

CWPP collection protocol

This protocol outlines the step-by-step process for obtaining Community Wildfire Protection Plans (CWPP) for the NSF-ISE Fire Resilience project. The goal of this data collection process is to collect all county and sub-county plans that apply to counties experiencing “large fires” between 2004 and 2010. The list of counties is located in the Z:\CPW_StudentTeams\OTHER PROJECTS\NSF-ISE Fire Resilience\5. CWPPs\1a. Sampling Protocol folder.

Important note: CWPPs can apply at a multi-county, county or sub-county scale. Some counties will have multiple CWPPs that apply within the county boundary. You will need to collect and document ALL CWPPs that apply within the county in question. Where there are multiple versions of the CWPP (i.e. the CWPP has been updated one or more times), collect the most recent complete version of the plan and document the number of plan updates with the year on the data collection spreadsheet.

We anticipate successful CWPP collection by the end of step II. Some jurisdictions may make it to the end of step IV.

- I. Search for CWPP(s) on the web
 - A. State Department of Forestry
 - B. State Department of Natural Resources
 - C. State Department of State Lands
 - D. National Wildfire Programs Database
(<http://www.wildfireprograms.com/search.html?search=index&&view=type>)
 - E. Local Forest Protective Association web site
 - F. Jurisdiction’s web site
- II. Contact jurisdiction
 - A. Contact staff at jurisdiction
 - i. Emergency Manager
 - ii. County Forester
 - iii. Forest Protective Association District Manager
 - B. Contact method
 - i. Telephone
 - ii. E-mail
 - C. Attempt three contacts on two different days
- III. If jurisdiction-level contact is unsuccessful, contact the state-level national forest representative.
- IV. If obtaining a CWPP for the county in question through National Forest Service contact is unsuccessful:
 - A. Document jurisdiction name by sending it in an email to Maddie and CC Bob.
 - B. Move on to the next jurisdiction on the list.

Some jurisdictions on the list may not have a CWPP. We will leave these jurisdictions in the sample because the lack of CWPP represents valid information.

Once you identify a valid CWPP, download and save the document in PDF format to the appropriate state folder located here:

Z:\CPW_StudentTeams\OTHER PROJECTS\NSF-ISE Fire Resilience\5. CWPPs

When saving files, you will use the following file naming structure:

StateAbbreviation_CountyFIPSCode_CWPPName_CWPPYear.pdf

For example, you would save the 2011 update of the Illinois Valley Community Wildfire Protection Plan in Josephine County, Oregon as follows:

OR_033_IllinoisValley_2011.pdf