



New Mexico Volunteers for the Outdoors

Agency Proposal for Joint Project

Instructions: Please, submit a separate proposal form for each proposed project. Once appropriate fields are completed, rename document "projectname_year", example "RioChamaRaftingAdventure_2017". Attach document and send electronically to either project leader/sponsor or projects@nmvfo.org

Agency Contact Information

Date _____

Agency Requesting Project _____

Agency Mailing Address _____

Agency Contact Name & Title _____

Email Address _____ Phone Number (Cell) _____

Phone Number (Office) _____ Fax Number _____

Proposed Project Information

Location of proposed project (attach area map if possible). _____

Brief description of proposed project. _____

Have all required archaeological and environmental impact studies been completed? Yes No NA

If No, please explain. _____

Suggested dates for the project. _____

List any dates that will **not** work for you. _____

Would your agency consider hosting a project over a three-day holiday weekend such as Memorial Day, Fourth of July, or Labor Day? Yes No

Will you be able to provide a reserved camping area for the group? Yes No NA

What facilities - such as toilets, tables, fire rings, showers, kitchen, etc. - will be available for the group's use, either in the camp or nearby?

How far is the work site from the camp? _____

Will transportation be required to reach the work site? Yes No

How far is the hike to the work area? _____

Would you be able to provide an evening fireside program to help draw volunteers to the project?

Yes No NA If Yes, on what topic? _____

What attractions in the local area would help draw volunteers to the project? _____

Will the agency be able to provide tools? Yes No

How many agency personnel will be available to work with the volunteers? _____

Is there a minimum or maximum number of volunteers with whom you'd like to work? Yes No

If Yes, please specify. _____

Will the agency be able to provide a per diem, cost-share agreement, or other form of reimbursement to help defray NMVFO's costs for the project? Yes No

If Yes, please specify type of reimbursement and amount. _____

Is a "volunteer agreement" (individual or group) required by the agency for purposes of liability and reimbursement? Yes No If so, the project will not proceed without signed agreement(s).

Name & Title _____

Phone Number _____ Email address _____

Additional information, comments, questions

Submitted by : _____ Date _____

Completed Proposal may be mailed or emailed to the following:

Mail: Projects Committee
NMVFO
PO Box 36246
Albuquerque, NM 87176

Email: Projects Committee Chairperson
projects@nmvfo.org

Thank You!