

CONTRIBUTIONS PROGRAM



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US Army Corps
of Engineers®



Objectives



Become knowledgeable about:

- Contributions authorities and policies
- Types of contributions
- Reporting
- Exercise- Can we accept it?
- Guidelines on recognizing partners



Ethics Issue



Can I solicit contributions?





Corps Employees Cannot ...



.... solicit or take any action that gives the appearance that they are soliciting contributions in support of Corps programs or activities.

The term “solicit” means any request made to a non-federal entity, group for the Corps.

You CANNOT directly ask for contributions.
You CAN provide information!





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How to Approach a Potential Partner

- The Corps CAN directly ask organizations and individuals if they would be interested in **VOLUNTEERING**.
 - This can be a good way to start a conversation about partnering and result in the potential partner offering contributions beyond volunteer time.
- Use the Partnering with the Corps handout when you approach a potential partner.
 - Explain that you are reaching out to organizations within the community that have similar missions and goals and we'd like to find a way to work together.
 - Ask the potential partner for an informal meeting, coffee, lunch, etc. to hear what they'd like to see at the project and where we might work together.
 - Explain budgetary/staffing/resource constraints that may prevent us from accomplishing the mission/goals.



U.S. Army Corps of Engineers Partnership Opportunities

Connecting with the Corps

The U.S. Army Corps of Engineers (USACE) manages some of the most cherished lakes, rivers and lands near your cities and towns. Communities are proud of their special places in our parks. Great family memories are made while boating, fishing, camping, or after a quiet day of hiking or biking on one of our many trail systems. These experiences are important in strengthening families and organizations. Our parks also have significant economic impact, with 260 million visits per year supporting 210,000 jobs in communities near USACE lakes.

With you by our side, we can provide more services to the public.



Benefits of Partnering with the Corps

We believe in the power of partnerships to transform the experiences of our visiting public and enhance the sustainability of our public lands and waters.



National Exposure

Partnering with a federal agency such as USACE offers the opportunity for national exposure. USACE manages more than 400 lake and river projects on more than 12 million acres of land and water in 43 states.



Variety of Opportunities

The diverse missions of the Corps provide a variety of partnering opportunities. USACE provides over 4,700 recreation sites with more than 94,000 campsites, 3,700 boat ramps, and 7,400 miles of trails.



Economic Impact

Our parks have significant economic impact, with visitors spending upwards of \$16.8 billion annually on trip expenses and strengthening the environmental, social, and economic health of local communities.



more than **90%** of our lakes are within 50 miles of a metropolitan area



To find out more about partnering with USACE please visit: <https://corpslakes.ercd.dren.mil/visitors/partners.cfm>





...And By Email



Good afternoon Angelou,

I'm sorry that I missed you at the Outdoor Retailer show, but I understand you and a few other representatives from Greening Youth stopped by our Public Lands booth. Since you are located in the Atlanta area, one of my colleagues from the Forest Service gave me your card. I'm not sure how familiar you are with the Corps of Engineers, but we have four lakes within a 2 hour drive from Atlanta (Lanier, Allatoona, Carters, West Point) that collectively receive 14+ million visitors each year. As you may imagine, there can be significant impacts to the resource from recreation activities that include camping, swimming, hunting, fishing, boating, biking, hiking, and other day use, as well as pressures on the environment from shoreline development.

We have worked extensively with Student Conservation Association at many of our lakes around the country, but we are always looking for opportunities to work with other youth conservation associations as well. If you'd be interested, I'd like to set up a call between Greening Youth and a few of our Corps staff from the Mobile District so we can learn more about each other's organizations.

Just to give a little background on our overall Corps footprint:

- The Corps of Engineers manages 12 million acres of public lands and waters
- 403 lakes and rivers projects in 43 states
- 90% of USACE lakes/rivers are within 50 miles of a metropolitan area
- 5.3 million acres have significant waterfowl use
- 7 of the top 10 migratory bird flyways cross over USACE waters
- 81 million annual fishing visits
- 55,000 miles of shoreline
- 250 million recreation visits per year
- 18% share of US freshwater fishing with 3,000 tournaments per year
- <https://corpslakes.erdc.dren.mil/visitors/visitors.cfm> (for more info)

Please let me know if you'd like to learn more about partnering with us. I've also attached an information sheet.



