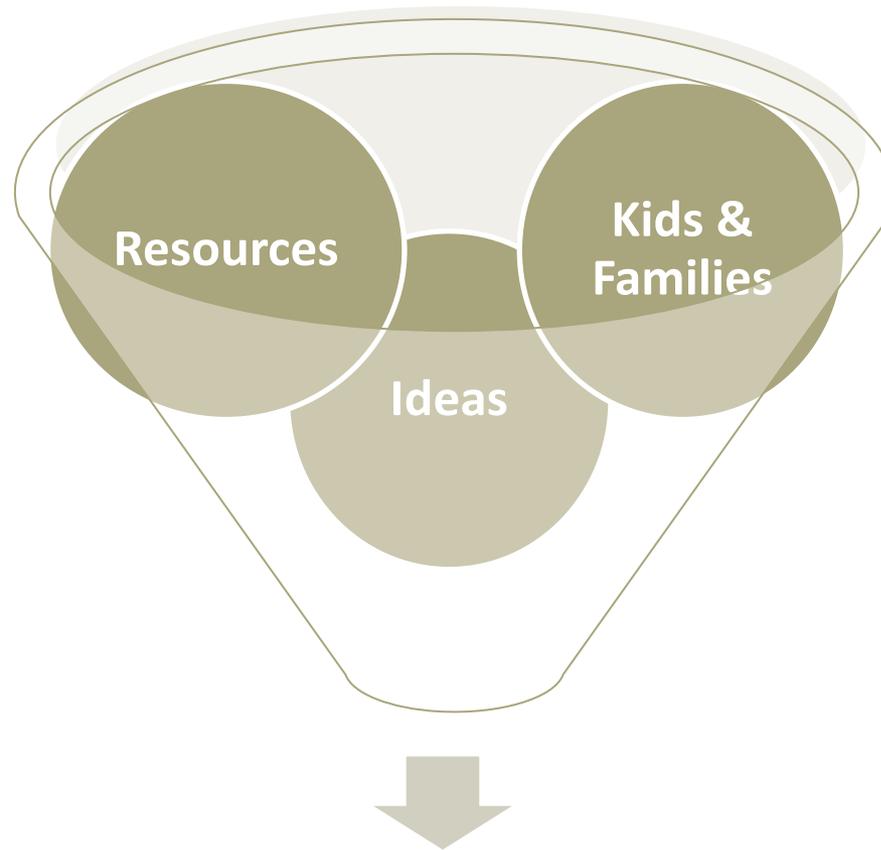


Planning a Take It Outside! Activity



Take It Outside!

Zachary Pratt –Elko District



Planning Your Event

What to do first?

- **Who:** Participants, partners, staff
- **What:** Type of activity
- **Where:** Location
- **When:** Date -timing of event
- **Why:** Plant trees? Learn to kayak?
- **Approvals:** Supervisor, management
- **Required documents:** Volunteer agreements, contracts, NEPA, etc.
- **Funding:** Have funding from BLM and/or partners



Take It Outside!



What is the focus?

- Diverse Opinions
- Realistic Outcomes
- Come to Consensus
- Assign Responsibilities

Who will help?

- BLM Resource Specialists
- Other Agencies
- Clubs – Scouts – 4-H
- Youth Groups
- Schools
- Non-profits
- Private Business



Take It Outside!



Selecting Location and Marketing Event

Selecting Location:

- Research Locations
- Take Field Trips
- Hold Regular Meetings
- Keep everyone in loop

Marketing Event:

- Press releases
- Radio spots
- TV interviews
- Facebook, social media
- BLM Public Affairs



Take It Outside!



