

Managing Preparedness Options

Revised 02/2/2010

The following assist Fire Planning Units (FPUs) build preparedness options.

- [Building Options: Preparedness](#) – Webinar 9/30/2009
- [Preparedness Workbook](#)

Data Requirements for Managing Preparedness Options

Enter the following information into Fire Program Analysis (FPA) before managing preparedness options:

- FPU/FMG/FWAs as entered in **Set Up FPU >FPU Attributes**, **Set Up FPU > FPU Agencies**, **Set Up FPU > Define Team** screens.
- Resources as entered into the **Input Data > Define Resources** screen.
- Prevention programs as entered into the **Alternatives > Preparedness > Prevention Program** screen.

In This Chapter

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FPA User Guide

Managing Preparedness Options

Use this page to create, view, edit, copy, and delete one or more preparedness options. A preparedness option represents the sum of the Initial Response (IR) organization and prevention program costs. Fire Planners enter IR organization costs into this screen. IR organization costs include:

- Leadership,
- Support,
- Facilities,
- Operations & Management, and
- New vehicles and/or facilities.

FPU's can select **Reports > Output Reports** to review an IR organization and any resources and locations associated with a preparedness option.

Required fields have an asterisk (*) before the field name.

Things to Consider Before Entering Preparedness Options

FPU's can use only one resource version per option.

- Speak with your FPU partners about how your plans can work together; is there a better way to achieve your goals?
 - Refer to your Fire Management (FMP) and/or Land Management Plans (LMP) for information.
 - Refer to FPA National and Interagency Guidance provided to FPU's to determine how to effectively build options and apply guidelines to FMP/LMP.
- When building options for increasing or decreasing budgets, consider:
 - Local and national standards,
 - The ratio of leadership to fire resources,
 - The minimum staffing required for meeting the agency mission and assuring basic safe operations.

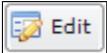
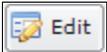
Building Preparedness Options Process Overview

FPA creates and populates an FPU's .Current Preparedness Option with the fire resources and dispatch locations your FPU entered in the previous year's analysis. Each FPU needs to build multiple preparedness options as part of the final budget analysis they submit for FPA. The .Current preparedness option is built using the baseline preparedness budget provided to each FPU at the beginning of the analysis year. FPU's create additional preparedness options using both increased and decreased budgets.

FPU's should follow the directions below to name and build the preparedness options necessary to complete their FPA analysis. Refer to the *FPA User Guide* for more detailed explanations of each step.

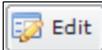
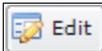
Get started by clicking **Alternatives > Preparedness > Preparedness Options** in the navigation panel.

From the Preparedness Options Summary table:

1. Create a backup to the **.Current** option by copying **.Current** and naming the new option **.backup**. Do not make any edits to the **.backup** option. Refer to [Naming Conventions for FPA Options and Analyses](#) for further information about naming preparedness options.
2. Create an option named **.validation** to use in your IRS validation run.
 - Click .
 - Copy the **.Current** option and name the new option **.validation**.
 - Open the drop-down list under **Prevention Program** and select **.Current**. This includes the **.Current** prevention program in the **.validation** preparedness option.
 - Leave the **0%** under **Producers Target Delta**.
 - Save the **.validation** option.
3. Edit the **.Current** option.
 - Click .
 - Open the drop-down list under **Prevention Program** and select a prevention program to include in the **.Current** preparedness option. Instructions on building prevention programs are included in the Prevention Program chapter of the *FPA User Guide*. The **.Current** prevention program is system generated and represents your FPU's historic prevention program. You may choose the **.Current** program or omit this step until additional prevention programs are available to select.
 - Enter your total baseline preparedness budget for all agencies in the **Total Partner Budget** column for the **.Current** option. The fire budget leads for each agency have provided these baseline preparedness budget numbers for each agency unit within your FPU.
 - **Save** the **.Current** option. This option represents the initial response organization and prevention program funded with your FPU's baseline preparedness budget.
4. Create additional preparedness options using both increased and decreased budgets.
 - Click .
 - Copy the **.Current** option and name the new option based on its budget level.
 - a 20% increase in budget would be named: **Plus20%**
 - a 20% decrease in budget would be named: **Minus20%**

