

Hometown Forests Package

Action Kit includes:

- 20 Timelines
- 20 Inkind Donations
- 20 Grants
- 20 Corporate Donations
- 20 Form Letters
- 20 Press Releases
- 20 Project Planner Forms
- 20 Example Speeches
- 20 Resources
- 20 and much, much more...

Prepared by:

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Acknowledgments

TREE MUSKETEERS would like to thank our Hometown Forest Partners:

International Society of Arboriculture,

who has, and continues, to give immeasurable amounts of technical advise and expertise.

United States Department of Agriculture Forest Service,

who has been instrumental in the Environmental Youth Movement and the development of this package and our Tree House Property.

Federal Bureau of Reclamation,

who has supplied unrestricted funds.

Davey Resource Group,

who has given professional assistance.

The Department of Recreation and Parks for the City of El Segundo,

who has helped us in countless and invaluable ways.

Community Cable for the City of El Segundo,

who has filmed, edited, produced, and instructed us at countless multimedia events.

Southern California Edison,

who leases our Tree House Property to us, is helping us develop Tree House, provided funding, and generously printed some of the brochures in this package.

Chevron U.S.A.,

whose continued support has allowed us to develop Tree House and a satellite office, and has copied one of the brochures in this package.

This package is NOT copyrighted. Please copy and circulate it to your heart's content.

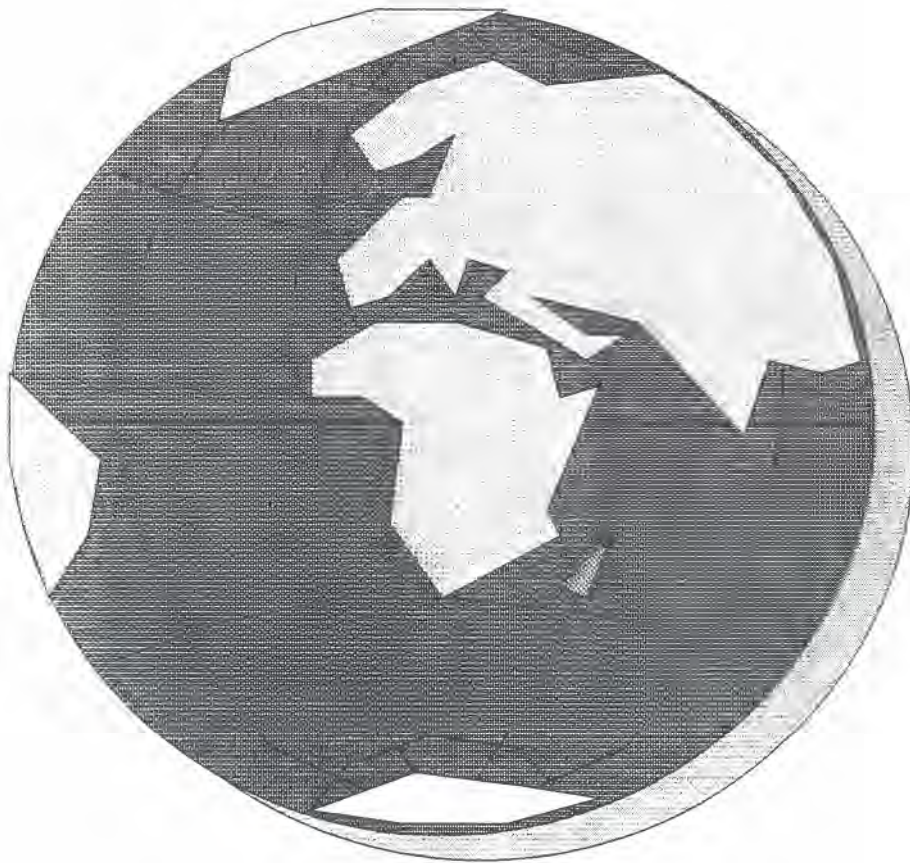
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Action Kit

Congratulations, you have completed the first step. You have become empowered to take action on behalf of Mother Earth. By taking this action kit and beginning to read the enclosed information, the hardest step has been overcome. Now remember you are not alone. If at any time you need help, pick up the phone and call *Partners for the Planet* hotline 800-473-0263. Good luck!



1st Step: Decide upon the project that you wish to carry out. Look

around the area you live in and Forests could be helpful in your be looking for what your town lacking. If your town already amount of trees, but your local you should work on organizing an ongoing clean up for your lake.



see if Hometown town. You should needs or is has an abundant lake is polluted,

2nd Step: The bigger the project you choose, the more people you will

need to help. Ask a parent, teacher, or any dependable adult to support you in pursuing your project. Adults are great resources in that

which you found power!

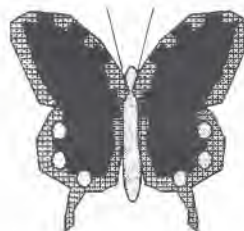


they have more experience than kids could help save you from some mistakes might make without them. After you have your adult support, it's time for lots of kid Recruit friends, siblings, and classmates

who hold the same interest as you do in helping the community and Earth. Now that you have a project and the people to make it happen, nothing can stop you.

3rd Step: Depending upon the size of your project will increase or

decrease the amount of funding you will need. Securing money is usually the hardest task, dampen your spirit. You advantages, because you trying to accomplish There are many different



but do not let this have a couple of great are a kid and you're something positive. ways of raising money.

Action Kit

Financial contributions can come in two different forms, either inkind or cash. Inkind contributions are donations of resources, services, time, and products. These donations can range from volunteer hours to free office space. Inkind donations are very important when soliciting monetary funds. *Example: Kids F.A.C.E., a youth environmental organization has one source of cash revenue, Walmart. In the fall of 1994 Walmart became concerned that they were the only source of funding. Kids F.A.C.E. was in danger of losing all money contributed from Walmart. It was mentioned to Kids F.A.C.E. that inkind counts as money too. After counting up their donated office space, free printing, and volunteers hours; Walmart's contribution was only funding 30% of their budget. When asking for financial support, it is important to keep all options available. Companies like to see how the money will be used and how it will benefit them and their image. If people or corporations cannot give money, they might be able to give something else. For example if you ask for money from a company and they cannot contribute that, maybe they can do your printing for free. Remember always take whatever anyone offers you. Soliciting money can be done in many ways. Groups or individuals can apply for grants which require proposals outlining your project or program. Asking local businesses for money is usually successful because it is important for businesses to support their hometowns. And there is always the option of having fundraisers.*



4th Step: If your project involves the changing or beautifying of public or private property, permission is needed. Each city's government structure varies and you want to make sure to address your requests to the appropriate authority. Call the general information number for City Hall which is listed in the pages of any phone book or government Manager. Explain your situation and if they cannot help you, they will refer you to someone who can.



5th Step: If you are planning to instate Arbor Day or Earth Day in your town, you should get a proclamation from City Council. All you do is ask City Council to proclaim a day as Arbor or Earth Day and suggest how your group might want the wording done. When City Council issues a proclamation, that sets aside a specific day for the celebration of any important event.



6th Step: An event will only be as good as it is planned. The more time you allow your group to prepare for a project the more organized it will be. We have included some helpful forms which will help you prepare for your event. The project planner is what you should fill out first. The timeline should be next. The tool checklist



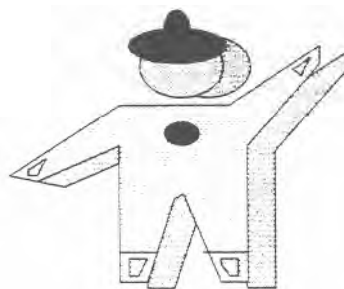
Action Kit

is meant for the actual event so you can keep track of your equipment. Everything you need to know to prepare for your project is included in these forms.

