

**Forest Service Manual
National Headquarters (WO)
Washington, DC**

Forest Service Manual 1700 – Civil Rights

Chapter 1780 - Direct Programs

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Superseded Directive: FSM 1780, Amendment 1700-90-1

Approved by: Mike Dombeck, Chief

Date approved:

Responsible Staff:

Explanation of changes: Following is an explanation of the changes throughout the directive by section.

POSTING NOTICE. Amendments are numbered consecutively by Title and calendar year. Post by document name. Remove entire document and replace with this amendment. Retain this transmittal as the first page of this document. The last amendment to this Title was Amendment 1700-2000-10 to FSM 1780 Contents.

Recodes direction and makes minor editorial and formatting changes throughout the chapter. Substantive revisions are as follows:

1780.3: Revises policy for the Forest Service role in direct programs.

1780.41: Clarifies responsibilities in direct programs for the Director, Civil Rights Staff, Washington Office, Forest Service line officers, and all employees.

1783: Adds direction on the Hispanic Association of Colleges and Universities.

1784: Adds direction on the American Indian Education Initiative.

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For further direction on civil rights requirements for direct programs (that is, programs and services administered directly by the Forest Service), see FSH 1709.11, chapter 80. For related direction on civil rights impact analysis and documentation, see FSM 1730 and FSH 1709.11, chapter 30. For related direction on access for persons with disabilities, see FSH 1709.11, chapter 10, and FSM 1710.

1780.1 - Authority

(FSM 1701; FSH 1709.11, sec. 01).

1780.2 - Objective

(FSM 1702). To ensure that no person is denied the benefits of any program, service, or activity administered directly by the Forest Service, because of race, religion, sex, color, national origin, age, disability, political beliefs, sexual orientation, or marital or family status, in accordance with laws regulations, and Departmental Regulation (DR) 4300-6 (FSM 1701; FSH 1709.11, sec. 01), and to achieve parity of participation by all groups in all Forest Service programs, services, and activities.

1780.3 - Policy

Provide for ongoing review of regulations, directives, procedures, and guidelines related to direct programs to ensure that civil rights requirements are included and that civil rights impacts are documented and analyzed as appropriate (FSM 1730; FSH 1709.11, ch. 30).

1780.4 - Responsibility

1780.41 - Washington Office

1780.41a - Director, Civil Rights Staff, Washington Office

The Director, Civil Rights Staff, Washington Office is responsible for developing and monitoring the implementation of policies and procedures necessary to meet civil rights requirements for direct agency programs and for providing the Chief, Deputy Chiefs, Regional Foresters, and Station, Area, and Institute Directors with advice on compliance requirements for direct agency programs.

1780.41b - Deputy Chiefs

The Deputy Chiefs have overall responsibility for ensuring that direct programs in their Deputy Areas meet civil rights requirements.

1780.42 - Regional Foresters, Station Directors, Area Director, and Institute Director

Regional Foresters, Station Directors, the Area Director, and the Institute Director have the responsibility to ensure the civil rights compliance of direct programs within their designated areas of responsibility. They are responsible for providing the organization and resources necessary to accomplish this responsibility and for monitoring these programs for compliance.

1780.43 - All Employees

In making direct programs available to individuals or to the public in general, Forest Service employees are responsible for ensuring compliance to civil rights standards and for ensuring that services are provided on an equal opportunity basis.

1781 - Program Administration

For detailed direction on program administration see FSH 1709.11, chapter 80.

1782 - Historically Black Colleges and Universities

This program is designed to eliminate barriers and increase the participation by Historically Black Colleges and Universities (HBCU) in Forest Service programs. This program also heightens agency employees' awareness and helps establish beneficial partnerships and agreements between HBCUs and the Forest Service.

1782.01 - Authority

Executive Orders (E.O.) 12232 and 12876 and Departmental Regulation 1390-1 (FSH 1709.11, sec. 01) set requirements regarding Historically Black Colleges and Universities.

1782.02 - Objectives

1. To ensure participation of Historically Black Colleges and Universities in Forest Service programs.
2. To strengthen the capacity of Historically Black Colleges and Universities to provide quality education and to overcome the effects of past discriminatory treatment.

