

Resource Advisory Committee (RAC)

Member Application Instructions

Complete the [AD – 755 Background Check](#)

Complete the [form](#) in its entirety, as applicable to you. This form can be completed electronically, or the form may be printed and responses can be handwritten.

Please be as specific as possible in your responses to the questions and attach a resume, if able. If you need more room, use an additional sheet of paper. **In your application or a note to the RAC Coordinator, please include the interest groups you are eligible to represent.**

Please sign the completed form digitally or with a blue or black pen.

Applications are kept in a secure location and shared only with those who need to see them. Persons who may review your application are the RAC Coordinator, Designated Federal Official (DFO), Federal Advisory Committee Act (FACA) Program Manager, and the Office of the Secretary of Agriculture.

Resource Advisory Committee Categories and Interest Groups

The RAC is comprised of three categories; each category is made up of three to five members. Within each category a member must represent a specified interest group. Our goal is for one person to represent each interest group. However, more than one person may be selected to represent an interest group.

Category A contains three to five persons that:

- represent organized labor or non-timber forest product harvester groups
- represent developed outdoor recreation, off highway vehicle users, or commercial recreation activities
- represent energy and mineral development interests or commercial or recreational fishing interests
- represent the commercial timber industry; or
- hold Federal grazing or other land use permits, or represent nonindustrial private forest landowners, within the area for which the committee is organized

Category B contains three to five persons that:

- nationally recognized environmental organizations
- regionally or locally recognized environmental organizations
- dispersed recreational activities
- archaeological and historical interests
- nationally or regionally recognized wild horse and burro interest groups, wildlife or hunting organizations, or watershed associations

Category C contains three to five persons that:

- hold State elected office (or a designee)
- hold county or local elected office
- represent American Indian tribes within or adjacent to the area for which the committee is organized
- area school officials or teachers
- represent the affected public at large

AD – 755 Instructions

1. List your full name (last, first, middle)
2. List your social security number (SSN) and identify if you are a U.S. Citizen by selecting 'yes' or 'no'
 - a. **NOTE:** This information is required and utilized to complete a vetting request and confirm citizenship.
3. List your residential address (address must be your physical address; you can include a Post Office Box if you have a different mailing address)
4. List your contact information (phone number, e-mail, etc.)
5. List your place of birth
6. List your date of birth
7. List your gender, ethnicity, and race
 - a. **NOTE:** This information is voluntary and will not be utilized to grant any preferential treatment. Information is reviewed by the Department of Agriculture to identify if barriers exist in the recruitment of members of identified gender / ethnicity / racial groups.
8. List the company or business you work for or own (if retired, please list 'retired')
- 8a. State 'yes' or 'no' if you are or are not a federally registered lobbyist
9. List the address of the company or business you work for or own (if retired, please list 'N/A')
- 9a. List your occupation or title
- 10. Not applicable for RAC application; please list N/A**
- 10a. If you have a farm or ranch, please describe (including hobby farms)
11. List your business experience
 - a. **NOTE:** Use this space to identify business experience that pertains to the interest group you wish to represent. If you include a resume, please also list 'please see resume.'
12. List education and any specialized experience
 - a. **NOTE:** Use this space to identify education and specialized experience that pertain to the interest group you wish to represent. If you include a resume, please also list, 'please see resume.'
13. List industry organizations you are a member of
 - a. **NOTE:** Use this space to identify organizations you are member of that pertain to the interest group you wish to represent. If you include a resume, please also list, 'please see resume.'
14. List affiliations and services you participate in as a community member or leader
 - a. **NOTE:** Use this space to identify affiliations and community groups that pertain to the interest group you wish to represent. If you include a resume, please also list, 'please see resume.'

15. List any Federal Advisory Committee or Board you are currently a member of and the number of years you have served
16. List sources of income more than \$10,000 (other than your primary employment) for the past calendar year
 - a. **NOTE:** Only list the source, please do not list the amount
17. Identify if you have ever been convicted of a felony by selecting 'yes' or 'no'
 - a. **NOTE:** If you answer yes, please explain on attached page
18. Identify if you have had judgements, civil actions, or criminal actions been initiated against you as a result in your participation in federal programs or government programs by selecting 'yes' or 'no'
 - a. **NOTE:** If you answer yes, please explain on attached page
19. List your name as you prefer it to appear on official correspondence
 - a. **NOTE:** Sign and date the completed form with a blue or black pen; digital signatures are not currently authorized

Send the Completed AD – 755 to the RAC Coordinator

Please e-mail or physically mail the completed and signed form (with attached resume / attachments) to the RAC Coordinator.

Resource Advisory Committee Coordinator: Avery Kool

E-mail: avery.kool@usda.gov

Phone: 541-219-0372

Mail:

Fremont – Winema National Forest

ATTN: Avery Kool

303 OR – 31

Paisley OR 97636

Questions?

If you have questions, need assistance with the form, or would like additional information, please don't hesitate to contact Avery Kool by phone at 541-219-0372 or by e-mail at avery.kool@usda.gov!