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- Open the drop-down list under **Prevention Program** and select a prevention program to include in the .Current preparedness option. Instructions on building prevention programs are included in the Prevention Program chapter of the *FPA User Guide*. The .Current prevention program is system generated and represents your FPU's historic prevention program. You may choose the .Current program or omit this step until additional prevention programs are available to select.
 - Enter the **Producers Target Delta** percentage.
 - Enter a 20% increase in budget as **+20%**.
 - Enter a 20% decrease in budget as **-20%**.
 - Click  to save the new option.
 - Continue copying and setting-up all the required options for the analysis.
5. From the **Preparedness Options - By Agency** table, enter the overhead costs for each preparedness option.
- Click .
 - Enter the Leadership Costs, Support Costs, Facilities O&M Costs, and Vehicle & Facilities Capital Costs for each agency unit in your FPU.
 - All costs entered should reflect the actual cost-to-government for each agency and should be the same for each option
 - FPA populates the costs of production resources and the cost of prevention programs on the screen.
 - **Save** all edits you've made to the options
6. From the **Resource Assignment Per Preparedness Option** table, choose the production resources for each preparedness option you have created.
- Click .
 - Double-click on each resource and then select the version of the resource to include in each option using the drop-down list.
 - Click  to save all edits to the options.
7. FPA combines the total costs of all production resources with the overhead costs for each preparedness option to create a total cost for each of the preparedness options you have created. This total displays for each option in the **Total Partner Budget Spent** column of the **Preparedness Options Summary** table.
8. **Total Partner Budget Spent** value should not be greater than the **Total Partner Budget** value for the .current preparedness option.

Managing Preparedness Options from the Summary Table

1. Click **Alternatives > Preparedness > Preparedness Options**.

Displays the Preparedness Options table.

Preparedness Options - Summary						
Views: Deltas Resources Costs Personnel All						
Option Name	Prevention Program	Total Partner Budget	Total Partner Budge...	Producers Partner B...	Producers Partner B...	Produ
.Current	.Current	45,000	45,000	26,429	26,429	
Minus 20	.Current		36,000	21,143	17,707	
Plus 20	.Current		54,000	31,714	35,151	

2. From the Views line, click one of these five views.

Summary table for the **Deltas View**

Preparedness Options - Summary						
Views: Deltas Resources Costs Personnel All						
Option Name	Prevention Program	Total Partner Budget	Total Partner Budge...	Producers Partner B...	Producers Partner B...	Produ
.Current	.Current	45,000	45,000	26,429	26,429	
Minus 20	.Current		36,000	21,143	17,707	
Plus 20	.Current		54,000	31,714	35,151	

Column Title Definitions

- **Option Name:** Displays the name of each preparedness option. Refer to the [Naming Conventions for FPA Options and Analyses](#) technical paper to determine how to name your preparedness options.
- **Prevention Program:** Displays the prevention program associated with the preparedness option. You can select available prevention programs from the drop-down list.
- **Total Partner Budget:** Displays the total budget for the FPU. This is the sum total of all partner agency budgets.
 - FPU's manually enter the total partner budget for the .Current option based on agency provided numbers.
 - The total partner budget for all other options is system calculated based on the Producer Target Delta entered for the option and the values entered for the .Current total partner budget.

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- **Total Partner Budget Spent:** Displays the total dollar amount spent by partner agencies for this preparedness option.
- **Producers Partner Budget:** This is the amount expended on line producing resources and prevention activities in the FPU. This value must be within +/- 2% of the Producer Partner Budget.
- **Producers Partner Budget Spent:** Represents the amount expended on preparedness in the FPU. This value must be within +/- 2% of the Producers Partner Budget.
- ***Producers Target Delta:** This value is the percent of change from the .Current Producer Partner Budget. Applying this percentage to the Producer Partner Budget provides the amount available for each increase/decrease option.
- **Producers Budget Spent Delta:** Displays the percent of the Producer Partner Budget Spent compared to the Producer Partner Budget. This number must be in the +/- 2% range for analysis submission.

