



Partnerships on Every Forest On-site Consultations [Apply Now!](#)

Overview

Together, the National Partnership Office (NPO) and the National Forest Foundation (NFF) are working with forests across the country to help build partnership strategies to increase land management and stewardship capacity. This Partnership on Every Forest (PEF) work assesses challenges, opportunities, and needs experienced by Forest Service units in their work to partner with community and interest-based organizations, local and state governments, and tribes. This on-site consultation work is designed to increase a unit's partnership readiness and capacity through a 12-month cooperative process. The PEF team will conduct on-site consultations with selected units to address these needs and help develop partnership strategies that support the units' and partners' preferred projects and outcomes. The team will document and share learning nationally around partnership challenges, lessons, and opportunities identified.

The PEF team will add capacity to forest-level partnership programs by identifying opportunities to help develop a stronger, more cohesive approach to partnerships. The goal is to build on already-successful partnership work on the unit and help make it better. Objectives of our work on the forest include the following:

- Conduct interviews with agency staff and outside partners and compile a forest-level partnership assessment identifying strengths, challenges, and opportunities for partnerships;
- Work closely with forest staff to identify a focal area for the partnership assessment; and
- Develop and implement a partnership strategy based on the results of the assessment and objectives of the forest.

You can read more about the PEF program and see past examples of this work on the [NFF website](#).

For any questions, please contact Leah Zamesnik, Partnership Coordinator with the National Forest Foundation at lzamesnik@nationalforests.org and Mike Wheeler, National Partnership Coordinator with the National Partnership Office at michael.wheeler@usda.gov.

You can also schedule time with Leah Zamesnik to discuss PEF in more depth by [booking time on her calendar](#).

Timeline

Task	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12
Outreach and work plan development	█	█										
Partnership assessment		█	█	█	█							
Assessment report & meetings				█	█							
Partnership strategy development and documentation					█	█	█	█	█			
Partnership strategy finals & meetings								█	█			
Peer learning session to share the strategy and key lessons										█		
Follow-up												█

Tasks and associated roles and needs:

- Outreach and work plan development:** During this phase, the PEF team holds conversations with unit staff to introduce the project, identify a focal area (if relevant--not all forests chose a focal area), and develop a work plan and timeline. Initial meetings are held with the unit's main point of contact and can expand to include other key partnership staff, or even the forest leadership team. The unit staff identify other members of their staff that should attend any initial meetings. The PEF team will create a work plan based on the initial meetings and send it to the main point of contact for any edits or changes. Also during this phase, the unit staff will create a list of external partners and internal staff that work on partnerships for the PEF team to interview.
- Partnership assessment:** NFF staff reaches out and conducts interviews with external partners and Forest Service staff that work with partners. During this phase, very little is needed from unit staff and will likely involve brief check-ins over email or phone.
- Assessment report and meetings:** The PEF team reports out to unit staff and partners on the findings of the assessment to see if what is reported aligns with or echoes their experiences and if there is anything missing. NFF will coordinate one meeting with unit staff and one meeting with the outside partners (which unit staff should attend). During the meeting with unit staff, we also expect to discuss the next steps and identify a target area to build a partnership strategy.
- Partnership strategy development and documentation:** This is the phase of work that requires the most engagement with unit staff, up to bi-weekly meetings while the partnership strategy is finalized. The PEF

team will initially work to create an outline strategy based on the target area identified in the results discussion and then will bring this outline to unit staff for a discussion and edits. Depending on the topic area, unit staff may need to fill in sections of the outline before the strategy is finalized.

- **Final partnership strategy and public meetings:** Once the outline is finalized, NFF staff will format the strategy and develop a communications plan for getting the strategy information to the public. This will involve working with unit staff to edit and review the final partnership strategy and the communications plan and assist with public outreach where appropriate. This phase may also include hosting a public meeting to share the partnership strategy with the public.
- **Peer learning session to share the strategy and key lessons:** Following the completion of the PEF work on the unit, NFF will host a peer learning session to share the results of the partnership assessment, the partnership strategy, and have a unit staff member discuss the benefit of PEF to their partnership program.
- **Follow-up:** To keep providing assistance and help answer any questions, the PEF team will organize quarterly check-ins with the point of contact and any other unit-level staff wishing to be involved.

Roles

1. **Main point of contact/coordinator:** This work requires one point of contact/coordinator from the unit. This person will be responsible for meeting with the PEF team to discuss strategy, check in as the assessment is in progress, assist in connecting the PEF team to other unit staff and partners, help coordinate PEF work, and assist in other areas as needed. This person should have a strong working knowledge of partnerships on the unit and work closely with Forest leadership and be prepared to commit time to ongoing communication about the project.
2. **Advisory group:** Convening a group of unit staff that meets throughout the project is helpful to guide the work. This group meets at the start of the project to define focus areas of the forest's partnership strategy, advises on the objectives of the assessment, meets after the assessment for a discussion on next steps, and meets as needed while developing the partnership strategy.
3. **Forest Supervisor:** Forest Supervisors are a critical part of the on-site consultation process. They are needed early on to determine the focus of the consultation work and the more involved a Forest Supervisor is throughout the process, the more likely a unit is to maximize opportunities and effectively navigate challenges.

[Apply for the Partnerships on Every Forest Program Here.](#)

Applications close November 16, 2021.