

“To-Be” Gap Analysis Implementation Steps

1. Gap Identification: UM Gap Number 6: Manage Owner’s Use Consistently
2. Implementation Points:
 - a. Step 1: Develop transition policies and information standards.
 - i. Recordation of owners use.
 - ii. Policy for transition period to document existing owner’s use, and implementation of policy revisions.
 - iii. Policy and elapsed time to gather consent, or implement a land use contract for owner’s use.
 - iv. Policy and elapsed time before trespass can be pursued for non-compliant owner’s use.
 - b. Step 2: Define workflow procedures.
 - c. Step 3: Provide training on new policies and procedures, with rollout of handbook refinements.

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3. Dependencies on Business Processes:

Business Process Name	Process Name (As specified in “To- Be” Model)	Dependency Description
BRDM		
Predecessors	<ol style="list-style-type: none"> 1. B.2.4 Transfer Inquiry/Request to Appropriate Office 2. B.6.2.3 Beneficiary Involvement for Land and Natural Resource Use & Management 	<ol style="list-style-type: none"> 1. Inquiry. 2. Owner intent for land use.
Successors	<ol style="list-style-type: none"> 1. None 	
FO		
Predecessors	<ol style="list-style-type: none"> 1. None 	
Successors	<ol style="list-style-type: none"> 1. FO.1.1a Create Trust Funds Receivable 2. FO.1.1b Create Non-Trust Funds Receivable 3. FO.1.4 Impose Penalties and Send Notices 	<ol style="list-style-type: none"> 1. Bill and collect remittance for owner use (only when a land use contract is created for revenue-generating owner use or sublease). 2. Bill and/or collect for non-trust remittances (e.g. administrative fee for owner use contract). 3. Bill and collect for penalties (only when requested, due to owner use for revenue or sublease without consent, waiver, or BIA approval).
LNRP – Wide Area Plan		
Predecessors	<ol style="list-style-type: none"> 1. None 	
Successors	<ol style="list-style-type: none"> 1. P.2.2.2 Collect Pertinent Data 	<ol style="list-style-type: none"> 1. Documented owner use.

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LNRP - Appraisals		
Predecessors	1. P.1.4 Transmit Determination	1. Estimated valuation for the type of owner use observed or documented.
Successors	1. None	
LNRUM		
Predecessors	1. None	
Successors	1. UM.1.2 Secure Beneficiary Consent 2. UM.2.1.3 Process land Use Application	1. Request for consent - consent is required where owner’s use will generate revenue, create a sublease, or use land against the documented wishes of another co-owner. 2. Application/request for land use – to process and document a land use contract for owner’s use (generating revenue which is required to be distributed to co-owners) or a similar sub-lease.
Ownership – Title		
Predecessors	1. O.4.2 Receipt of Recorded Documents and Update Title	1. Current ownership-interests.
Successors	1. None	
Ownership – Probate		
Predecessors	1. None	
Successors	1. None	
Ownership - Conveyance		
Predecessors	1. None	
Successors	1. None	
Ownership - Survey		
Predecessors	1. None	
Successors	1. None	

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4. Dependencies on Universal Support Functions:

Universal Support Function	Dependency Description
Automated System Requirements	<ol style="list-style-type: none"> 1. Land Management System (see gap 1). 2. Consent module for land management (see gap 4).
Policies, Procedures and Regulations	<ol style="list-style-type: none"> 1. Modify policies and regulations clarifying and making consistent the requirement to document owner use; the need to document a land use contract (or co-owners’ waiver) where the owner is generating revenue from such use; and the right to trespass an owner who continues to operate and use the land without the appropriate consent or land use contract.
Training	<ol style="list-style-type: none"> 1. Use of the Land Management System and consent module. 2. Incorporate owner’s use changes in BIAM and Interagency handbooks.
Records Management	<ol style="list-style-type: none"> 1. Storage of electronic records.
Risk Assessment	<ol style="list-style-type: none"> 1. None.
Workforce Planning	<ol style="list-style-type: none"> 1. None
Internal Controls / Fiduciary Security	<ol style="list-style-type: none"> 1. None