

ePlanning Version 2.0

E-Gov for Planning and NEPA

VOLUME 1, ISSUE 2

AUGUST, 2007

ePlanning and NEPA

Over thirty years ago, the National Environmental Policy Act (NEPA) was passed. Its primary goal is to prevent or eliminate environmental damage to the various diverse lands and ecologies of the United States. NEPA applies to all federal agencies and the programs funded by them. Essentially, it requires that an agency must consider all of the environmental impacts of taking any "major" or "significant" action. Since its inception, over thirty-three thousand Environmental Impact Statements have been filed with the Council of Environmental Quality.

NEPA procedures throughout the NEPA workflow — from start to finish (for more on workflow, see page 2).

ePlanning V. 2.0 will make NEPA easier by:

- Publishing NEPA documents in a tiered fashion from the LUP analysis
- Publishing NEPA decisions by Field Office, State, and Region
- Tracking cumulative impacts of implemented actions
- Establishing accountability in NEPA documents

- Maintaining document templates to eliminate the need for document formatting
- Improving Cooperating Agency coordination

Ultimately, ePlanning is a crosscutting project that will assist resource specialists and managers with the preparation of NEPA documents and LUPs with increased efficiency resulting both in clearer public information and in less time writing documents.

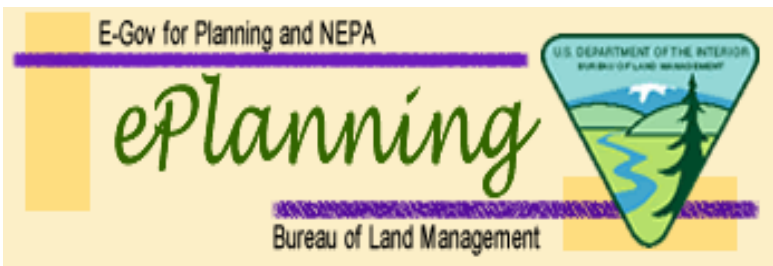
ePlanning V. 2.0 means less time in the office and more time in the field!

Putting it to the Test ePlanning Practice Makes Perfect

In early August, ePlanning V. 2.0 software underwent extensive User Acceptance Testing. Thorough testing required the Planning and NEPA expertise of over two dozen employees from BLM offices located all over the country.

These User Acceptance Tests revealed glitches and bugs that are inherent in all preliminary software applications and illuminated opportunities for training upcoming users.

Test findings are currently being incorporated into the ePlanning software and will help to ensure that ePlanning V. 2.0 provides excellent service to all users all of the time. The ePlanning Core Team thanks all of the testers and National Test Lab Staff who have helped to make ePlanning a great tool for everyone in BLM.



In order to streamline the preparation and organization of the thousands of Land Use Planning (LUP) documents, NEPA documents, and the public commenting process generated annually within BLM, **E-Gov for Planning and NEPA** — **ePlanning** for short — is being developed at the BLM's National Science and Technology Center. ePlanning Version 1.0 was introduced in 2002 and is currently undergoing a major overhaul.

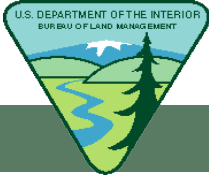
In addition to supporting LUPs, ePlanning Version 2.0 will aid field offices in their individual

- Storing all data (text & GIS) in a centralized database for easy updating
- Automating the administrative record
- Spanning review, revision, and approval processes according to user-defined business rules
- Ensuring that appropriate individuals have edited data and have approved content
- Providing a forum for easy public comment submission and analysis



BLM





ePlanning Version 2.0

ePlanning Terminology: Definitions of Words and Phrases

What you need to know about ePlanning V. 2.0 features and tools

Active Directory – Active Directory (AD) provides central authentication & authorization services and stores network information across an entire domain for Windows-based computers.

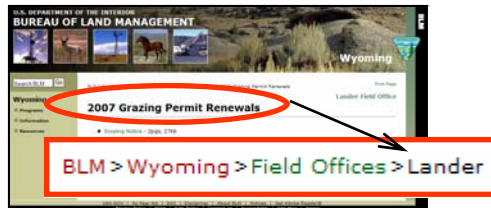
WITH
ACTIVE DIRECTORY,
ePLANNING USERS
CAN USE
THE SAME LOGIN
AND PASSWORD
THEY USE TO
ACCESS THE
BLM NETWORK

AD stores network information in a central, organized, and accessible database and lets any object on a network be tracked and located. It also allows administrators to assign policies, deploy software, and apply critical updates to an entire organization's network.

