

Texas Master Naturalist

Chapter Annual Report Reporting Year 2014

Reporting Period: January 1, 2014 through December 31, 2014

Who needs to report? All Chapters—developing and existing!!!

Due to the State Office no later than January 15, 2015

**Email to TMN Program Coordinator, Michelle Haggerty mhaggerty@ag.tamu.edu
and then Mail or Fax finalized signed copy to:**

Michelle Haggerty, TPWD, 309 Sidney Baker South, Kerrville, TX 78028 (Fax: 830-792-6167)

This report is a critical summary of the state program and results for the year. It is crucial as we represent the activities of the chapters to federal, state and local program sponsors, partners and potential donors. Should you have any questions regarding any of the information needed, contact the state Texas Master Naturalist Program Office at: Ph: 830-896-2504.

Title of your Texas Master Naturalist Chapter? <i>(no abbreviations):</i>	
<i>Members completing TMN Training</i>	
Total number of volunteers trained in your chapter during the reporting period:	
Cumulative total number of volunteers trained through your chapter from your chapter's inception through to the end of the reporting period:	
<i>TMN Volunteer Service</i>	
Total number of approved volunteer service hours conducted by members during the reporting period:	
Of the total service hours for the year listed above, how many of those hours were contributing TMN service to outreach & education projects and the planning and administration of your chapter, chapter projects and TMN program activities? ⁴ (see annotation for more information)	
Cumulative total number of approved volunteer service hours conducted by members from the time of the chapter's inception through to the end of the reporting period:	
<i>Advanced Training</i>	
Total number of Advanced Training hours obtained by your chapter members throughout the reporting period:	
Cumulative total number of Advanced Training hours obtained by chapter members from the inception of the chapter through to the end of the reporting period:	
<i>Outreach and Education</i>	
Total number of outreach/education <u>EVENTS</u> ¹ conducted by the chapter throughout the reporting period:	
Of those events above, how many were DIRECT outreach/education events-- meaning there was an actual hands-on or active teaching component for the majority of the event with a captive audience?	
How many youth, adults and/or private landowners ² in total were present for these direct events?	
Of the <u>events</u> reported in the first line above, how many were INDIRECT outreach/education events? Example of an indirect outreach/education event would be manning a booth or display sponsored by your chapter.	
Approximately, how many individuals (cumulative total) were in attendance at the INDIRECT outreach/education events during the reporting period?	
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NEW Acreage Impacted

The total acreage impacted through **NEW chapter projects** conducted throughout the reporting period. (This includes prairie restorations, wildscapes, landowner management plans/consultations, park enhancements and restorations initiated for the first time during the reporting period)³

Please list the project/property title(s) and location(s): (you may include an additional page if needed)

Trail Miles Impacted

Total miles of trails developed or improved through **NEW trail maintenance or development projects** (initiated for the first time) during the reporting period. (You may be as accurate as to the nearest tenth of a mile)

Please list the project/property title(s) and location(s) where this new trail work has been conducted:

New Partnerships Developed

List the number of new chapter partnerships initiated during the reporting period. Remember: a partnership is a two-way street. Both organizations should be receiving tangibles from each other. Just being a place for Master Naturalists to volunteer is not a partnership offering. Below, list the new partner and what their partnership provides such as copies, meeting room, or other tangible or in-kind resources to the chapter at no cost to the chapter).

Donors or Benefactors

List **new chapter sponsors** or benefactors and \$\$ amounts provided to the local chapter throughout the reporting period.

\$\$ Amount to chapter

Initial TMN Certification

Total number of volunteers receiving their Initial TMN Certification (State TMN Certificate and 4-color Dragonfly Pin and Certification Certificate) through the local chapter throughout the reporting period.

Notes your chapter would like to include regarding your inputs in the section above:

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Initial TMN Certification, continued

Total number of volunteers receiving their Initial TMN Certification through the local chapter from the chapter's inception through to the end of the reporting period.

Notes your chapter would like to include regarding your inputs in the section above:

Total number of volunteers still working toward initial certification at the end of the reporting period.

Notes your chapter would like to include regarding your inputs in the section above:

Total number of volunteers that have dropped out of the program.

