake	FF06REDL00	22,373			
Fish Springs	FF06RFHS00	2,000			
Flint Hills	FF06RFLT00	8,895			
Ft. Niobrara	FF06RFTN00	9,005			
HAPET	FF06RHPT00	26,685			
Huron WMD	FF06REHU00	2,000			
Kirwin	FF06RKRW00	2,000			
Kulm	FF06REKM00	10,048			
LaCreek	FF06RLCK00	4,000			
Lake Andes	FF06RLAN00	8,389			
Lee Metcalf	FF06RLMC00	628			
Long Lake	FF06RLNL00	6,555			
Lostwood	FF06RELS00	18,896			
Lower Green River	FF06RORY00	11,804			
Madison WMD	FF06REMA00	16,412			
Marais Des Cygnes	FF06RMRS00	9,505		225,000	Exibits
Medicine Lake	FF06RMDL00	7,000			
National Bison Range	FF06RNBR00	3,214		30,000	Fence Project
National Elk Refuge	FF06RNER00	20,946			
Quivira NWR	FF06RQVR00	10,818			
Rainwater Basin	FF06RERW00	4,000	70,000		
Red Rock Lakes	FF06RRRL00	5,276			
Rocky Mtn Arsenal	FF06RRKM00	32,573	110,000		
San Luis Valley	FF06RSLV00	14,097	70,000		
Sand Lake NWR	FF06RSDL00	13,082			
Seedskadee NWR	FF06RSDK00	12,733			
Souris River	FF06RJCS00	17,068			
Tewaukon	FF06RTWK00	12,469		10,000	Plotter
Waubay	FF06RWBY00	21,405			
		417,632	290,000	265,000	

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Subject: Base Allocation MC Calculation
Date: Tuesday, November 8, 2016 10:42:47 AM
Attachments: [Sample Base Allocation Sheet.pdf](#)

Hello

Per the Budget Specialists call we just had this a.m., here is an explanation of how MC has been calculated over the past 3 or 4 years and for the majority of stations is how it will be calculated in FY2017. Let me know if you have any questions.

How are Field Base Allocations Calculated?

I've attached a base allocation sheet that I've changed the employee names on to protect Pii information. I've also printed the rows and column designations so that they will be easy to reference. First thing I do list the permanent employees at a station with their current grade/step and their FPL. I use the latest pay period that has posted and calculate the per pay period cost. Note that the cost I use is 'normal' schedule. If someone works OT or earns hazard pay I do not include that. . Then, I calculate the annual salary times the FTE on the spreadsheet. *NOTE: If someone is a part time employee and they work more than their FTE value during the pay period I'm using for calculations I divide the total cost by the number of hours they worked and then calculate the 'real' pay period cost if they would have worked their part time schedule. There has been an issue in the past when people are part time employees and work full-time during parts of the year and no hours at other times of the year. That normally isn't a problem. However, if that person works full-time in the beginning of the year and then leaves, so S/B are pulled back into the RO, the station has salary costs that they don't have enough funds for and they have to use their MC to cover the difference.* Then I total the salary by subactivity. You can see on the sample base allocation sheet I calculated the percentage of the subactivity S/B total to the stations S/B total. That percentage is needed at the bottom when calculating how much MC to give in each subactivity. Here are the descriptors for the MC part of the base allocation sheet:

- To calculate what the station base should be with a 75/25 ratio, cell B19 is the total S/B (cell E10) divided by .75
- Annual maintenance line, this the figure that has carried over for a percentage of the annual maintenance amount we as a region receive. The percentages were reviewed in FY2014 to see if they need to be recalculated and the percentages didn't change enough to warrant changing these figures. The annual maintenance amount is the stations percentage of the regional real property value. Then, that percentage was applied to the amount of annual maintenance funds we received.
- The MC line, when I take the total in B19 and subtract E10, total S/B, and the annual maintenance total (cell E15), that is the amount of MC left to give. This is where the percentages of payroll by subactivity comes into the picture (cell F11-J11). I take the amount of MC left to give (cell E16 - \$164K) and multiply cell E16 by the 1261 S/B % (cell F11) and follow that for each subactivity. For example, 1261 will get 52% of the 164K MC.
- The last line in the MC section of the base allocation sheet is a line for the pay increase. I usually find out how much the pay increase will be after I've drafted the allocations for the

year. So, I just added a line to the MC section and multiplied the station S/B total (cell E10) by the amount of the pay increase.

- The totals MC line is the total of the pay increase, annual maintenance, and MC
- The total MC line is the total S/B total plus the MC total

Let me know if you have any questions.

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

SAMPLE STATION

FY2016 Allocation

	A	B	C	E	F	G	H	I	J	K
1	Base Funded Salary/Benefits									
2	Name	Series	FPL	Base Funded S/B	1261	1262	1263	1264	Total	FTE
3	WINFREY, OPRAH	GS-0485-12/07	12	108,311	108,311				108,311	1
4	MOUSE, MICKEY	WG-4749-08/05	08	77,631		77,631			77,631	1
5	DUCK, DONALD	GS-0485-14/04	14	148,528	99,514		49,014		148,528	1
6	CRUZ, THOMAS	GS-0485-11/08	11	51,273	34,353		16,920		51,273	0.5
7	COYOTE, WILE E	GS-0485-12/09	12	101,970	68,320		33,650		101,970	1
8	FLINTSTONE, PEBBLES	GS-0485-12/09	12	126,808	84,961		41,847		126,808	1
9	CLOONEY, GEORGE	GS-1801-09/06	9	140,000				140,000	140,000	1
10	Total Payroll			754,521	395,459	77,631	141,431	140,000	754,521	6.5
11					52%	10%	19%	19%	100%	
12										
13	MC									
14	Pay Increase (1.3%)			9,809	5,141	1,009	1,839	1,820	9,809	
15	Annual Maintenance (ANNM)			86,931		86,931			86,931	
16	MC			164,576	86,257	16,933	30,849	30,537	164,576	
17	MC Adjustment								-	
18	Total MC			261,316	91,398	104,873	32,688	32,357	261,316	
19	Total Base		1,006,028	1,015,837	486,858	182,504	174,119	172,357	1,015,837	6.5
20										
21	Ratio - S/B to MC		74%							
22										

From: [Martinez, Gina](#)
To: [FW6 BT All Budget](#)
Subject: Base Allocation Spreadsheet
Date: Tuesday, June 5, 2018 5:55:15 PM

Hello

Although details of the consumable budgets has not been received, I've uploaded my base allocation spreadsheet, which has a separate tab for each funded field station/complex. The totals on these pages should match the fund targets that Jolene uploaded last week. Hopefully this will help provide the details of what was included in the base allocation fund targets you have to date.

With regard to other fund targets, like small equipment, volunteer, etc., we will need to wait until the detailed allocation spreadsheet is received before I know if funding was received and how much.

Thank you for your patience. As soon as information is available we will get fund targets issued.

<https://fishnet.fws.doi.net/regions/6/nwrs/PBD/Allocations/Forms/AllItems.aspx?RootFolder=%2Fregions%2F6%2Fnwrs%2FPBD%2FAllocations%2FFY2018&FolderCTID=0x012000E9BE522537756B45B0BA522A332937A3&View={CF5635FB-FCE9-4DE3-AB2E-CFF62759990F}>

Gina Martinez
Budget Chief
Region 6 National Wildlife Refuge System

(303) 236-4351
gina_martinez@fws.gov

From: [Gina Martinez](#)
To: [CME BT All Budget](#)
Cc: [DME BT Power Leaders](#)
Subject: Base Allocations FY2014
Date: Wednesday, May 14, 2014 1:46:12 PM

Hello,

The FY2014 base allocations have been loaded to Sharepoint. These files are encrypted and can be opened by using 7Zip and the same password as last week. The files that are embedded in the encrypted zipped file are in Excel format. This should provide you the formulas that I used to get to the base allocations. There have been a handful of changes for you to watch out for since you saw the drafts last week:

- Employees who are CSRS are now base funded at S/B with a 35% benefit rate. I know this isn't actual % of benefits, but it will help in the long run in hopefully eliminating/reducing base erosion due to new hires entering the workforce with higher benefit percentages
- One station in the Mountain Zone had a vacant WIG position (funded in 1262) and planned on filling it as a GS-0485-09 (split funding in 1261/1263). After talking with Carl, I went ahead and switched the position to the GS position and split base funding between 1261 and 1263
- BT Salary/Benefits – I've fixed the formula to calculate salary/benefits for BT employees. The salaries to calculate MC from were from the updated figures submitted back in March.

As a reminder, stations will see base allocations that equate to the figures on the base allocation sheets. Next is to prepare the spreadsheet to pull all the S/B for the vacant positions. A separate fund target spreadsheet will be uploaded in FBMS to take the S/B money from vacant positions and pull it into the RO. If a station fills a vacant position this FY, I will need to be notified so that I can track that cost and then I will let Jolene know how much to fund target based on the effective date of when the employee fills the position through the end of the FY.

https://fishnet.fws.doi.net/regions/6/nwrs/PBD/Allocations/Forms/AllItems.aspx?&ip_SortBehavior=0&ip_FilterLeafNode=Sand%20ake%2e7&&rootFolder=%2Fregions%2F6%2Fnwrs%2FPBD%2FAllocations%2FY2014%2FBase%20Allocations%20FY2014&PageFirstRow=1&TreeField=Folders&TreeValue=FY2014%2FBase%20Allocations%20FY2014&ProcessQueryStringToCAML=1&&View={F5C35FB-FC49-4DE3-AB7E-4FF62759920F}&InitialTabId=6&ribbon%2FDocument&VisibilityContext=WSTabPersistence

If you have any questions related to the base allocation sheets, please feel free to call/email. If you have problems getting 7Zip to work, you'll need to contact IT. Thank you for your patience.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Subject: Base Allocations Status
Date: Thursday, May 15, 2014 11:18:43 AM
Importance: High

Hello,

Jolene was able to finish fund targeting base allocations last night. I am working on the vacancy spreadsheet and how much to pull in for vacant positions. I will hopefully have that done today so Jolene can perform those fund targets today. The last piece is the BT S/B/MC. I've heard from one of you with a correction. Please look at the BT corrected calculations and let me know if there are any changes. If I don't hear anything from you, with corrections by Noon tomorrow, I'll have Jolene fund target the BT S/B/MC tomorrow afternoon. Thanks!

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: [Shoemaker, Karen](#)
To: [Jeff King](#)
Cc: [Ann Blakley](#)
Bcc: [Karen Shoemaker](#)
Subject: BLACKOUT FUND STATUS REPORT FOR NBR
Date: Tuesday, September 23, 2014 5:42:49 PM
Attachments: [9-23-14 year-end prior to blackout 9 23 14.xlsx](#)

Jeff: Here is the fund status report as of September 23. We are officially in FBMS "blackout". FBMS should be back online October 23.

Woohoo - Happy New Fiscal Year!!

Karen Shoemaker
Budget Analyst

U.S. Fish and Wildlife Service
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824
(406) 644-2211 ext. 206
(406) 644-2661 fax

NATIONAL BISON RANGE

Status of Funds

126x Only as of 9/23/14 prior to FBMS Blackout

Fund	Funds Center	FA Budget Progr.	Funded Program	New Budget Authority	Carry-Over (Field)	Commitments	Total Obligations (Incl. Comm)	Current Available Funds	Percent Obligated	Payroll Accrual
145F1611MD	FF06RNBR00	FRS126100	FGRS12610600000			\$ 0.00	\$ 50,000.00	\$ -50,000.00		
145F1611MD	FF06RNBR00	FRS126100	FGRS1261066STRIK			\$ 0.00	\$ 8,000.00	\$ -8,000.00		
145F1611MD	FF06RNBR00	FRS126100	FXRS12610600000	\$ 702,047.00		\$ 0.00	\$ 652,047.00	\$ 50,000.00		\$ 24,393.73
145F1611MD	FF06RNBR00	FRS126100	FXRS1261066RBTO	\$ 65,791.00			\$ 65,791.00	\$ 0.00		5125.5
145F1611MD	FF06RNBR00	FRS126100	FXRS1261066RIMO	\$ 45,260.00		\$ 0.00	\$ 45,260.00	\$ 0.00		
145F1611MD	FF06RNBR00	FRS126100	FXRS1261066STRIK	\$ 8,000.00				\$ 8,000.00		
145F1611MD	FF06RNBR00	FRS126100	Result	\$ 821,098.00		\$ 0.00	\$ 821,098.00	\$ 0.00	100%	
145F1611MD	FF06RNBR00	FRS126200	FARS126206ANNMN			\$ 0.00	\$ 28,113.44	\$ -28,113.44		
145F1611MD	FF06RNBR00	FRS126200	FARS126206DM3PO	\$ 650,251.00		\$ 0.00	\$ 650,251.00	\$ 0.00		
145F1611MD	FF06RNBR00	FRS126200	FXRS126206ANNM0	\$ 217,981.00		\$ 0.00	\$ 169,471.75	\$ 48,509.25		
145F1611MD	FF06RNBR00	FRS126200	FXRS126206MAIN0	\$ 333,316.00			\$ 330,517.33	\$ 2,798.67		22821.48
145F1611MD	FF06RNBR00	FRS126200	FXRS126206SMEQ0	\$ 43,275.00		\$ 0.00	\$ 43,275.00	\$ 0.00		
145F1611MD	FF06RNBR00	FRS126200	Result	\$ 1,244,823.00		\$ 0.00	\$ 1,221,628.52	\$ 23,194.48	98.14%	
145F1611MD	FF06RNBR00	FRS126300	FGRS12630600000			\$ 0.00	\$ 5,000.00	\$ -5,000.00		\$ 31,461.22
145F1611MD	FF06RNBR00	FRS126300	FGRS126306YUTH0	\$ 13,500.00		\$ 0.00	\$ 13,500.00	\$ 0.00		
145F1611MD	FF06RNBR00	FRS126300	FXRS12630600000	\$ 281,080.00		\$ 0.00	\$ 268,722.38	\$ 12,357.62		
145F1611MD	FF06RNBR00	FRS126300	FXRS1263066RBTO	\$ 32,404.00			\$ 32,404.00	\$ 0.00		
145F1611MD	FF06RNBR00	FRS126300	Result	\$ 326,984.00		\$ 0.00	\$ 319,626.38	\$ 7,357.62	97.75%	
145F1611MD	FF06RNBR00	FRS126400	FXRS12640600000	\$ 106,215.00		\$ 0.00	\$ 105,695.61	\$ 519.39		\$ 5,356.92
145F1611MD	FF06RNBR00	FRS126400	Result	\$ 106,215.00		\$ 0.00	\$ 105,695.61	\$ 519.39	99.51%	
Overall Result	Result	Result	Result	\$ 2,499,120.00		\$ 0.00	\$ 2,468,048.51	\$ 31,071.49	98.85%	\$ 89,158.85

Status of Funds

all other accounts

FF06RNBR00	145F1611MD	FGO166400	FXGO16640670020	\$ 3,981.86			\$ 3,981.86	\$ 0.00	100.00 %	Internet Service
FF06RNBR00	XXXF1611NR	FRS487100	FRRS48710660320	\$ 99,060.00		\$ 0.00	\$ 99,060.00	\$ 0.00	100.00 %	Reimbursable
FF06RNBR00	XXXF8083FW	FRS855100	FXRS855106FLTPA	\$ 54,592.29		\$ 0.00	\$ 54,591.63	\$ 0.66	100.00 %	Federal Highway
FF06RNBR00	XXXF5050QM	FRS861000	FVRS86100600000	\$ 46,608.63		\$ 0.00	\$ 13,792.48	\$ 32,816.15	29.59 %	Quarters
FF06RNBR00	XXXF5091RF	FRS686000	FVRS68600600000	\$ 22,886.04			\$ 22,886.04	\$ 0.00	100.00 %	Proceeds of Sale
FF06RNBR00	XXXF5252RF	FRS808100	FGRS80810600000			\$ 0.00	\$ 12,424.03	\$ -12,424.03		
FF06RNBR00	XXXF5252RF	FRS808100	FVRS80810600000	\$ 73,946.72		\$ 0.00	\$ 31,625.73	\$ 42,320.99		
	subtotal 8081						\$ 44,049.76	\$ 29,896.96	67.87%	Rec Fee
TOTAL ALL ACCOUNTS				2,800,195.54		0	2,706,410.28	93,785.26	96.65%	

SNAP SHOT OF FUNDS PRIOR TO FBMS "BLACKOUT"

Good news, all of our awards got awarded including Mike's Laptop, the Mission Valley Power PR, and the Lake and Sanders Counties Misc. Obligations just in the last few days

Good news, we made our 98% obligation rate for 126x funds at 98.85%

Note - we need to be careful with any overtime until after October 1 as we have no money left in 1261; very little in 1264, only \$2798 in 1262 MAIN

Note - several utility charges that are automatic withdrawal have not hit yet and several other bills will be coming due that are for the month of September including fuel which will need to be charged back to FY 14

Bottom line - Our Fund Status looks good, we should coast as much as possible until September 30 as these are actual expenses and no projections are factored in this report

Note - Rec Fee carryover was only fund targeted at 42%; Gina had issues reconciling what Washington's consumable budget showed. We still should be getting the additional 58% carryover or close to that at some point in the future

WBUSAUTH	Business Area by Authorization F000 Fish and Wildlife Service
OP_GJAHR	Fiscal Year 2014
WFNDTYPE	Fund Type
OI_FY_OP	Period/Fiscal Year !016/2013
WFABUDACTY	FA Budget Activity
WPOSTPD	Posting Period
OS_MEAS	Funded Program
OS_FUND	Fund !F1006 MYD - FNWRF FY12; !F1011 MYR; !FFY12 MYR; !FFY12 AEAR; !FFY13 MYR; !FFY13 AEAR; !F104X CR; !F405X LAR; !F553X WFR
OS_FCTR	Funds Center NATL BISON RANGE
OS_CITEM	Commitment Item
OS_FAREA	Functional Area

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Cc: [Mary Danno](#)
Subject: Carryover Fund Targets in Receipt Accounts
Date: Friday, October 12, 2018 2:57:00 PM

Hello

I have received and just completed uploading the FY2018 carryover balances for the receipt accounts. Below are the accounts this email refers to:

- 4562, Renewal Energy
- 4557, Recycling Funds
- 7201, Contributed Funds
- 7203, Contributed Funds
- 7205, Contributed Funds
- 7208, Contributed Funds
- 8260, COR Overlay Funds
- 8081, Rec Fee
- 8610, Quarters

Let me know if you have any questions.

Gina Martinez
Region 6, Acting Budget & Finance Officer
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Subject: Commercial ISP FY2018 Allocation
Date: Friday, July 20, 2018 3:20:41 PM

Hello

At long last, we have the Commercial ISP funding. I've uploaded the allocations by cost center to the Sharepoint site - [FY2018 R6 NWRS Commercial ISP](#)

We received a bit less than we actually spent last fiscal year. To calculate how much each station received, I took the percentage, by cost center, of last fiscal year's program total. I took that station percentage and multiplied that by this year's allocation. For example, if in FY2017 a station spent 1.5% of the R6 NWRS FY2017 total commercial ISP expenditures, the FY2018 allocation is 1.5% of the regional total. There is a \$.15 of unallocated commercial ISP funding. If there is a cost center that received an allocation that will not use it (any or all) please let me know. Also, if you are needing additional Commercial ISP funds, let me know that as well. I will do my best to distribute those funds as quickly as possible.

Here are some notes from Budget & Finance regarding Commercial ISP funding:

1. Use station specific cost center
2. The fund = 189
3. WBS = FXGO16640970600
4. Programs are to provide cost center totals; however, funds are NOT going to be fund targeted – this is information relayed by HQ

NOTE: **FY2018 is the last fiscal year that Commercial ISP funding will be received.**

Let me know if you have any questions.

Gina Martinez
Region 6, Acting Budget & Finance Officer
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Subject: Draft Allocation Sheet Info
Date: Friday, May 2, 2014 6:58:47 AM

Hello,

I've had a couple of people who have asked some questions that some of the rest of you might be interested to know. So, I thought I'd send this email out to clarify.

1. I didn't get all sheets out yesterday. It is my goal to get them all out today.
2. I need to resend CMR and Waubay their sheets as there were positions that we originally abolished and I've been asked to add those positions back in. Those will be the first sheets to get out this a.m.
3. The TERM generalist funding is not on these base sheets.
4. The MC is not distributed by subactivity. My plan was to work on that while the PL's and Budget Specialists were reviewing their sheets. Of course, being as on the ball as you are, I'm getting responses already from those stations who I did get sent out yesterday, which was about a 1/3 of them.
5. There are some notes in yellow on some sheets. That is generally a note to remind me to make some adjustments because of mid-year position shifting.
6. Base funded salary is for regular time only, not Sunday Premium, Hazardous Pay, or Night Differential.
7. The BT salary at the bottom was what was you all updated back in March.
8. Here is the formula I used to calculate base salary.
 - a. Determine the employees current grade/step from March Alpha roster, that was the latest listing when I started this exercise
 - b. From payperiod 2014-07, divide an employees benefits total by the total S/B amount
 - c. Subtract that % of benefits from 100
 - d. Divide the employees pay amount, from Step A by the result of Step C
9. If an employee, other than BT positions, that is due for a step increase, later this year, that is not factored in. I took a snap shot and payperiod 2014-07 was the latest payperiod posted so I used the information from that pay period.
10. The pay schedules used were what was in effect in March when I started this exercise. I did not calculate base salary for GS employees using last years pay schedule for X number of payperiods and then the rest of the FY with the new pay schedules. This means that there may be a slight overage in payroll for the year and I'm hoping that offsets those employees who are scheduled for step increases.

I think that is it. Please keep the questions coming. And, thank you for reviewing these draft allocations under a short timeframe.

P.S. The primary question I'm receiving from PL's and Zone Supervisors, so far, is how do I open the file. So, if you can help with that, I'd appreciate it. Thanks again and have a great weekend.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: [Shoemaker, Karen](#)
To: [Gina Martinez](#)
Cc: [Michael Haydon](#); [Amy Kamen](#); [Jeff King](#)
Bcc: [Karen Shoemaker](#)
Subject: Draft Base Allocation Sheet Comments - Marlin McDonald funding
Date: Thursday, March 10, 2016 3:20:39 PM

Thanks, I am sure Jeff will reach out.

Karen Shoemaker
Budget Analyst

U.S. Fish and Wildlife Service
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824
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(406) 644-2661 fax

Below Bison Range Facebook Site
<https://www.facebook.com/National-Bison-Range-Refuge-Complex-537260576316758/timeline/>

Below Bison Range Website
http://www.fws.gov/refuge/national_bison_range/

On Thu, Mar 10, 2016 at 2:51 PM, Gina Martinez <Gina_martinez@fws.gov> wrote:

Hello

I was just talking with Mike Haydon and Dave Carter in Fire. Mike has asked that you reach out to him, 303-236-8125, for funding clarification.

Gina Martinez

Program and Budget Development

Budget Chief, R6 NWRS

303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Thursday, March 10, 2016 1:16 PM
To: Gina Martinez
Subject: Re: Draft Base Allocation Sheet Comments

Gina, We have never gotten the .4 for Cahoon and I believe Jeff was pursuing a full FTE with region instead of going the .4 fire route, I believe he has had talks with Mike about this for the past year.

Karen Shoemaker

Budget Analyst

U.S. Fish and Wildlife Service

National Bison Range Complex

58355 Bison Range Road

Moiese, MT 59824

(406) 644-2211 ext. 206

(406) 644-2661 fax

Below Bison Range Facebook Site

<https://www.facebook.com/National-Bison-Range-Refuge-Complex-537260576316758/timeline/>

Below Bison Range Website

http://www.fws.gov/refuge/national_bison_range/

On Thu, Mar 10, 2016 at 12:06 PM, Gina Martinez <Gina_martinez@fws.gov> wrote:

Hello

I'm waiting for an answer to Francis Cahoon. Mike just left for travel so let me check with Kandi. McDonald is a .5 126X employee and then I thought fire was paying .4. Have you heard if fire is giving you a fund target for that?

Gina Martinez

Program and Budget Development

Budget Chief, R6 NWRS

303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]

Sent: Thursday, March 10, 2016 12:00 PM

To: Gina Martinez

Subject: Re: Draft Base Allocation Sheet Comments

Gina, My concerns for NBR:

1. Cahoon - FTE should be 1 not .8 (which I already emailed you on and you are checking with Mike Blenden on this)
2. McDonald - this is probably a station issue FTE .5 - I know that Jeff and Mike and who knows all have been talking about changing McDonald to 1FTE for a long time. We employee him full time. This is really impacting my budget!
3. MC - I sure hope NBR gets a **significant bump** as I don't see how I can get NBR out of the red with the base allocation we just received.

Karen Shoemaker

Budget Analyst

U.S. Fish and Wildlife Service

National Bison Range Complex

58355 Bison Range Road

Moiese, MT 59824

(406) 644-2211 ext. 206

(406) 644-2661 fax

Below Bison Range Facebook Site

<https://www.facebook.com/National-Bison-Range-Refuge-Complex-537260576316758/timeline/>

Below Bison Range Website

http://www.fws.gov/refuge/national_bison_range/

On Thu, Mar 10, 2016 at 11:02 AM, Gina Martinez <Gina_martinez@fws.gov> wrote:

Hello

Please get me your comments on draft base allocation sheets ASAP, no later than Noon tomorrow. I'm trying to finalize this so Jolene can do fund targets next week. Thanks!

Gina Martinez

Program and Budget Development

Budget Chief, R6 NWRS

303-236-4351

From: fw6_bt_all_budget@fws.gov on behalf of [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Subject: Draft Base Allocation Sheet Comments
Date: Thursday, March 10, 2016 11:02:09 AM
Importance: High

Hello

Please get me your comments on draft base allocation sheets ASAP, no later than Noon tomorrow. I'm trying to finalize this so Jolene can do fund targets next week. Thanks!

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Cc: [Carl Millegan](#); [Kathy Perez](#); [Bernie Petersen](#); [Barbara Boyle](#)
Subject: Draft Base Allocation Sheets
Date: Wednesday, May 7, 2014 4:55:34 PM
Importance: High

Hello,

First let me thank all of you for your efforts in working with Project Leaders and others to review the draft allocation sheets. I really appreciate it. I have a few sheets that I don't have finalized. I'm providing a list below of those sheets. If a station you support is listed, can you please review the latest version I've sent or email me and ask for the latest version and I'll get that to you ASAP. It is possible that I've gotten the OK and have forgotten to color code the tab.

Arrowwood
CMR (I have this, I just haven't reviewed it yet)
Fish Springs (just sent new version to Budget Specialist)
Lee Metcalf
National Bison Range

Thanks again.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Subject: Draft Base Allocation Sheets
Date: Thursday, February 21, 2019 7:42:34 AM

Hello

As a reminder, comments on the draft base allocation sheets are due by the end of the month. I think I am caught up on all the changes that I've received to date. If you are still waiting for something back from me on the draft base allocation sheets, please resend the request to me. Thanks you're your feedback to date. It has been super helpful in making the allocation sheets more accurate.

P.S. I have no information on when we will receive consumable budget nor allocation spreadsheets. Good news, it should be months sooner than FY2018, which was the middle of June. ☺

Gina Martinez
Region 6, NWRS Budget Chief
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#); [FW6 RW Project Leaders](#)
Subject: Draft Base Allocations *Please Review and Comment by COB Friday, 2/10*
Date: Wednesday, February 1, 2017 2:05:23 PM

Hello

Attached is the link to the VERY draft FY2017 base allocation spreadsheets. The methodology did not change for the FY2017 sheets; however, since these are VERY draft this may/may not be how the final allocation looks. HQ is currently working on allocation spreadsheets based on the CR amount (FY2016 allocation minus a .001901 rescission amount) plus a 5% hold back. I don't have those spreadsheets yet; however, I have calculated base allocations based on what I know has happened within the first 120 days of FY2017. I need your help in reviewing these sheets and making sure that positions that have been filled/vacated are accurately reflected on these sheets. This should help get final allocations out more quickly once I receive consumable budget.

Some general information regarding the allocation sheets:

1. To calculate base salary/benefits (S/B) I used pay period 2016-21
 - a. if that pay period didn't accurately represent an employee's FTE value I noted which pay period I used
 - b. I only used regular pay code (no Sunday premium, hazardous pay, OT, etc. pay codes)
2. If a position has been vacated since 10/3
 - a. S/B was left at the station while the position was incumbered (please check that I calculated this based on accurate departure dates)
 - b. MC was left at the station and is identified under the MC section of the allocation sheet and lists which position the MC is for
3. If a position was vacant on 10/1 and has been filled since
 - a. S/B/MC was funded at the station at the time that the position was filled thru the rest of the fiscal year
 - b. FYI – the S/B/MC for these positions from 10/1 thru the time the position was filled is being held in the RO to cover PCS costs
4. If a position is vacated after base allocation sheets are finalized
 - a. A new base allocation sheet will not be generated; no change to how we have done business in the past
 - b. It is our intent to keep MC for these vacated positions at field stations; however, given the unknowns of our FY2017 allocation we may not be able to afford this – we will do all we can to keep as much MC in the field as possible
5. All stations should see a pay increase line (2.1%) in the MC section of the base allocation sheet
6. Each station has a separate tab
7. Each station is at or better than a 75/25 ratio

What is not included on the base sheets:

1. Business Team position funding
 - a. Specialists funding is on a separate sheet since if the position is vacated the work can move
 - i. Actual S/B is funded for these positions, which is different than base funded positions
 - ii. MC is a flat rate \$10,000 if the position is filled all year
 - b. Term Generalist funding will be funded at the same level as last year (\$28,300)
2. Flexible funding allocations (YCC, small equipment, Youth, Invasives with Volunteers, etc.)

Even though we have learned that our email is encrypted, I am posting these draft allocation sheets to the Sharepoint site for people to go and get, rather than attaching to this broadcast email. Let me know if you have problems pulling the sheets from Sharepoint. Project Leaders - please review that I have accurately listed the permanent personnel at the station. Budget Specialists - Please review the calculations on the sheets. I am posting the Excel version of the sheet so you can see the formulas that I used. ***Please get me comments/corrections by COB 2/10/2017.*** If this date is problematic, please let me know and we can work something out.

Thank you in advance for your assistance. I know putting draft allocations in print is a risk; however, I also know that you are all aware of the transition that we are in and that you would rather have some idea of what allocations may look like vs guessing. So, I hope you find these helpful even if they aren't final and are likely to change. 😊

<https://fishnet.fws.doi.net/regions/6/nwrs/PBD/Allocations/Forms/AllItems.aspx?RootFolder=%2Fregions%2F6%2Fnwrs%2FPBD%2FAllocations%2FFY2017%2FBase%20Allocations>

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: [Gina Martinez](#)
To: [FW6 RW Project Leaders; FW6 BT All Budget](#)
Subject: Draft FY2016 Field Base Allocations
Date: Friday, March 4, 2016 1:48:54 PM

Hello

At long last, here are the DRAFT field base allocation sheets for FY2016. The methodology did not change for this year's base allocation; however, given the workforce realignment there are other allocation methodologies that are being considered for FY2017. Here is some general information to describe the allocation sheets calculations:

- Used pay period 2015-20 salary and benefit totals and multiplied by 26.2 pay periods; noted the spreadsheet if I used a different pay period
- Pulled S/B/MC for positions that have been vacated since 10/1
- Added a MC adjustment line to fund the 1.3% pay increase for the entire fiscal year

What is not included in these allocation sheets:

- Term generalist funding will be funded at the same level as last fiscal year (\$28,300)
- Small equipment funding, this will be fund targeted to stations using the even/odd methodology we have followed in the past; the amount for this fiscal year is \$15,600. A separate email will be coming from Wade on how and by when to submit vehicle requests for proceeds.
- Business Team Specialist positions will be funded at actual salary and benefits plus \$10,000 flat rate MC
- The MC for the vacant positions. I am working on some options and have a meeting with Maureen on Tuesday, 3/8, to discuss some options on how to distribute. Once a decision is made, a separate email will be coming with how this will be distributed.

Here is the link to where the draft base allocation sheets are located. Also uploaded to this Sharepoint site is a summary of 126X and 1121 regional allocation. Hopefully that will answer the question of how much of the increase the region got and on which lines. If you have any questions, please feel free to call/email me.

FYI - The allocation sheets have PII information on them, so a separate email will immediately follow this email with the password to access the file. Budget Specialists should be able to help explain how to unlock the allocation sheets. Please review the sheets and let me know if you find any errors. Thanks in advance for your review and feedback.

<https://fishnet.fws.doi.net/regions/6/nwrs/PBD/Allocations/Forms/AllItems.aspx?RootFolder=%2FRegions%2F6%2Fnwrs%2FPBD%2FAllocations%2FFY2016&FolderCTID=0x012000E9BE522537756B45B0BA522A332937A3&View={CF5635FB-FCE9-4DE3-AB2E-CFF62759990F}>

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Subject: Draft FY2018 Base Allocations
Date: Friday, September 22, 2017 2:19:41 PM
Attachments: [Draft Guidance FY2018.docx](#)

Hello

As promised, attached are the draft instructions of how the FY2018 base allocations will be calculated. Please note that this is draft and that it may change based on what the final appropriation bill says. Let me know if you have any questions.

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

Draft Guidance

FY2018 Base Allocations

Base Funded positions:

- *All base funded positions filled as of October 1, 2017*, have been funded at the actual salary and benefits of the employee as of pay period 2017-21 times 26.1 pay periods. If a full pay period of salary was not available in pay period 2017-21, the last full pay period was used.
- *Base funded positions encumbered on October 1, 2017, and now vacant*, will be funded as mentioned above for the number of pay periods that the position was encumbered. Once the position is vacated, the salary and benefits for the position will be pulled and held in the RO. The MC is kept at the station through the rest of the fiscal year. NOTE: if the vacancy is due to a retirement/resignation, funds will be kept at the station to cover lump sum leave payments.
- *For positions not encumbered on October 1, 2017*, salary, benefits, and MC have been held in the RO.
- *For positions not encumbered on October 1, 2017 but filled during the fiscal year*, the position will be funded with salary, benefits, and MC from the pay period the position is filled through the end of the fiscal year.
- All stations received the 1.9% pay increase for the entire fiscal year. This is a line item in the MC area of the base allocation sheets. No MC is earned on this line item.
- All stations received a 2% within grade allowance for the entire year; this was an MC Team recommendation that was implemented in FY2018 and is being continued (depending on allocation). This will be a line item in the MC area of the base allocation sheets. No MC is earned on this line item.
- Permanent Generalists will be moved from the base allocation sheets to the business team spreadsheet and will follow the business team flat rate MC methodology.

Business Team positions:

- Business team permanent positions (including permanent Generalists) are funded at actual salary and benefit amounts plus a flat rate MC of \$10K per FTE. The MC is prorated if the position is vacated within the fiscal year.
- If a business team professional retires during the fiscal year, the lump sum leave is covered from the salary, benefits, and MC savings in the RO and will be fund targeted to the station the business team resource was assigned.
- All TERM Generalists are funded at \$28,300 annually and if the position is vacated within the fiscal year a prorated amount is pulled back into the RO by taking the per pay period total allocated multiplied by the number of pay periods left

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Cc: [Dean Rundle](#); [Bernie Petersen](#); [Barbara Boyle](#)
Subject: Final Base Allocation Sheets
Date: Friday, June 7, 2013 3:25:12 PM

Hello,

Per my message earlier today, I have made the changes to the base allocation sheets, for BT support, and posted what I hope to be the final base allocation sheets to the Sharepoint site. Please review the sheets within the next couple of business days and let me know if there are any changes to make. Otherwise, we will go with these as being final for FY2013. As a reminder, you've had the fund targets for everything on these sheets for a couple of weeks now, except the BT support, which I just entered this a.m.

Thanks for your patience and please let me know if any changes need to be made.

<https://fishnet.fws.doi.net/regions/6/nwrs/PBD/Allocations/Forms/AllItems.aspx?RootFolder=%2Fregions%2F6%2Fnwrs%2FPBD%2FAllocations%2FFY2013%2FBase%20Allocation%20Sheets>

Gina Martinez
Program & Budget Development Chief
R6 NWRS
Phone: 303-236-4351
Gina_martinez@fws.gov

From: [Shoemaker, Karen](#)
To: [Jeff King](#)
Bcc: [Karen Shoemaker](#)
Subject: FUND STATUS REPORT - May 5, 2017
Date: Friday, May 5, 2017 8:48:23 AM
Attachments: [Manager Fund Status 5-5-17.xlsx](#)

Jeff, Attached is the NBR Status of Funds Report as of May 5. There are several tabs on the bottom of the report.

Item to note: I do not have any OT built in to the projections so each time any hits it decreases our balances.

Until we get a budget these draft fund targets could decrease.

It is possible we will not get ISP funding, in which case I would have to charge \$8600 to annual maintenance.

Need to proceed with caution.

Best Regards,

Karen Shoemaker
Budget Analyst

U.S. Fish and Wildlife Service
National Bison Range Complex - National Bison Range and Lost Trail
Lower Green River Complex - Ouray and Brown's Park
58355 Bison Range Road
Moiese, MT 59824

(406) 644-2211 ext. 206
(406) 644-2661 fax

My schedule 4-10's off on Fridays

Updated through:

5/4/2017

Last PP Processed:

201709

Percentage of FY Elapsed

59%

STATUS OF FUNDS - MAY 5, 2017

Fund / FA Budget Program	Funded Program	Sum of Projected Fund Targets	Actual Fund Targets in FBMS	Sum of Total Fund Targets (Projected & Actual)	Sum of Commitments	Total Obligations in FBMS	Remaining Expense Projections	Sum of Projected Remaining Balance	Sum of Projected % Spent	Comments
178F1611MD										
FGO166400	FXGO16640970600	8,630.16		8,630.16		(0.00)	8,630.16	0.00	100%	
FGO166400 Total		8,630.16		8,630.16		(0.00)	8,630.16	0.00	100%	
FRS126100	FXRS12610600000	408,772.00		408,772.00		264,953.90	141,668.79	2,149.31	99%	
	FGRS12610600000	0.00		0.00			5,000.00	(5,000.00)		
	FXRS1261066RBT0	63,313.00		63,313.00		50,034.56	14,188.53	(910.09)	101%	Will RDS \$910.09 to 1263RBT
FRS126100 Total		472,085.00		472,085.00		314,988.46	160,857.32	(3,760.78)	101%	OVER SPENT
FRS126200	FXRS126206ANNM0	217,981.00	0.00	217,981.00	15,369.72	101,679.53	76,570.58	39,730.89	82%	
	FXRS126206MAIN0	257,682.00		257,682.00		165,690.75	132,246.18	(40,254.93)	116%	Due to lack of Martin's salary
	FXRS126206SMEQ0	15,600.00		15,600.00			2,750.00	12,850.00	18%	
FRS126200 Total		491,263.00	0.00	491,263.00	15,369.72	267,370.28	211,566.76	12,325.96	97%	If we don't get ISP funding will need to reduce by \$8630.16
FRS126300	FXRS12630600000	99,539.00		99,539.00		1,966.61	97,596.08	(23.69)	100%	
	FXRS1263066RBT0	31,184.00		31,184.00		1,473.06	27,479.02	2,231.92	93%	will reduce balance by \$910.09
	FGRS126306YUTH0	15,000.00		15,000.00	0.00	15,000.00	0.00	0.00	100%	
FRS126300 Total		145,723.00		145,723.00	0.00	18,439.67	125,075.10	2,208.23	98%	
FRS126400	FXRS12640600000	39,335.00		39,335.00		0.00	34,279.28	5,055.72	87%	
	FXRS1264066PCS0	4,410.04		4,410.04		4,410.04	0.00	0.00	100%	
FRS126400 Total		43,745.04		43,745.04		4,410.04	34,279.28	5,055.72	88%	
Fund										
FA Budget Program	Funded Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
FA Budget Program Total		0.00	0.00	0.00	0.00	0.00	0.00	0.00		
XXXF505QM										
FRS861000	FVRS86100600000	23,765.74	45,297.68	69,063.42		2,314.00	7,650.38	59,099.04	14%	
FRS861000 Total		23,765.74	45,297.68	69,063.42		2,314.00	7,650.38	59,099.04	14%	
XXXF5091RF										
FRS686000	FVRS68600600000	0.00	13,783.53	13,783.53		4,681.85	9,101.68	0.00	100%	
FRS686000 Total		0.00	13,783.53	13,783.53		4,681.85	9,101.68	0.00	100%	
XXXF5252RF										
FRS808100	FVRS80810600000	26,676.45	72,507.68	99,184.13		15,314.34	12,646.53	71,223.26	28%	
	FGRS80810600000	0.00		0.00	0.00	23,682.70	0.00	(23,682.70)		SCA's
FRS808100 Total		26,676.45	72,507.68	99,184.13	0.00	38,997.04	12,646.53	47,540.56	52%	
XXXF8083FW										
FRS855100	FXRS855106DUST0	16,914.58		16,914.58	0.00	16,914.58	0.00	0.00	100%	
FRS855100 Total		16,914.58		16,914.58	0.00	16,914.58	0.00	0.00	100%	
XXXF8216CF										
FRS126200	FVRS72010660180						0.00	0.00		
FRS126200 Total							0.00	0.00		
FRS720100	FVRS72010660170	0.00	1,000.00	1,000.00			1,000.00	0.00	100%	
	FVRS72010660180	70,000.00	92,075.70	162,075.70	18,328.00	18,880.00	61,292.81	81,902.89	49%	
FRS720100 Total		70,000.00	93,075.70	163,075.70	18,328.00	18,880.00	62,292.81	81,902.89	50%	
Grand Total		1,298,802.97	224,664.59	1,523,467.56	33,697.72	686,995.92	632,100.02	204,371.62	87%	

Note: Until we have a budget, it is possible these 'draft' fund target amounts could be reduced.

ALLOCATION - EXPENDITURES - PROJECTIONS AS OF MAY 5, 2017

Record Type	NOTES	Description of Fund	Work Element	Fund	Funded Program	Total Obligations	Full Year Projections	Spent Projections	Remaining Projections	Initial Fund Target Projections	Total Fund Targets (Projected & Actual)	Actual Fund Targets (in FBMS)	Projected Fund Targets
Projection - Allocations		ISP	Allocations	178F1611MD	FXGO16640970600						8,630.16	0.00	8,630.16
Projection - Allocations		Wildlife & Habitat Mngt	Allocations	178F1611MD	FXRS12610600000						408,772.00	0.00	408,772.00
Projection - Allocations		Coop Agreements	Allocations	178F1611MD	FGRS12610600000						0.00	0.00	-
Projection - Allocations		Business Team	Allocations	178F1611MD	FXRS1261066RBT0						63,313.00	0.00	63,313.00
Projection - Allocations		Annual Maintenance	Allocations	178F1611MD	FXRS126206ANNM0						217,981.00	0.00	217,981.00
Projection - Allocations		Maintenance Salary	Allocations	178F1611MD	FXRS126206MAIN0						257,682.00	0.00	257,682.00
Projection - Allocations		Small Equipment	Allocations	178F1611MD	FXRS126206SMEQ0						15,600.00	0.00	15,600.00
Projection - Allocations		YGO	Allocations	178F1611MD	FGRS126306YUTH0						15,000.00	0.00	15,000.00
Projection - Allocations		Visitor Services	Allocations	178F1611MD	FXRS12630600000						99,539.00	0.00	99,539.00
Projection - Allocations		Business Team	Allocations	178F1611MD	FXRS1263066RBT0						31,184.00	0.00	31,184.00
Projection - Allocations		LE	Allocations	178F1611MD	FXRS12640600000						39,335.00	0.00	39,335.00
Projection - Allocations		Sale of Proceeds	Allocations	XXXF5091RF	FVRS68600600000						13,783.53	13,783.53	-
Projection - Allocations	51184.13 Carryover	Rec Fee	Allocations	XXXF5252RF	FVRS80810600000						99,184.13	72,507.68	26,676.45
Projection - Allocations		SCA	Allocations	XXXF5252RF	FGRS80810600000						0.00	0.00	-
Projection - Allocations	42166.78 Carryover	Quarters	Allocations	XXXF5050QM	FVRS86100600000						69,063.42	45,297.68	23,765.74
Projection - Allocations		Stella Holt-Cont. Funds	Allocations	XXXF8216CF	FVRS72010660170						1,000.00	1,000.00	-
Projection - Allocations		RTRL - Cont Funds	Allocations	XXXF8216CF	FVRS72010660180						162,075.70	92,075.70	70,000.00
Projection - Allocations			Allocations	XXXF8083FW	FXRS855106DUST0						16,914.58	0.00	16,914.58
Projection - Allocations			Allocations	178F1611MD	FXRS1264066PCS0						4,410.04	0.00	4,410.04
Projection - Allocations			Allocations	XXXF8083K7	FXRS851006TP601						0.00	0.00	-
Projection - Salary		Wildlife & Habitat Mngt	SALARY - PERMANENT	178F1611MD	FXRS12610600000	245,602.81	356,843.46	245,602.81	111,240.65				
Projection - Salary		Business Team	SALARY - BUSINESS TEAM	178F1611MD	FXRS1261066RBT0	49,299.39	62,811.47	49,299.39	13,512.08				
Projection - Salary		Maintenance Salary	SALARY - PERMANENT	178F1611MD	FXRS126206MAIN0	161,030.57	293,276.75	161,030.57	132,246.18				
Projection - Salary		Maintenance Salary	SALARY - INVITATIONAL	178F1611MD	FXRS126206MAIN0	4,122.31	4,122.31	4,122.31	0.00				
Projection - Salary		Annual Maintenance	SALARY - INVITATIONAL	178F1611MD	FXRS126206ANNM0	1,231.98	1,231.98	1,231.98	0.00				
Projection - Salary		Visitor Services	SALARY - PERMANENT	178F1611MD	FXRS12630600000	0.00	97,596.08	0.00	97,596.08				
Projection - Salary		Business Team	SALARY - BUSINESS TEAM	178F1611MD	FXRS1263066RBT0	0.00	27,024.16	0.00	27,024.16				
Projection - Salary		LE	SALARY - PERMANENT	178F1611MD	FXRS12640600000	0.00	29,579.28	0.00	29,579.28				
Projection - Salary		LE	SALARY - LE DETAIL	178F1611MD	FXRS12640600000	0.00	0.00	0.00	0.00				
Projection - Salary		Annual Maintenance	SALARY - SEASONAL	178F1611MD	FXRS126206ANNM0	1,458.00	11,661.20	1,458.00	10,203.20				
Projection - Salary		Wildlife & Habitat Mngt	SALARY - SEASONAL	178F1611MD	FXRS12610600000	583.21	583.21	583.21	0.00				
Projection - Salary		RTRL - Cont Funds	SALARY - SEASONAL	XXXF8216CF	FVRS72010660180	0.00	13,328.81	0.00	13,328.81				
Projection - Salary		RTRL - Cont Funds	SALARY - PERMANENT	XXXF8216CF	FVRS72010660180	0.00	13,964.00	0.00	13,964.00				
Projection - Fixed Exp		Rec Fee	Electricity	XXXF5252RF	FVRS80810600000		5,000.00	2,445.58	2,554.42				
Projection - Fixed Exp		Annual Maintenance	Electricity	178F1611MD	FXRS126206ANNM0		12,000.00	8,035.15	3,964.85				
Projection - Fixed Exp		ISP	ISP	178F1611MD	FXGO16640970600		8,630.16	(0.00)	8,630.16				
Projection - Fixed Exp		Annual Maintenance	ISP	178F1611MD	FXRS126206ANNM0		0.00	2,547.27	(2,547.27)				
Projection - Fixed Exp		Annual Maintenance	Postal Meter Rental	178F1611MD	FXRS126206ANNM0		747.00	378.00	369.00				
Projection - Fixed Exp		Annual Maintenance	Mail/Fedex	178F1611MD	FXRS126206ANNM0		2,000.00	1,321.63	678.37				
Projection - Fixed Exp		Rec Fee	Mail/Fedex	XXXF5252RF	FVRS80810600000		50.00	8.68	41.32				
Projection - Fixed Exp		Wildlife & Habitat Mngt	Mail/Fedex	178F1611MD	FXRS12610600000		55.48	34.29	21.19				
Projection - Fixed Exp		Rec Fee	Propane	XXXF5252RF	FVRS80810600000		3,000.00	0.00	3,000.00				
Projection - Fixed Exp		Wildlife & Habitat Mngt	Propane	178F1611MD	FXRS12610600000		0.00	0.00	(0.00)				
Projection - Fixed Exp		Sale of Proceeds	Propane	XXXF5091RF	FVRS68600600000		100.00	0.00	100.00				
Projection - Fixed Exp		Annual Maintenance	Propane	178F1611MD	FXRS126206ANNM0		17,000.00	10,145.10	6,854.90				
Projection - Fixed Exp		Annual Maintenance	Phone	178F1611MD	FXRS126206ANNM0		18,520.82	11,693.77	6,827.05				
Projection - Fixed Exp		Wildlife & Habitat Mngt	Phone	178F1611MD	FXRS12610600000		(9.99)	(9.99)	(0.00)				
Projection - Fixed Exp		Annual Maintenance	Wireless	178F1611MD	FXRS126206ANNM0		4,500.00	2,925.55	1,574.45				
Projection - Fixed Exp		Wildlife & Habitat Mngt	Wireless	178F1611MD	FXRS12610600000		945.76	80.01	865.75				
Projection - Variable Exp		Sale of Proceeds	Animal Expense	XXXF5091RF	FVRS68600600000		8,211.03	1,165.60	7,045.43				
Projection - Variable Exp		Annual Maintenance	Animal Expense	178F1611MD	FXRS126206ANNM0		68.50	68.50	0.00				
Projection - Variable Exp		Wildlife & Habitat Mngt	Background Investigations	178F1611MD	FXRS12610600000		40.00	20.00	20.00				
Projection - Variable Exp		Rec Fee	Background Investigations	XXXF5252RF	FVRS80810600000		60.00	20.00	40.00				
Projection - Variable Exp		Annual Maintenance	Chemicals	178F1611MD	FXRS126206ANNM0		0.00	0.00	0.00				
Projection - Variable Exp		Wildlife & Habitat Mngt	Chemicals	178F1611MD	FXRS12610600000		0.00	0.00	0.00				
Projection - Variable Exp		Quarters	Equipment	XXXF5050QM	FVRS86100600000		1,264.38	1,264.38	0.00				
Projection - Variable Exp		Wildlife & Habitat Mngt	Equipment	178F1611MD	FXRS12610600000		2,813.81	2,813.81	0.00				
Projection - Variable Exp		Annual Maintenance	Equipment	178F1611MD	FXRS126206ANNM0		568.98	568.98	0.00				
Projection - Variable Exp		Rec Fee	Equipment	XXXF5252RF	FVRS80810600000		99.00	99.00	0.00				

Projection - Variable Exp	RTRL - Cont Funds	Flights	XXXFB216CF	FVRS72010660180		18,328.00	18,328.00	0.00
Projection - Variable Exp		FOOD - NEEDS BOC UPDATE	178F1611MD	FXRS12610600000			279.41	(279.41)
Projection - Variable Exp	Annual Maintenance	Fuel	178F1611MD	FXRS126206ANNM0		17,000.00	9,601.90	7,398.10
Projection - Variable Exp	Wildlife & Habitat Mngt	Fuel	178F1611MD	FXRS12610600000		484.80	265.96	218.84
Projection - Variable Exp	Rec Fee	GPO	XXXF5252RF	FVRS80810600000		1,500.00	1,500.00	0.00
Projection - Variable Exp	Annual Maintenance	Janitorial - LT	178F1611MD	FXRS126206ANNM0		2,400.00	600.00	1,800.00
Projection - Variable Exp		PCS	178F1611MD	FXRS1264066PCSO		4,410.04	4,410.04	0.00
Projection - Variable Exp	Annual Maintenance	Pest Control	178F1611MD	FXRS126206ANNM0		2,500.00	1,111.02	1,388.98
Projection - Variable Exp	Sale of Proceeds	Porta Potties	XXXF5091RF	FVRS68600600000		255.00	0.00	255.00
Projection - Variable Exp	Wildlife & Habitat Mngt	Professional Liability Insurance	178F1611MD	FXRS12610600000		146.00	0.00	146.00
Projection - Variable Exp	Annual Maintenance	Radio Equip/Maint	178F1611MD	FXRS126206ANNM0		500.00	0.00	500.00
Projection - Variable Exp	reduced from \$16,038	Annual Maintenance	Salary - WG3 Laborer LT	178F1611MD	FXRS126206ANNM0		0.00	0.00
Projection - Variable Exp	Annual Maintenance	Security Service	178F1611MD	FXRS126206ANNM0		815.37	397.35	418.02
Projection - Variable Exp	Wildlife & Habitat Mngt	Security Service	178F1611MD	FXRS12610600000		79.47	79.47	0.00
Projection - Variable Exp	Stella Holt-Cont. Funds	Seeds	XXXFB216CF	FVRS72010660170		1,000.00	0.00	1,000.00
Projection - Variable Exp	took out 2k 3/27	Wildlife & Habitat Mngt	Seeds	178F1611MD	FXRS12610600000		0.00	0.00
Projection - Variable Exp	RTRL - Cont Funds	Seeds	XXXFB216CF	FVRS72010660180		515.00	515.00	0.00
Projection - Variable Exp	Quarters	Services	XXXF5050QM	FVRS86106000000		5,500.00	68.00	5,432.00
Projection - Variable Exp	Wildlife & Habitat Mngt	Services	178F1611MD	FXRS12610600000		372.50	372.50	0.00
Projection - Variable Exp		Services	178F1611MD	FXRS126206MAIN0		80.00	80.00	0.00
Projection - Variable Exp	Sale of Proceeds	Services	XXXF5091RF	FVRS68600600000		226.00	226.00	0.00
Projection - Variable Exp	Rec Fee	Services	XXXF5252RF	FVRS80810600000		5,155.00	5,155.00	0.00
Projection - Variable Exp	Annual Maintenance	Services	178F1611MD	FXRS126206ANNM0		10,000.00	4,561.19	5,438.81
Projection - Variable Exp	Wildlife & Habitat Mngt	Subscriptions	178F1611MD	FXRS12610600000		99.00	99.00	0.00
Projection - Variable Exp	Annual Maintenance	Subscriptions	178F1611MD	FXRS126206ANNM0		256.75	256.75	0.00
Projection - Variable Exp	Annual Maintenance	Supplies - Bldg - Shop	178F1611MD	FXRS126206ANNM0		20,000.00	11,953.14	8,046.86
Projection - Variable Exp	Wildlife & Habitat Mngt	Supplies - Bldg - Shop	178F1611MD	FXRS12610600000		1,515.04	1,499.31	15.73
Projection - Variable Exp	Quarters	Supplies - Bldg - Shop	XXXF5050QM	FVRS86106000000		500.00	446.65	53.35
Projection - Variable Exp	Rec Fee	Supplies - Bldg - Shop	XXXF5252RF	FVRS80810600000		1,500.00	1,306.19	193.81
Projection - Variable Exp	RTRL - Cont Funds	Supplies - Bldg - Shop	XXXFB216CF	FVRS72010660180		37.00	37.00	0.00
Projection - Variable Exp	Visitor Services	Supplies-Office-Field-Safety	178F1611MD	FXRS12630600000		741.04	741.04	0.00
Projection - Variable Exp	LE	Supplies-Office-Field-Safety	178F1611MD	FXRS12640600000		2,000.00	0.00	2,000.00
Projection - Variable Exp	Rec Fee	Supplies-Office-Field-Safety	XXXF5252RF	FVRS80810600000		5,000.00	3,794.43	1,205.57
Projection - Variable Exp	Wildlife & Habitat Mngt	Supplies-Office-Field-Safety	178F1611MD	FXRS12610600000		4,812.07	4,812.07	0.00
Projection - Variable Exp	Business Team	Supplies-Office-Field-Safety	178F1611MD	FXRS1261066RBT0		807.10	130.65	676.45
Projection - Variable Exp	Business Team	Supplies-Office-Field-Safety	178F1611MD	FXRS1263066RBT0		701.96	247.10	454.86
Projection - Variable Exp	Annual Maintenance	Supplies-Office-Field-Safety	178F1611MD	FXRS126206ANNM0		10,000.00	3,261.30	6,738.70
Projection - Variable Exp	Sale of Proceeds	Supplies-Office-Field-Safety	XXXF5091RF	FVRS68600600000		2,000.00	298.75	1,701.25
Projection - Variable Exp	RTRL - Cont Funds	Supplies-Office-Field-Safety	XXXFB216CF	FVRS72010660180		0.00	0.00	0.00
Projection - Variable Exp	Quarters	Supplies-Office-Field-Safety	XXXF5050QM	FVRS86106000000		2,700.00	534.97	2,165.03
Projection - Variable Exp	Annual Maintenance	Trash	178F1611MD	FXRS126206ANNM0		2,500.00	1,081.67	1,418.33
Projection - Variable Exp	Wildlife & Habitat Mngt	Travel	178F1611MD	FXRS12610600000		8,469.14	8,469.14	0.00
Projection - Variable Exp	Maintenance Salary	Travel	178F1611MD	FXRS126206MAIN0		457.87	457.87	0.00
Projection - Variable Exp	Visitor Services	Travel	178F1611MD	FXRS12630600000		1,225.57	1,225.57	0.00
Projection - Variable Exp	Business Team	Travel	178F1611MD	FXRS1263066RBT0		1,225.96	1,225.96	0.00
Projection - Variable Exp	Annual Maintenance	Travel	178F1611MD	FXRS126206ANNM0		0.00	0.00	0.00
Projection - Variable Exp	Business Team	Travel	178F1611MD	FXRS1261066RBT0		604.52	604.52	0.00
Projection - Variable Exp	LE	Travel	178F1611MD	FXRS12640600000		2,500.00	0.00	2,500.00
Projection - Variable Exp	Sale of Proceeds	Travel	XXXF5091RF	FVRS68600600000		2,652.25	2,652.25	0.00
Projection - Variable Exp	Sale of Proceeds	Travel Invitation	XXXF5091RF	FVRS68600600000		339.25	339.25	0.00
Projection - Variable Exp	Wildlife & Habitat Mngt	Travel - Kevin Great Falls - LE Quals	178F1611MD	FXRS12610600000		700.00	0.00	700.00
Projection - Variable Exp	Wildlife & Habitat Mngt	Travel - Amy Bison Mtg Des Moines IA 4/19-4/21	178F1611MD	FXRS12610600000		1,200.00	0.00	1,200.00
Projection - Variable Exp	possible GNHA fund? Est.	Travel volunteer SF1164	178F1611MD	FXRS12610600000		800.00	0.00	800.00
Projection - Variable Exp	Rec Fee	Travel Invitation	XXXF5252RF	FVRS80810600000		0.00	0.00	0.00
Projection - Variable Exp	Rec Fee	Travel Volunteer	XXXF5252RF	FVRS80810600000		332.64	332.64	0.00
Projection - Variable Exp	added 650 3/27	Wildlife & Habitat Mngt	Training/Tuition	178F1611MD	FXRS12610600000		(220.00)	(220.00)
Projection - Variable Exp	Wildlife & Habitat Mngt	Training - Kevin EEO/Diversity	178F1611MD	FXRS12610600000		350.00	0.00	350.00
Projection - Variable Exp	Wildlife & Habitat Mngt	Training - First Aid/CPR LT staff	178F1611MD	FXRS12610600000		750.00	0.00	750.00
Projection - Variable Exp	Wildlife & Habitat Mngt	Training - LT Forest Evaluation	178F1611MD	FXRS12610600000		250.00	0.00	250.00
Projection - Variable Exp	LE	Training/Tuition	178F1611MD	FXRS12640600000		200.00	0.00	200.00
Projection - Variable Exp	Rec Fee	Vault Toilets	XXXF5252RF	FVRS80810600000		5,000.00	0.00	5,000.00
Projection - Variable Exp	Annual Maintenance	Vehicle Supply - Maint	178F1611MD	FXRS126206ANNM0		13,000.00	8,516.64	4,483.36
Projection - Variable Exp	Wildlife & Habitat Mngt	Vehicle Supply - Maint	178F1611MD	FXRS12610600000		182.90	172.90	10.00
Projection - Variable Exp	Rec Fee	Volunteers	XXXF5252RF	FVRS80810600000		464.23	464.23	0.00
Projection - Variable Exp	Annual Maintenance	Water	178F1611MD	FXRS126206ANNM0		1,700.00	1,400.55	299.45