Can USACE Accept Contributions and Donations from a Potential Partner ?

YES!

- The Contributions Program allows the acceptance of contributions and donation from groups and individuals.
- Provided that the contribution or donation is NOT from a Prohibited Source!
- And you have a project or District Contributions Plan
- Contributions are the SIMPLEST and MOST utilized partnership type in USACE





Contribution Authorities



- The contributions program was authorized by 33 USC 2325, Water Resources Development Act, 1992, Sec. 203
- EP/ER 1130-2-500 provides guidance and procedures for us to accept contributions. 33 USC § 2325 and 2328 are the authorities that allow us to accept donations through the challenge partnership and contributions programs.
- The foundation for our Partnership Program tools are based on the concept of Contributions.





A Prohibited Source is an Entity That...



- Seeks official action from USACE
- Conducts or seeks to conduct business with USACE
- Conducts activities regulated by USACE
- Seeks to influence USACE policies or regulations
- Hopes to use your position as a USACE employee to benefit or further its efforts or mission





Perceptions

- Contributions from an entity which would identify the Corps with casinos, pornography, or other questionable products shall be **declined**.

- What about alcohol or tobacco?



- **Any** contributions or donations that may be perceived as controversial should be declined.



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Contribution Plan Templates



- HQ suggested non-mandatory templates are available at <https://corpslakes.ercd.dren.mil/employees/contribute/template.cfm>



Lake Red Rock on the Des Moines River

Practice Safe, Fun Boating!  US Army Corps of Engineers

| | |
|---|--|
| <p>WEAR IT Everyone on your boat should wear a life jacket. Accidents can happen anytime.</p> | <p>ALCOHOL & BOATING DON'T MIX Alcohol reduces reaction time and can cause accidents.</p> |
| <p>KNOW THE BASICS Successfully complete a boating education course.</p> | <p>KNOW BEFORE YOU GO Check the weather forecast and file a float plan with family and friends.</p> |
| <p>BOAT RESPONSIBLY Know the weight capacity of your boat. Always be aware of your surroundings.</p> | <p>MAINTAIN YOUR BOAT Routinely check electrical, fuel and auxiliary power systems.</p> |



 LEARN MORE ABOUT BOATING SAFETY

Presented thanks to the support of  



Many lake sites are hosting events with support from the community, cooperating associations and corporations.



Roles and Responsibilities of Corps Employees

- Each location that collects contributions shall have a contributions plan that describes the work to be accomplished with any potential contributions.
- This document will become part of the Operations Management Plan (OMP) and should be reviewed/updated with the OMP every 5 years unless your District has a contribution plan for all projects.
- Commanders may choose to designate a district contributions plan; thus a project specific plan is not required.
- Districts currently without plans: Hawaii, Alaska, Los Angeles, Galveston, Chicago



**US Army Corps
of Engineers**

Contributions, Fundraising and Recognition

Reference Guide

October 2008

The guide was established to provide information to managers about accepting contributions and working with organizations who seek to raise money to benefit the NRM Program.

The Guide sets forth:

- Roles and responsibilities of Corps employees;
- Criteria for determining when contributions may be accepted;
- Permissible activities associated with fundraising;
- Appropriate forms of donor recognition.

Augmentation



- Because we have specific legislative authorities that allow for contributions, the partner's portion of a partnership agreement is not an augmentation of the budget.
(Per CECC-G Bulletin No. 02-12, Challenge Partnership Program)
- Funds or other items received as a result of a competitively awarded grant from a foundation or other source are also considered a "contribution," not augmentation of appropriated funds.





Remember...



- All potential contributions MUST be reviewed/approved:
 - \$2,500 - \$99,999: Manager
 - \$100,000 - \$999,999: District NRM and Office of Counsel
 - \$1,000,000+ single contribution or series of contributions: HQUSACE Office of Counsel, NRM, Director of Civil Works (DCW)
*(From Contributions, Fundraising and Recognition Guide, Section 5.2)
- Any group or individual may potentially be a prohibited source of gifts or donations if they are seeking official action from USACE



Prohibited Source Knowledge Check



Which of the following contributions would be the safest to accept?

