

Volunteer Service Project Proposal Form

Historic Rivers Chapter



Project proposals should be completed by partner organizations or chapter members and submitted to the chapter's Volunteer Service Project for review. Projects will be evaluated for relevance to program mission and objectives. Projects and activities implemented without approval are not considered Master Naturalist activities, do not count towards required service hours, and do not carry the liability shield.

Complete each of the following areas described on the left by typing the answer in the cell to the right:	
1. Project Name: (for recording purposes)	York County Master Gardener Horticultural Extravaganza
2. Submitted by:	Name: Patty Riddick Phone and/or e-mail: 757-868-7663 or pattyriddick@cox.net
3. Project Chair:	Name: Patty Riddick and Felice Bond Phone and/or e-mail: pattyriddick@cox.net and fbond203@cox.net .
4. Project Type: Place an "X" in the appropriate cell to choose your project type.	<input checked="" type="checkbox"/> Education/Outreach: related to educating the public. Examples: being a volunteer interpreter at a park, developing an interpretive trail, being a guest presenter on a natural resource topic in a classroom or garden club, staffing presentations at fairs, booths, etc, training other non-VMN volunteers or MNs-in-training.
	<input type="checkbox"/> Citizen science/monitoring: data collection, monitoring, biological inventories contributing to the management of local natural resources or other research-oriented activities. Examples: collecting data for wildlife mapping, VA frog and toad calling survey, bird counts, conducting water quality monitoring
	<input type="checkbox"/> Stewardship: improve habitat and other natural resources or improve the ability of the public to access these resources, dedicated to management of natural resources within our local community. Examples: maintaining trails at local state and county parks, pulling out non-native invasives or planting natives at a nature center, restoring bird-friendly habitat at a local park.
	<input type="checkbox"/> Administrative: chapter organization, volunteer development, training and other management roles. Examples: leading general membership meetings, planning and supervising VMN training classes, working on the chapter newsletter, attending state meetings on behalf of the chapter.
	<input type="checkbox"/> None of the above: project will not be approved
5. Is this project available to <u>all</u> members of the VMN?	<input checked="" type="checkbox"/> Yes
	<input type="checkbox"/> No, project will not be approved as a Volunteer Service Project. However, it may instead qualify as a Speaker's Bureau project. Please check with the Volunteer Service project chair.
Project Partnerships	
6. Is this project part of a statewide project? (VA Dept. of Conservation & Recreation, VA Dept of Game and Inland Fisheries, VA Dept of Forestry, VA Cooperative Extension, VA Museum of Natural History)	<input checked="" type="checkbox"/> Yes, proceed to 8
	<input type="checkbox"/> No, proceed to 7
7. Is this project specific to a local partner? the College of William & Mary,	<input type="checkbox"/> Yes, proceed to 8

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<p>VIMS, VA Nature Conservancy (local chapter) Williamsburg/JCC Schools, John Clayton Chapter of the Native Plant Society or other potential partners</p>	<p>No, the project may not be approved.</p>
<p>8. Project Partner(s)</p>	<p>Partner organization: VA Cooperative Extension/York County Master Gardener Program Contact Name: Jim Orband Phone and/or e-mail: 757-890-4940</p> <p>Partner organization: Contact Name: Phone and/or e-mail:</p>
<p>Project Specifics</p>	
<p>9. Description: What does the project entail? What will participants actually do? Give as much as detail as possible.</p>	<p>Master Naturalists have been asked for the second year to man a booth at the annual York County Master Gardener Horticultural Extravaganza. We will present information about our activities, goals, projects in order to acquaint the general public with the mission of the VMN Program. This is an all day event. Participants will take shifts in greeting, meeting, and educating the visiting public. Participants will prepare and present exhibits of interest to gardeners as well as others interested in learning about and caring for our state's natural resources.</p>
<p>10. Location: Where will the project take place?</p>	<p>The event will be held at York H.S. located at 9300 George Washington Highway, Rt. 17, York County, VA.</p>
<p>11. Timeframe: What is the timeframe? Be as specific as possible: dates, times, ongoing, seasonal, etc.</p>	<p>Saturday, March 13, 2010, from 9:00 a.m. to 3:00 p.m.</p>
<p>12. Experience needed: What, if any, prior experience or expertise is required or preferred?</p>	<p>Be a member of Historic Rivers Chapter, VMN.</p>
<p>13. Training: If training is needed, who will provide it?</p>	<p>N/A</p>
<p>14. Safety Hazards and protocols: What hazards might volunteers encounter? Describe your safety plan.</p>	<p>There should be no safety hazards present; however, first aid supplies and emergency contact forms will be available for all participants. This will be an indoor event.</p>
<p>15. Resources provided: Describe resources provided for the volunteers.</p>	<p>Selected Chapter handouts, pictures, and other items will be provided by the Chapter.</p>
<p>16. Resources needed: Describe resources that volunteers must provide and/or that the chapter must provide and cost of the resources.</p>	<p>No cost estimated at this time. Materials will come from our the HRC Tool Box, brochures on hand, and pictures used previously to portray our mission.</p>

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17. Are minors involved? If so, all volunteers must be trained in working with youth and the Above Suspicion policy.	No
18. Project Evaluation: How will the project be evaluated both during implementation and after completion?	Co-Chairs will compile and submit an evaluation of the event to the Chapter Board.
19: How will the Virginia Master Naturalist program be recognized?	We will be wearing our HRCVMN nametags, we will have our Chapter banner displayed, and we will be included in any and all publicity for the event.

For VSP Committee use only:	
Project Approved?	
Date:	
Comments:	