Projection - Variable Exp		Wildlife & Habitat Mngt	Water	178F1611MD	FXRS1261060000		156.00	0.00	156.00
Projection - Variable Exp		Rec Fee	Water Testing	XXXF5252RF	FVRS8081060000		800.00	188.59	611.41
Projection - Variable Exp			Water Testing	178F1611MD	FXRS126206ANNM0		115.00	115.00	0.00
Projection - Other	5k took out 3/27	Wildlife & Habitat Mngt	Proj - Bighorn Research	178F1611MD	FXRS1261060000		0.00	0.00	0.00
Projection - Other	Meg Van Ness	Wildlife & Habitat Mngt	Proj - Blasdel Barn Closing	178F1611MD	FXRS1261060000		0.00	0.00	0.00
Projection - Other	Chris Holating	Dust Abatement	Proj - Dust Abatement NBR	XXXF8083FW	FXRS855106DUST0		16,914.58	16,914.58	0.00
Projection - Other	How much?	Quarters	Proj - Finish Skinner Porch & Windows	XXXF5050QM	FVRS8610060000				0.00
Projection - Other		YGO	Proj - MCC YGO LT	178F1611MD	FGRS126306YUTH0		15,000.00	15,000.00	0.00
Projection - Other	5k out possible strike team or NBR staff/volunteers	Wildlife & Habitat Mngt	Proj - Flathead Co Weed Coop	178F1611MD	FXRS1261060000		0.00	0.00	0.00
Projection - Other	6/24/17-6/23/18	Annual Maintenance	Proj - Janitorial NBR	178F1611MD	FXRS126206ANNM0		6,500.04	0.00	6,500.04
Projection - Other		Wildlife & Habitat Mngt	Proj - Lake Co Misc Oblig	178F1611MD	FXRS1261060000		23,077.78	0.00	23,077.78
Projection - Other		Small Equipment	Proj - Laptop - Skinner GIS	178F1611MD	FXRS126206SMEQ0		2,750.00	0.00	2,750.00
Projection - Other		Wildlife & Habitat Mngt	Proj - LT Interp Signs	178F1611MD	FXRS1261060000		500.00	0.00	500.00
Projection - Other		Annual Maintenance	Proj - LE Laptop LT (Shinn)- F17PD00232	178F1611MD	FXRS126206ANNM0		3,079.37	3,079.37	0.00
Projection - Other			Proj - LT Interp Panels	XXXF8083K7	FXRS8510061P601				0.00
Projection - Other	6,500 Beck	Wildlife & Habitat Mngt	Proj - LT NWR Mngt Burn	178F1611MD	FXRS1261060000		0.00	0.00	0.00
Projection - Other		Wildlife & Habitat Mngt	Proj - Partners/Lake Co Mod	178F1611MD	FXRS1261060000		0.00	0.00	0.00
Projection - Other	10 out added 5k 3/27	Coop Agreements	Proj - Pheasants Forever Mod	178F1611MD	FGRS1261060000		5,000.00	0.00	5,000.00
Projection - Other		Annual Maintenance	Proj - Sanders Co Misc Oblig	178F1611MD	FXRS126206ANNM0		4,215.38	0.00	4,215.38
Projection - Other		SCA	Proj - SCA F16AC00292 VC Techs	XXXF5252RF	FGRS8081060000		23,682.70	23,682.70	0.00
Projection - Other	staff or RMEF 1k	Wildlife & Habitat Mngt	Proj - Tansy & Toadflax	178F1611MD	FXRS1261060000		0.00	0.00	0.00
Projection - Other		Annual Maintenance	Proj - Trailer Lease	178F1611MD	FXRS126206ANNM0		15,369.72	15,369.72	0.00
Projection - Other		RTRL - Cont Funds	Proj - UM Bird Monitoring Mod	XXXF8216CF	FVRS72010660180		10,000.00	0.00	10,000.00
Projection - Other	need estimate	Quarters	Proj - LT - Repair Skinner basement leak	XXXF5050QM	FVRS8610060000				0.00
Projection - Other	took out \$600 use mitigation fund	Wildlife & Habitat Mngt	Proj - LT - FLAP	178F1611MD	FXRS1261060000		0.00	0.00	0.00
Projection - Other		Wildlife & Habitat Mngt	Proj - LT recharge fire extinguishers	178F1611MD	FXRS1261060000		200.00	0.00	200.00
Projection - Other	5k took out 3/28	Wildlife & Habitat Mngt	Proj - NBR Grazing supplies NBR/WPA enclosures	178F1611MD	FXRS1261060000		0.00	0.00	0.00
Projection - Other	3k took out 3/28	Wildlife & Habitat Mngt	Proj - NBR PPE and Chemical	178F1611MD	FXRS1261060000		0.00	0.00	0.00
Projection - Other	2,500 too out 3/28	Wildlife & Habitat Mngt	Proj - NBR Misc Field equip	178F1611MD	FXRS1261060000		0.00	0.00	0.00
Projection - Other		Wildlife & Habitat Mngt	Proj - NBR Misc Roundup supplies	178F1611MD	FXRS1261060000		500.00	0.00	500.00
Projection - Other		RTRL - Cont Funds	Proj - NBR SCA Bio Tech (RTRL)	XXXF8216CF	FVRS72010660180		24,000.00	0.00	24,000.00
Projection - Other		Wildlife & Habitat Mngt	Proj - NBR Supplies -Office-Field-Safety TO YEAREND	178F1611MD	FXRS1261060000		500.00	0.00	500.00
Projection - Other		Wildlife & Habitat Mngt	Proj - LT Supplies-Office-Field-Safety TO YEAREND	178F1611MD	FXRS1261060000		500.00	0.00	500.00

FUND STATUS REPORT - ACTUALS ONLY - (no projections) MAY 5, 2017

2017	Funds Center	Fund	FA Budget Program	Funded Program	Consumable Budget	Commitments	Total Obligations (Incl. Comm)	Current Available Funds	Percent Obligated	Payroll Accrual
2017	FF06RNBR00	XXXF8083K7	FRS851000	FXRS851006TP601			\$ 0.00	\$ 0.00		
2017	FF06RNBR00	XXXF8216CF	FRS720100	FVRS72010660170	\$ 1,000.00			\$ 1,000.00		
2017	FF06RNBR00	XXXF8216CF	FRS720100	FVRS72010660180	\$ 92,075.70	\$ 18,328.00	\$ 18,880.00	\$ 73,195.70	20.50 %	
2017	FF06RNBR00	XXXF5091RF	FRS686000	FVRS68600600000	\$ 13,783.53		\$ 4,681.85	\$ 9,101.68	33.97 %	
2017	FF06RNBR00	XXXF5050QM	FRS861000	FVRS86100600000	\$ 45,297.68		\$ 2,314.00	\$ 42,983.68	5.11 %	
2017	FF06RNBR00	XXXF5252RF	FRS808100	FGRS80810600000		\$ 0.00	\$ 23,682.70	\$ -23,682.70		
2017	FF06RNBR00	XXXF5252RF	FRS808100	FVRS80810600000	\$ 72,507.68		\$ 15,314.34	\$ 57,193.34	21.12 %	
2017	FF06RNBR00	XXXF8083FW	FRS855100	FXRS855106DUSTO		\$ 0.00	\$ 16,914.58	\$ -16,914.58		
2017	FF06RNBR00	178F1611MD	FGO166400	FXGO16640970600			\$ 0.00	\$ 0.00		
2017	FF06RNBR00	178F1611MD	FRS126100	FXRS12610600000			\$ 264,953.90	\$ -264,953.90		\$ 0.00
2017	FF06RNBR00	178F1611MD	FRS126100	FXRS1261066RBTO			\$ 50,034.56	\$ -50,034.56		\$ 0.00
2017	FF06RNBR00	178F1611MD	FRS126200	FXRS126206ANNM0		\$ 15,369.72	\$ 101,679.53	\$ -101,679.53		\$ 0.00
2017	FF06RNBR00	178F1611MD	FRS126200	FXRS126206MAIN0			\$ 165,690.75	\$ -165,690.75		\$ 0.00
2017	FF06RNBR00	178F1611MD	FRS126300	FGRS126306YUTH0		\$ 0.00	\$ 15,000.00	\$ -15,000.00		
2017	FF06RNBR00	178F1611MD	FRS126300	FXRS12630600000			\$ 1,966.61	\$ -1,966.61		\$ 0.00
2017	FF06RNBR00	178F1611MD	FRS126300	FXRS1263066RBTO			\$ 1,473.06	\$ -1,473.06		
2017	FF06RNBR00	178F1611MD	FRS126400	FXRS1264066PCSO			\$ 4,410.04	\$ -4,410.04		
	Result	Result	Result	Result	\$ 224,664.59	\$ 33,697.72	\$ 686,995.92	\$ -462,331.33	305.79 %	\$ 0.00

UDO REPORT - MAY 5, 2017

Obligation Number	Line Item	Delivery Date	Prd. of Perf. From	Prd. of Perf. To	Funds	Funded Program	Vendor Name	Short Text	FM Obligation Amt	Unlqtd Obl Amt	Days Elapsed
3200015303	1				178F1611MD	FXRS1264066PCS0	KOOLE		629.95	629.95	10
3200015303	2				178F1611MD	FXRS1264066PCS0	KOOLE		3,780.09	3,780.09	7
4500097168	60	9/30/2017	8/24/2016	9/30/2017	XXXF5252RF	FVRS80810600000	GOVERNMENT PRINTING OFFICE	NBR	3,400.00	3,400.00	254
F13AC01008	30	9/30/2018	9/12/2013	9/30/2018	156F1611MD	FGRS12610600000	UNIVERSITY OF MONTANA	Technical Asst for Land Bird Monitoring	10,000.00	5,264.51	72
F13AC01008	40	9/30/2013	9/12/2013	9/30/2018	167F1611MD	FGRS12610600000	UNIVERSITY OF MONTANA	Technical Asst for Land Bird Monitoring	10,000.00	10,000.00	542
F13AC01028	50	9/30/2018	9/16/2013	9/30/2018	145F1611MD	FGRS12630600000	LAKE, COUNTY OF	Mod F13AC01028 w/Lake Cnty	5,000.00	5,000.00	976
F13PB00439	20	12/31/2016	8/6/2015	12/31/2016	156F1611MD	FXRS12610600000	ERO RESOURCES CORPORATION	Revisions to the Draft EA based on chang	3,250.00	3,250.00	623
F13PB00439	30	12/31/2016	8/6/2015	12/31/2016	156F1611MD	FXRS12610600000	ERO RESOURCES CORPORATION	Mtgs and Coordination to discuss the pro	2,100.00	2,100.00	623
F13PB00439	40	12/31/2016	8/6/2015	12/31/2016	156F1611MD	FXRS12610600000	ERO RESOURCES CORPORATION	Develop Findings Document to Support the	4,100.00	4,100.00	623
F13PD01082	40	5/23/2017	5/24/2016	5/23/2017	167F1611MD	FXRS12610600000	WILLIAMS SCOTSMAN, INC.	F13PD01082WILLIAM SCOTSMAN, INC.GS07F0	15,369.72	2,561.62	9
F14AC01041	10	8/31/2019	8/27/2014	8/31/2019	145F1611MD	FGRS12610600000	PHEASANTS FOREVER, INC.	Habitat Renovation coop agreement	50,000.00	1,768.05	88
F14AC01041	20	8/31/2019	8/27/2014	8/31/2019	156F1611MD	FGRS12610600000	PHEASANTS FOREVER, INC.	Mod to Habitat Restoration	10,000.00	10,000.00	644
F14AC01041	30	8/31/2019	8/27/2014	8/31/2019	167F1611MD	FGRS12610600000	PHEASANTS FOREVER, INC.	Habitat Renovation coop agreement	10,000.00	10,000.00	235
F15AC00249	10	6/30/2019	4/15/2015	6/30/2019	145F1611MD	FGRS1261066STRIK	FLATHEAD, COUNTY OF	Weed Coop with FCWD	8,000.00	395.00	189
F16AC00292	10	9/30/2018	5/10/2016	9/30/2018	XXXF5252RF	FGRS80810600000	STUDENT CONSERVATION ASSOCIATION,	Visitor Services Technician	30,640.26	3,421.26	171
F16AC00292	20	9/30/2018	5/10/2016	9/30/2018	XXXF5252RF	FGRS80810600000	STUDENT CONSERVATION ASSOCIATION,	Visitor Services Technician	23,682.70	23,682.70	39
F16AC00432	160	6/30/2021	6/7/2016	6/30/2021	178F1611MD	FGRS126306YUTH0	MONTANA CONSERVATION CORP	Aspen Regeneration	15,000.00	15,000.00	31
F16PD01476	10	6/8/2017	7/8/2016	7/8/2017	XXXF8083K7	FXRS851006TP601	FORMATIONS INC.	INTERPRETIVE PANELS AND ERXHIBITS (Optio	20,918.72	5,229.67	1
F16PX01608	10	6/30/2017	7/23/2016	7/23/2017	167F1611MD	FXRS126206ANNM0	JARAMILLO, DANNY	Janitorial ServicesNational Elk Refuge,	6,500.04	1,625.01	9
F17PB00129	10	3/27/2017	3/27/2017	3/27/2017	178F1611MD	FXRS126206ANNM0	AMERIGAS PROPANE, L.P.	Propane 3_27_17 Delivery (2159.4 gal @ \$	3,703.13	3,703.13	30
F17PX00925	10	5/12/2017	5/1/2017	5/12/2017	XXXF8083FW	FXRS855106DUST0	WE DUST CONTROL & DE-ICING, INC.	Dust control on Refuge tour road. The a	13,929.65	13,929.65	4
F17PX00925	20	5/12/2017	5/1/2017	5/12/2017	XXXF8083FW	FXRS855106DUST0	WE DUST CONTROL & DE-ICING, INC.	Dust control on Refuge tour road. The a	2,984.93	2,984.93	4

From: [Shoemaker, Karen](#)
To: [Kevin Shinn](#); [Jeff King](#); [Amy Lisk](#); [Mary Danno](#); [Mike Koole](#)
Bcc: [Karen Shoemaker](#)
Subject: Fund Status report (for todays meeting)
Date: Thursday, February 12, 2015 12:44:44 PM
Attachments: [Fund Status Management Report 2 12 15 .xls.xlsx](#)

Kevin - here is the fund status report so you can follow along on the call. Everyone else I have printed these out.

Karen Shoemaker
Budget Analyst

U.S. Fish and Wildlife Service
National Bison Range Complex
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Fund Status Management Report

Updated through: 2/11/2015

Funded Program	Actual Fund Targets in FBMS	Projected Fund Targets	Total Fund Targets	Sum of Commitments	Total Obligations in FBMS	Remaining Expense Projections	Balance to Spend	Projected Expenditure Rate	Budget Analyst Comments	Team Comments
FGO166400 FRS126100	ISP	11,212.00	11,212.00		1,694.62	9,517.38	0.00	100.00%	I have requested an increase this year due to the ethernet line	
FXRS12610600000 FXRS1261066RBT0	Wildlife	365,006.00	365,006.00	15,369.72	215,046.70	205,731.26	(55,771.96)	115.28%	need additional \$51,866 for Skinner salary; need to confirm with RO that CMR will pay his lump sum of \$15k. Once we get fund target this will still be negative (\$3,905.96). I moved the Trailer Lease to 1263 Business Team	
FRS126100 Total		430,797.00	430,797.00	15,369.72	242,055.02	230,988.94	(42,246.96)	109.81%	Once we receive Skinner salary, balance will be \$9,619.04. Note - 460,357 is salary the fund target is \$365.006!	
FRS126200 FXRS126206ANNM0	Maint	217,981.00	217,981.00		30,808.33	126,610.75	60,561.92	72.22%		
FXRS126206MAIN0		317,859.00	317,859.00		106,070.96	219,577.36	(7,789.32)	102.45%	we still need .5 Marlin salary and MC 35k. (3k wage grade academy travel)	
FXRS126206SMEQ0		0.00	0.00				0.00		if we receive funding I could move VC computer from 1263 to small equip; where are we on heavy equipment rental funding request? Possible 1 week rental tree pruning equipment need.	
FRS126200 Total		535,840.00	535,840.00		136,879.29	346,188.11	52,772.60	90.15%		
FRS126300 FGRS126306YUTH0	Vistor Sv	13,500.00	13,500.00				13,500.00	0.00%	Lost Trail MCC - Pollenator Garden & Aspen Regeneration	
FXRS12630600000 FXRS1263066RBT0		119,318.00	119,318.00		33,673.19	120,051.22	(34,406.41)	128.84%	need to receive 40k 1/2 Mary's salary	
FRS126300 Total		165,222.00	165,222.00		33,700.72	152,452.72	(20,931.44)	112.67%	Est. Balance \$19,068 once we receive Danno salary	
FRS126400 FXRS12640600000 FXRS12640660LE0	LE	85,572.00	85,572.00		28,635.93	58,914.78	(1,978.71)	102.31%		
FRS126400 Total		85,745.12	85,745.12		28,809.05	58,914.78	(1,978.71)	102.31%	can free up negative balance with less OT and Sunday premium in future pp	
TOTAL 126X								103.74%		
FRS686000 FVRS68600600000	Sale of Proceeds	22,886.04	22,886.04		2,675.88	16,125.00	4,085.16	82.15%		
FRS686000 Total		22,886.04	22,886.04		2,675.88	16,125.00	4,085.16	82.15%	until fund targeted not certain on target projection	
FRS808100 FVRS80810600000 FGRS80810600000	Rec Fee	29,896.96	74,896.96		3,862.68	39,161.00	31,873.28	57.44%		
FRS808100 Total		29,896.96	74,896.96		3,862.68	60,921.00	10,113.28	86.50%	New Copier/Maint Agreement; Janitorial. Does not include anticipated \$28,562 FY 13 carryover yet. If we received it balance would be \$38,675.28	
FRS861000 FVRS86100600000	Quarters	32,816.15	47,910.00		721.20	102.79	47,086.01	1.72%		
FRS861000 Total		32,816.15	47,910.00		721.20	102.79	47,086.01	1.72%	LT - Heat Pump 10k and House Painted where are we on this? Behrman to fund 15? Need to verify this.	
Grand Total		62,713.11	1,311,796.01	1,374,509.12	450,398.46	875,210.72	48,899.94	96.44%		

Note: Budgets are getting smaller we need to chase funding pots. This year we need to make a priority of aggressively applying for funding (i.e. Inv and Monitoring can pay SCA salaries)

Note: I do not have any future spending projections in 1261 for the entire year!

From: [Shoemaker, Karen](#)
To: [Jeff King](#); [Kevin Shinn](#); [Skinner, Beverly](#); [Amy Lisk](#)
Bcc: [Karen Shoemaker](#)
Subject: Fund Status Report
Date: Thursday, March 30, 2017 8:21:21 PM
Attachments: [Overall Balance Report 3-30-17.xlsx](#)
[All Expenses OOTR Report 3-30-17.xlsx](#)

All - Here are the latest revisions after the budget formulation meeting from 3/27/17.

Best Regards,

Karen Shoemaker
Budget Analyst

U.S. Fish and Wildlife Service
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Lower Green River Complex - Ouray and Brown's Park
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My schedule 4-10's off on Fridays

ALLOCATIONS/SALARY/FIXED COSTS/AND PROJECTIONS - March 30, 2017

revisions after 3/27/17 Budget Formulation Meeting

Record Type	NOTES	Description of Fund	Division	Work Element	Created On	Fund	Funded Program	Total Obligations	Full Year Projections	Spent Projections	Remaining Projections	Initial Fund Target Projections	Total Fund Targets (Projected & Actual)	Actual Fund Targets (in FBMS)	Projected Fund Targets
Projection - Allocations		ISP	Complex	Allocations	1/26/2017	178F1611MD	FXGO16640970600						8,630.16	0.00	8,630.16
Projection - Allocations		Wildlife & Habitat Mngt	Complex	Allocations	1/26/2017	178F1611MD	FXRS12610600000						408,772.00	0.00	408,772.00
Projection - Allocations		Coop Agreements	Complex	Allocations	1/26/2017	178F1611MD	FGRS12610600000						0.00	0.00	-
Projection - Allocations		Business Team	Complex	Allocations	1/26/2017	178F1611MD	FXRS1261066RBT0						63,313.00	0.00	63,313.00
Projection - Allocations		Annual Maintenance	Complex	Allocations	1/26/2017	178F1611MD	FXRS126206ANNM0						217,981.00	0.00	217,981.00
Projection - Allocations		Maintenance Salary	Complex	Allocations	1/26/2017	178F1611MD	FXRS126206MAIN0						257,682.00	0.00	257,682.00
Projection - Allocations		Small Equipment	Complex	Allocations	1/26/2017	178F1611MD	FXRS126206SMEQ0						15,600.00	0.00	15,600.00
Projection - Allocations		YGO	Complex	Allocations	1/26/2017	178F1611MD	FGRS126306YUTH0						15,000.00	0.00	15,000.00
Projection - Allocations		Visitor Services	Complex	Allocations	1/26/2017	178F1611MD	FXRS12630600000						99,539.00	0.00	99,539.00
Projection - Allocations		Business Team	Complex	Allocations	1/26/2017	178F1611MD	FXRS1263066RBT0						31,184.00	0.00	31,184.00
Projection - Allocations		LE	Complex	Allocations	1/26/2017	178F1611MD	FXRS12640600000						39,335.00	0.00	39,335.00
Projection - Allocations		Sale of Proceeds	Complex	Allocations	1/26/2017	XXXF5091RF	FVRS68600600000						13,783.53	13,783.53	-
Projection - Allocations	51184.13 Carryover	Rec Fee	Complex	Allocations	1/26/2017	XXXF5252RF	FVRS80810600000						99,184.13	66,361.52	32,822.61
Projection - Allocations		SCA	Complex	Allocations	1/26/2017	XXXF5252RF	FGRS80810600000						0.00	0.00	-
Projection - Allocations	42166.78 Carryover	Quarters	Complex	Allocations	1/26/2017	XXXF5050QM	FVRS86100600000						69,063.42	45,297.68	23,765.74
Projection - Allocations		Stella Holt-Cont. Funds	Complex	Allocations	1/26/2017	XXXF8216CF	FVRS72010660170						1,000.00	1,000.00	-
Projection - Allocations		RTRL - Cont Funds	Complex	Allocations	1/26/2017	XXXF8216CF	FVRS72010660180						192,075.70	92,075.70	100,000.00
Projection - Salary		Wildlife & Habitat Mngt	Complex	SALARY - PERMANENT	1/26/2017	178F1611MD	FXRS12610600000	211,043.89	357,077.10	211,043.89	146,033.21				
Projection - Salary		Business Team	Complex	SALARY - BUSINESS TEAM	1/26/2017	178F1611MD	FXRS1261066RBT0	42,543.37	62,811.49	42,543.37	20,268.12				
Projection - Salary		Maintenance Salary	Complex	SALARY - PERMANENT	1/26/2017	178F1611MD	FXRS126206MAIN0	144,732.81	300,644.69	144,732.81	155,911.88				
Projection - Salary		Maintenance Salary	Complex	SALARY - INVITATIONAL	1/26/2017	178F1611MD	FXRS126206MAIN0	4,060.56	4,060.56	4,060.56	0.00				
Projection - Salary		Annual Maintenance	Complex	SALARY - INVITATIONAL	1/26/2017	178F1611MD	FXRS126206ANNM0	1,231.98	1,231.98	1,231.98	0.00				
Projection - Salary		Visitor Services	Complex	SALARY - PERMANENT	1/26/2017	178F1611MD	FXRS12630600000	0.00	97,596.08	0.00	97,596.08				
Projection - Salary		Business Team	Complex	SALARY - BUSINESS TEAM	1/26/2017	178F1611MD	FXRS1263066RBT0	0.00	27,024.16	0.00	27,024.16				
Projection - Salary		LE	Complex	SALARY - PERMANENT	1/26/2017	178F1611MD	FXRS12640600000	0.00	29,579.28	0.00	29,579.28				
Projection - Salary		LE	Complex	SALARY - LE DETAIL	1/26/2017	178F1611MD	FXRS12640600000	0.00	0.00	0.00	0.00				
Projection - Salary		Annual Maintenance	Complex	SALARY - SEASONAL	1/26/2017	178F1611MD	FXRS126206ANNM0	1,458.00	11,661.20	1,458.00	10,203.20	Lost Trail Seasonal Projection			
Projection - Salary		Wildlife & Habitat Mngt	Complex	SALARY - SEASONAL	1/26/2017	178F1611MD	FXRS12610600000	583.21	583.21	583.21	0.00				
Projection - Salary		RTRL - Cont Funds	Complex	SALARY - SEASONAL	1/26/2017	XXXF8216CF	FVRS72010660180	0.00	13,328.81	0.00	13,328.81	Amy's Bio SCA			
Projection - Salary		RTRL - Cont Funds	Complex	SALARY - PERMANENT	1/26/2017	XXXF8216CF	FVRS72010660180	0.00	13,964.00	0.00	13,964.00	200 hours of Amy and Marlin's salary from 1261 and 1262MAIN			
Projection - Fixed Exp		Rec Fee	Complex	Electricity	1/26/2017	XXXF5252RF	FVRS80810600000		5,000.00		2,243.04				
Projection - Fixed Exp		Annual Maintenance	Complex	Electricity	1/26/2017	178F1611MD	FXRS126206ANNM0		12,000.00		6,805.29				
Projection - Fixed Exp		ISP	Complex	ISP	1/26/2017	178F1611MD	FXGO16640970600		8,630.16		(0.00)				
Projection - Fixed Exp		Annual Maintenance	Complex	ISP	3/30/2017	178F1611MD	FXRS126206ANNM0		0.00		1,678.25				Possibility we won't get ISP funds, if not I will need to have \$8630 more in ANNM
Projection - Fixed Exp		Annual Maintenance	Complex	Postal Meter Rental	1/26/2017	178F1611MD	FXRS126206ANNM0		747.00		189.00				
Projection - Fixed Exp		Annual Maintenance	Complex	Mail/Fedex	1/26/2017	178F1611MD	FXRS126206ANNM0		2,000.00		1,201.12				
Projection - Fixed Exp		Rec Fee	Complex	Mail/Fedex	1/26/2017	XXXF5252RF	FVRS80810600000		50.00		8.68				
Projection - Fixed Exp		Wildlife & Habitat Mngt	Complex	Mail/Fedex	1/26/2017	178F1611MD	FXRS12610600000		55.48		34.29				
Projection - Fixed Exp		Rec Fee	Complex	Propane	1/26/2017	XXXF5252RF	FVRS80810600000		3,000.00		0.00				
Projection - Fixed Exp		Wildlife & Habitat Mngt	Complex	Propane	1/26/2017	178F1611MD	FXRS12610600000		0.00		0.00				
Projection - Fixed Exp		Sale of Proceeds	Complex	Propane	1/26/2017	XXXF5091RF	FVRS68600600000		100.00		0.00				
Projection - Fixed Exp		Annual Maintenance	Complex	Propane	1/26/2017	178F1611MD	FXRS126206ANNM0		17,000.00		5,262.74				
Projection - Fixed Exp		Annual Maintenance	Complex	Phone	1/26/2017	178F1611MD	FXRS126206ANNM0		18,520.82		10,420.20				
Projection - Fixed Exp		Wildlife & Habitat Mngt	Complex	Phone	3/6/2017	178F1611MD	FXRS12610600000		(9.99)		(9.99)				
Projection - Fixed Exp		Annual Maintenance	Complex	Wireless	1/26/2017	178F1611MD	FXRS126206ANNM0		4,500.00		2,386.07				
Projection - Fixed Exp		Wildlife & Habitat Mngt	Complex	Wireless	1/26/2017	178F1611MD	FXRS12610600000		945.76		9.99				
Projection - Variable Exp		Sale of Proceeds	Complex	Animal Expense	1/26/2017	XXXF5091RF	FVRS68600600000		8,211.03		1,165.60				
Projection - Variable Exp		Annual Maintenance	Complex	Animal Expense	2/6/2017	178F1611MD	FXRS126206ANNM0		68.50		68.50				
Projection - Variable Exp	added 3/30/17	Annual Maintenance	Complex	Background Investigations	3/30/2017	178F1611MD	FXRS12610600000		40.00		0.00				
Projection - Variable Exp	added 3/30/17	Annual Maintenance	Complex	Background Investigations	3/30/2017	XXXF5252RF	FVRS80810600000		60.00		0.00				
Projection - Variable Exp		Annual Maintenance	Complex	Chemicals	1/26/2017	178F1611MD	FXRS126206ANNM0		0.00		0.00				
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Chemicals	1/26/2017	178F1611MD	FXRS12610600000		0.00		0.00				

Projection - Variable Exp		Quarters	Complex	Equipment	1/26/2017	XXXF5050QM	FVRS8610060000		1,264.38	1,264.38	0.00
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Equipment	1/26/2017	178F1611MD	FXRS1261060000		1,267.81	1,267.81	0.00
Projection - Variable Exp		Annual Maintenance	Complex	Equipment	1/26/2017	178F1611MD	FXRS126206ANNM0		568.98	568.98	0.00
Projection - Variable Exp		Rec Fee	Complex	Equipment	1/26/2017	XXXF5252RF	FVRS8081060000		99.00	99.00	0.00
Projection - Variable Exp		Annual Maintenance	Complex	Fuel	1/26/2017	178F1611MD	FXRS126206ANNM0		17,000.00	7,835.16	9,164.84
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Fuel	2/28/2017	178F1611MD	FXRS1261060000		484.80	65.29	419.51
Projection - Variable Exp		Rec Fee	Complex	GPO	1/26/2017	XXXF5252RF	FVRS8081060000		1,500.00	1,500.00	0.00
Projection - Variable Exp		Annual Maintenance	Complex	Janitorial - LT	1/26/2017	178F1611MD	FXRS126206ANNM0		2,400.00	600.00	1,800.00
Projection - Variable Exp		Annual Maintenance	Complex	Pest Control	1/26/2017	178F1611MD	FXRS126206ANNM0		2,500.00	924.08	1,575.92
Projection - Variable Exp		Sale of Proceeds	Complex	Porta Potties	1/26/2017	XXXF5091RF	FVRS6860060000		255.00	0.00	255.00
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Professional Liability Insurance	1/26/2017	178F1611MD	FXRS1261060000		146.00	0.00	146.00
Projection - Variable Exp		Annual Maintenance	Complex	Radio Equip/Maint	1/26/2017	178F1611MD	FXRS126206ANNM0		500.00	0.00	500.00
Projection - Variable Exp		Annual Maintenance	Complex	Security Service	1/26/2017	178F1611MD	FXRS126206ANNM0		815.37	317.88	497.49
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Security Service	3/6/2017	178F1611MD	FXRS1261060000		79.47	0.00	79.47
Projection - Variable Exp		Stella Holt-Cont. Funds	Complex	Seeds	1/26/2017	XXXF8216CF	FVRS72010660170		1,000.00	0.00	1,000.00
Projection - Variable Exp	look out 2k 3/27	Wildlife & Habitat Mngt	Complex	Seeds	1/26/2017	178F1611MD	FXRS1261060000		0.00	0.00	0.00
Projection - Variable Exp		Quarters	Complex	Services	1/26/2017	XXXF5050QM	FVRS8610060000		5,500.00	68.00	5,432.00
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Services	1/26/2017	178F1611MD	FXRS1261060000		324.00	324.00	0.00
Projection - Variable Exp		Sale of Proceeds	Complex	Services	1/26/2017	XXXF5091RF	FVRS6860060000		226.00	226.00	0.00
Projection - Variable Exp		Rec Fee	Complex	Services	1/26/2017	XXXF5252RF	FVRS8081060000		3,572.00	3,572.00	0.00
Projection - Variable Exp		Annual Maintenance	Complex	Services	1/26/2017	178F1611MD	FXRS126206ANNM0		10,000.00	3,612.19	6,387.81
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Subscriptions	1/26/2017	178F1611MD	FXRS1261060000		99.00	99.00	0.00
Projection - Variable Exp		Annual Maintenance	Complex	Subscriptions	1/26/2017	178F1611MD	FXRS126206ANNM0		256.75	256.75	0.00
Projection - Variable Exp		Annual Maintenance	Complex	Supplies - Bldg - Shop	1/26/2017	178F1611MD	FXRS126206ANNM0		20,000.00	11,898.58	8,101.42
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Supplies - Bldg - Shop	1/26/2017	178F1611MD	FXRS1261060000		1,515.04	1,433.36	81.68
Projection - Variable Exp		Quarters	Complex	Supplies - Bldg - Shop	1/26/2017	XXXF5050QM	FVRS8610060000		500.00	436.89	63.11
Projection - Variable Exp		Rec Fee	Complex	Supplies - Bldg - Shop	1/26/2017	XXXF5252RF	FVRS8081060000		1,500.00	966.15	533.85
Projection - Variable Exp		Visitor Services	Complex	Supplies-Office-Field-Safety	1/26/2017	178F1611MD	FXRS1263060000		209.73	209.73	0.00
Projection - Variable Exp		LE	Complex	Supplies-Office-Field-Safety	1/26/2017	178F1611MD	FXRS1264060000		2,000.00	0.00	2,000.00
Projection - Variable Exp		Rec Fee	Complex	Supplies-Office-Field-Safety	1/26/2017	XXXF5252RF	FVRS8081060000		5,000.00	3,758.44	1,241.56
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Supplies-Office-Field-Safety	1/26/2017	178F1611MD	FXRS1261060000		3,589.90	3,235.38	354.52
Projection - Variable Exp		Business Team	Complex	Supplies-Office-Field-Safety	1/26/2017	178F1611MD	FXRS1261066RBT0		807.10	661.96	145.14
Projection - Variable Exp		Business Team	Complex	Supplies-Office-Field-Safety	3/6/2017	178F1611MD	FXRS1263066RBT0		701.96	247.10	454.86
Projection - Variable Exp		Annual Maintenance	Complex	Supplies-Office-Field-Safety	1/26/2017	178F1611MD	FXRS126206ANNM0		10,000.00	2,517.17	7,482.83
Projection - Variable Exp		Sale of Proceeds	Complex	Supplies-Office-Field-Safety	1/26/2017	XXXF5091RF	FVRS6860060000		2,000.00	298.75	1,701.25
Projection - Variable Exp		RTLR - Cont Funds	Complex	Supplies-Office-Field-Safety	1/26/2017	XXXF8216CF	FVRS72010660180		0.00	0.00	0.00
Projection - Variable Exp		Quarters	Complex	Supplies-Office-Field-Safety	1/26/2017	XXXF5050QM	FVRS8610060000		2,700.00	534.97	2,165.03
Projection - Variable Exp		Annual Maintenance	Complex	Trash	1/26/2017	178F1611MD	FXRS126206ANNM0		2,500.00	864.48	1,635.52
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Travel	1/26/2017	178F1611MD	FXRS1261060000		7,349.50	7,349.50	0.00
Projection - Variable Exp		Maintenance Salary	Complex	Travel	1/26/2017	178F1611MD	FXRS126206MAIN0		457.87	457.87	0.00
Projection - Variable Exp		Visitor Services	Complex	Travel	1/26/2017	178F1611MD	FXRS1263060000		520.46	520.46	0.00
Projection - Variable Exp		Business Team	Complex	Travel	1/26/2017	178F1611MD	FXRS1263066RBT0		1,139.02	1,139.02	0.00
Projection - Variable Exp		Annual Maintenance	Complex	Travel	1/26/2017	178F1611MD	FXRS126206ANNM0		0.00	0.00	0.00
Projection - Variable Exp		Business Team	Complex	Travel	1/26/2017	178F1611MD	FXRS1261066RBT0		186.13	186.13	0.00
Projection - Variable Exp		LE	Complex	Travel	1/26/2017	178F1611MD	FXRS1264060000		2,500.00	0.00	2,500.00
Projection - Variable Exp		Sale of Proceeds	Complex	Travel	1/26/2017	XXXF5091RF	FVRS6860060000		2,652.25	2,652.25	0.00
Projection - Variable Exp		Sale of Proceeds	Complex	Travel Invitation	1/26/2017	XXXF5091RF	FVRS6860060000		339.25	339.25	0.00
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Travel - Kevin Great Falls - LE Quale	3/27/2017	178F1611MD	FXRS1261060000		700.00	0.00	700.00
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Travel - Amy Bison Mtg Des Moines	3/27/2017	178F1611MD	FXRS1261060000		1,200.00	0.00	1,200.00
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Travel - Skinner Missoula Audubon 4	3/27/2017	178F1611MD	FXRS1261060000		700.00	0.00	700.00
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Travel - King MRI Workshop Kanas	3/27/2017	178F1611MD	FXRS1261060000		1,427.00	0.00	1,427.00
Projection - Variable Exp			Complex	Travel - Shoemaker BT Mtg Jackson	3/27/2017	178F1611MD	FXRS1263066RBT0		850.00	0.00	850.00
Projection - Variable Exp	possible GNHA fund? E	Wildlife & Habitat Mngt	Complex	Travel volunteer SF1164	3/27/2017	178F1611MD	FXRS1261060000		800.00	0.00	800.00
Projection - Variable Exp		Rec Fee	Complex	Travel Invitation	1/26/2017	XXXF5252RF	FVRS8081060000		0.00	0.00	0.00
Projection - Variable Exp		Rec Fee	Complex	Travel Volunteer	1/26/2017	XXXF5252RF	FVRS8081060000		332.64	332.64	0.00
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Training/Tuition	1/26/2017	178F1611MD	FXRS1261060000		(330.00)	(330.00)	0.00
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Training - Kevin EEO/Diversity	1/26/2017	178F1611MD	FXRS1261060000		350.00	0.00	350.00
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Training - First Aid/CPR LT staff	3/27/2017	178F1611MD	FXRS1261060000		700.00	0.00	700.00
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Training - LT Forest Evaluation	3/27/2017	178F1611MD	FXRS1261060000		250.00	0.00	250.00

Projection - Variable Exp		LE	Complex	Training/Tuition	1/26/2017	178F1611MD	FXRS12640600000		200.00	0.00	200.00
Projection - Variable Exp		Rec Fee	Complex	Vault Toilets	1/26/2017	XXXF5252RF	FVRS80810600000		5,000.00	0.00	5,000.00
Projection - Variable Exp		Annual Maintenance	Complex	Vehicle Supply - Maint	1/26/2017	178F1611MD	FXRS126206ANNM0		13,000.00	7,452.46	5,547.54
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Vehicle Supply - Maint	1/26/2017	178F1611MD	FXRS12610600000		182.90	172.90	10.00
Projection - Variable Exp		Rec Fee	Complex	Volunteers	1/26/2017	XXXF5252RF	FVRS80810600000		464.23	464.23	0.00
Projection - Variable Exp		Annual Maintenance	Complex	Water	1/26/2017	178F1611MD	FXRS126206ANNM0		1,700.00	1,269.30	430.70
Projection - Variable Exp		Wildlife & Habitat Mngt	Complex	Water	3/14/2017	178F1611MD	FXRS12610600000		156.00	0.00	156.00
Projection - Variable Exp		Rec Fee	Complex	Water Testing	1/26/2017	XXXF5252RF	FVRS80810600000		800.00	142.39	657.61
Projection - Other	5k took out 3/27	Wildlife & Habitat Mngt	Complex	Proj - Bighorn Research	3/1/2017	178F1611MD	FXRS12610600000		0.00	0.00	0.00
Projection - Other	Meg Van Ness	Wildlife & Habitat Mngt	Complex	Proj - Blasdel Barn Closing	3/6/2017	178F1611MD	FXRS12610600000		0.00	0.00	0.00
Projection - Other	Chris Hotaling	Rec Fee	Complex	Proj - Dust Abatement NBR	1/26/2017	XXXF5252RF	FVRS80810600000		17,000.00	0.00	17,000.00
Projection - Other	How much?	Quarters	Complex	Proj - Finish Skinner Porch & Window	3/6/2017	XXXF5050QM	FVRS86100600000			0.00	0.00
Projection - Other		YGO	Complex	Proj - MCC YGO LT	3/30/2017	178F1611MD	FGRS126306YUTH0		15,000.00	15,000.00	0.00
Projection - Other	5k out possible strike team or NBR staff/volunteers	Wildlife & Habitat Mngt	Complex	Proj - Flathead Co Weed Coop	3/1/2017	178F1611MD	FXRS12610600000		0.00	0.00	0.00
Projection - Other	6/24/17-6/23/18	Annual Maintenance	Complex	Proj - Janitorial NBR	1/26/2017	178F1611MD	FXRS126206ANNM0		6,500.04	0.00	6,500.04
Projection - Other		Wildlife & Habitat Mngt	Complex	Proj - Lake Co Misc Oblig	1/26/2017	178F1611MD	FXRS12610600000		23,077.78	0.00	23,077.78
Projection - Other		Small Equipment	Complex	Proj - Laptop - Skinner GIS	1/26/2017	178F1611MD	FXRS126206SMEQ0		2,750.00	0.00	2,750.00
Projection - Other		Wildlife & Habitat Mngt	Complex	Proj - LT Interp Signs	3/27/2017	178F1611MD	FXRS12610600000		500.00	0.00	500.00
Projection - Other		Annual Maintenance	Complex	Proj - LE Laptop LT (Shinn)- F17PD	1/26/2017	178F1611MD	FXRS126206ANNM0		3,079.37	3,079.37	0.00
Projection - Other	6,500 Beck	Wildlife & Habitat Mngt	Complex	Proj - LT NWR Mngt Burn	3/1/2017	178F1611MD	FXRS12610600000		0.00	0.00	0.00
Projection - Other		Wildlife & Habitat Mngt	Complex	Proj - Partners/Lake Co Mod	3/1/2017	178F1611MD	FXRS12610600000		0.00	0.00	0.00
Projection - Other	10 out added 5k 3/27	Coop Agreements	Complex	Proj - Pheasants Forever Mod	1/26/2017	178F1611MD	FGRS12610600000		5,000.00	0.00	5,000.00
Projection - Other		Annual Maintenance	Complex	Proj - Sanders Co Misc Oblig	1/26/2017	178F1611MD	FXRS126206ANNM0		4,215.38	0.00	4,215.38
Projection - Other		SCA	Complex	Proj - SCA F16AC00292 VC Techs	1/26/2017	XXXF5252RF	FGRS80810600000		23,682.70	23,682.70	0.00
Projection - Other	staff or RMEF 1k	Wildlife & Habitat Mngt	Complex	Proj - Tansy & Toadflax	3/6/2017	178F1611MD	FXRS12610600000		0.00	0.00	0.00
Projection - Other		Annual Maintenance	Complex	Proj - Trailer Lease	3/7/2017	178F1611MD	FXRS126206ANNM0		15,369.72	0.00	15,369.72
Projection - Other		RTRL - Cont Funds	Complex	Proj - UM Bird Monitoring Mod	1/26/2017	XXXF8216CF	FVRS72010660180		10,000.00	0.00	10,000.00
Projection - Other	need estimate	Quarters	Complex	Proj - LT - Repair Skinner basement	1/26/2017	XXXF5050QM	FVRS86100600000			0.00	0.00
Projection - Other	took out \$600 use mitigation fund	Wildlife & Habitat Mngt	Complex	Proj - LT - FLAP	1/26/2017	178F1611MD	FXRS12610600000		0.00	0.00	0.00
Projection - Other		Wildlife & Habitat Mngt	Complex	Proj - LT recharge fire extinguishers	1/26/2017	178F1611MD	FXRS12610600000		200.00	0.00	200.00
Projection - Other	5k took out 3/28	Wildlife & Habitat Mngt	Complex	Proj - NBR Grazing supplies NBR/W	3/27/2017	178F1611MD	FXRS12610600000		0.00	0.00	0.00
Projection - Other	3k took out 3/28	Wildlife & Habitat Mngt	Complex	Proj - NBR PPE and Chemical	3/27/2017	178F1611MD	FXRS12610600000		0.00	0.00	0.00
Projection - Other	2,500 too out 3/28	Wildlife & Habitat Mngt	Complex	Proj - NBR Misc Field equip	3/27/2017	178F1611MD	FXRS12610600000		0.00	0.00	0.00
Projection - Other		Wildlife & Habitat Mngt	Complex	Proj - NBR Misc Roundup supplies	3/27/2017	178F1611MD	FXRS12610600000		500.00	0.00	500.00
Projection - Other		RTRL - Cont Funds	Complex	Proj - NBR SCA Bio Tech (RTRL)	3/27/2017	XXXF8216CF	FVRS72010660180		24,000.00	0.00	24,000.00
Projection - Other		Wildlife & Habitat Mngt	Complex	Proj - NBR Supplies -Office-Field-Sa	3/28/2017	178F1611MD	FXRS12610600000		500.00	0.00	500.00
Projection - Other		Wildlife & Habitat Mngt	Complex	Proj - LT Supplies-Office-Field-Safet	3/28/2017	178F1611MD	FXRS12610600000		500.00	0.00	500.00

Hopeful RO will fund this, waiting for response from Chris Hotaling

Need a estimate for work

I took 5k out after the meeting - Jeff you to need to advise Kevin of this

Need to find out if Bev wants our 2016 Highend (it is not GIS) and if I am ordering this?

I believe we need to free up more money in 1261, don't feel comfortable going forward with this at this time

Took this out - hope to use mitigation funding

FUND STATUS REPORT - March 30, 2017

Updated through: 3/30/2017

Last PP Processed: 201707

Percentage of FY Elapsed 50%

Fund / FA Budget Program	Funded Program	Sum of Projected Fund Targets	Actual Fund Targets in FBMS	Sum of Total Fund Targets (Projected & Actual)	Sum of Commitments	Total Obligations in FBMS	Remaining Expense Projections	Sum of Projected Remaining Balance	Sum of Projected % Spent	Comments
178F1611MD										
FGO166400	FXGO16640970600	8,630.16		8,630.16		(0.00)	8,630.16	0.00	100%	
FGO166400 Total	ISP	8,630.16		8,630.16		(0.00)	8,630.16	0.00	100%	If we don't get this funding - Maint will be shorted \$8630
FRS126100	FXRS12610600000	408,772.00		408,772.00		225,278.63	179,682.13	3,811.24	99%	
	FGRS12610600000	0.00		0.00			5,000.00	(5,000.00)		
	FXRS1261066RBT0	63,313.00		63,313.00		43,391.46	20,413.26	(491.72)	101%	
FRS126100 Total	Wildlife & Habitat Mgnt	472,085.00		472,085.00		268,670.09	205,095.39	(1,680.48)	100%	Still need to free up some funding in deficit
FRS126200	FXRS126206ANNM0	217,981.00	0.00	217,981.00	0.00	71,897.55	106,237.56	39,845.89	82%	
	FXRS126206MAIN0	257,682.00		257,682.00		149,251.24	155,911.88	(47,481.12)	118%	
	FXRS126206SMEQ0	15,600.00		15,600.00			2,750.00	12,850.00	18%	
FRS126200 Total	Maintenance	491,263.00	0.00	491,263.00	0.00	221,148.79	264,899.44	5,214.77	99%	
FRS126300	FXRS12630600000	99,539.00		99,539.00		730.19	97,596.08	1,212.73	99%	
	FXRS1263066RBT0	31,184.00		31,184.00		1,386.12	28,329.02	1,468.86	95%	
	FGRS126306YUTH0	15,000.00		15,000.00	15,000.00	15,000.00	0.00	0.00	100%	
FRS126300 Total	Visitor Services	145,723.00		145,723.00	15,000.00	17,116.31	125,925.10	2,681.59	98%	
FRS126400	FXRS12640600000	39,335.00		39,335.00		0.00	34,279.28	5,055.72	87%	
FRS126400 Total	LE	39,335.00		39,335.00		0.00	34,279.28	5,055.72	87%	
XXXF5050QM										
FRS861000	FVRS86100600000	23,765.74	45,297.68	69,063.42		2,304.24	7,660.14	59,099.04	14%	
FRS861000 Total	QUARTERS	23,765.74	45,297.68	69,063.42		2,304.24	7,660.14	59,099.04	14%	
XXXF5091RF										
FRS686000	FVRS68600600000	0.00	13,783.53	13,783.53		4,681.85	9,101.68	0.00	100%	
FRS686000 Total	PROCEED SALES	0.00	13,783.53	13,783.53		4,681.85	9,101.68	0.00	100%	
XXXF5252RF										
FRS808100	FVRS80810600000	32,822.61	66,361.52	99,184.13		13,086.57	30,291.30	55,806.26	44%	
	FGRS80810600000	0.00		0.00	0.00	23,682.70	0.00	(23,682.70)		
FRS808100 Total	REC FEE	32,822.61	66,361.52	99,184.13	0.00	36,769.27	30,291.30	32,123.56	68%	
XXXF8216CF										
Stella Holt	FVRS72010660170	0.00	1,000.00	1,000.00			1,000.00	0.00	100%	
RTRL	FVRS72010660180	100,000.00	92,075.70	192,075.70		0.00	61,292.81	130,782.89	32%	
FRS720100 Total	CONTRIBUTED FUNDS	100,000.00	93,075.70	193,075.70		0.00	62,292.81	130,782.89	32%	
Grand Total		1,313,624.51	218,518.43	1,532,142.94	15,000.00	550,690.55	748,175.30	233,277.09	85%	



From: [Shoemaker, Karen](#)
To: [Jeff King](#)
Cc: [Bob Rebarchik](#); [Kevin Shinn](#); [Brendan Moynahan](#); [Mike Koole](#)
Bcc: [Karen Shoemaker](#)
Subject: Fund Status Reports for July
Date: Wednesday, July 9, 2014 6:48:03 PM
Attachments: [Fund Status 7.3.14 post management meeting.xlsx](#)
[1261 only 7.3.14 revised after mgnt meeting of 7-7-14.xlsx](#)
[1262 & Quarters 7.3.14 revised after mgnt meeting of 7-7-14.xlsx](#)
[1263 only 7.3.14 revised after mgnt meeting of 7-7-14.xlsx](#)
[1264 7.3.14 revised after mgnt meeting of 7-7-14.xlsx](#)
[6860 SALE OF PROCEEDS 7.3.14 revised after mgnt meeting of 7-7-14.xlsx](#)
[8081 - Rec Fee 7.3.14 revised after mgnt meeting of 7-7-14.xlsx](#)

Attached is the July Fund Status Report, with revisions from our July 7 management team meeting reflected.

Other attachments are the projection pages by division. I would like everyone to look these over carefully, some of you are on multiple pages. If your name is in the action item column you have something pending or I need information from you on the topic.

Any responses to increasing or decreasing a projection, I would ask that you email the information to me so I can have all the information in front of me in order that I can double check my work that way, and have documentation as to why I changed a projection.

The 126x funds are projected at 97%, which is great. The region needs us to be at 98% by September 30.

Please look over the attachments.

Please get any changes of projections back to me within a week, that way we can plan on future projections and procurement needs as the number fluctuate from the change, as we have looming contracting deadlines approaching.

I know the colored pages looking daunting, however, these are your accounts, I need you to look them over carefully and let me know if something is missing or you don't believe we need to project certain items that are in your account, thus freeing up money for other needs.

Thank you.