1. Budweiser donation of a life jacket loaner station.
2. Lakeside marina donation of an underused flat bottom boat.
3. Local farm supply donation of food plot seed.
4. An adjacent land-owner's gift of \$25,000.
5. Water safety coloring sheets of Marly the Marlboro Safety Cat.

Types of Contributions

Two types of Contributions:

Monetary

- General
- Earmarked/specific



Non-Monetary

- Durable goods
- Services



** Note: A contribution does not give a partner special/exclusive use of the facility or project donated.



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Monetary Contributions

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Voluntary Contributions for Environmental and Recreation Projects and Challenge Cost-Sharing (Partnership) Program for the O&M of Natural Resources and Recreation: Monetary contributions will be credited to the Rivers and Harbors Trust Fund account 096R8862. Each district must create a cost share control record reflecting a Federal zero amount, federal appropriation 096X3123 and AMSCO of the federal project applicable for tracking purposes, track, record estimated non-cash contributions and create a Local Cost Share Advance.

Recently updated in ER 37-1-30.

- Checks should be made out to FOA, USAED, (*Insert District name here*).
- CEFMS – Contributions are handled like a customer order with advance use. A work item is set up in P2 citing the appropriation the funds would be captured under when completing the advance account, allowing the District Resource Management Office (RMO) to fund the transaction in their database.
- The Project Budget Analyst will need to communicate with the District RMO, Budget (RM-B) to determine the correct appropriation intended for use to fund the work.
- Once deposited, these funds will become available to the Project and will only be used for the general work activities listed in the Contributions plan.



Deposits, Forms, Reports



- Engineering Report 3313 (remittance register) should be used to deposit or transmit collections to the disbursing officer when funds reach or exceed \$5,000. Deposits shall be made by Thursday of each week, regardless of the amount accumulated. *(Reference ER 37-1-30 Ch 5)*
- A monthly report may be maintained at the District Office and coordinated through District staff in RM.

| | | | | | | | |
|---|---|--|--------------------------|--|---|----------------------|--------|
| US ARMY CORPS OF ENGINEERS REMITTANCE REGISTER For use of this form, see ER 37-1-30; the proponent agency is CERM-F. | | 1. DATE PREPARED (YYYYMMDD) | | 2. CONTROL NUMBER (Number Consecutively) | | | |
| | | 3. PREPARING ELEMENT | | | 4. INVITATION NUMBER (where applicable) | | |
| 5. | a. | b. | | | | c. | d. |
| ITEM OR BID NUMBER | RECEIVED FROM (Name of Remitter or Bidder) | TYPE OF REMITTANCE (mark X Applicable Column) | | | | REMITTANCE NUMBER | AMOUNT |
| | | (1) CH | (2) MO | (3) DFT | (4) CASH | | |
| | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | |
| | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | |
| | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | |

Print Form

E-mail



Accountability of Non-Monetary Contributions

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- All non-monetary contributions must be recorded, accounted for and managed in the same way as other Corps property.
- Prior coordination with Logistics Management should occur before contributed personal property is accepted.
- For record-keeping purposes, the value of the donated materials and equipment should be determined using the local market value of comparable items.



Potential Projects



General: Contributions will be utilized to accomplish tasks or projects for the protection, improvement, restoration, rehabilitation or interpretation of natural resources, environmental features, recreation areas and facilities or cultural resources at the Project.



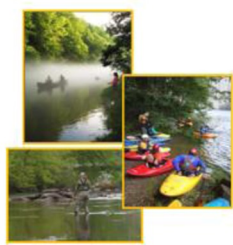
Donation of nesting boxes from an Eagle Scout

River Safety

A Journey on the river is exciting and fun; please follow these simple guidelines to ensure that your trip is a safe one.

Always wear a PFD (lifejacket) while on the water, no matter what the activity is.

Cold water can kill, dress appropriately. Smith River temperatures can range from 45 -70 degrees F.