7th Step: The best avenue in getting support and volunteers for your project is the media. Does your town have a local newspaper or a community cable channel? If you do, you might want see if the newspaper could do an article on your event or project or see if your community cable station will come out and film the event. The more places your project is publicized, the better your project will look to sponsors. Sample press releases are included and it is important to give your sponsors positive publicity as well.

8th Step: Now that you have had a successful event, it is important to thank the people who made it happen. Write thank you letters to every person who contributed anything at all to your project. This will be helpful in the future if you ask the same people to donate their time or resources because they will feel appreciated.

9th Step: If at any time you find yourself needing more information or direction on your project, there are endless resources out there. Included in this package are brochures on various tree subjects and composting. There also is a list of environmental books and groups included.



Example of our Hometown Forest Grant

HOMETOWN FORESTS

A comprehensive, youth led hometown forestry program will be developed by Youth Directors of TREE MUSKETEERS with support of adult partners. The evolving community forestry package, by and for kids, will provide replicability in cities and neighborhoods nationwide.

PURPOSE

The purpose of the program is to develop a technically accurate community forestry package produced by kids and for kids. The model program will be comprehensive in addressing issues surrounding the urban forest. The packaged product will therefore present a broad menu of activities from which young citizens may select according to community needs and available resources. The end result will be user-friendly, detailed information designed to put kids into action in America's hometowns.

THE PACKAGE

The package will contain a 30 minute documentary that will chronicle the process performed by real live kids from start to finish. Four 10 minute training tapes will be produced on tree planting, tree care, business tips, and how to get volunteers and financial partners involved.

Literature will be published on the benefits, planting, and care of trees. Useful tools such as copies of City Council speeches, letters to businesses for support, news releases, equipment checklists, timelines, and other how-to help will be included. An Arbor Day celebration kit will also be part of the package.

Though Hometown Forests will be designed for kids, consultation with adult partners will ensure it further serves needs of cities, utilities, nonprofits, and urban forestry professionals with facilitation of productive methods to work with young people.

DISSEMINATION

Information will go into use immediately as each piece is developed with TREE MUSKETEERS through its work with kids in So. California, and sent out to hotline or other callers. The final package will be finished for presentation at the July, 1995 National Youth Environmental Summit in urban forestry workshops, and distributed as handouts.

The finished package will be mailed to youth organizations with community forestry programs, and state urban forestry coordinators. It's availability will be widely advertised through ISA publications, the Kids F.AC.E. newsletter, *Partners for the Planet* newsletter, hotline, TREE MUSKETEERS' speakers bureau, and other publications of partners.

TREE MUSKETEERS generally sees 50-60,000 people during the first six months of each year through school, Scout, corporate, and community affairs who will be made aware of the community forestry program for kids. It will, further, be advertised on computer bulletin boards.

Example of our Hometown Forest Grant

Community enhancement and involvement will be facilitated by offering school enrichment, Scout badge/advancement assistance, and working within the City Recreation and Parks Dept. staff and commission system to increase communication with citizens.

PARTNERS

A youth/adult - public/private/nonprofit - technical/social partnership is proposed. Primary partners joining TREE MUSKETEERS will be the International Society of Arboriculture, the City of El Segundo, and Southern California Edison with The Davey Resource Group, Chevron USA, and Visioneers joining the partnership on varying levels.

Delegates of the Youth Summit whose Trees Across America projects include urban forestry, will be partners through invitation for input as the package and its literature is developed.

FUNDING

\$160,000 is requested in federal funding with matching funds of \$274,072 provided by partnership representing a total two year program budget projection of \$434,092.

TIMELINE

Partially funded Tree House activities began on Arbor Day, March 7, 1993 with one day per week part ti project management team staffing in place through Nov. 1, 1993. Full scale Hometown Forests program activity could begin immediately with package ready for delivery at the July, 1995 National Youth Environmental Summit. Further distribution, support, and quantification would continue through Dec. 31, 1995.

MEASURES OF SUCCESS

1. Community awareness will be surveyed before and at conclusion of the project.
2. Package evaluation will be performed by environmental education professionals.
3. A timeline for major tasks will be established as a tool for measuring performance.
4. Hotline and letter requests to TREE MUSKETEERS for program information will be tracked.
5. Delegate evaluations will be obtained at the 1995 Summit.

"TREE MUSKETEERS have demonstrated that kids can have impact on a community, suggesting by extension that similar efforts on a broader scale can indeed change the world TREE MUSKETEERS hope that the knowledge of what kids can do will inspire and empower other children in groups and as individuals. L.A. Reader, April 12, 1991

TREE MUSKETEER'S Hometown Forest Package

Example of our Hometown Forest Grant

IMPACT

- *adaptable to the needs of any community, the program will empower young people to launch successful Trees Across America projects;*
- *the urban forestry action plan drafted by delegates at the first National Youth Environmental Summit, currently just words on paper, will come to life **as** a quantifiable success story;*
- *the program will effectively bridge economic and cultural gaps when delivered to broadly diverse communities by hometown youngsters attracted to the Summit, inducted into the youth movement, and given tools to become change agents;*
- *community forests will be prioritized and municipal budgets favorably affected by an improved application of volunteerism representing all sectors; and*
- *the program will serve as a model for cities, utilities, and urban forestry professionals by setting an example of successful partnerships with youth.*

METHODS

Step 1 Management team meets with So. Calif. Edison and City Planners to determine limitations on use of Tree House property.

Step 2 Visioneers conducts a week-end workshop with kids of TREE MUSKETEERS to facilitate a clearly articulated plan for Tree House and the project in general.

Step 3 A meeting at which the youth impart their vision of Hometown Forests on adult partners. Together, tasks and timelines will be developed that spell out the plan of action for the program period.

Step 4 Partners will assume responsibility to assist with aspects of the program based upon expertise, resources, and expressed requests from youth.

The Hometown Forests management team will present the program through workshops at the 1995 Youth Summit. Input will be solicited from other members of the youth movement as the project unfolds.

The City of El Segundo will be the "laboratory" in which the **real life** program is developed by kids, documented, and packaged for dissemination nationwide. An adult/youth program management team of TREE MUSKETEERS will lead the primarily volunteer driven organization in design, implementation, and presentation of Hometown activities.

Making productive use of a power line lot, Tree House Outdoor Community Classroom will be a focal point of local reforestation efforts. As a tree care center, Tree House will offer demonstration areas and workshops for citizens tall and small; serve as a nursery for raising program stock; and be a launch pad for tree planting/care projects.