AD plays an important role in the security of the ePlanning system. For users, the convenience of AD will allow individuals to login to ePlanning V. 2.0 using the same username and password that they use to access the BLM Network. That means one less login name and password for users to create and remember!

Breadcrumbs – Their purpose is to give users a way to keep track of their location within programs or documents. Breadcrumbs typically appear horizontally across the top of a webpage, usually below any title bars or headers.

Breadcrumbs provide links back to each previous page that the user navigated through in order to get to the current page. As such, Breadcrumbs essentially provide a trail for the user to follow back to the entry point of a website.



Breadcrumbs on a BLM webpage

Several BLM web pages already use Breadcrumbs. Breadcrumbs in ePlanning Version 2.0 will facilitate quick navigation through the ePlanning directory.

BREADCRUMBS
PROVIDE LINKS BACK
TO EACH PREVIOUS
PAGE THROUGH
WHICH THE USER
NAVIGATED

Workflow – Workflow formalizes a business process. It is a set of procedures by which documents, information content, or tasks are passed from one participant to another in a way that is governed by rules and business practices.

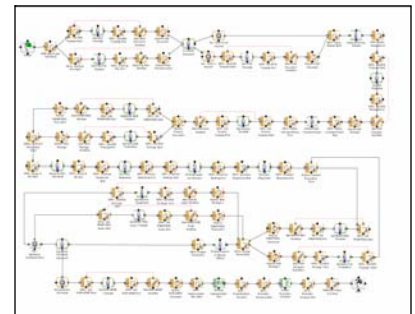
The goal of those who design workflow management systems is to get the right task to the right people at the right time, while making the management system easy to understand and use. Workflow can be defined as a series of tasks

compilation, production, and distribution of that document within a content management system (CMS). Different CMS users will have specific assigned roles in the workflow process. In ePlanning, typical roles are authors, editors, and reviewers.

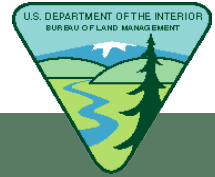
THE GOAL OF
WORKFLOW
IS TO GET THE
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THE RIGHT TIME

ePlanning generates both Project- and Document Workflows for the complete LUP and NEPA processes. Project workflows — such as an RMP/EIS — manage all steps of a project and can generate Document workflows — such as a DRMP/DEIS. Document-Level Workflow manages all activities related to a document workflow process.

Project workflows can be very complex — when printed on paper, a BLM RMP Project workflow measures almost 20 by 180 inches! ePlanning V. 2.0 will automate complicated Project and Document workflows and will expedite Land Use Planning and NEPA.



LUP Workflow



ePlanning Nomenclature and Map Template Standards

While helping to make the Planning and NEPA processes more consistent and efficient on an enterprise-wide level, ePlanning is complying with the BLM policy of data standardization. To read more about the policies and guidance, read the BLM [Instruction Memorandum](#) or visit the [National Data Management and Data Architecture](#) website. The ePlanning team is currently devising standards for identifying and coding NEPA projects and for map templates, as explained below.

NEPA Number

Format: DE-AG-AD-OFC-FY-SEQ-TYP

DE - Department Designation Code is a three-letter code used to identify the name of the Department within the Government. Examples: DOI, DOA, DOL, DOC, DOD

AG - Agency Designation Code is a three letter code used to identify the agency or bureau within the government. Examples: BLM, BOR, BIA

AD- Administrative Designation Code is a two-letter code used to identify the highest administrative unit involved (state, center, office, or W/O) at the time of NEPA document creation. Examples: AK, AZ, BC, CA, CO, ES, FA, HR, ID, MT, NI, NM, NV, OR, PO, RP, ST, TC

OFC - Office Designation Code is a three-digit code used to identify the secondary administrative unit involved at the time of NEPA document creation.

FY - Project Start Fiscal Year Date is a four-digit code that identifies the 12 month period the Federal Government designates for the use of its funds (Oct thru Sept) at the time of the creation of the NEPA document.

SEQ - NEPA Document Sequence Number is four-digit chronological number identifying each NEPA document assigned within an Administrative Unit, Office Designation, and Fiscal Year.

TYP - NEPA Type Code is a 2 or 3-letter code used to identify the category of a NEPA document. Valid values include: CX (Categorical Exclusion) EA (Environmental Assessment) DNA (Determination of NEPA Adequacy) EIS (Environmental Impact Statement).