Summary table for the **Resources** View

Preparedness Options - Summary							
Views: Summary Resources Costs Personnel All							
Option Name	Prevention Program	Resource Count	Aircraft Count	Crew Count	Equipment Count		
.Current	Base	7	0	0	7		
Decrease	Base	4	0	0	4		
Increase	Base	8	0	0	8		

Edit

Column Title Definitions

- **Option Name:** Displays the name of each preparedness option. Refer to the [Naming Conventions for FPA Options and Analyses](#) technical paper to determine how to name your preparedness options.
- **Prevention Program:** Displays the prevention program associated with the preparedness option. You can select available prevention programs from the drop-down list.
- **Resource Count:** Displays the number of resources associated with each preparedness option.
- **Aircraft Count:** Displays the number of aircraft associated with each preparedness option.
- **Crew Count:** Displays the number of crew associated with each preparedness option.
- **Equipment Count:** Displays the number of equipment associated with each preparedness option.

Summary table for the **Costs** View

Option Name	Total Cost	Resource Annual Cost	Prevention Program ...	Leadership Cost	Support Cost	Contract Cost	Facilities O&M Cost
.Current	297,000	296,000	1,000	0	0	0	0
Decrease	162,000	161,000	1,000	0	0	0	0
Increase	423,250	316,000	1,000	84,000	22,250	0	0

Column Title Definitions

- **Option Name:** Displays the name of each preparedness option. Refer to the [Naming Conventions for FPA Options and Analyses](#) technical paper to determine how to name your preparedness options.
- **Total Cost:** Displays the total cost (IR organization and prevention program) for each preparedness option. Capital costs for new vehicles or facilities are not included in this total. FPA tracks capital costs separately under “Vehicle and Facilities” costs.
- **Resource Annual Cost:** Displays the annual resource costs for each preparedness option.
- **Prevention Program:** Displays the prevention program associated with the preparedness option. The drop-down list displays available prevention programs FPU's can select.
- **Leadership Cost:** Displays costs associated with fire leadership, planning, budgeting, and implementation for each preparedness option.
- **Support Cost:** Displays activities costs required to support fireline production for each preparedness option. Examples include timekeepers, fire clerks, dispatchers, fire cache personnel, and overhead costs paid at the local level such as rent, utilities, and leases.
- **Facilities O&M Cost:** Displays the costs for facilities Operating and Maintenance (O&M) for each preparedness option.
- **Vehicle & Facilities Cost:** Displays the capital costs for any new vehicles or facilities required for each preparedness option. The capital cost are not part of (and do not count against) the preparedness option budget. FPA tracks these costs separately from the total preparedness option cost.

Summary table for the **Personnel** View

Option Name	Prevention Program	Producer FTEs	Producer Positions	Prevention FTEs	Leadership FTEs	Leadership Positions	Support FTEs
.Current	Base	0.0	10.0	0.01	0.0	0.0	0.0
Decrease	Base	0.0	6.0	0.01	0.0	0.0	0.0
Increase	Base	0.0	10.0	0.01	0.0	0.0	0.0

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Column Title Definitions

- **Option Name:** Displays the name of each preparedness option. Refer to the [Naming Conventions for FPA Options and Analyses](#) technical paper to determine how to name your preparedness options.
- **Prevention Program:** Displays the prevention program associated with the preparedness option. The drop-down list displays available prevention programs FPU's can select.
- **Producer FTEs:** Displays the number of Full Time Equivalent (FTEs) required on fire resources for each preparedness option. FPU's enter the total number of FTEs supported by their initial response organization and prevention program. The FTEs represent all personnel funded in whole or part by preparedness dollars. The FTEs can be calculated by determining the total number of funded personnel days divided by 260. FTEs are calculated using only base-eight days, not overtime.
- **Leadership FTEs:** FMO = 260 days; AFMO = (funded 1/2 preparedness & 1/2 fuels) = 130 days. Total FTEs = (260 + 130) = 390 days ÷ 260 = 1.5 FTEs. Initial Response Engine Crew: Engine Boss = 180 days; Assistant Engine Boss = 130 days; 3 crew members at 90 days each = 270 days. FTE = (180 + 130 + 270) = 580 days ÷ 260 = 2.2 FTEs.**Producer Positions:** Displays the number of positions needed for fire resources for each preparedness option.
- **Prevention FTEs:** Displays the number of Full Time Equivalent (FTEs) required for each prevention program in the preparedness option.
- **Leadership FTEs:** Displays the number of Full Time Equivalent (FTEs) required for leadership in each preparedness option.
- **Leadership Positions:** Displays the number of leadership positions needed in each preparedness option.
- **Support FTEs:** Displays the number of Full Time Equivalent (FTEs) required for each support position in the preparedness option.
- **Support Positions:** Displays the number of positions needed for support in each preparedness option.

