

## Scoping template for 218 non-HFRA projects | 2014

The [xxxx] Ranger District/National Forest is proposing the [name of project]. We are inviting you to submit comments to help refine the proposed activities disclosed in this letter. In addition, the Responsible Official is currently preparing an environmental analysis of this proposal and needs your assistance to better identify issues, concerns, and opportunities. Pursuant to 36 CFR 218.7(a)(2), this proposed project implements the land management plan and is subject to §218 subparts A and B.

### PROPOSED ACTION

The project area is located [xxxx detailed information necessary]. The [xxxx] Project is comprised of approximately [xxxx detailed information, acres with the following [Management Prescriptions or specific to your unit]:.....

### PURPOSE AND NEED

The purpose and need of this proposal is to achieve/improve [xxxx detailed information]. The proposed action of [xxxx] Project is the following:....[xxxx paragraph needs to include who, what, where, when, how]

### HOW TO COMMENT

Specific written comments as defined by §218.2 should be within the scope of the proposed action, have a direct relationship to the proposed action, and must include supporting reasons for the responsible official to consider. It is the responsibility of all individuals and organizations to ensure that their comments are received in a timely manner. While comments will be accepted any time during the process, to establish standing for objection eligibility, this designated opportunity is between [date] to [date].

Comments received in response to this solicitation, including names and addresses of those who comment, will be considered part of the public record on these proposed actions and will be available for public inspection. Comments submitted anonymously will be accepted and considered; however, anonymous comments will not provide the agency with the ability to provide the respondent with subsequent environmental documents. A 30 day Notice and Comment period will be provided at a future date (§218.24). Only those who respond to this request for comments will remain on the mailing list for this project.

Comment [HD1]: Optional language.

Specific written comments must be submitted to: [*Responsible Official's name, title, address, fax (number), office (front desk number)*]. The office business hours for those submitting hand-delivered comments are: 8:00 am to 4:30 pm Monday through Friday, excluding holidays. Electronic comments must be submitted in a common digital format to *comments-southern-forest-district@fs.fed.us*.

An objection period, if required, will follow the regulation found in §218.7. For objection eligibility (§218.5), only those who have submitted timely, specific written comments during any designated opportunity for public comment may file an objection. Issues to be raised in objections must be based on previously submitted specific written comments regarding the proposed project and attributed to the

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objector, unless the issue is based on new information that arose after a designated opportunity to comment (§218.8(c)).

Please state “[project name]” in the subject line when providing electronic comments, or on the envelope when replying by mail.

Additional information on [xxxx] Project is also available on the webpage: [www.fs.fed.us/r8/\[xxxx\]](http://www.fs.fed.us/r8/[xxxx]). If you would like more information or have questions relating to this proposal, please contact [xxxx name], [xxxx title], by email [xxxx email address] or by phone [xxxx phone number].