

[EXTERNAL] OMB Control Number "1018-Friends"

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To: Info_Coll, FWHQ <info_coll@fws.gov>

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Hello, I am responding to the request for comments on Information Collection Activities to be conducted by the USFWS to collect info from Friends groups.

1. In order to provide the FWS with financial reporting, I recommend that we provide our federal form 990. We already provide this information to the IRS and it would not cause an additional burden for us.
2. We are willing to provide our annual spending each year on refuge programs and facilities and other programs that benefit the refuge. This could be helpful to the Service in understanding the positive, measurable impact that Friends groups have on refuges and their surrounding communities each year.
3. We are willing to provide basic information about our financial processes: i.e., Yes, we have a system of financial tracking and approvals to verify how money is dispersed and accounted for. Perhaps this could be requested by a series of yes/no boxes that we could check.
4. How many members we have
5. A copy of our Friends Partnership Agreement (FPA) that has been signed by Friends officers and refuge leaders and then approved and accepted by the Service, including accompanying documents: Articles of Incorporation, IRS determination documentation, Form 1023 or equivalent with related attachments, Insurance policies related to the FPA.
6. List of refuge projects supported by Friends funding, including total amount of Friends funds that supported their site during the year.
7. How often we routinely share financial information with Service leaders and liaisons, i.e. monthly, annually, and/or sometime in between.
8. Friends, like other nonprofits, have administrative costs—for example, Wi-Fi, postage, printing, insurance, salaries/contract costs—that are necessary to maintain the organization in order to support their refuge or hatchery. Don't meddle with this.

Thanks for listening!

Best regards,

Myrna Krueger
President, Friends of Sherburne NWR

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