HOMETOWN FORESTS PROGRAM BUDGET

	<u>1994 Expense</u>	<u>1995 Expense</u>	<u>TOTAL</u>
PERSONNEL	\$ 69,791	\$ 72,408	\$142,199
Program Mgr	30,000	30,000	60,000
Youth Asstnt (@\$5/hr x 15hr/wk)	3,900	5,164	9,064
Clerical (\$24,996x30%)	7,499	7,949	15,448
Youth Clerical (\$3,900x30%)	1,170	1,549	2,719
Staff Costs (wages x 25%)	10,642	11,166	21,808
Volunteer Hours	16,580	16,580	33,160
OCCUPANCY	\$ 16,070	\$ 17,270	\$ 33,340
Office	3,600	4,680	8,280
Utilities	570	690	1,260
Trailer	2,000	2,000	4,000
Tree House Property	9,900	9,900	19,800
SERVICES	\$ 35,840	\$ 37,200	\$ 73,040
Legal/Accounting	3,833	3,833	7,666
Insurance	1,217	1,217	2,434
Data Entry	2,500	2,500	5,000
Tree Care/Event	11,700	11,700	23,400
Video Production	3,500	4,200	7,700
Tree Mgmt Plan	1,500		1,500
Electric Installation	750		750
Design Workshop/Trng	2,190		2,190
Editing/Review	3,150	3,150	6,300
Distribution/Warehousing		5,100	5,100
Advertising	5,500	5,500	11,000
TRAVEL	\$ 4,860	\$ 6,370	\$ 11,230
Local	1,120	1,120	2,240
Trng/Conferences	1,990	1,500	3,490
Summit Attendance	750	2,750	3,500
Project Inspection	1,000	1,000	2,000
EQUIPMENT/SUPPLIES	\$ 23,466	\$ 13,317	\$ 36,783
Computer Hardware	1,000		1,000
Computer Software	6,500		6,500
Literature/Publications	6,000	6,000	12,000
Chipper	1,000		1,000
Construction Materials	350	450	800
Office Supplies	732	732	1,464
Nurery Stock/Supplies	8,334	6,585	14,919
COMMUNICATION	\$ 14,941	\$ 23,441	\$ 38,382
Telephone/FAX	1,891	1,891	3,782
Postage	1,410	8,610	10,020
Printing/Copies	11,640	12,940	24,580
ADMINISTRATION	\$ 37,779	\$ 32,699	\$ 70,478
Total Expenses	\$202,747	\$202,705	\$405,452

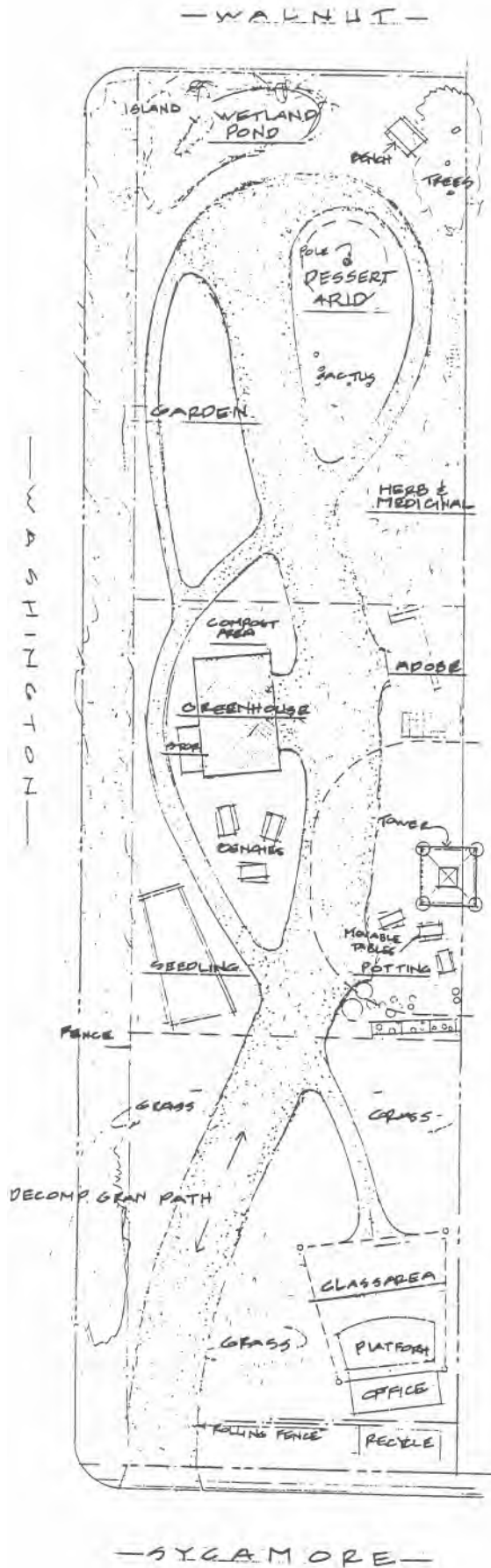
CASH AND INKIND

REVENUE COMMITTED

Nonprofits = 35%
 Federal Gov't = 28%
 Private Sector = 21%
 Local Govt = 16%

USDA/NUFAC	\$ 50,000
TREE MUSKETEERS	\$ 44,866
Int'l Society of Arboriculture	\$ 41,200
So Cal Edison	\$ 40,250
City of El Segundo	\$ 40,000
Bureau of Reclamation	\$ 20,000
Davey Resource Group	\$ 8,950
Chevron	\$ 2,000
Visioneers	\$ 750
Allied-Signal	\$ 500
Total	\$248,516 = 61%

TREE MUSKETEER'S Hometown Forest Package



TREEHOUSE 9-5-94

1/8" = 1' 0"

Example Speech to Parks and Recreation Commission

Tree Inventory **Parks and Recreation Commission 8/21/90**

TREE MUSKETEERS has been working hard for three years to help the City of El Segundo develop a community forest. One of the most important things missing is an efficient tree management plan. The first step in developing such a plan is a tree inventory.

The parks crew does not have time to do this, and it would cost \$10,000 for a professional service. Youth Director Brett Barrett is going to do the tree inventory as his Boy Scout Eagle service project.

The inventory will cover these eight points: location, species, diameter of the trunk, height, condition, over head obstruction (if any), available growing space, and after the survey we will calculate the monetary value for each of our 5,000 trees.

To be fully utilized, this inventory needs to be put on a computer program. Many scouts from El Segundo will volunteer their time to help Bret with this project, and we would appreciate the City budget allowing for the Parks Department to purchase the \$5,000 software. This program comes customized with our inventory, maintenance standards, and training is provided for personnel to learn how to use it.

Our inventory will, no doubt, show that many trees need attention that they have not been getting because of short staffing in the Department. Please also consider not cutting the tree staff at this time.

Increased efficiency with the computerized tree management program will allow for tree maintenance to be brought up to date. At that point it might be possible to cut staff. We urge you to make this commitment to the community forest.

Example Speech to City Council

Malathion Plan

City Council 6/5/90

In recent times, the aerial spraying of Malathion has caused public outrage. Though there are no more "scheduled" sprayings for Los Angeles County, they will be resumed if more flies are found. They have already come dangerously close to El Segundo since Gardena is only two cities away! There are fly traps all over town.

The Malathion that is sold in nurseries for home use is a 50% solution that is diluted to less than 1/2 % solution before application. We understand the Malathion they are dropping on communities is a 99% solution.

It is the position of TREE MUSKETEERS that we do not want to be sprayed! We have not been able to find even one resident who does not find the idea offensive.

Many cities have waged campaigns to avoid spraying based upon it being a health hazard for people. This approach has been totally unsuccessful. We believe that the federal protection given our endangered El Segundo Blue Butterfly could be the basis of an effective defense should our community be targeted for Malathion spraying.

Since there is such a short period of time between flies being found and the start of spraying, we feel some advanced preparation would be a good investment of time in defense of El Segundo's human beings, as well as the Blue Butterfly.

Our plan is to:

- Get copies of some of the scientific studies that would support our case of Malathion's potential harm to the Blue Butterfly.

- Determine how broad an area should be protected so that the wind does not carry the poison into the habitat.

- Research what legal avenues would be best used

Hopefully, no more flies will be found, and we will never need to put this plan into action. We, however, would be prepared if the need arose.

Our purpose in being here tonight is simply to let you the City know about our plan: to see if you approve: and to ask if you have any thoughts or ideas on the subject.

