

**Charter**  
**National Wildfire Coordinating Group**  
**Budget Advisory Unit**

**Purpose**

This charter establishes and provides direction to the National Wildfire Coordinating Group (NWCG) Budget Advisory Unit (BAU).

**NWCG Budget Advisory Unit Mission**

The NWCG BAU provides budgetary guidance that supports fiscal decisions of the NWCG Executive Board. Primary objectives include:

- Provide assistance and advice to the NWCG Staff for the development of the annual budget and the quarterly expenditure report.
- Communicate federal agency budget cycle requirements, spending caps, and other pertinent budget management information to the NWCG staff.
- Identify NWCG budget management issues and concerns, and provide recommendations for improvement to the NWCG Executive Board through the NWCG Staff.

**Authorities**

The NWCG BAU is established pursuant to the NWCG Charter.

**Membership**

BAU members are budget management subject matter experts from the NWCG member agencies. Members are appointed through established command channels from member agencies that provide NWCG funding.

Members will serve two year terms. Members may be reappointed for additional terms.

The BAU will appoint a Chair from among the membership. The Chair will serve a two year term. The Chair may be reappointed for additional terms.

**Charter Maintenance**

The charter is reviewed annually by the NWCG Executive Board, updated as necessary, and effective until terminated.



---

Chair, NWCG Executive Board

20 July 2015

Date