Summary table for All View

Option Name	Prevention Program	Total Partner Budget	Total Partner Budge...	Producers Partner B...	Producers Partner B...	Produ
Minus 20	.Current		36,000	21,143	17,707	
.Current	.Current	45,000	45,000	26,429	26,429	
Plus 20	.Current		54,000	31,714	35,151	

Column Title and Row Definitions

See descriptions provided for each view.

Adding a New Preparedness Option from the Preparedness Options-Summary Edit Box

1. Click **Alternatives > Preparedness > Preparedness Options**.

Displays the Preparedness Options Summary table.

2. Click  from the selected view of the Preparedness Options Summary table.

3. Click  to add another preparedness option.

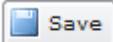
Do not use special characters when naming preparedness options.

4. Enter new information into one or more of the black bordered boxes. Boxes shaded pink are mandatory fields and must have entries.

FPU's must enter the total number of FTEs supported by their initial response organization, and prevention program. The FTEs represent all personnel funded in whole or part by preparedness or fuels dollars. FPU's can calculate FTEs by determining the total number of funded personnel days divided by 260. FPA calculates FTEs using only base-eight days, not overtime. Some examples follow:

Initial Response Engine Crew: Engine Boss = 180 days; Assistant Engine Boss = 130 days; 3 crew members at 90 days each = 270 days. $FTE = (180 + 130 + 270) \div 260 = 580 \div 260 = 2.2$

Leadership FTEs: FMO = 260 days; AFMO = (funded ½ preparedness & ½ fuels) = 130 days. Total FTEs = $(260 + 130) \div 260 = 1.5$

5. Click  to save the new preparedness option information and update the database.

Users return to the view currently selected in the Preparedness Options Summary table.

Click  to return to the Preparedness Options Summary table. No database updates occur.

Editing an Existing Preparedness Option from the Preparedness Options-Summary Edit Box

1. Click **Alternatives > Preparedness > Preparedness Options**.

Displays the Preparedness Options Summary table.

2. Click  on the selected view of the Summary table.

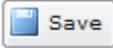
FPA grays out all other tables or navigational tools until editing is complete.

Displays the Preparedness Options Summary edit box.

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3. Accept the displayed value, or enter the modified information into one or more of the black bordered boxes.

4. Click  to save the new preparedness option information and update the database.

Users return to the view currently selected in the Preparedness Options Summary table.

- Click  to return to the Preparedness Options Summary table. No database updates occur.

Copying a Preparedness Option from the Preparedness Options Summary Edit Box

1. Select **Alternatives > Preparedness > Preparedness Options**.

Displays the Preparedness Options Summary table.

2. Click  from the selected view of the Summary table.

FPA grays out all other tables or navigational tools until editing is complete.

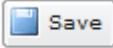
Displays the Preparedness Options Summary edit box for the selected view.

3. Click  next to the option you want to copy.

A new line displays with the copied option name followed by the word copy in parenthesis. For example, .Current(copy).

4. Enter a new option name and other information bordered by a black box as required.

When naming preparedness options, do not use special characters.

5. Click  to save the new preparedness option information and update the database.

Users return to the view currently selected in the Preparedness Options Summary table

- Click  to return to the Preparedness Options Summary table. No database updates occur.

Deleting a Preparedness Option from the Preparedness Options-Summary Edit Box

1. Click **Alternatives > Preparedness > Preparedness Options**.

Displays the Preparedness Options Summary table.

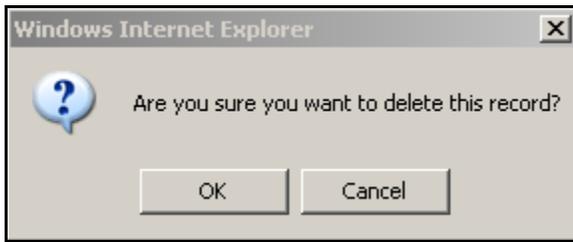
2. Click  from the selected view of the Summary table.