1782.03 - Policy

1. Provide appropriate program funding and technical assistance to improve the administrative and educational infrastructure of Historically Black Colleges and Universities.
2. Ensure that funding available for programs at higher education institutions is allocated so that Historically Black Colleges and Universities receive a share that meets civil rights goals and legal requirements.
3. Monitor and review policies and procedures to increase the participation of Historically Black Colleges and Universities in agency programs, eliminate unnecessary procedures and

policies that act as barriers to the participation of Historically Black Colleges and Universities in agency programs, and prepare annual reports on plans and accomplishments.

1782.04 - Responsibility

1782.04a - Director, Civil Rights Staff, Washington Office

1. The Director, Civil Rights Staff, Washington Office is responsible for the administration and implementation of the Historically Black Colleges and Universities (HBCUs) program in the Washington Office and Service-wide.

2. The Director, Civil Rights Staff, Washington Office is designated to provide leadership and advice to the Chief and Forest Service managers on programs and activities affecting HBCUs, including the responsibility to:

- a. Coordinate the development of Forest Service strategies for strengthening the capacities of HBCUs, particularly 1890 and 1994 Land Grant Institutions, as related to Forest Service programs and research;
- b. Facilitate the establishment, as appropriate, of USDA initiatives for increased participation of Historically Black Colleges and Universities and 1890 and 1994 Land Grant Institutions in Forest Service research and other programs;
- c. Monitor and review Forest Service program operations to ensure that HBCUs and 1890 and 1994 Land Grant Institutions have equal participation in grants, contracts, and cooperative agreements;
- d. Review Forest Service proposed program regulations and policies to identify procedures and practices that may result in reduced participation by HBCUs and/or limit the benefits received by or from HBCUs;
- e. Serve as the Forest Service national liaison for continuing consultation with representatives at HBCUs and national organizations concerned with issues regarding the HBCUs;
- f. Prepare Forest Service reports required by USDA and other Federal agencies in accordance with E.O. 12232 and 12876 and other Federal laws and regulations; and
- g. Monitor the implementation of this policy within the Forest Service.

1782.04b - Regional Foresters, Stations Directors, Area Director, and Institute Director

Regional Foresters, Station Directors, the Area Director, and the Institute Director are responsible for establishing and ensuring effective program implementation of the Historically Black Colleges and Universities program in their respective units.

1782.05 - Definitions

1890 Land Grant Institutions. Institutions established in the Land Grant Higher Education System created by two Federal laws, the Morrill Acts of 1862 and 1890. The first Morrill Act (1862) provided for establishment of a land grant institution in each southern State. The second Morrill Act (1890) specifically created the Black Land Grant Institutions.

Historically Black Colleges and Universities. Those college and universities designated by USDA Departmental Regulation 1390-1 (FSM 1782.1).

1782.1- Listing of Historically Black Colleges and Universities

Exhibit 01 lists the Historically Black Colleges and Universities as included in DR 1390-1. Asterisks indicate Black Land Grant Institutions established by the Second Morrill Act (1890), which are referred to as the 1890 Land Grant Institutions.

1782.1 - Exhibit 01

List of Historically Black Colleges and Universities

ALABAMA

*Alabama A&M University	Miles College
Alabama State University	Oakwood College
Bishop State Community College	Selma University
Concordia College	Stillman College
Fredd State Technical College	Talladega College
J.F. Drake Technical College	Trenholm St. Technical College
Lawson State Community College	*Tuskegee University

ARKANSAS

Arkansas Baptist College	Shorter College
Philander Smith College	University of Arkansas, Pine Bluff

DELAWARE

*Delaware State University

DISTRICT OF COLUMBIA

*University of the District of Columbia	Howard University
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FLORIDA

Bethune-Cookman College	*Florida A&M University
Edward Waters College	Florida Memorial College

GEORGIA

Albany State College	Morris Brown College
Clark Atlanta University	Paine College
*Fort Valley State University	Savannah State College
Interdenominational Theological Center	Spelman College
Morehouse College	Morehouse School of Medicine

KENTUCKY

*Kentucky State University

1782.1 - Exhibit 01--Continued

LOUISIANA

Dillard University	Southern University at New Orleans
Grambling State University	Xavier University
Southern University and A&M College, Baton Rouge	
Southern University at Shreveport/Bossier City	

MARYLAND

Bowie State College	Morgan State University
*University of Maryland Eastern Shore	Coppin State College

MICHIGAN

Lewis College of Business

MISSISSIPPI

*Alcorn State University	Mississippi Valley State University
Coahoma Community College	Rust College
Jackson State University	Tougaloo College
Mary Holmes College	

MISSOURI

Harris-Stowe State College	*Lincoln University
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NORTH CAROLINA

