

PART I – Volunteer Project Proposal

Submit this form to the Volunteer Service Project Chair for review by the committee.

Submit to: **Bruce Hill** (euplotes@msn.com)

Or mail to:

**Historic Rivers Chapter Virginia Master Naturalist
PO BOX 6424
Williamsburg, VA 23187**

NOTE: The form below is a table. Just tab from cell to cell or click on the box to type your information.

Date of Submission:	July 16, 2009									
Project/Event Name:	Big Tree									
Project Chair (HRCVMN):	<table border="1"> <tr> <td>Name:</td> <td>Larry Riddick</td> </tr> <tr> <td>Email:</td> <td>larryriddick@cox.net</td> </tr> <tr> <td>Phone:</td> <td>757-868-7663</td> </tr> </table>		Name:	Larry Riddick	Email:	larryriddick@cox.net	Phone:	757-868-7663		
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Person submitting: if other than above	<table border="1"> <tr> <td>Name:</td> <td>Same as above</td> </tr> <tr> <td>Email:</td> <td></td> </tr> <tr> <td>Phone:</td> <td></td> </tr> </table>		Name:	Same as above	Email:		Phone:			
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Partner Organization:	<table border="1"> <tr> <td><input checked="" type="checkbox"/></td> <td>State Virginia Forestry Association; Virginia Department of Forestry; Virginia Tech College of Natural Resources</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Local</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Other</td> </tr> </table>		<input checked="" type="checkbox"/>	State Virginia Forestry Association; Virginia Department of Forestry; Virginia Tech College of Natural Resources	<input type="checkbox"/>	Local	<input type="checkbox"/>	Other		
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Contact Person/Information: if appropriate	<table border="1"> <tr> <td>Name:</td> <td>Dr. Jeffrey Kirwan</td> </tr> <tr> <td>Email:</td> <td>jkirwan@vt.edu</td> </tr> <tr> <td>Phone:</td> <td></td> </tr> <tr> <td>Address:</td> <td>Virginia Tech , Department of Forestry Blacksburg, VA 24061</td> </tr> </table>		Name:	Dr. Jeffrey Kirwan	Email:	jkirwan@vt.edu	Phone:		Address:	Virginia Tech , Department of Forestry Blacksburg, VA 24061
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Timeframe:	<table border="1"> <tr> <td><input type="checkbox"/></td> <td>One-time event, specify date</td> </tr> </table>		<input type="checkbox"/>	One-time event, specify date						
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<p>Be as specific as possible with date(s) or start and ending times.</p>	<table border="1"> <tr> <td></td> <td>Brief duration, specify start and ending time</td> </tr> <tr> <td></td> <td>Seasonal</td> </tr> <tr> <td>X</td> <td>Continuous</td> </tr> </table>		Brief duration, specify start and ending time		Seasonal	X	Continuous																										
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<p>Description: What does the project entail? What will participants actually do? If this is a speaking engagement, what is</p>	<p>Big trees are important to everyone. They add beauty to our landscape and provide useful information about natural history and forest ecology. This project involves chapter members who are trained in tree measurement procedures in searching for, nominating, and verifying the measurement of big trees in Virginia. Nominated trees are submitted to a data base maintained jointly by the Virginia Forestry Association, the Virginia Department of forestry,</p>																																

the topic? and the Virginia Tech College of Natural Resources.

Experience or Training Needed:

<input type="checkbox"/>	No prior experience needed
<input checked="" type="checkbox"/>	Prior experience needed or preferred. Please explain below.
<input checked="" type="checkbox"/>	Training will be provided. Please give details below

Members must be trained on tree measurement procedures and use of tree measuring equipment, i.e; clinometer, tape, and GPS.

Several members have been trained to measure trees. The project manager will train others upon request.

Are minors involved?

<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	No

If so, all volunteers must be trained in working with youth and the Above Suspicion policy.

Estimated Prep Time:
e.g., hours of prep for speaking engagement

N/A	Hours
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Resources provided:
e.g., resources are provided for the volunteers by the partner agency

Tree measurement equipment is on indefinite loan from Dr. Kirwan and is available from the chapter "toolbox"

Resources needed:

<p>Volunteers or the chapter must provide with cost, if appropriate.</p>	<p>N/A</p>														
<p>Safety</p> <p><u>In an emergency, always call 911!</u></p>	<p>Will you need the first aid kit?</p> <table border="1" data-bbox="548 436 1539 552"> <tr> <td data-bbox="548 436 609 491"></td> <td data-bbox="609 436 1539 491">Yes</td> </tr> <tr> <td data-bbox="548 491 609 552">X</td> <td data-bbox="609 491 1539 552">No</td> </tr> </table> <p>If yes, please contact Susan Powell (smapowell@cox.net or 564-4542) to check-out the first aid kit.</p> <p>What hazards might the volunteers encounter?</p> <p>How will the risks associated with these hazards be minimized?</p>		Yes	X	No										
	Yes														
X	No														
<p>Project Evaluation: How will the project be evaluated both during implementation and after completion?</p>	<p>Will you do any of the following? Select all that apply.</p> <table border="1" data-bbox="548 1058 1539 1455"> <tr> <td data-bbox="548 1058 609 1113">X</td> <td data-bbox="609 1058 1539 1113">Collect data and measure change</td> </tr> <tr> <td data-bbox="548 1113 609 1167"></td> <td data-bbox="609 1113 1539 1167">Use an evaluation (e.g., survey, satisfaction measure)</td> </tr> <tr> <td data-bbox="548 1167 609 1222"></td> <td data-bbox="609 1167 1539 1222">Ask for feedback from participants</td> </tr> <tr> <td data-bbox="548 1222 609 1276"></td> <td data-bbox="609 1222 1539 1276">Ask for feedback from partner agencies</td> </tr> <tr> <td data-bbox="548 1276 609 1331">X</td> <td data-bbox="609 1276 1539 1331">Observe and provide feedback to the VMN chapter</td> </tr> <tr> <td data-bbox="548 1331 609 1386"></td> <td data-bbox="609 1331 1539 1386">This project does not require evaluation</td> </tr> <tr> <td data-bbox="548 1386 609 1455"></td> <td data-bbox="609 1386 1539 1455">Other - please give details below</td> </tr> </table>	X	Collect data and measure change		Use an evaluation (e.g., survey, satisfaction measure)		Ask for feedback from participants		Ask for feedback from partner agencies	X	Observe and provide feedback to the VMN chapter		This project does not require evaluation		Other - please give details below
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<p>How will the VMN program be recognized?</p>	<p>Will you do any of the following? Select all that apply.</p> <table border="1" data-bbox="548 1682 1539 1854"> <tr> <td data-bbox="548 1682 609 1736"></td> <td data-bbox="609 1682 1539 1736">Collect information or photo for a newspaper article</td> </tr> <tr> <td data-bbox="548 1736 609 1791"></td> <td data-bbox="609 1736 1539 1791">Identify possible awards or other recognition given</td> </tr> <tr> <td data-bbox="548 1791 609 1854">X</td> <td data-bbox="609 1791 1539 1854">Other – please give details below</td> </tr> </table>		Collect information or photo for a newspaper article		Identify possible awards or other recognition given	X	Other – please give details below								
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	The name and chapter affiliation of nominators are included in the data base
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