

Volunteer Service Agreement—Natural & Cultural Resources

Volunteer Sign-up Form for Groups

All volunteers that participate with an organized group on an episodic volunteer project on a unit of a public lands agency must be signed up on this form. By signing this form you agree to the terms of the project as defined in the attached Volunteer Service Agreement and affirmed by the organization and federal agency represents. Volunteers under age 18 must complete a Volunteer Service Agreement—Natural & Cultural Resources and must be signed by the parent or guardian. Please indicate your willingness (yes) or unwillingness (no) for the Agency to use your photographic, video or audio images in performance of volunteer duties.

Project Title:						
Group Name:			Agency:	Date:		
Group Contact Name (First, Last):		Telephone:	Agency Contact Name (First, Last):	Telephone:		
		Email:		Email:		
#	Volunteer Name (First, Last)	Signature	Telephone Number	Email Address	Photo Release	
					Yes	No

#	Volunteer Name (First, Last)	Signature	Telephone Number	Email Address	Photo Release	
					Yes	No

NOTICES**PRIVACY ACT STATEMENT****Authority:**

- 16 U.S.C. §1721 et. seq. – Public Lands Corps Act (PLC)
- 16 U.S.C. §4601 – Outdoor Recreation Authority
- 16 U.S.C. §558 a-d – Volunteers in the National Forests Program
- 16 U.S.C. §583j – Forest Foundation Volunteers
- 16 U.S.C. §1246 – Administration and development of national trails system
- 16 U.S.C. §1250 – Volunteer trails assistance
- 31 U.S.C. §3325 – Authorizes payment of vouchers
- 38 U.S.C. §4301 – The Uniformed Services Employment and Reemployment Rights Act
- 16 U.S.C. §1246(h)(1) – Agreements to Operate, Develop, and Maintain Portions of National Trails
- 54 U.S.C. §101702(a) Cooperative Agreements, Transfer of Service Appropriated Funds
- 54 U.S.C. §101702(b) Cooperative Agreements, Cooperative Research and Training Programs
- Presidential Memorandum -- Expanding National Service, July 15, 2013
- Department of the Interior Secretary Order No. 3333

Purpose: To allow eligible individuals to participate in sponsored volunteers and youth programs events, positions, and programs for federal agencies mandated to manage public natural and cultural resources.

Routine Uses: Participating federal agencies personnel will use this information to determine an individual's eligibility for placement, validate hours of service, and verify results of volunteer and youth related programs.

Disclosure: Furnishing this information is voluntary; however, failure to furnish this information may impede your reservation or program entry for programs offered by sponsor agencies.

PAPERWORK REDUCTION ACT STATEMENT

In accordance with the Paperwork Reduction Act (44 U.S.C. 3501), the U.S. Department of Agriculture (USDA) and U.S. Department of the Interior (USDI) collect information necessary to manage the security, safety, reporting, recruitment, placement, training, on boarding, benefits, and experience of volunteers and related youth programs. Information requested in this form is purely voluntary. According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. OMB has approved this collection of information and assigned Control No. 1093-0006.

ESTIMATED BURDEN STATEMENT

We estimate public reporting for this collection of information to average 15 minutes, including time for reviewing instructions, gathering and maintaining data and completing and reviewing the form. Direct comments regarding the burden estimate or any other aspect of the information collection to the Information Collection Clearance Officer, U.S. Department of the Interior, 1849 C Street, NW (OCIO-PPMD), Washington, DC 20240.

NOTICE TO PROGRAM PARTICIPANTS

By signing this application, the program participants (s) understand(s) s/he may be subject to a reference check, background check, and/or criminal history inquiry. Volunteers are not considered Federal employees for any purposes other than tort claims and injury compensation as per agency guidelines. Volunteers and related program participants are encouraged to verify with local sites all working conditions. Volunteer service is not creditable for leave accrual or any other benefit. However, volunteer service is creditable work experience.

The federal government prohibits discrimination in all programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs (i.e. youth programs may have age limits by law). To file a complaint of discrimination, write DOI, Director, Office of Civil Rights, 1849 C Street, NW, Mail Stop 4359, Washington, District of Columbia, 20240, Voice (202)-208-5693 FedRelay:800-877-8339. Fax: 202-208-6112. The Federal Relay Service (FedRelay) allows individuals who are deaf, hard-of-hearing, deaf/blind, or have speech disabilities to have equal communication access. Calls are relayed using specially trained Communications Assistants.