Karen Shoemaker
Budget Analyst

U.S. Fish and Wildlife Service
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824
(406) 644-2211 ext. 206
(406) 644-2661 fax

Record Type	NOTES	Division	WORK ELEMENT	Funded Program	Total Obligations	Full Year Projections	Spent Projections	Remaining Projections	Full Year Projected Fund Targets	Fund Targets Loaded in FBMS
Projection - Allocations	\$725,472 ALLOC - sharps vacancy (\$81071) , +\$2000 for Laura; (\$1768) for LT FY 13 awards, Skinner \$65,475=\$710.108.	COMPLEX	Allocations	FXRS12610600000					710,108.00	710,108.00
Projection - Allocations	N/A	COMPLEX	Allocations	FGRS12610600000					-	-
Projection - Allocations	Business Team	COMPLEX	Allocations	FXRS1261066RBT0					65,791.00	65,791.00
Projection - Allocations	5k Skinner M/C	COMPLEX	Allocations	FXRS1261066RIMO					45,260.00	45,260.00
Projection - Allocations	FCWD coop agreement	COMPLEX	Allocations	FXRS1261066STRIK					8,000.00	8,000.00
Projection - Allocations	N/A	COMPLEX	Allocations	FGRS1261066STRIK					-	-
Projections - Salary		COMPLEX	SALARY - PERMANENT	FXRS12610600000	402,604.95	460,666.17	402,604.95	58,061.22		
Projections - Salary		COMPLEX	SALARY - REGIONAL	FXRS12610600000	25,178.69	56,652.07	25,178.69	31,473.38		
Projections - Salary		COMPLEX	SALARY - BUSINESS TEAM	FXRS1261066RBT0	27,955.02	51,170.59	27,955.02	23,215.57		
Projections - Salary		COMPLEX	SALARY - SEASONAL	FXRS12610600000	3,430.36	3,430.36	3,430.36	0.00		
Projections - Salary		COMPLEX	SALARY-DETAIL	FXRS12610600000	4,810.28	4,810.28	4,810.28	0.00		
Projections - Salary		COMPLEX	SALARY - TERM	FXRS12610600000	45,016.63	64,374.78	45,016.63	19,358.15		
Projections - Salary		COMPLEX	SALARY - INVITATIONAL	FXRS12610600000	4,106.64	4,106.64	4,106.64	0.00		
Projections - Expenses		NBR	EQUIP-IT	FXRS12610600000		309.49	309.49	0.00		
Projections - Expenses		NBR	EQUIP HEAVY RENTAL	FXRS12610600000		0.00	0.00	0.00		
Projections - Expenses		NBR	EQUIP - NON CONTROLLED	FXRS12610600000		529.81	529.81	0.00		
Projections - Expenses		NBR	FUEL - VEHICLE 269F	FXRS12610600000		18.00	18.00	0.00		
Projections - Expenses	Easement flight needs to be arranged by Mike	NBR	GAS FLIGHTS	FXRS12610600000		3,194.00	1,194.00	2,000.00		
Projections - Expenses		NBR	PCS	FXRS12610600000		0.00	0.00	0.00		
Projections - Expenses		NBR	PRINTING COMMERCIAL	FXRS12610600000		21.05	21.05	0.00		
Projections - Expenses		NBR	SERVICES - PROF - 252R	FXRS12610600000		25.00	25.00	0.00		
Projections - Expenses		NBR	SERVICES OTHER 252Z	FXRS12610600000		2,414.10	328.40	2,085.70		
Projections - Expenses		NBR	SUBSCRIPTIONS	FXRS12610600000		394.00	334.00	60.00		
Projections - Expenses		NBR	SUPPLIES-BUILDINGS	FXRS12610600000		364.18	364.18	0.00		
Projections - Expenses		NBR	SUPPLIES-BUILDINGS	FXRS1261066RIMO		0.00	0.00	0.00		
Projections - Expenses	are we buying chemicals?	NBR	SUPPLIES-CHEMICALS	FXRS12610600000		3,000.00	444.84	2,555.16		
Projections - Expenses		NBR	SUPPLIES-CHEMICALS	FXRS1261066RIMO		0.00	0.00	0.00		
Projections - Expenses		NBR	SUPPLIES-CLOTHING	FXRS12610600000		109.69	109.69	0.00		
Projections - Expenses		NBR	SUPPLIES - POSTAGE MACHINE 233G	FXRS12610600000		30.80	30.80	0.00		
Projections - Expenses		NBR	SUPPLIES-PPE/SAFETY	FXRS12610600000		500.00	0.00	500.00		
Projections - Expenses	includes 800 water monitors LT	NBR	SUPPLIES-FIELD	FXRS12610600000		8,000.00	5,291.40	2,708.60		
Projections - Expenses		NBR	SUPPLIES-FIELD	FXRS1261066RIMO		25.90	0.00	25.90		
Projections - Expenses		NBR	SUPPLIES - IT 2630	FXRS12610600000		75.74	75.74	0.00		
Projections - Expenses		NBR	SUPPLIES - OFFICE 261A	FXRS12610600000		3,000.00	1,536.38	1,463.62		
Projections - Expenses		NBR	SUPPLIES - OFFICE 261A	FXRS1261066RBT0		1,000.00	105.99	894.01		
Projections - Expenses	are we buying this?	NBR	SUPPLIES - SEEDS	FXRS12610600000		3,000.00	0.00	3,000.00		
Projections - Expenses		NBR	SUPPLIES-VEHICLES	FXRS12610600000		(25.35)	(25.35)	0.00		
Projections - Expenses	Brendan SUPV TRN Sept.	NBR	Travel	FXRS12610600000		17,843.94	12,095.17	5,748.77		
Projections - Expenses		NBR	Travel	FXRS1261066RBT0		1,223.85	1,223.85	0.00		
Projections - Expenses		NBR	TRAINING 252T	FXRS12610600000		2,522.82	2,522.82	0.00		
Projections - Expenses		NBR	TRAINING 252T	FXRS1261066RBT0		0.00	0.00	0.00		
Projections - Projects / PO's		NBR	NBR - WEED CONTROL 2014	FXRS12610600000		21,372.49	21,372.49	0.00		
Projections - Projects / PO's		NBR	NBR - FISH CONTAMINANT ASS	FXRS12610600000		1,000.00	0.00	1,000.00		
Projections - Projects / PO's	take-out	NBR	NBR - UM BIRD BREEDING/MONITORING	FGRS12610600000		0.00	0.00	0.00		
Projections - Projects / PO's	ADDED 7--7	NBR	NBR - PHEASANTS FOREVER HABITAT COOP	FGRS12610600000		50,000.00	0.00	50,000.00		
Projections - Projects / PO's		NBR	NBR - SCIENCE SYMPOSIUM	FXRS1261066RIMO		15,000.00	4,964.42	10,035.58		
Projections - Projects / PO's	need SOW - Brendan	NBR	NBR - CLIMATE STATIONS	FXRS1261066RIMO		15,000.00	0.00	15,000.00		
Projections - Projects / PO's		LOST TRAIL	LOST TRAIL - Bobs MC RIMO	FXRS1261066RIMO		2,500.00	104.46	2,395.54		
Projections - Projects / PO's	added 7-7 NEED Sole Source/SOW	LOST TRAIL	LOST TRAIL - BAT Aoustic MONITORING	FXRS12610600000		8,400.00	0.00	8,400.00		
Projections - Projects / PO's	will come in cc est 1200, Kevin to spend out	LOST TRAIL	LOST TRAIL - WEED COOP AGREEMENT	FXRS1261066RIMO		2,500.00	0.00	2,500.00		
Projections - Projects / PO's		LOST TRAIL	LOST TRAIL - WEED COOP - STRIKE TEAM	FGRS1261066STRIK		8,000.00	8,000.00	0.00		
Projections - Projects / PO's	hold \$3,000.00	LOST TRAIL	LOST TRAIL - SEEDS FOR BLASDEL	FXRS12610600000		0.00	0.00	0.00		
Projections - Projects / PO's		LOST TRAIL	LOST TRAIL - FLORISTIC INVENTORY	FXRS1261066RIMO		7,385.00	7,385.00	0.00		
Projections - Projects / PO's		LOST TRAIL	LOST TRAIL - FLORISTIC INVENTORY BALANCE	FXRS1261066RIMO		2,875.00	1,040.59	1,834.41		

MAINTENANCE AND QUARTERS ACCOUNTS - CHANGES MADE AFTER 7-7-14 MNGT TEAM MEETING

Record Type	NOTES	Division	WORK ELEMENT	Funded Program	Total Obligations	Full Year Projections	Spent Projections	Remaining Projections	Full Year Projected Fund Targets	Fund Targets Loaded in FBMS	Remaining Fund Target Projections	COMMENTS	ACTION ITEMS
Projection - Allocations		COMPLEX	Allocations	FXRS126206ANNM0					217,981.00	217,981.00	-		
Projection - Allocations	waiting for .5 McDonald FIRE	COMPLEX	Allocations	FXRS126206MAIN0					333,316.00	333,316.00	-		
Projection - Allocations		COMPLEX	Allocations	FXRS126206SMEQ0					46,800.00	46,800.00	-		
Projection - Allocations	Dec-Sept \$22,253.25	COMPLEX	Allocations	FVRS86100600000					56,787.04	31,258.30	25,528.74		
Projections - Salary		COMPLEX	SALARY - PERMANENT	FXRS126206MAIN0	178,275.49	262,989.09	178,275.49	84,713.60					
Projections - Salary		COMPLEX	SALARY - TERM	FXRS126206MAIN0	44,704.29	64,315.49	44,704.29	19,611.20					
Projections - Expenses		NBR	EQUIP - RADIO	FXRS126206ANNM0		600.00	0.00	600.00					Bob - Any plans for radio equipment? if not, I can free \$600 up
Projections - Expenses		NBR	EQUIP - HEAVY	FXRS126206ANNM0		0.00	0.00	0.00					
Projections - Expenses		NBR	EQUIP - VEHICLE/HORSES	FXRS126206ANNM0		6,385.00	6,385.00	0.00					
Projections - Expenses		NBR	EQUIP - NON CONTROLLED	FXRS126206ANNM0		2,000.00	617.92	1,382.08					Bob - Any plans for non controlled equipment? if not, I can free up \$1382.08 Karen will lower projection to 20k freeing up 5,000
Projections - Expenses		NBR	FUEL - VEHICLE 269F	FXRS126206ANNM0		25,000.00	14,596.26	10,403.74				Vehicle fuel Projection is high	
Projections - Expenses		NBR	FUEL - PROPANE 269G	FXRS126206ANNM0		27,000.00	21,754.63	5,245.37					
Projections - Expenses		NBR	NON CAP STRUCT IMPRV 326Z	FXRS126206ANNM0		0.00	0.00	0.00					
Projections - Expenses		NBR	REPAIRS-BLDGS	FVRS86100600000		2,541.00	725.49	1,815.51					
Projections - Expenses		NBR	REPAIRS-BLDGS	FXRS126206ANNM0		806.00	806.00	0.00					
Projections - Expenses	RDSD TO ANNM	NBR	REPAIRS-BLDGS	FXRS126206MAIN0		(2,278.25)	(2,278.25)	0.00					
Projections - Expenses		NBR	REPAIR -EQUIP/OTHER	FXRS126206ANNM0		220.00	159.00	61.00					
Projections - Expenses		NBR	REPAIRS - HEAVY EQUIP	FXRS126206ANNM0		0.00	0.00	0.00					
Projections - Expenses		NBR	REPAIRS ROADS FENCES 254B	FXRS126206ANNM0		2,000.00	0.00	2,000.00					Bob - Do we need more fencing? If so, it should probably come out of 6860. I could free 2,000 up ANNM, advise.
Projections - Expenses		NBR	REPAIRS - SHOP EQUIP	FXRS126206ANNM0		0.00	0.00	0.00					
Projections - Expenses		NBR	REPAIRS-OFFICE EQUIP	FXRS126206ANNM0		50.00	50.00	0.00					
Projections - Expenses		NBR	REPAIRS-RADIO EQUIP	FXRS126206ANNM0		93.00	93.00	0.00					
Projections - Expenses		NBR	REPAIRS-VEHICLES	FXRS126206ANNM0		6,000.00	5,877.01	122.99					
Projections - Expenses		NBR	SERVICES - PROF - 252R	FXRS126206ANNM0		6,260.30	6,260.30	0.00					
Projections - Expenses		NBR	SERVICES - PROF - 252R	FVRS86100600000		937.00	937.00	0.00					
Projections - Expenses		NBR	SERVICES OTHER 252Z	FXRS126206ANNM0		2,354.75	2,105.00	249.75					
Projections - Expenses		NBR	SUPPLIES - ANIMAL FOOD	FXRS126206ANNM0		2,500.00	0.00	2,500.00				hay should come out of 6860	Karen - take this out will free up \$2500
Projections - Expenses		NBR	SUPPLIES-BUILDINGS	FXRS126206ANNM0		11,550.00	8,819.91	2,730.09					
Projections - Expenses		NBR	SUPPLIES-BUILDINGS	FVRS86100600000		7,800.00	2,265.70	5,534.30				Quarters supplies	Bob - any plans, if not, I could free 5,000 up
Projections - Expenses		NBR	SUPPLIES-CHEMICALS	FXRS126206ANNM0		3,230.48	3,230.48	0.00					
Projections - Expenses		NBR	SUPPLIES-CLOTHING	FXRS126206ANNM0		500.00	257.90	242.10					
Projections - Expenses		NBR	SUPPLIES - POSTAGE MACHINE 233G	FXRS126206ANNM0		1,440.00	1,373.71	66.29					
Projections - Expenses		NBR	SUPPLIES-PPE/SAFETY	FXRS126206ANNM0		1,500.00	566.91	933.09					
Projections - Expenses		NBR	SUPPLIES-FIELD	FXRS126206ANNM0		12,000.00	11,434.99	565.01					
Projections - Expenses		NBR	SUPPLIES - OFFICE 261A	FXRS126206ANNM0		533.41	356.39	177.02					
Projections - Expenses		NBR	SUPPLIES - OFFICE 261A	FVRS86100600000		56.96	56.96	0.00					
Projections - Expenses		NBR	SUPPLIES-VEHICLES	FXRS126206ANNM0		6,500.00	5,254.14	1,245.86					
Projections - Expenses	WG workshop when/where?	NBR	Travel	FXRS126206ANNM0		291.69	291.69	0.00				WG workshop - when/where?	Bob - advise Karen when confirmed to enter projection amount
Projections - Expenses		NBR	UTIL - WIRELESS COMM 233E	FXRS126206ANNM0		9,023.76	7,344.62	1,679.14					
Projections - Expenses		NBR	UTIL- SHIPPING 233J	FXRS126206ANNM0		800.00	520.68	279.32					
Projections - Expenses		NBR	UTIL - ELEC 233K	FXRS126206ANNM0		13,650.00	8,833.22	4,816.78					
Projections - Expenses		NBR	UTIL - PHONE 233C	FXRS126206ANNM0		8,000.00	3,622.03	4,377.97					
Projections - Projects / PO's	need quote - Bob	NBR	QUARTERS GUTTERS - NBR	FVRS86100600000		4,500.00	0.00	4,500.00				Quarters Gutters	Bob to get estimate & SOW to Karen for PR
Projections - Projects / PO's	ADDED 7-7 WAS 3 K FOR MATERIALS 3 HOUSES AT NBR - work orders requested 7-8	NBR	NBR - ROOF THREE QTRS UNITS	FXRS126206ANNM0		21,000.00	0.00	21,000.00					Karen has SPEC and work order will enter PR
Projections - Projects / PO's	ADDED 7-7-14	NBR	NBR - ANNUAL FIRE EXTINGUISHERS MAINT.	FXRS126206ANNM0		2,500.00	0.00	2,500.00					
Projections - Projects / PO's		NBR	NBR - JANITORIAL	FXRS126206ANNM0		10,248.00	10,248.00	0.00					
Projections - Projects / PO's		NBR	NBR - FURNACE REPLACEMENT	FVRS86100600000		8,459.00	8,459.00	0.00					
Projections - Projects / PO's		NBR	NBR - BOBCAT POST DRIVER	FXRS126206SMEQ0		6,633.20	6,633.20	0.00					
Projections - Projects / PO's	posts and steel	NBR	NBR - HYDRALIC SQUEEZE CHUTE SUPPLIES	FXRS126206ANNM0		1,000.00	0.00	1,000.00				calf chute/alley supplies	Bob/Darren need to get accurate costs
Projections - Projects / PO's		NBR	NBR - SNOW PLOW JV	FXRS126206SMEQ0		6,385.00	6,385.00	0.00					
Projections - Projects / PO's		NBR	NBR - SNOW PLOW JV	FXRS126206ANNM0		(6,385.00)	(6,385.00)	0.00					
Projections - Projects / PO's	going forward - yes	NBR	NBR - MISSION VALLEY ELEC - NEW SHOP	FXRS126206ANNM0		25,361.91	0.00	25,361.91				need to get on MVP's schedule need estimate	Bob advised MVP we are ready 7-7-14 Bob to get estimate from Don Adams
Projections - Projects / PO's	Quote - Bob	NBR	NBR - ELECTRICIAN NEW SHOP CONNECT	FXRS126206ANNM0		8,997.00	8,997.00	0.00					
Projections - Projects / PO's		NBR	NBR - LAWN MOWER	FXRS126206SMEQ0		8,997.00	8,997.00	0.00					
Projections - Projects / PO's	VERIFY COST - Bob	NBR	QUARTERS RADON REMEDIATION	FVRS86100600000		4,000.00	0.00	4,000.00				is this amount accurate	Bob to contact vendor for estimate
Projections - Projects / PO's		NBR	REPAIR BLDGS - MIKES GARAGE DOORS/VENTS	FVRS86100600000		500.00	0.00	500.00				Mike's quarters	Kevin getting estimate; Karen has requested WO
Projections - Projects / PO's	work order requested 7-8	LOST TRAIL	LOST TRAIL - SKINNER HOUSE REMEDIATION	FVRS86100600000		16,000.00	0.00	16,000.00					
Projections - Projects / PO's		LOST TRAIL	LOST TRAIL - SKINNER REFRIGERATOR	FVRS86100600000		1,100.00	0.00	1,100.00				cc purchase	
Projections - Projects / PO's		LOST TRAIL	LOST TRAIL - ATV	FXRS126206SMEQ0		8,761.93	8,761.93	0.00					
Projections - Projects / PO's		LOST TRAIL	LOST TRAIL - JANITORIAL	FXRS126206ANNM0		2,400.00	1,200.00	1,200.00					
Projections - Projects / PO's	7-7 REMOVED now FLAP	LOST TRAIL	LOST TRAIL-DAHL LAKE AUTO TOUR SIGN 6K	FXRS126206ANNM0		0.00	0.00	0.00					
Projections - Projects / PO's		LOST TRAIL	LOST TRAIL - DUMPSTER RENTAL	FXRS126206ANNM0		1,500.00	0.00	1,500.00				dumpster rental at LT	Kevin - are you still doing this?
Projections - Projects / PO's		LOST TRAIL	LOST TRAIL - BLUE MODULAR COUNTERTOP	FVRS86100600000		1,000.00	0.00	1,000.00				LT - bunkhouse	Kevin - where are we on this?
Projections - Projects / PO's		LOST TRAIL	LOST TRAIL - RANCH HOUSE TOILETS	FVRS86100600000		300.00	0.00	300.00				LT - bunkhouse	Kevin - have these been purchased?
Projections - Projects / PO's		LOST TRAIL	LOST TRAIL - MGR HOUSE SEAL DECK/WALL	FVRS86100600000		1,800.00	0.00	1,800.00				Kevin deck seal	Kevin - is this still happening?
Projections - Projects / PO's		LOST TRAIL	LOST TRAIL - TIRES FOR LE & MAINT TRUCKS	FXRS126206ANNM0		2,536.30	2,536.30	0.00					
Projections - Projects / PO's	hold \$2,000	LOST TRAIL	LOST TRAIL - LANDSCAPING	FXRS126206ANNM0		0.00	0.00	0.00					

The estimated projection changes will increase the ANNM balance by \$11,482.08
 The estimate projection changes will increase the quarters balance by \$5000.00

revised 7-9-14

1263 7-3-14 with revisions from 7-7-14 mngt team meeting

Division	WORK ELEMENT	MOC	Funded Program	Budget Object Class	Total Obligations	Full Year Projections	Spent Projections	Remaining Projections	Full Year Projected Fund Targets	Fund Targets Loaded in FBMS	Remaining Fund Target Projections	Comments	Action Items
COMPLEX	Allocations	AL Fund Allocations	FGRS126306YUTH0	ALLO					13,500.00	13,500.00	-		
COMPLEX	Allocations	AL Fund Allocations	FXRS12630600000	ALLO					281,080.00	281,080.00	-		
COMPLEX	Allocations	AL Fund Allocations	FXRS1263066RBT0	ALLO					32,404.00	32,404.00	-		
COMPLEX	SALARY - PERMANENT		FXRS12630600000		80,824.39	208,760.08	80,824.39	127,935.69					
COMPLEX	SALARY - BUSINESS TEAM		FXRS1263066RBT0		28,046.32	28,046.32	28,046.32	0.00					
NBR	EQUIP-FURNITURE		FXRS12630600000			3,000.00	0.00	3,000.00				chair/desk ORP office	
NBR	PRINTING COMMERCIAL		FXRS1263066RBT0			40.14	40.14	0.00					
NBR	SERVICES - PROF - 252R		FXRS12630600000			180.00	0.00	180.00					
NBR	SERVICES - PROF - 252R		FXRS1263066RBT0			25.00	25.00	0.00					
NBR	SERVICES - PROF - 252R		FGRS126306YUTH0			13,500.00	0.00	13,500.00				this is committed	not awarded yet - LT MCC
NBR	SUPPLIES - OFFICE 261A		FXRS1263066RBT0			1,841.54	1,841.54	0.00					
NBR	Travel		FXRS12630600000			0.00	0.00	0.00					
NBR	Travel		FXRS1263066RBT0			871.05	871.05	0.00					
NBR	TRAINING 252T		FXRS12630600000			0.00	0.00	0.00					
NBR	TRAINING 252T		FXRS1263066RBT0			0.00	0.00	0.00					
NBR	TRAILER LEASE 232A		FXRS12630600000			15,369.72	15,369.72	0.00					
NBR	LUMP SUM - PAT		FXRS12630600000			7,000.00	0.00	7,000.00				this may come in higher	
NBR	NBR - MARY DANNO SALARY 5 PP AUG-SEPT		FXRS12630600000			16,500.00	0.00	16,500.00					
NBR	NBR - CANON COPIER CONTRACT		FXRS12630600000			5,880.00	3,235.28	2,644.72					
NBR	NBR - LAKE CO COOP AGREEMENT (PARTNERS)		FGRS12630600000			5,000.00	0.00	5,000.00					Dean will do the coop agreement Mod
NBR	SALARY - LE DETAILEE OT		FXRS12630600000			0.00	0.00	0.00					
LOST TRAIL	LOST TRAIL - SERVER		FXRS12630600000			1,350.00	0.00	1,350.00					this came in at \$2700 Karen to increase projection

Any balance remaining Karen can spend out on 2015 Lake and Sanders County taxes

1264 - LE ACCOUNT

Division	WORK ELEMENT	Funded Program	Total Obligations	Full Year Projections	Spent Projections	Remaining Projections	Full Year Projected Fund Targets	Fund Targets Loaded in FBMS	Remaining Fund Target Projections	Comments	Action Items
COMPLEX	Allocations	FXRS12640600000					105,855.00	-	105,855.00		
COMPLEX	SALARY - PERMANENT	FXRS12640600000	59,473.40	84,085.40	59,473.40	24,612.00					
COMPLEX	SALARY-DETAIL	FXRS12640600000	2,277.26	2,277.26	2,277.26	0.00					
NBR	EMPLOYEE MEDICAL 256M	FXRS12640600000		991.20	991.20	0.00					
NBR	EQUIP - NON CONTROLLED	FXRS12640600000		500.00	0.00	500.00					Mike - any equipment needs? If not, advise Karen to free up projection
NBR	OAS FLIGHTS	FXRS12640600000		2,000.00	0.00	2,000.00				easement flight	Mike - need to contact Doug Powell ASAP if still planning
NBR	SUPPLIES-CLOTHING	FXRS12640600000		500.00	109.00	391.00					
NBR	SUPPLIES-PPE/SAFETY	FXRS12640600000		2,000.00	999.76	1,000.24					Mike - Any PPE needs? If not, can free up \$1000.24, please advise Karen
NBR	SUPPLIES-FIELD	FXRS12640600000		2,386.31	2,386.31	0.00					
NBR	SUPPLIES - OFFICE 261A	FXRS12640600000		85.82	85.82	0.00					
NBR	SUPPLIES-VEHICLES	FXRS12640600000		48.84	48.84	0.00					
NBR	Travel	FXRS12640600000		2,000.00	671.50	1,328.50				Kevin and Mike travel	Mike/Kevin: to coordinate future travel needs and advise Karen
NBR	NBR - LE TOUGHBOOK LAPTOP/DOCKING STATION	FXRS12640600000		4,700.00	0.00	4,700.00				rugged laptop	Karen working with IT for approval and specs for mounting equipment for vehicle

revised 7-9-14

SALE OF PROCEEDS - SPEND BY SEPT 1 - Post Management meeting of July 7 changes reflected

Division	WORK ELEMENT	Funded Program	Full Year Projections	Spent Projections	Remaining Projections	Comment	Action Item
COMPLEX	Allocations	FVRS68600600000					
NBR	EQUIP - RENTAL	FVRS68600600000	840.00	840.00	0.00	generator	
NBR	FUEL - VEHICLE 269F	FVRS68600600000	238.66	238.66	0.00		Karen may RDS ANNM fuel to spend account down
NBR	SERVICES - PROF - 252R	FVRS68600600000	5,030.00	4,077.08	952.92	horse shoeing	
NBR	SUPPLIES - ANIMAL FOOD	FVRS68600600000	7,873.60	1,873.60	6,000.00	hay	3k hay Foust & 3k hay Jocko Valley Cattle LLC
NBR	SUPPLIES-PPE/SAFETY	FVRS68600600000	265.00	265.00	0.00		
NBR	SUPPLIES-FIELD	FVRS68600600000	1,711.19	1,711.19	0.00	chute/alley costs needed	Bob/Darren need to get costs dialed in ASAP and purchase supplies
NBR	SUPPLIES - OFFICE 261A	FVRS68600600000	0.00	0.00	0.00		
NBR	Travel	FVRS68600600000	1,392.37	1,392.37	0.00		

revised 7-9-14

REC FEE ACCOUNT - Post Management Meeting of July 7 , 2014 changes reflected

Division	WORK ELEMENT	Funded Program	Budget Object Class	Total Obligations	Full Year Projections	Spent Projections	Remaining Projections	Full Year Projected Fund Targets	Fund Targets Loaded in FBMS	Remaining Fund Target Projections	Comments	Action Items
COMPLEX	Allocations	FVRS80810600000	ALLO					101,000.00	2,513.11	98,486.89		
COMPLEX	Allocations	FGRS80810600000	ALLO						-	-		
NBR	BACKGROUND CHECKS (IPAC)	FVRS80810600000			64.50	64.50	0.00					
NBR	FUEL - PROPANE 269G	FVRS80810600000			3,000.00	1,826.77	1,173.23					
NBR	GPO PRINTING 241A	FVRS80810600000			23,903.00	403.00	23,500.00				NBR brochure	in August, next open period, we need to decide if EVS will be ready and if we want to commit funds
NBR	GRANTS 411C	FGRS80810600000			0.00	(1,796.00)	1,796.00				FY 13 SCA	funds were deobligated
NBR	REPAIRS-BLDGS	FVRS80810600000			1,500.00	0.00	1,500.00					
NBR	SERVICES - PROF - 252R	FVRS80810600000			4,236.00	4,236.00	0.00					
NBR	SUPPLIES-BUILDINGS	FVRS80810600000			5,000.00	2,706.70	2,293.30					
NBR	SUPPLIES-CLOTHING	FVRS80810600000			2,474.67	1,873.67	601.00					
NBR	SUPPLIES - POSTAGE MACHINE 233G	FVRS80810600000			100.00	36.45	63.55					
NBR	SUPPLIES-PPE/SAFETY	FVRS80810600000			500.00	227.30	272.70					
NBR	SUPPLIES - OFFICE 261A	FVRS80810600000			3,000.00	2,697.67	302.33					
NBR	SUPPLIES - STUDENT MATERIALS	FVRS80810600000			3,000.00	0.00	3,000.00					
NBR	Travel	FVRS80810600000			212.80	212.80	0.00					
NBR	UTIL- SHIPPING 233J	FVRS80810600000			200.00	91.37	108.63					
NBR	UTIL - ELEC 233K	FVRS80810600000			1,600.00	972.88	627.12					
NBR	SCA VC INTERN	FGRS80810600000			8,603.31	8,603.31	0.00					
NBR	NBR - DUST CONTROL	FVRS80810600000			24,399.35	24,399.34	0.01					
NBR	NBR - DUST CONTROL JV	FVRS80810600000			(24,399.34)	(24,399.34)	0.00					

From: [Shoemaker, Karen](#)
To: [Jeff King](#)
Bcc: [Karen Shoemaker](#)
Subject: Fund Status
Date: Friday, November 22, 2013 4:44:04 PM
Attachments: [Managers Fund Status Report 126x Funds only FY 13 dated 11_19_13.xls](#)

Jeff, Here is a fund status with pending expenditures shown. Bottom line we have around 10k left to spend by December 31. We should be able to spend this down with fuel and any future FY 14 charges.

Happy hunting!

Key Figures

Funds Center	Fund	FA Budget Prog	Funded Program	Consumable Budget	Commitments	Total Obligations (Incl. Comm)	Current Available Funds	Percent Obligated	Payroll Accrual
FF06RNB00	134F1611MD	FRS126100	FGRS12610600000	\$ -30,000.00			\$ -30,000.00		
FF06RNB00	134F1611MD	FRS126100	FGRS1261066IWW0	\$ -5,000.00			\$ -5,000.00		
FF06RNB00	134F1611MD	FRS126100	FXRS12610600000	\$ 62,455.69	\$ 0.00	\$ 12,273.49	\$ 50,182.20	19.65 %	\$ -21,844.74
FF06RNB00	134F1611MD	FRS126100	FXRS1261066IWW0	\$ 5,000.00			\$ 5,000.00		
FF06RNB00	134F1611MD	FRS126100	FXRS1261066RBT0	\$ 7,302.12		\$ 775.20	\$ 6,526.92	10.62 %	\$ -4,764.34
FF06RNB00	134F1611MD	FRS126100	FXRS1261066RIM0			\$ 0.00	\$ 0.00		
FF06RNB00	134F1611MD	FRS126100	FXRS126106SCEP0	\$ 3,965.89		\$ -823.34	\$ 4,789.23	-20.76 %	\$ -2,195.60
			RESULT				\$ 31,498.35		
FF06RNB00	134F1611MD	FRS126200	FXRS126206ANNM0	\$ 63,191.08	\$ 38,852.00	\$ 54,292.72	\$ 8,898.36	85.92 %	
FF06RNB00	134F1611MD	FRS126200	FXRS126206MAIN0	\$ -102.26		\$ 715.59	\$ -817.85	699.78 %	\$ -17,218.28
			RESULT				\$ 8,080.51		
FF06RNB00	134F1611MD	FRS126300	FGRS12630600000	\$ -2,000.00			\$ -2,000.00		
FF06RNB00	134F1611MD	FRS126300	FXRS12630600000	\$ 28,258.68		\$ 22,968.42	\$ 5,290.26	81.28 %	\$ -32,472.51
FF06RNB00	134F1611MD	FRS126300	FXRS1263066PCS0			\$ 19,755.89	\$ -19,755.89		
FF06RNB00	134F1611MD	FRS126300	FXRS1263066RBT0	\$ 1,312.57		\$ 334.11	\$ 978.46	25.45 %	
			RESULT				\$ -15,487.17		
FF06RNB00	134F1611MD	FRS126400	FXRS12640600000	\$ 4,264.30		\$ 1,395.39	\$ 2,868.91	32.72 %	\$ -4,770.55
			RESULT				\$ 2,868.91		
Overall Result	Result	Result	Result	\$ 138,648.07	\$ 38,852.00	\$ 111,687.47	\$ 26,960.60	80.55 %	\$ -83,266.02

Funds Center	Fund	FA Budget Prog	Funded Program	CARRY OVER	Commitments	Total Obligations (Incl. Comm)	Current Available Funds	BALANCE	Est. FY 14 Income	Comments
FF06RNB00	XXXF5050QM	FRS861000	FVRS86100600000	\$ 14,462.21		\$ 8,699.21	\$ 5,763.00	20,128.21	29,580.97	\$ 14,365.21
FF06RNB00	XXXF5091RF	FRS686000	FVRS68600600000	\$ 0.00		\$ 1,388.79	\$ -1,388.79			will get % of \$48,489.00 from FY 14 roundup deposit
FF06RNB00	XXXF5252RF	FRS808100	FGRS80810600000	\$ -18,429.00		\$ 0.00	\$ -18,429.00	\$ -18,429.00		
FF06RNB00	XXXF5252RF	FRS808100	FVRS80810300000	\$ 0.00		\$ 2,435.75	\$ -2,435.75	\$ -2,435.75		
FF06RNB00	XXXF5252RF	FRS808100	FVRS80810600000	\$ 108,347.65		\$ 12,523.75	\$ 95,823.90	\$ 95,823.90	45,000.00	
			RESULT 8081					74,959.15		

Comments
3rd/4th qtr not targeted yet

PENDING EXPENDITURES									
1261									
Server	pending	FRS1261	PR entered after this report		1,800.00			29,698.35	
laptops	pending	FRS1261	PR entered 11/20/13 pending FBMS approvals		8,200.00			21,498.35	
Archers	pending	FRS1261			10,816.00			10,682.35	
Skinner TDY		FRS1261	Denver travel Nov 18-22		1,681.65			9,000.70	
Shoemaker TDY		FRS1261	Denver travel Dec 8-13		1,624.85			7,375.85	
RDS			from 1261 to 1264		-2,868.91			10,244.76	
Office Max		FRS1261	Bobs scanner		174.98			10,069.78	RDS 11/22
Amazon.com		FRS1261	Amy Dell battery		62.26			10,007.52	RDS 11/22
Mountain West		FRS1261	UNL & DSL		1,720.66			8,286.86	RDS 11/22
Blackfoot		FRS1261	telephone		134.46			8,152.40	RDS 11/22
Blackfoot		FRS1261	telephone		122.57			8,029.83	RDS 11/22
Blackfoot		FRS1261	telephone		557.55			7,472.28	RDS 11/22
Dish		FRS1261	satellite		71.99			7,400.29	RDS 11/22
FedEx		FRS1261	shipping		8.68			7,391.61	RDS 11/22
Poison Propane		FRS1261	propane		348.25			7,043.36	RDS 11/22
Verizon		FRS1261	cell		386.66			6,656.70	RDS 11/22
Lawson Products		FRS1261	shop supplies		1,148.77			5,507.93	
BALANCE		1261						5,507.93	
1262									
Double W	cc 11/20	FRS1262	Flatbed		3,557.20			4,523.31	
Westland Seed	cc 11/18	FRS1262			1,799.98			2,723.33	RDS's 11/22
Carquest 11/18	cc 11/18	FRS1262			324.89			2,398.44	RDS's 11/22
Hansen Granley	cc 11/18	FRS1262			304.22			2,094.22	RDS'd 11/22
Hunts Timber	cc 11/18	FRS1262			59.28			2,034.94	
Ronan Auto	cc 11/18	FRS1262			13.46			2,021.48	RDS's 11/22
Ronan Auto	cc 11/18	FRS1262			722.11			1,299.37	RDS's 11/22
Temp Right	cc 11/13	FRS1262			753.85			545.52	
RDS		FRS1262	from ANNM to 1261		-62.26			607.78	
BALANCE		1262						607.78	
1263									
PSC Skinner			Jolene to fund target		-19,755.89			4,268.72	
Karen OT			RDS pp 2013-23		206.45			4,062.27	
Karen OT			pp 2013-25 (unknown)						
BALANCE		1263						4,062.27	
1264									
Motorola		FRS1264	LE Veicle Radio upgrade		1,480.31			1,388.60	RDS 11/22
Delorme		FRS1264	GPS Software		39.90			1,348.70	RDS 11/22
Cosner Comtech		FRS1264	LE Vehicle rado upgrade		237.50			1,111.20	RDS 11/22
Galls		FRS1264	LE Vehicle Trama Kit		293.10			818.10	RDS 11/22
Gracie Academy		FRS1264	Control Tacktics mat.		599.32			218.78	RDS 11/22
Family Healthcare		FRS1264	LE Physical		218.78			0.00	
BALANCE		1264						0.00	
OVERALL RESULT								10,177.98	

ISSUES: 1261 - IT and CGS in disagreement on the Round Up hand held computer data device UPC code. Terri is out until Monday November 25, hope to get this resolved on Monday so I can input the PR.

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#); [Kiana Joersz](#); [Susan Reimer](#); [Kathy Bishop](#)
Cc: [Mary Danno](#); [Kelly Hogan](#); [Matt Kales](#); [Barbara Boyle](#); [Amy Thornburg](#)
Subject: Fund Target Status - Receipt Accounts
Date: Friday, June 22, 2018 8:02:26 AM

Hello

The following fund targets have just been uploaded. This brings the receipt account fund targets current. Let me know if you have any questions.

- 8260, Overlay Refuge – April receipts
- 8081, Rec Fee – March and April receipts
- 8610, Quarters, April receipts

Here is the Sharepoint link showing the details of the [quarters allocation](#).

Kiana/Susan – please share with your program field business professionals. Thanks!

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#); [Susan Reimer](#); [Kiana Joersz](#); [Kathy Bishop](#)
Cc: [Mary Danno](#)
Subject: Fund Target Updates in Receipt accounts
Date: Friday, August 10, 2018 2:32:25 PM

Hello

The region has received consumable budget in receipt accounts and therefore I just completed uploading fund targeting in receipt accounts.

- 4562, Energy Rebates – May and June receipts
- 4557, Recycling Funds – June receipts
- 8081, Rec Fee – May and June receipts
- 7201, Contributed Fund – May and June receipts
- 8610, Quarters – May and June receipts

Here is the link to the Sharepoint site with the quarters details.

<https://fishnet.fws.doi.net/regions/6/nwrs/PBD/Allocations/Forms/AllItems.aspx?RootFolder=%2Fregions%2F6%2Fnwrs%2FPBD%2FAllocations%2FFY2018%2FReceipt%20Accounts>

Susan/Kiana – please forward to the appropriate program personnel who have quarters funding!
Thanks!

Let me know if you have any questions.

Gina Martinez
Region 6, Acting Budget & Finance Officer
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Cc: [Amy Thornburg](#); [Barbara Boyle](#); [Matt Kales](#); [Mary Danno](#)
Subject: Fund Targets - Receipt Accounts
Date: Thursday, May 24, 2018 3:21:23 PM

Hello

I have just completed getting the fund targets entered for the following receipt accounts:

- 7201 Contributed Fund Account (Feb – Apr receipts)
- 7203 Contributed Fund Account (Mar receipts)
- 8260, Overlay Refuge, (Feb receipts)
- 8081, Rec Fee (Dec – Feb receipts)
- 6860, Revenue Sharing (FY2018 Allocation – per figures distributed the end of April)
- 8610, Quarters (Dec – Mar receipts)

These fund targets above are all the consumable budget in receipt accounts that R6 has. Also, here is the link to the details for the [quarters fund target](#). Let me know if you have any questions.

P.S. News from HQ this a.m. is that we hope to allocations before the end of this month.

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Specialists](#)
Subject: FW: 126X Allocation Error
Date: Monday, April 30, 2018 8:48:31 AM
Importance: High

Per an email from HQ, the 126X error has been corrected. Let me know if you are still having problems charging 126X accounts.

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: Christine LaRue [mailto:christine_larue@fws.gov]
Sent: Monday, April 30, 2018 8:17 AM
To: FW6 BT All Travel
Subject: FW: 126X Allocation Error
Importance: High

Hi all,

If you are having any issues with vouchers charged to 126X funding this may be the reason. Let me know if you do. I will follow up with Gina if this is still an issue.

Thanks

Christine LaRue
Region 6 NWRS Business Team Leader

1434 NE 80th Street
Stafford, KS 67578
Phone: 620-486-2304 X221
Cell: 620-204-1384
email: christine_larue@fws.gov

From: Gina Martinez <gina_martinez@fws.gov>
Sent: Friday, April 27, 2018 10:24 AM
To: FW6 BT All Budget <fw6_bt_all_budget@fws.gov>
Subject: 126X Allocation Error
Importance: High

Hello

It has been reported that some 126X accounts are showing errors when transactions try to post to them. The error has been reported to Division of Budget and as intel is available it will be shared. Just sharing in case you get errors today in some of the 126X accounts.

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: [Jeff King](#)
To: [Gina Martinez](#)
Cc: [Karen Shoemaker](#); [Ann Blakley](#)
Subject: FW: AFA fund target spreadsheet
Date: Wednesday, June 11, 2014 9:58:44 AM
Attachments: [img-125121039-0001.pdf](#)
[NBR Discussion 1-25-2013.xlsx](#)

Gina,

Can we schedule a time to discuss the NBR base budget allocation. In base allocation printouts from 2011 and 2012 there is a line item identifying "adjustments per AFA" and "Salary changes (from AFA)". I don't see that in my 2013 base allocation printout or the 2014 base funded salary/benefits printout. See attached.

Let me know.

Thanks,

jk

Jeff King, Project Leader

National Bison Range Complex
58355 Bison Range Road
Moiese, Montana 59824
(406) 644-2211 ext. 204

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Tuesday, June 10, 2014 5:35 PM
To: Jeff King
Subject: AFA fund target spreadsheet

----- Forwarded message -----

From: **Blakley, Ann** <ann_blakley@fws.gov>
Date: Fri, Jan 25, 2013 at 12:40 PM
Subject: I figured it out!
To: Jeff King <jeff_king@fws.gov>, Karen Shoemaker <karen_shoemaker@fws.gov>

Print the attached you will see the \$309,099 CSKT figure on page 2 and this is the amount of the base budget change we were looking for....you can see what costs are included in that....

Also see on page 1 the figure of \$529,300, which divided in half is \$264,650....that shows up for the first half in the FY2011 Base allocation with the 309,099 and the second half shows up on the

Jeff, here is the email from Ann on the AFA fund targets.

FY2012 Base Allocation....

I've updated my spreadsheet and it is attached too.

----- Forwarded message -----

From: **WorkCentre 5335** <FW6Scan2Email@fws.gov>

Date: Fri, Jan 25, 2013 at 12:10 PM

Subject: Scan from a Xerox WorkCentre

To: Ann_Blakley@fws.gov

Please open the attached document. It was scanned and sent to you using a Xerox WorkCentre.

Number of Images: 3

Attachment File Type: PDF

Device Name: WorkCentre 5335

Device Location:

For more information on Xerox products and solutions, please visit <http://www.xerox.com/>

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Ann Blakley
USFWS Business Team Leader
National Elk Refuge
P. O. Box 510
Jackson, WY 83001
Ph: 307-733-9212 x8
Fax: 307-733-9729
Cell: 307-699-3256

National Bison

FY09 Base		FY09 Base Correction FY10		FY10 Base	
King	117,400	King	117,400	King	117,400
Miller	91,100	Miller	91,100	Miller	91,100
Jamieson	80,200	Jamieson	80,200	Jamieson	80,200
Subtotal	288,700	Subtotal	288,700	Subtotal	288,700
Thomas	69,100	Thomas	69,100	Thomas	69,100
Woodger	49,800	Woodger	49,800	Woodger	49,800
Salary	407,600	Salary	407,600	Salary	407,600
M/C	36,000	M/C	36,000	M/C	36,000
	82,250		82,250		82,250
FY09 Base	525,850	FY09 Base	525,850	FY09 Base	525,850
Flex	50,400				
		FY09 NIPA	23,563	FY09 NIPA	23,563
Total	576,251	LT LE Posn	98,686	LT LE Posn	98,686
		Total	648,099	Total	648,099
				FY10 NIPA	16,202
				FY10 Base	664,301

FY10 Base Correction FY 11		FY11 Base		FY12 Base	
King	126,200	King	126,200	King	126,200
Miller	106,200	Miller	106,200	Miller	106,200
Jamieson	88,600	Jamieson	88,600	Jamieson	88,600
Subtotal	321,000	Subtotal	321,000	Subtotal	321,000
Thomas	69,100	Thomas	69,100	Thomas	69,100
Woodger	68,200	Woodger	68,200	Woodger	68,200
M/C	36,000	M/C	36,000	M/C	36,000
	47,617		47,617		47,617
FY09 Rev Base	541,917	FY09 Rev Base	541,917	FY09 Rev Base	541,917
FY09 NIPA	23,563	FY09 NIPA	23,563	FY09 NIPA	23,563
Subtotal*	565,480	Subtotal	565,480	Subtotal	565,480
Changed to*	565,480	Corr FY09 Base	565,480	Corr FY09 Base	565,480
LT LE Posn	98,686	LT LE Posn	98,686	LT LE Posn	98,686
FY10 NIPA	14,137	FY10 NIPA	14,137	FY10 NIPA	14,137
FY10 Corr Base	678,303	FY10 Corr Base	678,303	FY10 Corr Base	678,303
		AFA Adjust	309,099	AFA Adjust	309,099
		Half Salary AFA	264,650	Half Salary AFA	264,650
		FY11 Recission	-1,357	FY11 Recission	-1,357
		FY11 Base	1,250,695	FY11 Base	1,250,695
				Half Salary AFA	264,650
				Jeff Upgrade	14,671
				FY12 Base LT	108,727
				FY12 ANNM LT	26,238
				FY12 Base	1,664,981

FY13 Base	
King	126,200
Miller	106,200
Jamieson	88,600
Subtotal	321,000
Thomas	69,100
Woodger	68,200
M/C	36,000
	47,617
FY09 Rev Base	541,917
FY09 NIPA	23,563
Subtotal	565,480
Corr FY09 Base	565,480
LT LE Posn	98,686
FY10 NIPA	14,137
FY10 Corr Base	678,303
AFA Adjust	309,099
Half Salary AFA	264,650
FY11 Recission	-1,357
FY11 Base	1,250,695
Half Salary AFA	264,650
Jeff Upgrade	21,484
FY12 Base LT	217,451
FY12 ANNM LT	52,476
FY13 Base	1,806,756

From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Subject: FW: Draft Base Allocation Sheets - NBR
Date: Thursday, May 8, 2014 12:11:55 PM

Hello,

I should have taken more time reading your email. The BT information was taken from the spreadsheet the Budget Specialists updated in March. I didn't use the same formula as employees above the line because BT Specialists salaries include step increases and promotions since they are calculated using actuals. For BT positions, I'm using the figures off the March spreadsheet. I'll mark NBR as completed. Thanks!

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: Gina Martinez [mailto:Gina_martinez@fws.gov]
Sent: Thursday, May 08, 2014 12:05 PM
To: Karen Shoemaker
Subject: RE: Draft Base Allocation Sheets - NBR

Hello,

My guess is a rounding error.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Thursday, May 08, 2014 12:04 PM
To: Gina Martinez
Subject: Re: Draft Base Allocation Sheets - NBR

Gina, the only difference I see on NBR's worksheet is for the budget team member 09/05

I get \$78,713 and you get 78,556

GS-0560-09/05

A:	54,312.00			
B:	933.39	3014.99=		31%
C:	100	31=		69
D:	54,312.00	0.69=	\$	
			78,713	78,556

I'm not sure why I can't get your figure.

Karen Shoemaker
Budget Analyst
U.S. Fish and Wildlife Service
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824
(406) 644-2211 ext. 206
(406) 644-2661 fax

http://www.fws.gov/refuge/national_bison_range/

<http://www.fws.gov/refuge/nine-pipe/>

On Thu, May 8, 2014 at 10:34 AM, Gina Martinez <Gina_martinez@fws.gov> wrote:
Hello,

Thanks for the response. All vacant positions (non-Law Enforcement) are calculated using a 35% benefits rate.

1. For the vacant 0486-9 positions, I got the salary for a 9/6 off the OPM salary charts. So, the salary is \$55,909. I took the 55,090 and divided it by .65 (the difference between 100 and 35 for benefits). I get \$86,014.
2. For the vacant 4749-7 position, I took the hour rate of $23.18 * 2087$ (number of hours that an employee works in a year)/.65 (because of 35% benefits)*.5 (because it is a half FTE) = \$37,213

Please review and email/call to let me know if this is OK. I can't move on to my next step until I get the OK that all draft allocations are OK. Please feel free to call if we need to discuss. Thanks!

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Wednesday, May 07, 2014 5:07 PM
To: Gina Martinez
Cc: Jeff King
Subject: Re: Draft Base Allocation Sheets

Gina you and I did talk and you gave me a revised document. However, please see attached worksheet, I have my two vacant positions that I can't get to equal your number. Also, my position is different for the BT position. Can you please let me know the formula you use to come up with the vacant positions. I have figured them at step 6 and 35% benefits as that is what I thought we discussed. Feel free to make corrections to my file so I can see the formula.

Thanks.

The password for the 7 zip file is the same as you had sent to me.

Karen Shoemaker
Budget Analyst
U.S. Fish and Wildlife Service
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824
(406) 644-2211 ext. 206
(406) 644-2661 fax

http://www.fws.gov/refuge/national_bison_range/

<http://www.fws.gov/refuge/nine-pipe/>

On Wed, May 7, 2014 at 4:55 PM, Gina Martinez <Gina_martinez@fws.gov> wrote:
Hello,

First let me thank all of you for your efforts in working with Project Leaders and others to review the draft allocation sheets. I really appreciate it. I have a few sheets that I don't have finalized. I'm providing a list below of those sheets. If a station you support is listed, can you please review the latest version I've sent or email me and ask for the latest version and I'll get that to you ASAP. It is possible that I've gotten the OK and have forgotten to color code the tab.

Arrowwood
CMR (I have this, I just haven't reviewed it yet)
Fish Springs (just sent new version to Budget Specialist)
Lee Metcalf

National Bison Range

Thanks again.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Subject: FW: Draft FY2018 Base Allocations
Date: Wednesday, November 29, 2017 9:01:41 AM

Hello

I was asked to post the draft base allocations methodology to the Sharepoint site, which I have done. There was one change made that I wanted to share. On the original draft of the document, it identified the pay period that would be used to calculate the base allocations would be 2017-21; however, that is not the first full pay period in October; 2017-22 is. So, I have changed the document to reflect that. Other than that, no other changes were made to the document. Below is the link to the Sharepoint site with the document for future reference.

<https://fishnet.fws.doi.net/regions/6/nwrs/PBD/Allocations/Forms/AllItems.aspx?RootFolder=%2Fregions%2F6%2Fnwrs%2FPBD%2FAllocations%2FFY2018&FolderCTID=0x012000E9BE522537756B45B0BA522A332937A3&View={CF5635FB-FCE9-4DE3-AB2E-CFF62759990F}>

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: Gina Martinez [mailto:gina_martinez@fws.gov]
Sent: Friday, September 22, 2017 2:20 PM
To: FW6 BT All Budget
Subject: Draft FY2018 Base Allocations

Hello

As promised, attached are the draft instructions of how the FY2018 base allocations will be calculated. Please note that this is draft and that it may change based on what the final appropriation bill says. Let me know if you have any questions.

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Subject: FW: Fund Target Status - Receipt Accounts
Date: Monday, June 25, 2018 7:42:01 AM

Hello

Two more fund targets that I've just entered for receipt accounts.

- 4557, Recycling Funds, Dec-April Receipts
- 4562, Energy Rebates, Dec-April Receipts

Let me know if you have any questions.

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: Gina Martinez [mailto:gina_martinez@fws.gov]
Sent: Friday, June 22, 2018 8:02 AM
To: FW6 BT All Budget; Kiana Joersz; Susan Reimer (Susan_Reimer@fws.gov); Kathy Bishop
Cc: Mary Danno; Kelly Hogan (Kelly_Hogan@fws.gov); Matt Kales; Barbara Boyle; Amy Thornburg
Subject: Fund Target Status - Receipt Accounts

Hello

The following fund targets have just been uploaded. This brings the receipt account fund targets current. Let me know if you have any questions.

- 8260, Overlay Refuge – April receipts
- 8081, Rec Fee – March and April receipts
- 8610, Quarters, April receipts

Here is the Sharepoint link showing the details of the [quarters allocation](#).

Kiana/Susan – please share with your program field business professionals. Thanks!

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Specialists](#)
Subject: FW: Status of allocations
Date: Thursday, April 12, 2018 8:31:51 AM

FYI – here is an email outlining the process that needs to occur before we receive our allocations. Let me know if you have any questions.

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: Gallagher, Maureen [mailto:maureen_gallagher@fws.gov]
Sent: Thursday, April 12, 2018 7:14 AM
To: FW6 RW Project Leaders All
Subject: Status of allocations

PLs,

Our Budget Chief in HQ, Chris Nolan sent the following detailed update on where they are with budgets. This describes just what it takes to get it to the REgions. Gina and team are poised to act immediately once we get it. As usual, we are looking at May before you see your budget. I was more hopeful when we all spoke last, but here we are.

Hi all,

I have heard people wondering about when fund allocations will be done. Here is the story. We are trying to get allocations out as soon as possible, but there are still several steps that need to be completed.

- 1- warrant needs to come from Treasury (the check)
- 2- apportionment needs to be approved by OMB (authority to spend)
- 3 - spend plan needs to be approved by Department
- 4 - ADs need to get allocations decisions approved by Director's office
- 5 - We need to put funds into FBMS via BAS

Seems like a long list, but we are hoping we can get through it all by the end of the month.

Sorry that your funding is delayed, especially after Congress waited so long to appropriate it.

We are pushing to get through these steps as soon as possible.

Let us know if you have any further questions.

Thanks!

Maureen Gallagher
Deputy Assistant Regional Director
Refuges and Partners for Fish and Wildlife
Mountain Prairie Region
134 Union Blvd
Lakewood, CO
303/236/4304 o
720/772/0424 c
303/236/4792 fax

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Subject: FW: Youth project approval
Date: Tuesday, April 24, 2018 3:00:15 PM

FYI – sharing in case you get questions and/or are curious on status of youth financial assistance agreements.

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: Will Meeks [mailto:will_meeks@fws.gov]
Sent: Tuesday, April 24, 2018 1:52 PM
To: FW6 RW Project Leaders All
Subject: Youth project approval

Project Leaders,

I wanted to take this opportunity to update you on the status of youth program funding for this summer. Currently, we are still awaiting approval for most of the youth partnership projects that were submitted for review in March. Awards this year are delayed because of the new review process dependent on the expected dollar amount for the entire period of performance. After the DOI approves the financial awards for projects, Contracting and General Services will complete the purchase request packages and projects can begin.

Status of March financial assistance awards: Awards for \$50K or less were approved by the FWS Director. This first approval included a small number of Student Conservation Association (SCA) projects. All other financial awards are now receiving additional review by the DOI. Because of the youth project dollar amounts, many of them require multiple levels of review.

New process for youth awards: The Department established a new review process for awards that fund youth program/corps activities. Starting with the April review, these awards will be submitted and reviewed as a separate package from other financial awards.

I know this new process is frustrating and resulting in delays. I ask for your patience as we work through the process and we will contact you as soon as we receive approval from DOI. If you need additional information please feel free to contact Delissa Padilla Nieves.

Thanks.

Will Meeks
U.S. Fish and Wildlife Service
Mountain-Prairie Region
Assistant Regional Director
National Wildlife Refuge System
303-236-4303 (office)
720-541-0310 (cell)

From: [Shoemaker, Karen](#)
To: [Jeff King](#)
Bcc: [Karen Shoemaker](#)
Subject: Fwd: NBR RM Fund Status Update 8/7/15
Date: Friday, August 7, 2015 11:14:13 AM
Attachments: [NBR Fund Status 8-7-15.pdf](#)
[Mountain Zone Travel Ceiling Report 8-7-15 SBL.pdf](#)

Jeff, Susan is acting this week for Ann, as Ann is on a 30 day detail to Alaska. This report only show actual obligations, not projections and future payroll. We will make the 98%.

As for the travel ceiling, there was a data call to offer up ceiling with a one day turn around and you were out, therefore, I offered some up for NBR, we still have plenty and probably more to offer if need be later.

I will also have a new status of funds ready next week.

Have a good weekend.

Karen Shoemaker
Budget Analyst

U.S. Fish and Wildlife Service
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824
(406) 644-2211 ext. 206
(406) 644-2661 fax

----- Forwarded message -----

From: Lakes, Susan <susan_lakes@fws.gov>
Date: Fri, Aug 7, 2015 at 10:58 AM
Subject: NBR RM Fund Status Update 8/7/15
To: Jeff King <jeff_king@fws.gov>, Karen Shoemaker <karen_shoemaker@fws.gov>
Cc: Mike Blenden <mike_blenden@fws.gov>, Gina Martinez <gina_martinez@fws.gov>, Ann Blakley <ann_blakley@fws.gov>

Jeff, Karen,

Attached is a Resource Management Fund Status report for the National Bison Range as of 8/7/15. This is one page of a multi-page report encompassing the Mountain Zone that I have provided to our Zone Supervisor, Mike Blenden. The top green line is the Zone total and the obligation rate for the Zone. I am providing this report to you so that you are informed of the same information that has been provided to Mike.

There are other funding sources but these resource management funds must be spent to 98% by the time FBMS closes for the fiscal year. I have omitted the DM projects since those are funded at cost when the project is awarded.

Also attached is a Mountain Zone travel ceiling report as of 8/7/15. Changes to ceiling totals are for this year only and will not impact next fiscal year's ceiling amounts.

If you have any questions, please let me know.