Barber-Scotia College	*North Carolina A&T State University
Bennett College	North Carolina Central University
Elizabeth City State University	St. Augustine's College
Fayetteville State University	Shaw University
Johnson C. Smith University	Winston-Salem State University
Livingstone College	

OHIO

Central State University	Wilberforce University
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OKLAHOMA

*Langston University

1782.1 - Exhibit 01--Continued

PENNSYLVANIA

Cheyney University of Pennsylvania

Lincoln University

SOUTH CAROLINA

Allen University

Benedict College

Claflin College

Clinton Junior College

Denmark Technical College

Denmark Technical School

Morris College

*South Carolina State University

Voorhees College

TENNESSEE

Fisk University

Knoxville College

Lane College

LeMoyne-Owen College

Meharry Medical College

*Tennessee State University

TEXAS

Houston-Tillotson College

Jarvis Christian College

Paul Quinn College

*Prairie View A&M University

St. Phillip's College

Southwestern Christian College

Texas College

Texas Southern University

Wiley College

VIRGINIA

Hampton University

Norfolk State University

Saint Paul's College

*Virginia State University

Virginia Union University

WEST VIRGINIA

Bluefield State College

West Virginia State University

U.S. VIRGIN ISLANDS

College of the Virgin Islands

*Denotes the 1890 Land Grant Institutions.

1782.2 - Program Planning

The Director, Civil Rights Staff, Washington Office establishes plans for each fiscal year with measurable objectives to increase the ability of Historically Black Colleges and Universities to participate in Forest Service programs (FSM 1751).

1783 - Hispanic Association of Colleges and Universities

The Hispanic Association of Colleges and Universities (HACU) initiative focuses on partnerships and outreach initiatives for Hispanic Americans. The Forest Service participates through a memorandum of understanding between the Forest Service and the Hispanic Association of Colleges and Universities. The partnerships and outreach efforts provide the Forest Service vehicles for achieving a diverse work force and providing quality services to the Hispanic public. Current activities include: Employment of students from HACU/Hispanic Serving Institutions (HSI) to serve in internships with various Forest Service and other USDA agencies, providing them exposure and awareness of Government career opportunities; public awareness and educational programs; resource program planning; Hispanic Student Success Program; and related research.

1784 - American Indian Education Initiative

The American Indian Education Initiative is a program designed to work with 31 tribal colleges that comprise the American Indian Higher Education Consortium (AIHEC). Most of these two-year, tribally owned colleges are located on Indian reservations. There are few of these colleges and they receive very little Government funding. The Forest Service provides funds to half of these colleges for building the capacity of their natural resource programs. The agency also assists with curriculum building, research, technology transfer, and academic workshops for tribal instructors. The Forest Service provides employment opportunities for students who may be hired as temporaries, student career experience program participants, and provisional employees with the potential for permanent employment upon graduation. The purpose of this initiative is to develop trusting relationships between the Forest Service and tribes, provide funding for building college natural resource programs, and recruit tribal members into Federal service.

1785 - Tribal Government Program

(FSM 1563).

1786 - Housing

This section covers the application of provisions of Title VIII of the Civil Rights Act of 1968 as they apply to housing for Forest Service employees.

1786.01 - Authority

(FSM 1701; FSH 1709.11, sec .01).

1786.02 - Objective

To ensure equal housing opportunity for all individuals eligible for Forest Service-operated housing.

1786.03 - Policy

It is the policy of the Forest Service to prohibit discrimination in the allocation of employee housing and to consider the impact upon the community and upon employee housing of all proposed office and other facility site locations.

1786.04 - Responsibility

1786.04a - Director, Civil Rights Staff, Washington Office

The Washington Office, Director, Civil Rights Staff is responsible for Service-wide coordination of equal housing opportunity programs and policies.

1786.04b - Line Officers

Forest Service line officers are required to provide the leadership and resources necessary to ensure that the objectives of the equal housing opportunity program are met. See FSH 1709.11, chapter 80 for further direction on staff resources and requirements.

1787 - Complaints of Discrimination

The Forest Service shall establish and maintain a complaint system by which individuals who feel they are discriminated against in direct programs can file a complaint and receive prompt, fair, and impartial consideration of their complaint. The complaint system emphasizes informal resolution in reaching corrective action. See Departmental Regulation (DR) 4330-3 for specific USDA requirements on the complaint system and FSH 1709.11, chapter 80 for further direction on the Forest Service process for implementing requirements of that Departmental Regulation.