

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 toward yearend awards. If you participate in an activity that is not listed here, please check with the BSTRA Board of Directors.

Board members do not receive volunteer hours for time spent in their roles as officers/directors. BSTRA Board meetings do not count for volunteer hours. Board members receive a complimentary membership only.

You must be a member in good standing to receive volunteer points.

What Counts as Volunteer Hours

1. Events

Work done before, during, or after at any BSTRA event, including: Manning the registration table, Timing/scoring, Parking trailers, Marking or unmarking trails, Setting up jumps, tables, signs, food, etc., and General cleanup.

Also included: Representing BSTRA at parades, trade shows, conferences, or similar public facing activities. Attending non-BSTRA meetings related to trail issues (e.g., Town Master Plan, greenway planning, State Forest Resource Management Plans, Friends groups)

2. Fundraising

Any activity that directly supports BSTRA fundraising efforts, such as: Securing spon-

sors, Writing fundraising letters or thank you notes, Running opportunity drawings, Serving on the Fundraising Committee

3. Trail Projects (Planning & Oversight)

Work related to planning or managing a trail project, including:

Conservation Commission meetings, Site walks. Meetings with partner organizations or land managers. Oversight, follow up, and reporting

4. Trail Work (Hands On)

Physical work on trails, including: Cutting and brushing back.

Removing trash or fallen branches.

Attending BSTRA trail work days. Attending another group's trail work days. Independent work on State or Town trails. Independent work must be verifiable (provide a contact name/phone number or photos).

5. Meetings (Advocacy & Representation)

Meetings where you represent equestrian interests, such as:

Friends of a State Forest, Open Space Committees. Open Space & Recreation Plan meetings. Land Trust meetings. Regulatory or planning meetings. Any meeting related to trails that allow horseback riding

6. Writing & Communications

Time spent on writing projects that sup-

port BSTRA's mission, including: Fundraising letters. Grant proposals. Press releases.

Newsletter articles. Letters to legislators, DCR, or land-owning agencies. Public input/comment letters related to trail access or equestrian use

7. Travel Time

Travel time over one hour one way to: Meetings. Work days Events

Minimum Requirement

Adults must volunteer at least four hours to qualify for yearend awards.

Value of Volunteer Hours

Volunteer hours are valued at \$0.75 per hour and may be applied toward: Membership. AGM ticket. Ride pass. BSTRA clothing. A gift certificate of your choice. A donation back to BSTRA.

Submitting Your Hours

You may submit your volunteer hours: Using the online form under the Membership tab on our website. Or by sending the completed form to:

Becky Kalagher, 24 Glen Street, Douglas, MA 01516

Email: Becky.BSTRA@protonmail.ch

Forms must be received by January 4th of the new year to be eligible.

DATE	LOCATION/WORK DONE/WITH WHOM/CONTACT PERSON	HOURS

[illegible]