



April 23, 2026

[VIA ONLINE PORTAL](#)

Alexis Graves, Director  
United States Department of Agriculture  
Office of Information Affairs

Ed Forst  
Acting Archivist of the United States  
National Archives and Records Administration  
700 Pennsylvania Avenue NW  
Washington, DC 20480  
[MissingDocuments@nara.gov](mailto:MissingDocuments@nara.gov)

Re: Freedom of Information Act Request: Regional Offices Archives

Dear Director Graves, Acting Archivist Forst, USDA FOIA Officer:

This is a request under the Freedom of Information Act<sup>1</sup> (“FOIA”) from the Center for Biological Diversity (“Center”), a non-profit organization that works to secure a future for all species hovering on the brink of extinction through science, law, and creative media, and to fulfill the continuing educational goals of its membership and the general public in the process.

REQUESTED RECORDS

As background, on March 31, 2026, the U.S. Department of Agriculture’s (“USDA”) United States Forest Service (“USFS”) announced it will “move its headquarters to Salt Lake City, Utah, and begin a sweeping restructuring of the agency...”<sup>2</sup> According to USDA’s announcement:

[U]nder the new model, 15 state directors will be distributed throughout the country to oversee Forest Service operations within one or more states... Each state office will include a small leadership support team responsible for functions such as legislative affairs, communications, and intergovernmental coordination.<sup>3</sup>

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<sup>1</sup> 5 U.S.C. § 552, *as amended*.

<sup>2</sup> Press Release, “USDA Prioritizing Common Sense Forest Management, Moves Forest Service Headquarters to Salt Lake City,” available at <https://www.usda.gov/about-usda/news/press-releases/2026/03/31/usda-prioritizing-common-sense-forest-management-moves-forest-service-headquarters-salt-lake-city> (last visited Apr. 13, 2026).

<sup>3</sup> *Id.*

That same day, USDA statement announced that USFS will bring the various research stations “together under a single Forest Service research organization, located in Fort Collins, CO.”<sup>4</sup> The announcement was entirely silent with respect to the large collections of hard-copy documents, data, and historical photographs currently stored within regional offices.

The regional offices currently house expansive collections of historical documents, data, photographs, and other information that exist nowhere else. These include historical data and photographs are crucial for understanding both the history and the historical conditions of our public lands. In many cases, these documents are the historical record for the management of our national forest lands. These collections contain vast amounts of information that is owned by the American public, who paid for its collection and development over many decades. In some instances, they provide the foundation of the institutional knowledge about our national forests and public lands management, institutional knowledge that has been greatly degraded by thoughtless and counterproductive cuts to the federal land management agencies over the past year. In other cases, these are troves of historical information and raw data yet to be plumbed, researched, catalogued and analyzed by current and future researchers.

For decades, these collections have grown in expanding arrays of filing cabinets. In some regional offices, these collections take up thousands of square feet of office space. Collectively, the collections of the regional offices likely add up to hundreds of thousands of cubic feet of files. They are incalculably valuable, with deep implications for our public lands and our understanding of how our national forests have changed in the past and how they may change in the future.

These records represent decades, if not centuries, of research and knowledge, all generated from the support of the American taxpayer over the Forest Service’s 120-year history. All records that are housed at these research offices must be preserved as a matter of sensibility and of law. These collections must be preserved, archived, and made available to agency staff, researchers, and the public. The National Archives are an obvious choice for managing these invaluable collections should the Forest Service abandon its own obligations to preserve them.

**Specifically, the Center requests from USDA:**

- 1. All records *that mention, discuss, and/or document* USDA plans to relocate the collections of hard-copy documents in storage at the regional offices; and**
- 2. All records that USDA refuses to properly submit to the National Archives, as required by law, before the regional offices are closed and those records are destroyed, lost, or stored in such a manner that would make them inaccessible.**

*Please note: this request excludes emails and communications.*

For this request, the term “records” refers to documents, letters, notes, audio and video recordings, , files, presentations, consultations, biological opinions, assessments, evaluations, schedules, papers published and/or unpublished, reports, studies, photographs and other images,

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<sup>4</sup> *Id.*

data (including raw data, GPS or GIS data, UTM, LiDAR, etc.), maps, and/or all other responsive records, in draft or final form.

The Center is willing to receive records on a rolling basis.