Examples:

DOI-BLM-CO-016-2007-0002-CX
DOI-BLM-WO-310-2006-0020-EA

Peg Sorenson is the NEPA Data Steward (202-452-0364; Peg_Sorenson@blm.gov)

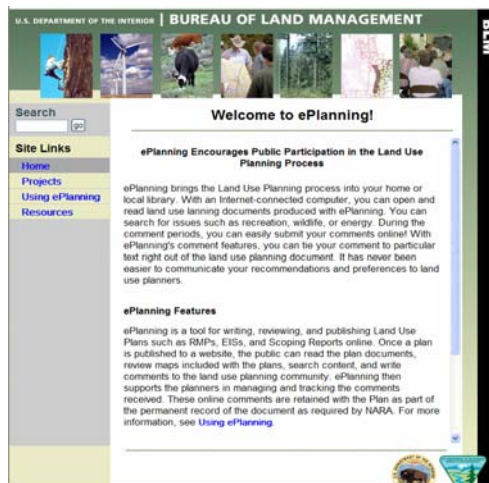


Map Templates

Several map templates have been developed for use with ePlanning. The templates themselves were created in ArcGIS 9.2 format — which may be difficult to view for some users — therefore, GeoPDFs were created for each of the templates using a Dillon, MT, RMP for sample data.

A GeoPDF is a file used to present GIS and mapping data in a standard Adobe PDF. Sample templates can be viewed on the [ePlanning](#) website.

Bob Bewley is the Map Template Data Steward (202-452-5111; Bob-Bewley@blm.gov)





The ePlanning Core Team: Expansion and New Faces

The ePlanning Core Team has grown over the last several months in anticipation of launching ePlanning V. 2.0 in September, 2007.

Julie Marsh, IT Security Specialist — Provides Certification and Accreditation support to the ePlanning project, as well as overall security consulting. Julie has worked in IT Security for four years and as a GIS specialist for eight years. She joined the project in May of 2007. (303-236-2221; Julie_Marsh@blm.gov).

Kim Gould, ePlanning Systems Administrator (SA) — As the new SA for Versions 1.04 and 2.0, Kim provides critical support for current and future ePlanning users. She joined the team in June of 2007 after graduating from Virginia Tech with a BS in Geography and a focus on Geospatial Environmental Analysis (303-236-7137; Kimberly_Gould@blm.gov).

Leah Baker, ePlanning Implementation Specialist — Provides support to new users as the project transitions from V. 1.04 to V. 2.0. She joined the BLM and the ePlanning project in July of 2007 after graduating from the American University with an MA in Global Environmental Policy and a focus on Climate Change Policy (303-236-6382; Leah_Baker@blm.gov).

These new ePlanning team members have joined existing ePlanning Core Team members:

Mary Beth Stulz, ePlanning Project Manager
(303-236-0100; Mary_Beth_Stulz@blm.gov)

Michael Trombley, ePlanning Systems Engineer
(303-236-3507; Michael_Trombley@blm.gov)

Mike Garrison, Documentation Support Specialist
(303-236-2624; Michael_Garrison@blm.gov)

Core Team Web Links and Other Contact Information

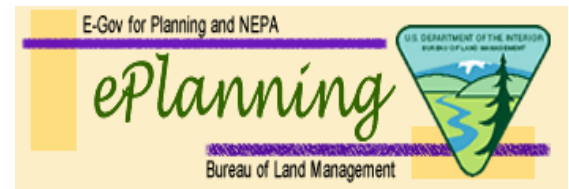
[ePlanning Internet \("External"\) website](#)

[ePlanning intranet \("Internal"\) website](#)

BLM's [Land Use Planning website](#)

ePlanning Core Team mailing address:

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Denver, CO 80225



Want to become involved in the project?

Contact Mary Beth Stulz (303-236-0100).

The ePlanning V. 2.0 Project: Present & Future

Phase 1 — September 10, 2007

- Implementation of Content Management System (CMS)
- Integration of CMS with XML editor/publisher tools
- Support of publication of multiple document types in various media
- Integration of custom GIS tools
- Guided Project Timeline set-up

Phase 2 — Late Spring, 2008

- Integration of public user interface
- Support for collection, input, and processing of submissions
- Support of multi-signature submissions
- Creation of summaries and responses
- Support for form letter submissions
- Ability to query and sort comments
- Reuse responses
- Integration of spatial areas to submitted comments

Phase 2.0.3 — September, 2008

- Expansion of previous phases
- Implementation of Plan Tracking
- Conversion of legacy data to V. 2.0
- Creation of reports