

FS Agreement No. 12-MU-11132424-051
Cooperator Agreement No. _____

MEMORANDUM OF UNDERSTANDING
Between The
BACK COUNTRY HORSEMEN OF AMERICA
And The
USDA, FOREST SERVICE
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This MEMORANDUM OF UNDERSTANDING (MOU) is hereby made and entered into by and between the Back Country Horsemen of America, hereinafter referred to as "BCHA," and the USDA, Forest Service, hereinafter referred to as the "U.S. Forest Service."

Title: Equestrian Trails Maintenance, Education, and Public Outreach

- I. PURPOSE:** The purpose of this MOU is to document the cooperation between the parties to continue to develop and expand a framework for the Forest Service and BCHA to plan and implement mutually beneficial programs, projects, training, and other equestrian opportunities at the national, regional, and local levels in accordance with the following provisions.

II. STATEMENT OF MUTUAL BENEFIT AND INTERESTS:

The Forest Service manages National Forest System (NFS) lands for a variety of uses and activities, including outdoor recreation. The Forest Service is interested in providing a variety of equestrian opportunities that are environmentally sensitive and educational and that support local and regional economies and quality of life.

BCHA is a national organization of private recreational saddle and pack stock users and is a recognized leader in establishing equestrian and saddle and pack stock ethics, providing education on responsible backcountry use, encouraging volunteerism, and fostering appropriate management of federal and non-federal lands. BCHA members desire to use the National Forests for recreational purposes and to accomplish mutually beneficial equestrian and recreational saddle and stock projects or activities.

The parties want to encourage responsible use of NFS lands by visitors participating in equestrian and recreational stock travel and activities. Both the FS and BCHA disseminate information to the public regarding conservation, recreation, and natural resource activities as they relate to equestrian and recreational stock use.

In consideration of the above premises, the parties agree as follows:



III. BCHA SHALL:

- A. Work with the Forest Service to facilitate improved understanding and communication among equestrian and recreational stock users, federal agencies, and the public.
- B. Work with the Forest Service to identify appropriate cooperative opportunities, such as trail projects, administrative studies, and educational programs, and to pursue these projects jointly.
- C. Develop and maintain a communication network for contacting equestrian and recreational stock users through a system of local and state BCHA affiliates.
- D. Subject to applicable federal laws, regulations, land management plans, and other management direction, provide input on trail system analysis and planning and assistance to land managers and communities involved in equestrian and recreational stock projects, educational activities, and management.
- E. Maintain a public database and library of publications related to BCHA activities.
- F. Provide training and instruction to its members and, when appropriate, the public regarding Leave No Trace and other ethics programs relating to backcountry equestrian and recreational stock use, and encourage the incorporation of these programs in that use.
- G. Obtain Forest Service approval prior to publication of any materials regarding equestrian and recreational stock use on NFS lands that are developed cooperatively by the Forest Service and BCHA and that are intended for public distribution.
- H. Complete job hazard analyses for BCHA projects and activities conducted on NFS lands pursuant to this MOU, and conduct safety training prior to engaging in these projects and activities. Address anticipated hazards and steps that should be taken to reduce the hazards in these training sessions.

IV. THE U.S. FOREST SERVICE SHALL:

- A. Work with BCHA to facilitate improved understanding and communication among equestrian and recreational stock users, federal agencies, and the public.
- B. Work with BCHA and its affiliates to identify appropriate cooperative opportunities, such as trail projects, administrative studies, and educational



programs, and, contingent upon availability of funds and personnel, pursue these projects and activities jointly with the equestrian and recreational stock community.

- C. Encourage local FS officials to collaborate with BCHA national office staff, representatives, affiliates, and members in the development of mutually beneficial projects and educational activities.
- D. Where appropriate and feasible, make available to the public information from BCHA regarding development and presentation of training materials related to responsible equestrian and recreational stock use and ethics, trail construction and maintenance, and opportunities for equestrian and recreational stock use on NFS lands.
- E. Consistent with applicable laws, regulations, land management plans, other management direction, and the FS's multiple-use mission, facilitate the continued access and use of NFS lands for equestrian and recreational stock use and related activities.
- F. Consistent with applicable laws, regulations, and FS policies, consider BCHA's goals and concerns in trail system analysis and planning and, in particular, in developing and managing FS programs relating to equestrian and recreational stock use.
- G. Provide information on completing job hazard analyses and conducting safety training for BCHA projects and activities conducted on NFS lands pursuant to this MOU.

V. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

- A. PRINCIPAL CONTACTS. Individuals listed below are authorized to act in their respective areas for matters related to this agreement.

Principal Cooperator Contacts:

Cooperator Program Contact	Cooperator Administrative Contact
Name: Mr. Alan Hill, Public Liaison Back Country Horsemen of America Address: P.O. Box 492660 City, State, Zip: Redding, California 96049-2260 Telephone: (530) 221-4354 FAX: (530) 221-9267 Email: athill01@Charter.net	Name: Same as Program Contact Address: City, State, Zip: Telephone: FAX: Email:



Principal U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Name: Jonathan Stephens Trails and Congressionally Designated Areas Address: 201 14 th Street S.W. City, State, Zip: Washington, D.C. 20250-1125 Telephone: (202) 205-1701 FAX: (202) 205-1145 Email: jstephens02@fs.fed.us	Name: Susan Brooks Address: 201 14 th Street S.W. City, State, Zip: Washington, D.C. 202250-1125 Telephone: (202) 205-1736 FAX: (202) 205-1145 Email: sbrooks@fs.fed.us

- B. **NON-LIABILITY.** The U.S. Forest Service does not assume liability for any third party claims for damages arising out of this agreement.
- C. **NOTICES.** Any communications affecting the operations covered by this agreement given by the U.S. Forest Service or BCHA is sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:

To the U.S. Forest Service Program Manager, at the address specified in the MOU.