Thank you,
Susan Lakes
Budget Specialist
Benton Lake NWR Complex
922 Bootlegger Trail
Great Falls, MT 59404
406.727.7400 x221 office
406.727.7432 fax

FY15 Travel Ceiling Report - Mountain Zone
August 7, 2015

Mountain Zone		Ceiling	Spent YTD as of 8-7-15	Remainder of Ceiling	Notes
Bear River*	FF06RBRR00	40,100.00	\$ 26,190.06	13,909.94	
Benton Lake*	FF06RBNL00	38,800.00	\$ 27,151.11	11,648.89	reduced by \$3K
Bowdoin	FF06RBWD00	16,000.00	\$ 9,282.46	6,717.54	
Browns Park	FF06RBRP00		\$ 0.00	-	Combined with Ouray
CMR	FF06RCMR00	63,000.00	\$ 63,229.79	(229.79)	increased by \$5K
Fish Springs	FF06RFHS00	7,940.00	\$ 6,156.64	1,783.36	reduced by \$5K
Lee Metcalf	FF06RLMC00	11,500.00	\$ 5,670.81	5,829.19	
Medicine Lake	FF06RMDL00	18,240.00	\$ 8,836.44	9,403.56	
MT Strike Team	FF06RSTI00	46,200.00	\$ 37,078.47	9,121.53	(Includes \$15,000 from Planning)
National Bison	FF06RNBR00	16,900.00	\$ 9,677.93	7,222.07	reduced by \$7K
National Elk	FF06RNER00	11,160.00	\$ 11,943.81	(783.81)	
Ouray	FF06RORY00	23,200.00	\$ 15,547.63	7,652.37	BP \$5K and Ouray \$8.2K; increased by \$10K
Red Rock Lakes	FF06RRRL00	11,500.00	\$ 9,827.77	1,672.23	
Seedskadee	FF06RSDK00	17,200.00	\$ 7,768.30	9,431.70	
Wildlife Health	FF06ROWH00	12,500.00	\$ 12,995.89	(495.89)	Addl Ceiling pending from RO
	TOTAL	334,240.00	251,357.11	82,882.89	

Prepared by Susan Lakes

*Includes Zone LE Travel

**This report includes only travel that has posted in FBMS. It does not include any travel vouchers still in process, any planned travel, or pending reallocations.

**Mountain Zone Fund Status
8/7/2015**

81% FY Elapsed

Funds Center	Fund	FA Budget Program	Funded Program	Consumable Budget	Commitments	Total Obligations (Incl. Comm)	Current Available Funds	Percent Obligated
Zone Total				12,281,599.72	297,838.63	9,833,322.69	2,448,277.03	80.07%
FF06RNBR00	156F1611MD	FGO166400	FXGO16640970600	8,968.49		6,037.33	2,931.16	67.32 %
FF06RNBR00	156F1611MD	FRS126100	FGRS12610600000		-	25,000.00	(25,000.00)	
FF06RNBR00	156F1611MD	FRS126100	FXRS12610600000	469,062.00	-	416,043.53	53,018.47	88.70 %
FF06RNBR00	156F1611MD	FRS126100	FXRS1261066RBTO	70,243.00		56,870.06	13,372.94	80.96 %
FF06RNBR00	156F1611MD	FRS126200	FXRS126206ANNM0	217,981.00	17,300.00	130,228.47	87,752.53	59.74 %
FF06RNBR00	156F1611MD	FRS126200	FXRS126206MAIN0	285,702.00		249,981.04	35,720.96	87.50 %
FF06RNBR00	156F1611MD	FRS126200	FXRS126206RNEQ0	3,400.00	3,400.00	3,400.00	-	100.00 %
FF06RNBR00	156F1611MD	FRS126200	FXRS126206SMEQ0	22,800.00	-	14,323.24	8,476.76	62.82 %
FF06RNBR00	156F1611MD	FRS126300	FGRS126306YUTH0	13,500.00	13,500.00	13,500.00	-	100.00 %
FF06RNBR00	156F1611MD	FRS126300	FXRS12630600000	170,449.87	10,000.00	119,310.98	51,138.89	70.00 %
FF06RNBR00	156F1611MD	FRS126300	FXRS1263066RBTO	34,598.00		13,023.59	21,574.41	37.64 %
FF06RNBR00	156F1611MD	FRS126400	FXRS12640600000	87,506.00		68,883.50	18,622.50	78.72 %
National Bison Range				1,384,210.36	44,200.00	1,116,601.74	267,608.62	80.67 %

From: [King, Laura](#)
To: [Dean Vaughan](#); [Mary Danno](#); [Francis Cahoon](#); [Amy Lisk](#); [Brent Woodger](#); [Karen Shoemaker](#); [Jeff King](#); [Mike Koole](#); [Darren Thomas](#); [Marlin McDonald](#)
Subject: Fwd: proposed AFA changes
Date: Tuesday, June 2, 2015 10:25:15 AM
Attachments: [coverletter.pdf](#)
[summary of proposed changes tbl_05282015 \(1\).docx](#)
[Draft AFA proposed changes v052815.doc](#)

This is the revised AFA and letter Will Meeks sent to CSKT last week. There is also a table that summarizes the proposed changes.

Laura

Laura King, Refuge Program Specialist
U.S. Fish and Wildlife Service, Division of Refuge Planning
58355 Bison Range Rd.
Moiese, MT 59824
phone, 406-644-2211, ext. 210
fax, 406-644-2661

----- Forwarded message -----

From: **Blenden, Mike** <mike_blenden@fws.gov>
Date: Fri, May 29, 2015 at 2:43 PM
Subject: proposed AFA changes
To: Jeff King <jeff_king@fws.gov>, Laura King <laura_king@fws.gov>, Keenan Adams <keenan_adams@fws.gov>, Toni Griffin <toni_griffin@fws.gov>

All,

Attached, for your information, is the package sent to CSKT yesterday.

--
Michael Blenden
Refuge Supervisor - Montana, Wyoming and Utah
134 Union Boulevard
Lakewood, CO 80228
303-236-4306

Too often we...enjoy the comfort of opinion without the discomfort of thought.
John F. Kennedy



United States Department of the Interior

FISH AND WILDLIFE SERVICE Mountain-Prairie Region



IN REPLY REFER TO:

FWS/R6/

Mail Stop 60100

MAILING ADDRESS:

Post Office Box 25486

Denver Federal Center

Denver, Colorado 80225-0486

STREET LOCATION:

134 Union Boulevard

Lakewood, Colorado 80228-1807

MAY 28 2015

Mr. Vernon S. Finley, Chairman
The Confederated Salish and Kootenai Tribes of the Flathead Nation
P.O. Box 278
Pablo, Montana 59855

Dear Chairman Finley:

As discussed in our meeting on May 26, 2015, we have completed a detailed review of comments that were made on the draft Environmental Assessment (EA) for the draft Annual Funding Agreement (AFA), which was the proposed action in the EA. We have also done a detailed internal U.S. Fish and Wildlife Service (Service) review of the draft AFA, and are proposing several revisions to it. The proposed changes address, 1) improving organizational effectiveness and communication, and 2) use of Intergovernmental Personnel Act agreements for Service employees assigned to the National Bison Range. We are also proposing to increase the number of occupied positions that would be transferred to Confederated Salish and Kootenai Tribes (CSKT) through attrition from one to five, and to increase additional positions that could be assigned to CSKT from zero to four. We believe the proposed revisions will facilitate greater opportunity for successful implementation of an AFA with the CSKT over the long term.

A summary of the proposed changes and a redlined version of the draft AFA are enclosed for your consideration. If you have any questions, or would otherwise like to discuss the proposed revisions to the draft AFA, please feel free to contact me at will_meeks@fws.gov, (303) 236-4303, or Michael Blenden at mike_blenden@fws.gov, (303) 236-4306.

Sincerely,

Assistant Regional Director

Enclosures



**FISCAL YEARS ~~2013–2016~~2016–2019 ANNUAL FUNDING AGREEMENT
BETWEEN THE
UNITED STATES DEPARTMENT OF THE INTERIOR
FISH AND WILDLIFE SERVICE
AND THE
CONFEDERATED SALISH AND KOOTENAI TRIBES
OF THE FLATHEAD RESERVATION**

March 8, 2012 draft reflecting technical corrections through April 12, 2012. FWS proposed changes in response to public and internal comments received on the Draft AFA through April 22, 2015.

Section 1. Nature of Document, Parties

This is an annual funding agreement (“AFA”) between the United States Fish and Wildlife Service (“Service”, or “FWS”), a bureau of the United States Department of the Interior (“Department”), and the Confederated Salish and Kootenai Tribes of the Flathead Indian Reservation (“CSKT”) (hereinafter referred to collectively as the “Parties”). The CSKT is a Federally-recognized Indian Tribe represented by its Tribal Council, participating in the Tribal Self-Governance Program established by the Secretary of the Interior (“Secretary”) under the Indian Self-Determination and Education Assistance Act (“ISDEAA”), 25 U.S.C. §§ 450-450n, as amended by § 204 of the Tribal Self-Governance Act of 1994 (“TSGA”), now codified at 25 U.S.C. §§ 458aa-458hh.

The Parties will work together, and the CSKT will perform each Activity covered by this AFA, to ensure that the National Bison Range Complex (“NBRC”) is managed as part of the National Wildlife Refuge System (“NWRS”) and consistent with: the National Wildlife Refuge System Administration Act (“NWRSA”), 16 U.S.C. §§ 668dd and 668ee, as amended; NWRS regulations found at 50 C.F.R. Chapter 1, Subchapter C; the policies of the Service as found in the Service Manual and Refuge Manual; and the Operational Standards provided by Service line officers responsible for administration of the NWRS within the Mountain-Prairie Region (Region 6) of the Service.

Section 2. Purpose

A. Recognize Partnership; Fund and Perform Activities. The purpose of this AFA is to recognize and formalize the partnership between the Service and the CSKT in operating and maintaining all programs of the NBRC. The Parties are committed to a partnership that: 1) is an on-the-ground partnership with Service and CSKT Employees working together on the NBRC to accomplish common goals and objectives to benefit wildlife, habitat and people; 2) provides the CSKT with a substantive role in the day-to-day operations and maintenance of programs of the NBRC under overall administration and management by the Service, thereby furthering Federal Tribal Self-Governance policy; and 3) leverages the complementary resources and abilities of the Parties to manage the NBRC as a unit of the NWRS, and better serve the natural resources of the



NBRC, the people of the CSKT, and all Americans. This partnership facilitates achievement of Departmental and Congressional objectives for both its NWRS and Tribal Self-Governance programs. This AFA establishes the responsibilities of the Parties and the terms and conditions under which the Service will fund and the CSKT will perform programs, services, functions, and activities, or portions thereof (Activities) at the NBRC. The Secretary has identified some of the programs which may be eligible for inclusion in an AFA at the NBRC in the list published in the Federal Register at 76 F.R. 57068 (September 15, 2011).

B. Recognize and Further Relationship; Significance. This AFA recognizes and furthers: 1) the government-to-government relationship that exists between the Federal government and the recognized Indian Tribes of the United States generally, and the CSKT specifically; and 2) the special geographic, historical, and cultural significance to the CSKT of the NBRC, including CSKT's ownership of the land upon which the Ninepipe and Pablo National Wildlife Refuges are located.

C. Benefits to the Parties:

1. The Service benefits from this AFA because it:

a. furthers the mission of the Service which is: "Working with Others to conserve, protect, and enhance fish, wildlife, plants and their habitat for the continuing benefit of the American people";

b. helps the Service achieve both the mission of the NWRS and the intent of Congress in the National Wildlife Refuge System Improvement Act of 1997, which states at Section 5(a)(4)(E):

"In administering the System, the Secretary shall . . . -

ensure effective coordination, interaction, and cooperation with owners of land adjoining refuges and the fish and wildlife agency of the States in which units of the System are located";

c. helps the Service comply with Executive Order 12996 ("Management and General Public Use of the National Wildlife Refuge System"), which establishes Guiding Principles for management of the System, including:

"Partnerships. America's sportsmen and women were the first partners who insisted on protecting valuable wildlife habitat within wildlife refuges. Conservation partnerships with other Federal agencies, State agencies, Tribes, organizations, industry and the general public can make significant contributions to the growth and management of the Refuge System."



- d. improves the ability of the NBRC to discharge its responsibilities to protect the cultural resources of the NBRC, through close collaboration with the Native people in whose homeland the NBRC is located;
 - e. provides the Service with closer cooperation with its professional peers employed by the CSKT Division of Fish, Wildlife, Conservation and Recreation, who have extensive scientific knowledge, significant traditional ecological knowledge, and a long and successful history of conserving, managing, and restoring the fish, wildlife, and habitat resources of the Flathead Reservation; and
 - f. furthers and supports the Department's statutory responsibility under the Tribal Self-Governance Act, and the policy of the United States regarding Tribal Self-Governance. This participation fulfills Congressional and Departmental objectives as set forth in 25 C.F.R. §§ 1000.4(b) and (c).
2. The CSKT benefits from this AFA because the agreement:
- a. provides Tribal participation in Federal programs within the exterior boundaries of the Flathead Indian Reservation, consistent with the Tribal Self-Governance Act (25 U.S.C. §§ 458cc-458hh), and House Report No. 103-653 (page 10 of which stated that the House Natural Resources Committee intends the Self-Governance legislation "to ensure that any federal activity carried out by the [Interior] Secretary within the exterior boundaries of the reservation shall be presumptively eligible for inclusion in the Self-Governance funding agreement.");
 - b. provides CSKT with the ability to more effectively help the Service manage Refuge lands which CSKT beneficially owns (Ninepipe and Pablo National Wildlife Refuges), as well as lands adjoining the National Bison Range which CSKT owns either beneficially or in fee;
 - c. better enables CSKT to holistically address natural resources management issues on its Reservation, due to the NBRC's central location within the Reservation;
 - d. improves CSKT's ability to help protect the cultural resources of the NBRC, through closer collaboration with the Service;
 - e. improves upon CSKT's history of, and ongoing commitment to, assisting the Service with fire suppression and fire management issues at the NBRC; and
 - f. furthers Tribal capacity-building with respect to Reservation natural resources management, consistent with Federal objectives for the Tribal Self-Governance program.

Section 3. Authority, Interpretation and Compliance

A. *Authority.* This AFA is authorized by:



1. Title IV of the ISDEAA, 25 U.S.C. §§ 458aa–hh, as amended by Section 204 of the TSGA, as amended;
2. Section 403(c) of the Tribal Self-Governance Act, codified at 25 U.S.C. § 458cc(c), which authorizes tribal contracting of Interior programs, services, functions or activities which are of special geographical, historical, or cultural significance to a tribe; and
3. Section 403(i)(1) of the Tribal Self-Governance Act, 25 U.S.C. § 458cc(i)(1), which, except as otherwise provided by law, requires the Secretary to interpret each Federal law, including the NWRSAA, as amended, and each Federal regulation in a manner that will facilitate the inclusion of programs, services, functions, and activities in an AFA and the implementation of an AFA.

B. *Interpretation.* This AFA shall be interpreted consistent with applicable Federal laws and regulations including Title IV of the ISDEAA and the Tribal Self-Governance Regulations, and as provided below in this AFA in Sections 3.C (Compliance); Section 19.C (Tribal Administrative Procedures); and Section 19.D (Indian Preference).

C. *Compliance.* In conducting any Activity covered by this AFA, the CSKT will comply with all applicable Federal and Tribal laws and regulations, and all Departmental and Service Operational Standards guiding the management of the NWRS. This provision is not intended to expand the applicability of any Federal or Tribal law or regulation. In case of any conflict between a Federal law or regulation and a Tribal law or regulation, Federal law will govern.

Section 4. Definitions

The following terms and their derivatives have the meanings specified within this Section:

Activity, when capitalized, means a program, service, function, activity, or portion thereof, which the Service agrees to fund and the CSKT agrees to perform under this AFA.

AFA means an annual funding agreement, including all recited attachments, under Title IV of the Indian Self-Determination and Education Assistance Act (“Act”).

~~*Affected Federal Employee* means a career or career-conditional Service employee at the NBRC:~~

~~A. Who was employed by the Service to perform an Activity as of the date of the last approving signature on this AFA; and~~

~~B. Whose duties are contracted by CSKT under this AFA.~~

~~*Assistant Regional Director* means the Assistant Regional Director for the National Wildlife Refuge System.~~



Chairman means the Chairman of the CSKT Tribal Council.

CSKT Employee means a person employed by the CSKT to perform an Activity, ~~including a Service employee assigned to work for CSKT under an Intergovernmental Personnel Act (“IPA”) assignment.~~

~~*IPA* means Intergovernmental Personnel Act, codified at 5 U.S.C. §§ 3371-76.~~

~~*IPA Employee* means any Service employee assigned to work for CSKT through an IPA agreement.~~

National Bison Range means the unit of the National Wildlife Refuge System authorized by Congress in Chapter 192 of the Act of May 23, 1908, at 35 Stat. 267.

National Bison Range Complex, or *NBRC*, includes the following units of the National Wildlife Refuge System: National Bison Range, Ninepipe National Wildlife Refuge, Pablo National Wildlife Refuge, and the Northwest Montana Wetland Management District in Lake County.

National Bison Range Complex employee, or NBRC employee, means a Service or CSKT employee who works directly on NBRC programs.

Ninepipe National Wildlife Refuge means the unit of the National Wildlife Refuge System established by the President of the United States by Executive Order 3504 on June 25, 1921.

Operational Standard means a requirement of a law, regulation, written policy, approved written plan, or published Service standard, whether or not existing on the date of execution of this AFA, that governs the performance of an Activity, and which the Service would have to meet if the Service itself performed the Activity.

Pablo National Wildlife Refuge means the unit of the National Wildlife Refuge System established by the President of the United States by Executive Order 3503 on June 25, 1921.

Plan: see “*Work Plan*”

Program Lead means the CSKT Supervisory Wildlife Biologist (GS-12 equivalent) and Supervisory Outdoor Recreation Planner (GS-11 equivalent) at the National Bison Range. The program lead will supervise and provide day-to-day direction to employees in the Biology and Visitor Services Programs at the National Bison Range.

RAPP means Refuge Annual Performance Plan, a database reporting system that forecasts planned, and reports actual, accomplishments for each unit of the National Wildlife Refuge System for each fiscal year.



Refuge Leadership Team means the following team of officials: FWS Refuge Manager; FWS Deputy Refuge Manager; Manager of the CSKT Division of Fish, Wildlife, Recreation & Conservation; and the CSKT Wildlife Refuge Specialist.

Refuge Manager means the FWS line officer in charge of the National Bison Range Complex.

Refuge Supervisor means the FWS line officer, located in the Mountain and Prairie Regional Office, with direct supervisory authority over the Refuge Manager.

Region or *Region 6* means the Mountain and Prairie Region of the U.S. Fish and Wildlife Service, which includes the states of Montana, Wyoming, Utah, Colorado, Kansas, Nebraska, South Dakota and North Dakota.

Regional Director means the Director of the Mountain and Prairie Region, U.S. Fish and Wildlife Service.

Secretary means the Secretary of the Interior or her or his authorized representative.

Volunteer means any person who performs work at the NBRC with no, or only nominal, pay, benefits, or other commonly accepted attribute of employment.

Work Plan or Plan means the jointly-developed and mutually-agreed upon document that identifies the work and projects to be performed to accomplish each Activity for each fiscal year.

Section 5. Physical Area Covered

The physical area covered by this AFA consists of those parts of the NBRC that lie entirely within the boundaries of the Flathead Indian Reservation. Specifically, the ~~NBRC AFA consists~~ includes ~~of~~ the following units of the NWRs:

- A. National Bison Range (Org. Code 61540);
- B. Ninepipe National Wildlife Refuge (Org. Code 61541);
- C. Pablo National Wildlife Refuge (Org. Code 61542); and
- D. Northwest Montana Wetland Management District in Lake County (Org Code 61544).

~~As of April 1, 2012, the NBRC Refuge Manager will also administer the following units of the NWRs as part of the NBRC.~~ This AFA does not include any programs located on these following units of the NBRC:

- Lost Trail National Wildlife Refuge (Org. Code 61545)
- Northwest Montana Wetland Management District in Flathead County (Org. Code 61546).



Section 6. Activities Covered

A. *Five Categories.* The CSKT will perform Activities in five categories:

1. Management of Contracted Activities. CSKT shall contract a new Wildlife Refuge Specialist position to oversee Activities contracted under this AFA. The Service shall retain the Refuge Manager, ~~and~~ Deputy Refuge Manager, and Law Enforcement Officer positions, and their associated activities, subject to this AFA;
2. Biological Program (including Habitat Management);
3. Fire Program;
4. Maintenance Program; and
5. Visitor Services Program, ~~including all Activities except: environmental education, cooperating association oversight, and Volunteer coordination activities.~~

The Activities in the above five categories will be more fully described in the Work Plan as set forth in Section 7.E below.

B. *Redesign and Reallocation.* In accordance with 25 U.S.C. § 458cc(b)(3), CSKT may redesign any Activity or reallocate funding between Activities with the prior written approval of, and subject to any conditions imposed by, the Refuge Manager.

C. *Activities Retained by the Service.* The Service retains all activities not explicitly covered by this AFA. Subsequent AFAs may include some of these retained activities. The Service will negotiate with the CSKT in good faith to explore and implement opportunities for adding activities to subsequent AFAs. FWS encumbered positions remain under supervision of the FWS Deputy Refuge Manager until such time as they become vacant.

D. *Absence of Activity from AFA.* The absence from this AFA of any activity at the NBRC is not intended to denote or imply that the activity is, or is not, an inherently Federal function within the meaning of Section 403k of the Act, codified at 25 U.S.C. § 458cc(k), and does not preclude negotiation by the Parties for inclusion of additional non-inherently-Federal activities in a subsequent AFA.

Section 7. Management, Direction, and Control

A. *CSKT.* Subject to the final authority of the Refuge Manager, the CSKT will perform the Activities contracted under this AFA.

B. *Refuge Manager.* The Refuge Manager will retain final responsibility and authority for managing, directing, controlling and administering the operation of the NBRC. The Deputy Refuge Manager, in accordance with Service policy (030 FW 1.9.D), exercises all authority



delegated to the Refuge Manager that is not restricted to the Refuge Manager. This authority will be exercised in a collaborative fashion, with full and objective consideration of CSKT recommendations, through the work of the Refuge Leadership Team (see Section 7.D, below). The Refuge Manager (or, consistent with 030 FW 1.9.D, the Deputy Refuge Manager) shall retain sole and final authority with respect to the following actions for the NBRC:

1. Setting work priorities through the NBRC Work Plan;
2. Approval of any uses of the NBRC by third parties, including secondary uses and economic uses;
3. Signature authority for Appropriate Use Determinations and Compatibility Determinations;
4. Signature authority for Special Use Permits;
5. Expenditure of Federal funds allocated to the NBRC, but not transferred to the CSKT under this AFA;
6. Supervision of Service personnel performing activities retained by the Service; including FWS encumbered positions until such time as they become vacant and are transferred to CSKT.
7. Establishment or modification of regulations for public use that can be accomplished at the field level under 50 C.F.R. Chapter 1, Subchapter C;
8. Final field-level approval of: environmental compliance documents (including NEPA and Intra-Service Section 7 consultations required by the Endangered Species Act) and refuge management plans, including: Comprehensive Conservation Plans; step-down management plans; prescribed fire burn plans and GO/ NO GO checklists;
9. Final field-level approval of: emergency operations documents, including Delegations of Authority and Return of Delegated Authority letters associated with incident management and investigation team activities; Wildland Fire Situation Analysis; and Wildland Fire Cost Share agreements;
10. Final field-level approval of implementation of any actions concerning necessary security issues and concerns; and
11. Any action which is an inherently Federal function.

C. Wildlife Refuge Specialist.

1. The CSKT Wildlife Refuge Specialist will:
 - a. Supervise all CSKT Employees and direct the day-to-day work of CSKT Program Leads, Employees, and Volunteers in the Biological, Maintenance, and Fire Programs and those Activities of the Visitor Services Program that are the responsibility of the CSKT including: Supervisory Wildlife Biologist (GS-12 PFT equivalent), Supervisory Outdoor Recreation Planner (GS-11 PFT equivalent), Range Conservationist (GS-9 PFT equivalent), Biological Science Technician (GS-5, 0.8 PCS equivalent), Park Ranger (GS-7 PFT equivalent), Maintenance Worker (WG-7, 0.5 PCS equivalent), WMD Maintenance



Worker (WG-6 PFT equivalent). In the absence of the CSKT Wildlife Refuge Specialist, a CSKT-designated official will provide day-to-day direction to CSKT Employees and Volunteers. ~~Personnel actions for Service employees assigned to CSKT, including management of performance and conduct, will be handled in accordance with AFA Sections 13.B.1, 13.F.5.c, and 13.G;~~

- b. From the pool of qualified applicants, select Volunteers to work in Activities for which the CSKT is responsible; and
- c. Perform additional specific duties as negotiated by the Refuge Leadership Team.

D. *Refuge Leadership Team:* Subject to the final authority of the Refuge Manager, the Parties will collaborate in the management of the NBRC through the Refuge Leadership Team.

1. The Refuge Leadership Team shall be comprised of the following officials:
 - a. Refuge Manager;
 - b. Manager of the CSKT Division of Fish, Wildlife, Recreation & Conservation, Natural Resources Department (or designee);
 - c. Deputy Refuge Manager; and
 - d. CSKT Wildlife Refuge Specialist
2. Subject to the final authority of the Refuge Manager, the Refuge Leadership Team will jointly write the Work Plan, set work priorities, and prepare the periodic status reports required under Section 12.C and all other reports required by this AFA or by Service Operational Standards.
3. The Parties recognize that it is impossible to include in the Work Plan every detail and decision necessary to achieve NBRC goals and objectives. The Refuge Leadership Team will meet as needed.
4. The Refuge Leadership Team and the CSKT Tribal Council shall meet at least quarterly to discuss the performance of both Parties under this AFA. The Refuge Supervisor shall meet with the Tribal Council at least twice a year unless otherwise agreed to by the parties. At least once a year, the Regional Director will meet with the Tribal Council.
5. The Parties expect the Refuge Leadership Team to work in a cooperative, collaborative and consultative process. The Refuge Leadership Team will develop and use consensus decision-making in all of its work together. If the Refuge Leadership Team cannot reach consensus, the decision of the Refuge Manager will prevail. The Manager of the CSKT Division of Fish, Wildlife, Recreation & Conservation can invoke the dispute resolution process in Section 20.A if the Refuge Manager has



decided not to accept a CSKT recommendation and, upon request, has failed to provide a reasonable explanation for the decision, and the CSKT believes the Refuge Manager's decision is arbitrary or capricious. Upon mutual agreement, the Parties may also utilize the dispute resolution procedures for any other issue.

E. *Work Plan (Plan).*

1. The Service and CSKT will work jointly to develop and establish a mutually agreed-upon Plan, to be amended as necessary to reflect current needs, priorities and available resources. The Plan shall include Activities to be performed taking into account the resources which the Service is providing CSKT. The Refuge Manager will order, or memorialize in writing within a reasonable amount of time, any significant change or reduction in CSKT duties under the Plan. The Refuge Manager shall prioritize Plan activities according to available resources.
2. *Work Plan Preparation.* The Parties will jointly develop the Work Plan. The Refuge Leadership Team will prepare the Plan as a narrative document to accompany the annual submission of the NBRC RAPP. Each fiscal year, typically in the August – September time frame, the Service will provide the NBRC with a budget forecast for the following fiscal year. Based on that budget forecast, the Refuge Leadership Team will prepare the RAPP, reporting accomplishments for the current fiscal year, and planning accomplishments for the next. While the RAPP itself is a database and is not conducive to communicating planned work to the staff, the RAPP Workbook provides a foundation for the Plan. The Refuge Leadership Team will further develop information from the RAPP Workbook into the Plan. In concise narrative format, the Plan will describe the routine, on-going and project-specific work to be accomplished in the following fiscal year. It will establish priorities, project completion dates, and any quality requirements for work, and will assign responsibilities for accomplishing work to individuals and teams of CSKT and Service employees. The Plan will include all significant planned work in the areas of wildlife monitoring, habitat management, facility and equipment maintenance and construction, and visitor services.

F. *Safety.* Nothing in this AFA shall be interpreted as restricting the authority of any employee (federal or tribal) to take immediate steps to address any safety concerns.

Section 8. Fire Program Guidance

A. *Responsibility & Intent.* CSKT responsibility for the contracted Fire Program at NBRC will be managed through the CSKT Fire Program in coordination with the Service's District and Zone Fire Management Officers, and the Refuge Manager, under the approved Fire Management Plan for the NBRC. It is the Parties' intent to integrate fire management on Refuge System lands



within the Flathead Indian Reservation into CSKT's highly skilled professional wildland fire management program.

B. Meetings & Coordination. The Parties agree to hold planning meetings at least twice a year (usually pre- and post-fire season) to coordinate NBRC fire program operations, assess needs, and schedule projects.

C. Fuels Treatments & Prescribed Fire. The Parties agree that CSKT will perform prescriptive work to the extent funds are available under the AFA or from other sources.

1. The Service will recommend fuels projects and plan for them 2-5 years out.
2. CSKT will develop and submit project requests and data entry to the National Fire Plan Operating and Reporting System (NFPORS) to compete for, and receive, National Fire Plan funding.
3. CSKT will perform planning, including writing of burn plans.
4. CSKT will perform pre- and post-burn monitoring to its standard, with the exception of monitoring in the grasslands which will be done by the Service.
5. National Environmental Policy Act (NEPA) requirements for fire projects will be the responsibility of the Service.
6. Smoke management requirements will be the responsibility of the CSKT.
7. CSKT will get credit for acreage in NFPORS but the Service will enter reports into Fire Management Information System (FMIS) for Service requirements.
8. CSKT will notify the Service of any impending project/burn and the GO/NO GO decision will be signed by the Service's NBRC Agency Administrator (Refuge Manager).

D. Wildfire Suppression & Initial Attack

1. The CSKT will provide Initial Attack (IA) to the NBRC as it does on all Tribal land. This does not preclude Incident Qualification Certification System (IQCS)-qualified Service firefighters from conducting IA activities on Service lands.
2. The CSKT will open a Firecode for all IA fires.
3. The CSKT will input all fires into the Wildland Fire Decision Support System (WFDSS). The Service will provide a profile for CSKT to access WFDSS for the NBRC.
4. The CSKT, with the Refuge Manager's concurrence, will provide all support for extended attack and large fire operations.
5. The CSKT will generate a fire report for any fire and submit it to the Service within 10 days of the fire being declared out. The Service will enter a fire report into FMIS.
6. The Parties will coordinate in preparing Severity requests. Generally, CSKT's Severity requests will include coverage of the NBRC. The Service will make the request for any Severity resources to specifically be stationed on the NBRC.



E. Preparedness

1. The Service will provide the equivalent dollar amount of 0.25 FTE of a GS-7 salary to be used by the CSKT to support the Service's fire preparedness program.
2. The CSKT will administer IQCS for CSKT Employees ~~(excluding Federal employees assigned to CSKT under an IPA agreement)~~. The Service will do the same for Federal employees, ~~including those assigned to CSKT under an IPA agreement~~.
3. The Service will pay for fire training as needed for Service employees and CSKT Employees. Local or in-house training will be complimentary.
4. The Service will status Service employees in the Resource Ordering Supply System (ROSS).
5. The six man fire cache at the NBRC will be maintained by the Service.
6. The fire engine at the NBRC will be maintained by the Service.
7. Fire Program Analysis (FPA) tasks will be a joint effort as the NBRC and the CSKT are in the same Fire Planning Unit (FPU).

Section 9. Healthy and Safe Workplace

A. Zero Tolerance for Discrimination and Harassment

1. The Parties are committed to providing a healthy work environment free from discrimination, retaliation and harassment of any type based upon race, color, national origin, sex, age, mental or physical disability, or sexual orientation. It is the policy of the Service and the CSKT that discrimination, harassment, and retaliation in any of their various forms will not be tolerated at the NBRC. The Refuge Leadership Team is responsible for ensuring that this zero tolerance policy is enforced.
2. Employees of both Parties are required to treat all other people in the workplace with dignity and respect, including Service and CSKT Employees, Volunteers, and third parties.
3. All members of the Refuge Leadership Team will foster a work environment that facilitates communication within the Service/CSKT partnership. They will all maintain an "open door" policy allowing employees and Volunteers of either Party to have reasonable access to them to express any concerns about the work environment, or report any allegations of discrimination or harassment.
4. Once reported, any allegations of discrimination or harassment shall become a top priority for investigation and resolution by the Refuge Leadership Team. Any investigation will be conducted jointly by a Service and CSKT member of the Refuge Leadership Team. It shall be the responsibility of the Refuge Leadership Team to jointly resolve any allegations or incidents that occur, with the assistance of Service and CSKT Human Resources personnel, as appropriate, and either take corrective



action or refer the allegations or incidents to higher authorities within the Parties, as appropriate.

5. Within ten working days of any report of discrimination or harassment, the Refuge Manager and ~~CSKT Wildlife Refuge Specialist~~Manager of the CSKT Division of Fish, Wildlife, Recreation & Conservation will make a joint written report to the Refuge Supervisor and the CSKT Natural Resources Department Head. This report shall include the facts, including: the allegation(s) raised; the Refuge Leadership Team's assessment of the allegation(s); and its assessment of whether the allegation(s) or incident can be resolved and appropriate action taken at the field level.
6. Any incidents or threats of physical violence must be reported to Service and CSKT leadership immediately, by the most expeditious means available.
7. Not less than annually, the Parties will provide jointly agreed-upon training to all NBRC employees to foster a workplace free of discrimination and harassment. Topics of these trainings may include, but are not limited to: cultural awareness; team building; and communications skills.
8. Nothing in this AFA diminishes or replaces the existing rights and responsibilities of the Service, CSKT, or their employees under their respective personnel laws and policies, including, but not limited to: the right to file grievances; EEO complaints; and whistleblower complaints, as may be applicable.

B. *Safety*. The Parties are committed to providing a safe workplace for all employees and Volunteers. In addition to Operational Standards and CSKT policies related to health and safety in the workplace, the following safety rules apply at NBRC:

1. All employees and Volunteers have the responsibility and authority to stop any work or project in progress and immediately notify a member of the Refuge Leadership Team when they observe unsafe working conditions or practices. Work will resume when the Refuge Leadership Team has determined, and notified the employees and/or Volunteers, that the safety concerns have been resolved.
2. All employees and Volunteers have the right to refuse work on the basis of safety if they have not received:
 - a. adequate training or instructions to perform the assigned task(s) safely; or
 - b. the proper tools, supplies or equipment, including personal protective equipment, necessary to perform the assigned work safely.

Section 10. Performance Standards



A. *Operational Standards.* The CSKT will perform each Activity covered by this AFA in compliance with all applicable Operational Standards, as defined in Section 4, subject to the Refuge Manager's prioritization as provided in Section 7.E.

B. *Waivers.* The TSGA authorizes the Secretary to waive regulations in accordance with the procedures in § 403(i)(2) of that Act, 25 U.S.C. § 458cc(i)(2), and the Tribal Self-Governance Regulations at 25 C.F.R. Part 1000, Subpart J. However, CSKT agrees to consult with the Refuge Manager prior to making any request for the Secretary to waive a regulation

C. *Environmental Compliance.* In conducting an Activity, the CSKT will comply with all applicable Operational Standards concerning the environment, with the following stipulations:

1. *National Environmental Policy Act of 1969 (NEPA),* 42 U.S.C. §§ 4321–4335. The Refuge Manager will identify any Activity that will require NEPA compliance documents. The Parties will work together to complete any necessary NEPA process for the Activity.
2. *Historic Preservation.* The Refuge Manager will identify any Activity that will require compliance with the National Historic Preservation Act (NHPA), 16 U.S.C. §§ 470-470mm, or another cultural resource law, regulation, or policy. The Parties will work together to complete any necessary process for the Activity.
3. *Endangered Species Act.* The Refuge Manager will identify any Activity that will require compliance with the Endangered Species Act, 16 U.S.C. § 1531 *et seq.*, including Intra-Service Section 7 consultations. The Parties will work together to complete any necessary process for the Activity.

D. *Construction Review and Inspection.*

1. *Addition of Funding.* Upon agreement of the Parties, the budget in Attachment B may be amended to include construction and/or deferred maintenance funding for work to be performed by CSKT.
2. *Review and Approval of Plans, Specifications, and Drawings.* The CSKT will not begin any construction covered by this AFA without prior written approval from the Refuge Manager of all associated design, engineering, and construction plans, specifications, and drawings. The Refuge Manager will be responsible for obtaining necessary approvals from the Service's Regional Engineer. To the extent the CSKT is responsible for preparing or providing design, engineering, construction plans, specifications, or drawings for any construction covered by this AFA, the CSKT will consult with, and incorporate or otherwise adequately respond to the comments of, the Refuge Manager. This includes, but is not limited to, seeking the Refuge Manager's



review and tentative approval at approximately the 25% and 75% stages of completion.

3. *Inspection and Reporting System.* The CSKT will use an inspection and reporting system, implemented by appropriate professionals, adequate to verify and document to the Service that any construction was performed to all applicable Operational Standards.

E. *Use of CSKT Performance Standards.* With the prior written approval of the Refuge Manager, the CSKT may substitute for an Operational Standard a written performance standard that is at least as protective of the NBRC resources and equipment as the corresponding Operational Standard.

F. *Disclaimer.* Nothing in this AFA is intended to exempt the CSKT from complying with any Federal law, regulation, or other provision otherwise applicable to the CSKT.

Section 11. Records and Other Information

A. *General Requirement.* The CSKT will collect, maintain, and provide to the Service all records and other information specified in this AFA or the Work Plan which the Service needs in order to comply with requirements imposed by law or policy with regard to any Activity, including but not limited to: construction; finance; environmental compliance; ~~performance of IPA Employees;~~ and claims based on property damage, injury, or death.

B. *Activity Records.* The Parties will set forth in the Work Plan an explanation of any Activity record CSKT will need to maintain as part of its performance of the Activity. Each Activity record will contain information sufficient to document the nature of the Activity and when, where, and by whom it was performed. The Refuge Manager and the CSKT Wildlife Refuge Specialist will cooperate to ensure that the level of detail in Activity records is adequate for Service purposes without imposing an undue administrative burden on the CSKT. Upon request, and with reasonable advance notice, the CSKT will provide to the Service a copy of any Activity record.

C. *Financial Records and Reports.*

1. *Records of Expenditures.* Using standard accounting practices, the CSKT will maintain financial records of its expenditures of Service-provided funds under this AFA. The CSKT will provide those financial records to the Service to the extent the Service requires them for its budget appropriation and apportionment processes, or in the event of retrocession or reassumption under AFA Sections 18.B or 18.C.

2. *Financial Status Reports.*



- a. *Annual Report and Carry-Over.* The CSKT will provide the Service a complete financial status report within 90 days of the close of each fiscal year. At a minimum, this report will identify CSKT expenditures for the fiscal year in the following categories: permanent staff salaries and benefits; temporary staff salaries and benefits; travel; training; itemized contracts with third party vendors; itemized specific projects with costs exceeding \$5,000; itemized equipment purchases, and equipment or facility repairs exceeding \$3,000; and general supplies and equipment for each program (biology, maintenance, visitor services). This report will be used by both Parties to reconcile the status of ongoing projects and Activities. Any funds remaining with the CSKT at the end of a fiscal year may be retained by CSKT and used on future projects at the NBRC (*see also* Section 21.B.2 of this AFA).

The Parties recognize that funds must be available to CSKT on October 1st annually. The Parties acknowledge that, since it is generally not possible for the Service to provide funds on the first day of a new fiscal year, it is both necessary and appropriate for CSKT to carry-over funds to cover, for example, payroll in the new fiscal year.

- b. *Other Reports.* Within 180 days of the effective date of any retrocession or reassumption under Section 18.B or 18.C of this AFA, the CSKT will provide the Service a complete financial status report concerning the funds the Service provided to the CSKT under this AFA and the CSKT expended through the effective date of the retrocession or reassumption.

D. Inapplicability of the Freedom of Information Act (FOIA) (5 U.S.C. § 552) and the Privacy Act (5 U.S.C. § 552a). As authorized by 25 U.S.C. §§ 450l(b), 450l(c)(1)(b)(7)(A), 458cc(l), and 25 C.F.R. § 1000.392, except for previously provided copies of Tribal records that the Secretary demonstrates are clearly required to be maintained as part of the record keeping system of the Department, records of the CSKT shall not be considered Federal records for the purpose of the FOIA. The FOIA does not apply to records maintained solely by CSKT. As authorized by 25 C.F.R. § 1000.393, CSKT records shall not be considered Federal records for the purposes of the Privacy Act.

E. Conflicting Requirement. The CSKT must not take any action under this Section 11 that would conflict with any Federal law or regulation applicable to the CSKT and governing audits and administrative records.

Section 12. Performance Assessment, Reporting, and Review

A. Monitoring, Evaluation, and Notice of Performance Concerns.

1. *Joint Monitoring.* The Service and CSKT will jointly monitor NBRC operations and provide timely notice to each other of any concerns. In accordance with this Section,



the Service will notify the CSKT in writing of any performance concern or perceived deficiency in work performed under this AFA.

2. *Evaluation.* In the event the Parties do not agree on any portion of any evaluation, assessment or report, such document shall include the relevant views of each party, presented together for ease of reference by any reader of the document.
3. *Notice to CSKT.* The Service will notify the CSKT concerning its performance under this AFA as follows:
 - a. *Comments.* The Service promptly will notify the Manager of the CSKT Division of Fish, Wildlife, Recreation and Conservation in writing of each written comment and documented oral comment received from third parties concerning the CSKT's performance of any Activity. The Service will promptly provide to the CSKT a copy of each written comment or documented oral comment without requiring any request from CSKT, in accordance with disclosure practices under FOIA and the Privacy Act. The Service will not take any action regarding the CSKT's performance on the basis of any oral comment that the Service did not document in writing, or any comment the Service did not promptly provide to the Manager of the CSKT Division of Fish, Wildlife, Recreation & Conservation.
 - b. *Performance Deficiency Concerns.* If the Service perceives a deficiency in the performance of the CSKT, the Service will notify the CSKT of the perceived deficiency, as follows:
 - i. *Emergency.* If the perceived performance deficiency is of an emergency nature, the Refuge Manager shall notify the Manager of the CSKT Division of Fish, Wildlife, Recreation and Conservation orally and follow up with a written notification to that Division Manager within one week from the date of oral notice.
 - ii. *Notice of Significant Perceived Deficiencies.* With prior approval from the Refuge Supervisor, the Refuge Manager will notify the Tribal Council in writing of any significant perceived performance deficiency, including one which potentially constitutes grounds for reassumption under Section 18.C. The written notice will identify the Activity and describe: the performance deficiency at issue; the applicable baseline data; Operational Standard; approved Work Plan provision; or term or condition of this AFA; and why the performance of the CSKT does not meet that requirement. The notice will give the CSKT a reasonable amount of time either to remedy the performance deficiency or demonstrate to the Refuge Manager that no performance deficiency exists. The amount of time allowed for remediation or such demonstration will be set by the



Refuge Manager depending on the nature of the deficiency. Prior to providing written notice of a perceived performance deficiency that the Service believes could be the basis for reassumption, the Service shall consult with CSKT, the Assistant Regional Director - Refuges and the Regional Director and provide CSKT with an opportunity to respond.

- iii. *Failure to Provide Notice.* If the Refuge Manager does not follow the notice procedures outlined in this subsection “b”, the Service may not cite such perceived deficiency as a basis for any action concerning CSKT or this AFA.

B. *Reports.* If either Party chooses to draft an evaluation or similar report concerning this AFA, it will first consult with the other Party to discuss the subjects to be covered in the report and how the Service and the CSKT can work jointly to ensure that both Parties’ positions are included.

C. *Periodic Status Reports.*

1. Upon implementation of this AFA, periodic status reports will be prepared quarterly. The Refuge Manager shall endeavor to submit the status reports to the FWS Refuge Supervisor and the CSKT Tribal Council by the 15th day of January, April, July, and October. The Parties may agree to submit the status reports on a more or less frequent basis.
2. The Refuge Leadership Team jointly will prepare and approve the status reports. At minimum, reports will include any significant concerns either Party has regarding the performance of the other Party that, if unresolved, could potentially result in Service reassumption, or CSKT retrocession of any Activity or Activities contracted under this AFA. If the Parties disagree on any part of the report, the relevant views of each Party will be included. The status reports will be signed by the Refuge Manager.

Section 13. Personnel

A. *General Staffing.*

1. Consistent with the funding level provided in this AFA, the CSKT will perform the Activities covered by this AFA using the services of CSKT Employees, contractors and/or Volunteers.
2. To perform the work under this AFA, CSKT will fill vacant positions with well-qualified CSKT Employees. The Service will provide funds for, and CSKT will hire, employees to fill seasonal positions in the biological and visitor services program, which may not be included on the Service’s NBRC organizational chart, but which are necessary to accomplish the annual Work Plan.



3. Except for the positions of Refuge Manager, Deputy Refuge Manager, and Refuge Law Enforcement Officer, as other staff positions on the Service's NBRC organizational chart are vacated by Service-employed incumbents; those positions will be ~~filled~~ evaluated for transfer to CSKT with well-qualified CSKT Employees. If the Service staff position vacated was not originally included in work included in this AFA, work performed by that position that is not inherently Federal will also be evaluated for transfer to CSKT, and the budget in Attachment B will be amended to provide CSKT with the funding associated with the position.

4. Each Party agrees to allow the other Party to participate in all staffing actions taken to fill permanent and temporary position vacancies at the NBRC, to the extent that such participation is authorized by the personnel policies and regulations of the hiring Party. Federal personnel rules allow for the CSKT to participate in the interview process when the Refuge Manager is hiring a new Service employee, and to make recommendations to the Selecting Official. The Service agrees to that authorized level of CSKT participation in the Federal hiring process, and the CSKT agrees to reciprocate, as allowed by CSKT's Ordinance 69C, as amended. Members of the interview panel must have a grade level equivalency equal to or higher than the vacancy being filled.

B. Supervision, Direction and Off-Station Duty Assignments of NBRC employees.

1. *Supervision.* Each Party will administer, for their respective NBRC employees, individual performance planning and evaluation, standards of conduct enforcement and disciplinary actions, and other personnel actions such as promotions, awards, and training. ~~The Service will administer the above categories of actions for any of its employees assigned to CSKT under IPA agreements.~~ Collaboration between Parties concerning individual performance is encouraged.

2. *Direction of Day-to-Day Work Activities.* The Deputy Refuge Manager shall supervise all Service employees and provide day-to-day direction to the CSKT Wildlife Refuge Specialist, ~~who shall be supervised by the Manager of the CSKT Division of Fish, Wildlife, Recreation & Conservation.~~ The CSKT Wildlife Refuge Specialist will supervise and provide day-to-day direction to CSKT Program Leads, Employees, Contractors and Volunteers in the Biology, Maintenance, Fire, and Visitor Service Programs at the National Bison Range and Northwest Montana Wetland Management District in Lake County (except for the Outdoor Recreation Planner, unless that position is contracted to CSKT), as well as to CSKT Employees, contractors and Volunteers performing work contracted under this AFA.

3. *Off-Station Duty Assignments of NBRC employees.* The Parties agree to provide NBRC employees, whether Federal or Tribal, with the same training and career building experience opportunities available to other Federal employees employed with Region 6 refuges. The Parties further agree that NBRC employees, whether Federal or Tribal, will



generally be available to assist other National Wildlife Refuges with specific work projects as needed. The Service may detail Service or CSKT NBRC employees to work at other units of the Refuge System, including units of the NBRC not covered by this AFA. The Service may detail employees from other Service duty stations to assist with work at NBRC without restriction and subject to agreements between the NBRC Refuge Manager and refuge managers of the other Service field stations involved. NBRC employees of either Party who are qualified for the assignment may be made available for inter-agency fire suppression assignments, or for other all-hazard emergency responses.

C. Management; Office Space. At a minimum, the Service will provide secure, private office space for the CSKT Wildlife Refuge Specialist. CSKT agrees to fund a dedicated phone line and computer lines using the operational budget provided in this AFA. The Service will provide access to its Information Technology staff to assist with the technology issues involved.

D. Training and Skill. CSKT will staff and oversee the Activities under this AFA through the professional staff of its Natural Resources Department. The Service will provide access to, and funding for, FWS training for CSKT Employees (or Volunteers, if appropriate) for work performed under this AFA in the same manner it would have provided training for its own staff if Service employees were performing the same work. The Service will provide resident training to CSKT Employees at the National Conservation Training Center on the same basis as it provides training to Service employees, without charging tuition, room and board. As is the normal practice with Service employees, CSKT Employees' training will be funded from the operational budget transferred to the CSKT under the AFA.

E. Uniform. While on duty, each CSKT Employee will wear a uniform that clearly identifies her or him as a CSKT Employee. As part of the consideration described in the Attachment B budget, FWS will provide uniform allowance funding to CSKT in an amount equal to that which the Service would have allocated to its own employees who would have performed the Activities in the absence of this AFA.

F. ~~Affected Federal Employees.~~

- ~~1. *Information.* Promptly after executing this AFA, the Service and the CSKT will discuss with each Affected Federal Employee all available options for her or his employment under this AFA.~~
- ~~2. *Opportunity to Elect.* Each Affected Federal Employee has the following options and must select an employment option no later than thirty (30) days after the last date of signature for this AFA. Each Affected Federal Employee shall have one additional opportunity to choose a different employment option during the term of this AFA.~~



- ~~3. *Available Options.* The options available to each Affected Federal Employee for continued employment at the NBRC under this AFA are:~~
- ~~a. *Assignment to the CSKT under the Intergovernmental Personnel Act (IPA), 5 U.S.C. §§ 3371-3376.* Continued employment by the Service with an assignment to the CSKT under an IPA Agreement; —~~
 - ~~b. *Employment by CSKT with CSKT Benefits.* Direct employment by the CSKT as a CSKT employee with CSKT benefits;~~
 - ~~c. *Employment by CSKT with Federal Benefits.* Upon the election of both the Affected Federal Employee and the CSKT, as provided by § 104 of the Act, 25 U.S.C. § 450i, direct employment by the CSKT as a CSKT employee with Federal benefits; or~~
 - ~~d. *Reassignment.* Affected Federal Employees have the same ability as other Service employees to request reassignment at any time. If requested, and where practicable, reassignment by the Service to another duty station may be possible.~~
- ~~4. If all of the above options are unsuccessful, the work performed by an Affected Federal Employee's position that is not inherently Federal will be transferred to CSKT, and Attachment B will be amended to provide CSKT with the funding associated with the position.~~
- ~~5. *Assignment to the CSKT under an IPA Agreement.*~~
- ~~a. *Execute IPA Agreement.* After any Affected Federal Employee has chosen to work under an IPA assignment, the Service and the CSKT will promptly execute an IPA agreement for that employee.~~
 - ~~b. *Continuation of Employment.* In the case of an assignment of a Federal employee to an Indian tribe, the IPA authorizes the Service, under delegation from the Secretary, to "extend an initial period of assignment for any period of time where it is determined that this will continue to benefit both the executive agency and the Indian tribe or tribal organization." See 5 U.S.C. § 3372(a). The Service and the CSKT agree that extending the initial period of assignment for each Affected Federal Employee will continue to benefit the Service and the CSKT for the full term of this AFA and each subsequent AFA, except for a retrocession or reassumption under AFA Sections 18.B or 18.C below, or cancellation for cause in accordance with Section 13.F.5.c below.~~
 - ~~c. *IPA Employee Performance and Conduct.* —~~



- ~~i. If CSKT perceives a deficiency in the performance or conduct of an IPA Employee, the Refuge Manager and the CSKT Wildlife Refuge Specialist will confer, and the Service will apply Federal personnel procedures to address any such deficiency. —~~
- ~~ii. CSKT may terminate an IPA agreement only for cause, with cause being defined as one of the following:
 - ~~aa. The IPA employee is determined by the Service, in a disciplinary action, to have engaged in misconduct resulting in adverse action of suspension of 14 days or longer, or termination, as prescribed in 370-DM-752. CSKT can, but is not required to terminate the assignment of an IPA employee who receives disciplinary action from the Service that is less than termination;~~
 - ~~bb. The IPA employee is determined to perform at a less than fully-satisfactory level and fails to successfully complete a Performance Improvement Plan, as prescribed in 224 FW 2;~~
 - ~~cc. The IPA employee is referred to a medical professional for a fitness-for duty determination and is determined by a physician or other approved medical professional to be physically unable to perform the work described in the employee's position description; or~~
 - ~~dd. Any other cause as agreed to by the Service.~~~~
- ~~iii. Upon termination of an IPA agreement for cause, the Activities that had been performed by that IPA Employee will remain the CSKT's responsibility under this AFA. The Service will transfer to CSKT the balance of salary and benefits for that position in the current and subsequent fiscal years covered by this AFA.~~
- ~~iv. — CSKT may invoke the dispute resolution process (see Sec. 20.A of this AFA) up to the Regional Director level to resolve issues related to IPA assignments.~~
- ~~v. — Consistent with 5 C.F.R. § 334.107(a), CSKT may terminate an IPA agreement at any time and for any reason, including for cause other than as defined in this AFA. However, in the event CSKT terminates an IPA agreement for a reason other than cause as defined above in this AFA, the Service will retain funding for the salary and benefits for such position and the Service shall assume responsibility for any Activities performed by such position.~~



~~d. *Holidays.* On Federal holidays, IPA Employees will either be excused from duty without charge to leave or receive holiday premium pay for work performed. The Service will provide funds from its operational budget to cover any holiday premium owed to IPA Employees for Columbus Day or Presidents' Day.~~

~~6. *Direct Employment by the CSKT.*~~

~~a. *Employment Election.* At its discretion, the CSKT may directly employ each Affected Federal Employee who elects that option. As agreed by the Affected Federal Employee and the CSKT, either CSKT benefits or Federal benefits will be provided.~~

~~b. *Continuation of Employment.* The CSKT will give each Affected Federal Employee directly employed by the CSKT the highest level of protection of continued employment and retention of benefits afforded to any other employee of the CSKT.~~

~~7. *Nondiscrimination.* The Parties will not tolerate unlawful discrimination against any CSKT or Service employee, contractor, or Volunteer. The NBRC shall be a workplace free of unlawful harassment and employees shall be provided a civil work environment.~~

G. *Performance and Conduct.*

1. The Parties are committed to a strong partnership and appreciate the challenges and the benefits of leading an integrated team of Service and CSKT employees to accomplish a common mission at NBRC. To support that goal, each Party will include in the individual performance plans of its own employees, as a requirement of successful employee performance, a critical element providing that the employee work cooperatively with the other Party and its employees and work to successfully implement this AFA.

2. Each Party will supervise its own employees for purposes of maintaining standards of conduct and administration of disciplinary action in accordance with the personnel regulations and policies of the Department and CSKT, respectively.

3. In the event that either Party believes that the performance or conduct of an employee of the other Party is negatively impacting its ability to effectively perform its own work, the matter will be referred to the Refuge Leadership Team for resolution. If the Refuge Leadership Team is unable to resolve the issue, the alternative dispute resolution process described in Section 20.A below will be used to resolve the issue.



H. *Personnel Records.* The Service will maintain the official personnel records and files of its own employees, ~~including employees assigned to work for CSKT under an IPA agreement~~, in accordance with the personnel regulations and policies of the Department. CSKT will maintain the official personnel records and files of its own employees in accordance with its own personnel regulations and policies. Access to and release of personnel records of one Party, to the other Party or to any other person/entity, will be governed by the statutes, regulations and policies of the Party maintaining those records.

I. *Volunteers.* The Parties recognize that the service of Volunteers is an important resource for accomplishing goals and objectives throughout the NWRS, including at the NBRC. When properly trained and qualified, Volunteers may perform any approved work function at NBRC except for: management/supervision; law enforcement; fire suppression; and prescribed burning.