- Never float or paddle over low-head dams, avoid fallen trees and other in-stream obstructions.
- Do not stand up in a canoe or kayak, and avoid weight shifts that may cause capsize.
- Never go boating or tubing while under the influence of alcohol or drugs.
- Carry a supply of food and water adequate for your trip length.
- Avoid weather or water conditions beyond your skill level.
- Learn rescue skills necessary to assist others.
- Plan for emergencies, carry basic first aid.
- Learn more about your route in advance.
- Inform others of your trip plan.

The four major causes of drownings are:

- ✓ Not wearing a life jacket;
- ✓ Abuse of alcohol;
- ✓ Lack of sufficient swimming skills;
- ✓ Hypothermia

WEAR YOUR LIFE JACKET!





Power Generation

The Smith River is a "tail-race" river from Philpott Lake to Martinesville. Water levels can change rapidly during power generation. The Army Corps of Engineers generates during peak demand hours from Philpott Dam. Know the generation schedule by calling: (276) 629-2432

River Etiquette

Obey all rules and regulations. Respect private property. Be considerate of others. Give fishermen a wide berth. Avoid taking disposable containers; take it in, take it out. Please do not litter. Do your part to keep the river clean So the next person can have the same experience.

DRBA River Safety sign placed at launch sites along the Smith River



Typical Tasks Identified in Project OMPs Acceptable for Contributions



| | |
|---|--|
| Enhancement of lake aesthetics and recreation facilities | Vegetation plantings in recreation areas Removal of invasive species Repairs/upgrades to facilities Drift and debris removal Signs and marker installation Accessibility improvements |
| Interpretive and Water Safety Programs | Outreach materials Interpretive signage Life jackets and other safety equipment Advertising/Marketing Special events |
| Environmental Stewardship | Forest management Wildlife management Level 1 and 2 inventories Habitat studies Trail development Develop/enhance GIS database |

Contribution Example: Partner Organization Contribution of Services - Sam Rayburn, SWF

<https://www.ktre.com/video/2022/06/23/jasper-county-officials-unveil-all-abilities-boat-ramps/>



Enhancements of the boat ramp docks have been made at Twin Dikes Public, Mill Creek, and San Augustine parks. Construction began in May and was finished before Juneteenth weekend. Jasper County Judge Mark Allen credits the US Army Corps of Engineers with completing the project quickly. They provided materials and equipment, while Jasper County provided volunteers to help with installation.



Use of Contributions



- Contributions will not be used to begin construction or other projects or programs, unless there are sufficient appropriated and donated funds in hand to ensure completion of the work to a degree that has independent utility.
- Donated funds may, however, be used to advance project design work.
- Research projects, books, mapping, exhibits, films and all other projects funded with contributions must receive the same reviews and approvals as do projects that use only appropriated funds.
- Memorial Contributions: USACE may accept donated funds or materials for construction of a facility such as a park bench or picnic table in memory of a donor's family member if the item meets USACE standards. A plaque or sign may acknowledge the donation in memory of the deceased family member.
- All facilities and work accomplished become the property of the Corps.





Contributions/Donations To Avoid



- Real Estate (land) cannot be accepted under the **Contributions** authority. (i.e. An adjacent landowner wants to donate some land to your Project Office to create a wildlife sanctuary to be managed by USACE)
- Contributions from an entity which holds or is seeking a concessions contract
- Anti-Deficiency Act - The Corps can not expend funds in advance of the funds being donated. In other words, the Corps cannot spend money it does not have.
- Contributions may not be used to create and fund permanent employee positions but may be used to complete short-term design work and reviews by current permanent employees.

Corps Contribution Boxes



- A contribution or donation box may be set up at field offices, visitor centers and other appropriate locations.
- The contribution box should be locked and have a sign stating the use of the contributions (can be specific or general).
- It should be clear to the visitor that any money collected is a voluntary contribution and is not required for touring the visitor center, receiving brochures or pamphlets or any other services.
- Funds are accounted for like all other donations or collected funds.