To BCHA, at BCHA's's address shown in the MOU or such other address designated within the MOU.

Notices are effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

- D. **PARTICIPATION IN SIMILAR ACTIVITIES.** This MOU in no way restricts the U.S. Forest Service or BCHA from participating in similar activities with other public or private agencies, organizations, and individuals.
- E. **ENDORSEMENT.** Any of BCHA's contributions made under this MOU do not by direct reference or implication convey U.S. Forest Service endorsement of BCHA's products or activities.
- F. **NONBINDING AGREEMENT.** This MOU creates no right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity. The parties shall manage their respective resources and activities in a separate, coordinated and mutually beneficial manner to meet the purpose(s) of this MOU. Nothing in this MOU authorizes any of the parties to obligate or transfer anything of value.



Specific, prospective projects or activities that involve the transfer of funds, services, property, and/or anything of value to a party requires the execution of separate agreements and are contingent upon numerous factors, including, as applicable, but not limited to: agency availability of appropriated funds and other resources; cooperator availability of funds and other resources; agency and cooperator administrative and legal requirements (including agency authorization by statute); etc. This MOU neither provides, nor meets these criteria. If the parties elect to enter into an obligation agreement that involves the transfer of funds, services, property, and/or anything of value to a party, then the applicable criteria must be met. Additionally, under a prospective agreement, each party operates under its own laws, regulations, and/or policies, and any Forest Service obligation is subject to the availability of appropriated funds and other resources. The negotiation, execution, and administration of these prospective agreements must comply with all applicable law

Nothing in this MOU is intended to alter, limit, or expand the agencies' statutory and regulatory authority.

- G. USE OF U.S. FOREST SERVICE INSIGNIA. In order for BCHA to use the U.S. Forest Service insignia on any published media, such as a Web page, printed publication, or audiovisual production, permission must be granted from the U.S. Forest Service's Office of Communications. A written request must be submitted and approval granted in writing by the Office of Communications (Washington Office) prior to use of the insignia.
- H. MEMBERS OF U.S. CONGRESS. Pursuant to 41 U.S.C. 22, no U.S. member of, or U.S. delegate to, Congress shall be admitted to any share or part of this agreement, or benefits that may arise therefrom, either directly or indirectly.
- I. FREEDOM OF INFORMATION ACT (FOIA). Public access to MOU or agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552).
- J. TEXT MESSAGING WHILE DRIVING. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All cooperators, their employees, volunteers, and contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.



- K. PUBLIC NOTICES. It is the U.S. Forest Service's policy to inform the public as fully as possible of its programs and activities. BCHA is/are encouraged to give public notice of the receipt of this agreement and, from time to time, to announce progress and accomplishments. Press releases or other public notices should include a statement substantially as follows:

"Recreation, Heritage and Volunteers Resources of the U.S. Forest Service, Department of Agriculture, Equestrian trails programs."

BCHA may call on the U.S. Forest Service's Office of Communication for advice regarding public notices. BCHA is requested to provide copies of notices or announcements to the U.S. Forest Service Program Manager and to The U.S. Forest Service's Office of Communications as far in advance of release as possible.

- L. U.S. FOREST SERVICE ACKNOWLEDGED IN PUBLICATIONS, AUDIOVISUALS AND ELECTRONIC MEDIA. BCHA shall acknowledge U.S. Forest Service support in any publications, audiovisuals, and electronic media developed as a result of this MOU.
- M. NONDISCRIMINATION STATEMENT – PRINTED, ELECTRONIC, OR AUDIOVISUAL MATERIAL. BCHA shall include the following statement, in full, in any printed, audiovisual material, or electronic media for public distribution developed or printed with any Federal funding.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

If the material is too small to permit the full statement to be included, the material must, at minimum, include the following statement, in print size no smaller than the text:

"This institution is an equal opportunity provider."

- N. TERMINATION. Any of the parties, in writing, may terminate this MOU in whole, or in part, at any time before the date of expiration.



- O. DEBARMENT AND SUSPENSION. BCHA shall immediately inform the U.S. Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the federal government according to the terms of 2 CFR Part 180. Additionally, should BCHA or any of their principals receive a transmittal letter or other official Federal notice of debarment or suspension, then they shall notify the U.S. Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary.

- P. MODIFICATIONS. Modifications within the scope of this MOU must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 30 days prior to implementation of the requested change.

- Q. COMMENCEMENT/EXPIRATION DATE. This MOU is executed as of the date of the last signature and is effective through October 1, 2016 at which time it will expire, unless extended by an executed modification, signed and dated by all properly authorized, signatory officials.

- R. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this MOU. In witness whereof, the parties hereto have executed this MOU as of the last date written below.

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 Mike McGlenn Date
 Chairman
 Back Country Horsemen of America

 December 15, 2011

 James Bedwell Date
 Director,
 Recreation, Heritage, and Volunteer Resources
 U.S. Forest Service,



The authority and format of this agreement have been reviewed and approved for signature.

Carol J. Brown

CAROL J. BROWN

U.S. Forest Service Grants & Agreements Specialist

11/29/2011

Date

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.