

**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](mailto:projects@nmvfo.org)

Thank You!