Example Outline to Deposit Contributed Funds



1. Create debtor/sponsor in CEFMS (Resource Management-RM)
2. Set up advance account and cost share (RM)
3. Work item from P2 for each AMSCO Project Code (Operations- OP)
4. Collections to advance account (Authorized Recreation Fee Collector)
5. Confirmed deposit (USACE Finance Center- UFC)
6. Email to Budget staff who creates register and fund account for cost share work item.
7. Money available to expend.

May vary in each MSC, contact your Resource Management Office.

Deposits must occur once the fund exceeds \$5,000

Funds received from Corps donation boxes must be accounted for in the same manner as any other donation.



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Partner Contribution Boxes



- The Corps may allow the placement of an authorized fundraising partner's donation box within the Corps project facility through a written agreement. Such donation boxes may recognize the role of a Corps partner in maintaining the box under its agreement with the Corps.
- Any examples at your projects?



Bonneville Visitor Center



Raystown Visitor Center



Bonneville Visitor Center



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Mark Twain Lake FOREST Council and Rend Lake College Contribution boxes at recreation areas and visitor center





SUPPORT YOUR PARK



Tap into your visitor's competitive nature....
states, universities, sports teams, etc.



Recreation.gov Donations



The screenshot shows the Recreation.gov website interface. At the top, there's a navigation bar with the U.S. Army logo and a search bar. Below it, a progress indicator shows the current step is 'Shopping Cart'. The main content area is divided into two columns. The left column is titled 'Shopping Cart' and lists items: 'E01, ELEC (STANDARD ELECTRIC)' for \$100.00 and 'Camping Use Fee' for \$100.00. The right column is titled 'Order Summary' and shows a total cost of \$100.00. Below the order summary, there's a red circle highlighting a 'Give Back to the Places You Visit (or Love)' section. This section includes a heading, a brief description, and a 'Make a Donation' button. The 'Donate directly to' field is filled with 'Whitney Lake'.

Donation options were added to R1S in 2022 and updated in 2024. Allows user to donate money directly to the project they are making their reservation or select a project to donate to without making a reservation. \$36k total so far.

Donation reports on NRM

Gateway:

<https://gateway.ercd.dren.mil/nrm/contribute/index.html>

This is a modal window titled 'Give Back to Places You Visit (or Love)'. It contains text explaining that visitors can support public lands through donations. Below the text, there's a 'Donation Amount' section with buttons for \$1, \$5, \$10, \$15, \$20, and 'Other'. The \$1 button is selected. There's a checkbox for 'I accept the terms and conditions' and a 'Make Donation' button. A link for 'Terms & Conditions' is also visible.



Give Back to Lake Sidney Lanier

Lake Sidney Lanier accepts donations. Visitors' donations help sustain public lands' health, diversity, and productivity.

[Donate Here →](#)



[Terms & Conditions](#)

Contributions Exercise



Can we accept it?





SCENARIO 1:

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A local kayak retailer wants to donate used life jackets to your local project office. Can you accept the PFDs and use them on the life jacket loaner boards at your project?

Yes or No?

Yes, but you'll want to make sure the life jackets are in good used condition



SCENARIO 2:



- A local plant nursery wants to donate 100 trees to be planted in your day use area.
- The area could really use shade trees and you know there are no funds to purchase trees this year.
- You don't have a project or district level contributions plan in place.
- The owner of the nursery is a distant relative of an adjacent landowner who recently was cited by USACE park rangers for cutting down trees on USACE fee land for a "better view" of the lake.

Is this acceptable?

Yes or No?

Maybe. Would want to have a discussion with Office of Counsel AND work to get a Contributions Plan in place.



SCENARIO 3:

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On-Board Boating Company has contacted your lake to discuss the planning of a wake boarding competition. They offer to donate “Wear Your Life Jacket” signs to place at public boat ramps. Public boat ramps at the lake already have signage reminding boaters to wear a life jacket, so the partnerships coordinator asks if they would be willing to donate “No Wake Zone” buoys to place in areas with severe shoreline erosion problems instead. The “No Wake Zone” buoys are listed in the project’s contribution plan, and would have a total cost of less than \$1,000.

Is this an acceptable contribution?
Yes or No?