Example Arbor Day Proclamation

PROCLAMATION

Whereas, Arbor Day has been celebrated in the United States for more than one hundred years as a day to plant trees and restore this valuable natural resource which reduces noise and air pollution and enhances the beauty of our communities; and

Whereas, Arbor Day is celebrated each year on March 5, the birthday of Luther Burbank, whose research and dedication significantly improved varieties of flowers, fruits, grains, grasses, vegetables and trees; and

Whereas, the City of El Segundo is proud of its street, park and home garden trees, and recognizes the importance of tree care and appreciation to a cleaner and healthier environment;

Now, Therefore, the City Council of the City of El Segundo does hereby proclaim March 7, 1995 as

ARBOR DAY

in El Segundo, and urges all residents to observe this day by recognizing the importance trees have in improving our quality of life in the community.

Dated this 1st day of March, 1995.



Jack Anderson

Jack E. Siadek, Mayor
City of El Segundo, CA

Keith Schuldt

Keith Schuldt
Mayor Pro Tem

Carl Jacobson

Carl Jacobson
Councilman

H.R. "Bob" Anderson

H.R. "Bob" Anderson
Councilman

Alan West

Alan West
Councilman

Example Earth Day Proclamation

PROCLAMATION

Whereas, Earth Day was first celebrated on April 22, 1970 when Americans stood up to be counted as members of a movement to save our earth;

Whereas, Earth Day brought about the birth of the Environmental Protection Agency and the Clean Air and Water Acts, and put an end to many practices known to be detrimental to nature;

Whereas, the continuing environmental crises that threaten life on earth have brought citizens of the world to their feet 25 years later to join hands in the war to save Mother Earth;

Now, Therefore, the City Council of the City of El Segundo does hereby proclaim April 22, 1995 as

EARTH DAY

in El Segundo, and urges all members of the community to observe this day by making meaningful contributions to environmental improvement, and living as if every day is EARTH DAY.

Dated this 17th day of April, 1995.



Jack Siadek

Jack E. Siadek, Mayor
City of El Segundo, CA

Keith Schuldt

Keith Schuldt
Mayor Pro Tem

Carl Jacobson

Carl Jacobson
Councilman

H.R. "Bob" Anderson

H.R. "Bob" Anderson
Councilman

Alan West

Alan West
Councilman

Project Profile

Activity _____ Date _____
Organization _____ Location _____
Contact Person _____ Phone _____
Address _____ FAX _____
City _____ Zip _____ Directions _____

Remarks _____

Call taken by _____ Date _____
Given to _____ Board approval _____
Call returned by _____ Date _____

Project Team

Manager/Coordinator _____	Adult/Driver _____
1. _____	2. _____
3. _____	4. _____
5. _____	6. _____
7. _____	8. _____
9. _____	10. _____

TEAM MEETING

Day _____ Date _____ Time _____
Place _____

TMI/94

Project Planner

After accepting responsibility for this project

- Enter your name in the "manager/coordinator" blank
- Xerox the Project Profile (pink sheet) and staple it to this sheet for reference
- Call the contact person to confirm that we will be coming and to introduce yourself as the Project Manager.

Also, confirm:

<input type="checkbox"/> Date <input type="checkbox"/> Location <input type="checkbox"/> driving directions <input type="checkbox"/> their phone and FAX number	<input type="checkbox"/> Time <input type="checkbox"/> Address <input type="checkbox"/> Contact person <input type="checkbox"/> will there be set-up time before when: _____
--	---

- what do they want us to do:

<input type="checkbox"/> Baby Tree Adoptions <input type="checkbox"/> Give a speech; length: ___ min; topic: _____ <input type="checkbox"/> Other: _____	<input type="checkbox"/> Pass out literature
--	--

- Decide how many people you will need to help (remember that kids can't work without a TM adult around)

- Set-up shifts (2-3 people per 1-2 hours)

- Get the most recent list of volunteers from Kelley or her bulletin board.

- Call people, explain the project to them and ask if they would like to come.
 You will get more positive answers, if you talk to the person directly (i.e. if you leave a message, call back later to ask directly)
 Call new people, parents who want to get more involved, and people who do not volunteer very often first. This will help the volunteer base grow.

- Ask a TM adult, who has their insurance and fingerprinting paperwork done, to be the driver.

- Decide what you will need to take with you:

<input type="checkbox"/> TM Banner <input type="checkbox"/> 1 or <input type="checkbox"/> 2 <input type="checkbox"/> Books <input type="checkbox"/> Helping Hands <input type="checkbox"/> 50 Things... <input type="checkbox"/> Cash Box <input type="checkbox"/> Change <input type="checkbox"/> Wind Weights: rocks, big clips, etc. <input type="checkbox"/> Tape <input type="checkbox"/> Rope or string <input type="checkbox"/> Seedlings <input type="checkbox"/> Seeds, soil, empty pots, holder <input type="checkbox"/> Other: _____ <input type="checkbox"/> Other: _____	<input type="checkbox"/> Brochures <input type="checkbox"/> Meet TM <input type="checkbox"/> AVT <input type="checkbox"/> Membership <input type="checkbox"/> Memory Trees <input type="checkbox"/> Tree Planting, etc. <input type="checkbox"/> Summit info <input type="checkbox"/> TM Calendar <input type="checkbox"/> Resent newspaper articles <input type="checkbox"/> other: _____ <input type="checkbox"/> other: _____ <input type="checkbox"/> other: _____
---	---
- Brochure holders

What other prep work will you need to do?

- Dress Baby Trees (don't expect Tree House to do it for you)
- Train a Speaker
- Other: _____

The Day Before...

- Come to the office, get a box and load it with the above stuff.
- Get the Baby Trees from Tree House
- CALL EVERY VOLUNTEER, THE NIGHT BEFORE, to confirm their attendance, their shift time and length, the meeting place and time, and the returning time. Remind everyone to bring their permission slip (youth) or acknowledgment of responsibility slip (adults/drivers).

The Day of the Project...

- Collect permission slips or acknowledgment of responsibility slips
- Have all the volunteers fill out the "Project Volunteers' Hours Form" (blue)

The Day After...

- Put every thing away/take seedlings to Tree House.
- Count cash box/do inventory
- Mail a thank you note or report card to the event organizer or the contact person
- Complete the Debrief and Evaluation
- Staple the original Project Profile (pink sheet) to the front of this.
- File everything, by date, in the bottom draw of the file cabinet by the Xerox machine.
- Report on the success of the project at the next Board Meeting.

Debrief and Evaluation

Well organized? _____

What were the benefits? _____

Drawbacks? _____

Should we do something differently next time? _____

Overall opinion: _____

Should we do it again? _____

Submitted by _____ Date _____

TREE MUSKETEERS Memory Tree Timeline

3 Months before

Set date (Plantings: Nov., Jan., March 7 (Arbor Day), and dedication only in July) and time (Traditionally on Sunday after church, like 2:00 p.m.)

2 Months before

Notify Prospective Guardians as to the date
Confirm their reservations, plaque wording, tree type and desired location
Contact Guardians whose trees need to be replanted or plaques need to be replaced
Pick out general location of planting

1 Month before

Pick out trees to be planted from Tree House
Order other trees from International Garden Center
Invite all Guardians to planting
Place announcement in the El Segundo Herald in the Calendar Events Friday before the desired date
Brief new guardians on how to plant a tree, and what to bring (camera, poem)

3 Weeks before

Place announcement in newspaper (Friday)
Ask TM youth to volunteer. Have at least 1 TM per tree

2 Weeks before

Collect donations for Guardians
Order plaques from Bobby at Paradise Awards (3" x 6" outdoor plaques; blue w/white)
Buy cinder blocks (The Home Depot)
Place announcement in newspaper (Friday)

1 Week before

Pick up trees from Int'l Garden Center
Confirm all participants: volunteers and Guardians
Stake out places on Memory Row
Figure out the tree to tool ratio (2-3 shovel per tree)
Pick-up plaques and glue them to concrete block with Goop
Organize TM teams (Put TM with tree)
Have Guardian pick out a poem