### THE FREEDOM OF INFORMATION ACT

The purpose of FOIA is to “open agency action to the light of public scrutiny.”<sup>5</sup> FOIA’s “frequently requested record” provision was enacted as part of the 1996 Electronic Freedom of Information Act Amendments, and requires all federal agencies to give “reading room” treatment to any FOIA-processed records that, “because of the nature of their subject matter, the agency determines have become the subject of subsequent requests for substantially the same records.”<sup>6</sup>

Enacted as part of the 2016 FOIA Improvement Act, FOIA’s Rule of 3 requires all federal agencies to proactively “make available for public inspection in an electronic format” “copies of records, regardless of form or format ... that have been released to any person ... and ... that have been requested 3 or more times.”<sup>7</sup> Therefore, we respectfully request that you make available online any records that the agency determines will become the subject of subsequent requests for substantially the same records, and records that have been requested three or more times.

Also under the FOIA Improvement Act of 2016, agencies are prohibited from denying requests for information under FOIA unless the agency reasonably believes release of the information will harm an interest that is protected by the exemption.<sup>8</sup> Should you decide to invoke a FOIA exemption, please include sufficient information for us to assess the basis for the exemption, including any interest(s) that would be harmed by release, segregate the exempt portions, and produce the non-exempt portions of such records within the statutory time limit.<sup>9</sup> Please include a detailed ledger which includes:

1. Basic factual material about each withheld record, including the originator, date, length, general subject matter, and location of each item; and
2. Complete explanations and justifications for the withholding, including the specific exemption(s) under which the record (or portion thereof) was withheld and a full explanation of how each exemption applies to the withheld material. Such statements will be helpful in deciding whether to appeal an adverse determination. Your written justification may help to avoid litigation.

This request is not meant to exclude any other records that, although not specially requested, are reasonably related to the subject matter of this request. Agencies must preserve all the records requested herein while this FOIA is pending or under appeal. The agency shall not destroy any

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<sup>5</sup> *Dep’t of the Air Force v. Rose*, 425 U.S. 352, 372 (1976).

<sup>6</sup> *Id.* § 552(a)(2)(D)(ii)(I).

<sup>7</sup> *Id.* § 552(a)(2)(D)(ii)(II).

<sup>8</sup> FOIA Improvement Act of 2016 (Public Law No. 114-185), codified at 5 U.S.C. § 552(a)(8)(A).

<sup>9</sup> 5 U.S.C. § 552(b).

records while they are the subject of a pending request, appeal, or lawsuit under the FOIA.<sup>10</sup> If any of the requested records are destroyed, the agency and responsible officials are subject to attorney fee awards and sanctions, including fines and disciplinary action.<sup>11</sup> If you or your office have destroyed or determine to withhold any records that could be reasonably construed to be responsive to this request, the Center asks that you indicate this fact and the reasons therefore in your response.

### FORMAT OF REQUESTED RECORDS

Under FOIA, you are obligated to provide records in a readily accessible electronic format and in the format requested.<sup>12</sup> “Readily accessible” means text-searchable and OCR-formatted.<sup>13</sup> Pursuant to this requirement, we hereby request that you produce all records in an electronic format and in their native file formats. Additionally, please provide the records in a load-ready format with a CSV file index or Excel spreadsheet. If you produce files in .PDF format, then please omit any “portfolios” or “embedded files.” Portfolios and embedded files within files are not readily accessible. Please do not provide the records in a single, or “batched,” .PDF file. We appreciate the inclusion of an index.

If you should seek to withhold or redact any responsive records, we request that you: (1) identify each such record with specificity (including date, author, recipient, and parties copied); (2) explain in full the basis for withholding responsive material; and (3) provide all segregable portions of the records for which you claim a specific exemption.<sup>14</sup> Please correlate any redactions with specific exemptions under FOIA.

### RECORD DELIVERY

We appreciate your help in expeditiously obtaining a determination on the requested records. As mandated in FOIA, we anticipate a reply within 20 working days.<sup>15</sup> Failure to comply within the statutory timeframe may result in the Center taking additional steps to ensure timely receipt of

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<sup>10</sup> See *Chambers v. U.S. Dept. of Interior*, 568 F.3d 998, 1004 (D.C. Cir. 2009) (“[A]n agency is not shielded from liability if it intentionally transfers or destroys a document after it has been requested under FOIA or the Privacy Act”).