FPA grays out all other tables or navigational tools until editing is complete.

Displays the Preparedness Options Summary edit box for the selected view.

- Click  to the far left of the preparedness option you wish to delete.

The Delete Confirmation box displays:



- Click  to continue the deletion.

Users return to the view currently selected in the Preparedness Options Summary table.

Click  to cancel the delete action and return to the appropriate view edit table.

Editing Preparedness Options - By Agency

- Click **Alternatives > Preparedness > Preparedness Options**.

Displays the Preparedness Options – By Agency table for all FPU partners and participants.

Preparedness Options - By Agency										
Select an option: .Current										
Views:	Costs	Resources	Personnel	All						
	Total Cost	Leadership Costs	Support Costs	Facilities O&M Costs	Vehicle & Facilities C...	Rsrc Annual Costs	Rsrc Capital Costs	Prevention Costs		
	0	0	0	0	0	0	0	0	0	
	4,719,998	999,999	999,999	0	0	2,720,000	0	0	0	
it	0	0	0	0	0	0	0	0	0	
	100,000	0	100,000	0	0	0	0	0	0	
	0	0	0	0	0	0	0	0	0	
	400,000	0	0	0	0	400,000	0	0	0	
	9,211,466	1,824,999	2,760,467	20,000	58,400	4,606,000	0	0	0	
	9,211,466	1,824,999	2,760,467	20,000	58,400	4,606,000	0	0	0	

- Expand the drop-down list next to **Select an Option**, and select one of the displayed preparedness options.
- From the Views line, click one of these four views:

By Agency table for the Costs View

Views:	Costs	Resources	Personnel	All					
	Total Cost	Leadership Costs	Support Costs	Facilities O&M Costs	Vehicle & Facilities C...	Rsrc Annual Costs	Rsrc Capital Costs	Prevention Costs	
	0	0	0	0	0	0	0	0	0
	4,719,998	999,999	999,999	0	0	2,720,000	0	0	0
it	0	0	0	0	0	0	0	0	0
	100,000	0	100,000	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0
	400,000	0	0	0	0	400,000	0	0	0
	9,211,466	1,824,999	2,760,467	20,000	58,400	4,606,000	0	0	0
	9,211,466	1,824,999	2,760,467	20,000	58,400	4,606,000	0	0	0

Column Title Definitions

- **Unit ID:** Unit ID for the owning agency unit.
- **Role:** Defines the Unit ID as a partner, participant or cooperator as entered in the **Set Up FPU > FPU Agencies** screen.
- **Total Cost:** Displays the total Initial Response (IR) organization cost for each partner or participant. This cost displays for each preparedness option and includes costs for line-producing resources and overhead.
- **Leadership Cost:** Displays the costs associated with fire leadership, planning, budgeting, and implementation for each preparedness option by Unit ID.
- **Support Cost:** Displays the costs for activities required to support fireline production for each preparedness option. Examples include timekeepers, fire clerks, dispatchers, fire cache personnel, and overhead costs paid at the local level such as rent, utilities, and lease by Unit ID.
- **Facilities O&M Cost:** Displays the costs for facilities Operating and Maintenance (O&M) for each preparedness option by Unit ID.
- **Vehicle & Facilities Capital Costs:** Displays the capital costs for any new vehicles or facilities required for each preparedness option by Unit ID. Capital costs are not part of (and do not count against) the preparedness option budget. FPA tracks these costs separately from the total preparedness option cost.
- **Resource Annual Costs:** Displays the annual costs of resources for each preparedness option by Unit ID. This value is auto-populated based on the resources you include in each option in the **Resource Assignment per Preparedness Option Table**.
- **Resource Capital Costs:** Displays the resource capital costs of new fire resources for this option by Unit ID.
- **Prevention Costs:** Displays the prevention program costs associated with each agency unit for each preparedness option.

Row Definitions

- **Partner Totals:** The system updates and displays the total Partner costs. This number populates the Total Partner Budget Spent field for each option in the **Preparedness Options – Summary** table.
- **Totals:** The system updates and displays total Partner and Participant costs.

