

Branch of Wildland Fire Management
Recurring Annual Reporting and Submission Deadlines

Deadline	Program	Activity	SUBMIT TO: Recipient Email or Database System
1/9/2023	Operations	Budget Requests for BIA Interagency Hotshot Funding	joshua.simmons@bia.gov
1/12/2023	Operations	Finalize previous calendar year fire reports	<i>Interagency Fire Occurrence Reporting Modules (InFORM)</i>
6/5/2023	Operations	Capital Improvement Plans for new construction	joshua.simmons@bia.gov
7/3/2023	Operations	5-Year Deferred Maintenance and Capital Improvement Plans	joshua.simmons@bia.gov
9/28/2023	Operations	Red Book comments and feedback	garth.fisher@bia.gov
10/12/2023	Operations	Finalize previous Fiscal Year Fire Reports (Government Performance and Results Act reporting)	steven.larrabee@bia.gov
10/16/2023	Operations	BIA Interagency Hotshot Crew Accomplishment and Expenditure Reports	joshua.simmons@bia.gov
12/31/2023	Prevention	Prevention carryover adjustment deadline for previous fiscal year	samuel.scranton@bia.gov
5/2/2023	Prevention	Prevention program hiring for approved vacant position completed	samuel.scranton@bia.gov
8/1/2023	Prevention	Prevention Supplemental Requests for next fiscal Year	samuel.scranton@bia.gov
7/14/2023	Prevention	Submission for new prevention program. Must have a completed and approved plan (Wildfire Prevention Plans)	samuel.scranton@bia.gov
8/1/2023	Prevention	Funding requests for existing prevention programs	samuel.scranton@bia.gov
9/15/2023	Prevention	Submissions for revised Wildfire Prevention Plans (for recurring funding)	samuel.scranton@bia.gov
11/15/2023	Prevention	Unit level Prevention Program Accomplishment Reports due to Regional Specialists	Wildfire Prevention Spatial Assessment and Planning Strategies (WPSAPS)
1/5/2024	Prevention	Regional Prevention Program Narrative Accomplishment Reports from Regional Specialists	samuel.scranton@bia.gov
12/1/2023	Prevention	Unit level Prevention Program Accomplishment Reports due to DWFM	Wildfire Prevention Spatial Assessment and Planning Strategies (WPSAPS)
2/15/2023	Public Affairs	Quarterly Success Story Compilation	lessa.peter@bia.gov
5/15/2023	Public Affairs	Quarterly Success Story Compilation	lessa.peter@bia.gov
8/15/2023	Public Affairs	Quarterly Success Story Compilation	lessa.peter@bia.gov
11/15/2023	Public Affairs	Quarterly Success Story Compilation	lessa.peter@bia.gov
9/15/2023	BAER	Emergency Stabilization and Burned Area Rehabilitation Plan Accomplishment Report	darryl.martinez@bia.gov
10/6/2023	BAER	Enter Emergency Stabilization and Burned Area Rehabilitation Past Accomplishments	<i>National Fire Plan Operations and Reporting System</i>
11/15/2023	BAER	Enter Emergency Stabilization and Burned Area Rehabilitation Plan, Completed Treatments (for funding)	<i>National Fire Plan Operations and Reporting System</i>

Branch of Wildland Fire Management
Recurring Annual Reporting and Submission Deadlines

12/31/2023	Fuels	Carryover balances and outstanding labor/credit card adjustments for previous Fiscal Year finalized.	samuel.scranton@bia.gov
End of each Calendar month	Fuels	NFPORS: Calendar Month Accomplishment Reporting	<i>National Fire Plan Operations and Reporting System</i>
1/15/2023	Fuels	NFPORS: Confirm accomplishment Reporting for prior quarter	<i>National Fire Plan Operations and Reporting System</i>
2/1/2023	Fuels	Final Fire Perimeter Polygons for previous calendar year	joseph.kafka@bia.gov
2/1/2023	Fuels	Enter accomplished Fuels Treatment Polygons for previous calendar year	<i>National Fire Plan Operations and Reporting System</i>
2/15/2023	Fuels	Enter Fuels Treatment Effectiveness Monitoring accomplishments from prior calendar year	<i>National Fire Plan Operations and Reporting System</i>
15-Mar (Subject to change)	Fuels	3-Year Fuels Preliminary Program of Work in NFPORS	<i>National Fire Plan Operations and Reporting System</i>
3/31/2023	Fuels	Prior year Reserved Treaty Rights Land Carryover maybe withdrawn by DWFM	mark.jackson@bia.gov
4/15/2023	Fuels	NFPORS: confirm accomplishment Reporting for prior quarter	<i>National Fire Plan Operations and Reporting System</i>
5/2/2023	Fuels	Fuels management program hiring for approved Base funded vacant position(s) completed to ensure fund availability	samuel.scranton@bia.gov
5/2/2023	Fuels	Preliminary Program of Work (PPOW) completed in NFPORS	stephen.smith@bia.gov
7/14/2023	Fuels	NFPORS accomplishment Reporting for prior quarter	<i>National Fire Plan Operations and Reporting System</i>
7/14/2023	Fuels	Fuels management 638 Cooperative Agreements approved and funds obligated (multi-year)	mark.jackson@bia.gov
9/15/2023	Fuels	National Annual Program of Work and Spend Plan for OWF (DWFM)	samuel.scranton@bia.gov
10/14/2023	Fuels	NFPORS final accomplishment Reporting for the prior FY	<i>National Fire Plan Operations and Reporting System</i>
10/14/2023	Fuels	DOI Community Assistance report due to DWFM	samuel.scranton@bia.gov
12/15/2023	Fuels	Reserved Treaty Rights Land year-end report for previous fiscal year	mark.jackson@bia.gov
11/30/2023	Fuels	Annual Monitoring Summary of Fuel treatment monitoring activities	joseph.kafka@bia.gov
90 Days after occurrence	Fuels	Fuel Treatment Effectiveness Monitoring reports	joseph.kafka@bia.gov
Open Continually	Fuels	New Reserved Treaty Rights Land Project Proposals	mark.jackson@bia.gov

Branch of Wildland Fire Management
Recurring Annual Reporting and Submission Deadlines

Within two weeks of funding transfer from OWF to BIA	Fuels	Current Year Final Program of Work (FPOW) Completed in NFPORS	stephen.smith@bia.gov
--	-------	---	-----------------------