



# United States Department of the Interior



FISH AND WILDLIFE SERVICE  
Washington, D.C. 20240

In Reply Refer To:  
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Memorandum

MAY 13 2008

To: Regional Directors, Regions 1-8

From: Deputy Director

*Kenneth Stansell*

Subject: Fire Program Analysis

The Fire Program Analysis (FPA) application is scheduled for a staged release on June 30, 2008. As we work together to implement FPA we must recognize this will be a learning year and that the 2008 release is a platform from which to grow. Your feedback will continue to be important and used to improve the system and its future application. Please distribute information outlined in this memo to fire program managers and supervisors in your Region.

This release will be used by fire planners at the local and national levels to provide information to support development of the fire program budget for the Forest Service and the Department of the Interior's Bureau of Indian Affairs, Bureau of Land Management, U.S. Fish and Wildlife Service and National Park Service.

Over the past few years many of you have been involved in various roles supporting development efforts leading to this release. For FPA to be successful, it is crucial that this involvement continues and that line officers at all levels become involved and provide the leadership and support needed to produce a quality analysis. My specific expectations include:

Between July and mid-December Fire Planning Units (FPUs) will collaboratively develop expenditure alternatives for preparedness and hazardous fuels. Strengths of individual FPU partners will be leveraged to ensure completion of the analysis by all partners. Guidance for developing the alternatives will be issued with the June release. FPA staff will be available to answer questions relative to the guidance and throughout the analysis process.

Between mid-December and February 15, 2009 line officers will ensure technical and programmatic reviews for FPU analysis are completed. These reviews will be carried out with line officer involvement and leadership. Guidance for the reviews will be issued with the June release.

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Completed FPU analyses will be submitted by February 15, 2009 for inclusion in the national analysis which will occur from mid-February thru March 2009. Outputs from the national analysis will be used to enhance the FPA application in future releases and support the formulation of the FY 2011 fire program budget.

Following the June release, FPUs will continue to receive information and instructions to aid in their analysis. These communications will include guidance for preparing and submitting data, using the application and addressing technical issues that may arise. It will be important for line officers and program managers to be aware of the status of FPU analyses and the timeline and to ensure that partners are working collaboratively to meet our collective expectations.

The FPA website at <http://www.fpa.nifc.gov/> is an excellent source of information. To have information sent directly to your inbox subscribe to the project's "list service" at: <http://www.fpa.nifc.gov/Listserv/Listserv.html>.

Additional questions should be directed to Jaymee Fojtik, DOI, at [Jaymee\\_Fojtik@blm.gov](mailto:Jaymee_Fojtik@blm.gov) or Becky Brooks, FWS, at [becky\\_brooks@fws.gov](mailto:becky_brooks@fws.gov).

Attachment – FPA Key Messages for System Rollout



- FPA has been developing the Fire Program Analysis (FPA) system on a compressed development schedule since July 25, 2007.
- Seven FPU prototypes have been testing internal releases of the FPA system and have been identifying enhancements and corrections needed in the system before the June 30 release.
- Since January, delays in software delivery prevented the project from testing the full functionality of the system prior to the June 30 system release.
- The June 30 release will include:
  - User instructions and guides
  - Interagency Guidance for FPA for use by FPUs in developing investment alternatives
  - Edit capabilities for data imported from FPA-PM
- The full system nationwide release will be in phases that allow all FPUs to begin data entry and develop their investment alternatives immediately after release, while early-adopters “pressure test” the available functionality of the FPA system.
- Early-adopters will:
  - Reduce the need for modifying the system during the first year through early detection of system errors
  - Suggest improvements to performance before all the FPUs begin to use the system
  - Increase understanding and acceptance of the FPA system
- The FPA Project has developed a list of characteristics for potential early-adopter FPUs. The Geographic Area Leads will use these characteristics to invite FPUs to become early-adopters.
- All FPUs will be able to complete data entry prior to the mid-August release of version 2.01. Tasks that can be completed include:
  - Setting up the FPU Team and system access
  - Editing initial response resource data imported from FPA-PM
  - Entering dispatch logic for the FPU
  - Defining attributes associated with Fire Workload Areas (FWAs)
  - Forming Initial Response Organizations for the Preparedness Option
  - Developing Fuel Treatment Options

For more information visit: <http://www.fpa.nifc.gov/>.