By Agency table for the **Resources** View

Preparedness Options - By Agency						
Select an option: Increase ▼						
Views: Costs Resources Personnel All						
Unit ID	Role	Vehicle & Facilities ...	Rsrc Annual Costs	Rsrc Capital Costs	Prevention Costs	Resource Count
WIGLA	partner	0	0	0	0	0
WITPR	participant	0	0	0	0	0
WISCR	partner	0	45,000	0	0	1
WINCR	partner	0	165,000	0	1,000	3
WILPR	partner	0	61,000	0	0	2
WILCR	participant	0	0	0	0	0
Partner Totals		0	316,000	0	1,000	8
Totals		0	316,000	0	1,000	8

Column Title Definitions

- **Unit ID:** Unit ID for the owning agency unit.
- **Role:** Defines the Unit ID as a participant or partner as entered in the **Set Up FPU > FPU Agencies** screen.
- **Vehicle & Facilities Costs:** Displays the capital costs for any new vehicles or facilities required for each preparedness option by Unit ID. Capital costs are not part of (and do not count against) the preparedness option budget. FPA tracks these costs separately from the total preparedness option cost.
- **Resource Annual Costs:** Displays the annual costs of resources for each preparedness option by Unit ID. This value is auto-populated based on the resources you include in each option in the **Resource Assignment per Preparedness Option Table**.
- **Resource Capital Costs:** Displays the resource capital costs of new fire resources for this option by Unit ID.
- **Prevention Costs:** Displays the costs of a prevention program for each preparedness option by Unit ID.
- **Resource Count:** Displays the number of resources associated with each preparedness option.

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Row Definitions

- **Partner Totals:** The system updates and displays the total Partner resource costs and counts for each option.
- **Totals:** The system updates and displays total Partner and Participant resource costs and counts for each option.

By Agency table for the **Personnel** View

Views: Costs Resources Personnel All							
Unit ID	Role	Total FTEs	Total Positions	Leadership FTEs	Leadership Positions	Support FTEs	Sup
IAWTR	partner	0.00	0.00	0.00	0.00	0.00	
IANSR	partner	3.00	3.00	0.00	0.00	0.00	
IADAR	partner	0.00	0.00	0.00	0.00	0.00	
IAUSR	partner	0.00	0.00	0.00	0.00	0.00	
IAPLR	partner	3.00	3.00	0.00	0.00	0.00	
IADSR	partner	0.00	0.00	0.00	0.00	0.00	
Partner Totals		8.00	8.00	0.00	0.00	0.00	
Totals		8.00	8.00	0.00	0.00	0.00	



Column Title Definitions

- **Unit ID:** Unit ID for the owning agency unit.
- **Role:** Defines the Unit ID as a participant or partner as entered in the **Set Up FPU > FPU Agencies** screen.
 - **Total FTEs:** System-calculated sum of the Leadership, Support, Producer, and Prevention FTEs for each preparedness option by Unit ID. FPUs must enter the total number of FTEs supported by their initial response organization, prevention program, and fuels program. The FTEs represent all personnel funded in whole or part by preparedness or fuels dollars. FPUs can calculate FTEs by determining the total number of funded personnel days divided by 260. FPA calculates FTEs using only base-eight days, not overtime. Some examples follow:
 - Initial Response Engine Crew: Engine Boss = 180 days; Assistant Engine Boss = 130 days; 3 crew members at 90 days each = 270 days. $FTE = (180 + 130 + 270) \div 260 = 580 \div 260 = 2.2$
 - Leadership FTEs: FMO = 260 days; AFMO = (funded $\frac{1}{2}$ preparedness & $\frac{1}{2}$ fuels) = 130 days. $Total\ FTEs = (260 + 130) \div 260 = 1.5$
- **Total Positions:** System-calculated sum of the Leadership, Support, and Producer positions for each preparedness option by Unit ID.
- **Leadership FTEs:** Displays the number of Full Time Equivalent (FTEs) required for leadership in each preparedness option by Unit ID.
- **Leadership Positions:** Displays the number of leadership positions needed in each preparedness option by Unit ID.