1 Day before

Transport trees to Memory Row
Put all tools in van

Day of

Place trees and plaques by desired planting location
Meet all Guardians and other participants at Marcie: introduce and brief everyone, pair up TM and Guardian
Check out tools and supplies to Guardian
Hand out poems
After planting check in tools and put back in van

Within One Week

Send out New Guardian Letters and nice copy of their poem
Include New Guardians in next Issue of Trunk Line

TREE MUSKETEERS INDIVIDUAL HOURS INVESTED

Month: _____ Year: _____ Name: _____ Title: _____

Comments	Date	Hometown Forest		P for the P Network		Young Executive		Daily Total	
		Paid	P T o VIntr.	Paid	P T o VIntr.	Paid	P T o VIntr.	Paid	P T o VIntr.
	1								
	2								
	3								
	4								
	5								
	6								
	7								
	8								
	9								
	10								
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	26								
	27								
	28								
	29								
	30								
	31								

Total Hours

Value per hour: \$5

Signature _____

Mgr. OK _____

TMS/95

Donation/Tax Deductible Form

TREE MUSKETEERS®

*Educate * Plant * Conserve * Beautify * Preserve*

June 23, 1995

FORM 8734 IN-KIND DONATION (Modified by TREE MUSKETEERS)

Name of Company/Person: _____

Contact Person: _____

Street/Mailing Address: _____

City, State Zip: _____

Phone: _____ Fax: _____

Date contribution received: _____

Indicate the amount of *cash* donated: _____ \$

OR - the *service or property* donated and value: _____ \$

Were any goods or services were provided by TREE MUSKETEERS in consideration for this contribution: NO YES

If yes, please describe what was provided and give a good-faith estimate of value of the goods or services:

Estimated value: \$ _____ Description: _____

Where will TREE MUSKETEERS use this contribution: In U.S. activities Solely outside of U.S.

Signature of Contact Person: _____ Date: _____

- Designation of Gift:
- | | |
|--|--|
| <input type="checkbox"/> Young Executive Program | <input type="checkbox"/> Hometown Forest Program |
| <input type="checkbox"/> National <i>Partners for the Planet</i> Program | <input type="checkbox"/> Discretionary |
| <input type="checkbox"/> Other: _____ | |

Please complete this form, keep a copy for your records, and return to TREE MUSKETEERS.
Thank you for your contribution and time.

TREE MUSKETEERS - 501(c) 3 - Tax ID# 95-4277842
Gail Church - Executive Director

136 Main St., Suite A * El Segundo, CA 90245-3800 * 310/322-0263 * Hotline 800/473-0263 * FAX 310/322-4482

TREE MUSKETEER's Hometown Forest Package

Example of a Form Letter

TREE MUSKETEERS

136 Main St., Ste A
 El Segundo, CA 90245-3800
 310 / 322-0263
 FAX 322-4482

June 23, 1995

<<FirstName>> <<LastName>>
 <<Company>>
 <<Address>>
 <<CityStateZip>>

Dear <<Title>> <<LastName>>,

This is a form letter. Microsoft Word makes them easily. Refer to your manual. Basically, you write the letter, leaving blanks for name, donation, etc. Then you open a new file and make a table (a data file). After you save the letter and the data file, you go to "Mail Merge" under "tools" and the computer will walk you through it.

Thank you for <<Company>>'s generous contribution of <<donation>> for our <<event>>. TREE MUSKETEERS and Mother Earth value your dedication to the environment. Blah, blah, blah.

We look forward to your assistance with our <<FutureEvent>>. Please feel free to call us, if we can be of any assistance to you or <<Company>>.

Very treely yours,

Sabrina Alimahomed

Sabrina Alimahomed
 Hometown Forest Youth Manager

DATA FILE

Title	First Name	Last Name	Company	Address	CityStateZip	Donation	Event	Future Event
Mr.	Bob	Jensen	Southern California Edison	P.O. Box 2944	Torrance, CA 90503	the use of your company van	Arbor Day Parade	Earth Day event
Ms.	Lily	Craig	Chevron U.S.A.	321 El Segundo Bl.	El Segundo, CA 90245	your employee's time as security	Arbor Day Parade	Earth Day event

Example of Letter for Sponsorship

TREE MUSKETEERS

136 Main St., Ste A
El Segundo, CA 90245-3800
310 / 322-0263
FAX 322-4482

November 4, 1995

Linda Jamison
Director of Marketing and Communication
Dawry Foods
245 4th Street
Rocksville, MI 09143

Dear Ms. Jamison,

Landfill Crisis! Air and Water Pollution! Ozone Depletion! Endangered Species! The list of environmental crises goes on-but California's young environmental leaders are doing something about it!

Momentum for the youth movement was created when TREE MUSKETEERS, a by kids-for kids nonprofit environmental organization founded in 1987, presented and joined forces with over 600 young people at the first ever National *Partners for the Planet* Youth Environmental Summit in 1993. Kids were empowered, tools were distributed, project goals were established, and hopes for the future were raised.

Among the top priorities of the Summit was to establish a network of kids who share the same concern in preserving our trees. A regional meeting of youth who are involved with urban forestry is critically needed to maintain the momentum created at the first Summit. 100 youth leaders who are in Middle School and High School are coming together to come up with a plan of action to save the trees in California. Most importantly, this regional meeting will provide the structure for an ongoing support network for generations to come.

On behalf of the Regional Committee and fellow youth environmentalists, we are asking Dawry Foods to further their commitment to the environment and the nurturing of strong leaders for the future by making a \$5,000 cash investment. We will, in return, recognize Dawry Foods as a financial partner.

Please join us by becoming *Partner for the Planet*. Together, we can make a world of difference!

For the Earth,

Sabrina Alimahomed

Sabrina Alimahomed
Founder, Regional Coordinator

TREE MUSKETEER'S Hometown Forest Package

PUSH IT!

Media Tip Sheets



When people talk about the "news media," they're talking about: the newspapers, radio stations, and television stations who reach millions of people every day. That's why it's important that they cover your *Pennies* activities: they can spread the word and amplify your voice so your actions will be seen and heard by kids and educators across your state and maybe even across the country. The media can help spread the word and help more kids help wildlife!

Where does the news media get the news? Sometimes, they can't miss it: like a big car crash outside their front door. But most of the time, they rely on people like you to tell them about newsworthy events occurring in their communities. And as kids, you've got a big advantage: the news media loves stories about kids taking action. Demonstrate that you're serious about what you're doing; that you've got an important message; and never apologize for seeking publicity.

What makes news? There's a reason they call it "news." Reporters are interested in what's new. For example, there's not much news in a story about a dog biting a man; but a man biting a dog?! That's news! It's unexpected. It's different. It's out of the ordinary. Reporters are also drawn to stories that affect the communities they cover and the people who live in those communities. They are interested in stories about people (especially young people!) taking action.

How do you get attention from the news media? By demonstrating you've got an interesting story on important issues, involving young people from across your region in national campaign to help migratory wildlife. You have to make sure the news media get accurate and complete information in time for them to respond. And, you have to make sure they can 'get' the story -- reach the people they want to interview, get the pictures they need to make the story real, and complete their work by deadline! (Typically morning newspapers have late evening deadlines but television reporters must be done by late afternoon!)

Make sure you have an accurate news media list first. Your list should include every newspaper (daily and weekly), television station and radio station in your area, their addresses, phone numbers and the key contact person. At newspapers, you want to talk with the reporter who covers environmental issues or, the reporter who covers kids issues. If you can't reach the reporter, ask for the editor responsible for those stories. At radio stations, ask for the newsroom and then ask to speak to a reporter or assignment editor. **DONT** call exactly on the hour because most radio stations are busy broadcasting the news at that time. At television stations, ask for the assignment editor. That's the person who makes decisions about what gets covered and which reporter covers.