<sup>11</sup> A court held an agency in contempt for “contumacious conduct” and ordered the agency to pay plaintiff’s costs and fees for destroying “potentially responsive material contained on hard drives and email backup tapes.” *Landmark Legal Found. v. EPA*, 272 F. Supp.2d 59, 62 (D.D.C. 2003); see also *Judicial Watch, Inc. v. Dept. of Commerce*, 384 F. Supp. 2d 163, 169 (D.D.C. 2005) (awarding attorneys’ fees and costs because, among other factors, agency’s “initial search was unlawful and egregiously mishandled and ...likely responsive documents were destroyed and removed”), *aff’d in relevant part*, 470 F.3d 363, 375 (D.C. Cir. 2006) (remanding in part to recalculate attorney fees assessed); see also *Jefferson v. Reno*, 123 F. Supp. 2d 1, 6 (D.D.C. 2000) (court imposed a \$10,000 fine and awarded attorneys’ fees and costs where finding that an Assistant United States Attorney prematurely “destroyed records responsive to [the] FOIA request while [the FOIA] litigation was pending” and referred him to the Department of Justice’s Office of Professional Responsibility).

<sup>12</sup> 5 U.S.C. § 552(a)(3)(B) (“In making any record available to a person under this paragraph, an agency shall provide the record in any form or format requested by the person if the record is readily reproducible by the agency in that form or format.”).

<sup>13</sup> See *id.*

<sup>14</sup> *Id.* § 552(b).

<sup>15</sup> *Id.* § 552(a)(6)(A)(i).

the requested materials. Please provide a complete reply as expeditiously as possible. You may email or mail copies of the requested records to:

Ann K. Brown  
Center for Biological Diversity  
P.O. Box 11374  
Portland, OR 97211  
[foia@biologicaldiversity.org](mailto:foia@biologicaldiversity.org)

If you find that this request is unclear, or if the responsive records are voluminous, please email me to discuss the scope of this request.

### REQUEST FOR FEE WAIVER

FOIA was designed to provide citizens a broad right to access government records. FOIA's basic purpose is to "open agency action to the light of public scrutiny," with a focus on the public's "right to be informed about what their government is up to."<sup>16</sup> In order to provide public access to this information, FOIA's fee waiver provision requires that "[d]ocuments shall be furnished without any charge or at a [reduced] charge," if the request satisfies the standard.<sup>17</sup> FOIA's fee waiver requirement is "liberally construed."<sup>18</sup>

The 1986 fee waiver amendments were designed specifically to provide non-profit organizations such as the Center access to government records without the payment of fees. Indeed, FOIA's fee waiver provision was intended "to prevent government agencies from using high fees to discourage certain types of requesters and requests," which are "consistently associated with requests from journalists, scholars, and *non-profit public interest groups*."<sup>19</sup> As one Senator stated, "[a]gencies should not be allowed to use fees as an offensive weapon against requesters seeking access to Government information ... ."<sup>20</sup>

#### I. The Center Qualifies for a Fee Waiver.

Under FOIA, a party is entitled to a fee waiver when "disclosure of the information is in the public interest because it is likely to contribute significantly to public understanding of the operations or activities of the [Federal] government and is not primarily in the commercial interest of the requester."<sup>21</sup> USDA's regulations establish the same standard.<sup>22</sup>

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<sup>16</sup> *NARA v. Favish*, 541 U.S. 157, 171 (2004) quoting *U.S. Dep't of Justice v. Reporters Comm. for Freedom of Press*, 489 U.S. 749, 773-74 (1989) (internal quotation and citations omitted).

<sup>17</sup> 5 U.S.C. § 552(a)(4)(A)(iii).

<sup>18</sup> *Judicial Watch, Inc. v. Rossotti*, 326 F.3d 1309, 1310 (D.C. Cir. 2003); *Forest Guardians v. U.S. Dept. of Interior*, 416 F.3d 1173, 1178 (10th Cir. 2005).

<sup>19</sup> *Ettlinger v. FBI*, 596 F. Supp. 867, 872 (D. Mass. 1984) (emphasis added).

<sup>20</sup> 132 Cong. Rec. S. 14298 (statement of Senator Leahy).

<sup>21</sup> 5 U.S.C. § 552(a)(4)(A)(iii).

<sup>22</sup> 7 C.F.R. Part 1, Subpart A, Appendix A, Section 6(a).

