United States Department of the Interior

FISH AND WILDLIFE SERVICE
Washington, D.C. 20240

In Reply Refer To:
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AUG 2 2 2008

To: State Fish and Wildlife Agencies
Secretary, Department of Natural Resources of the Commonwealth of Puerto Rico
Governor of Guam
Governor of the U. S. Virgin Islands
Governor of American Samoa
Governor of the Commonwealth of the Northern Mariana Islands
Mayor of the District of Columbia

The Dingell-Johnson Sport Fish Restoration Act and the Pittman-Robertson Wildlife Restoration Act govern the Wildlife and Sport Fish Restoration Programs (WSFR) of the U.S. Fish and Wildlife Service (Service). My letter to you dated August 8, 2008, requested each State provide the Service the annual certification of paid hunting license holders and paid fishing license holders. Enclosed with my recent letter was the regulation regarding license certification, Title 50 Code of Federal Regulations Part 80.10 (the CFR). The CFR will be effective on August 25, 2008. Recently the Joint Federal-State Policy Task Force recommended that I send you further guidance for certifying licenses in compliance with the revised CFR.

As in prior years, you may certify licenses using the electronic submission process through the Federal Assistance Information Management System (iFAIMS) Internet website (http://faims.fws.gov) or by submitting Forms 3-154a and 3-154b. WSFR encourages you to use iFAIMS. If you encounter problems with the electronic signature in iFAIMS, please enter the license information; print the forms; manually sign them and mail one copy of each to the Chief, Division of Administration and Information Management, 4401 N. Fairfax Drive, FA, Mail Stop: WSFR 4020, Arlington, Virginia 22203, and one copy of each to your U.S. Fish and Wildlife Service Regional Office to the attention of the Chief, Division of Wildlife and Sport Fish Restoration. License certifications are due by September 2, 2008.

In preparing your certification of paid license holders, include all valid recreational hunting and fishing licenses. A valid hunting and fishing license is a paid license that authorizes an individual to hunt or fish for recreation in the State during the State-specified license certification period. To be valid, licenses must return at least $1 of net revenue to the State. Licenses paid for by State funds or free licenses must not be included in your license holder count. You may count multiyear licenses (one that is legal for 2 years or more) from the date of purchase providing that the State has a method of determining the existent status of the licensee (e.g. actuarial information), and the

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annual income from the multiyear license closely approximates the multiyear income earned from corresponding annual licenses. For all license categories, you may count a single person only once as a hunter or once as an angler regardless of how many licenses or documents the person had during a license certification period. You must have a method to remove any duplicate license holders.

The States license certification period is a 12 consecutive month period specified by the State that is either the State fiscal year or the specified State license year. If your State sells licenses that are valid for 365 days as opposed to a specified license year, such as a calendar year, your license certification period is your State fiscal year. Your State certification period must end between October 1, 2006 and September 30, 2007. This is a change from prior years. It may require you to report the same certification information as was reported last year, or it may require you to skip a year or more of license data depending on the license certification period you used last year.

If you have any questions or concerns, please contact, Chief, Division of Administration and Information Management, or contact Branch Chief of Audits, at 703-358-2156

Sincerely,

Rowan W. Gould

Deputy DIRECTOR