Not through contributions authority, but Yes, if done through a special use permit and the donations are accepted in lieu of the permit fees, as permissible in-kind services



SCENARIO 4:

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- Your lake's Cooperating Association applied for a Health Initiative Grant.
- The Grantor requested a letter from the OPM stating that if the \$2,500 grant is awarded for a new bicycle repair rack, that cooperating association is authorized to place the repair rack at a Corps trailhead.
- The OPM drafted the letter for the Grantor as requested and was notified that the cooperating association was awarded the grant.

Was this an acceptable contribution?

Yes or No?

Yes



SCENARIO 5:

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- A local organization holds a large mountain bike race on your trail system each fall.
- They would like to make a donation to your project for trail maintenance to offset budget shortfalls.
- The chapter president shows up with a check for \$12,000 made payable to your district.
- Can you accept it and use it for trail supplies? What if they buy \$12,000 of crushed stone and have it delivered to your project?

Yes or No?

Yes, but it would be much easier to accept materials than \$\$



SCENARIO 6:

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There is a Kids Fishing Day coming up this weekend and volunteers will be taking the participants out on the water to learn to fish. The Marina would like to donate the use of 5 pontoon boats for the event. Can we accept this contribution?

Yes or No?

No, we cannot accept contributions from a prohibited source. In this case, the marina has a real estate lease with the Corps, therefore conducting activities regulated by the Corps and requiring official action from the Corps.

Principles for Partner Recognition

- Letters/certificates of appreciation, news releases, public events, signs, displays, plaques, can be used to recognize accomplishments



- Recognition will avoid any suggestion of commercialization, advertising or endorsement of a product, service or organization
- Monetary or cash award cannot be offered using USACE appropriated funds



**US Army Corps
of Engineers**
Portland District

Season's Greetings Volunteers, Partners, and Donors:

As this exciting year ends, our Park Ranger staff here at The Dalles Dam would like to tell you about the programs we were able to do this year thanks to your participation and generosity.

In 2012 your involvement allowed us to:

- Host a *Take A Warrior Fishing* event that let several local veterans get out on the Columbia River and enjoy the day relaxing by fishing with their families. This was a great way to show our appreciation to these honorable soldiers.
- Host a Family Fishing Clinic at Spearfish Lake that coincided with National Get Outdoors Day. Your donations aided us by supplying staff support, fish, bait, poles and prizes!
- Host our second annual The Dalles Dam Eagle Watch. Thanks to your efforts in providing staff support and programming, it was a success.
- Conduct our third annual 6th grade Water Safety Poster Contest. Your donations and support continue to keep our youth active in learning how to be safe around water.
- Restore native vegetation and remove invasive species at Spearfish Lake and other public areas.
- Promote public safety and beautify our public lands by removing litter and debris and through trimming trees.
- Promote public safety through the donation and installation of several new Life Jacket Loaner kiosks in our parks.
- Promote public education of Corps missions through donations of interpretive materials.
- Participate in The City of The Dalles Children's Fair teaching water safety techniques to families.
- Makeover the Historic Seufert Rose Garden through removal of weeds, laying new landscape fabric, pruning and mulching.

Thank you for assisting us by offering your support and contributions. Looking ahead in 2013, our resolution is to continue promoting health and wellness through recreational opportunities, water safety education and to encouraging environmental stewardship through public outreach events. We hope you will join us again in 2013 to make that happen! It has been a great year. Thank you and happy holidays!

Sincerely,

Amber Tilton, Park Ranger
US Army Corps of Engineers
The Dalles Lock and Dam
Volunteer Partnership Coordinator
Office # (541)-506-7818



More Principles for Partner Recognition



- All physical forms of onsite recognition should be tasteful and non-obtrusive
- Onsite recognition associated with provision of services should be posted in close proximity
- Commercial slogans and taglines may not appear under any circumstances. “Just Do It.” “I’m lovin’ it” “Eat Mor Chikin!”)



Signs at Mark Twain Lake (MVS)





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Ways to Recognize Partners

- By associating with your partners and recognizing their contributions you are reinforcing the tie that they have with your organization and mission.
- Public recognition for the work performed by your partners from District Commander or media.