Thus, USDA must consider four factors to determine whether a request is in the public interest: (1) whether the subject of the requested records concerns “the operations or activities of the Federal government,” (2) whether the disclosure is “likely to contribute” to an understanding of government operations or activities, (3) whether the disclosure “will contribute to public understanding” of a reasonably broad audience of persons interested in the subject, and (4) whether the disclosure is likely to contribute “significantly” to public understanding of government operations or activities.<sup>23</sup> As shown below, the Center meets each of these factors.

A. The Subject of This Request Concerns “The Operations and Activities of the Government.”

The subject matter of this request concerns the operations and activities of USDA. The records responsive to this FOIA request will provide the Center and the public with crucial insight into the environmental impact of the government’s actions. It is clear that a federal agency’s management of federal lands is a specific and identifiable activity of the government, and in this case it is the executive branch agency of USDA.<sup>24</sup> Thus, the Center meets this factor.

B. Disclosure is “Likely to Contribute” to an Understanding of Government Operations or Activities.

The requested records are meaningfully informative about government operations or activities and will contribute to an increased understanding of those operations and activities by the public.

Disclosure of the requested records will allow the Center to convey information to the public about ensuring that archives are preserved and made available to agency staff, researchers, and the public. Once the information is made available, the Center will analyze it and present it to its over 1.8 million members and online activists and the general public in a manner that will meaningfully enhance the public’s understanding of this topic.

Thus, the requested records are likely to contribute to an understanding of USDA’s operations and activities.

C. Disclosure of The Requested Records Will Contribute To A Reasonably-Broad Audience Of Interested Persons’ Understanding of this Subject Matter.

Activities of USDA generally, and specifically the agency’s preservation of regional archives, are areas of interest to a reasonably broad segment of the public. The Center will use the information it obtains from the disclosed records to educate the public at large about this topic.<sup>25</sup>

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<sup>23</sup> *Id.* at Section 6(a)(i)—(iv).

<sup>24</sup> *Judicial Watch*, 326 F.3d at 1313 (“[R]easonable specificity is all that FOIA requires with regard to this factor”) (internal quotations omitted).

<sup>25</sup> See *W. Watersheds Proj. v. Brown*, 318 F. Supp.2d 1036, 1040 (D. Idaho 2004) (finding that “WWP adequately specified the public interest to be served, that is, educating the public about the ecological conditions of the land managed by the BLM and also how...management strategies employed by the BLM may adversely affect the environment”).

Through the Center's synthesis and dissemination (by means discussed in Section II, below), disclosure of information contained in and gleaned from the requested records will contribute to a broad audience of persons who are interested in the subject matter.<sup>26</sup>

Indeed, the public does not currently have an ability to easily evaluate the requested records because they are not in the public domain.<sup>27</sup> As the Ninth Circuit observed in *McClellan Ecological Seepage Situation v. Carlucci*, “[FOIA] legislative history suggests that information [has more potential to contribute to public understanding] to the degree that the information is new and supports public oversight of agency operations... .”<sup>28</sup>

Disclosure of these records is not only “likely to contribute,” but is certain to contribute, to public understanding of what actions are currently needed to protect our national forests. The public is always well served when it knows how the government conducts its activities, particularly matters touching on legal questions. Hence, there can be no dispute that disclosure of the requested records to the public will educate the public about this topic.

#### D. Disclosure is Likely to Contribute Significantly to Public Understanding of Government Operations or Activities.

The Center is not requesting these records merely for their intrinsic informational value. Disclosure of the requested records will significantly enhance the public's understanding of how the Center and the public can help protect our nation's forests, as compared to the level of public understanding that exists prior to the disclosure. Indeed, public understanding will be *significantly* increased as a result of disclosure because the requested records will help reveal more about this subject matter. Such public oversight of agency action is vital to our democratic system and clearly envisioned by the drafters of the FOIA. Thus, the Center meets this factor as well.

#### II. The Center has a Demonstrated Ability to Disseminate the Requested Information Broadly.

The Center is a non-profit organization that informs, educates, and counsels the public regarding environmental issues, policies, and laws relating to environmental issues. The Center has been substantially involved in the activities of numerous government agencies for over 30 years, and has consistently displayed its ability to disseminate information granted to it through FOIA.