1. *Qualifications and Training:*

- a. Prior to implementation of this AFA, the Parties will mutually develop standard Volunteer Position Descriptions (VPDs) for the duties historically performed by Volunteers at NBRC. The VPDs will include the general duties and qualification standards, including safety trainings and certifications required for each Volunteer position. The VPDs will include lists of any required personal protective equipment that must be provided to the Volunteer.
- b. Prior to being assigned duties, all Volunteers will attend an NBRC Volunteer orientation training program. The orientation training will be developed jointly by the ~~Service's~~ Deputy Refuge Manager, Outdoor Recreation Planner and the CSKT Wildlife Refuge Specialist (or designee), and will be offered to Volunteer applicants not less than semi-annually, or as often as requested by either Party.
- c. The orientation training program will include at a minimum: the Parties' expectations for a safe workplace; the Parties' zero tolerance policy for discrimination or harassment of any kind; the history and culture of the CSKT; the history and mission of the NWRS and NBRC; and the Tribal Self-Governance Act laws and policies. Upon completion of the orientation, Volunteers will be required to sign statements acknowledging their training. Once applicant Volunteers have completed any trainings or certifications identified in their VPDs, they will be qualified for duty at NBRC.

2. *Volunteer Program Administration.* The Parties agree to assist in recruiting, training and referring Volunteer candidates.



- a. All NBRC Volunteers must sign the standard Volunteer Service Agreement, with attached VPD, and will work under the general oversight of the Refuge Manager.
 - b. From the pool of qualified Volunteers, the CSKT will select and direct the day-to-day work of Volunteers working in the Activities which the CSKT has contracted. The Service will select and direct the day-to-day work of Volunteers working in activities remaining with the Service.
 - c. Volunteer records, including signed Volunteer Service Agreements, VPD's, and certificates of training, will be retained by the Service's Volunteer Coordinator throughout the service of each Volunteer, with copies to CSKT for any Volunteer directed by CSKT, except that personal information protected by the Privacy Act will not be released to CSKT without permission from the Volunteer. The CSKT will provide the Service's Volunteer Coordinator with data on the number of Volunteers employed by the CSKT, and number of hours worked by Volunteers annually, for preparation of required Volunteer reports and the RAPP.
 - d. NBRC Volunteers are considered to be employees for the purposes of the Service's and CSKT's respective workers' compensation coverage. All NBRC Volunteers are protected by the Federal Tort Claims Act and/or by liability insurance purchased by the Bureau of Indian Affairs, consistent with 25 U.S.C. § 450f(c) and Sections 16.A and 16.D below.
3. *Suspension and Termination of Volunteers.* Any NBRC Volunteer may be unilaterally suspended from duty for alleged misconduct. Alleged misconduct upon which a suspension may be directed includes suspected safety violations or suspected violation of the zero tolerance policy for discrimination and harassment. Suspended Volunteers will not be allowed to work at the NBRC while the Refuge Manager completes an investigation and makes a determination for final disposition. The Refuge Manager shall consult with the Refuge Leadership Team prior to making a determination for final disposition. Final disposition may include: no action – return to duty; counseling; training; or termination.
 4. *Volunteers for Round-Up.* The Parties jointly will select Volunteers to participate in the annual Round-Up events.

K. *Background Checks.* The Parties understand that background checks may be required for NBRC employees and volunteers. Such background checks will be consistent with, and implemented in accordance with, Homeland Security Presidential Directive #12 which outlines Federal standards for identification and obtaining these credentials. To the extent possible, the Service agrees to assist in expediting the processing of any such background checks. Any associated costs will be addressed through Attachment B. Employees and volunteers may report



to work pending completion of any background check following favorable results of a fingerprint check.

Section 14. Consideration

A. Base Funding; Non-Recurring Funding. Base funding for this AFA will be identified annually in Attachment B. The Parties hereby agree that the funding will not be reduced from the base funding level except for the reasons specified in 25 U.S.C. 450j-1(b). Attachment B will also identify one-time, non-recurring funding for special projects such as Deferred Maintenance, vehicle replacement, Challenge Grant Cost Share Agreements and other flexible funding. For the first year of this AFA, Attachment B will reflect that the Service will transfer funds to CSKT in an amount pro-rated to reflect the [phasing-in of performance as mutually-agreed upon per Section ____ of this AFA] or [implementation of this AFA at a mid-point in the fiscal year].

B. Funding. In return for the CSKT performing the Activities, and subject to the terms and conditions in this Section, the Service will provide the CSKT the consideration specified in Attachment B. Attachment B will be revised for each fiscal year, and will be prepared by August 31st annually for the following fiscal year. Consistent with Section 25.A below, for FY 2013-2016 the Parties may agree to phase in Activities and their associated funding over the [first quarter] of that fiscal year.

1. The Service will retain funding and responsibility for administering and paying general fixed operational costs, except for those costs that can be processed with greater efficiency and cost-effectiveness by CSKT, as jointly determined by the Refuge Manager and the Manager of the CSKT Division of Fish, Wildlife, Recreation & Conservation. Transfer of funds to CSKT for such costs will be reflected annually in Attachment B.
2. The Service will provide funding for, and CSKT will be responsible for, hiring seasonal staff in the biological, visitor services and maintenance programs.
3. The Service may either retain or transfer to CSKT funding for acquisition of goods and services necessary for the following operations for which CSKT is responsible: maintenance of facilities and equipment (including care and feeding of animals); execution of the Biological Program (including habitat management); and Visitors Services Programs. Division of funds for these operations and maintenance requirements will be jointly determined by the Refuge Manager and the Manager of the CSKT Division of Fish, Wildlife, Recreation and Conservation and will be reflected annually in Attachment B.



4. The Service will provide CSKT with funding equivalent to 0.25 of a GS-7 Technician position for implementation of the Fire Program responsibilities outlined in Section 8 of this AFA.
5. Generally, Attachment B specifies the following types of consideration:

~~a. *IPA Employees.* Assignment by the Service to the CSKT of those Affected Federal Employees who elect to continue Federal employment under this AFA pursuant to an IPA Agreement; and~~

~~b.~~ *Appropriated Funds.*

- i. *Program Funds.* The Program funds that the Service would allocate to performance of the Activities if performed by the Service (less the ~~salary and benefits of IPA Employees and the~~ fixed costs identified in Subsections 14.B.1 and 14.B.3 above) including: salary and benefits for organizational chart permanent positions filled by CSKT, (including those existing at the time of implementation of this AFA, and positions that may be vacated by Service employees and later filled by CSKT employees during the period covered by this AFA); funds for employment of seasonal employees; funds for travel, awards, and training of CSKT Employees; funds to compensate CSKT for time worked in support of NBRC by employees of the CSKT Division of Fish, Wildlife, Conservation and Recreation who are not assigned permanently to NBRC (e.g. participation in the Refuge Leadership Team by the Manager of the CSKT Division of Fish, Wildlife, Recreation & Conservation); funds for acquisition of supplies and services to support programs, as agreed upon by the Refuge Manager and Manager of the CSKT Division of Fish, Wildlife, Recreation & Conservation; and other fixed costs jointly identified as being transferred to CSKT in Subsections 14.B.1 and 14.B.3 above; and
- ii. *Contract Support Costs.*

~~*C. Cost of IPA Employees.* The Service will pay the salary and benefits of each IPA Employee. To cover those costs, the Service will reduce the funds it otherwise would pay to the CSKT under this Section by an amount equal to the salary and benefits of that position. If an IPA Employee is reassigned outside of the NBRC or his/her employment with the Service is terminated, or if CSKT terminates the IPA agreement in accordance with Section 13.F.5.c above, the assignment of that employee and the obligations of the CSKT under that IPA agreement will end. At the end of the IPA assignment, the Service will transfer funds to the CSKT in the amount the Service would have spent on the salary and benefits of the IPA Employee from the date of termination of her or his employment or IPA assignment through the last date of the term of this~~



~~AFA or the effective date of any applicable retrocession or reassumption, using the payment procedures in Section 14.E.2 below.~~

~~D.C.~~ *Contract Support Costs.* During this AFA, the Service will provide contract support costs as required by 25 U.S.C. § 458cc(g)(3) and 25 C.F.R. § 1000.137(b). CSKT will provide the Service with all necessary information, including CSKT's indirect cost rate approved by the Department's National Business Center (NBC rate), in accordance with 25 C.F.R. § 1000.138.

In lieu of full contract support cost reimbursement using CSKT's federally-approved indirect cost rate, and in recognition of the Service's anticipated budget reductions, the Parties agree that the Service will pay CSKT a flat rate equivalent to \$5000.00 per fiscal year for each Service full-time equivalent (FTE) staff position filled by CSKT. For positions that CSKT fills for less than one full fiscal year, the Service shall prorate the flat rate reimbursement accordingly. Similarly, for positions that constitute less than 1.0 FTE, the Service shall prorate the flat rate accordingly.

Under this formula, the Service's indirect costs reimbursement to CSKT shall not exceed \$40,000.00 during any one fiscal year. However, the Parties agree that, prior to the third fiscal year of this AFA, they will revisit the issue and discuss amending the AFA to provide full reimbursement of indirect costs, using CSKT's federally-approved indirect cost reimbursement rate.

1. All direct and indirect costs will be negotiated and agreed upon by the Parties prior to initiation of funds transfers.
2. Prior to submission of cost proposals and requests for projects outside the base budget as represented by Attachment B, the Refuge Leadership Team will ensure that all necessary indirect costs to support CSKT administrative functions are included.
3. Per longstanding practice in the Department's cooperative agreements with Tribes, indirect costs will not be assigned in support of wildfire suppression/rehabilitation activities.

~~E.D~~ *Transfer of Consideration.*

~~1. Affected Federal Employees.~~

~~a. IPA Employees. The Service will assign each IPA Employee to the CSKT on the effective date of this AFA.~~

~~2~~1. *Payment of Funds.*

a. *Annual Base Payment.* Subject to final Federal appropriation, within 10 calendar days of the beginning of each fiscal year, the Service will pay to the CSKT 100% of the funds identified in Attachment B. The Service's Regional Office



will initiate funds transfers and will include all funds that Congress has appropriated and that are available for expenditure by the Service on the Activities covered by this AFA and that are due to the CSKT as consideration under this AFA. The Attachment B budget will be adjusted annually thereafter to a mutually agreed-upon amount prior to funds transfer.

- b. *Additional Payments.* The Service's Regional Office may effect additional funds transfers that are not described in Attachment B as warranted for Activities covered by this AFA. Such amounts will be mutually agreed upon by the Parties in advance and will be transferred within ten calendar days of receipt of the request. In addition, if at any time Congress has appropriated to the Service, and as a result the Service has paid the CSKT, less than all of the funds due to the CSKT under this AFA, the Service will pay the CSKT the balance due only to the extent additional appropriations and allocations become available.
- c. *Application of Congressional Rescissions.* The Service shall apply congressional appropriation rescissions to funds allocated to CSKT in the same manner as the Service applies them to its own funds (e.g., if the Service does not make staff salaries subject to rescissions, it shall not deduct any amount from the funds it provides to CSKT for staff salaries).

FE. *No Reallocation or Reprogramming of Consideration.* Consistent with 25 C.F.R. §§ 1000.397–399, the CSKT will use the funds provided by the Service, and any interest earned on those funds, to perform only Activities covered by this AFA.

GF. *Funding Errors or Omissions.* In the event of errors or omissions necessitating adjustment of funds provided by the Service, the Parties will amend this AFA as provided in Section 22.A below.

HG. *Antideficiency Act.* This AFA is subject to the requirements of the Antideficiency Act, 31 U.S.C. § 1341. Nothing in this AFA shall be construed as requiring the Service to obligate, or the Service to provide, any consideration in advance or in excess of funds appropriated by Congress for expenditure on Activities.

IH. *Lobbying.* No funds provided under this AFA may be used for lobbying Congress or any other entities. 18 U.S.C. § 1913.

JI. *Rights in Data.* Each Party shall have complete and unlimited access to use, modify, copy, and disseminate all research data collected or produced under this AFA, including original data sheets, without notice to or approval from the other Party. Neither Party will withhold any such data; each will ensure timely transmission of all data to the other Party so it may be stored at the NBRC and CSKT offices for future use. Original data sheets will also be stored at the NBRC. Any research conducted at NBRC which collects Protected Personal Information (PPI) from



individual people must be approved under U.S. Office of Management and Budget (OMB) guidelines, and any such PPI that is collected will be protected from unauthorized disclosure per OMB guidelines and the Privacy Act.

KJ. *Recognition of Service Funding; Use of Logos.* Recognition of Service funding is required on any product, material, or publication produced under this AFA. The CSKT is encouraged to use the Service's logo/images on all materials and publications produced under this AFA. However, prior approval of the Refuge Manager is required for use of Service-owned images not available to the general public, and proper crediting of those images must be given to the Service.

Section 15. Property

A. Availability and Use; Access to Property and Facilities. The Service will make available to the CSKT, for non-exclusive use in performing Activities, all personal and real property currently on hand or subsequently acquired by the Service. The Service will make such property and equipment available to CSKT staff on the same basis as to Service staff, and the property shall be equivalent in quality. Significant changes in the use of buildings or other real property of NBRC are subject to approval of the Refuge Manager.

B. Inventories of Personal Property and Real Property. Attachment C is the Service's inventory of personal property (including condition) and sensitive or controlled items. Attachment D is an inventory of real property (including condition). The Service will update these inventories to reflect any changes, and will provide to the CSKT copies of such updates.

C. NBRC Data. The CSKT shall have ongoing reasonable access to data and the right to copy it.

D. Title and Ownership; Protection. All personal property and real property (including natural resources), owned by the United States, will remain Federal property. The United States will hold title to any equipment, materials, or supplies the CSKT purchases with funds provided by the Service under this AFA. Keys will be assigned to the CSKT on a Standard Form DI-105, Receipt for Property. The CSKT will take reasonable steps to protect all such property from fraud, theft, abuse, damage, or loss.

E. Disposal. With the prior written approval of the Refuge Manager, the CSKT may dispose of any item of Federal property in accordance with Federal property procedures.

F. Excess Property. At CSKT's request, the Service may transfer to the CSKT ownership of any Federal property that is not needed by the Service. Pursuant to 25 U.S.C. § 458ff(c), which incorporates 25 U.S.C. § 450j(f), the Service will facilitate transfer of any such property to the CSKT in accordance with Federal property procedures.



G. *Use of CSKT Equipment.* The CSKT may elect to perform any Activity using equipment owned or otherwise available to it. The Service will supply fuel and lubricating oil for any such equipment.

Section 16. Claims and Liability

A. *Federal Tort Claims Act.* In performing Activities, the CSKT will be covered by: the Federal Tort Claims Act (FTCA), 28 U.S.C. §§ 2671–2680, as provided by 25 U.S.C. § 450f(c); § 314 of Pub. L. No. 101-512 (*reprinted at* 25 U.S.C.A. § 450f, note); and applicable Tribal Self-Governance Regulations at 25 C.F.R. §§ 1000.270-283. Except as otherwise provided by Federal law and Section 16.D below, the CSKT accepts any risk not covered by the FTCA in performing Activities.

B. *Notice of Incident or Claim.*

1. *Notice of Incident.* The CSKT promptly will notify the Refuge Manager in writing of any incident involving personal injury, death, or property damage resulting from the performance by the CSKT of an Activity covered by this AFA.
2. *Notice of Claim.* The CSKT and the Service promptly will notify each other in writing of any claim received from a third party for damage, injury, or death at, or involving, the NBRC.

C. *Unemployment and Workers' Compensation Insurance.* The CSKT will provide unemployment and workers' compensation insurance for each CSKT Employee ~~other than an IPA Employee,~~ and workers' compensation insurance for each CSKT-directed Volunteer, commensurate with that provided to other CSKT Tribal government employees. The CSKT will ensure that each CSKT contractor is covered by workers' compensation insurance commensurate with that provided to CSKT Tribal government employees. The CSKT will hold the United States harmless from any unemployment or workers' compensation claim made by a CSKT contractor or CSKT Employee, ~~other than an IPA Employee,~~ in connection with the performance of any Activity.

D. *Liability Insurance for Volunteers.* In accordance with 25 U.S.C. § 450f(c), the Bureau of Indian Affairs will purchase insurance protecting CSKT-directed Volunteers from liability for potential claims based upon their activities involving the NBRC. This insurance is supplementary to any coverage afforded the Volunteers by the FTCA.

Section 17. Emergencies and Unusual Events

A. *Notice.* Where practicable, after learning of any emergency or other unusual event at the NBRC, or involving its staff, either Party will orally notify the other Party promptly. The Service and the CSKT will give each other the name, address, and telephone number of one or more per-



sons to receive such notice in the absence of the Refuge Manager, Deputy Refuge Manager, or the CSKT Wildlife Refuge Specialist.

B. Temporary Operation and Control. In accordance with Section 7.F above, nothing in this Section shall be interpreted to limit the ability of either Party to respond to emergency safety concerns. Where necessary to deal with an emergency, including any situation which the CSKT determines it cannot resolve independently, the Service temporarily may assume operation and control of any Activity, including supervising any CSKT Employee engaged in the Activity. When the emergency ceases to exist, the Service will return operation and control of the Activity to the CSKT. Nothing in this Section shall be interpreted as authorizing the Service to reassume an Activity without complying with the provisions of Section 18.C below and Federal regulations governing reassumption.

C. Emergency Procedures. In an emergency, the Parties will use the following procedures:

1. *Determination by Refuge Manager.* The Refuge Manager will determine when an emergency exists and when it has ended.
2. *Notice to CSKT Employees.* The Refuge Manager will notify the CSKT Wildlife Refuge Specialist or another available CSKT Employee that an emergency exists, as provided in Section 17.A above.
3. *CSKT Response.* Following notice of an emergency under Sections 17.A and 17.C.2 above, at the oral request of the Refuge Manager any CSKT Employee performing an Activity will:
 - a. relinquish operation and control of the Activity to the Service;
 - b. assist the Service in responding to the emergency; and
 - c. follow any related instructions issued by the Refuge Manager.
4. *CSKT Employee Not Available.* Where neither the CSKT Wildlife Refuge Specialist nor another CSKT Employee is available to receive notice of an emergency, the Service will, without notice, take over operation and control of any Activity that is, or may become, involved. Upon later receiving notice of the emergency, each CSKT Employee responsible for performing the Activity will respond as provided in Section 17.C.3 above.
5. *Emergency Has Ceased to Exist.* When the Refuge Manager determines that an emergency has ceased to exist, she or he orally will notify the CSKT Wildlife Refuge Specialist or, where such official is not available, the employee designated in Section



17.A above. At that time, the Refuge Manager will relinquish to the CSKT operation and control of any Activity over which she or he had taken operation and control.

6. *Report and Adjustments.* Following any emergency, the Refuge Leadership Team will prepare any required reports and review the Work Plan to determine if any adjustments are needed due to impacts on available resources.

Section 18. Retrocession, Reassumption, and Expiration

A. *Technical Assistance.* Both Parties wish to avoid the need for retrocession or reassumption of any Activity. The Service will provide the CSKT reasonable technical assistance to try to avoid reassumption or retrocession of any Activity.

B. *Retrocession by the CSKT.* At its option, the CSKT may retrocede and cease performing any or all of the Activities in accordance with Tribal Self-Governance Regulations at 25 C.F.R. Part 1000, Subpart N, using the procedures below. Unless the Service has not provided sufficient funding for CSKT to perform under the AFA, or unless there are exigent circumstances, CSKT shall provide at least 90 days advance notice prior to a retrocession taking effect.

1. *Notice.* CSKT will provide to the Refuge Manager 30 days advance written notice of intent to retrocede (Notice of Retrocession);
2. *Orderly Transition.* From the date of Notice of Retrocession to the Refuge Manager, through the effective date of the retrocession, CSKT will work with the Refuge Manager to ensure an orderly transition in returning to the Service responsibility for performing each Activity retroceded;
3. *Property.* On the effective date of the retrocession, CSKT will return all Federal property which is not needed for performance of a retained Activity;
4. *Return of Funds.* Within 30 days after the effective date of the retrocession, CSKT will return to the Service any remaining funds that the Service has provided for performing the retroceded Activity and that the CSKT has not expended in performing the retroceded Activity; and
5. *Final Report.* Within thirty days after the effective date of the retrocession, CSKT will submit to the Service a final report of work accomplished for each retroceded Activity from the beginning of the fiscal year through the date of retrocession (see also Section 11.C.2 of this AFA regarding a financial status report).

C. *Reassumption by the Service.*



1. *Tribal Self-Governance Regulations.* Subject to Section 18.A above and this Section 18.C, the Service may reassume any or all of the Activities covered by this AFA in accordance with the Tribal Self-Governance Regulations at 25 C.F.R. Part 1000, Subpart M.
2. *Criteria for Reassumption.* In accordance with the regulations cited in Section 18.C.1 above, the Service may reassume any or all of the Activities in the event the Director, on behalf of the Secretary, finds, and notifies the CSKT in writing, that its performance is causing imminent jeopardy to natural resources or public health and safety.
3. *CSKT Response to Reassumption.* Upon receiving a Notice of Reassumption of any Activity as provided in the Tribal Self-Governance Regulations at 25 C.F.R. § 1000.313, the CSKT will comply with the following procedures:
 - a. From the date of receipt of the Notice of Reassumption, through the effective date of the reassumption, CSKT will work with the Service to ensure an orderly transition in returning responsibility for performing the reassumed Activity to the Service;
 - b. On the effective date of the reassumption, CSKT will cease performing the reassumed Activity;
 - c. On the effective date of the reassumption, CSKT will return all Federal property which it does not need for performance of a retained Activity;
 - d. Within 30 days after the effective date of the reassumption, CSKT will return to the Service any funds that the CSKT has not expended in performing the Activity from the effective date of this AFA through the effective date of the reassumption; and
 - e. Within 30 days after the effective date of the reassumption, CSKT will submit a final report of work accomplished for each reassumed Activity from the beginning of the fiscal year through the date of reassumption (also see Section 11.C.2.b above concerning a financial status report).

D. *Expiration.* Due to the occurrences under the extended FY 2005-06 AFA, the Parties agree that CSKT will not perform work under an extension to this AFA but will perform work only under a successor AFA. The Parties therefore ~~agree that they will intend to~~ commence negotiations for a successor AFA no later than February 1, ~~2016~~2019, with any signed successor AFA to be delivered to Congress prior to July 1, ~~2016~~2019. This schedule ~~will~~would allow such successor AFA to be effective on October 1, ~~2016~~2019, thereby accommodating the 90 day



period required prior to the effective date of any AFA (*see* 25 U.S.C. § 458cc(f)). A Party opting to cease negotiations for a successor AFA will provide thirty days' written notice to the other Party, subject to the provisions of 25 C.F.R. § 1000.179(b) with respect to any last and best offer.

In the event that the Parties do *not* negotiate a successor AFA covering an Activity:

1. *Transition.* In the last month of the term of this AFA, the CSKT will work with the Service to ensure an orderly transition in returning to the Service responsibility for performing the Activity; and
2. *Property.* On the last day of the term of this AFA, the CSKT will return all Federal property not needed by the CSKT to perform the Activity or Activities for which the Parties are negotiating, or have executed, a successor AFA.

Section 19. Other Tribal Rights and Administrative Remedies

A. *No Effect on Trust Responsibility.* Nothing in this AFA is to be interpreted as waiving, modifying, or diminishing the trust responsibility of the United States under treaties, executive orders, and other laws with respect to any Indian Tribe or individual Indian.

B. *No Waiver of Sovereign Immunity.* Nothing in this AFA shall be construed as waiving or otherwise affecting the CSKT's sovereign immunity.

C. *Tribal Administrative Procedures.* In addition to any other available right or remedy provided by law, under CSKT Tribal Administrative Procedures Ordinance No. 86B (as amended), CSKT Tribal law and forums provide administrative due process rights to all persons with respect to Activities performed by CSKT under this AFA, except to the extent CSKT is covered by the FTCA, 28 U.S.C. §§ 2671–2680.

D. *Indian Preference.* In the administration of this AFA, the provisions of 25 U.S.C. §§ 450e(b) and (c) shall apply with respect to Indian preference, with the term “contract” interpreted as meaning this AFA.

Section 20. Dispute Resolution and Appeals

A. *Dispute Resolution.*

1. At all levels, the Parties may use written correspondence, e-mail, telephone conferences or face-to-face meetings to conduct good faith dispute resolution. For any dispute elevated, the Parties jointly will prepare a written summary of the resolution/decision to provide to the Refuge Leadership Team.



2. The Refuge Leadership Team is empowered and encouraged to informally resolve all disputes between the Parties at the field level. If the Refuge Leadership Team is unable to reach consensus, the decision of the Refuge Manager will prevail. The Manager of the CSKT Division of Fish, Wildlife, Recreation & Conservation may invoke the dispute resolution process in the event CSKT disagrees with the Refuge Manager's decision for reasons outlined in Section 7.D.5 above. If a dispute involves an ongoing operational issue, the work will continue as decided by the Refuge Manager while the issue is in dispute.
3. To invoke the dispute resolution process, the Manager of the CSKT Division of Fish, Wildlife, Recreation & Conservation and the Refuge Manager will notify the Refuge Supervisor and the CSKT Natural Resources Department Head of the dispute issue. The notification shall be in writing and identify the issue in dispute. The notification shall also include a statement of the Refuge Manager's decision and the Manager of the CSKT Division of Fish, Wildlife, Recreation & Conservation's statement explaining why the decision is unacceptable to the CSKT. Once notified, the CSKT Natural Resources Department Head and Refuge Supervisor will make a good faith effort to resolve the dispute within ten working days. If they are unable to reach consensus, the decision of the Refuge Supervisor will prevail. However, if the Refuge Supervisor's decision is unacceptable to the CSKT Natural Resources Department Head, she or he may elevate the dispute to the CSKT Tribal Council and the Assistant Regional Director.
4. To elevate the issue, the Refuge Supervisor and the CSKT Natural Resources Department Head jointly will prepare a written summary of the dispute issue for transmission to the Tribal Council and Assistant Regional Director, who will make a good faith effort to resolve the dispute within fifteen working days. If the dispute cannot be resolved by the Tribal Council and Assistant Regional Director, either may request the assistance of a mediator acceptable to both Parties. The Tribal Council and Assistant Regional Director will agree on a timeframe for the mediated dispute resolution process. If the Parties cannot reach consensus through the mediation, the decision of the Assistant Regional Director shall prevail. However, if that decision is not acceptable to the Tribal Council, it may appeal to the FWS-Regional Director. If a mediator was used by the Parties at the Assistant Regional Director/Tribal Council level, elevation of the dispute to the FWS-Regional Director shall be through the mediator.
5. For any dispute handled under this subsection involving a personnel issue, ~~including one involving an IPA Employee,~~ CSKT will substitute for the Tribal Council its Executive Secretary (or equivalent position in the event of any reorganization to the CSKT executive staff structure).
6. Due to the uniqueness of this AFA, the officials identified in this Section may not delegate their responsibilities under this Section.



7. Nothing in this Section diminishes or replaces the existing rights and responsibilities of the Parties or their employees under their respective personnel laws and policies.

B. *Appeals.* Resolution of disputes arising under this AFA shall be governed by the Tribal Self-Governance Regulations at 25 C.F.R. Part 1000, Subpart R (“Appeals”), and section 450m-1 of the ISDEAA (“Contract disputes and claims”). Nothing in this Section precludes either Party from availing itself of the informal dispute resolution procedures identified in Section 20.A above. However, neither Party shall be required to use those procedures prior to engaging in any appeals under this Section 20.B.

Section 21. Indian Self-Determination and Education Assistance Act’s Title I Provisions

A. In accordance with 25 U.S.C. §§ 450j(k) and 458cc(l), in performing the Activities covered by this AFA the CSKT will have access to Federal sources of supply. Nothing in this AFA is intended to limit the availability, or use by the CSKT, of technical or financial assistance that may be available from any other Federal agency, including from the Bureau of Indian Affairs under 25 U.S.C. § 450h.

B. The Parties agree that this AFA incorporates the following provisions from Title I of ISDEAA, as authorized by 25 U.S.C. § 458cc(l):

1. 25 U.S.C. § 450j(a): applicability of federal contracting laws and regulations
2. 25 U.S.C. § 450j-1(a): amounts of funds provided; carry-over
3. 25 U.S.C. § 450j-1(b): reductions and increases
4. 25 U.S.C. § 450j-1(d): treatment of shortfalls
5. 25 U.S.C. § 450j-1(f): limitation on remedies for cost disallowances
6. 25 U.S.C. § 450j-1(g): addition to contract of full amount contractor entitled
7. 25 U.S.C. § 450j-1(h): indirect costs for construction programs
8. 25 U.S.C. § 450j-1(j): use of funds for matching or cost participation requirements
9. 25 U.S.C. § 450j-1(k): allowable uses of funds
10. 25 U.S.C. § 450j-1(m): use of program income earned
11. 25 U.S.C. § 450j-1(o): re-budgeting
12. 25 U.S.C. § 450k(e): exceptions in, or waiver of, regulations
13. 25 U.S.C. §§ 450l(b) and 450l(c)(1)(b)(7)(A): Tribal records not considered Federal records for purposes of chapter 5 of Title 5 of United States Code.

Section 22. Modification and Correction

A. *Modification of AFA.* Consistent with 25 U.S.C. § 450m-1(b), the Parties may modify this AFA only by amendment executed in the same manner as this AFA (but requiring only three originals rather than five), except as provided in the following AFA provisions: Section 10.B (Secretarial waiver of regulations); Section 10.E (use of CSKT performance standards); and in



Section 22.B (correction of minor, non-substantive errors or omissions). Provided, however, that the Parties may execute modifications involving augmentation of funds or resources under Attachment B upon approval by the Refuge Supervisor and the Tribal Chairman. The Parties agree that, in the event the Tribal Self-Governance Act is amended, the provisions contained in this AFA shall remain in effect until the Parties jointly execute any amendments or modifications as a result of changes in the Tribal Self-Governance Act statutes or accompanying regulations.

B. Minor Errors or Omissions. The Parties may correct minor, non-substantive errors or omissions in this AFA that do not affect funding, by means of an errata sheet signed and dated by the Refuge Manager and the Tribal Council Chairman.

Section 23. Structure and Severability

A. Structure. Except as used to cross-reference sections of this AFA, the section numbers and headings and the other structural elements of this AFA are for convenience only and have no bearing on the interpretation of this AFA.

B. Severability. If any provision of this AFA is found to be invalid by operation of law or otherwise, the remainder of this AFA will remain in full force and effect.

The Parties have reviewed relevant legal authorities and guidance on what may constitute an “inherently Federal function” within the meaning of the Tribal Self-Governance Act, including, but not limited to, the NWRSA (as amended), other federal statutes, federal court decisions, and Interior Solicitor opinions. The Parties believe that this AFA: 1) is consistent with those legal authorities; and 2) does not contract any “inherently Federal functions” to CSKT. In the event a federal court were to determine that one or more of the Activities contracted to CSKT was “inherently Federal”, it is the intent of the Parties that the remainder of this AFA shall remain in effect and the AFA shall be reformed to exclude such function(s) from the Activities contracted to CSKT.

Section 24. Entire Agreement

This AFA, including Attachments A-D, sets out the entire agreement between the Parties concerning the terms and conditions under which the Service will fund and the CSKT will perform Activities at the NBRC. This AFA supersedes any and all previous, express or implied, oral or written understandings and/or agreements for funding and performing those Activities. However, nothing in this AFA shall be interpreted to supersede or nullify any Annual Fire Management Operating Plan in effect between the Parties.

Section 25. Dates of Performance

A. Effective Date. The effective date of this AFA shall be no earlier than ninety days after the date the Secretary submits this signed AFA to Congress, as provided in 25 U.S.C. § 458cc(f);



provided that if, prior to commencement or completion of such ninety-day period, the Tribal Self-Governance Act is amended to eliminate the ninety-day congressional review period, this AFA may become effective immediately upon signature by all Parties. In order to provide time for CSKT to hire necessary staff, the effective date for CSKT performance of Activities will be [phased in, as mutually agreed-upon by the Parties, during FY ~~2013~~2016. This AFA will be fully effective, and CSKT will be fully performing contracted Activities, by **no later than** _____, 20 ____].

B. Commencement of Activities. The CSKT may commence performing any Activity on the effective date, and in accordance with the terms and conditions, of this AFA. Any payment to the CSKT for performing any such Activity shall be subject to compliance with the Antideficiency Act, as provided in Section 14.H above, and other applicable laws and regulations. If the Service has reason to anticipate that Congress will not appropriate sufficient funds to pay the CSKT for performing any Activity covered by this AFA, the Service will give the CSKT prompt written notice.

C. Term. This AFA covers funding and Activities from its effective date through September 30, ~~2016~~2019. All of the terms and conditions of this AFA will apply during any extension of the term of this AFA. The Parties may modify the Activities covered by this AFA only by amending this AFA as provided in Section 22.A.

THE FOREGOING PROVISIONS OF THIS FUNDING AGREEMENT FOR FY ~~2013-2016~~2016-2019 ARE HEREBY AGREED TO ON THE DATES INSCRIBED BELOW, EXECUTED IN FIVE ORIGINALS.

CONFEDERATED SALISH AND KOOTENAI TRIBES, BY:

~~Joe Durglo~~ **Vernon Finley**
 Chairman, CSKT Tribal Council

 Date

UNITED STATES DEPARTMENT OF THE INTERIOR, BY:

 Dan Ashe, Director, U.S. Fish & Wildlife

 Date



Service

_____, Assistant Secretary
for Fish, Wildlife and Parks

_____ Date

~~Mike Black, Director, Bureau of Indian Affairs~~ — ~~Date~~

National Bison Range Complex
Summary of Proposed Changes to Draft AFA
April 2015

	Draft AFA	Proposed Change
Refuge management and supervision of employees	<i>Refuge manager does not directly supervise any Service or CSKT employees responsible for managing refuge programs.</i>	<i>Refuge manager supervises the CSKT Wildlife Refuge Specialist through the deputy refuge manager.</i>
Refuge Leadership Team	<p><i>Composed of refuge manager, deputy refuge manager, CSKT FWRC manager, CSKT Wildlife Refuge Specialist.</i></p> <ul style="list-style-type: none"> • <i>Parties will use consensus decision-making in its work together.</i> • <i>If the Leadership Team cannot reach consensus, the decision of the refuge manager will prevail.</i> 	<i>No change.</i>
Intergovernmental Personnel Act (IPA) Agreements	<p><i>Five IPA positions identified. Options available to affected federal employees include:</i></p> <ul style="list-style-type: none"> • <i>Assignment to CSKT under an IPA agreement;</i> • <i>Employment by CSKT with CSKT benefits;</i> • <i>Employment by CSKT with Federal benefits;</i> • <i>Reassignment to another position or duty station.</i> 	<i>Employees would not be required to sign an IPA agreement or select one of the other options.</i>
Positions retained by FWS	3	3
Positions transferred to CSKT upon implementation of AFA	8	8
Occupied positions that would be transferred to CSKT through attrition	1	5
Additional positions *Park Ranger, WMD Maintenance Worker, Maintenance Worker, Biological Science Technician	0	4

From: [Gina Martinez](#)
To: [EWS ET AL Budget](#)
Cc: [EWS ET AL Budget](#); [Sally Heith](#); [Janis Gowers](#)
Subject: FY 2013 Base Allocation Sheets - Final
Date: Monday, May 13, 2013 1:21:25 PM
Importance: High

Hello,

Based on receipt of final allocations and a budget discussion here in the RD this a.m., it has been determined that field base allocations will take a reduction of 5% vs. the 8.2% that is reflected on the draft base allocation sheets provided last October. There have been some other changes to base allocation sheets and I have made those changes as I have become aware of them; most changes are all related to business team positions/support. There are still some of those pending so those figures may not be current on this version of the allocation sheets. Please review these base allocation sheets, specifically the BT allocation costs, and let me know if something is different than what you have reviewed in the past. Also, please verify that I have made the changes you've sent me and/or get me the information that I'm waiting for so I can finalize these sheets.

The link below is for the Sharepoint site where the allocation sheets are. Unless there are significant errors on the sheet, please consider these final base allocation sheets for FY2013. There will be additional information coming out regarding other budget decisions made this morning but I wanted to get this information out quickly as I know there is another year-end procurement cut-off date this Friday (Goods over \$500K and Construction between \$150K - \$500K). I hope to get fund targets issued this week for these allocations.

https://fishnet.fws.doi.net/regions/6/nwrs/PRD/Allocations/Forms/AllItems.aspx?&pn_SortBehavior=0&pn_FileLeafRef=Bed%20Book%20ates%20.pdf&8.RootFolder=%2Fregions%2F6%2Fnwrs%2FP8%2FAllocations%2FY2013%2FBase%20Allocation%20Sheets&PageFirstRow=1&TreeField=Folders&TreeValue=FY2013%2FBase%20Allocation%20Sheets&ProcessQueryStringToCAML=1&View={E5635FB-ECE9-4DE3-AB7E-FFF6759990E}

Thanks for your patience and contact me if you have any questions.

Gina Martinez
Program & Budget Development Chief
R6 NWRS
Phone: 303-236-4351
Gina_martinez@fws.gov

From: [Gina Martinez](#)
To: [FW6 RW Project Leaders](#)
Cc: [FW6 BT All Budget](#); [Wade Briggs](#)
Subject: FY2013 Allocations Information
Date: Thursday, May 16, 2013 1:45:59 PM
Importance: High

Hello,

After long last we have received our final FY2012 126X allocation. The Service-wide final budget reduction in 126X accounts was just under \$32 million from the FY2012 appropriation; regionally the cut is just over \$5 million. The information below outlines the cuts that we took at the national level, the plan for how we took the cuts at the regional level, and changes to 'normal' business practices to make you aware of.

At the national level, we saw cuts in all 126X allocation lines; CWD, invasive, base, I&M, equipment, and Youth Corp just to name a few. The appropriation included a CR reduction of 1.48%, an across the board rescission of .2%, and a sequestration reduction of 6.8%. This, in addition to reductions in contaminant project funding and deferred maintenance funding coupled with increases in assessments for Enterprise costs (IT, Human Capital, and WSFR shared costs) equates to over an 8% reduction in the R6 Refuge allocation, which equates to \$5.026 million.

In order to realize our \$5 million cut at the regional level we have made the following decisions:

- ✓ Limited the heavy equipment/equipment rental allocation to \$400K
- ✓ Eliminated the small equipment allocation for FY2013
- ✓ Reduced the RO operating budgets by 8.2%; a couple of Divisions are taking more than an 8.2% reduction
- ✓ Held six RO positions vacant
- ✓ Reduced the Youth Corp allocation
- ✓ Reduced the field base allocations by 5%
- ✓ Reduced I&M funding

These were tough decisions to make and although the decisions may not be popular with some, it was our intent to keep as much money in the field as possible and to sustain a healthy field MC ratio; FYI – with field base allocations taking a 5% cut, our overall regional MC ratio is approximately 77/23. My staff and I are working as quickly as we can to get fund targets loaded into FBMS.

PCS Pool

Due to the current hiring freeze and subsequent waiver process, there are some changes to how PCS's will be handled this fiscal year:

- ✓ For those positions that have opted into the PCS pool, which we have requested waivers for, will have a maximum of 7 months of salary pulled into the PCS pool. If a position is vacant for more than 7 months, that salary savings is kept at the station.
- ✓ For those positions that have opted into the PCS pool, and which a waiver has not yet been submitted for, will be contacted via a separate email regarding the status of that salary.
- ✓ For those positions that are being filled via reassignments, which opted into the PCS pool, it is business as usual. We will pull salary into the PCS pool from the time the position was vacant until the position is filled.
- ✓ As a reminder, the normal business practice is to use 'excess' PCS pool funds for want some/need some year-end requests.

Vehicle Orders

Stations should get vehicle orders in as quickly as possible, no later than June 14th. Wade will be processing those requests and identifying which proceeds of sales can be applied. Wade will try and 'spread the wealth' with proceeds, which will be kept at the field station; fund targets will not be reduced by the amount of proceeds applied. We are doing this in FY2013 to provide some relief from stations not receiving small equipment funding. We will be looking at the proceeds for the three vehicles that have already been ordered and had proceeds submitted to see how these will be handled.

Obligation Rate, 98%/Want Some Need Some

There have been some questions regarding the 98% obligation rate. At this point, we are still being told that we need to reach our 98% obligation rate. As we have done in the past, we will continue to coordinate efforts at year-end to ensure that as a program we are at 98%. Therefore, we will likely have a 'want some/need some' process again this year. Start planning now and be ready to submit request for funding as well as releasing funds that can be added to the want some/need some pot in early July. In the past, for example, requests have been made for heavy equipment, vehicles, GPO printing, well covers, pumps, safety equipment, gates, etc. Requests will be evaluated and ranked and then, as funding becomes available, if funding becomes available, stations will be notified that the request has been approved and to process the requests quickly.

Please note that with the shortage of staff that ABA is also currently encountering, we are being strictly held to year-end procurement dates. Please be aware of this when preparing requests for year-end funding. We will not be able to process requests if the year-end cut-off date has passed. As a reminder, here is a consolidated list of year-end cut-off dates separated by type of procurement (Acquisition, Construction, Financial Assistance, Inter/Intra-agency agreements)

Must have a complete requisition package and be through the release strategy in FBMS by	Acquisitions
17 May	Goods Contracts above \$500,000

28 Jun	Goods and Services Contracts \$150,000 - \$500,000 Delivery/task orders above \$500,000
19 Jul	Goods and Services Contracts \$25,000 - \$150,000
19 Jul	Vehicles with AREQ (other than standard options)
9 Aug	Goods Contracts \$3,000 - \$25,000
9 Aug	Services Contracts \$2,500 - \$25,000
9 Aug	Modifications to Contracts for goods and/or services
9 Aug	Delivery/task orders below \$500,000
30 Aug	Vehicle (with standard options)
	Construction
17 May	Construction \$150,000 - \$500,000
28 Jun	Construction \$25,000 - \$150,000
19 Jul	Construction \$2,000 - \$25,000
	Financial Assistance
	New recipients not yet enrolled in ASAP need to start the enrollment process around the first of July.
	Advanced planning needs to be started through the FA team at the FW6_CGS_FA@fws.gov email address.
30 Aug	New Grants and Cooperative Agreements (processed by Financial Assistance team) – IMPORTANT – The dates listed here are for COMPLETE grant packages that have already been competed through the Grants.gov process (if not a sole source) and have also already been approved through the advanced planning process required by the FA Team
6 Sep	Modifications to existing Grants and Cooperative Agreements – Recipient is enrolled in ASAP (processed by Financial Assistance team)
	Inter/Intra-Agency Agreements
9 Aug	New Inter-Agency and Intra-Agency Agreements (Inter-Agency Agreements are processed by Contracting; Intra-Agency Agreements are processed in FBMS through the Program). These dates are for COMPLETE final signed packages to be submitted.
30 Aug	Modifications to Inter-Agency and Intra-Agency Agreements

Again, these were tough decisions to make and we realize that at varying levels, there are impacts to all field stations. Given all the budget projections to date, we anticipate that there will be further cuts in FY2014. It is our intent to have draft FY2014 budget planning information available in August; this includes base allocation sheets.

For allocation spreadsheets and/or base allocation sheets, the Sharepoint site provided below is the central location of all FY2013 allocations information for 126X accounts, fire allocations, and partners allocations. If you have any questions, please call me.

<https://fishnet.fws.doi.net/regions/6/nwrs/PBD/Allocations/Forms/AllItems.aspx?RootFolder=%2Fregions%2F6%2Fnwrs%2FPBD%2FAllocations%2FFY2013&FolderCTID=0x012000E9BE522537756B45B0BA522A332937A3&View={CF5635FB-FCE9-4DE3-AB2E-CFF62759990F}>

Gina Martinez
Program & Budget Development Chief
R6 NWRS
Phone: 303-236-4351
Gina_martinez@fws.gov

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#); [FW6 RW Project Leaders](#)
Subject: FY2014 Draft Base Allocation Sheets *Response Due Date Noon Wednesday, 5/7/2014*
Date: Thursday, May 1, 2014 11:51:38 AM
Attachments: [7Zip File Encryption.doc](#)

Hello,

A decision was made Tuesday afternoon with regard to FY2014 field allocations. The decision made was to recalculate base budgets following the guidance that was provided back on March 13th during the Project Leaders Conference call; no station would get less base allocation than they received last year. I have drafted base allocation sheets for each station and would like for the Budget Specialist and/or Project Leader to review the information and let me know if there are any glaring errors in the spreadsheet. Some examples would be:

- A permanent position isn't listed
- A position is listed and has the wrong FPL
- A career seasonal position inaccurately represents the FTE value
- A RONS project is omitted or has the wrong amount listed
- The annual maintenance amount is incorrect

While your reviewing this draft allocation I'll be working on spreading the MC to the subactivity level. There are a couple of changes for you to be aware of:

- There are a handful of abolished positions that are not listed on these draft sheets. So, the salary/benefits/MC for those abolished positions are not listed on these sheets.
- The BT Incentive that stations received in FY2009 has been put back into the general pot, with the salaries for the vacant positions, to get all stations back to 75/25
- The \$800 per dual function officer has been removed. We have to supplement the region 1264 allocation with other 126X accounts. We don't receive enough 1264 funding to support full-time officers. The decision has been made to

I apologize for the short deadline. The decision was just made Tuesday afternoon and I know stations want their allocations as soon as possible; hence the quick turn around in the review process. Please note that this is a transition year. We are recalculating base now; however, we have committed to reviewing other base allocation methodologies thru the rest of this FY so that by 10/1 Project Leaders will have a new base allocation going into FY2015. The goal is to have the new base allocations in place by the end of FY2014 so that when the FY2015 budget is received, we can promptly incorporate increases/decreases in base allocations and release those to field stations.

When you receive your draft base allocation, which will hopefully be today, please review this allocation sheet and provide feedback by Noon on Wednesday, 5/7/2014. Please note that because of Pii information the allocation sheet will be encrypted and in order to view it you will need to have the 7Zip software installed on your computer. This software is free. Each Project Leader, Budget Specialist, BT Lead, and Zone Supervisor will be sent a separate email with their specific base allocation sheet to review. The password for everyone to open the files will be RefugesFY2014.

I just wanted to get this out to provide some details about what is coming, when comments are due, what was included in the allocation, what wasn't, and give people an opportunity to load 7Zip software if they didn't have it. Attached is the guidance on how to get the 7Zip software on your machine.

Please feel to call or email me with questions.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351



United States Department of the Interior

FISH AND WILDLIFE SERVICE

Information Resources and Technology Management



SUBJECT: Protecting Sensitive Information Using 7-Zip

PURPOSE: Provide interim guidance for protecting Personally Identifiable Information and other sensitive information during e-mail transmission

What is Personally Identifiable Information?

The Office of Management and Budget (OMB) defines PII as “information which can be used to distinguish or trace an individual's identity, such as their name, social security number, biometric records, etc. alone or when combined with other personal or identifying information which is linked or linkable to a specific individual, such as date and place of birth, mother’s maiden name, etc.” All FWS employees and contractors are responsible for protecting the privacy of all FWS employees and customers. More information can be found at:

<http://www.fws.gov/irm/bpim/privacy.html>.

Examples of PII include, but are not limited to:

- Name, such as full name, maiden name, mother’s maiden name, or alias
- Personal identification number, such as SSN, passport number, driver’s license number, taxpayer identification number, patient identification number, and financial account or credit card number
- Address information, such as street address or email address
- Asset information, such as Internet Protocol (IP) or Media Access Control (MAC) address or other host-specific persistent static identifier that consistently links to a particular person or small, well-defined group of people
- Telephone numbers, including mobile, business and personal numbers
- Personal characteristics, including photographic image (especially of face or other distinguishing characteristic), x-rays, fingerprints, or other biometric image or template data (e.g., retina scans, voice signature, facial geometry)
- Information identifying personally owned property, such as vehicle registration or identification number, and title numbers and related information
- Information about an individual that is linked or linkable to one of the above (e.g., date of birth, place of birth, race, religion, weight, activities, or employment, medical, education, or financial information).

What steps do I need to take to make sensitive information more secure?

There are a number of steps that can be taken:

- Encrypt e-mail messages when transmitting sensitive information, including PII
- Always safeguard your computer when away from it any length of time
- Store all sensitive information, including PII, in lockable offices and/or cabinets
- Protect PII when transporting - use simple coversheets and/or sealed envelopes and deliver documents directly to the intended recipient that is authorized to handle PII
- Shred documents containing sensitive when no longer needed

How do I protect sensitive information from unauthorized disclosure during transmission?

The Department is working on an enterprise encryption solution. In the interim, the Service has identified 7-Zip (<https://fishnet.fws.doi.net/projects/home/emailmigration/SitePages/Home.aspx>) as an acceptable means of protecting the transmission integrity¹ and transmission confidentiality² of sensitive information.

7-Zip is open source software. You can use 7-Zip on any computer, including a computer in a commercial organization without registering or paying for it.

Prerequisites to using 7-Zip

I have:

- Taken the [Security Awareness Training](#), (annual requirement)
- Taken the Privacy Act and Records Management training (annual requirement - [DOI learn](#))
- Read the USFWS Information Technology (IT) "[Acceptable Use Security Standard](#)" and the [USFWS Manual Chapter 270 FW 7](#)(annual requirement)

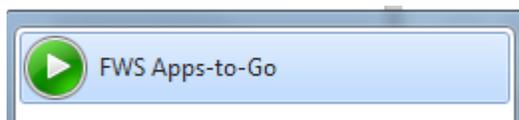
I will:

- Use only Government Furnished Equipment (GFE)
- Safeguard equipment and information according to established security and privacy policies, standards, and procedures
- Read and conform to any Rules of Behavior associated with the systems or applications for which I have been granted access.

I understand that failure to comply with these requirements may result in disciplinary action that could range from revocation of access rights, to dismissal.

What are the procedures for using 7-Zip?

1. 7-Zip is available via “FWS Apps-to-Go.”



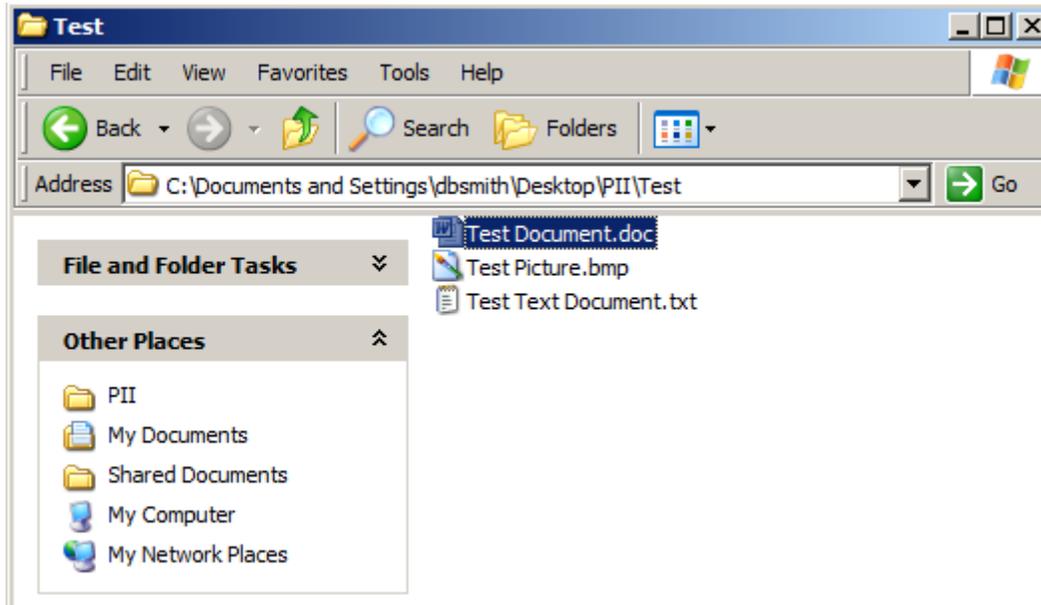
Click on “FWS Apps-to-Go” and select the “7-Zip FileFolder Compression/Extraction Tool – Per user unattended” option and click on “Run.”

2. Once 7-Zip is installed, locate the file(s) you want to encrypt. If you are compressing/encrypting a single file, right-click on that file. If you are

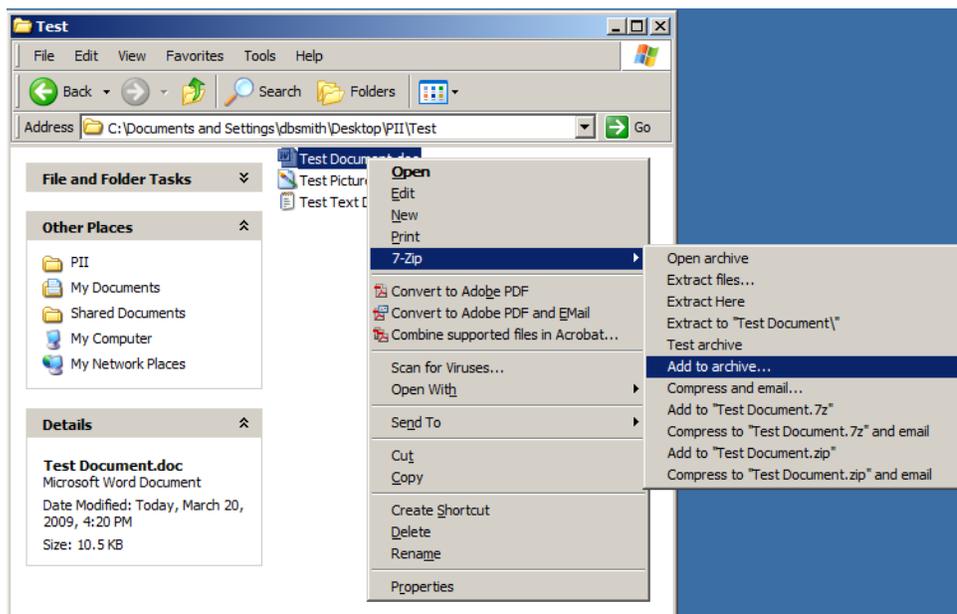
¹ NIST SP 800-53, Recommended Security Controls for Federal Information Systems and Organizations, SC-8 Transmission Integrity

² NIST SP 800-53, Recommended Security Controls for Federal Information Systems and Organizations, SC-9 Transmission Confidentiality

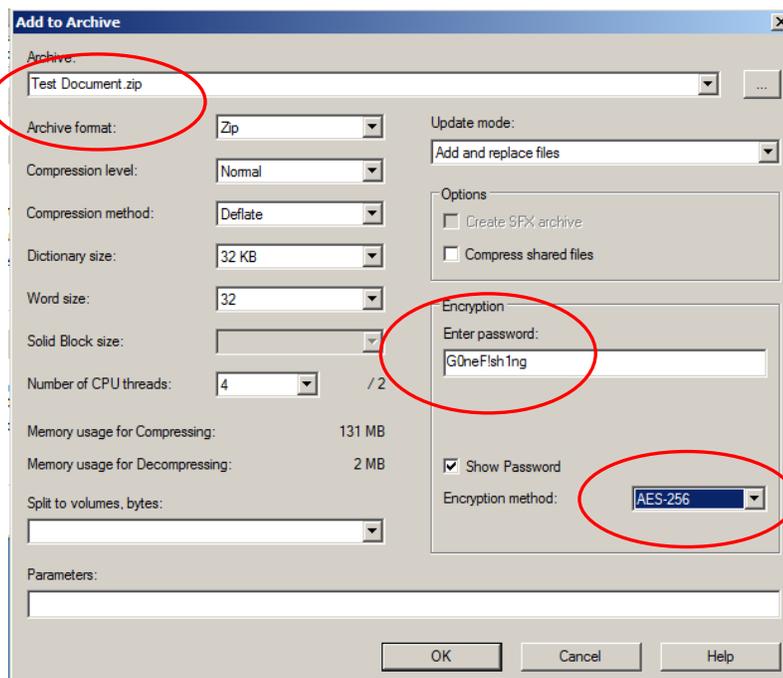
compressing/encrypting multiple files, hold the <ctrl> key as you select the files, then right-click on them.