Select Date

Timing of projects/activities depend upon resources available

- Natural resources
- Human resources
- Financial resources

Examples of activities:

- Tree Planting
- Day Hikes
- Moonlight Snowshoe Hikes
- Stargazing

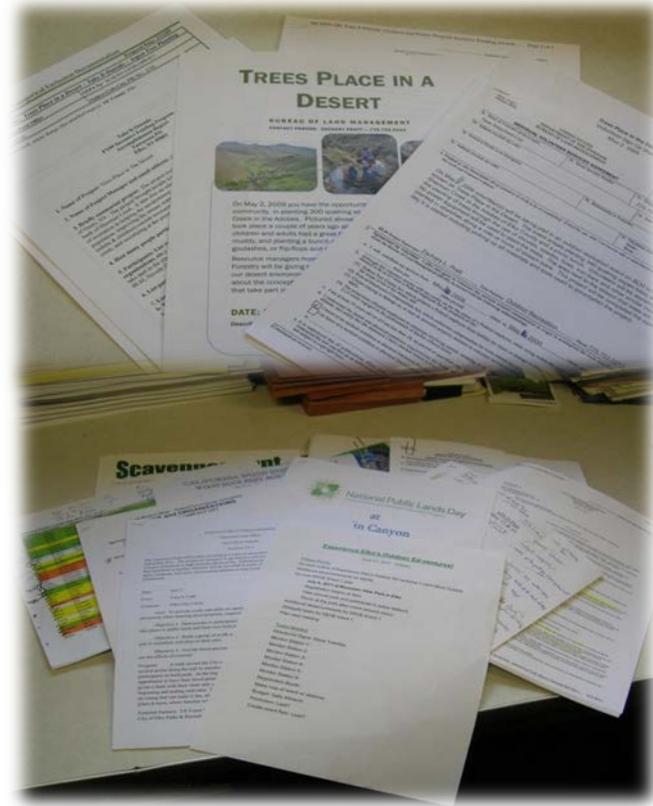


Take It Outside!



Let the Paperwork Begin

- Draft Instruction Memorandums
- Complete application forms
- Write & share meeting notes
- List staff responsibilities
- Complete volunteer agreements
- Develop program plan
- Complete NEPA documents
- Create budget



Take It Outside!



Write Project Description

Include:

- Date, location, time
- Goals
- Objectives
- Program description
- Partners & sponsors

Bureau of Land Management
Tuscarora Field Office
Take It Outside & Let's Move Outside

Summer 2011

The Tuscarora Field Office plans on holding a series of edventurous events during July, August, and September 2011. The events are designed to get families and youth active outdoors for at least 60 minutes of medium to high-intensity physical fun. Education and possible activities in the outdoors that contribute to healthy lifestyles will be provided as a part of each event. Following are the proposed dates, locations, activities, and potential partners to assist youth and adults experience Elko's Outdoor Edventures:

Date: July 9, 2011
From: 8 a.m. to 1 p.m.
Location: Elko Mountain View Park

Goal: To provide youth and adults an opportunity to get outside and participate in active, fun adventures while learning about potential, responsible uses of public lands in Elko County.

Objective 1: Demonstrate to participants that a wide variety of fun and healthy activities can take place on public lands and their backyards.

Objective 2: Build a group of youth and adults that will continue to have fun outdoors and take part in recreation activities on their own.

Objective 3: Provide blood pressure and pulse/oxygen readings to those that attend and wish to see the effects of exercise.

Program: A walk around Mountain View Park and on BLM lands will take place with breaks at several points along the trail to introduce fun activities that can take place on public lands as well as in their backyards. At the beginning and end of the event participants will be given the opportunity to have their blood pressure, pulse rate, and oxygen saturation levels read. They will be given a sheet as the day progresses; they will have the opportunity to compare beginning and ending vital rates. Participants will be shown and provided with a list of items to take on an outing that can make it fun, healthy, adventurous, and safe. A family style potluck picnic will take place at noon, where families provide their own food.

Potential Partners: USDA Forest Service; Home Health Care of Nevada; Nevada Dept. of Wildlife; City of Elko Parks & Recreation; Elko Convention & Visitors Bureau

Take It Outside!



Hosting a Take It Outside Event

Must Haves:

- Welcome/Registration Table
- Volunteer agreement forms
- Risk Management Worksheets
- Duty Assignments

Resources Needed

- Group leaders
- Photographers
- Shade shelters
- Gloves & eye protection
- Materials & tools
- Water



Take It Outside!



