# Virginia Master Naturalist logo

# Proposal Form for Volunteer Activities

All VMN volunteer activities must be approved by the local chapter before volunteers begin participating. This form collects the information needed for chapter leaders to make a decision about the activity, to advertise it to volunteers, and to document it as a service opportunity in the VMN online volunteer management system.

## Contact Information

**Submitter:** Who is submitting this activity proposal? **Name:** Lori Chamberlin **Email:** lori.chamberlin@dof.virginia.gov

**Chapter Lead:** Who will be the point of contact for this activity within the VMN chapter?   
**Name:**       **Email:**

**External Lead:** If this activity is led by another organization, who is the primary point of contact for this activity within that organization? If there are additional external contacts for the activity, please include them as well.  
**Name(s):** Lori Chamberlin **Organization(s):** VDOF   
**Email(s):** lori.chamberlin@dof.virginia.gov **Phone Number(s):** 804-418-0205

## Activity Information

**Activity Name:** Wild Spotter Surveys in Virginia State Forests

**Purpose:** How will this activity contribute to natural resource education or conservation?  
Surveying for invasive species in State Forests will help state forest managers better understand the distribution of invasive species in their forests and also across the state. This information will enable DOF to create more detailed management plans and prioritize treatment where it is most needed.

**Service Type:** Within which of the 4 VMN service types does this activity best fit? Some activities may cross over service types, but please choose the one best primary type.

**Description:** What will volunteers do as part of this activity?  
Volunteers will download the Wild Spotter app on their smart phones, watch the DOF Wild Spotter instructional video, then visit a Virginia State Forest and submit reports of invasive species that are detected.

**Location:** Where will this activity take place?  
Any Virginia State Forest: <https://dof.virginia.gov/education-and-recreation/state-forests/virginia-state-forests/>

**Time Frame:** Is this project ongoing for the foreseeable future or does it have a planned completion date? When will this activity take place, and what is the time commitment for the volunteer?  
These surveys may take place anytime, but many invasive plants are easier to identify once leaves have emerged in the spring.

**Safety Hazards and Protocols:** What hazards might the volunteers encounter and what safety protocols need to be followed?  
State Forest trails may be rough in some areas so wear good hiking shoes. Multiple other hazards may be encountered.  Review the “Weather and Environmental Hazards” and Contact with Plants and Wildlife” sections of the Safety and Risk Management for Virginia Master Naturalist Volunteers publication ([https://www.pubs.ext.vt.edu/content/pubs\_ext\_vt\_edu/en/CNRE/CNRE-124/CNRE-124.html](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.pubs.ext.vt.edu%2Fcontent%2Fpubs_ext_vt_edu%2Fen%2FCNRE%2FCNRE-124%2FCNRE-124.html&data=05%7C02%7Cmprysby%40vt.edu%7Ced04e6ca1fb94ba539f308dd71420577%7C6095688410ad40fa863d4f32c1e3a37a%7C0%7C0%7C638791250550428152%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=lIthajmge3jt8P7YsmMVBRN6duH5JK2JqGGI7xFIKZk%3D&reserved=0)).

**Youth Supervision:** Will the VMN volunteers have sole supervision of youth, meaning that no parent, teacher, or other individual will be there to maintain responsibility for the youth? If so, the volunteers may need additional training and screening to stay in compliance with VCE volunteer policies.

**Diversity and Inclusion:** If applicable, describe how this activity will engage underrepresented populations and be relevant to diversity and inclusion efforts.  
State Forests are found throughout Virginia and can provide natural areas for underserved communities to enjoy. Collecting information about invasive species will enable DOF to prioritize treatment and improve our recreational spaces for all.

## Volunteer Information

**Training and Experience:** What prior experience, skills, or training must the volunteers have? If there is optional or mandatory training offered as part of this activity, please describe that here as well.   
Watch the DOF Wild Spotter instructional video: <https://www.youtube.com/watch?v=Q8pThe-ja3M>

**Resources:** What resources will the volunteers need to do the activity (for example, tools, supplies, access to software)? Which of these resources must the volunteers provide? Which will be provided to them? By whom?   
Download the free Wild Spotter app on your smart phone: <https://www.wildspotter.org/apps.cfm>

**Benefits:** How will volunteers benefit from participation in this activity?  
Volunteers may discover a new State Forest to enjoy.

## Documentation

This information will be used in the volunteer opportunity listing within the VMN volunteer management system (Better Impact). We recommend that chapters paste the Description, To Participate, and Additional Information text into the Pre-Signup Description field in Better Impact and add links there to any related files, including this completed activity form. The Post-Signup Description may be pasted into the Post-Signup Description field.

**Description:** Provide the basic description you wish all volunteers to be able to see for this activity within the VMN volunteer management system.  
Help the Virginia Department of Forestry (DOF) track invasive species by conducting surveys on Virginia State Forests. These surveys are easy to do on your phone with a free app called Wild Spotter. The information collected by Wild Spotter is sent to a national database that informs invasive management nationwide. This data is very helpful for land managers, especially DOF staff.

**To Participate In This Activity:** If volunteers wish to participate, what should they do?   
Volunteers should download the Wild Spotter app on their smart phone and then watch DOF’s Wild Spotter instructional video. Then visit any Virginia State Forest and report the invasive species that you see.

**Additional Information:** List links to any websites or documents related to this activity. Attach files as needed.  
Wild Spotter app: <https://www.wildspotter.org/apps.cfm>

DOF’s Wild Spotter video: <https://www.youtube.com/watch?v=Q8pThe-ja3M>

Virginia State Forests: <https://dof.virginia.gov/education-and-recreation/state-forests/virginia-state-forests/>

**Post-Signup Description:** Provide any additional information you wish volunteers to see after they sign up for this activity in the VMN volunteer management system.

## Internal Chapter Section

Chapter leaders may use this section to document approvals, record comments, indicate the Category and Activity to be used within Better Impact, etc.