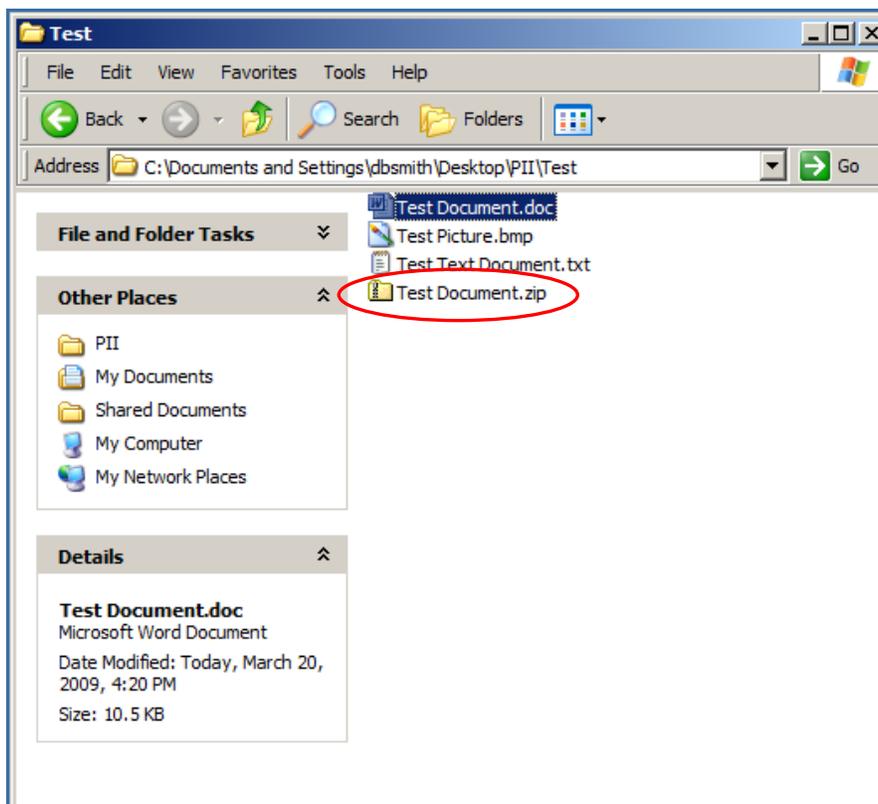
- You will see an option for 7-Zip. Move the mouse cursor over this selection and another menu will open. You will be presented with a several options. Choose “Add to archive...”



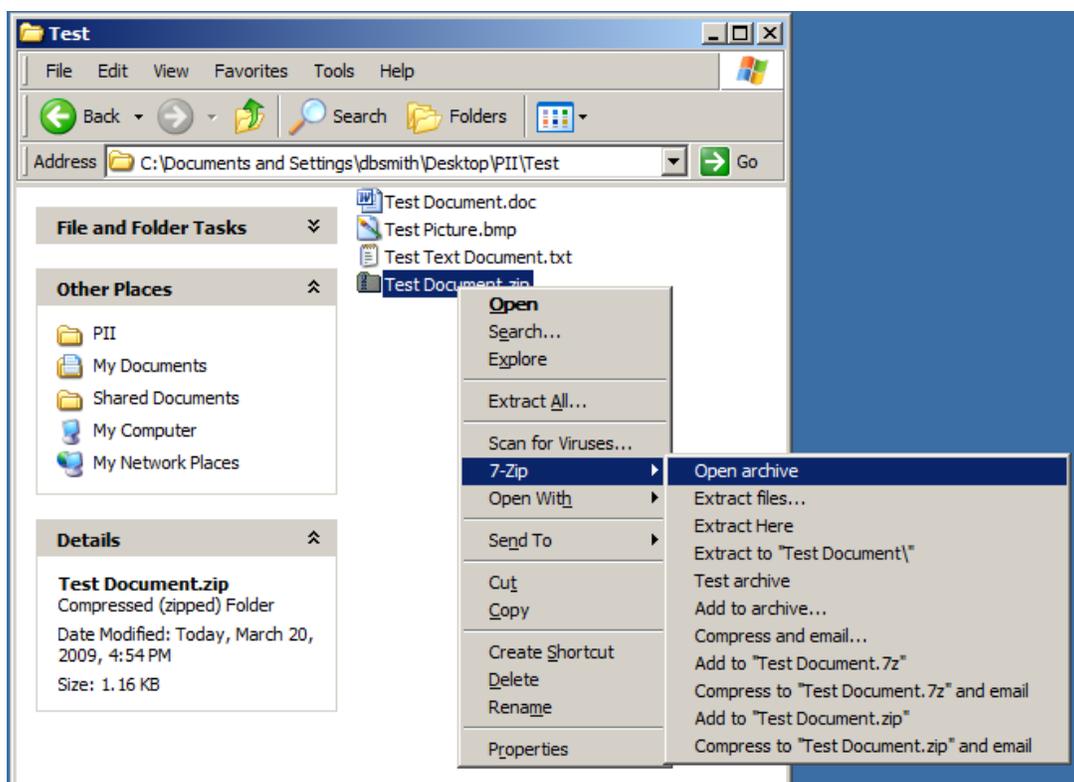
- Verify the name of the archive. Enter a strong password in the field labeled “Enter password” (NOTE: Remember this password! This password is needed to open the encrypted file(s). If you email a 7-Zip encrypted file, the recipient will also need 7-Zip as well as the password used to encrypt the file(s)). Ensure the encryption method chosen is **AES-256**. Click on “OK.”



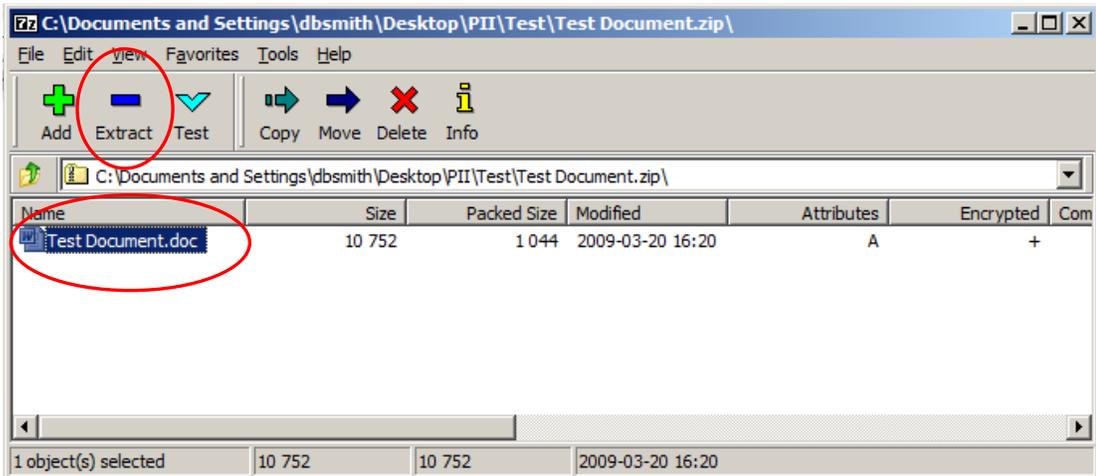
5. You should now see the compressed/encrypted file located in the same folder containing the original file(s).



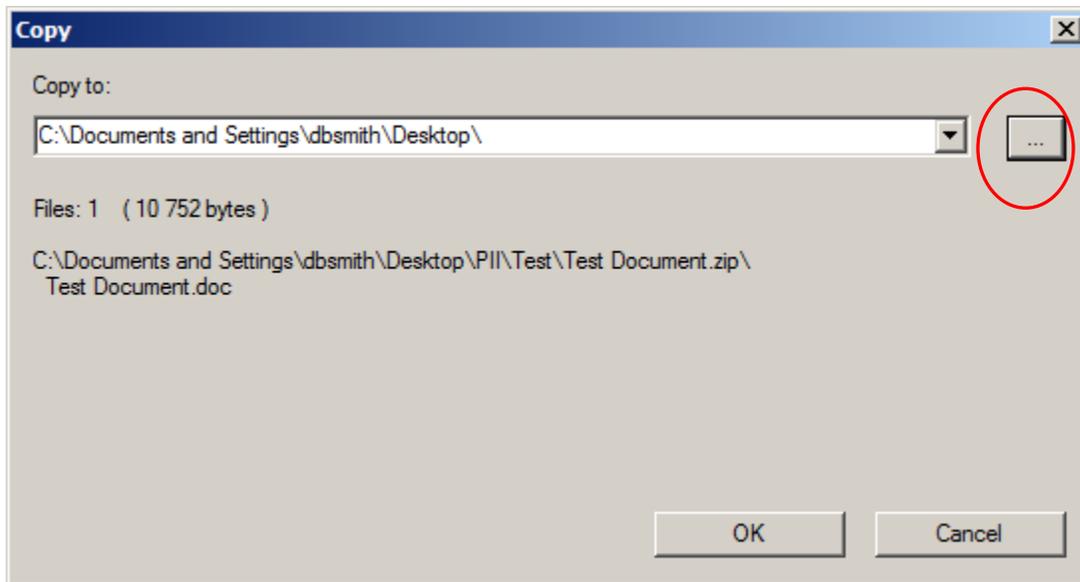
6. To open this compressed file using 7-zip, locate the file you want to unencrypt. You will see the option for 7-Zip. Move the mouse cursor over this selection and another menu will open. You will be presented with a several options. Choose "Open archive."



7. Highlight the document you want to decompress/unencrypt. Click on the “Extract” button.

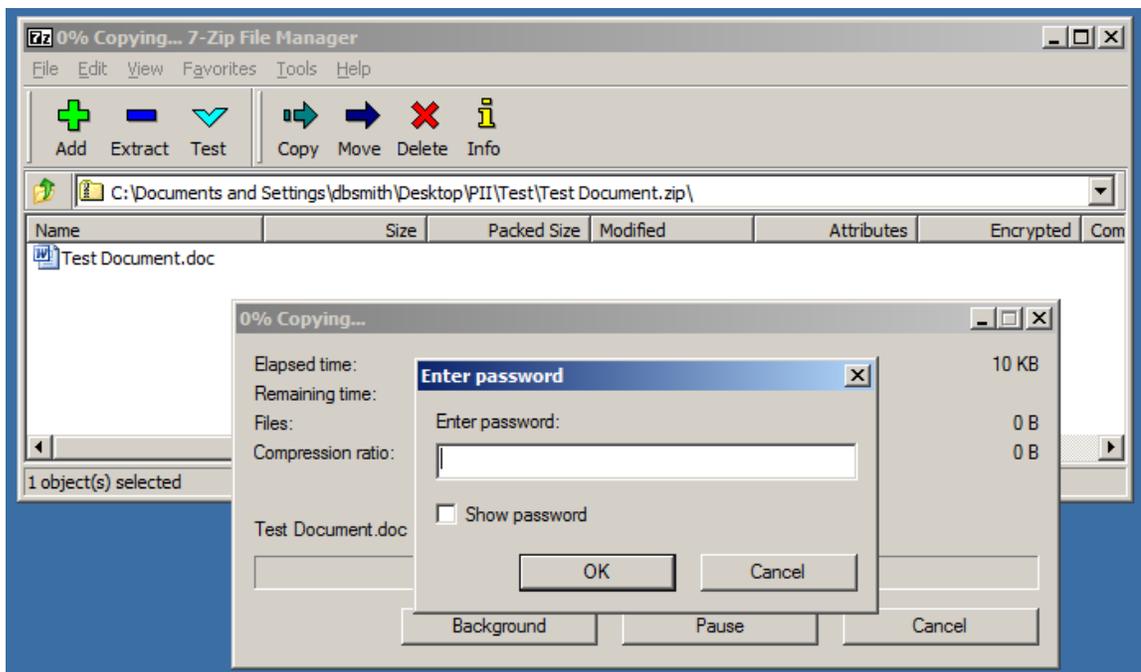


8. A window will appear asking where you want to copy the file. Choose someplace where you will be able to find the file easily, like your Desktop. Click the “OK” button.





9. Next, you will be prompted to enter the password for the file.



10. If the password was entered correctly, a copy of the file should now reside on your desktop (or alternate destination).

From: [Gina Martinez](#)
To: [FW6 RW Project Leaders](#)
Cc: [FW6 BT All Budget](#)
Subject: FY2017 126X Allocations
Date: Thursday, June 22, 2017 7:54:53 AM

Hello

The FY2017 126X allocations are approved and have been posted to Sharepoint [FY2017 Base Allocations](#). A memo with details will be forthcoming but I wanted to get these out ASAP given the lateness of the allocation. Please email or call with questions. Thank you for your patience.

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: [Gina Martinez](#)
To: [FW6 RW Project Leaders](#)
Cc: [Barbara Boyle](#); [Maureen Gallagher](#); [Amy Thornburg](#); [FW6 BT All Budget](#)
Subject: FY2018 6860 Allocation
Date: Friday, April 27, 2018 9:22:24 AM
Attachments: [image003.png](#)
[FY2017 6860 Deposits.xlsx](#)

Hello

Great news, the consumable budget (aka allocation) for FY2018 in the Revenue Sharing account (6860) has been received. As has been the case in the past the allocation to the region is based on a rolling three year average of the deposited receipts, minus User Pay and Enterprise Services assessments. Our Enterprise assessment equaled \$100 in this account and due to the fact that no R6 stations charged any payroll to this account in FY2017, there was no User Pay assessment this year. Great job!!!! The FY2018 R6 6860 allocation is \$560,448; down from \$584,225 from FY2017. Below is the table showing the calculation of how much each station is calculated to be fund targeted. Please review the allocation and ask any questions before I actually upload the fund target.

Station	Total FY2017 Deposits	% of Total	FY2018 Allocation
FF06RADB00	104,120	4.7%	26,136.94
FF06RARD00	113,105	5.1%	28,392.54
FF06RARP00	41,709	1.9%	10,470.06
FF06RBNL00	31,366	1.4%	7,873.75
FF06RBRR00	909	0.0%	228.18
FF06RBWD00	17,824	0.8%	4,474.36
FF06RCMR00	363,236	16.3%	91,182.33
FF06RCRL00	20,965	0.9%	5,262.74
FF06REDL00	25,074	1.1%	6,294.18
FF06REHU00	148,385	6.6%	37,248.77
FF06REKM00	72,598	3.3%	18,223.99
FF06RELS00	190,610	8.5%	47,848.45
FF06REMA00	37,056	1.7%	9,302.00
FF06RERW00	82,451	3.7%	20,697.60
FF06RFHS00	25	0.0%	6.28
FF06RFTN00	81,077	3.6%	20,352.58
FF06RJCS00	330,681	14.8%	83,010.11
FF06RLAN00	46,986	2.1%	11,794.82
FF06RLCK00	2,693	0.1%	676.09
FF06RLNL00	40,076	1.8%	10,060.13
FF06RMDL00	69,445	3.1%	17,432.57
FF06RMRS00	39,716	1.8%	9,969.72
FF06RNBR00	57,381	2.6%	14,404.28
FF06RNER00	3,874	0.2%	972.36
FF06RQVR00	1,848	0.1%	463.97
FF06RRRL00	43,916	2.0%	11,024.12
FF06RSDK00	12,643	0.6%	3,173.85
FF06RSDL00	69,559	3.1%	17,461.19
FF06RSLV00	86,472	3.9%	21,706.76
FF06RTWK00	581	0.0%	145.78
FF06RWBY00	96,234	4.3%	24,157.52
(blank)		0.0%	-
Grand Total	2,232,614	100.0%	560,448.00

Attached is the raw data collection spreadsheet in case anyone is interested in the details. Please review the allocation and ask any questions before I actually upload the fund target.

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#); [FW6 RW Project Leaders](#)
Subject: FY2018 Draft Base Allocation Sheets *Response Due 2/16/2018*
Date: Friday, February 2, 2018 5:33:56 PM

Hello

Attached is the link to the VERY draft FY2018 base allocation spreadsheets. The approved recommendations from the MC Team are incorporated in these sheets. Please note that we do not have a regional allocation; so, since these are VERY draft this may/may not be how the final allocation looks. As soon as we have an FY2018 allocation and receive our regional allocations, these sheets will be finalized. I need your help in reviewing these sheets and making sure that positions that have been filled/vacated are accurately reflected on these sheets. This should help get final allocations out more quickly once our consumable budget is received.

Some general information regarding the allocation sheets:

1. To calculate base salary/benefits (S/B) I used pay period 2017-22
 - a. if that pay period didn't accurately represent an employee's FTE value I noted which pay period I used
 - b. I only used regular pay code (no Sunday premium, hazardous pay, OT, etc. pay codes)
2. If a permanent base funded position has been vacated since 10/1
 - a. S/B was left at the station while the position was incumbered (please check that I calculated this based on accurate departure dates)
 - b. MC was left at the station and is identified under the MC section of the allocation sheet and lists which position the MC is for
 - c. Lump sum leave payout will be fund targeted to the station once we know the value
3. If a position was vacant on 10/1 and has been filled since
 - a. S/B/MC was funded at the station at the time that the position was filled thru the rest of the fiscal year
 - b. FYI – the S/B/MC for these positions from 10/1 thru the time the position was filled is being held in the RO to cover PCS costs
4. If a position is vacated after base allocation sheets are finalized
 - a. A new base allocation sheet will not be generated, which is has it has been in the past
 - b. It is our intent to keep MC for these vacated positions at field stations; however, given the unknowns of our FY2018 allocation we may not be able to afford this – we will do all we can to keep as much MC in the field as possible
5. All stations should see a pay increase line (2%) in the MC section of the base allocation sheet
6. Each station has a separate tab
7. Each station is at or better than a 75/25 ratio
8. Permanent Generalist position S/B/MC have been removed from the base allocation sheets and will be funded on the business team spreadsheet with actual S/B plus a flat rate MC (\$10K for full-time and prorated for less than full time)

What is not included on the base sheets:

1. Business Team position funding
 - a. Specialists funding is on a separate sheet since if the position is vacated the work can move
 - i. Actual S/B is funded for these positions, which is different than base funded positions
 - ii. MC is a flat rate \$10,000 for a full time position filled all year
 - b. Term Generalist funding will be funded at the same level as last year (\$28,300 for a full year)
2. Flexible funding allocations (YCC, small equipment, Youth, Invasives with Volunteers, etc.)

The base allocation sheets are posted to Sharepoint site for people to go and get, rather than attaching to this broadcast email. Keep in mind that some people can open the document from the link and some need to download the file to get it to open.

- Project Leaders - please review that I have accurately listed the permanent personnel at the station. Let me know if you have problems pulling the sheets from Sharepoint and I'll be able to help you next week (I'm home with bronchitis and am
- Budget Specialists - Please review the calculations on the sheets. I am posting the Excel version of the sheet so you can see the formulas that I used.

Please get me comments/corrections by COB 2/16/2018. If this date is problematic, please let me know. Thank you in advance for your assistance. I hope you find these helpful even if they aren't final. ☺

<https://fishnet.fws.doi.net/regions/6/nwrs/PBD/Allocations/Forms/AllItems.aspx?RootFolder=%2Fregions%2F6%2Fnwrs%2FPBD%2FAllocations%2FFY2018&FolderCTID=0x012000E9BE522537756B45B0BA522A332937A3&View={CF5635FB-FCE9-4DE3-AB2E-CFF62759990F}>

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Cc: [FW6 RW Project Leaders](#); [Amy Thornburg](#); [Barbara Boyle](#); [Simi Batra](#); [Melissa Bordewin](#); [Victor Elam](#)
Subject: FY2019 Draft Base Allocation Sheets *Response Due 2/28/2019*
Date: Friday, February 8, 2019 11:29:59 AM

Hello

Below is the link to the VERY draft base allocation spreadsheets. Please review these sheets and make sure that positions that have been filled/vacated are accurately reflected. This should help get final allocations out more quickly once our consumable budget is received. I have no insider information on what our allocation will look like; just trying to get as much in advance of an allocation as possible. 😊

Some general information regarding the allocation sheets:

1. To calculate base salary/benefits (S/B) I used pay period 2018-22
 - if that pay period didn't accurately represent an employee's FTE value I noted which pay period I used
 - I only used regular pay code (no Sunday premium, hazardous pay, OT, etc. pay codes)
2. If a permanent base funded position has been vacated since 10/1
 - S/B was left at the station while the position was incumbered (please check that I calculated this based on accurate departure dates)
 - MC was left at the station and is identified under the MC section of the allocation sheet and lists which position the MC is for
 - Lump sum leave payout will be fund targeted to the station once we know the value
3. If a position was vacant on 10/1 and has been filled since
 - S/B/MC was funded at the station at the time that the position was filled thru the rest of the fiscal year
 - Until we implement base budgeting (anticipated in FY2020), the S/B/MC for these positions from 10/1 thru the time the position was filled is being held in the RO to cover PCS costs
4. If a position is vacated after base allocation sheets are finalized
 - S/B, and a prorated MC from the time the position is filled, will be fund targeted to the station where the position is located
5. All stations should see a pay increase line (5%) in the MC section of the base allocation sheet
 - The 5% is an estimate of COLA, increase in benefits, as well as the potential pay increase that has pass the house but not been voted on by the Senate. This is a placeholder and may be changed, given Congressional decisions

What is not included on the base sheets:

1. Business Team Specialists funding is on a separate spreadsheet

- Actual S/B is funded for these positions, which is different than base funded position
 - MC is a flat rate \$10,000 for a full time position filled all year
2. Flexible funding allocations (YCC, small equipment, Youth, Invasives with Volunteers, etc.)

The base allocation sheets are posted to Sharepoint site for people to go and get, rather than attaching to this broadcast email. Keep in mind that some people can open the document from the link and some need to download the file to get it to open.

- Project Leaders - please review that I have accurately listed the permanent personnel at the station. Let me know if you have problems pulling the sheets from Sharepoint.
- Budget Specialists -
 - Please review the calculations on the sheets.
 - I am posting the Excel version of the sheet so you can see the formulas that I used.
 - There are some fields highlighted in yellow. Those are calculations/information I still need to do, but I need some information first. If you have answers to any of the information, please share it.

Please get me comments/corrections by COB 2/28/2019. Thank you in advance for reviewing these sheets and providing feedback!

[Draft FY2019 Field Base Allocation Sheets](#)

Gina Martinez
Region 6, NWRS Budget Chief
303-236-4351

① scarf +

Natl Bison Range (FF06RNBRR00)

FY2018 Allocation

2019

Base Funded Salary/Benefits

Name	Series	FPL	Base						Total	FTE			
			Funded	S/B	1261	1262	1263	1264					
KING, JEFFREY A.	GS-0485-14/07	14	13,150		8,811			4,340		13,150	1	Retired 10/27	
KOOLE, MICHAEL K.	GL-1801-09/09	09	98,267							98,267	1		
LISK, AMY K.	GS-0401-09/06	09	74,750		74,750					74,750	1		
MCDONALD, MARLIN M.	GS-0455-07/06	07	36,475		36,475					36,475	0.5		
SHINN, KEVIN J.	GS-0485-12/08	12	127,707		85,564			42,143		127,707	1	Lvg May/Jun to ADB	
SKINNER, BEVERLY ROEDNI	GS-0486-09/09	09	92,655		62,079			30,576		92,655	1		
THOMAS, DARREN V.	WG-5716-09/05	09	89,471				89,471			89,471	1		
WOODGER, BRENT H.	WG-4749-08/05	08	83,416				83,416			83,416	1		
<i>Total Payroll</i>			615,890		267,678		172,886	77,059		98,267	615,890	7.5	
					43%		28%	13%		16%			
<i>MC</i>													
Pay/COLA Increase			30,795		13,384		8,644	3,853		4,913	30,795		
WIGI Allowance (2%)			12,318		5,354		3,458	1,541		1,965	12,318		
Annual Maintenance (ANNM)			217,981				217,981				217,981		
MC			75,000		32,597		21,053	9,384		11,966	75,000		
MC Adjustment					-			-					
Total MC			336,093		51,334		251,136	14,778		18,845	336,093		
<i>Total Base</i>			821,187		951,984		319,012	424,023		91,837	117,112	951,984	7.5

Ratio - S/B to MC 65%

1262MAIN	206,042
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Nat'l Bison Range (FF06RNBRR00)

FY2018 Allocation

Base Funded Salary/Benefits

26.1

Name	Series	FPL	Base				Total	FTE
			Funded S/B	1261	1262	1263		
MCDONALD, MARLIN M.	GS-0455-07/05	07	34,961	34,961			34,961	0.5
KOOLE, MICHAEL K.	GL-1801-09/09	09	96,622				96,622	1
THOMAS, DARREN V.	WG-5716-09/05	09	87,566		87,566		87,566	1
WOODGER, BRENT H.	WG-4749-08/05	08	81,536		81,536		81,536	1
KING, JEFFREY A.	GS-0485-14/06	14	161,690	108,332		53,358	161,690	1
LISK, AMY K	GS-0401-09/05	09	71,410	71,410			71,410	1
SKINNER, BEVERLY	GS-0486-09/09	09	91,115	91,115			91,115	1
SHINN, KEVIN J	GS-0485-12/08	12	125,463	84,060		41,403	125,463	1
Total Payroll			750,362	389,878	169,102	94,760	750,362	7.5

MC								
Pay Increase (1.9%)			14,257	7,408	3,213	1,800	1,836	14,257
WIGI Allowance (2%)			15,007	7,798	3,382	1,895	1,932	15,007
Annual Maintenance (ANMM)			217,981		217,981			217,981
MC			32,140	16,699	7,243	4,059	4,139	32,140
MC Adjustment				-	-	-	-	-
Total MC			279,385	31,905	231,819	7,754	7,907	279,385
Total Base			1,000,483	421,782	400,921	102,515	104,529	1,029,747

Ratio - S/B to MC 73%

1262MAIN 182,940

Natl Bison Range (FF06RNBRR00) FY2017 Allocation

Base Funded Salary/Benefits

Name	Series	FPL	Base						Total	FTE		
			Funded	S/B	1261	1262	1263	1264				
MCDONALD, MARLIN M.	GS-0455-07/05	07	34,282		34,282				34,282	0.5		
KOOLE, MICHAEL K.	GL-1801-09/09	09	36,686					36,686	36,686	1		
THOMAS, DARREN V.	WG-5716-09/05	09	85,295		85,295				85,295	1		
WOODGER, BRENT H.	WG-4749-08/05	08	80,231		80,231				80,231	1		
KING, JEFFREY A.	GS-0485-14/06	14	159,706		107,003		52,703		159,706	1		
CAHOON, FRANCIS E	WG-4749-07/04	07	76,238		76,238				76,238	1		
LISK, AMY K	GS-0401-09/05	09	70,261		70,261				70,261	1		
SKINNER, BEVERLY	GS-0486-09/09	09	89,366		89,366				89,366	1		
SHINN, KEVIN J	GS-0485-12/08	12	123,296		82,609		40,688		123,296	1		
Total Payroll			755,363		383,521		241,764		93,391	36,686	755,363	8.5

MC													
Pay Increase (2.1%)			15,863		8,054		5,077		1,961		770	15,863	
WIGI Allowance (2%)			15,107		7,670		4,835		1,868		734	15,107	
Annual Maintenance (ANNNM)			217,981				217,981					217,981	
MC			33,807		17,165		10,820		4,180		1,642	33,807	
MC Adjustment					-		-		-		-		
Total MC			282,758		32,889		238,714		8,009		3,146	282,758	
Total Base			1,007,151		1,038,121		416,411		480,478		101,400	1,038,121	8.5

Ratio - S/B to MC

73%

Natl Bison Range (FF06RNBRR00)

FY2016 Allocation

Base Funded Salary/Benefits

FY2013

1,716,419

Name	Series	FPL	Base				Total	FTE			
			Funded	S/B	1261	1262			1263	1264	
MCDONALD, MARLIN M.	GS-0455-07/04	07	32,593		32,593			32,593	0.5		
KOOLE, MICHAEL K.	GL-1801-09/05	09	83,814					83,814	1		
THOMAS, DARREN V.	WG-5716-09/05	09	82,530			82,530		82,530	1		
WOODGER, BRENT H.	WG-4749-08/05	08	77,552			77,552		77,552	1		
KING, JEFFREY A.	GS-0485-14/05	14	152,746		102,340		50,406	152,746	1		
CAHOON, FRANCIS E	WG-4749-07/03	07	70,085			70,085		70,085	1		
LISK, AMY K	GS-0401-09/04	09	67,413		67,413			67,413	1		
SKINNER, BEVERLY	GS-0486-09/08	09	74,853		74,853			74,853	1		
SHINN, KEVIN J	GS-0485-12/08	12	117,297		78,589		38,708	117,297	1		
Total Payroll			758,883		355,788		230,167	89,114	83,814	758,883	8.5

MC														
Pay Increase (1.3%)			9,865		4,625		2,992		1,158		1,090	9,865		
Annual Maintenance (ANNM)			217,981				217,981					217,981		
MC			34,980		16,400		10,609		4,108		3,863	34,980		
MC Adjustment					-		-		-		-	-		
Total MC			262,826		21,025		231,583		5,266		4,953	262,826		
Total Base			1,011,844		1,021,709		376,813		461,750		94,380	88,767	1,021,709	8.5

Ratio - S/B to MC

74%

1262MAIN

243,769

FY2015 Allocation

Base Funded Salary/Benefits		FY2013						FY2014		FY2015	
Name	Series	FPL Grade	Base Funded S/B	1261	1262	1263	1264	Total	FTE		
MCDONALD, MARLIN M.	GS-0455-07/04	07	31,999	31,999				31,999	0.5		
Vacant	GS-0486-12/10	12		-				-	1		
KOOLE, MICHAEL K.	GL-1801-09/04	09	80,179				80,179	80,179	1		
RINGHAM, JOHN S.	WG-4749-07/05	07	52,952				52,952	52,952	0.8		
THOMAS, DARREN V.	WG-5716-09/05	09	81,824				81,824	81,824	1		
WOODGER, BRENT H.	WG-4749-08/05	08	76,891				76,891	76,891	1		
KING, JEFFREY A.	GS-0485-14/05	14	150,284	100,690		49,594		150,284	1		
REBARCHIK, ROBERT A.	GS-0485-12/10	12	34,770	23,296		11,474		34,770	1	Lving 1/10/15	
Vacant	GS-0023-11/08	11						-	1		
Vacant	WG-4749-07/05	07						-	0.5		
Vacant	GS-0486-09/06	09						-	1		
CAHOON, FRANCIS E*	WG-4749-07/03	07	54,163		54,163			54,163	0.8		
LISK, AMY K*	GS-0401-09/04	09	66,477	66,477				66,477	1		
SKINNER, BEVERLY ROEDNE	GS-0486-09/08	09	74,020	74,020				74,020	1		
SHINN, KEVIN J.	GS-0485-12/07	12	115,701	77,520		38,181		115,701	1		
<i>Total Payroll</i>			819,258	374,001	265,829	99,249	80,179	819,258	13.6		
<i>MC</i>											
1% Pay Increase			6,144	2,805	1,994	744	601	6,144			
MC Adjustment - M. Danno											
Annual Maintenance (ANNM)			217,981		217,981			217,981			
MC			55,105	25,156	17,880	6,676	5,393	55,105			
MC Adjustment to equal FY13			624,076	284,898	202,497	75,604	61,077	624,076			
Total MC			903,306	312,859	440,352	83,024	67,071	903,306			
Total Base			1,092,343	1,722,563	686,860	706,180	182,273	1,722,563			
Ratio - S/B to MC			48%								
Karen Shoemaker	GS-0560-09	9	83,873	56,195		27,678		83,873	1		
BT MC			20,968	14,049		6,919		20,968			
Total BT Support			104,841	70,243		34,598		104,841	1		
Total Allocation			1,827,404	757,103	706,180	216,871	147,251	1,827,404	14.6		

*Francis and Amy are listed as base funded even though they are Term. NBR hired the positions as Term due to potential new AFA
 Bob Skinner funding should come in 1261 (\$64,604)

M Danno
 64,418 Salary
 16,749 26% Bene
 81,167 Total S/B
 26,785 MC
 107,952 Total S/B/MC

Base Funded Salary/Benefits

Adj FY2013 Base

1,716,419

Name	Series	FPL Grade	Base Funded				Total	FTE	
			S/B	1261	1262	1263			1264
MCDONALD, MARLIN M.	GS-0455-07/03	07	30,729		30,729		30,729	0.5	
MOYNAHAN, BRENDAN J	GS-0486-12/10	12	123,759	123,759			123,759	1	
KOOLE, MICHAEL K.	GL-1801-09/04	09	78,713				78,713	1	
RINGHAM, JOHN S.	WG-4749-07/05	07	51,601		51,601		51,601	0.8	
THOMAS, DARREN V.	WG-5716-09/05	09	80,788		80,788		80,788	1	
WOODGER, BRENT H.	WG-4749-08/05	08	75,193		75,193		75,193	1	
KING, JEFFREY A.	GS-0485-14/04	14	145,164	97,260		47,904	145,164	1	
REBARCHIK, ROBERT A.	GS-0485-12/10	12	123,759	82,918		40,840	123,759	1	
JAMIESON, PATRICIA A.	GS-0023-11/08	11	94,093			94,093	94,093	1	
Vacant	WG-4749-07/05	07	37,213		37,213		37,213	0.5	
Vacant	GS-0486-09/06	09	86,014	86,014			86,014	1	
SKINNER, BEVERLY ROEDNI	GS-0486-09/08	09	72,967	72,967			72,967	1	
SHINN, KEVIN J.	GS-0485-12/07	12	114,240	76,541		37,699	114,240	1	
Total Payroll			1,114,232	539,458	275,524	220,537	78,713	1,114,232	11.8

MC

RONS Project*

Annual Maintenance (ANNM)			217,981		217,981			217,981	
MC			153,430	74,283	37,940	30,368	10,839	153,430	
MC Adjustment to equal FY13			230,776	111,731	57,066	45,677	16,303	230,776	
Total MC			602,187	186,014	312,986	76,045	27,142	602,187	
Total Base			1,485,643	725,472	588,510	296,582	105,855	1,716,419	

Ratio - S/B to MC

65%

BT Participant S/B/MC

GS-0560-09	9	78,556	52,633	25,923	78,556	1
Karen Shoemaker		19,639	13,158	6,481	19,639	
Total BT Support		98,195	65,791	32,404	98,195	1

Total FY2014 Allocation	67%	1,814,614	791,263	588,510	328,986	105,855	1,814,614	12.8
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FF06RNBR00 National Bison Range

Base Budget Summary

	Type of Funding	Total	1261	1262	1263	1264
FY2012 Final Base Funding	Base	1,250,696	484,996	393,706	272,650	99,344

FY12 Base Correction for FY13

	Type of Funding	Total	1261	1262	1263	1264
FY2012 Base including NIPA	Base	1,250,696	484,996	393,706	272,650	99,344
AFA Salary Changes (1/2 yr)	Base	264,650	195,230	37,300	32,120	0
J. King Upgrade (annual cost S/B/MC)	Base	21,484	14,394		7,090	-
Base Adj (Lost Trail) to NBR	Base	217,451	144,620	41,973	30,859	0
ANNM Adj (Lost Trail) to NBR	Base	52,476	0	52,476	0	0
Adjusted FY2012 Base	Base	1,806,757	839,241	525,455	342,718	99,344

FY2013 Base Allocation

	Type of Funding	Total	1261	1262	1263	1264
Adjusted FY2012 Base	Base	1,806,757	839,241	525,455	342,718	99,344
NIPA	Base					
Change in Annual Maintenance	Base					
Final FY2013 Base Funding	Base	1,806,757	839,241	525,455	342,718	99,344
Business Team Actual S/B	Flex	76,322	51,136		25,186	
Business Team Actual MC	Flex	19,081	12,784		6,297	
Temp/Term BT Support	Flex		0		0	
Total FY Business Team Support	Flex	95,403	63,920	0	31,483	0
FY2013 Reduction in Base 5%	Base	(90,338)	(41,962)	(26,273)	(17,136)	(4,967)
FY Change	Flex			0		
Total FY Additional Changes	Flex	(90,338)	(41,962)	(26,273)	(17,136)	(4,967)
FY2013 Fund Target	Total	1,811,822	861,199	499,182	357,065	94,376

Annual Maintenance Total

217,981

FF06RNBR00 National Bison Range

Base Budget Summary

	Type or Funding	Total	1261	1262	1263	1264
FY2009 Corrected Base	Base	565,480	173,978	193,931	196,735	0
FY2010 Increased NIPA	Base	14,137	4,349	4,848	4,918	21
FY2010 Annual Maintenance Increase	Base	0		0		
FY2010 Base Corrections for FY2011	Base	98,686				98,686
FY2011 Final Base Funding	Base	678,303	178,328	198,779	201,654	99,543

FY11 Base Correction for FY12

	Type or Funding	Total	1261	1262	1263	1264
FY2011 Base including NIPA	Base	678,303	178,328	198,779	201,654	99,543
FY2011 Base Rescission	Base	(1,357)	(357)	(398)	(403)	(199)
FY2011 Adjustments per AFA	Base	309,099	111,795	158,025	39,279	-
FY2011 Salary Changes (from AFA)	Base	264,650	195,230	37,300	32,120	-
Adjusted FY2011 Base	Base	1,250,696	484,996	393,706	272,650	99,344

FY2012 Base Allocation

	Type or Funding	Total	1261	1262	1263	1264
Adjusted FY2011 Base Allocation	Base	1,250,696	484,996	393,706	272,650	99,344
FY2012 NIPA	Base					
FY2012 Increase in Annual Maintenance	Base					
Final FY2012 Base Funding	Base	1,250,696	484,996	393,706	272,650	99,344
FY2012 Business Team Actual S/B	Flex	72,873	48,825		24,048	
FY2012 Business Team Actual MC	Flex	24,048	16,112		7,936	
FY2012 Temp/Term BT Support	Flex		0		0	
Total FY2012 Business Team Support	Flex	96,921	64,937	0	31,984	0
Salary Changes (from AFA)	Base	264,650	195,230	37,300	32,120	-
Total AFA Changes	Base	264,650	195,230	37,300	32,120	0
FY12 Jeff King upgrade	Base	14,671	9,830		4,841	
Total FY2012 Base Changes	Base	14,671	9,830	0	4,841	0
FY12 Base for Lost Trail	Base	108,727	72,310	20,987	15,430	
FY12 SMEQ for Lost Trail**	Flex	16,300		16,300		
FY12 ANNM for Lost Trail	Base	26,238		26,238		
FY12 Movement of Lost Trail to NBR	Base	151,265	72,310	63,525	15,430	0
FY12 labor change to FY11~MAIN*	Flex	(28,209)		(28,209)		
FY12 labor change to FY11~ANNM*	Flex	(7,602)		(7,602)		
Total FY2012 Additional Changes	Flex	(35,811)	0	(35,811)	0	0
FY2012 Fund Target	Total	1,742,392	827,303	458,721	357,025	99,344

FY2011 Base Allocation 1,347,617
184,141

Annual Maintenance Total

*This is a one time FY12 adjustment due to FBMS WO issue.

** This is a one time movement of SMEQ

05/17/2012

61540 - National Bison Range

Base Budget Summary

	Type of Funding	Total	1261	1262	1263	1264
FY2009 Base including NIPA	Base	549,413	163,319	210,164	175,094	
Corrected FY2009 Base Allocation	Base	565,480	173,978	193,931	196,735	
FY2010 Annual Maintenance	Base	-		-		
Final FY2010 Base Funding	Base	579,617	178,328	198,779	201,654	857

FY10 Base Correction for FY11

	Type of Funding	Total	1261	1262	1263	1264
FY2010 Base including NIPA	Base	579,617	178,328	198,779	201,654	857
Movement of LE position from Lost Trail* Adjustment	Base	98,686				98,686
Adjustment						
Corrected FY2010 Base	Base	678,303	178,328	198,779	201,654	99,543

FY2011 Base Allocation

	Type of Funding	Total	1261	1262	1263	1264
Corrected FY2010 Base Allocation	Base	678,303	178,328	198,779	201,654	99,543
FY2011 NIPA	Base	0	0	0	0	0
FY2011 Increase in Annual Maintenance	Base					
Final FY2011 Base Funding	Base	678,303	178,328	198,779	201,654	99,543
FY2011 Business Team Actual S/B	Flex	20,940	14,030		6,910	
FY2011 Business Team Actual MC	Flex	6,910	4,630		2,280	
FY2011 Term Generalist	Flex					
Total BT Support	Base	27,851	18,660	0	9,191	0
Adjustments per AFA	Base	309,099	111,795	158,025	39,279	
Salary Changes (from AFA)	Base	264,650	195,230	37,300	32,120	0
Total Trainee Support	Base	573,749	307,025	195,325	71,399	0
FY Change						
FY11 Recession (.2%)	Base	(1,357)	(357)	(398)	(403)	(199)
Total FY Change		(1,357)	(357)	(398)	(403)	(199)
FY2011 Fund Target	Total	1,278,547	503,656	393,706	281,840	99,344

08/23/2011 8:37

Annual Maintenance Total

165,505

From: [Shoemaker, Karen](#)
To: [Ann Blakley](#)
Bcc: [Karen Shoemaker](#)
Subject: NBR Base Budget Ratio Calculator (encrypted and attached)
Date: Tuesday, February 26, 2013 1:58:39 PM
Attachments: [Base Budget Ratio Calculator NBR encrypted 2_26_13.xlsx](#)

Ann, Here is NBR's encrypted spreadsheet. Let me know if you have any questions.

Karen Shoemaker

Budget Analyst
National Bison Range & Lost Trail National Wildlife Refuges
58355 Bison Range Road
Moiese, MT 59824

(406) 644-2211 ext. 206

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Email: karen_shoemaker@fws.gov

Columns shaded in Green can be copied from the Refuges Alpha Roster.
 Columns shaded in Yellow need to be calculated/researched and filled in.

Sample Data

Cost Center	Station Name	Name	Position Title	Series	FPL Grade	Wrk Sch Desc	Date Last Promotion	DLEI	FPPS Base Salary	FY13 Salary Projection	FY13 Benefits Projection	FY13 Salary/Ben Total Projection	Benefits %	Non-LE FTE	LE FTE* (only FT LEO's)	Notes
FF06RNBR00	NATIONAL BISON	MCDONALD, MARLIN M.	RANGE TECHNICIAN (FIRE)	GS-0455-07/02	07	G		04/08/2012	\$40,110	\$21,631.68	\$9,642	\$31,273	45%	0.5		
FF06RNBR00	NATIONAL BISON	JAMIESON, PATRICIA A.	SUPV OUTDOOR RECREATION P	GS-0023-11/07	11	F		10/10/2010	\$68,925	\$68,925	\$21,826	\$90,751	32%	1		
FF06RNBR00	NATIONAL BISON	VERLANIC, LYNN R.	WILDLIFE BIOLOGIST	GS-0486-11/07	11	F		12/02/2012	\$68,925	\$68,925	\$27,615	\$96,540	40%	1		
FF06RNBR00	NATIONAL BISON	SHARPS, DANIEL E.	FISH & WILDLIFE BIOLOGIST	GS-0401-09/10	09	F			\$61,700	\$61,700	\$19,696	\$81,396	32%	1		
FF06RNBR00	NATIONAL BISON	THOMAS, DARREN V.	ENGINEERING EQUIPMENT OPEI	WG-5716-09/05	09	F			\$55,770	\$55,770	\$24,247	\$80,017	43%	1		
FF06RNBR00	NATIONAL BISON	WOODGER, BRENT H.	MAINTENANCE WORKER	WG-4749-08/05	08	F			\$51,908	\$51,908	\$23,233	\$75,141	45%	1		
FF06RNBR00	NATIONAL BISON	REBARCHIK, ROBERT A.	WILDLIFE REFUGE MANAGER	GS-0485-12/10	12	F			\$89,492	\$89,492	\$32,196	\$121,688	36%	1		
FF06RNBR00	NATIONAL BISON	SHINN, KEVIN J.	WILDLIFE REFUGE MANAGER	GS-0485-12/07	12	F		11/18/2012	\$82,601	\$82,601	\$30,591	\$113,192	37%	1		
FF06RNBR00	NATIONAL BISON	KING, JEFFREY A.	WILDLIFE REFUGE MANAGER	GS-0485-14/04	14	F	4/8/2012	04/08/2012	\$106,404	\$106,404	\$36,737	\$143,142	35%	1		
FF06RNBR00	NATIONAL BISON	RINGHAM, JOHN S.	MAINTENANCE WORKER	WG-4749-07/05	07	G			\$48,400	\$36,346	\$12,115	\$48,461	33%	0.8		
FF06RNBR00	NATIONAL BISON	MOYNAHAN, BRENDAN J.	WILDLIFE BIOLOGIST	GS-0486-12/10	12	F			\$89,492	\$89,492	\$32,610	\$122,102	36%	1		
FF06RNBR00	NATIONAL BISON	KOOLE, MICHAEL K.	LAND MGMT. LAW ENFORCEMEN	GL-1801-09/04	09	F		12/02/2012	\$53,808	\$53,808	\$24,047	\$77,855	45%		1	
FF06RNBR00	NATIONAL BISON	BISON RANGE-MT	MAINTENANCE WORKER	WG-4749-7/5	7	G			\$48,400	\$27,832	\$9,741	\$37,573	35%	0.5		Vacant
FF06RNBR00	NATIONAL BISON	SHOEMAKER, KAREN D.	BUDGET ANALYST	GS-0560-09/05	09	F	1/13/2013	01/13/2013	\$53,808	\$53,808	\$23,910	\$77,718	44%	1		GS7 to GS 9 2013-3, actual 76,322 on Ratio tab. 77718 is GS9 all pay periods

From: [Lakes, Susan](#)
To: [Jeff King](#); [Karen Shoemaker](#)
Cc: [Mike Blenden](#); [Gina Martinez](#); [Ann Blakley](#)
Subject: NBR RM Fund Status Update 8/7/15
Date: Friday, August 7, 2015 10:59:36 AM
Attachments: [NBR Fund Status 8-7-15.pdf](#)
[Mountain Zone Travel Ceiling Report 8-7-15 SBL.pdf](#)

Jeff, Karen,

Attached is a Resource Management Fund Status report for the National Bison Range as of 8/7/15. This is one page of a multi-page report encompassing the Mountain Zone that I have provided to our Zone Supervisor, Mike Blenden. The top green line is the Zone total and the obligation rate for the Zone. I am providing this report to you so that you are informed of the same information that has been provided to Mike.

There are other funding sources but these resource management funds must be spent to 98% by the time FBMS closes for the fiscal year. I have omitted the DM projects since those are funded at cost when the project is awarded.

Also attached is a Mountain Zone travel ceiling report as of 8/7/15. Changes to ceiling totals are for this year only and will not impact next fiscal year's ceiling amounts.

If you have any questions, please let me know.

Thank you,
Susan Lakes
Budget Specialist
Benton Lake NWR Complex
922 Bootlegger Trail
Great Falls, MT 59404
406.727.7400 x221 office
406.727.7432 fax

FY15 Travel Ceiling Report - Mountain Zone
August 7, 2015

Mountain Zone		Ceiling	Spent YTD as of 8-7-15	Remainder of Ceiling	Notes
Bear River*	FF06RBRR00	40,100.00	\$ 26,190.06	13,909.94	
Benton Lake*	FF06RBNL00	38,800.00	\$ 27,151.11	11,648.89	reduced by \$3K
Bowdoin	FF06RBWD00	16,000.00	\$ 9,282.46	6,717.54	
Browns Park	FF06RBRP00		\$ 0.00	-	Combined with Ouray
CMR	FF06RCMR00	63,000.00	\$ 63,229.79	(229.79)	increased by \$5K
Fish Springs	FF06RFHS00	7,940.00	\$ 6,156.64	1,783.36	reduced by \$5K
Lee Metcalf	FF06RLMC00	11,500.00	\$ 5,670.81	5,829.19	
Medicine Lake	FF06RMDL00	18,240.00	\$ 8,836.44	9,403.56	
MT Strike Team	FF06RSTI00	46,200.00	\$ 37,078.47	9,121.53	(Includes \$15,000 from Planning)
National Bison	FF06RNBR00	16,900.00	\$ 9,677.93	7,222.07	reduced by \$7K
National Elk	FF06RNER00	11,160.00	\$ 11,943.81	(783.81)	
Ouray	FF06RORY00	23,200.00	\$ 15,547.63	7,652.37	BP \$5K and Ouray \$8.2K; increased by \$10K
Red Rock Lakes	FF06RRRL00	11,500.00	\$ 9,827.77	1,672.23	
Seedskadee	FF06RSDK00	17,200.00	\$ 7,768.30	9,431.70	
Wildlife Health	FF06ROWH00	12,500.00	\$ 12,995.89	(495.89)	Addl Ceiling pending from RO
	TOTAL	334,240.00	251,357.11	82,882.89	

Prepared by Susan Lakes

*Includes Zone LE Travel

**This report includes only travel that has posted in FBMS. It does not include any travel vouchers still in process, any planned travel, or pending reallocations.

**Mountain Zone Fund Status
8/7/2015**

81% FY Elapsed

Funds Center	Fund	FA Budget Program	Funded Program	Consumable Budget	Commitments	Total Obligations (Incl. Comm)	Current Available Funds	Percent Obligated
Zone Total				12,281,599.72	297,838.63	9,833,322.69	2,448,277.03	80.07%
FF06RNBR00	156F1611MD	FGO166400	FXGO16640970600	8,968.49		6,037.33	2,931.16	67.32 %
FF06RNBR00	156F1611MD	FRS126100	FGRS12610600000		-	25,000.00	(25,000.00)	
FF06RNBR00	156F1611MD	FRS126100	FXRS12610600000	469,062.00	-	416,043.53	53,018.47	88.70 %
FF06RNBR00	156F1611MD	FRS126100	FXRS1261066RBTO	70,243.00		56,870.06	13,372.94	80.96 %
FF06RNBR00	156F1611MD	FRS126200	FXRS126206ANNM0	217,981.00	17,300.00	130,228.47	87,752.53	59.74 %
FF06RNBR00	156F1611MD	FRS126200	FXRS126206MAIN0	285,702.00		249,981.04	35,720.96	87.50 %
FF06RNBR00	156F1611MD	FRS126200	FXRS126206RNEQ0	3,400.00	3,400.00	3,400.00	-	100.00 %
FF06RNBR00	156F1611MD	FRS126200	FXRS126206SMEQ0	22,800.00	-	14,323.24	8,476.76	62.82 %
FF06RNBR00	156F1611MD	FRS126300	FGRS126306YUTH0	13,500.00	13,500.00	13,500.00	-	100.00 %
FF06RNBR00	156F1611MD	FRS126300	FXRS12630600000	170,449.87	10,000.00	119,310.98	51,138.89	70.00 %
FF06RNBR00	156F1611MD	FRS126300	FXRS1263066RBTO	34,598.00		13,023.59	21,574.41	37.64 %
FF06RNBR00	156F1611MD	FRS126400	FXRS12640600000	87,506.00		68,883.50	18,622.50	78.72 %
National Bison Range				1,384,210.36	44,200.00	1,116,601.74	267,608.62	80.67 %

From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Subject: RE: 2019 Draft Base Allocation - NBR
Date: Monday, February 11, 2019 7:07:00 AM

Great news! Thanks!

Gina Martinez
Region 6, NWRS Budget Chief
303-236-4351

From: Shoemaker, Karen <karen_shoemaker@fws.gov>
Sent: Friday, February 08, 2019 3:58 PM
To: Gina Martinez <Gina_Martinez@fws.gov>
Cc: Vanessa Fields <vanessa_fields@fws.gov>
Subject: 2019 Draft Base Allocation - NBR

Hi Gina, I concur with your figures, my data and yours were within \$14.00.

Thanks.

Best Regards,

Karen Shoemaker
Budget Analyst
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824

(406) 644-2211 ext. 206

Schedule 4-10's off on Friday

Thursday teleworking (406) 529-2421

Visit our new website at http://www.fws.gov/refuge/national_bison_range/

AND check out the [National Bison Range on Facebook](#)

From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Subject: RE: 2019 Draft Base Allocation - NBR
Date: Wednesday, February 13, 2019 6:59:23 AM

Hello

It is not. When did Jeff retire?

Gina Martinez
Region 6, NWRS Budget Chief
303-236-4351

From: Shoemaker, Karen <karen_shoemaker@fws.gov>
Sent: Tuesday, February 12, 2019 4:22 PM
To: Gina Martinez <gina_martinez@fws.gov>
Subject: Re: 2019 Draft Base Allocation - NBR

Gina, Is Jeff King's MC factored into this draft?

Best Regards,

Karen Shoemaker
Budget Analyst
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824

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On Mon, Feb 11, 2019 at 7:07 AM Gina Martinez <gina_martinez@fws.gov> wrote:

Great news! Thanks!

Gina Martinez

Region 6, NWRS Budget Chief
303-236-4351

From: Shoemaker, Karen <karen_shoemaker@fws.gov>
Sent: Friday, February 08, 2019 3:58 PM
To: Gina Martinez <Gina_Martinez@fws.gov>
Cc: Vanessa Fields <vanessa_fields@fws.gov>
Subject: 2019 Draft Base Allocation - NBR

Hi Gina, I concur with your figures, my data and yours were within \$14.00.

Thanks.

Best Regards,

Karen Shoemaker
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AND check out the [National Bison Range on Facebook](#)

From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Subject: RE: 2019 Draft Base Allocation Sheet - LGR (correction needed)
Date: Monday, February 11, 2019 7:08:45 AM
Attachments: [image001.png](#)

Hello,

Yep, the calculation had him down for 17 pay periods instead of 26.1. Here is a screen sheet of the new sheet with Dan's labor updated.

<i>Base Funded Salary/Benefits</i>									
Name	Series	FPL	Base Funded S/B	1261	1262	1263	1264	Total	FTE
BUNDY, ROBERT M.	GS-0485-13/10	13	155,608	104,257		51,351		155,608	1
CHRISTIANSEN, LARS K.	WG-4749-10/05	10	88,949		88,949			88,949	1
JONES, JEREMY D	GL-1801-09/04	09	87,827				87,827	87,827	1
MAGNUSON, DARYL R.	GS-0485-12/06	12	120,321	80,615		39,706		120,321	1
PORTWOOD, RACHEL N.	GS-0485-09/02	09	71,410	47,844		23,565		71,410	1
SCHAAD, DANIEL R.	GS-0485-12/09	12	129,900	87,033		42,867		129,900	1
<i>Total Payroll</i>			654,014	319,750	88,949	157,489	87,827	654,014	6.0
				49%	14%	24%	13%		
MC									
Pay/COLA Increase			32,701	15,987	4,447	7,874	4,391	32,701	
WIGI Allowance (2%)			13,080	6,395	1,779	3,150	1,757	13,080	
Annual Maintenance (ANM)			110,288		110,288			110,288	
MC			107,717	52,663	14,650	25,939	14,465	107,717	-
Total MC			263,786	75,046	131,164	36,963	20,613	263,786	
Total Base			872,018	917,799	394,795	220,113	194,451	108,439	6.0
Ratio - S/B to MC			71%						
				1262MAIN	109,825				

Gina Martinez
 Region 6, NWRS Budget Chief
 303-236-4351

From: Shoemaker, Karen <karen_shoemaker@fws.gov>
Sent: Friday, February 08, 2019 3:56 PM
To: Gina Martinez <Gina_Martinez@fws.gov>
Cc: Rob Bundy <rob_bundy@fws.gov>; Dan Schaad <dan_schaad@fws.gov>; Daryl Magnuson <daryl_magnuson@fws.gov>
Subject: 2019 Draft Base Allocation Sheet - LGR (correction needed)

Hi Gina, I believe there is an error on Dan Schaad's salary. Please see my attached spreadsheet (blue highlights) as my figure differs from yours by \$45,279.

The rest of the staff we are within dollars so I call the rest good.

Should you amend, please forward corrected draft. Thank you.

Best Regards,

Karen Shoemaker
 Budget Analyst
 National Bison Range Complex
 58355 Bison Range Road
 Moiese, MT 59824

(406) 644-2211 ext. 206

Schedule 4-10's off on Friday

Thursday teleworking (406) 529-2421

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AND check out the [National Bison Range on Facebook](#)

From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Cc: [Mike Oldham](#); [Kevin Shinn](#)
Subject: RE: Additional FY2018 Allocations
Date: Thursday, July 12, 2018 4:08:11 PM
Attachments: [image001.png](#)

Hello

Jolene will be providing that information hopefully tomorrow.

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Thursday, July 12, 2018 3:21 PM
To: Gina Martinez
Cc: Mike Oldham; Kevin Shinn
Subject: Additional FY2018 Allocations

Hi Gina, I see that NBR is getting \$30,000 for a fencing project at Lost Trail under the other column.

Can you tell me what WBS and Fund this will be so I can get started on a work order?

Thank you.