Safety is Required

- Present tailgate safety session
- Identify staff leaders
- Demonstrate proper tool use
- Discuss length of event
- Discuss hydration
- Know what to do when injury occurs
- Know where and when to stop



Take It Outside!



Work Assignments

- Everyone participates
- Know what is needed
- Use group leaders to guide activity
- Have materials centrally located
- Oversee activities
- Be available to answer questions
- Help when needed



Take It Outside!

Document Activity

Take Photos

- Before
- During
- & After event



Take It Outside!



Food Helps!

- Lunch provides a wonderful end to the work day
- Chance to socialize & meet agency staff and partners
- Thank staff, partners and participants for their help!



Take It Outside!



Plan Fun Activities for Younger Kids

Such as: Paint Bucket & Brush Relay!
Kids & (adults) have fun!



Take It Outside!



Recognize Sponsors



Take It Outside!

Summary

Planning a Take It Outside Activity

- ✓ Know natural resources available
- ✓ Select location
- ✓ Obtain management approval
- ✓ Have funding, develop budget, follow funding guidelines
- ✓ Tie to agency strategic plan
- ✓ Ask for internal & external help
- ✓ Market activity
- ✓ Keep activity files
- ✓ Communicate often
- ✓ Assign responsibilities
- ✓ Include safety talk and be safe
- ✓ Document activity with photographs
- ✓ Connect kids and families to public lands
- ✓ Build future stewards of public lands
- ✓ Have a whole lot of FUN and Take It Outside!

Take It Outside!



Who's Having Fun?

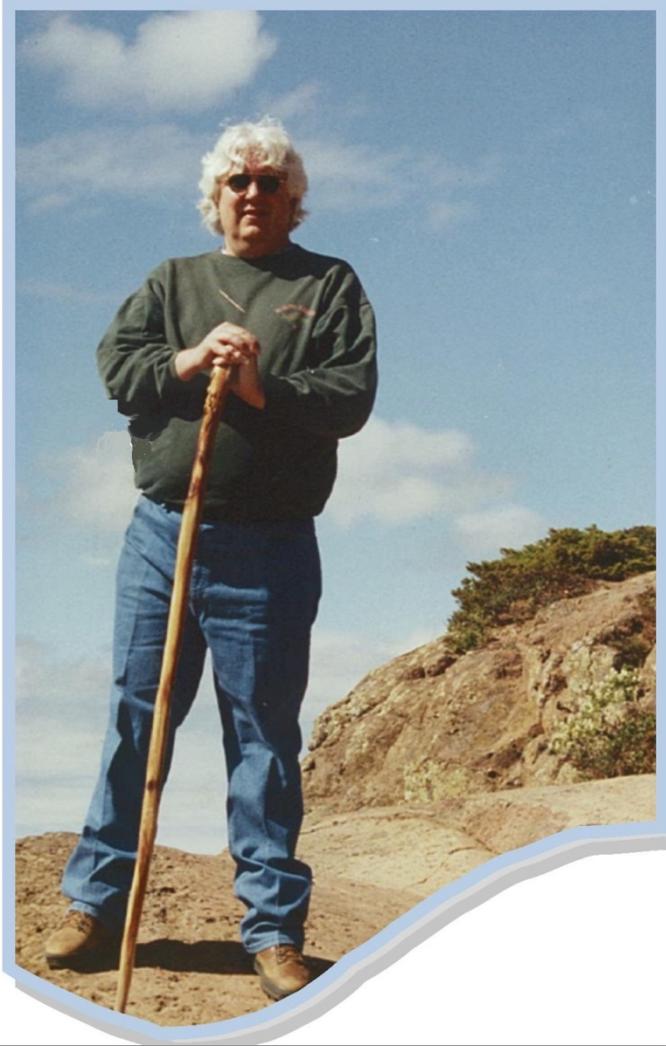


Everyone!



Take It Outside!





Zachary Pratt
Tuscarora Field Office
Outdoor Recreation
Planner

775.753.0212

zpratt@blm.gov

Take It Outside!