- **Support FTEs:** Displays the number of Full Time Equivalent (FTEs) required for support in each preparedness option by Unit ID.
- **Support Positions:** Displays the number of support positions needed in each preparedness option by Unit ID.
- **Producer FTEs:** Displays the number of Full Time Equivalent (FTEs) required for producers in each preparedness option by Unit ID.
- **Producer Positions:** Displays the number of producer positions needed in each preparedness option by Unit ID.
- **Prevention FTEs:** Displays the number of Full Time Equivalent (FTEs) required for prevention in each preparedness option by Unit ID.

Row Definitions

- **Partner Totals:** The system updates and displays the Partner totals for positions and FTEs for each option. These numbers populate the Personnel View for each option in the **Preparedness Options – Summary** table.
- **Totals:** The system updates and displays total Partner and Participant positions and FTEs for each option.

Unit ID	Role	Total Cost	Leadership Costs	Support Costs	Facilities O&M Costs	Vehicle & Facilities C...	Rsrc Annual Costs	Rsrc Cap
AKAKA	partner	0	0	0	0	0	0	0
AKUYD	partner	365,310	175,000	190,310	0	8,000	0	0
AKTAD	partner	0	0	0	0	0	0	0
AKSWD	partner	0	0	0	0	0	0	0
AKNOD	partner	0	0	0	0	0	0	0
AKMID	partner	0	0	0	0	0	0	0
Partner Totals		6,022,307	550,000	901,307	20,000	53,600	4,501,000	
Totals		6,125,333	550,000	901,307	20,000	53,600	4,501,000	

Column Title and Row Definitions

See descriptions provided for each view.

For each table view, click  to open the edit dialog box for the selected view. Editing a Preparedness Option from the Preparedness Options – By Agency Edit Box

1. Click **Alternatives > Preparedness > Preparedness Options > Preparedness Options - By Agency.**

Displays the Preparedness Options – By Agency table for all FPU partners and participants.

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- Expand the drop-down list next to **Select an Option**, and select one of the displayed preparedness options.

- Click .

FPA grays out all other tables or navigational tools until editing is complete.

Displays the Preparedness Options – By Agency edit box.

- Accept the displayed value, or enter the modified information into one or more of the black bordered boxes. The system updates and displays the new **Partner Totals** and **Totals** as you move from field to field.

Leadership and prevention program costs may not exceed nine characters (in whole dollars.)

- Click  to save the modified preparedness option information and update the database.

Users return to the view currently selected in the Preparedness Options - By Agency table.

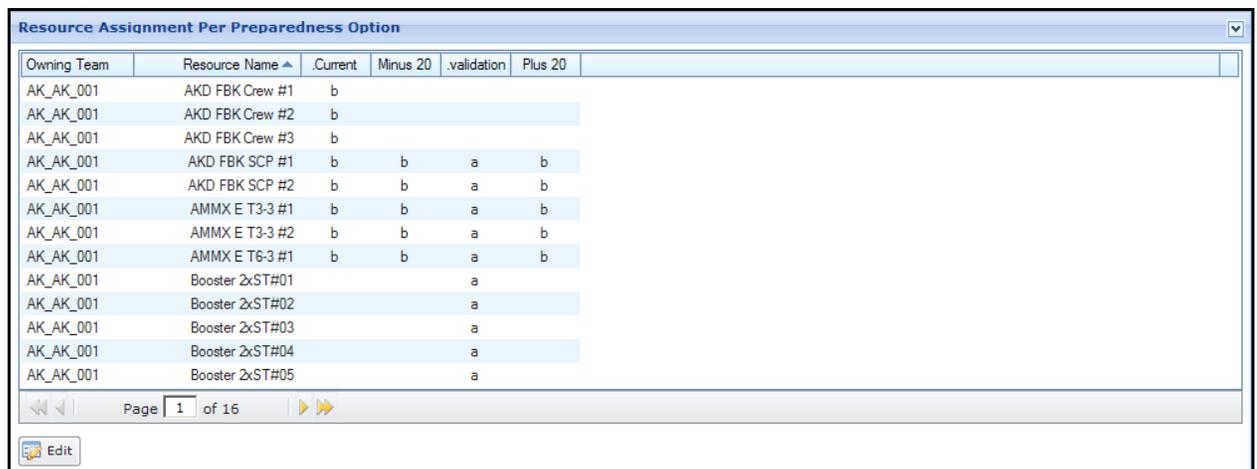
Click  to return to the Preparedness Options - By Agency table. No database updates occur.