Prepare a press release announcing your *Pennies* events. You should prepare a press release to distribute to all the news media in your region (we've provide a sample one for you). Make sure it tells the reporters the 5 "W"s and 1 "H" -- who, what, where, when, why, and how.

Media Tip Sheet

Make sure it gets to the news media in time for them to plan coverage (at least two weeks before the event). Most news media work off fax machines so you could plan to fax out the releases. And, make sure there's a contact name and phone number on the release for someone they can call to get more information. Whether you distribute these releases by fax, mail or in person, it's important that someone follow-up to make sure they've been received and are in the right hands.

Always remember to follow-up every news release with a phone call to make sure it was received.

Prepare scripts for Public Service Announcements and approach local radio and television stations to request that they broadcast these announcements. Many television and radio stations, as a community service, broadcast Public Service Announcements to publicize community events. What's a Public Service Announcement (a lot of people call them PSA's)? It's a short message, like a commercial, except instead of selling something, it's putting forward a message considered to be in the public interest. Ask your local stations how long the PSA's must be and if they have any rules governing their PSA's. (A sample PSA script is enclosed.)

Make sure your Pennies events are listed in community bulletin boards. Most newspapers publish a listing of community activities and many television and radio stations broadcast the same lists. In addition to contacting reporters or editors, make sure you reach the people responsible for compiling and publicizing these lists.

Ask your local newspaper to allow kids involved in Penny raising events to meet with members of their editorial board. Every major daily newspaper has an editorial board. Its members generally include the people who write the editorials for the newspaper and the paper's top editors. Frequently, editorial boards invite community leaders or newsmakers to meet with them and with a reporter to discuss their work or concerns. You should seek a meeting with your local editorial board to talk with them about your work helping wildlife and about the *Pennies for the Planet* campaign-- explaining why it's important and what you hope to accomplish. Find out who is the Editor of the Editorial Page for the newspaper (or ask who heads the Editorial Board). Write or call that person explaining what EARTH FORCE is, the *Pennies for the Planet* events you're planning, and request a meeting with the Editorial Board.

Prepare reminders for the news media. Don't count on the news media to remember something you've told them two weeks after you've told it to them. Plan to follow your original announcement of the *Pennies* events with reminders to reporters one week and then a day or two before your event.

At your Pennies events, make sure reporters have the information they need to prepare their stories. Remember the 5 "W"s and 1 "H"? Reporters will want to know all that -- Who is organizing (provide the names, age, and school or group affiliation of your group of kids); who is attending (provide the names of the groups participating in the campaign, and the names and titles of the adults attending); why are you taking action, what is happening, where are you holding the events, when are the events taking place, and how was it organized.

At your events, make sure reporters can get the story. Television cameras must be able to set up in a place that provides them a clear shot of what's going on. Television and radio need either to be able to place their microphones near the people speaking or to have access to a sound board that will allow them to tape record the speakers. Newspaper reporters also need to be placed where they can see and hear everything. That means marking off a separate area of your events that is reserved for the news media and, on the day of the event, making sure reporters know where that area is and that there's room enough to accommodate everyone covering.

How to write a news release?

1. Make sure there's a contact name and number at the top.
2. Make sure your release has the date on it and that it's clear that your release is for IMMEDIATE RELEASE. (Sometimes, people or groups issue news releases to be held until a certain day.)
3. Think of a clever headline for the top of the page -- something that will get your reader's attention without telling them everything.
4. Answer the 5 "W's" and 1 "H" - who, what, where, when, why, how
5. Keep it concise and clear -- one page if possible -- and make sure it's easy to read, especially the key information about where and when.
6. If you need more than one page, write - MORE - at the bottom of the first page. At the very end of the press release, write -30- or ## to signal your reader there's nothing more to come.
7. Double check to make sure there are no typos and all the information is absolutely accurate!

How to handle television interviews?

Sometimes, you can plan for an interview because a reporter asks for it ahead of time. **Other** times, you suddenly find a reporter with a microphone and a camera person asking you questions. In either case, don't be nervous, don't back-off, and don't giggle (which is what a lot of us do when we get nervous!) The reporter has a job to do and so do you -- helping them and their viewers learn about your town meetings and wildlife issues.

You can also use these television interview tips to help you when a radio or newspaper or any other kind of reporter wants to talk with you.

THINK: If you've got time to prepare, think about what you want to say ahead of time. Focus on one or two most important points that you can express clearly and concisely (and we mean **concisely -- one or two sentences** tops!) And think about what questions you might get asked and how you would answer them. Remember, your answers must be short and to the point.

ON THE RECORD: It's a reporter's job to record or write down what you say. That means you have to remember that once an interview starts, what you say is on the record -- that means you could see it on the news or in the newspaper. Don't say anything you don't want public.

PRACTICE what you want to say -- out loud. (Some people even practice in front of a mirror!) Ask your family or friends to ask you questions and practice answering them -- out loud. Talk about how your answers could be crisper or more to the point.

LISTEN carefully to yourself and to the questions you're being asked. It's one of the most important things you can do.

TAKE TIME: If you're approached by a reporter without time to prepare, try to make some time. Ask the reporter to give you a minute or two to get your thoughts together and use that time to think about what you want to say. Take your time in answering so you're thinking while you're talking.

IGNORE THE CAMERA: For television interviews that are being taped (as opposed to being broadcast live) or for any television interview where there's a reporter right there with you asking questions, when you answer, look at the **reporter** not the camera. (Watch TV news and you'll notice that the people interviewed in their stories aren't looking directly into the camera but off to the side -- that's because they were looking at the reporter.)

It's only when you give an interview that will be broadcast live -- that is, just as you're giving it -- and **without** a reporter present that you should look into the camera.

In general, don't hesitate to ask the reporter or camera person where you should look when you're answering. That way, you won't make a mistake.

DO-OVERS: When you're taping an interview for radio or television, sometimes the reporter will let you repeat an answer. If you really feel you've made a mistake or could do it a second time much better, don't be afraid to ask a reporter if you could try a specific answer again. Most reporters will let you. But remember, do-overs should be the exception, not the rule. Don't make it a practice.

MAKE YOUR POINT: If at the end of your interview, you feel the reporter has failed to ask an important question or you haven't had the opportunity to make a point you think is important, don't hesitate to ask the reporter for a chance to add something. At the end of the interview, you could say, "I want to add one more thing I think is important," or "There's something else you should focus on too."

THANKS: don't forget to thank the reporter and the camera person.

What if I have to give a speech?

A lot of the same rules that apply to interviews apply to public speaking. If you have to make a statement at the town meeting or to a newspaper editorial board or to a public meeting, there are some important tips to remember.

PREPARE: You'll do your best if you take time to prepare. Think about your audience and the best way to attract their interest. For example, if you're speaking to business people, think about what they could do or why protecting wildlife and habitat makes good business sense.

Media Tip Sheet

KEEP IT SHORT AND SIMPLE: If you're giving a speech or making a presentation to a group, keep it short and simple -- not more than five or ten minutes. When you practice, time yourself actually delivering your remarks. If it's too long, think about how you can make it shorter.

THINK AND PLAN: Think about what you want to say ahead of time and write it down. There are several different ways to do this.

If your speech is short enough, you might want to try to memorize it.

You might want to write down exactly what you want to say and practice saying it, with the text in front of you. That means learning the speech well enough so that if you look down from time to time, all you'll need is a reminder of where you're going.

DON'T read the speech -- that'll keep your head buried in the paper -- but have it there so you can refer to it from time to time.

Or, you might want to prepare your speech and then put it on 5 X 7 cards with each card holding a separate thought. Then delivering the speech means just flipping through your cards.

