BSTRA _____ Volunteerism Award Program Recording Sheet

Use this form to keep track of your time spent on BSTRA and trails projects.

Name_____ Street_____

Town/State/Zip_____

E-Mail_____ What would you like for your volunteer hours?* (if blank, we will consider it a donation back to BSTRA)_____

BSTRA Volunteerism Award Program Guidelines

When you volunteer your time to help BSTRA, you earn points towards year end awards. If you are involved in an activity that is not listed here, please check with the BSTRA Board of Directors. Also note that the Board of Directors do not receive compensation or volunteer hours for time served related to their positions as officers/directors, except for a complimentary membership. You must be a member in good standing to receive points.

Points are awarded for the following activities.

1. Non-BSTRA meetings you attend which are related to trail issues. For example: Town Master Plan meetings, working on a trail or greenway, State Forest Resource Management Plans, Friends of a State Forest or a specific trail. In other words, anything to do with trails allowing horseback riding.
2. Time spent representing BSTRA at parades, trade shows, conferences, etc.
3. Time spent preparing for, or cleaning up after, a BSTRA event. For example: marking trails, setting up jumps, taking down markers, setting up tables, making signs, etc.
4. Time spent working at a BSTRA event. For example: checking riders in or parking trailers.
5. Time spent on writing projects. For example: fundraising letters, grant proposals, press releases, newsletter articles, etc.
6. Time spent working on trails. For example: attending BSTRA work days, attending another group's trail work days, verifiable independent work on State or Town trails (include names and phone numbers of person that can verify the work).
7. Time spent traveling to meetings, work days, or events, can be counted if travel time is over one hour, one way.

Use the form below to keep track of your hours. At the end of the year, turn it in to Becky Kalagher, 24 Glen Street, Douglas, MA 01516 or e-mail to bstra@charter.net Forms must be received by January 4th of the new year in order to be eligible.

To qualify for year end awards, adults must volunteer a minimum of four hours.

Volunteer hours are worth **$.75 per hour and can go towards your membership, AGM ticket, ride pass, BSTRA clothing, a gift certificate to your favorite place, or a donation back to BSTRA.*

DATE	Location/ Work Done/With Whom/Contact Person	HOURS

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