Resource Assignment Per Preparedness Option

- Click **Alternatives > Preparedness > Preparedness Options > Resource Assignment Per Preparedness Option**.

Displays the Resource Assignment Per Preparedness Option table.

This table identifies which resource versions are included in each preparedness option. FPA suggests that FPUs start by identifying all resources present in the .Current option and then add additional resources to options with higher budgets and remove resources from options with lower budgets.



Owning Team	Resource Name	.Current	Minus 20	.validation	Plus 20
AK_AK_001	AKD FBK Crew #1	b			
AK_AK_001	AKD FBK Crew #2	b			
AK_AK_001	AKD FBK Crew #3	b			
AK_AK_001	AKD FBK SCP #1	b	b	a	b
AK_AK_001	AKD FBK SCP #2	b	b	a	b
AK_AK_001	AMMX E T3-3 #1	b	b	a	b
AK_AK_001	AMMX E T3-3 #2	b	b	a	b
AK_AK_001	AMMX E T6-3 #1	b	b	a	b
AK_AK_001	Booster 2xST#01			a	
AK_AK_001	Booster 2xST#02			a	
AK_AK_001	Booster 2xST#03			a	
AK_AK_001	Booster 2xST#04			a	
AK_AK_001	Booster 2xST#05			a	

The bottom of this screen displays the total number of pages that contain available resources and the number of the current page. Use the single arrow to move one page ahead , or one page previous . Use the double arrows to move to the end of the pages , or the first page of this list .

Column Title Definitions

- **Owning Team:** The team name that owns the resource.
 - **Resource Name:** The name of the resource as entered into the **Input Data > Define Resources** screen.
 - **.Current:** The name of a preparedness option.
 - **Increase:** The name of a preparedness option.
 - **Decrease:** The name of a preparedness option.
2. Clicking on any resource row in this table populates the table below it (**Resource Versions**) with information about this resource. It also displays multiple versions of this resource if created by the FPU planner. This information is very useful in determining which version of a resource to include in each option.

Resource Versions								
Resource Id	Version ^	Prod Type	Dispatch Locati...	Daily Staffing	Total Positions	Total FTEs	Total Costs	
MTE T4-ENG2	a	EN34	MTE KESHENA	3	3.0	3.0	150,000	

Editing a Preparedness Option from the Resource Assignment Per Preparedness Option Edit Box

1. Click **Alternatives > Preparedness > Resource Assignment Per Preparedness Option**.
Displays the Resource Assignment Per Preparedness Option table.
2. Click  **Edit**.
FPA grays out all other tables or navigational tools until editing is complete.
Displays the Resource Assignment Per Preparedness Option edit table.

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Managing Preparedness Options

Owning Team	Resource Name ▲	.Current	Minus 20	.validation	Plus 20
AK_AK_001	AKD FBK Crew #1	b			
AK_AK_001	AKD FBK Crew #2	b			
AK_AK_001	AKD FBK Crew #3	b			
AK_AK_001	AKD FBK SCP #1	b	b	a	b
AK_AK_001	AKD FBK SCP #2	b	b	a	b
AK_AK_001	AMMX E T3-3 #1	b	b	a	b
AK_AK_001	AMMX E T3-3 #2	b	b	a	b
AK_AK_001	AMMX E T6-3 #1	b	b	a	b
AK_AK_001	Booster 2xST#01			a	
AK_AK_001	Booster 2xST#02			a	
AK_AK_001	Booster 2xST#03			a	
AK_AK_001	Booster 2xST#04			a	
AK_AK_001	Booster 2xST#05			a	

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Save Cancel

- Click on the row that displays the correct resource name. The row highlights with a blue background.
- Click in the option column(s) to display the drop-down list for version values associated with the highlight resource.
- Use the drop-down list to select the letter of the resource version you wish to include in each preparedness option, or select the dash (-) to exclude the resource from an option. Only one version of a resource can be used in the same option.
- Click  to save the modified information and update the database.

Users return to the view currently selected in the Resource Assignment Per Preparedness Option table.

Click  to return to the Resource Assignment Per Preparedness Option table. No database updates occur.