PRACTICE: Even adults who give speeches all the time, practice. You should too. Once you've decided what you want to say and written your speech, practice it. You may want to practice in front of a mirror or in front of your class or family. You'll find it makes a big difference to actually say what you've written down and sometimes, it'll even help you figure out a way to say what you want to say even more effectively!

EYE CONTACT: Look at your audience not at your speech. Try to make eye contact with different people in the audience.

TAKE YOUR TIME: Sometimes, when we get nervous, we talk faster than usual. Take a deep breath at the start of your speech and take your time. Your audience is there to hear what you have to say. They'll understand it better if you deliver it well.

IF YOU NEED ANY ADDITIONAL TIPS, PLEASE GIVE US A CALL!

Example of a Press Release

TREE MUSKETEERS

136 Main St., Ste A
El Segundo, CA 90245-3800
310 / 322-0263
FAX 322-4482

PRESS RELEASE

FOR IMMEDIATE RELEASE
June 2, 1995

Contact: Sharon Baker
(310)322-0263

TREE MUSKETEERS INVITES THE COMMUNITY TO THE OPENING OF **TREE HOUSE**

After a long, hard year of working it is finally done! TREE MUSKETEERS, El Segundo's own youth environmental organization has been working on transforming a deserted power line lot into a one of a kind outdoor community classroom. The Planning Committee and Advisory Board are the people who have been making it happen. The Planning Committee is comprised of youth ages 6-17 who give overall direction and guidance while the Advisory Board which is made up of adults supports and helps in any way possible. What could be more fun than visiting a place that was completely designed and inspired by youth!

The kids who created Tree House made sure that kids would learn about the environment through hands on experiences. Some of the highlights of Tree House are the greenhouse, wetland habitat, human compost pile, and nature walk. The varying subjects kids will be learning about are trees, water, and animals.

This Saturday, Tree House will be opening its doors to the public for the first time. Come and celebrate the grand opening with families from all over the South Bay. There will be time to eat lunch if you would like to bring it. Please call and make reservations.

####

(↑ This symbol equals "The End" to the Media)

TREE MUSKETEER'S Hometown Forest Package

Resource List of Youth Environmental Books

Kids Gardening: A Kids Guide To Messing Around In The Dirt

By: Kevin Raftery and Kim Gilbert Raftery

Published by Klutz Press

Age: 7-12 Around \$13.00

This book had funny pictures and great gardening information. It included everything from seeds to a shovel. You only have to supply the dirt. It includes yummy recipes and exciting new ways to plant your back yard garden.

- Other good books by Klutz Press are:

Everybody's Everywhere Backyard Bird Book
Explorabook



50 Simple Things Kids Can Do To Save The Earth

By: The Earth Works Group

Published by: Andres and McMeel - A Universal Press Syndicated Company

Age 7-17 \$6.95

These books gives younger kids fun activities. For older kids it gives great resources and facts. It shows how you can help our environment from A-Z easily. A book recommended for all young environmentalists and their parents.

30 Simple Energy Things You Can Do To Save The Earth

By: John Javna

Published by: The Earth Works Group

Age 12-18 \$3.95

If you look in your house there are many ways in which energy can be wasted. This book gives new ideas to reduce the energy consumption in your home, like using fans in the attic, which makes air conditioning less necessary during the summer months.

The Helping Hands Handbook

By: Patricia Adams and Jean Marzollo

Published by: Random House New York

Ages 9-18 \$4.99

In this book you and your friends find new ways to start your own club or join one. There are many new ideas showing you how to help other humans, animals, and the environment.

The Student Environmental Action Guide

By: The Student Environmental Action Coalition

Published by: The Earth Works Press

Ages 16 - 25 \$4.95

This action guide gives teenagers success stories of environmental projects throughout the United States. The plot is very much like 50 simple things, but there are only 25 outlines. If you are a young adult wanting new ideas to try at your school, this book is a great place to start.

Resource List of Youth Environmental Books

Backyard Composting

By: John W Roulac

Published by: Harmonious Press

Age 13 -18 \$6.95

Backyard Composting is a great book with step by step information on how to start compost outside your home. It shows different types of compost bins that can easily be made. There are instructions on layering materials and caring for your compost. If you want to start composting, this is a great book to read.



The Recyclers Handbook

By: The Earth Works Group

Published by: Earth Works Press, Inc.

Age 12 - 18 \$4.95

The Recyclers Handbook gives how to instructions on recycling in your community. It gives a list of many other recycling resources. The three **R**'s are Reduce, Reuse and Recycle. In this book you will find many ways to use the three R's in your hometown. If you like recycling or want to start, this book will answer almost any questions you have.

Kid Heroes of the Environment

By: The Earth Works Group

Published by: Earth works Press, Inc.

Age 7 - 17 \$4.95

If you want to become an environmental hero, read this book! Many kids have worked on projects that brought attention to adults. These youths were featured in this book, which can help you start a project and find out what other kids are doing. The projects range from saving sea turtles to Melissa Poe's (founder of Kids F.A.C.E.) letter to the President.

Save Our Planet

By: Diane Mac Earchern

Published by: Dell Trade Paperback

Age 9 - 17 \$9.95

In Save Our Planet, Earth's needs are shown and the answers given. There are 750 environmental concerns mentioned in this book. They all come with a simple solution. This book is recommended for all environmentalists to read.

No Kidding Around

By: Wendy Schatzel Lesko - Activism 2000 Project

Published By: Information U.S.A. Inc.

Age 14-17 \$18.95

This book gives a step by step action guide to launch your own campaign. It shows activities many teens developed to pursue their environmental interests. As a young activist, the information given will help you develop a plan of action. The activities described in this book work with the elderly, drug abuse, and the environment.

Resource List of Youth Environmental Books

The Kids Guide to Social Action

By: Barbara A. Lewis

Published by: Free Spirit Publishing

Age 11 -17 \$14.95

Social activities discussed in range from fundraising to interviewing. It gives you answers that will be needed, if you are starting a club or want to speak to city council. Read this book and find out what other students have overcome to make their project stronger.



Rescue Mission Planet Earth

By: Children of the World

Published by King fisher Books

Age 7 - 15 \$9.95

This book was written by children of the earth concerned about their environment. Their colorful illustrations were drawn about impacts facing our future. There are questions and answers to many problems facing today's society. This book is a good resource for looking at world issues.

The Simple Act of Planting a Tree

By: TreePeople, Andie Lipids and Katie Lipids

Published by: Jeremy P. Tarcher Inc.

Age 13-17 \$12.95

By reading this book you will gain important information on tree care, planting, watering and more. If you want to plant a tree, this book is for you. It says, "the best time to plant a tree was twenty years ago. The second best time is now " -Anonymous.



Resource List of Youth Environmental Groups

4-H Council

7100 Connecticut Ave.
Chevy Chase, MD 20815
301/961-2828

The Alliance For Children's Trust Foundation

10477 W. Riverside Dr.
Toluca Lake, CA 91602
818/762-7082 Fax: 818/762-6736

Assoc. Oregon Forestry Clubs (AOFC)

4001 Winema PINE #102
Salem, OR 97305
503/378-5596 Fax: 503/378-5156

Caretakers of the Environment

13422 Stardust Bl.
Sun City West, AZ 85375
602/546-0021

Captain Planet Foundation

1523 Malcolm Ave
Los Angeles, CA 90024
310/475-1684 Fax: 310/441-9170

Center for Environmental Education

881 Alma Real Dr., Ste 300
Pacific Palisades, CA 90272
310/454-4585 Fax: 310/454-9925
CEE has a huge data base of organizations and programs. Please write or call for specific information.

