

United States Department of the Interior
BUREAU OF LAND MANAGEMENT
Office of Fire and Aviation
3833 S. Development Ave.
Boise, Idaho 83705-5354

August 20, 2001

In Reply Refer To:
1511 (FC-220) P

EMS Transmission 08/21/01
Director's Office Instruction Memorandum No. 2001-005
Expires: 09/30/02

To: All FA and FC Employees
From: Director, Office of Fire and Aviation
Subject: Assistance Agreements

Program Area: Assistance Agreements

Purpose: Improve the matching funds amounts in future Assistance Agreements.

Policy/Action: In order to meet the matching share obligations of BLM's Assistance Agreements, I am instructing that each originator of an Assistance Agreement work with the cooperator/recipient in the development of a budget to show all funding (direct or indirect) that is being or could be provided as matching funds to the federal award for the project.

Most Cooperative Agreements should have matching funds. If you are funding the entire amount of the project, writing a contract may be more appropriate than an Assistance Agreement and should be investigated.

Timeframe: Effective immediately and ongoing.

Budget Impact: Minimal cost to us but could reap substantial benefits in matching funds.

Background: The Washington Office reports that matching funds are currently being underreported. The goal is to obtain approximately 50 percent matching funds to the total amount awarded. In FY 1999 BLM reported matching funds of well over 50 percent of the total awarded funds and was just under 50 percent in FY 2000. In FY 2000 BLM awarded \$27.9 million and had matching funds of \$13.4 million. As of the 3rd quarter of FY 2001 \$26.2 million has been awarded and only \$2.4 million has been reported as matching funds. We need to improve the matching funds amounts in future Assistance Agreements.

Manual/Handbook Sections Affected: None.

Contact: Please contact Sherry Garey, Grants and Agreements Specialist, at 208/387-5360 or Rich Harter at 208/387-5546 if you have any questions regarding allowable matching funds.

Signed by:
Timothy M. Murphy
Acting Director
Office of Fire and Aviation

Authenticated by:
Pat Lewis
Supervisory Mgmt. Asst.
Office Services

Distribution

Jay Thietten, MIB 5627
Anne Jeffery, MIB 5627
Cyndie Hogg, NARTC