

United States Department of Agriculture Forest Service  
**Collaborative Forest Landscape Restoration Advisory Committee**

## **CHARTER**

1. **Committee’s Official Designation**

Collaborative Forest Landscape Restoration Advisory Committee (Committee)

2. **Authority**

The Committee was originally established pursuant to section 4003(e) of the Title IV Omnibus Public Land Management Act of 2009 (Omnibus Act) (16 U.S.C. 7303(e)), and as amended consistent with section 8629 of the Agriculture Improvement Act of 2018 (the Act) and in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, (5 U.S.C. App. 2).

3. **Objectives and Scope of Activities**

The purpose of the Committee is to evaluate, support, and provide recommendations on each nominated collaborative forest landscape restoration project to the Secretary of Agriculture for new project selections and one-time extensions to the 10-year funding period.

4. **Description of Duties**

- a. The Committee shall be solely advisory in nature.
- b. The Committee will evaluate collaborative forest landscape restoration projects submitted to the Secretary of Agriculture to determine whether these projects meet the eligibility criteria established in Section 4003(b) of the Act.
- c. The Committee, in evaluating proposals, shall give special consideration to:
  - (1) the strength of the proposal and strategy;
  - (2) the strength of the ecological case of the proposal and the proposed ecological restoration strategies;
  - (3) the strength of the collaborative process and the likelihood of successful collaboration throughout implementation;
  - (4) whether the proposal is likely to reduce the risk of uncharacteristic wildfire and reestablish natural fire regimes

- (5) whether the proposal would use restoration byproducts to reduce the relative costs of carrying out ecological restoration treatments and benefit local economies; and
- (6) whether the proposal is in alignment with a shared stewardship approach, including leveraging an appropriate level of non-Federal investments.

5. **Agency or Official to Whom the Committee Reports**

The Committee reports to the Secretary of Agriculture through the Chief of the Forest Service. The Secretary of Agriculture retains authority to appoint Committee members.

6. **Support**

Clerical and other administrative support for the Committee will be provided by the Forest Service.

7. **Estimated Annual Operating Costs and Staff Years**

a) Members of the Committee serve without compensation, but may, in performance of their duties away from home or regular places of business, be allowed reimbursement for travel expenses, including per diem in lieu of subsistence, as authorized in 5 U.S.C.5703. All expenses will be subject to the approval of the Designated Federal Officer (DFO).

b) Annual operating costs of the Committee are estimated at \$100,000. This includes direct costs and 50 percent full-time equivalent (FTE).

8. **Designated Federal Officer**

A permanent Federal employee is to be appointed in accordance with agency procedures and will serve as the Designated Federal Official (DFO). The DFO will approve the advisory committee's and subcommittees' meetings, prepare, and approve all meeting agendas, attend all committee and subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the official to whom the advisory committee reports.

9. **Estimated Number and Frequency of Meetings**

The advisory committee will meet at least annually but may meet as often as is necessary to complete its business. The Committee shall not hold any meetings except at the call of, or with the advance approval of, the DFO. Notice of each meeting shall be provided in the Federal Register at least 15 days before each meeting. Committee members will be notified personally of the date, time, and place of each meeting. The meetings of the Committee may be held in person, by telephone or electronic means.

10. **Duration**

Continuing.

11. **Termination**

In accordance to FACA, this charter will expire in 2 years from the date of filing unless renewed by proper authority and appropriate action

12. **Membership and Designation**

12a. This Committee will be fairly balanced in its membership in terms of the points of view represented and the functions to be performed. Steps will be taken to encourage fresh points of view, such as establishing staggered membership terms and limiting the number of renewed memberships.

12b. The Collaborative Forest Landscape Restoration Advisory Committee will be comprised of no more than 15 members. Committee membership will be fairly balanced in terms of the points of view represented and functions to be performed. The Committee shall include experts in the following areas:

1. Ecological Restoration;
2. Fire Ecology;
3. Fire Management;
4. Rural Economic Development;
5. Ecological Adaptation to Climate Change;
6. Fish and Wildlife Ecology; and
7. Woody Biomass and Small Tree Utilization.

Committee members will be appointed based on their expertise and knowledge in the areas above.

Vacancies on the Committee will be filled in the manner in which the original appointment was made. If a Committee member fails to attend (in person or by telephonic or electronic means) three consecutive official meetings, the Secretary or Designated Federal Officer (DFO) may remove that member from the Committee.

12c. Of these members, one will become the chairperson who is recognized for his or her ability to lead a group in a fair and focused manner and who has been briefed on the mission of this Committee. A co-chairperson may be assigned, especially to facilitate his or her transition to become the chairperson in the future.

#### 12d. Ethics Statement

To maintain the highest levels of honesty, integrity and ethical conduct, no Committee or subcommittee member shall participate in any “specific party matters” (i.e., matters are narrowly focused and typically involve specific transactions between identified parties) such as a lease, license, permit, contract, claim, grant, agreement, or related litigation with the Department in which the member has a direct financial interest. This includes the requirement for Committee or Subcommittee members to immediately disclose to the DFO (for discussion with USDA’s Office of Ethics) any specific party matter in which the member’s immediate family, relatives, business partners or employer would be directly seeking to financially benefit from the Committee’s recommendations. Members of the Committee shall be required to disclose their direct or indirect interest in leases, licenses, permits, contracts, claims, grants, or agreements that involve lands or resources administered by the Forest Service, or in any litigation related thereto. For the purposes of this paragraph, indirect interest includes holdings of a spouse or dependent child.

All members will receive ethics training to identify and avoid any actions that would cause the public to question the integrity of the Committee’s advice and recommendations. Members who are appointed as “Representatives” are not subject to Federal ethics laws because such appointment allows them to represent the point(s) of view of a particular group, business sector or segment of the public.

Members appointed as “Special Government Employees” (SGEs) are considered intermittent Federal employees and are subject to Federal ethics laws. SGE’s are appointed due to their personal knowledge, academic scholarship, background or expertise. No SGE may participate in any activity in which the member has a prohibited financial interest. Appointees who are SGEs are required to complete and submit a Confidential Financial Disclosure Report (OGE-450 form) via the FDonline e-filing database system. Upon request USDA will assist SGEs in preparing these financial reports. To ensure the highest level of compliance with applicable ethical standards USDA will provide ethics training to SGEs on an annual basis. The provisions of these paragraphs are not meant to exhaustively cover all Federal ethics laws and do not affect any other statutory or regulatory obligations to which advisory committee members are subject.

#### 12e. Equal Opportunity Statement

Equal opportunity practices, in line with USDA policies, will be followed in all membership appointments to the committee. To ensure that the recommendations of the committee have taken into account the needs of the diverse groups served by the

Department, membership shall include, to the extent practicable women, and persons with disabilities.

The USDA prohibits discrimination in all of its programs and activities on the basis of “race, color, national origin, religion, sex, (including gender identity and sexual orientation), disability, age, marital status, familial or parental status, income derived from a public assistance program, political beliefs, genetic information, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs).

13. **Subcommittees**

The Collaborative Forest Landscape Restoration Advisory Committee has the authority to create subcommittees. Subcommittees must report back to the Committee for possible action on any recommendations and must not provide advice or work products directly to the Agency.

14. **Recordkeeping**

The records of this Committee, formally and informally established subcommittees, or other subgroups of the Committee, shall be handled in accordance with General Records Schedule 6.2 or other approved agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

Information about this Committee is available online at:

<https://www.fs.fed.us/restoration/CFLRP/advisory-panel.shtml>

15. **Filing Date**

January 11, 2022