Children for Old Growth

P.O. Box 1090
Redway, CA 95560
707/923-3009 Fax: 707/923-3009

Children of the Earth

Beverly Hills High School
241 S. Moreno Dr.
Beverly Hills, CA 90210

Children's Earth Fund

P.O. Box 2335
40 W. 20th St.
New York, NY 10011
212/727-4505 Fax: 212/675-6481
The Children's Earth Fund offers kids information and opportunities to take coordinated action to help the earth. Working with kids, teachers, families, children's environmental groups, and children's media, the Children's Earth Fund helps kids express their concern for their future and the future of the planet. In the 1994 "Pennies for the Planet" campaign, children collected and donated pennies to help kids plant trees in countries where deforestation is severe by providing tree seeds and becoming tree pals.

E Patrol Foundation

P.O. Box 30207
Kansas City, MO 64112
816/531-2022

Earth Force, Inc.

1501 Wilson Bl.
12th Floor
Arlington, VA 22209
703/243-7400

Earth Guardian's

P.O. Box 1709
Makawao, HI 96768
808/878-3230

Earth Kids

P.O. Box 3847
Salem, OR 97302
503/363-1896 Fax: 503/363-7158
Earth Kids operates the Earth Kids Network BBS (Bulletin Board System). They conducted the Global Warming CO2 Challenge with 25 Earth Kids schools in Australia, Canada & USA. They attended U.N. Global Youth Forum in

Resource List of Youth Environmental Groups

New York and CO2 Challenge Senate hearing in Washington D.C.

Earth Ninos

Humphreys Ave. School
500 S. Humphrey Ave
Los Angeles, CA 90022
213/263-6958

Earth Spirit Bulletin Board System

2425 Colorado Ave., Ste 204
Santa Monica, CA 90404
310/582-8228 Fax: 310/315-3007
Modem: 310/264-4785

Firehawks

209 7th Ave N.
Nashville, TN 37219
615/780-3330

Food from the Hood

Crenshaw High School
5010 11th Ave
Los Angeles, CA 90043
213/295-4842

For Kids - By Kids

P.O. Box 682373
Park City, UT 84068
801/467-9050 Fax: 801/467-0465

How On Earth! Magazine

P.O. Box 3347
West Chester, PA 19381
717/529-8638
HOW ON EARTH (HOE!) is a unique quarterly newsletter for and BY youth who support compassionate, ecologically sound living. HOE! covers a variety of environmental, animal, and global issues, while encouraging activism and empowerment among youth who are concerned about animals and the Earth. Subscription: 1 year (4 issues) \$15; 2 years (8 issues) \$25.

Greenpeace for Kids

Greenpeace Public Information
1436 U St. NW
Washington, DC 20009
202/319-2444 Fax: 202/462-4507 Att'n Public Info

Jane Goodall Institute (USA)

P.O. Box 599
Ridgefield, CT 06877

Kids Against Pollution

P.O. Box 775
High Street
Closter, NJ 07624
201/784-0668

Kids For A Clean Environment (Kids F.A.C.E.)

P.O. Box 158254
Nashville, TN 37215
Hotline: 800/952-3223
615/331-7381 Fax: 615/333-9879
Kids F.A.C.E. has over 15,800 clubs internationally that kids have started with the help of Kids F.A.C.E. They are concerned with all aspects of the environment; trees/forests, wildlife, recycling, garbage and more. Free membership.

Kids for Conservation

Illinois Dept. of Conservation
524 S. 2nd St.
Springfield, IL 62701

Kids Save the Planet! (KIDS S.T.O.P.)

P.O. Box 750471
Forest Hills, NY 11375-0471
718/997-7387 Fax: 718/997-8673

Kids Organized to Protect our Environment (KOPE)

Hawthorne Elementary School
1675 S. 600 East
Salt Lake City, UT 84105
801 /484-83 52

Resource List of Youth Environmental Groups

National Youth Service Office
202/606-5000

The Natural Guard
142 Howard Ave.
New Haven, CT 06519
203/787-0229

"The Natural Guard is an international experiential, environmental service organization for young people K-12. The organizational goals are to empower youth, generate service programs and present career opportunities to foster a spirit of advocacy and create an entire generation of environmentally aware youth. Free membership."

Rescue Mission: Planet Earth
11426/28 Rockville Pike, Ste. 100
Rockville, MD 20852
301/468-9431 Fax: 301/468-9612

Save The Whales
1426 Main St.
Venice, CA 90291
1-800-WHALE-OK

Sierra Student Coalition (SSC)
415/923-5510

Student Action Corps for Animals (SACA)
P.O. Box 15588
Washington, DC 20003-0588

Student Conservation Association
P.O. Box 550
Charlestown, NH 03603
603/543-1700

Super Kids Recycling Program
P.O. Box 242
Iselin, NJ 08830

Together Net - BBS
The Together Foundation
130 S. Willard St.
Burlington, VT 05401
802/862-2030 Fax: 802/862-1890
Modem: 802/658-2518 You'll need "client software" to log in.

Tree Amigos
143 Bostwick NE
Grand Rapids, MI 49503
616/771-3935

"Tree Amigos has three major components: tree planting and protection efforts, development of creative education materials, instruction, development of classroom, corporate, professional and other partnerships." Tree Amigos has helped educate many young people on the importance of the tropical rain forests and urban forestry.

TREE MUSKETEERS
136 Main St., Ste. A
El Segundo, CA 90245
310/322-0263 Fax: 310/322-4482
Hotline: 800/473-0263

TREE MUSKETEERS, unlike most youth groups which are run by adults for young people, was founded in 1987 as a nonprofit corporation administered by kids. The mission is to bring about environmental improvement through their own actions and, by their example, to challenge other young people and businesses to join the youth environmental movement. National Network Programs support kids with their own hometown issues through hotline, resource exchanges, agency referrals, and creating a communication point for members of the movement through the *Partners for the Planet* Youth Summits.

Resource List of Youth Environmental Groups

Partners for the Planet Network

Hotline: 800/473-0263

Partners for the Planet is a group of government agencies and environmental nonprofits dedicated to the empowerment of youth.

Woodsie the Owl Fan Club

P.O. Box 1963

Washington, DC 20250

Youth for Environmental Sanity

706 Freerick St.

Santa Cruz, CA 95062



Resources for Teachers

American Forests

1516 "P" St. NW

Washington, DC 20005

Center for Environmental Education

881 Alma Real Dr., Ste 300

Pacific Palisades, CA 90272

310/454-4585 Fax: 310/454-9925

CEE has a huge data base of organizations, lesson plans and programs. Please write or call for specific information.

Earth-Friendly Schools Intl Program

do Performing & Fine Artists for World Peace

P.O. Box 261

Lihu'e, Kaua'i, HI , 96766

808/246-2463

Environmental Protection Agency (EPA)

Public Information Center

202/260-7751

The EPA has a lot of free information and some teachers aids and lesson plans.

The Institute for Earth Education

Cedar Cove

Greenville, WV 24945

304/832-6404



KIDS F.A.C.E.

2804 Foster Ave.

Nashville, TN 37210

Hotline: 800/95 2-3 223

615/331-7381 Fax: 615/333-9879

Kids F.A.C.E. has over 15,800 clubs internationally that kids have started with the help of Kids F.A.C.E. They are concerned with all aspects of the environment; trees/forests, wildlife, recycling, garbage and more. Free membership.

National Gardening Association

180 Flynn Ave

Burlington, VT 05401

802/863-1308

Trees For Life International

1103 Jefferson

Wichita, KS 67203

316/263-7294

Unplugged

PO Box 385

Oakland, CA 94610

510/268-1277

Fights against commercialization of the classroom including anti-environmental and corporate PR efforts. Please be specific in your request for information.