

National Wildfire Coordinating Group

Wildland Fire Education Working Team



WILDLAND FIRE EDUCATION WORKING TEAM PROJECT CHECKLIST (07/13/03)

Project Description _____

Project Lead _____

Estimated Cost _____

A WFEWT member will submit the project proposal to WFEWT

WFEWT reviews project proposal and the pros and cons of project are discussed

The project proposal is either approved or disapproved

A timeline is developed for project completion dates

The project has been linked to the strategic plan & the plan has been amended.

The approved proposal becomes a line item for the NWCG funding request

Chair submits budget to NWCG for funding approval

Project funding source has been determined: USFS, BLM, USFWS, NPS, BIA, STATE, Other

Indicate project funding source _____

Contracting lead has been determined - _____

Method of payment is as follows: _____

Roles and Responsibilities for each WFEWT member are determined

A repository for the finished product is determined

The completed project is added to the WFEWT accomplishment list

The project is housed in the cache for distribution

An evaluation and measurement tool for the project has been determined