#### **TWIG Cover Sheets**

The following 5 cover sheets are draft templates for Policy's consideration at the 3/4/16 meeting. Input is appreciated to ensure that these cover sheets are helpful to Policy members in achieving an effective Adaptive Management Program.

# **Problem Statement, Objectives, and Critical Questions**

Presented to the Timber, Fish, & Wildlife (TFW) Policy Committee

1. Date	
2. Name of IWT Include members with affiliations	
3. Process Step	Per the Lean Process revisions approved by CMER 10/26/15, the Problem Statement, Objectives, & Critical Questions document is drafted by the Initial Writing Team (IWT). Upon approval from CMER, the document goes to TFW Policy Committee for approval.  Other relevant history or information to be added here (if any):
4. Decision for TFW Policy Committee	There are two opportunities for TFW Policy to provide direction to the IWT:First presentation to Policy should result in general guidance to the IWTSecond presentation to Policy should result in decision on IWT proposal  The decision or question for TFW Policy today is:  Once finalized, the Policy decision will be memorialized in the transmittal letter to the Adaptive Management Program Administrator (AMPA), along with any Policy guidance for the Best Available Science review.
5. Content Overview	The Problem Statement, Objectives, and Critical Questions proposal can be summarized in three sentences by the following:
6. Budget for Full Study As applicable	
7. Rule Group As applicable	Note if the critical questions <u>do</u> or <u>do not</u> align with the strategy (if not, why).

(Not to exceed one page)

## **Problem Statement, Objectives, and Critical Questions**

Response from TFW Policy Committee to Adaptive Management Program Administrator

To be completed by TFW Policy Committee during the meeting.

1.	Date	
2.	Name of IWT	
3.	Decision from TFW Policy Committee	The decision by TFW Policy Committee in response to the IWT-proposed problem statement, objectives, and critical questions is summarized below (also in the meeting summary):
		Upon receiving the decision from Policy, the IWT will: develop a list of skills for Technical Writing and Implementation Group (TWIG) members based on the subject matter in the objectives and critical questions; recommend names to be reviewed by CMER; and finalize a list of prospective members with assistance from the AMPA and project manager.
4.	Other Considerations from TFW Policy Committee (if any)	

(Not to exceed one page)

# Best Available Science (BAS) and Alternatives Analysis

Presented to the Timber, Fish, & Wildlife TFW Policy Committee

1. Date	
2. Name of TWIG Include members with affiliations	
3. Process Step	Per the Lean Process revisions approved by CMER 10/26/15, the BAS and Alternatives Analysis document is drafted by the Technical Writing and Implementation Group (TWIG). Upon approval from CMER, the document goes to TFW Policy Committee for approval to begin the study design.  Other relevant history or information to be added here (if any):
4. Decision for TFW Policy Committee	TFW Policy Committee must approve a study design alternative(s) before the TWIG writes the detailed study design. This document comes before Policy twice:First meeting: receive document and presentation; Policy questions to TWIGSecond meeting: Policy approval of a study design alternative  The decision or question for Policy today is:  Once finalized, the Policy decision will be memorialized in the transmittal letter to
5. Content Overview	the Adaptive Management Program Administrator (AMPA).  The BAS and Alternatives Analysis proposal can be summarized in three sentences by the following:
6. Budget for Each Alternative As applicable	
7. Rule Group As applicable	

(Not to exceed one page)

## Best Available Science (BAS) and Alternatives Analysis

Response from TFW Policy Committee to Adaptive Management Program Administrator

To be completed by TFW Policy Committee during the meeting.

1. Date	
2. Name of TWIG	
3. Decision from TFW Policy Committee	The decision by TFW Policy Committee in response to the TWIG-proposed BAS and Alternatives Analysis is summarized below (also in the meeting summary):  Upon receiving the decision from Policy, the AMPA will determine if any TWIG
	membership should change to develop the study design. Then the TWIG will develop the study design to be approved by CMER before and after an Independent Scientific Peer Review.
4. Other Considerations from TFW Policy Committee (if any)	

#### **CMER Products**

Presented to the Timber, Fish, & Wildlife TFW Policy Committee

1. Date	
2. Name of	
Technical	
Group	
Include members	
with affiliations	
3. Process Step	Upon receipt of a technical product including a findings report, TFW Policy Committee has up to 180 days to develop a decision whether consensus or not and then make a recommendation to the Board, which could include no action.
	Other relevant history or information to be added here (if any):
4. Decision	TFW Policy Committee must recommend action or no action. This document comes
for TFW	before Policy twice:First meeting: receive document and presentation; Policy questions to author(s)
Policy	Second meeting: Policy decision of action or no action
Committee	grand and the state of the stat
	The decision or question for Policy today is:
	Once finalized, the Policy decision will be memorialized in the transmittal letter to the Adaptive Management Program Administrator (AMPA).
5. Content	The technical document can be summarized in three sentences by the following:
Overview	
6. Rule Group As applicable	