Notes your chapter would like to include regarding your inputs in the section above:

Annual Re-Certification

Total number of members attaining the annual Re-Certification requirements during the reporting period. (e.g. number of members receiving the **'Armadillo'** Recertification Pin for 2014)

Notes your chapter would like to include regarding your inputs in the section above:

Milestone Pins Awarded

Below, list the total number of Milestone Pins awarded in each category throughout the reporting period.

250 Hours	500 Hours	1,000 Hours	2,500 Hours	5,000 Hours

Please list the names and mailing address of members awarded the **4,000/PVSA award and 5,000 Hour Service Award** during the reporting period.

Name	Address 1	Address 2	City	State	Zip
				TX	
				TX	
				TX	

Other Chapter Awards or Successes

Please list any other awards or recognition given to your chapter and/or to chapter members specifically for your Master Naturalist service throughout the reporting period. You may also use this space to list any other chapter successes or something the chapter is particularly proud of for achieving throughout the reporting period. *(Please indicate member name(s) when needed and/or add another sheet if needed) (Feel free to attach high quality photos when submitting your report as well) Descriptions and photos may be used in the published TMN State report.*

Member Activity						
How Many Members are on your chapter's roster?						
<i>Notes your chapter would like to include regarding your inputs in the section above:</i>						
Of those members listed above, how many are 'active'—meaning they have performed <u>AND reported</u> at least ONE hour of chapter approved volunteer service time and --where applicable-- have paid their current chapter dues throughout the reporting period.						
<i>Notes your chapter would like to include regarding your inputs in the section above:</i>						
Additional information (if you have it and/or can summarize it)						
Percentage of Male members in your chapter						%
Percentage of Female members in your chapter						%
Percentage of Employed members of your chapter						%
Percentage of Retired members of your chapter						%
Generalization of ethnic group(s) in your chapter						
% White or Anglo	% Black or African Amer.	% Hispanic or Latino	% Hawaiian or Other Pacific Islander	% Asian	% Amer. Indian/Alaska Native	% Other Minority

I hereby submit and certify this report information to the Texas Master Naturalist Program State Office for the Texas A&M AgriLife Extension Service and the Texas Parks and Wildlife Department for fulfillment of federal grant number W139T-1 and W139T-2 and their associated project code of WL.W139T and WL.W139T2.

Signed _____, _____
(Signature) *(Printed Name of Signatory)*

Representing this TMN Chapter as _____ Date: _____
(name of office/ committee chair position)

Your mailing address 1: _____

Your mailing address 2: _____

City: _____ State: _____, Zip: _____

Your Email: _____ Your Phone #: _____

Email report to: mhaggerty@ag.tamu.edu THEN Print and Mail/fax the final completed form to: Michelle Haggerty, 309 Sidney Baker South, Kerrville, TX 78028 (fax: 830-792-6167)

This page does not need to be included with your final signed report

Annotations:

- 1. Events:** A project of the chapter may have several outreach/education events as part of the single project. For example, the chapter may conduct a 4-part youth wildlife education program over the course of four different weekends. Each weekend would be considered a separate outreach and education event. However, the 4 outreach and education events would only be ONE PROJECT.
- Using the same example above, there may be several chapter volunteers who assist with these events and thus this project. Let's say 15 people/youth attend this project as those who are being educated and 7 chapter members were the organizers or educators for the educational information imparted through this project. The 15 people who were the audience in this project would only need to be reported/counted ONCE. You will need to report the outreach number FOR THE PROJECT only—NOT for each Master Naturalist Member. When you report by the project in this example you report the true audience number of 15 people NOT 105 people. If you were to report by each Master Naturalist Member then you would be reporting grossly inflated audience numbers. In this example, the seven of you reached a total of 15 people, not each of you reaching 15 people individually because they were all the same people.
- Report only the actual acreage your chapter's projects had an affect on. For example, your chapter may have conducted a prescribed burn on 100 acres within a 1,000 acre park. Using this example, you would report the 100 acres you actually changed/alterd—NOT the 1,000 acres of the park.
- Service types for this item may include any outreach and education project, presenting to groups of youth, adults and private landowners and the preparation for those presentations. It may also include leading a trail walk, being a docent, 'manning' booths or displays at an event, the management and administration of your chapter, committees, and other aspects of the TMN program. This type of service may also include the time spent planning and preparing for the approved project or activity.