

Exercise 4 – Preparation Plan

Purpose:

The purpose of this exercise is to familiarize yourself with the requirements for a preparation plan and with your RMP's prep plan, if it's been written. A properly prepared preparation plan provides the foundation for the entire planning process by identifying the preliminary issues to be addressed, the skills needed to address them, a preliminary budget that can be used for the cost estimate, preliminary planning criteria, and data and metadata available and needed. It is also used to secure planning funds.

At the end of this exercise: (1) everyone on the RMP team, whether a BLM employee, contractor, or partner/stakeholder, should have a clear understanding of what a preparation plan is, what its purpose is, and (if yours is underway) what it says; and (2) the planning team should begin writing the preliminary planning criteria, if it's not already written.

Instructions:

Individually...

1. Review the guidance for preparation plans and planning criteria.
 - BLM Planning Handbook, section III.A.1.
 - BLM Planning Handbook, Appendix F-1
 - BLM Planning Regulations, 43 CFR 1610.4-2 (development of planning criteria)
2. If you have a preparation plan for your RMP, look at the table of contents to see what's included and how it's organized. Is it consistent with Appendix F-1?

As an interdisciplinary team...

1. Review the preliminary planning criteria in your preparation plan. Remember that planning criteria are the ground rules that guide and direct development of the RMP. They ensure the RMP is tailored to the planning issues, avoiding unnecessary data collection and analyses. Discuss if you have any criteria to add or modify.
2. If you don't have any preliminary planning criteria, this is a good time to start! Following the guidance in Appendix F-1 and the Planning Regulations, start writing your preliminary planning criteria. For other ideas, look over some other prep plans from within your state or even outside your state.

Approximate Time:

Individual tasks – 20 minutes

ID Team tasks – 1 hour