



# 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 "PinoTrail\_2018". 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. \_\_\_\_\_

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!*