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<sup>26</sup> *Ettlinger*, 596 F. Supp. at 876 (benefit to a population group of some size distinct from the requester alone is sufficient); *Carney v. Dep't of Justice*, 19 F.3d 807, 815 (2d Cir. 1994), *cert. denied*, 513 U.S. 823 (1994) (applying “public” to require a sufficient “breadth of benefit” beyond the requester's own interests); *Cnty. Legal Servs. v. Dept. of Hous. & Urban Dev.*, 405 F. Supp.2d 553, 557 (E.D. Pa. 2005) (in granting fee waiver to community legal group, court noted that while the requester's “work by its nature is unlikely to reach a very general audience,” “there is a segment of the public that is interested in its work”).

<sup>27</sup> *See Cnty. Legal Servs.*, 405 F. Supp.2d at 560 (because requested documents “clarify important facts” about agency policy, “the CLS request would likely shed light on information that is new to the interested public.”).

<sup>28</sup> *McClellan Ecological Seepage Situation v. Carlucci*, 835 F.2d 1282, 1286 (9th Cir. 1987). In this connection, it is immaterial whether any portion of the Center's request may currently be in the public domain because the Center requests considerably more than any piece of information that may currently be available to other individuals. *See Judicial Watch*, 326 F.3d at 1315.

In consistently granting the Center's fee waivers, agencies have recognized: (1) that the information requested by the Center contributes significantly to the public's understanding of the government's operations or activities; (2) that the information enhances the public's understanding to a greater degree than currently exists; (3) that the Center possesses the expertise to explain the requested information to the public; (4) that the Center possesses the ability to disseminate the requested information to the general public; (5) and that the news media recognizes the Center as an established expert in the field of imperiled species, biodiversity, and impacts on protected species. The Center's track record of active participation in oversight of governmental activities and decision making, and its consistent contribution to the public's understanding of those activities as compared to the level of public understanding prior to disclosure are well established.

The Center's work appears in about 4,000 news stories online and in print, radio, and TV per month, including regular reporting in such important outlets as *The New York Times*, *CNN*, *The Washington Post*, *Los Angeles Times*, *USA Today*, National Public Radio, and the Associated Press. Many media outlets have reported on this administration's attack on public lands utilizing information obtained by the Center from state and federal agencies. In 2025, more than 2.3 million actions were completed by more than 1.2 million members and supporters, and more than 2.5 million people visited the Center's extensive website, viewing pages more than 4.5 million times. Last year the Center sent over 120,000 printed newsletters to more than 93,000 members. More than 644,000 people follow the Center on Facebook, and there are regular postings regarding the protection of public lands. The Center also has more than 132,000 followers on Instagram. The Center intends to use any or all of these far-reaching media outlets to share with the public information obtained as a result of this request.

Public oversight and enhanced understanding of USDA's duties is absolutely necessary. In determining whether disclosure of requested information will contribute significantly to public understanding, a guiding test is whether the requester will disseminate the information to a reasonably-broad audience of persons interested in the subject.<sup>29</sup> The Center need not show how it intends to distribute the information, because "[n]othing in FOIA, the [agency] regulation, or our case law require[s] such pointless specificity."<sup>30</sup> It is sufficient for the Center to show how it distributes information to the public generally.<sup>31</sup>

### III. Obtaining the Requested Records is of No Commercial Interest to the Center.

Access to government records, disclosure forms, and similar materials through FOIA requests is essential to the Center's role of educating the general public. Founded in 1994, the Center is a 501(c)(3) nonprofit conservation organization (EIN: 27-3943866) with more than 1.8 million members and online activists dedicated to the protection of endangered and threatened species and wild places. The Center has no commercial interest and will realize no commercial benefit from the release of the requested records.

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<sup>29</sup> *Carney*, 19 F.3d 807.

<sup>30</sup> *Judicial Watch*, 326 F.3d at 1314.

<sup>31</sup> *Id.*

IV. Conclusion

For all of the foregoing reasons, the Center qualifies for a full fee waiver. We hope that USDA will immediately grant this fee waiver request and begin to search and disclose the requested records without any unnecessary delays.

If you have any questions, please contact me at [foia@biologicaldiversity.org](mailto:foia@biologicaldiversity.org). All records and any related correspondence should be sent to my attention at the address below.

Sincerely,

A handwritten signature in black ink, appearing to read "Ann K. Brown", with a long horizontal flourish extending to the right.

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