Best Regards,

Karen Shoemaker
Budget Analyst
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 95824

(406) 644-2211 ext. 206

Schedule 4-10's off on Friday

Thursday teleworking (406) 529-2421

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AND check out the [National Bison Range on Facebook](#)

----- Forwarded message -----

From: **Gina Martinez** <gina_martinez@fws.gov>
Date: Thu, Jul 12, 2018 at 3:02 PM
Subject: Additional FY2018 Allocations

To: FW6 BT All Budget <fw6_bt_all_budget@fws.gov>, FW6 RW Project Leaders All
<fw6_rw_project_leaders_all@fws.gov>

Hello

Based on the call Will just had with Project Leaders, Will announced that there is one-time funding that will be allocated to the field. Here is the table of how much has been calculated to be distributed. Jolene will be providing details of which subactivity to charge. The funds will be fund targeted to the stations cost center. I thought it might be helpful to have the amounts for planning purposes.

Also, please note that the MC calculation is based on the primary MC line of the base allocation sheet. If there are questions, please feel free to reach out to myself or Patti.

Station	Cost Center	10%	Water	Other	Gina Comments
Arapaho	FF06RARP00	2,000			
Arrowwood	FF06RARD00	24,007			
Audubon	FF06RADB00	8,995			
Bear River MBR	FF06RBRR00	7,538			
Benton Lake	FF06RBNL00	12,681	40,000		
Bowdoin	FF06RBWD00	4,452			
CMR NWR	FF06RCMR00	22,083			
Crescent Lake	FF06RCRL00	2,000			
Devil's Lake	FF06REDL00	22,373			
Fish Springs	FF06RFHS00	2,000			
Flint Hills	FF06RFLT00	8,895			
Ft. Niobrara	FF06RFTN00	9,005			
HAPET	FF06RHPT00	26,685			
Huron WMD	FF06REHU00	2,000			
Kirwin	FF06RKRW00	2,000			
Kulm	FF06REKM00	10,048			
LaCreek	FF06RLCK00	4,000			
Lake Andes	FF06RLAN00	8,389			
Lee Metcalf	FF06RLMC00	628			
Long Lake	FF06RLNL00	6,555			
Lostwood	FF06RELS00	18,896			
Lower Green River	FF06RORY00	11,804			
Madison WMD	FF06REMA00	16,412			
Marais Des Cygnes	FF06RMRS00	9,505		225,000	Exibits
Medicine Lake	FF06RMDL00	7,000			
National Bison Range	FF06RNBR00	3,214		30,000	Fence Project
National Elk Refuge	FF06RNER00	20,946			
Quivira NWR	FF06RQVR00	10,818			
Rainwater Basin	FF06RERW00	4,000	70,000		
Red Rock Lakes	FF06RRRL00	5,276			
Rocky Mtn Arsenal	FF06RRKM00	32,573	110,000		
San Luis Valley	FF06RSLV00	14,097	70,000		
Sand Lake NWR	FF06RSDL00	13,082			
Seedskadee NWR	FF06RSDK00	12,733			
Souris River	FF06RJCS00	17,068			
Tewaukon	FF06RTWK00	12,469		10,000	Plotter
Waubay	FF06RWBY00	21,405			
		417,632	290,000	265,000	

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: [Gina Martinez](#)
To: [Jeff King](#)
Cc: [Karen Shoemaker](#); [Ann Blakley](#)
Subject: RE: AFA fund target spreadsheet
Date: Wednesday, June 11, 2014 10:18:53 AM

Hello,

Sure, we can discuss. I believe you have these lines, because as we came out of the AFA, we gave you ½ the AFA funding in year after we came out of the AFA and then the other ½ when the second year. As I recall this it was because we suddenly came out of the AFA and NBR couldn't spend all the AFA funds the following year because you couldn't get staff hired quickly. That was a discussion with Dean. I'd be happy to discuss if you still see the need.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: Jeff King [mailto:jeff_king@fws.gov]
Sent: Wednesday, June 11, 2014 9:59 AM
To: Gina Martinez
Cc: Karen Shoemaker; Ann Blakley
Subject: FW: AFA fund target spreadsheet

Gina,

Can we schedule a time to discuss the NBR base budget allocation. In base allocation printouts from 2011 and 2012 there is a line item identifying "adjustments per AFA" and "Salary changes (from AFA)". I don't see that in my 2013 base allocation printout or the 2014 base funded salary/benefits printout. See attached.

Let me know.

Thanks,

jk

Jeff King, Project Leader

National Bison Range Complex
58355 Bison Range Road
Moiese, Montana 59824
(406) 644-2211 ext. 204

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Tuesday, June 10, 2014 5:35 PM
To: Jeff King
Subject: AFA fund target spreadsheet

----- Forwarded message -----

From: **Blakley, Ann** <ann_blakley@fws.gov>

Date: Fri, Jan 25, 2013 at 12:40 PM

Subject: I figured it out!

To: Jeff King <jeff_king@fws.gov>, Karen Shoemaker <karen_shoemaker@fws.gov>

Print the attached you will see the \$309,099 CSKT figure on page 2 and this is the amount of the base budget change we were looking for....you can see what costs are included in that....

Also see on page 1 the figure of \$529,300, which divided in half is \$264,650....that shows up for the first half in the FY2011 Base allocation with the 309,099 and the second half shows up on the

Jeff, here is the email from Ann on the AFA fund targets.

FY2012 Base Allocation....

I've updated my spreadsheet and it is attached too.

----- Forwarded message -----

From: **WorkCentre 5335** <FW6Scan2Email@fws.gov>

Date: Fri, Jan 25, 2013 at 12:10 PM

Subject: Scan from a Xerox WorkCentre

To: Ann_Blakley@fws.gov

Please open the attached document. It was scanned and sent to you using a Xerox WorkCentre.

Number of Images: 3

Attachment File Type: PDF

Device Name: WorkCentre 5335

Device Location:

For more information on Xerox products and solutions, please visit <http://www.xerox.com/>

--

Ann Blakley
USFWS Business Team Leader
National Elk Refuge
P. O. Box 510
Jackson, WY 83001
Ph: 307-733-9212 x8

Fax: 307-733-9729
Cell: 307-699-3256

From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Subject: RE: Base Allocation
Date: Tuesday, February 6, 2018 7:04:09 AM
Attachments: [image001.png](#)

Hello

You are correct. Pay period 2017-22 had a holiday worked code included that I didn't catch. Thanks. Here is a screen shot of the new sheet. Let me know if there are any other corrections.

Name	Series	FPL	Base Funded S/B	1261	1262	1263	1264	Total	FTE
MCDONALD, MARLIN M.	GS-0455-07/05	07	34,961	34,961				34,961	0.5
KOOLE, MICHAEL K.	GL-1801-09/09	09	96,622				96,622	96,622	1
THOMAS, DARREN V.	WG-5716-09/05	09	87,566		87,566			87,566	1
WOODGER, BRENT H.	WG-4749-08/05	08	81,536		81,536			81,536	1
KING, JEFFREY A.	GS-0485-14/06	14	161,690	108,332		53,358		161,690	1
LISK, AMY K	GS-0401-09/05	09	71,410	71,410				71,410	1
SKINNER, BEVERLY	GS-0486-09/09	09	91,115	91,115				91,115	1
SHINN, KEVIN J	GS-0485-12/08	12	125,463	84,060		41,403		125,463	1
<i>Total Payroll</i>			750,362	389,878	169,102	94,760	96,622	750,362	7.5
MC									
Pay Increase (1.9%)			14,257	7,408	3,213	1,800	1,836	14,257	
WIGI Allowance (2%)			15,007	7,798	3,382	1,895	1,932	15,007	
Annual Maintenance (ANNM)			217,981		217,981			217,981	
MC			32,140	16,699	7,243	4,059	4,139	32,140	
MC Adjustment				-	-	-	-	-	
Total MC			279,385	31,905	231,819	7,754	7,907	279,385	
Total Base	1,000,483		1,029,747	421,782	400,921	102,515	104,529	1,029,747	7.5
Ratio - S/B to MC	73%								

Gina Martinez
 National Wildlife Refuge System
 Region 6, Budget Chief
 303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Monday, February 05, 2018 11:39 AM
To: Gina Martinez
Subject: Base Allocation

Hi Gina, I was wondering how you came up with \$3811 for Beverly Skinner's S/B. I came up with \$3486.

Best Regards,

Karen Shoemaker
 Budget Analyst
 National Bison Range Complex
 58355 Bison Range Road
 Moiese, MT 95824

(406) 644-2211 ext. 206

Schedule 4-10's off on Friday

Thursday teleworking (406) 529-2421

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AND check out the [National Bison Range on Facebook](#)

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Subject: RE: Commercial ISP FY2018 Allocation
Date: Tuesday, July 31, 2018 10:55:38 AM

Hello

To clarify – there is a link on the Sharepoint site of the maximum amount of funding, per cost center, that can be charged to the Commercial ISP funding WBS. The spreadsheet shows the additional funding in the FXGO... WBS – this is in addition to any 126X funding received. HQ has asked the regions NOT to fund target money down to the field station level. Not ideal – I agree!!!

So, please refer to the spreadsheet on the Sharepoint site for the maximum amount that can be charged and then, if needed, filter that WBS out when showing the bottom line available balance to PL's and/or supervisors.

Hope that helps. If not, just give me a call.

Gina Martinez
Region 6, Acting Budget & Finance Officer
303-236-4351

From: Budde, Ronald [mailto:ronald_budde@fws.gov]
Sent: Tuesday, July 31, 2018 10:16 AM
To: Elaine Hornaday
Cc: Melanie Wipf; FW6 BT All Budget
Subject: Re: Commercial ISP FY2018 Allocation

Elaine

Is it is or is it ain't additional funds?

Ron Budde
Budget Analyst
U.S. Fish & Wildlife Service
221 2nd St NW
Devils Lake, North Dakota 58301
Phone 701 662 8611 ext 333

Telework Wednesdays and Thursdays, plus alternating Tuesdays and Fridays
Phone 360-630-7554

On Tue, Jul 31, 2018 at 11:07 AM, Elaine Hornaday <elaine_hornaday@fws.gov> wrote:
Melanie – I'll try to answer this – Gina can correct me if I'm wrong. We can spend against accounts that are not fund targeted to our station. Back in the day, we didn't get fund targeted in accounts like quarters, but still spent. It gets rolled up and tracked either regionally or

nationally.

You will want to put a projected fund target in the BTS for the amount you are supposed to spend. That way, it will not impact the station's bottom line on your BTS reports. Make sense? Let me know if questions!

Elaine

From: Melanie Wipf <melanie_wipf@fws.gov>
Sent: Tuesday, July 31, 2018 9:59 AM
To: Gina Martinez <gina_martinez@fws.gov>; FW6 BT All Budget <fw6_bt_all_budget@fws.gov>
Subject: RE: Commercial ISP FY2018 Allocation

Please clarify comments from your email.....does the second comment apply to FY18?

I've uploaded the allocations by cost center to the Sharepoint site

1. Programs are to provide cost center totals; however, funds are NOT going to be fund targeted – this is information relayed by HQ

If we move ISP charges to FXGO16640970600 we will have a negative in a program with nothing to offset it.

Maybe my brain is still on vacation, but I'm seeing these statements as conflicting...

Thanks!!!

Melanie Wipf
Budget Analyst
Arapaho NWR/Huron WMD/Lake Andes NWR/MadisonWMD
200 4th ST, Huron SD 57350
Melanie_wipf@fws.gov

*Office: 605.352.5894 x 118 Fax: 605.350.6709
Cell: 605.350.7778 Telework Fax: 605.352.2408*

Telework – Wed, Thurs, & every other Fri! (first Fri of PP)

“God grants a treasure of common sense to the honest. He is a shield to those who walk with integrity.”

From: Gina Martinez [mailto:gina_martinez@fws.gov]
Sent: Friday, July 20, 2018 4:21 PM
To: FW6 BT All Budget
Subject: Commercial ISP FY2018 Allocation

Hello

At long last, we have the Commercial ISP funding. I've uploaded the allocations by cost center to the Sharepoint site - [FY2018 R6 NWRS Commercial ISP](#)

We received a bit less than we actually spent last fiscal year. To calculate how much each station received, I took the percentage, by cost center, of last fiscal year's program total. I took that station percentage and multiplied that by this year's allocation. For example, if in FY2017 a station spent 1.5% of the R6 NWRS FY2017 total commercial ISP expenditures, the FY2018 allocation is 1.5% of the regional total. There is a \$.15 of unallocated commercial ISP funding. If there is a cost center that received an allocation that will not use it (any or all) please let me know. Also, if you are needing additional Commercial ISP funds, let me know that as well. I will do my best to distribute those funds as quickly as possible.

Here are some notes from Budget & Finance regarding Commercial ISP funding:

1. Use station specific cost center
2. The fund = 189
3. WBS = FXGO16640970600
4. **Programs are to provide cost center totals; however, funds are NOT going to be fund targeted – this is information relayed by HQ**

NOTE: FY2018 is the last fiscal year that Commercial ISP funding will be received.

Let me know if you have any questions.

Gina Martinez
Region 6, Acting Budget & Finance Officer
303-236-4351

From: [Martinez, Gina](#)
To: [Shoemaker, Karen](#)
Subject: Re: Draft Alloc sheet - NBR
Date: Thursday, February 21, 2019 10:40:49 AM
Attachments: [image001.png](#)

Hello

Good question. Per the MC Team recommendations, if the calculated MC doesn't equal at least \$10K per employee, then a flat rate of \$10K per FTE is to be funded. I believe the MC team recommendation analysis showed that stations with 5 or few employees typically are the stations who run into this calculation error. NBR is another station who ran into this calculation this FY. And, actually, because I used the flat rate of \$10K per FTE, the PL salary through the end of the FY should not have been added. So, here is the revised sheet.

Base Funded Salary/Benefits

26.1

Name	Series	FPL	Base Funded				Total	FTE	
			S/B	1261	1262	1263			1264
KING, JEFFREY A.	GS-0485-14/07	14	13,150	8,811		4,340	13,150	1	Retired 10/27
KOOLE, MICHAEL K.	GL-1801-09/09	09	98,267				98,267	1	
LISK, AMY K.	GS-0401-09/06	09	74,750	74,750			74,750	1	
MCDONALD, MARLIN M.	GS-0455-07/06	07	36,475	36,475			36,475	0.5	
SHINN, KEVIN J.	GS-0485-12/08	12	127,707	85,564		42,143	127,707	1	Lvg May/Jun to ADB
SKINNER, BEVERLY ROEDNER	GS-0486-09/09	09	92,655	62,079		30,576	92,655	1	
THOMAS, DARREN V.	WG-5716-09/05	09	89,471		89,471		89,471	1	
WOODGER, BRENT H.	WG-4749-08/05	08	83,416		83,416		83,416	1	
Total Payroll			615,890	267,678	172,886	77,059	98,267	615,890	6.5
				43%	28%	13%	16%		
MC									
Pay/COLA Increase			30,795	13,384	8,644	3,853	4,913	30,795	
WIGI Allowance (2%)			12,318	5,354	3,458	1,541	1,965	12,318	
Annual Maintenance (ANM)			217,981		217,981			217,981	
MC			65,000	28,250	18,246	8,133	10,371	65,000	
MC Adjustment				-		-		-	
Total MC			326,093	46,988	248,329	13,527	17,250	326,093	
Total Base			821,187	941,984	314,666	421,216	90,586	115,516	6.5

Ratio - S/B to MC 65%

OK per K. Shoemaker 2/14/2019 1262MAIN 203,235

Gina Martinez
 R6 NWRS Budget Chief
 (303) 236-4351
gina_martinez@fws.gov

On Thu, Feb 21, 2019 at 8:52 AM Shoemaker, Karen <karen_shoemaker@fws.gov> wrote:
 Hi Gina, Can you tell me what formula you use to come up with the \$65,000 and the \$52,91 MC amounts? There are formula's everywhere except those cells. I can truth the salary and benefits, but I am not clear on the MC calculation.

Thank you.

Best Regards,

Karen Shoemaker
 Budget Analyst
 National Bison Range Complex
 58355 Bison Range Road
 Moiese, MT 59824

(406) 644-2211 ext. 206

Schedule 4-10's off on Friday

Thursday teleworking (406) 529-2421

Visit our new website at http://www.fws.gov/refuge/national_bison_range/

AND check out the [National Bison Range on Facebook](#)

On Thu, Feb 14, 2019 at 8:54 AM Gina Martinez <gina_martinez@fws.gov> wrote:

Yep. Here is the revised sheet.

<i>Base Funded Salary/Benefits</i>									
Name	Series	FPL	Base Funded S/B	1261	1262	1263	1264	Total	FTE
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LISK, AMY K.	GS-0401-09/06	09	74,750	74,750				74,750	1
MCDONALD, MARLIN M.	GS-0455-07/06	07	36,475	36,475				36,475	0.5
SHINN, KEVIN J.	GS-0485-12/08	12	127,707	85,564		42,143		127,707	1
SKINNER, BEVERLY ROED	GS-0486-09/09	09	92,655	62,079		30,576		92,655	1
THOMAS, DARREN V.	WG-5716-09/05	09	89,471		89,471			89,471	1
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<i>Total Payroll</i>			615,890	267,678	172,886	77,059	98,267	615,890	6.5
			43%	28%	13%	16%			
MC									
Pay/COLA Increase			30,795	13,384	8,644	3,853	4,913	30,795	
WIGI Allowance (2%)			12,318	5,354	3,458	1,541	1,965	12,318	
Annual Maintenance (ANNM)			217,981		217,981			217,981	
MC			65,000	28,250	18,246	8,133	10,371	65,000	
J. King MC through EOFY			52,291	35,035		17,256		52,291	
Total MC			378,384	82,023	248,329	30,783	17,250	378,384	
Total Base			821,187	994,275	349,701	421,216	107,842	115,516	6.5
Ratio - S/B to MC			62%						
OK per K. Shoemaker 2/14/2019				1262MAIN	203,235				

Gina Martinez

Region 6, NWRS Budget Chief

303-236-4351

From: Shoemaker, Karen <karen_shoemaker@fws.gov>

Sent: Thursday, February 14, 2019 8:45 AM

To: Gina Martinez <gina_martinez@fws.gov>

Cc: Vanessa Fields <vanessa_fields@fws.gov>

Subject: Fwd: Jeff King - retirement date

Gina, Please see Kandi's email on Jeff's retirement date, will you be correcting the draft to add Jeff's MC? Thanks.

Best Regards,

Karen Shoemaker

Budget Analyst

National Bison Range Complex

58355 Bison Range Road

Moiese, MT 59824

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AND check out the [National Bison Range on Facebook](#)

----- Forwarded message -----

From: **Baaske, Kandi** <kandi_baaske@fws.gov>
Date: Thu, Feb 14, 2019 at 8:38 AM
Subject: Re: Jeff King - retirement date
To: Shoemaker, Karen <karen_shoemaker@fws.gov>

10/27/2018.

Kandi Baaske
HR/Payroll Liaison
NWRS Region 6 RO
134 Union Blvd. Ste. 300

Lakewood, CO 80228
(303) 236-4385 phone

(303) 236-4792 fax

Tour of Duty 5/4/9

2nd Monday RDO

On Wed, Feb 13, 2019 at 4:15 PM Shoemaker, Karen <karen_shoemaker@fws.gov> wrote:

Hi Kandi, Can you tell me what Jeff King's retirement date was? Thanks.

Best Regards,

Karen Shoemaker

Budget Analyst

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From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Subject: RE: Draft Alloc sheet - NBR
Date: Thursday, February 21, 2019 11:30:10 AM
Attachments: [image001.png](#)
[image002.png](#)

Hello

Yep, you are correct. Thank you for catching that. I was having a problem with my formula. Great catch!!!!!!

<i>Base Funded Salary/Benefits</i>										26.1
Name	Series	FPL	Base Funded S/B	1261	1262	1263	1264	Total	FTE	
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THOMAS, DARREN V.	WG-5716-09/05	09	89,471		89,471			89,471	1	
WOODGER, BRENT H.	WG-4749-08/05	08	83,416		83,416			83,416	1	
<i>Total Payroll</i>			615,890	267,678	172,886	77,059	98,267	615,890	7.5	
				43%	28%	13%	16%			
MC										
Pay/COLA Increase			30,795	13,384	8,644	3,853	4,913	30,795		
WIGI Allowance (2%)			12,318	5,354	3,458	1,541	1,965	12,318		
Annual Maintenance (ANNM)			217,981		217,981			217,981		
MC			75,000	32,597	21,053	9,384	11,966	75,000		
MC Adjustment				-		-		-		
Total MC			336,093	51,334	251,136	14,778	18,845	336,093		
Total Base	821,187		951,984	319,012	424,023	91,837	117,112	951,984	7.5	
Ratio - S/B to MC	65%									
				1262MAIN	206,042					

Gina Martinez
 Region 6, NWRS Budget Chief
 303-236-4351

From: Shoemaker, Karen <karen_shoemaker@fws.gov>
Sent: Thursday, February 21, 2019 11:03 AM
To: Martinez, Gina <gina_martinez@fws.gov>
Subject: Re: Draft Alloc sheet - NBR

My math adds up to 7.5 FTE not 6.5. If this is not correct, you can give me a call on my cell I am teleworking today. (406) 529-2421.

Best Regards,

Karen Shoemaker
 Budget Analyst
 National Bison Range Complex
 58355 Bison Range Road
 Moiese, MT 59824

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Thursday teleworking (406) 529-2421

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AND check out the [National Bison Range on Facebook](#)

On Thu, Feb 21, 2019 at 10:55 AM Martinez, Gina <gina_martinez@fws.gov> wrote:

Jeff is already included in one of the 6.5 FTE count. Do we need to talk on the phone vs email? I'm happy to call you if that would be easier.

Gina Martinez
 R6 NWRS Budget Chief

(303) 236-4351
gina_martinez@fws.gov

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Best Regards,

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AND check out the [National Bison Range on Facebook](#)

On Thu, Feb 21, 2019 at 10:40 AM Martinez, Gina <gina_martinez@fws.gov> wrote:

Hello

Good question. Per the MC Team recommendations, if the calculated MC doesn't equal at least \$10K per employee, then a flat rate of \$10K per FTE is to be funded. I believe the MC team recommendation analysis showed that stations with 5 or few employees typically are the stations who run into this calculation error. NBR is another station who ran into this calculation this FY. And, actually, because I used the flat rate of \$10K per FTE, the PL salary through the end of the FY should not have been added. So, here is the revised sheet.

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26.1

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Ratio - S/B to MC 65%

OK per K. Shoemaker 2/14/2019 1262MAIN 203,235

Gina Martinez
 R6 NWRS Budget Chief
 (303) 236-4351

gina_martinez@fws.gov

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Best Regards,

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Total Base			821,187	994,275	349,701	421,216	107,842	115,516	994,275 6.5
Ratio - S/B to MC			62%						
OK per K. Shoemaker 2/14/2019				1262MAIN	203,235				

Gina Martinez
Region 6, NWRS Budget Chief
303-236-4351

From: Shoemaker, Karen <karen_shoemaker@fws.gov>
Sent: Thursday, February 14, 2019 8:45 AM
To: Gina Martinez <gina_martinez@fws.gov>
Cc: Vanessa Fields <vanessa_fields@fws.gov>

Subject: Fwd: Jeff King - retirement date

Gina, Please see Kandi's email on Jeff's retirement date, will you be correcting the draft to add Jeff's MC? Thanks.

Best Regards,

Karen Shoemaker
Budget Analyst
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824

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From: Baaske, Kandi <kandi_baaske@fws.gov>
Date: Thu, Feb 14, 2019 at 8:38 AM
Subject: Re: Jeff King - retirement date
To: Shoemaker, Karen <karen_shoemaker@fws.gov>

10/27/2018.

Kandi Baaske
HR/Payroll Liaison
NWRS Region 6 RO
134 Union Blvd. Ste. 300
Lakewood, CO 80228
(303) 236-4385 phone
(303) 236-4792 fax

Tour of Duty 5/4/9
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From: [Martinez, Gina](#)
To: [Shoemaker, Karen](#)
Subject: Re: Draft Alloc sheet - NBR
Date: Thursday, February 21, 2019 10:55:52 AM
Attachments: [image001.png](#)

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Gina Martinez
 R6 NWRS Budget Chief
 (303) 236-4351
gina_martinez@fws.gov

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KOOLE, MICHAEL K.	GL-1801-09/09	09	98,267				98,267	1	
LISK, AMY K.	GS-0401-09/06	09	74,750	74,750			74,750	1	
MCDONALD, MARLIN M.	GS-0455-07/06	07	36,475	36,475			36,475	0.5	
SHINN, KEVIN J.	GS-0485-12/08	12	127,707	85,564		42,143	127,707	1	Lvg May/June to ADB
SKINNER, BEVERLY ROEDNER	GS-0486-09/09	09	92,655	62,079		30,576	92,655	1	
THOMAS, DARREN V.	WG-5716-09/05	09	89,471		89,471		89,471	1	
WOODGER, BRENT H.	WG-4749-08/05	08	83,416		83,416		83,416	1	
Total Payroll			615,890	267,678	172,886	77,059	98,267	615,890	6.5
				43%	28%	13%	16%		
MC									
Pay/COLA Increase			30,795	13,384	8,644	3,853	4,913	30,795	
WIGI Allowance (2%)			12,318	5,354	3,458	1,541	1,965	12,318	
Annual Maintenance (ANNM)			217,981		217,981			217,981	
MC			65,000	28,250	18,246	8,133	10,371	65,000	
MC Adjustment				-		-		-	
Total MC			326,093	46,988	248,329	13,527	17,250	326,093	

Total Base	821,187	941,984	314,666	421,216	90,586	115,516	941,984	6.5
------------	---------	---------	---------	---------	--------	---------	---------	-----

Ratio - S/B to MC 65%

OK per K. Shoemaker 2/14/2019 1262MAIN 203,235

Gina Martinez
R6 NWRS Budget Chief
(303) 236-4351
gina_martinez@fws.gov

On Thu, Feb 21, 2019 at 8:52 AM Shoemaker, Karen <karen_shoemaker@fws.gov> wrote:
Hi Gina, Can you tell me what formula you use to come up with the \$65,000 and the \$52,91 MC amounts? There are formula's everywhere except those cells. I can truth the salary and benefits, but I am not clear on the MC calculation.

Thank you.

Best Regards,

Karen Shoemaker
Budget Analyst
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824

(406) 644-2211 ext. 206

Schedule 4-10's off on Friday

Thursday teleworking (406) 529-2421

Visit our new website at http://www.fws.gov/refuge/national_bison_range/

AND check out the [National Bison Range on Facebook](#)

On Thu, Feb 14, 2019 at 8:54 AM Gina Martinez <gina_martinez@fws.gov> wrote:

Yep. Here is the revised sheet.

<i>Base Funded Salary/Benefits</i>										
Name	Series	FPL	Base Funded S/B	1261	1262	1263	1264	Total	FTE	
KING, JEFFREY A.	GS-0485-14/07	14	13,150	8,811		4,340		13,150	1	Retired 10/
KOOLE, MICHAEL K.	GL-1801-09/09	09	98,267				98,267	98,267	1	
LISK, AMY K.	GS-0401-09/06	09	74,750	74,750				74,750	1	
MCDONALD, MARLIN M.	GS-0455-07/06	07	36,475	36,475				36,475	0.5	
SHINN, KEVIN J.	GS-0485-12/08	12	127,707	85,564		42,143		127,707	1	Lvg May/Ju
SKINNER, BEVERLY ROED	GS-0486-09/09	09	92,655	62,079		30,576		92,655	1	
THOMAS, DARREN V.	WG-5716-09/05	09	89,471		89,471			89,471	1	
WOODGER, BRENT H.	WG-4749-08/05	08	83,416		83,416			83,416	1	
<i>Total Payroll</i>			615,890	267,678	172,886	77,059	98,267	615,890	6.5	
				43%	28%	13%	16%			
MC										
Pay/COLA Increase			30,795	13,384	8,644	3,853	4,913	30,795		
WIGI Allowance (2%)			12,318	5,354	3,458	1,541	1,965	12,318		
Annual Maintenance (ANNM)			217,981		217,981			217,981		
MC			65,000	28,250	18,246	8,133	10,371	65,000		
J. King MC through EOFY			52,291	35,035		17,256		52,291		
Total MC			378,384	82,023	248,329	30,783	17,250	378,384		
Total Base		821,187	994,275	349,701	421,216	107,842	115,516	994,275	6.5	
Ratio - S/B to MC		62%								
OK per K. Shoemaker 2/14/2019				1262MAIN	203,235					

Gina Martinez

Region 6, NWRS Budget Chief

303-236-4351

From: Shoemaker, Karen <karen_shoemaker@fws.gov>

Sent: Thursday, February 14, 2019 8:45 AM

To: Gina Martinez <Gina_Martinez@fws.gov>

Cc: Vanessa Fields <vanessa_fields@fws.gov>

Subject: Fwd: Jeff King - retirement date

Gina, Please see Kandi's email on Jeff's retirement date, will you be correcting the draft to add Jeff's MC? Thanks.

Best Regards,

Karen Shoemaker

Budget Analyst

National Bison Range Complex

58355 Bison Range Road

Moiese, MT 59824

(406) 644-2211 ext. 206

Schedule 4-10's off on Friday

Thursday teleworking (406) 529-2421

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AND check out the [National Bison Range on Facebook](#)

----- Forwarded message -----

From: **Baaske, Kandi** <kandi_baaske@fws.gov>
Date: Thu, Feb 14, 2019 at 8:38 AM
Subject: Re: Jeff King - retirement date
To: Shoemaker, Karen <karen_shoemaker@fws.gov>

10/27/2018.

Kandi Baaske
HR/Payroll Liaison
NWRS Region 6 RO
134 Union Blvd. Ste. 300

Lakewood, CO 80228
(303) 236-4385 phone

(303) 236-4792 fax

Tour of Duty 5/4/9

2nd Monday RDO

On Wed, Feb 13, 2019 at 4:15 PM Shoemaker, Karen <karen_shoemaker@fws.gov> wrote:

Hi Kandi, Can you tell me what Jeff King's retirement date was? Thanks.

Best Regards,

Karen Shoemaker

Budget Analyst

National Bison Range Complex

58355 Bison Range Road

Moiese, MT 59824

(406) 644-2211 ext. 206

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Visit our new website at http://www.fws.gov/refuge/national_bison_range/

AND check out the [National Bison Range on Facebook](#)

From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Subject: RE: Draft Allocation - question
Date: Tuesday, March 8, 2016 6:00:08 AM

Hello

The MC line is the total base minus total payroll - annual maintenance.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Monday, March 07, 2016 5:33 PM
To: Gina Martinez
Subject: Draft Allocation - question

Gina, Can you tell me what the formula is for the MC line. I see the formula, but I'm not quite understanding it.

Thanks.

Karen Shoemaker
Budget Analyst

U.S. Fish and Wildlife Service
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(406) 644-2661 fax

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Below Bison Range Website
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From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Cc: [Mike Blenden](#)
Subject: RE: Draft Allocation change - NBR
Date: Friday, March 11, 2016 12:31:43 PM
Attachments: [image001.png](#)

Hello

I just talked with Kandi and she did confirm that when the recruitment went in for Francis' position it was upgraded to permanent full-time. I didn't realize we were increasing our FTE value there so I only funded .8 FTE. I've made a change to the base allocation sheet, which changes NBR total base allocation. Here is a snip of the non-Pii portion of the sheet.

32,593	32,593				32,593	0.5
83,814				83,814	83,814	1
82,530		82,530			82,530	1
77,552		77,552			77,552	1
152,746	102,340		50,406		152,746	1
70,085		70,085			70,085	1
67,413	67,413				67,413	1
74,853	74,853				74,853	1
117,297	78,589		38,708		117,297	1
758,883	355,788	230,167	89,114	83,814	758,883	8.5
9,865	4,625	2,992	1,158	1,090	9,865	
217,981		217,981			217,981	
34,980	16,400	10,609	4,108	3,863	34,980	
	-	-	-	-	-	
262,826	21,025	231,583	5,266	4,953	262,826	
1,021,709	376,813	461,750	94,380	88,767	1,021,709	8.5

Gina Martinez
 Program and Budget Development
 Budget Chief, R6 NWRS
 303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Monday, March 07, 2016 12:26 PM
To: Gina Martinez
Subject: Draft Allocation change - NBR

Hello Gina, can you check NBR's allocation for Franic Cahoon? You have him as a .08 FTE and he is a full time FTE. Can you please make the correction?

Thanks.

Karen Shoemaker
Budget Analyst

U.S. Fish and Wildlife Service
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824
(406) 644-2211 ext. 206
(406) 644-2661 fax

From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Subject: RE: Draft Base Allocation Sheet Comments
Date: Thursday, March 10, 2016 12:06:45 PM

Hello

I'm waiting for an answer to Francis Cahoon. Mike just left for travel so let me check with Kandi. McDonald is a .5 126X employee and then I thought fire was paying .4. Have you heard if fire is giving you a fund target for that?

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Thursday, March 10, 2016 12:00 PM
To: Gina Martinez
Subject: Re: Draft Base Allocation Sheet Comments

Gina, My concerns for NBR:

1. Cahoon - FTE should be 1 not .8 (which I already emailed you on and you are checking with Mike Blenden on this)
2. McDonald - this is probably a station issue FTE .5 - I know that Jeff and Mike and who knows all have been talking about changing McDonald to 1FTE for a long time. We employee him full time. This is really impacting my budget!
3. MC - I sure hope NBR gets a **significant bump** as I don't see how I can get NBR out of the red with the base allocation we just received.

Karen Shoemaker
Budget Analyst

U.S. Fish and Wildlife Service
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Below Bison Range Website

http://www.fws.gov/refuge/national_bison_range/

On Thu, Mar 10, 2016 at 11:02 AM, Gina Martinez <Gina_martinez@fws.gov> wrote:
Hello

Please get me your comments on draft base allocation sheets ASAP, no later than Noon tomorrow. I'm trying to finalize this so Jolene can do fund targets next week. Thanks!

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Cc: [Michael Haydon](#); [Amy Kamen](#)
Subject: RE: Draft Base Allocation Sheet Comments
Date: Thursday, March 10, 2016 2:51:36 PM

Hello

I was just talking with Mike Haydon and Dave Carter in Fire. Mike has asked that you reach out to him, 303-236-8125, for funding clarification.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Thursday, March 10, 2016 1:16 PM
To: Gina Martinez
Subject: Re: Draft Base Allocation Sheet Comments

Gina, We have never gotten the .4 for Cahoon and I believe Jeff was pursuing a full FTE with region instead of going the .4 fire route, I believe he has had talks with Mike about this for the past year.

Karen Shoemaker
Budget Analyst

U.S. Fish and Wildlife Service
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On Thu, Mar 10, 2016 at 12:06 PM, Gina Martinez <Gina_martinez@fws.gov> wrote:
Hello

I'm waiting for an answer to Francis Cahoon. Mike just left for travel so let me check with Kandi. McDonald is a .5 126X employee and then I thought fire was paying .4. Have you heard if fire is

giving you a fund target for that?

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Thursday, March 10, 2016 12:00 PM
To: Gina Martinez
Subject: Re: Draft Base Allocation Sheet Comments

Gina, My concerns for NBR:

1. Cahoon - FTE should be 1 not .8 (which I already emailed you on and you are checking with Mike Blenden on this)
2. McDonald - this is probably a station issue FTE .5 - I know that Jeff and Mike and who knows all have been talking about changing McDonald to 1FTE for a long time. We employee him full time. This is really impacting my budget!
3. MC - I sure hope NBR gets a **significant bump** as I don't see how I can get NBR out of the red with the base allocation we just received.

Karen Shoemaker
Budget Analyst

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On Thu, Mar 10, 2016 at 11:02 AM, Gina Martinez <Gina_martinez@fws.gov> wrote:
Hello

Please get me your comments on draft base allocation sheets ASAP, no later than Noon

tomorrow. I'm trying to finalize this so Jolene can do fund targets next week. Thanks!

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: [Haydon, Michael](#)
To: [Karen Shoemaker](#)
Cc: [David Carter](#); [Mike Blenden](#)
Subject: Re: Draft Base Allocation Sheet Comments
Date: Friday, March 11, 2016 7:55:43 AM

Karen,

This is Michael Haydon the Regional Fire Management Coordinator. Thank you for asking the questions about this partial fire employee that was not on our radar. While we are dedicated to all of our employees I do have some questions. We see some charged time from PP21 of last year we did not plan on. I understand your budgetary concerns as the fire program has been going through serious cuts for five years now and have been slimmed considerably. After some research it was my understanding we funded this position ranging from .25 at a GS5/1 to a range of .4 in the past. I also thought a different path was being followed for this employee and Mike Blenden was in the loop.

All fire employees in Montana report to Mike Granger the Zone FMO and all funding allocations go through him. I did ask him this question and he indicated no direct reports have been made in a long time, or funding allocated as it was our understanding that other options had been pursued. He also let me know there was a possibility the firefighter physical was not passed (past/present) making fire employees ineligible for any service? This is an annual requirement and has no work around. Can you please let me know what fire program work is being done as well as an answer to the fire physical question. This information along with red card qualifications data will prove most helpful. Also, do you have fire equipment, like an engine or other apparatus? If approved fire work is being accomplished then funding can take place and a future glide path established. This was not however planned for this year as this appears to be a carry over position from a former regional program set up. We are no longer funded for fuels work or habitat improvement (unless pre-identified in a risk assessment) so these areas no longer are applicable for fire work or funding. We do direct protection of life and property, critical infrastructure and projects in identified high risk areas that are closely coordinated with Project Leaders.

I thank you for reaching out and bringing this to my attention and look forward to helping bring this situation (and a solution) into the light. Please feel free to call with questions.

On Thu, Mar 10, 2016 at 2:51 PM, Gina Martinez <Gina_martinez@fws.gov> wrote:

Hello

I was just talking with Mike Haydon and Dave Carter in Fire. Mike has asked that you reach out to him, 303-236-8125, for funding clarification.

Gina Martinez

Program and Budget Development

Budget Chief, R6 NWRS

303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]

Sent: Thursday, March 10, 2016 1:16 PM
To: Gina Martinez
Subject: Re: Draft Base Allocation Sheet Comments

Gina, We have never gotten the .4 for Cahoon and I believe Jeff was pursuing a full FTE with region instead of going the .4 fire route, I believe he has had talks with Mike about this for the past year.

Karen Shoemaker

Budget Analyst

U.S. Fish and Wildlife Service

National Bison Range Complex

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Moiese, MT 59824

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Below Bison Range Website

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On Thu, Mar 10, 2016 at 12:06 PM, Gina Martinez <Gina_martinez@fws.gov> wrote:

Hello

I'm waiting for an answer to Francis Cahoon. Mike just left for travel so let me check with Kandi. McDonald is a .5 126X employee and then I thought fire was paying .4. Have you heard if fire is giving you a fund target for that?

Gina Martinez

Program and Budget Development

Budget Chief, R6 NWRS

303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Thursday, March 10, 2016 12:00 PM
To: Gina Martinez
Subject: Re: Draft Base Allocation Sheet Comments

Gina, My concerns for NBR:

1. Cahoon - FTE should be 1 not .8 (which I already emailed you on and you are checking with Mike Blenden on this)
2. McDonald - this is probably a station issue FTE .5 - I know that Jeff and Mike and who knows all have been talking about changing McDonald to 1FTE for a long time. We employee him full time. This is really impacting my budget!
3. MC - I sure hope NBR gets a **significant bump** as I don't see how I can get NBR out of the red with the base allocation we just received.

Karen Shoemaker

Budget Analyst

U.S. Fish and Wildlife Service

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Below Bison Range Website

http://www.fws.gov/refuge/national_bison_range/

On Thu, Mar 10, 2016 at 11:02 AM, Gina Martinez <Gina_martinez@fws.gov> wrote:

Hello

Please get me your comments on draft base allocation sheets ASAP, no later than Noon tomorrow. I'm trying to finalize this so Jolene can do fund targets next week. Thanks!

Gina Martinez

Program and Budget Development

Budget Chief, R6 NWRS

303-236-4351

--

Michael Haydon
Regional Fire Coordinator
FWS Region 6
(303) 236-8125 (o)
(303) 378-3086 (c)

From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Subject: RE: Draft Base Allocation Sheets - NBR
Date: Thursday, May 8, 2014 12:04:36 PM

Hello,

My guess is a rounding error.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Thursday, May 08, 2014 12:04 PM
To: Gina Martinez
Subject: Re: Draft Base Allocation Sheets - NBR

Gina, the only difference I see on NBR's worksheet is for the budget team member 09/05

I get \$78,713 and you get 78,556

GS-0560-09/05

A:	54,312.00				
B:	933.39	3014.99=		31%	
C:	100	31=		69	
D:	54,312.00	0.69=	\$	78,713	78,556

I'm not sure why I can't get your figure.

Karen Shoemaker
Budget Analyst
U.S. Fish and Wildlife Service
National Bison Range Complex
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(406) 644-2661 fax

http://www.fws.gov/refuge/national_bison_range/

<http://www.fws.gov/refuge/nine-pipe/>

On Thu, May 8, 2014 at 10:34 AM, Gina Martinez <Gina_martinez@fws.gov> wrote:
Hello,

Thanks for the response. All vacant positions (non-Law Enforcement) are calculated using a 35% benefits rate.

1. For the vacant 0486-9 positions, I got the salary for a 9/6 off the OPM salary charts. So, the salary is \$55,909. I took the 55,090 and divided it by .65 (the difference between 100 and 35 for benefits). I get \$86,014.
2. For the vacant 4749-7 position, I took the hour rate of 23.18*2087 (number of hours that an employee works in a year)/.65 (because of 35% benefits)*.5 (because it is a half FTE) = \$37,213

Please review and email/call to let me know if this is OK. I can't move on to my next step until I get the OK that all draft allocations are OK. Please feel free to call if we need to discuss. Thanks!

Gina Martinez

Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Wednesday, May 07, 2014 5:07 PM
To: Gina Martinez
Cc: Jeff King
Subject: Re: Draft Base Allocation Sheets

Gina you and I did talk and you gave me a revised document. However, please see attached worksheet, I have my two vacant positions that I can't get to equal your number. Also, my position is different for the BT position. Can you please let me know the formula you use to come up with the vacant positions. I have figured them at step 6 and 35% benefits as that is what I thought we discussed. Feel free to make corrections to my file so I can see the formula.

Thanks.

The password for the 7 zip file is the same as you had sent to me.

Karen Shoemaker
Budget Analyst
U.S. Fish and Wildlife Service
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824
(406) 644-2211 ext. 206
(406) 644-2661 fax

http://www.fws.gov/refuge/national_bison_range/

<http://www.fws.gov/refuge/nine-pipe/>

On Wed, May 7, 2014 at 4:55 PM, Gina Martinez <Gina_martinez@fws.gov> wrote:
Hello,

First let me thank all of you for your efforts in working with Project Leaders and others to review the draft allocation sheets. I really appreciate it. I have a few sheets that I don't have finalized. I'm providing a list below of those sheets. If a station you support is listed, can you please review the latest version I've sent or email me and ask for the latest version and I'll get that to you ASAP. It is possible that I've gotten the OK and have forgotten to color code the tab.

Arrowwood
CMR (I have this, I just haven't reviewed it yet)
Fish Springs (just sent new version to Budget Specialist)
Lee Metcalf
National Bison Range

Thanks again.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Cc: [Jeff King](#)
Subject: RE: Draft Base Allocation Sheets
Date: Thursday, May 8, 2014 10:34:04 AM

Hello,

Thanks for the response. All vacant positions (non-Law Enforcement) are calculated using a 35% benefits rate.

1. For the vacant 0486-9 positions, I got the salary for a 9/6 off the OPM salary charts. So, the salary is \$55,909. I took the 55,090 and divided it by .65 (the difference between 100 and 35 for benefits). I get \$86,014.
2. For the vacant 4749-7 position, I took the hour rate of $23.18 * 2087$ (number of hours that an employee works in a year)/.65 (because of 35% benefits)*.5 (because it is a half FTE) = \$37,213

Please review and email/call to let me know if this is OK. I can't move on to my next step until I get the OK that all draft allocations are OK. Please feel free to call if we need to discuss. Thanks!

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Wednesday, May 07, 2014 5:07 PM
To: Gina Martinez
Cc: Jeff King
Subject: Re: Draft Base Allocation Sheets

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Karen Shoemaker
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On Wed, May 7, 2014 at 4:55 PM, Gina Martinez <Gina_martinez@fws.gov> wrote:
Hello,

First let me thank all of you for your efforts in working with Project Leaders and others to review the draft allocation sheets. I really appreciate it. I have a few sheets that I don't have finalized. I'm providing a list below of those sheets. If a station you support is listed, can you please review the latest version I've sent or email me and ask for the latest version and I'll get that to you ASAP. It is possible that I've gotten the OK and have forgotten to color code the tab.

Arrowwood

CMR (I have this, I just haven't reviewed it yet)

Fish Springs (just sent new version to Budget Specialist)

Lee Metcalf

National Bison Range

Thanks again.

Gina Martinez

Program and Budget Development

Budget Chief, R6 NWRS

303-236-4351

From: [Gina Martinez](#)
To: [Sonja Jahrsdoerfer](#)
Cc: [Karen Shoemaker](#); [Dan Schaad](#); [Daryl Magnuson](#)
Subject: RE: Draft Base Allocations *Please Review and Comment by COB Friday, 2/10*
Date: Friday, February 10, 2017 12:37:36 PM
Attachments: [image001.png](#)

Hello

Thanks for the comments. I added the date Steve left as 11/13/2016. MC for Steve is reflected in the MC line thru 11/13. Daryl's position is calculated also in the MC line as of 1/8/2017. I had left off the MC for Steve's position from 11/13 thru 1/8. Here is a new snapshot. Let me know if you have any other questions.

Base Funded Salary/Benefits										
Name	Series	FPL	Base Funded S/B	1261	1262	1263	1264	Total	FTE	
COLVIN, JOEL M.	GS-0404-07/09	07	8,203	8,203				8,203	1	EOD 11/13
CHRISTIANSEN, LARS K.	WG-4749-10/05	10	83,807		83,807			83,807	1	
BARCLAY, STEPHEN D.	GS-0485-12/05	12	13,417	8,989		4,428		13,417	1	Left 11/13/1
PORTWOOD, RACHEL	GS-0485-07/03	09	53,609	35,918		17,691		53,609	1	
PENTTILA, DIANE L.	GS-0486-11/10	11	109,724	109,724				109,724	1	
MAGNUSON, DARYL	GS-0485-12/05	12	83,061	55,651		27,410		83,061	1	EOD 1/8/17
JONES, JEREMY D	GL-1801-05/10	09	76,212				76,212	76,212	1	
JAHRSDOERFER, SONJA E.	GS-0485-13/08	13	137,234	91,947		45,287		137,234	1	
SCHAAD, DANIEL R.	GS-0485-12/09	12	125,306	83,955		41,351		125,306	1	
<i>Total Payroll</i>			690,573	394,387	83,807	136,167	76,212	690,573	9.0	
MC										
Pay Increase (2.1%)			14,502	8,282	1,760	2,860	1,600	14,502		
Annual Maintenance (ANM)			110,288		110,288			110,288		
MC			119,903	68,477	14,551	23,642	13,233	119,903	-	
MC for J. Colvin position thru EOY			20,083	20,083				20,083		
MC for S. Barclay position thru EOY			5,713	3,828		1,885		5,713		
Total MC			264,776	100,670	126,599	28,387	14,833	270,489		
Total Base			920,765	961,063	495,057	210,406	164,554	91,045	961,063	9.0
Ratio - S/B to MC			72%							

Gina Martinez
 National Wildlife Refuge System
 Region 6, Budget Chief
 303-236-4351

From: Jahrsdoerfer, Sonja [mailto:sonja_jahrsdoerfer@fws.gov]
Sent: Friday, February 10, 2017 10:20 AM
To: Gina Martinez
Cc: Karen Shoemaker; Dan Schaad; Daryl Magnuson
Subject: Re: Draft Base Allocations *Please Review and Comment by COB Friday, 2/10*

Hi Gina - I looked over the draft allocation sheet for the Lower Green River NWR Complex. Steve Barclay's salary & benefits reflect that he was only at Browns Park NWR for part of the FY, but the table doesn't show his EOD date (I believe his report date to his new station in Region 1 was 11/13/16). His MC is not specifically mentioned on the lower part of the table. Is it already incorporated into the total MC line, or does it need to be added?

Thanks, Sonja

On Wed, Feb 1, 2017 at 2:05 PM, Gina Martinez <gina_martinez@fws.gov> wrote:
Hello

Attached is the link to the VERY draft FY2017 base allocation spreadsheets. The methodology did not change for the FY2017 sheets; however, since these are VERY draft this may/may not be how the final allocation looks. HQ is currently working on allocation spreadsheets based on the CR amount (FY2016 allocation minus a .001901 rescission amount) plus a 5% hold back. I don't have those spreadsheets yet; however, I have calculated base allocations based on what I know has happened within the first 120 days of FY2017. I need your help in reviewing these sheets and making sure that positions that have been filled/vacated are accurately reflected on these sheets. This should help get final allocations out more quickly once I receive consumable budget.

Some general information regarding the allocation sheets:

1. To calculate base salary/benefits (S/B) I used pay period 2016-21
 - a. if that pay period didn't accurately represent an employee's FTE value I noted which pay period I used
 - b. I only used regular pay code (no Sunday premium, hazardous pay, OT, etc. pay codes)
2. If a position has been vacated since 10/3
 - a. S/B was left at the station while the position was incumbered (please check that I calculated this based on accurate departure dates)
 - b. MC was left at the station and is identified under the MC section of the allocation sheet and lists which position the MC is for
3. If a position was vacant on 10/1 and has been filled since
 - a. S/B/MC was funded at the station at the time that the position was filled thru the rest of the fiscal year
 - b. FYI – the S/B/MC for these positions from 10/1 thru the time the position was filled is being held in the RO to cover PCS costs
4. If a position is vacated after base allocation sheets are finalized
 - a. A new base allocation sheet will not be generated; no change to how we have done business in the past
 - b. It is our intent to keep MC for these vacated positions at field stations; however, given the unknowns of our FY2017 allocation we may not be able to afford this – we will do all we can to keep as much MC in the field as possible
5. All stations should see a pay increase line (2.1%) in the MC section of the base allocation sheet
6. Each station has a separate tab
7. Each station is at or better than a 75/25 ratio

What is not included on the base sheets:

1. Business Team position funding
 - a. Specialists funding is on a separate sheet since if the position is vacated the work can move
 - i. Actual S/B is funded for these positions, which is different than base funded positions
 - ii. MC is a flat rate \$10,000 if the position is filled all year
 - b. Term Generalist funding will be funded at the same level as last year (\$28,300)
2. Flexible funding allocations (YCC, small equipment, Youth, Invasives with Volunteers, etc.)

Even though we have learned that our email is encrypted, I am posting these draft allocation sheets to the Sharepoint site for people to go and get, rather than attaching to this broadcast email. Let me know if you have problems pulling the sheets from Sharepoint. Project Leaders - please review that I have accurately listed the permanent personnel at the station. Budget Specialists - Please review the calculations on the sheets. I am posting the Excel version of the sheet so you can see the formulas that I used. **Please get me comments/corrections by COB 2/10/2017.** If this date is problematic, please let me know and we can work something out.

Thank you in advance for your assistance. I know putting draft allocations in print is a risk; however, I also know that you are all aware of the transition that we are in and that you would rather have some idea of what allocations may look like vs guessing. So, I hope you find these helpful even if they aren't final and are likely to change. ☺

<https://fishnet.fws.doi.net/regions/6/nwrs/PBD/Allocations/Forms/AllItems.aspx?RootFolder=%2Fregions%2F6%2Fnwrs%2FPBD%2FAllocations%2FFY2017%2FBase%20Allocations>

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

--

Sonja Jahrsdoerfer
Refuge Manager
Lower Green River National Wildlife Refuge Complex
U.S. Fish and Wildlife Service
HC 69 Box 232
Randlett, UT 84063
(435) 545-2522 x110
Cell (801) 597-6907

From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Subject: RE: FY 13 Allocation (work sheet) - National Bison Range
Date: Friday, May 16, 2014 2:43:43 PM

Hello,

I don't redo that every year. The initial sheet, like what I sent out with individual names last week, was done in FY2009. Since FY2009, the sheets have been updated, like what you see on the Sharepoint site I sent you. This is the first time since FY2009 that base has been recalculated to the level of detail to include staff names. Hope this helps.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Friday, May 16, 2014 2:41 PM
To: Gina Martinez
Subject: Re: FY 13 Allocation (work sheet) - National Bison Range

Hi Gina, I wasn't wanting the allocation sheet, but the worksheet that shows how you got to those figure. Like the one you sent the other day with employee names on it. Do you have something like that?

Karen Shoemaker
Budget Analyst

U.S. Fish and Wildlife Service
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824
(406) 644-2211 ext. 206
(406) 644-2661 fax

On Fri, May 16, 2014 at 1:47 PM, Gina Martinez <Gina_martinez@fws.gov> wrote:
Hello,

Here is the link to the FY2013 allocation sheets.

<https://fishnet.fws.doi.net/regions/6/nwrs/PBD/Allocations/Forms/AllItems.aspx?RootFolder=%2Fregions%2F6%2Fnwrs%2FPBD%2FAllocations%2FFY2013%2FBase%20Allocation%20Sheets>

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: Shoemaker, Karen [mailto:karen_shoemaker@fws.gov]
Sent: Friday, May 16, 2014 1:19 PM
To: Gina Martinez
Subject: FY 13 Allocation (work sheet) - National Bison Range

Gina, can you send me a FY 13 allocation worksheet like the one you sent for FY 14? I'm just noticing a decrease in 1261 from last year to this year and was trying to see why.

Thank you.

Karen Shoemaker
Budget Analyst

U.S. Fish and Wildlife Service
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824
(406) 644-2211 ext. 206
(406) 644-2661 fax

From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Subject: RE: Jeff King - retirement date
Date: Thursday, February 14, 2019 8:54:14 AM
Attachments: [image001.png](#)

Yep. Here is the revised sheet.

<i>Base Funded Salary/Benefits</i>										
Name	Series	FPL	Base Funded S/B	1261	1262	1263	1264	Total	FTE	
KING, JEFFREY A.	GS-0485-14/07	14	13,150	8,811		4,340		13,150	1	Retired 10/
KOOLE, MICHAEL K.	GL-1801-09/09	09	98,267				98,267	98,267	1	
LISK, AMY K.	GS-0401-09/06	09	74,750	74,750				74,750	1	
MCDONALD, MARLIN M.	GS-0455-07/06	07	36,475	36,475				36,475	0.5	
SHINN, KEVIN J.	GS-0485-12/08	12	127,707	85,564		42,143		127,707	1	Lvg May/Ju
SKINNER, BEVERLY ROED	GS-0486-09/09	09	92,655	62,079		30,576		92,655	1	
THOMAS, DARREN V.	WG-5716-09/05	09	89,471		89,471			89,471	1	
WOODGER, BRENT H.	WG-4749-08/05	08	83,416		83,416			83,416	1	
<i>Total Payroll</i>			615,890	267,678	172,886	77,059	98,267	615,890	6.5	
				43%	28%	13%	16%			
MC										
Pay/COLA Increase			30,795	13,384	8,644	3,853	4,913	30,795		
WIGI Allowance (2%)			12,318	5,354	3,458	1,541	1,965	12,318		
Annual Maintenance (ANNM)			217,981		217,981			217,981		
MC			65,000	28,250	18,246	8,133	10,371	65,000		
J. King MC through EOFY			52,291	35,035		17,256		52,291		
Total MC			378,384	82,023	248,329	30,783	17,250	378,384		
Total Base			821,187	994,275	349,701	421,216	107,842	994,275	6.5	
Ratio - S/B to MC			62%							
OK per K. Shoemaker 2/14/2019				1262MAIN	203,235					

Gina Martinez
 Region 6, NWRS Budget Chief
 303-236-4351

From: Shoemaker, Karen <karen_shoemaker@fws.gov>
Sent: Thursday, February 14, 2019 8:45 AM
To: Gina Martinez <Gina_Martinez@fws.gov>
Cc: Vanessa Fields <vanessa_fields@fws.gov>
Subject: Fwd: Jeff King - retirement date

Gina, Please see Kandi's email on Jeff's retirement date, will you be correcting the draft to add Jeff's MC? Thanks.

Best Regards,

Karen Shoemaker
 Budget Analyst
 National Bison Range Complex
 58355 Bison Range Road
 Moiese, MT 59824

(406) 644-2211 ext. 206

Schedule 4-10's off on Friday

Thursday teleworking (406) 529-2421

Visit our new website at http://www.fws.gov/refuge/national_bison_range/

AND check out the [National Bison Range on Facebook](#)

----- Forwarded message -----

From: Baaske, Kandi <kandi_baaske@fws.gov>
Date: Thu, Feb 14, 2019 at 8:38 AM

Subject: Re: Jeff King - retirement date
To: Shoemaker, Karen <karen_shoemaker@fws.gov>

10/27/2018.

