



NATIONAL WILDFIRE COORDINATING GROUP

National Interagency Fire Center
3833 S. Development Avenue
Boise, Idaho 83705

MEMORANDUM

Reference: NWCG#019-2009

To: NWCG Committee Chairs, NWCG Sponsored Project and Program Leads,
NWCG Staff

From: Acting NWCG Program Manager *Shari Shetler*

Date: June 17, 2009

Subject: NWCG FY 2010 Budget Requests

As we move forward with the NWCG reorganization, the 2010 budget process is an opportunity for cooperation and collaboration. The Budget Advisory Unit (BAU), Program Manager, Branch Coordinators, and Budget Liaison worked together to integrate the NWCG budget process with our agency budget processes to provide you with the tools needed for preparing your NWCG FY 2010 budget requests.

The tools provide you with guidance and a budget template to track current and out-year requests, accomplishments, budget status, and approvals. Because this is a new process, we recognize that there are areas that will need further discussion and refinement. Your feedback on all aspects of the process and tools is welcome and critical to further improving the process.

Committee chairs and non-committee sponsored programs and projects are required to submit a budget request for new and recurring activities/projects for the period FY 2010 – 2012 by **July 17, 2009**. The Project Overview and FY2010 Request OutYrEst worksheets (pages 1 and 2) should be completed for each activity or project, regardless of cost. If there is no cost attached to an activity or project, the total request will be zero. Each spreadsheet will be returned to you indicating funding for FY 2010. Completion of the FY2011 Request OutYrEst worksheet (page 4) will not be required until June, 2010.

Send all Budget Requests and user feedback to: FA_NWCG_Budget@nifc.blm.gov. If you need assistance completing the budget request, have questions and/or comments, please

contact your respective Branch Coordinator, the Program Manager, or the Budget Liaison as listed below.

Acting NWCG Program Manager, Shari Shetler (208) 387-5265 (until 7/6/2009)

NWCG Program Manager, Bonnie Wood (208) 387-5265

Equipment & Technology Branch Coordinator, Paul Schlobohm (208) 387-5269

Preparedness Branch Coordinator, Tim Blake (208) 387-5262

Policy, Planning & Management Branch Coordinator, Elaine Waterbury (208) 387-5276

NWCG Budget Liaison, Penny Barrowcliff (208) 387-5267

Attachments: [NWCG Budget Guidance FY 2010](#)

[NWCG Budget Template FY 2010](#)

cc: NWCG Executive Board