Kandi Baaske
HR/Payroll Liaison
NWRS Region 6 RO
134 Union Blvd. Ste. 300
Lakewood, CO 80228
(303) 236-4385 phone
(303) 236-4792 fax

Tour of Duty 5/4/9
2nd Monday RDO

On Wed, Feb 13, 2019 at 4:15 PM Shoemaker, Karen <karen_shoemaker@fws.gov> wrote:

Hi Kandi, Can you tell me what Jeff King's retirement date was? Thanks.

Best Regards,

Karen Shoemaker
Budget Analyst
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824

(406) 644-2211 ext. 206

Schedule 4-10's off on Friday

Thursday teleworking (406) 529-2421

Visit our new website at http://www.fws.gov/refuge/national_bison_range/

AND check out the [National Bison Range on Facebook](#)

From: [Gina Martinez](#)
To: [Jeff King](#)
Cc: [Mike Blendin](#); [Karen Shoemaker](#)
Subject: RE: Revised NBR Base Allocation Sheet
Date: Thursday, June 12, 2014 12:13:56 PM

Hello,

Thanks for the concurrence. Marlin is base funded out of 126X as a .5 FTE. As we discussed the other day, .25 of his salary was paid by Fire. I just talked with Dave Carter and he is going to have the \$15,365 (roughly) fund targeted to NBR for .25 of Marlin's time. That will make Marlin funded at .75, which is what we discussed the other day and you just rounded it up to .8.

I thought I sent you a link to the Sharepoint site the other day with all the base allocation sheets from FY2010 – FY2013. I could post those on Sharepoint because there was no Pii info on them. The FY2009 and FY2014 sheets have Pii so they couldn't be posted on Sharepoint. Sorry if I just meant to do this and didn't. Here is the link <https://fishnet.fws.doi.net/regions/6/nwrs/PBD/Allocations/Forms/AllItems.aspx>

Let me know if you have any questions.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: Jeff King [mailto:jeff_king@fws.gov]
Sent: Thursday, June 12, 2014 10:27 AM
To: Gina Martinez; Karen Shoemaker
Cc: Ann Blakley
Subject: RE: Revised NBR Base Allocation Sheet

Gina,

I concur with this base funded salary/benefits Amy Lisk and Francis Cahoon. The only thing still pending is Marlin McDonald. You still show him as 0.5 and he is and should be 0.8. Let me know if you have questions.

One more thing. Yesterday you and I were looking at the detailed worksheet that showed base and base corrections back to 2009. If I remember correctly your numbers and mine were not the same. Can you send your version to Karen and I? If you questions on what I'm talking about, call Karen. Karen says to 7 zip it. Whatever that means!!!

Thanks,

jk

Jeff King, Project Leader

National Bison Range Complex
58355 Bison Range Road
Moiese, Montana 59824
(406) 644-2211 ext. 204

From: Gina Martinez [mailto:Gina_martinez@fws.gov]

Sent: Wednesday, June 11, 2014 1:36 PM

To: Karen Shoemaker

Cc: Jeff King; Ann Blakley

Subject: Revised NBR Base Allocation Sheet

Hello,

Jeff asked that I email you this new base allocation sheet so you can unzip and give to him. This is based on a long discussion Jeff and I had about an hour ago with regard to Amy Lisk and Frances Cahoon's positions. The password is the same as last month. I'll send it in another email with the password.

Jeff – please review and make sure I captured what we talked about. Please make sure someone lets me know if this is OK because we have some changes to fund targets we need to make.

Ann – if you have any questions on what is going on, please feel free to call.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: [Jeff King](#)
To: [Gina Martinez](#); [Karen Shoemaker](#)
Cc: [Ann Blakley](#)
Subject: RE: Revised NBR Base Allocation Sheet
Date: Thursday, June 12, 2014 10:26:42 AM

Gina,

I concur with this base funded salary/benefits Amy Lisk and Francis Cahoon. The only thing still pending is Marlin McDonald. You still show him as 0.5 and he is and should be 0.8. Let me know if you have questions.

One more thing. Yesterday you and I were looking at the detailed worksheet that showed base and base corrections back to 2009. If I remember correctly your numbers and mine were not the same. Can you send your version to Karen and I? If you questions on what I'm talking about, call Karen. Karen says to 7 zip it. Whatever that means!!!

Thanks,

jk

Jeff King, Project Leader

National Bison Range Complex
58355 Bison Range Road
Moiese, Montana 59824
(406) 644-2211 ext. 204

From: Gina Martinez [mailto:Gina_martinez@fws.gov]
Sent: Wednesday, June 11, 2014 1:36 PM
To: Karen Shoemaker
Cc: Jeff King; Ann Blakley
Subject: Revised NBR Base Allocation Sheet

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Gina Martinez
Program and Budget Development

Budget Chief, R6 NWRS
303-236-4351

From: [Jeff King](#)
To: [Gina Martinez](#)
Cc: [Mike Blenden](#); [Karen Shoemaker](#)
Subject: RE: Revised NBR Base Allocation Sheet
Date: Thursday, June 12, 2014 2:41:04 PM

Gina,

I would like the opportunity to discuss this with Mike before I agree. Sorry for the delay.

Thanks,

jk

Jeff King, Project Leader

National Bison Range Complex
58355 Bison Range Road
Moiese, Montana 59824
(406) 644-2211 ext. 204

From: Gina Martinez [mailto:Gina_martinez@fws.gov]
Sent: Thursday, June 12, 2014 12:14 PM
To: Jeff King
Cc: Mike Blenden; Karen Shoemaker
Subject: RE: Revised NBR Base Allocation Sheet

Hello,

Thanks for the concurrence. Marlin is base funded out of 126X as a .5 FTE. As we discussed the other day, .25 of his salary was paid by Fire. I just talked with Dave Carter and he is going to have the \$15,365 (roughly) fund targeted to NBR for .25 of Marlin's time. That will make Marlin funded at .75, which is what we discussed the other day and you just rounded it up to .8.

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Let me know if you have any questions.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: Jeff King [mailto:jeff_king@fws.gov]

Sent: Thursday, June 12, 2014 10:27 AM
To: Gina Martinez; Karen Shoemaker
Cc: Ann Blakley
Subject: RE: Revised NBR Base Allocation Sheet

Gina,

I concur with this base funded salary/benefits Amy Lisk and Francis Cahoon. The only thing still pending is Marlin McDonald. You still show him as 0.5 and he is and should be 0.8. Let me know if you have questions.

One more thing. Yesterday you and I were looking at the detailed worksheet that showed base and base corrections back to 2009. If I remember correctly your numbers and mine were not the same. Can you send your version to Karen and I? If you questions on what I'm talking about, call Karen. Karen says to 7 zip it. Whatever that means!!!

Thanks,

jk

Jeff King, Project Leader

National Bison Range Complex
58355 Bison Range Road
Moiese, Montana 59824
(406) 644-2211 ext. 204

From: Gina Martinez [mailto:Gina_martinez@fws.gov]
Sent: Wednesday, June 11, 2014 1:36 PM
To: Karen Shoemaker
Cc: Jeff King; Ann Blakley
Subject: Revised NBR Base Allocation Sheet

Hello,

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Jeff – please review and make sure I captured what we talked about. Please make sure someone lets me know if this is OK because we have some changes to fund targets we need to make.

Ann – if you have any questions on what is going on, please feel free to call.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS

303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#); [Susan Reimer](#)
Subject: Receipt Account Fund Target Status
Date: Friday, August 31, 2018 11:14:18 AM

Hello

I have just finished uploading August receipt account fund targets that I had consumable budget for. Here are the accounts I had consumable budget to fund target:

- 7201, contributed funds, August collections
- 4557, recycling funds, correction from HQ
 - For three years now there has been periodic email exchanges from HQ to me stating that they had some 4555 and 4557 funds that were from the conversion into FBMS that they didn't know which region the funds belonged to. I shared that we were missing 8081 funds, but hadn't heard from any stations who were missing recycling funds. Well, long story short, HQ gave R6 \$1,377.20 in 4555 account. The 4555 account is for oil and gas stuff that only R2 and R6 are eligible for. So, a couple of months ago our funding was switched to 4557, which R6 can use. I've tried to research which offices might be missing this funding and can't find anything and have still not heard from any station that they are missing 4557, recycling funds. So, to clear the carryover consumable budget in this account, I took the consumable budget totals for those offices who had balances and got a percentage of the regional total. I applied that percentage to the \$1,377.20 figure and just uploaded a fund target for that amount.

I'm sharing my methodology so that you don't go looking for a collection transmittal, because one doesn't exist.

Let me know if you have any questions.

P.S. No, I don't know anything more on 8081 and don't think anyone is working on that, given the shortage of staff. ☹

Gina Martinez
Region 6, Acting Budget & Finance Officer
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Cc: [Mary Danno](#)
Subject: Receipt Account Fund Targets
Date: Wednesday, September 19, 2018 2:09:53 PM

Hello

I have just entered fund targets for receipt accounts. I'm not sure if I will receive any additional consumable budget or not. I will be checking regularly and if I have additional consumable budget I will get those funds fund targeted. Here is what has been entered:

- 4557, recycling funds – July receipts
- 4562, energy rebates – August receipts
- 7201, contributed funds – Sept NBR receipt
- 8081, rec fee – July and August receipts

I still have quarters receipts to fund target; however, I need to get some payroll adjustments completed. So, it may not be until Thursday when I get this fund target entered.

Let me know if you have any questions. Oh, and happy end of FY2018!

Gina Martinez
Region 6, Acting Budget & Finance Officer
303-236-4351

From: [Gina Martinez](#)
To: [Karen Shoemaker](#)
Cc: [Jeff King](#); [Ann Blakley](#)
Subject: Revised NBR Base Allocation Sheet
Date: Wednesday, June 11, 2014 1:36:22 PM
Attachments: [NBR.7z](#)

Hello,

Jeff asked that I email you this new base allocation sheet so you can unzip and give to him. This is based on a long discussion Jeff and I had about an hour ago with regard to Amy Lisk and Frances Cahoon's positions. The password is the same as last month. I'll send it in another email with the password.

Jeff – please review and make sure I captured what we talked about. Please make sure someone lets me know if this is OK because we have some changes to fund targets we need to make.

Ann – if you have any questions on what is going on, please feel free to call.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Subject: Small Equipment Allocation Follow-Up
Date: Wednesday, April 11, 2018 2:15:30 PM

Hello

Thought I'd share information about the discussion at the budget meeting this a.m. regarding small equipment allocation. There was no recollection of those of us in the room that there was any decision made to change how small equipment funding is allocated. So, for now, the plan is to still allocate as we have in the past (even/odd year). I don't have the allocation spreadsheet so I don't know what the amounts would be. There were a couple of people to double check with, but that was the recollection of those of us in the meeting. Basically, this is exactly what I said on the call yesterday. Once a couple of other people are consulted I will send a follow-up email with the allocation methodology. Stay tuned!

Gina Martinez
National Wildlife Refuge System
Region 6, Budget Chief
303-236-4351

From: [Martinez, Gina](#)
To: [FW6 BT All Budget](#)
Subject: Status of 126X Allocations
Date: Tuesday, June 5, 2018 3:41:49 PM

Hello

Many of you have sent emails regarding fund targets, both what you have received and what you are still expecting. I thought I'd give you an update of where we are with fund targets.

At the regional level we have received consumable budget; however, to date we have not received the detailed allocation spreadsheet that shows the details of the consumable budget, what was funding, what wasn't, and how much. Until that spreadsheet is received I don't have answers on specific types of funding.

I know this isn't helpful. Jolene is sitting in on a call tomorrow with national NWRS Budget Chiefs. So, maybe we will have more information tomorrow.

Gina Martinez
Budget Chief
Region 6 National Wildlife Refuge System

(303) 236-4351
gina_martinez@fws.gov

From: [Shoemaker, Karen](#)
To: [Jeff King](#)
Cc: [Ann Blakley](#); [Bob Rebarchik](#)
Subject: Status of Funds
Date: Thursday, September 18, 2014 10:47:55 AM
Attachments: [9-18-14 Fund Status.xlsx](#)

All - Here is the status of funds as of today. There is one tab for 126x accounts only and one tab for all accounts.

Karen Shoemaker
Budget Analyst

U.S. Fish and Wildlife Service
National Bison Range Complex
58355 Bison Range Road
Moiese, MT 59824
(406) 644-2211 ext. 206
(406) 644-2661 fax

STATUS OF FUND FUNDS - NA
126X Accounts (
9/18/2014

Row Labels	Funded Program	Total Fund Targets Loaded in FBMS	Projected Fund Targets	Total Actual and Projected Fund Targets	Total Obligations in FBMS
FRS126100	FXRS12610600000	702,047.00	0.00	702,047.00	633,044.11
	FXRS1261066RIM0	45,260.00	0.00	45,260.00	45,260.00
	FXRS1261066RBT0	65,791.00	0.00	65,791.00	60,665.50
	FGRS12610600000	0.00	0.00	0.00	50,000.00
	FXRS126106STRIK	8,000.00	0.00	8,000.00	0.00
	FGRS126106STRIK	0.00	0.00	0.00	8,000.00
FRS126100 Total		821,098.00	0.00	821,098.00	796,969.61
FRS126200	FXRS126206ANNM0	217,981.00	0.00	217,981.00	163,636.84
	FXRS126206MAIN0	333,316.00	0.00	333,316.00	307,695.85
	FXRS126206SMEQ0	43,275.00	0.00	43,275.00	43,275.00
	FARS126206DM3P0	650,251.00	0.00	650,251.00	650,251.00
	FARS126206ANNMN	0.00	0.00	0.00	28,113.44
FRS126200 Total		1,244,823.00	0.00	1,244,823.00	1,192,972.13
FRS126300	FXRS12630600000	281,080.00	0.00	281,080.00	211,712.74
	FXRS1263066RBT0	32,404.00	0.00	32,404.00	32,404.00
	FGRS126306YUTH0	13,500.00	0.00	13,500.00	13,500.00
	FGRS12630600000	0.00	0.00	0.00	5,000.00
FRS126300 Total		326,984.00	0.00	326,984.00	262,616.74
FRS126400	FXRS12640600000	106,215.00	0.00	106,215.00	98,766.97
FRS126400 Total		106,215.00	0.00	106,215.00	98,766.97
Grand Total		2,499,120.00	0.00	2,499,120.00	2,351,325.45

TIONAL BISON RANGE

Only

4

Remaining Expense Projections	Balance Remaining to Spend	Projected Expenditure rate	Comments
15,754.39	53,248.50	92%	
(0.00)	0.00	100%	
5,125.63	(0.13)	100%	
0.00	(50,000.00)	#DIV/0!	Pheasants Forever Coop
0.00	8,000.00	0%	
0.00	(8,000.00)	#DIV/0!	LT FCWD
20,880.02	3,248.37	100%	
19,964.28	34,379.88	84%	
22,955.08	2,665.07	99%	
0.00	0.00	100%	
0.00	0.00	100%	New shop
0.00	(28,113.44)	#DIV/0!	NEW SHOP ELECTRICAL - Mission Valley Power
42,919.36	8,931.51	99%	
59,257.98	10,109.28	96%	
0.00	(0.00)	100%	
0.00	0.00	100%	
0.00	(5,000.00)	#DIV/0!	Lake Co Partners Coop
59,257.98	5,109.28	98%	
7,228.87	219.16	100%	
7,228.87	219.16	100%	
130,286.23	17,508.32	99%	

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Subject: Status on Base Allocations
Date: Wednesday, May 14, 2014 9:21:14 AM

Hello,

Just wanted to touch base and let you know that I am in the home stretch of finishing up base allocations. Jolene was able to fund target 1264 and ANNM funds yesterday.

As a reminder, for those who have vacancies, you will NOT get to keep the salary benefits for the vacancies you have. As mentioned on last weeks conference call, in an effort to be transparent, we will fund target base, we will then pull back the salary/benefits of vacant positions, and then, if the position is filled before the end of the FY, we will fund target money to cover the FPL step 6 for the number of payperiods the employee is on through the end of the FY. Example, Kirwin is base funded for a Vacant 5/7/9 LE officer. We fully funded the 1264 account last night. Within the next few days, we will pull all the S/B for that vacancy into the RO, then, if Kirwin selects a person at the 7/1 with a start date of 8/25/2014, we will fund target them salary for 2.7 payperiods (payperiod 19, payperiod 20, and 7 days of payperiod 21) of a GS-09/06. In FY2015, the station get base funded at GS-9/6 even though that is more than what the employee will be paid. The same is true in reverse. If a station has a vacant position now, it is base funded at the FPL step 6. If a selection is made and the employee comes in at a 9/10, the station has to find the funds to make up the difference; no additional funds are coming.

Hope this helps. Thanks again for all your timeliness and help in verifying figures and letting me know when things don't look right and questioning me. I have just gotten the OK from IT to be able to post encrypted files to Sharepoint rather than having to send out 37 separate emails. The password will be the same as it was for the drafts sent out last week, RefugesFY2014. Please note, that we are not allowed to just email the unencrypted file to anyone. I know that some PL's were having problems with 7Zip last week and Budget Specialists just emailed them an attached, unencrypted PDF file. We cannot and should not be doing that.

I am verifying the BT MC calculations now and hope to post and continue fund targeting (actually, Jolene is doing the fund targeting) today and finish tomorrow. For the BT MC calculation, I'm taking the salary figures provided in March and dividing like I did for base allocations. For example, for Arrowwood, I'm taking Lisa's salary/benefits total and dividing it by 80% to get her total cost. Then, subtracting the S/B total from total cost to get MC amount. I'm within a couple hundred dollars for those three of you who sent me what the calculation should be. The Devils Lake and Arrowwood calculations have another factor since a BT employee moved part way through the year.

Again, thanks for your patience. Stay tuned for more emails on this subject.

Gina Martinez
Program and Budget Development
Budget Chief, R6 NWRS
303-236-4351

From: [Gina Martinez](#)
To: [FW6 BT All Budget](#)
Cc: [FW6 RW Project Leaders](#)
Subject: Updated Draft Base Allocation Sheets
Date: Wednesday, February 20, 2013 4:12:03 PM
Importance: High

Hello,

As you are all aware the draft allocation sheets that were provided back in October included an 8.2% sequestration reduction but did not include any distribution of MC for BT professionals. This was because there was discussion here in the RO on how to distribute the BT MC. A decision has now been made with regard to BT MC and I've updated the base allocation sheets to reflect the figures. This includes MC for both permanent BT professionals below a stations base line as well as funding for those stations who have a TERM generalist funded out of the regional BT allocation.

The distribution of BT MC is different than it has been in the past. The decision made for this year is that the highest graded permanent BT professional at a station will earn MC to get that position to an 80/20 MC ratio (this means the actual salary benefits are multiplied by 25%), a second permanent BT professional at a station will earn MC to get that position to a 83/17 MC ratio, and if there is a third permanent BT professional at a station that position MC ratio will be 85/15. The BT salary/benefit amounts, which were used to calculate the BT MC, were provided by the Budget Specialists last August during a workforce planning exercise. These MC calculations are based on those figures submitted last fall and weren't updated unless there was a vacancy last fall and the position is now filled.

With regard to the 8.2% sequestration reduction, that is still reflected on the draft base allocation sheets. As you are all aware, we still don't have a budget and it is looking more and more like sequestration is going to hit us all. So, that reduction is reflected in your base allocation sheets and will stay there until a decision is made on both sequestration and the rest of the fiscal year funding. You can trust that senior leadership here in the RO will do what we can to minimize the reduction to the field stations allocations. For the sequestration exercise we cut as much as we could before having to tap the field base budget sheets.

One last thing. The 8.2% reduction is based on a stations base, before BT funding. So, the BT salary/benefit and MC lines are not included in the stations 8.2% reduction. Because of the way that BT MC was calculated this year, the BT allocation at a regional level has already been cut almost \$250K to cover some of our sequestration deficit that had to be covered. It didn't seem fair to cut the BT MC distribution and then also include it again in the 8.2% reduction to a field station draft base allocation. Hopefully you concur.

That is it for now. I'll be on the all zone call on Thursday, if you have any questions. Here is the link for the updated DRAFT base allocation sheets that reflect the BT salary, benefits, and MC allocation.

<https://fishnet.fws.doi.net/regions/6/nwrs/PBD/Allocations/Forms/AllItems.aspx?RootFolder=%2FRegions%2F6%2Fnwrs%2FPBD%2FAllocations%2FFY2013%2FBase%20Allocation%20Sheets&InitialTabId=Ribbon%2EDocument&VisibilityContext=WSSTabPersistence>

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61540 - National Bison Range

FY2009 Base Budget Summary

	Type of Funding	Total	1261	1262	1263	1264
Salary/Benefits	Base	407,600	139,695	118,900	149,005	0
Annual Maintenance	Base	0		0		
MC (including annual maintenance)	Base	118,250	16,620	82,250	18,580	800
Business Team Incentive	Base	0	0			
FY2009 Base Allocation	Base	525,850	156,315	201,150	167,585	800
FY2009 NIPA (4.481%)	Base	23,563	7,004	9,014	7,509	36
FY09 Base including NIPA	Base	549,413	163,319	210,164	175,094	836
BT Participant S/B/MC	Flex	0	0		0	
Misc Funding - Jr Duck Stamp/Mapping	Flex					
FY2009 Allocation, 9/30/2009	Total	549,413	163,319	210,164	175,094	836

FY09 Base Correction for FY10

FY09 Base including NIPA	Base	549,413	163,319	210,164	175,094	836
Amount of FY2009 NIPA Overage	Base	0	0	0	0	0
Movement of LE position from Lost Trail Adjustment	Base	98,686				98,686
Corrected FY2009 Base	Base	648,099	163,319	210,164	175,094	99,522

FY2010 Base Allocation

Corrected FY2009 Base Allocation	Base	648,099	163,319	210,164	175,094	99,522
FY2010 NIPA (2.5%)	Base	16,202	4,083	5,254	4,377	2,488
FY2010 Increase in Annual Maintenance	Base	0		0		
Final FY2010 Base Funding	Base	664,302	167,402	215,418	179,472	102,010
FY2010 Business Team Actual S/B	Flex	0	0		0	
FY2010 Business Team Actual MC	Flex	0	0		0	
Total FY2010 Business Team Support		0	0	0	0	0
Trainee Salary	Flex	0				
Trainee MC	Flex	0				
Total Trainee Support		0				
FY Change						
FY Change		0				
Total FY Change		0	0	0	0	0
FY2010 Fund Target	Total	664,302	167,402	215,418	179,472	102,010

2/17/2010 11:38

New Annual Maintenance Total

0

61540 - National Bison Range

Base Budget Summary

	Type of Funding	Total	1261	1262	1263	1264
FY2009 Base including NIPA	Base	549,413	163,319	210,164	175,094	
Corrected FY2009 Base Allocation	Base	565,480	173,978	193,931	196,735	
FY2010 Annual Maintenance	Base	-		-		
Final FY2010 Base Funding	Base	579,617	178,328	198,779	201,654	857

FY10 Base Correction for FY11

	Type of Funding	Total	1261	1262	1263	1264
FY2010 Base including NIPA	Base	579,617	178,328	198,779	201,654	857
Movement of LE position from Lost Trail* Adjustment	Base	98,686				98,686
Adjustment						
Corrected FY2010 Base	Base	678,303	178,328	198,779	201,654	99,543

FY2011 Base Allocation

	Type of Funding	Total	1261	1262	1263	1264
Corrected FY2010 Base Allocation	Base	678,303	178,328	198,779	201,654	99,543
FY2011 NIPA	Base	0	0	0	0	0
FY2011 Increase in Annual Maintenance	Base					
Final FY2011 Base Funding	Base	678,303	178,328	198,779	201,654	99,543
FY2011 Business Team Actual S/B	Flex	20,940	14,030		6,910	
FY2011 Business Team Actual MC	Flex	6,910	4,630		2,280	
FY2011 Term Generalist	Flex					
Total BT Support	Base	27,851	18,660	0	9,191	0
Adjustments per AFA	Base	309,099	111,795	158,025	39,279	
Salary Changes (from AFA)	Base	264,650	195,230	37,300	32,120	0
Total Trainee Support	Base	573,749	307,025	195,325	71,399	0
FY Change						
FY11 Recession (.2%)	Base	(1,357)	(357)	(398)	(403)	(199)
Total FY Change		(1,357)	(357)	(398)	(403)	(199)
FY2011 Fund Target	Total	1,278,547	503,656	393,706	281,840	99,344

08/23/2011 8:37

Annual Maintenance Total

165,505

FF06RNBR00 National Bison Range

Base Budget Summary

	Type or Funding	Total	1261	1262	1263	1264
FY2009 Corrected Base	Base	565,480	173,978	193,931	196,735	0
FY2010 Increased NIPA	Base	14,137	4,349	4,848	4,918	21
FY2010 Annual Maintenance Increase	Base	0		0		
FY2010 Base Corrections for FY2011	Base	98,686				98,686
FY2011 Final Base Funding	Base	678,303	178,328	198,779	201,654	99,543

FY11 Base Correction for FY12

	Type or Funding	Total	1261	1262	1263	1264
FY2011 Base including NIPA	Base	678,303	178,328	198,779	201,654	99,543
FY2011 Base Rescission	Base	(1,357)	(357)	(398)	(403)	(199)
FY2011 Adjustments per AFA	Base	309,099	111,795	158,025	39,279	-
FY2011 Salary Changes (from AFA)	Base	264,650	195,230	37,300	32,120	-
Adjusted FY2011 Base	Base	1,250,696	484,996	393,706	272,650	99,344

FY2012 Base Allocation

	Type or Funding	Total	1261	1262	1263	1264
Adjusted FY2011 Base Allocation	Base	1,250,696	484,996	393,706	272,650	99,344
FY2012 NIPA	Base					
FY2012 Increase in Annual Maintenance	Base					
Final FY2012 Base Funding	Base	1,250,696	484,996	393,706	272,650	99,344
FY2012 Business Team Actual S/B	Flex	72,873	48,825		24,048	
FY2012 Business Team Actual MC	Flex	24,048	16,112		7,936	
FY2012 Temp/Term BT Support	Flex		0		0	
Total FY2012 Business Team Support	Flex	96,921	64,937	0	31,984	0
Salary Changes (from AFA)	Base	264,650	195,230	37,300	32,120	-
Total AFA Changes	Base	264,650	195,230	37,300	32,120	0
FY12 Jeff King upgrade	Base	14,671	9,830		4,841	
Total FY2012 Base Changes	Base	14,671	9,830	0	4,841	0
FY12 Base for Lost Trail	Base	108,727	72,310	20,987	15,430	
FY12 SMEQ for Lost Trail**	Flex	16,300		16,300		
FY12 ANNM for Lost Trail	Base	26,238		26,238		
FY12 Movement of Lost Trail to NBR	Base	151,265	72,310	63,525	15,430	0
FY12 labor change to FY11~MAIN*	Flex	(28,209)		(28,209)		
FY12 labor change to FY11~ANNM*	Flex	(7,602)		(7,602)		
Total FY2012 Additional Changes	Flex	(35,811)	0	(35,811)	0	0
FY2012 Fund Target	Total	1,742,392	827,303	458,721	357,025	99,344

FY2011 Base Allocation 1,347,617

184,141

Annual Maintenance Total

*This is a one time FY12 adjustment due to FBMS WO issue.

** This is a one time movement of SMEQ

05/17/2012

FF06RNBR00 National Bison Range

Base Budget Summary

	Type of Funding	Total	1261	1262	1263	1264
FY2012 Final Base Funding	Base	1,250,696	484,996	393,706	272,650	99,344

FY12 Base Correction for FY13

	Type of Funding	Total	1261	1262	1263	1264
FY2012 Base including NIPA	Base	1,250,696	484,996	393,706	272,650	99,344
AFA Salary Changes (1/2 yr)	Base	264,650	195,230	37,300	32,120	0
J. King Upgrade (annual cost S/B/MC)	Base	21,484	14,394		7,090	-
Base Adj (Lost Trail) to NBR	Base	217,451	144,620	41,973	30,859	0
ANNM Adj (Lost Trail) to NBR	Base	52,476	0	52,476	0	0
Adjusted FY2012 Base	Base	1,806,757	839,241	525,455	342,718	99,344

FY2013 Base Allocation

	Type of Funding	Total	1261	1262	1263	1264
Adjusted FY2012 Base	Base	1,806,757	839,241	525,455	342,718	99,344
NIPA	Base					
Change in Annual Maintenance	Base					
Final FY2013 Base Funding	Base	1,806,757	839,241	525,455	342,718	99,344
Business Team Actual S/B	Flex	76,322	51,136		25,186	
Business Team Actual MC	Flex	19,081	12,784		6,297	
Temp/Term BT Support	Flex		0		0	
Total FY Business Team Support	Flex	95,403	63,920	0	31,483	0
FY2013 Reduction in Base 5%	Base	(90,338)	(41,962)	(26,273)	(17,136)	(4,967)
FY Change	Flex			0		
Total FY Additional Changes	Flex	(90,338)	(41,962)	(26,273)	(17,136)	(4,967)
FY2013 Fund Target	Total	1,811,822	861,199	499,182	357,065	94,376

Annual Maintenance Total

217,981

Base Funded Salary/Benefits

Adj FY2013 Base

1,716,419

Name	Series	FPL Grade	Base Funded		1261	1262	1263	1264	Total	FTE	
			S/B								
MCDONALD, MARLIN M.	GS-0455-07/03	07	30,729			30,729			30,729	0.5	
MOYNAHAN, BRENDAN J	GS-0486-12/10	12	123,759		123,759				123,759	1	
KOOLE, MICHAEL K.	GL-1801-09/04	09	78,713				78,713		78,713	1	
RINGHAM, JOHN S.	WG-4749-07/05	07	51,601			51,601			51,601	0.8	
THOMAS, DARREN V.	WG-5716-09/05	09	80,788			80,788			80,788	1	
WOODGER, BRENT H.	WG-4749-08/05	08	75,193			75,193			75,193	1	
KING, JEFFREY A.	GS-0485-14/04	14	145,164		97,260		47,904		145,164	1	
REBARCHIK, ROBERT A.	GS-0485-12/10	12	123,759		82,918		40,840		123,759	1	
JAMIESON, PATRICIA A.	GS-0023-11/08	11	94,093				94,093		94,093	1	
Vacant	WG-4749-07/05	07	37,213			37,213			37,213	0.5	
Vacant	GS-0486-09/06	09	86,014		86,014				86,014	1	
CAHOON, FRANCIS E*	WG-4749-07/03	07	52,838			52,838			52,838	0.8	
LISK, AMY K*	GS-0401-09/04	09	65,894		65,894				65,894	1	
SKINNER, BEVERLY ROEDN	GS-0486-09/08	09	72,967		72,967				72,967	1	
SHINN, KEVIN J.	GS-0485-12/07	12	114,240		76,541		37,699		114,240	1	
<i>Total Payroll</i>			1,232,963		605,352	328,362	220,537	78,713	1,232,963	13.6	
									1,232,963		
MC											
RONS Project*											
Annual Maintenance (ANNM)			217,981			217,981			217,981		
MC			193,007		94,761	51,401	34,523	12,322	193,007		
MC Adjustment to equal FY13			72,468		35,580	19,300	12,962	4,626	72,468		
Total MC			483,456		130,341	288,682	47,485	16,948	483,456		
<i>Total Base</i>			1,643,951	1,716,419	735,693	617,044	268,022	95,661	1,716,419		
Ratio - S/B to MC			72%								
BT Participant S/B/MC											
GS-0560-09			9	78,556	52,633		25,923		78,556	1	
Karen Shoemaker				19,639	13,158		6,481		19,639		
<i>Total BT Support</i>				98,195	65,791	-	32,404	-	98,195	1	
Total FY2014 Allocation			73%		1,814,614	801,483	617,044	300,426	95,661	1,814,614	14.6

*Francis and Amy are listed as base funded even though they are Term. NBR hired the positions as Term due to potential new AFA

Natl Bison Range (FF06RNBR00)

FY2016 Allocation

Base Funded Salary/Benefits

FY2013

1,716,419

Name	Series	FPL	Base				Total	FTE	
			Funded S/B	1261	1262	1263			1264
MCDONALD, MARLIN M.	GS-0455-07/04	07	32,593	32,593			32,593	0.5	
KOOLE, MICHAEL K.	GL-1801-09/05	09	83,814				83,814	1	
THOMAS, DARREN V.	WG-5716-09/05	09	82,530		82,530		82,530	1	
WOODGER, BRENT H.	WG-4749-08/05	08	77,552		77,552		77,552	1	
KING, JEFFREY A.	GS-0485-14/05	14	152,746	102,340		50,406	152,746	1	
CAHOON, FRANCIS E	WG-4749-07/03	07	70,085		70,085		70,085	1	
LISK, AMY K	GS-0401-09/04	09	67,413	67,413			67,413	1	
SKINNER, BEVERLY	GS-0486-09/08	09	74,853	74,853			74,853	1	
SHINN, KEVIN J	GS-0485-12/08	12	117,297	78,589		38,708	117,297	1	
<i>Total Payroll</i>			758,883	355,788	230,167	89,114	83,814	758,883	8.5
MC									
Pay Increase (1.3%)			9,865	4,625	2,992	1,158	1,090	9,865	
Annual Maintenance (ANNM)			217,981		217,981			217,981	
MC			34,980	16,400	10,609	4,108	3,863	34,980	
MC Adjustment				-	-	-	-	-	
Total MC			262,826	21,025	231,583	5,266	4,953	262,826	
Total Base			1,011,844	1,021,709	461,750	94,380	88,767	1,021,709	8.5

Ratio - S/B to MC

74%

Natl Bison Range (FF06RNBR00)

FY2017 Allocation

Base Funded Salary/Benefits

Name	Series	FPL	Base				Total	FTE		
			Funded S/B	1261	1262	1263			1264	
MCDONALD, MARLIN M.	GS-0455-07/05	07	34,282	34,282			34,282	0.5		
KOOLE, MICHAEL K.	GL-1801-09/09	09	36,686				36,686	1 EOD 5/14		
THOMAS, DARREN V.	WG-5716-09/05	09	85,295		85,295		85,295	1		
WOODGER, BRENT H.	WG-4749-08/05	08	80,231		80,231		80,231	1		
KING, JEFFREY A.	GS-0485-14/06	14	159,706	107,003		52,703	159,706	1		
CAHOON, FRANCIS E	WG-4749-07/04	07	76,238		76,238		76,238	1		
LISK, AMY K	GS-0401-09/05	09	70,261	70,261			70,261	1		
SKINNER, BEVERLY	GS-0486-09/09	09	89,366	89,366			89,366	1 LST		
SHINN, KEVIN J	GS-0485-12/08	12	123,296	82,609		40,688	123,296	1 LST		
<i>Total Payroll</i>			755,363	383,521	241,764	93,391	36,686	755,363	8.5	
MC										
Pay Increase (2.1%)			15,863	8,054	5,077	1,961	770	15,863		
WIGI Allowance (2%)			15,107	7,670	4,835	1,868	734	15,107		
Annual Maintenance (ANNM)			217,981		217,981			217,981		
MC			33,807	17,165	10,820	4,180	1,642	33,807		
MC Adjustment				-	-	-	-	-		
Total MC			282,758	32,889	238,714	8,009	3,146	282,758		
Total Base			1,007,151	1,038,121	416,411	480,478	101,400	39,832	1,038,121	8.5

Ratio - S/B to MC

73%

Natl Bison Range (FF06RNBR00)

FY2018 Allocation

Base Funded Salary/Benefits

Name	Series	FPL	Base				Total	FTE	
			Funded S/B	1261	1262	1263			1264
MCDONALD, MARLIN M.	GS-0455-07/05	07	34,961	34,961			34,961	0.5	
KOOLE, MICHAEL K.	GL-1801-09/09	09	96,622				96,622	1	
THOMAS, DARREN V.	WG-5716-09/05	09	87,566		87,566		87,566	1	
WOODGER, BRENT H.	WG-4749-08/05	08	81,536		81,536		81,536	1	
KING, JEFFREY A.	GS-0485-14/06	14	161,690	108,332		53,358	161,690	1	
LISK, AMY K	GS-0401-09/05	09	71,410	71,410			71,410	1	
SKINNER, BEVERLY	GS-0486-09/09	09	91,115	91,115			91,115	1	
SHINN, KEVIN J	GS-0485-12/08	12	125,463	84,060		41,403	125,463	1	
<i>Total Payroll</i>			750,362	389,878	169,102	94,760	96,622	750,362	7.5
MC									
Pay Increase (1.9%)			14,257	7,408	3,213	1,800	1,836	14,257	
WIGI Allowance (2%)			15,007	7,798	3,382	1,895	1,932	15,007	
Annual Maintenance (ANNM)			217,981		217,981			217,981	
MC			32,140	16,699	7,243	4,059	4,139	32,140	
MC Adjustment				-	-	-	-	-	
Total MC			279,385	31,905	231,819	7,754	7,907	279,385	
Total Base			1,000,483	421,782	400,921	102,515	104,529	1,029,747	7.5

Ratio - S/B to MC

73%

Natl Bison Range (FF06RNBR00)
FY2018 Allocation

LST
LST

Stacey Cummins

From: Blenden, Mike
Sent: Wednesday, May 4, 2016 9:50 AM
To: Will Meeks
Subject: Fwd: Western Montana Detail Opportunity

Another fact check. If I recall you indicated at our meeting with Jeff and Clay that RO would fund any expenses associated with these details that couldn't be afforded by NBR. Is this correct?

Mike

----- Forwarded message -----

From: Jeff King <jeff_king@fws.gov>
Date: Tue, May 3, 2016 at 2:58 PM
Subject: RE: Western Montana Detail Opportunity
To: Clay Ronish <clay_ronish@fws.gov>
Cc: Mike Blenden <mike_blenden@fws.gov>

Mike,

Your thoughts? I recommend moving forward on the 60-day detail starting as soon as we can get him here (May 9th seems overly ambitious) but I need commitments from your end on paying for travel, base 8's and some extra for OT if needed. Basically, I need Mike Koole's salary and MC restored. Also, are we moving forward on back filling Mike's position? If so, we need to start the process asap.

Thanks,

jk

Jeff King, Project Leader

National Bison Range Complex

58355 Bison Range Road

Moiese, Montana 59824

(406) 644-2211 ext. 204

From: Ronish, Clay [mailto:clay_ronish@fws.gov]
Sent: Tuesday, May 03, 2016 2:39 PM
To: Jeff King
Cc: Mike Blenden

Subject: Re: Western Montana Detail Opportunity

Jeff,

Silvester is interested in a 60 day detail. If we try and have him start on May 9, then he would be done around July 7. ZO Jerry Floyd (R2) has expressed interest in a 14 day detail probably starting July 18. ZO Mike Blessington (R6) has expressed interest for the first two weeks of August.

So far, these are the only folks that have contacted me. Silvester said he may be able to work more than 60 days since his refuge in TX is under water currently and is closed to the public. His PL is interested in having him work else where as long as base salary is being covered. We might be able to extend Silvester an additional 7 days if you want up till July 16.

We will still need to find coverage from Aug 14 - Oct 9.

Clay Ronish
Federal Wildlife Zone Officer, MT
Federal Wildlife Officer # 6150

Office of Refuge Law Enforcement, Region 6
Benton Lake NWR
922 Bootlegger Trail
Great Falls, MT 59404
(406) 727-7400, Ext 212
(406) 781-8702 Cell Phone
(406) 727-7432 FAX

On Tue, May 3, 2016 at 2:26 PM, Jeff King <jeff_king@fws.gov> wrote:

Clay,

First thought is the sooner the better but might be best to discuss on the phone. Is he the only one interested? Just asking because it could play into working on a schedule for multiple detailers to maximize coverage. I would also like to include Mike since I need some funding assistance. Let me know some dates and times that you'd be available. Mike: please do the same.

Thanks,

jk

Jeff King, Project Leader

National Bison Range Complex

58355 Bison Range Road

Moiese, Montana 59824

(406) 644-2211 ext. 204

From: Ronish, Clay [mailto:clay_ronish@fws.gov]

Sent: Tuesday, May 03, 2016 2:19 PM

To: Jeff King

Subject: Re: Western Montana Detail Opportunity

Thanks Jeff.

Do you have a preference on a start date for Silvester? Also, have we determined what cost structure we need to use for travel and base salary for him? I might be able to cove some OT, but am already under \$5000 left for the year, so you may want to clarify that with Mike Blenden as well.

Thanks

Clay Ronish
Federal Wildlife Zone Officer, MT
Federal Wildlife Officer # 6150

Office of Refuge Law Enforcement, Region 6
Benton Lake NWR
922 Bootlegger Trail
Great Falls, MT 59404
(406) 727-7400, Ext 212
(406) 781-8702 Cell Phone
(406) 727-7432 FAX

On Mon, May 2, 2016 at 6:44 AM, Jeff King <jeff_king@fws.gov> wrote:

Clay. I'll have to check. Mikes leaving tomorrow (I think). I will do a walk through afterwards and let you know. I will purchase whatever is needed.

Thanks

jk

Sent from my iPhone

On May 1, 2016, at 7:27 PM, Clay Ronish <clay_ronish@fws.gov> wrote:

From May 7 this would go until July 5. I have one officer possibly interested in the last two weeks of July and another officer interested in the first 2 weeks of Aug. how would you like to proceed. I think all are interested in bringing the family. The 60 day would also require base 8. He is an GL- 9.

What is the status of beds and furniture in the house?

Clay Ronish

Sent from my iPhone

Begin forwarded message:

From: "Martincic, Silvester" <silvester_martincic@fws.gov>
Date: May 1, 2016 at 17:45:11 EDT
To: Clay Ronish <clay_ronish@fws.gov>
Cc: Stuart Marcus <stuart_marcus@fws.gov>
Subject: **Western Montana Detail Opportunity**

Clay,

Following up the text messages to you this weekend. I do have supervisor approval for the Western Montana Detail Opportunity for 30 day or longer detail.

Confirming I am requesting 60 days with supervisor approval at this time. Thank you in advance.

Sly

--

Silvester Martincic

Federal Wildlife Officer #2106

Trinity River National Wildlife Refuge

LAW ENFORCEMENT SENSITIVE COMMUNICATION IN THIS EMAIL IS NOT PERMITTED TO BE DISSEMINATED TO UNAUTHORIZED PERSONS. THIS CORRESPONDENCE IS INTENDED EXCLUSIVELY FOR THE INDIVIDUAL(S) TO WHOM IT IS ADDRESSED. YOU ARE NOT AUTHORIZED TO READ, PRINT, COPY, RETAIN, OR DISSEMINATE THIS MESSAGE IF YOU ARE NOT A NAMED ADDRESSEE. IF YOU RECEIVED THIS MESSAGE IN ERROR, PLEASE NOTIFY THE SENDER BY REPLY EMAIL AND DELETE ALL COPIES OF THIS MESSAGE.

--

Michael Blenden
Refuge Supervisor - Montana, Wyoming and Utah
134 Union Boulevard
Lakewood, CO 80228
303-236-4306
303-710-7934 cell

Too often we...enjoy the comfort of opinion without the discomfort of thought.
John F. Kennedy

Stacey Cummins

From: Will Meeks
Sent: Monday, August 10, 2015 2:21 PM
To: Noreen Walsh
Subject: Just checking

Since you just arrived from AK, I am assuming you are not in the office today. Looking to re-schedule a discussion with you re: NBR.

Will Meeks
U.S. Fish and Wildlife Service
R6 - Assistant Regional Director
NWRS and PFW
303-236-4303

Stacey Cummins

From: Ronish, Clay
Sent: Friday, April 29, 2016 2:26 PM
To: Will Meeks; Mike Blenden; David Bonham; Jeff King; Tom Reed
Subject: NBR/Lee Metcalf Detail posted on FWS detail site

Look under Western Montana Law Enforcement Operations.

<https://sites.google.com/a/fws.gov/fws-details/fws-detail-opportunities>

Clay Ronish
Federal Wildlife Zone Officer, MT
Federal Wildlife Officer # 6150

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Benton Lake NWR
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(406) 727-7400, Ext 212
(406) 781-8702 Cell Phone
(406) 727-7432 FAX

Stacey Cummins

From: Will Meeks
Sent: Wednesday, August 26, 2015 10:49 AM
To: Noreen Walsh
Subject: NBR question

Noreen,

Are you able to spend 10 minutes on a strategy discussion prior to my meeting with CSKT next week?

We could possibly do it Friday at the off-site?

Will Meeks
U.S. Fish and Wildlife Service, Region 6
Acting ARD External Affairs (through September 2015)
303-236-4510 (w)
720-541-0310 (c)

Stacey Cummins

From: Noreen Walsh
Sent: Friday, August 28, 2015 4:14 PM
To: Will Meeks
Subject: NBR

I have a call Monday 1030 with Dan to discuss NBR. I would like you to sit in please. Given your unique and longstanding role in the NBR and tribal relations, I am asking you to attend rather than Maureen.

thanks, have a great weekend,

Noreen

Noreen Walsh
Regional Director
Mountain-Prairie Region
U. S. Fish and Wildlife Service

Stacey Cummins

From: Will Meeks
Sent: Monday, August 10, 2015 2:29 PM
To: Noreen Walsh
Subject: Re: Just checking

In the DFP presentation. If it's OK with you, maybe we can talk tomorrow?

Will Meeks
U.S. Fish and Wildlife Service
R6 - Assistant Regional Director
NWRS and PFW
303-236-4303

> On Aug 10, 2015, at 2:27 PM, Noreen Walsh <noreen_walsh@fws.gov> wrote:

>
> Teleworking. I will call you or you can call my cell.

>
> Noreen Walsh
> Regional Director
> Mountain-Prairie Region
> U. S. Fish and Wildlife Service

>
>> On Aug 10, 2015, at 2:20 PM, Will Meeks <will_meeks@fws.gov> wrote:

>>
>> Since you just arrived from AK, I am assuming you are not in the
>> office today. Looking to re-schedule a discussion with you re: NBR.

>>
>> Will Meeks
>> U.S. Fish and Wildlife Service
>> R6 - Assistant Regional Director
>> NWRS and PFW
>> 303-236-4303

Stacey Cummins

From: Will Meeks
Sent: Friday, August 28, 2015 4:21 PM
To: Noreen Walsh
Subject: Re: NBR

Got it. I will be there.

Will Meeks
U.S. Fish and Wildlife Service
Mountain Prairie Region
Assistant Regional Director
External Affairs (acting through September 2015)
303-236-4510 (w)
720-541-0310 (c)

> On Aug 28, 2015, at 4:13 PM, Noreen Walsh <noreen_walsh@fws.gov> wrote:

>

> I have a call Monday 1030 with Dan to discuss NBR. I would like you
> to sit in please. Given your unique and longstanding role in the NBR
> and tribal relations, I am asking you to attend rather than Maureen.

>

> thanks, have a great weekend,

>

> Noreen

>

> Noreen Walsh

> Regional Director

> Mountain-Prairie Region

> U. S. Fish and Wildlife Service

Stacey Cummins

From: Will Meeks
Sent: Wednesday, August 26, 2015 9:45 AM
To: Jeff King
Cc: Mike Blenden
Subject: RE: Trip to NBR/CSKT

Afraid I need to answer my own question . . . we are going with the 3rd (sorry Mike). I will confirm with Brian and let you know Jeff. Thanks.

Will Meeks
U.S. Fish and Wildlife Service, Region 6
Acting ARD External Affairs (through September 2015)
303-236-4510 (w)
720-541-0310 (c)

From: Will Meeks [mailto:Will_Meeks@fws.gov]
Sent: Wednesday, August 26, 2015 8:34 AM
To: Jeff King
Cc: Mike Blenden
Subject: RE: Trip to NBR/CSKT

Narrowed it down to 9/3 or 9/24.

Jeff – is 9/24 too close to round-up?

Will Meeks
U.S. Fish and Wildlife Service, Region 6
Acting ARD External Affairs (through September 2015)
303-236-4510 (w)
720-541-0310 (c)

From: Jeff King [mailto:jeff_king@fws.gov]
Sent: Tuesday, August 25, 2015 9:53 AM
To: Will Meeks
Cc: Mike Blenden
Subject: RE: Trip to NBR/CSKT

Will,

My first choice would be the 3rd followed by the 10th. As I get closer to roundup (October 5-6), things get very busy.

Thanks,

jk

Jeff King, Project Leader
National Bison Range Complex
58355 Bison Range Road

Moiese, Montana 59824
(406) 644-2211 ext. 204

From: Will Meeks [mailto:Will_Meeks@fws.gov]
Sent: Tuesday, August 25, 2015 9:34 AM
To: Jeff King
Cc: Mike Blenden
Subject: Trip to NBR/CSKT

Jeff,

Mike and I just got off the phone with Brian U. He was directed by Council to set up a meeting between us.

Here are some dates that I am considering for an all-day meeting. Can you tell me if you are available?

9/3 (But Mike is unavailable)
9/10
9/24
10/1

Will Meeks
U.S. Fish and Wildlife Service, Region 6
Acting ARD External Affairs (through September 2015)
303-236-4510 (w)
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Stacey Cummins

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Thanks,

jk

Jeff King, Project Leader

National Bison Range Complex
58355 Bison Range Road
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(406) 644-2211 ext. 204

From: Will Meeks [mailto:Will.Meeks@fws.gov]
Sent: Tuesday, August 25, 2015 9:34 AM
To: Jeff King
Cc: Mike Blenden
Subject: Trip to NBR/CSKT

Jeff,

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10/1

Will Meeks

U.S. Fish and Wildlife Service, Region 6

Acting ARD External Affairs (through September 2015)

303-236-4510 (w)

720-541-0310 (c)

Stacey Cummins

From: Will Meeks
Sent: Tuesday, August 25, 2015 12:30 PM
To: Jeff King
Cc: Mike Blenden
Subject: RE: Trip to NBR/CSKT

OK. Checking on the home front for preferences. I suspect the 3rd is my top choice, but Mike had a conflict.

Will Meeks
U.S. Fish and Wildlife Service, Region 6
Acting ARD External Affairs (through September 2015)
303-236-4510 (w)
720-541-0310 (c)

From: Jeff King [mailto:jeff_king@fws.gov]
Sent: Tuesday, August 25, 2015 9:53 AM
To: Will Meeks
Cc: Mike Blenden
Subject: RE: Trip to NBR/CSKT

Will,

My first choice would be the 3rd followed by the 10th. As I get closer to roundup (October 5-6), things get very busy.

Thanks,

jk

Jeff King, Project Leader

National Bison Range Complex
58355 Bison Range Road
Moiese, Montana 59824
(406) 644-2211 ext. 204

From: Will Meeks [mailto:Will_Meeks@fws.gov]
Sent: Tuesday, August 25, 2015 9:34 AM
To: Jeff King
Cc: Mike Blenden
Subject: Trip to NBR/CSKT

Jeff,

Mike and I just got off the phone with Brian U. He was directed by Council to set up a meeting between us.

Here are some dates that I am considering for an all-day meeting. Can you tell me if you are available?

9/3 (But Mike is unavailable)
9/10

9/24

10/1

Will Meeks

U.S. Fish and Wildlife Service, Region 6

Acting ARD External Affairs (through September 2015)

303-236-4510 (w)

720-541-0310 (c)

Stacey Cummins

From: Will Meeks
Sent: Wednesday, August 26, 2015 9:54 AM
To: Mike Blenden
Subject: RE: Trip to NBR/CSKT

Too late . . .and sorry. Noreen pushed for next week.

Will Meeks
U.S. Fish and Wildlife Service, Region 6
Acting ARD External Affairs (through September 2015)
303-236-4510 (w)
720-541-0310 (c)

From: Blenden, Mike [mailto:mike_blenden@fws.gov]
Sent: Wednesday, August 26, 2015 9:52 AM
To: Will Meeks
Cc: Jeff King
Subject: Re: Trip to NBR/CSKT

I can do 9/24.

On Wed, Aug 26, 2015 at 8:33 AM, Will Meeks <Will_Meeks@fws.gov> wrote:

Narrowed it down to 9/3 or 9/24.

Jeff – is 9/24 too close to round-up?

Will Meeks
U.S. Fish and Wildlife Service, Region 6
Acting ARD External Affairs (through September 2015)
303-236-4510 (w)
720-541-0310 (c)

From: Jeff King [mailto:jeff_king@fws.gov]
Sent: Tuesday, August 25, 2015 9:53 AM
To: Will Meeks
Cc: Mike Blenden
Subject: RE: Trip to NBR/CSKT

Will,

My first choice would be the 3rd followed by the 10th. As I get closer to roundup (October 5-6), things get very busy.

Thanks,

jk

Jeff King, Project Leader

National Bison Range Complex

58355 Bison Range Road

Moiese, Montana 59824

(406) 644-2211 ext. 204

From: Will Meeks [mailto:Will.Meeks@fws.gov]

Sent: Tuesday, August 25, 2015 9:34 AM

To: Jeff King

Cc: Mike Blenden

Subject: Trip to NBR/CSKT

Jeff,

Mike and I just got off the phone with Brian U. He was directed by Council to set up a meeting between us.

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10/1

Will Meeks

U.S. Fish and Wildlife Service, Region 6

Acting ARD External Affairs (through September 2015)

303-236-4510 (w)

720-541-0310 (c)

--

Michael Blenden
Refuge Supervisor - Montana, Wyoming and Utah
134 Union Boulevard
Lakewood, CO 80228
303-236-4306

Too often we...enjoy the comfort of opinion without the discomfort of thought.
John F. Kennedy

Stacey Cummins

From: Will Meeks
Sent: Tuesday, August 25, 2015 9:34 AM
To: Jeff King
Cc: Mike Blenden
Subject: Trip to NBR/CSKT

Jeff,

Mike and I just got off the phone with Brian U. He was directed by Council to set up a meeting between us.

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9/24

10/1

Will Meeks

U.S. Fish and Wildlife Service, Region 6

Acting ARD External Affairs (through September 2015)

303-236-4510 (w)

720-541-0310 (c)

Stacey Cummins

From: Ronish, Clay
Sent: Friday, April 29, 2016 12:38 PM
To: FWS ZONE SYSTEM
Cc: Christopher Smith; Lisa Mullin; Dave Azure; David Bonham; Matt Fischer; Michael Blessington; Will Meeks; Mike Blenden; Jeff King; Tom Reed
Subject: Western Montana Detail Opportunity
Attachments: National Bison Range Complex Law Enforcement Detail.docx; Lee Metcalf National Wildlife Refuge Detail Overview.docx

Greetings,

Please forward as appropriate to FWOs.

We currently have need for an officer to conduct law enforcement activities in Western Montana. Majority of the work would be at the National Bison Range located north west of Missoula, which also includes 9 WPA's and 2 satellite refuges. There will be additional work at Lee Metcalf NWR located south west of Missoula. The detailed officer may also have a limited opportunity to work in the Northwestern Wetland Management District covering 5 Waterfowl Production Areas located around Kalispell.

If you have ever wanted the opportunity to see if you want to work in Montana without having to move here permanently, this is your opportunity. If you want to bring your family for a Montana vacation, there will be a 3 bedroom furnished house available for your use at the National Bison Range. You will be responsible for the travel costs associated with your family, but your travel and per diem will be covered by NBR. There will be a LE vehicle equipped with a radio with local LE frequencies to be used during the detail.

The Bison Range is in need of coverage from May 7 until Oct 9. 14 day details would be the minimum commitment accepted. Longer details, 21 - 60 day or longer are preferred. Given the length of need, we

Lee Metcalf NWR is in need of coverage from May 15 - Oct 9.

For 30 day or longer details, NBR will cover base 8 as well as travel and OT. OT of 2 hours per day will be authorized with the possibility of more depending upon operational needs.

See the attached fliers for information on both the National Bison Range and Lee Metcalf NWR.

Further inquiries can be direct to the Montana Zone Officer at the below contact information.

Please contact me with available dates you would like to work at NBR/LMNWR. Detailees will be accommodated on a first come first served basis. Don't wait, get your dates reserved now.

Clay Ronish
Federal Wildlife Zone Officer, MT
Federal Wildlife Officer # 6150

Office of Refuge Law Enforcement, Region 6
Benton Lake NWR
922 Bootlegger Trail
Great Falls, MT 59404
(406) 727-7400, Ext 212
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