People/Partnerships Partnership Celebration – Rend Lake

SUMMARY:

Who: Rend Lake team, Colonel Pannier, MVS leadership, Congressman Bost and Senator Durbin's office

What:

- 5 separate events at different locations around the lake, all with the common purpose - to celebrate the people that help deliver superior recreation opportunities.
- Ribbon cutting ceremony of the multi-purpose building at the Volunteer Village that features a workshop, laundry room and kitchen.

COMMUNICATION OBJECTIVES:

- Formal and informal partnerships have wide ranging missions, which accomplish over \$1M of work each year.
- Many of our partnerships work to improve opportunities for users and increase the economic benefit for the surrounding communities.

KEY TAKE AWAYS:

- Progress is not possible without partnership.
- The strength of MVS depends upon the outstanding contributions of our volunteers.

ST. LOUIS DISTRICT



Top Left: Rick and Barb Linton were awarded with the Public Service Commendation Medal for their years of service to Rend Lake as leaders of the Rend Lake Area Tourism Council.



Top Right: Ribbon cutting of west side sewer infrastructure improvement project.



Bottom Left: The entire team and volunteers gather for the opening of the multipurpose building.



Bottom Right: Rend Lake's Volunteer Village welcomes those attending the opening ceremony.

Mark Twain Lake Partner Spotlight

Each year, the U.S. Army Corps of Engineers partners with thousands of individuals and organizations on recreation and environmental projects to enhance our nation's natural resources. At Mark Twain Lake, we are proud of our broad range of partners and eagerly seek to expand mutually beneficial relationships with others.



Awards for Service

The NEMO River Valley Chapter, Back Country Horsemen of Missouri were awarded the 2015 Coalition for Recreational Trails Award for the Joana Trail Project.



The NEMO River Valley Chapter, Back Country Horsemen of Missouri, received a Commander's Award of Appreciation in 2014.

Longtime volunteer Bob Kendrick received the national Enduring Service Volunteer Award in 2013 for his dedication to Mark Twain Lake resources, events and partner opportunities. The award was presented by the Corps Foundation and Staff Pro.



Friends Groups

The Mark Twain Lake Friends of Recreation and Environmental Stewardship Council, regionally known as the FOREST Council and the Mark Twain Lake Visitor and Educational Resource Center Committee are organized friends groups that partner with the Corps to promote environmental stewardship, recreation, tourism and provide educational programs and events at the lake and the region.



Handshake Partnerships

The Handshake Program offers a source of seed money to Corps installations for partnership projects to initiate and/or enhance existing recreation and natural resources management opportunities. This funding is intended to encourage local organizations to partner with the Corps to construct, operate and/or maintain local participating projects. Mark Twain Lake has received 8 Handshake grants for development of the Frank Russell Hand Shelter, barrier-free fishing access at the Pond, Equestrian Camping Sites, trail for Creek Trail development and construction of an Archery Range.

Volunteers and Partners



Each year several hundred volunteers and partners at Mark Twain Lake provide over 10,000 hours of service and contributions valued at \$250,000.00. Volunteers provide gate attendant and visitor center desk coverage, perform maintenance, landscape upkeep, trail maintenance, resource management tasks, special event support, and educational programs.



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Incentives for Partners

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- Free day use
- Free special events
- Free camping
- Lead a special hike
- Special use of a “premium” area of the park. (wilderness access)





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Excellence in Partnerships Award

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- The Corps has established an annual award intended to recognize outstanding contributions by a partner to the Corps recreation and environmental stewardship programs. This award is co-sponsored by the Corps Foundation.
- The Excellence in Partnerships Award is presented to the partner in conjunction with the Spring Partnership Advisory Committee (PAC) team meeting.



- Divisions, districts and projects should be constantly on the lookout for outstanding examples to nominate each year.
- Headquarters solicits nominations during the latter part of each year.



Awards from your Cooperating Association

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- Not limited to the same restrictions that exist for government recognition.
- Gifts can be given by your 501(c)
- Awards given by your friends group to other partners can take many forms ranging from small gifts to lavish banquets.



Donation Plaques

For contributions valued at \$XX (TBD by manager) or more, a plaque or other appropriate sign may be purchased and placed on the project site to recognize the donation.

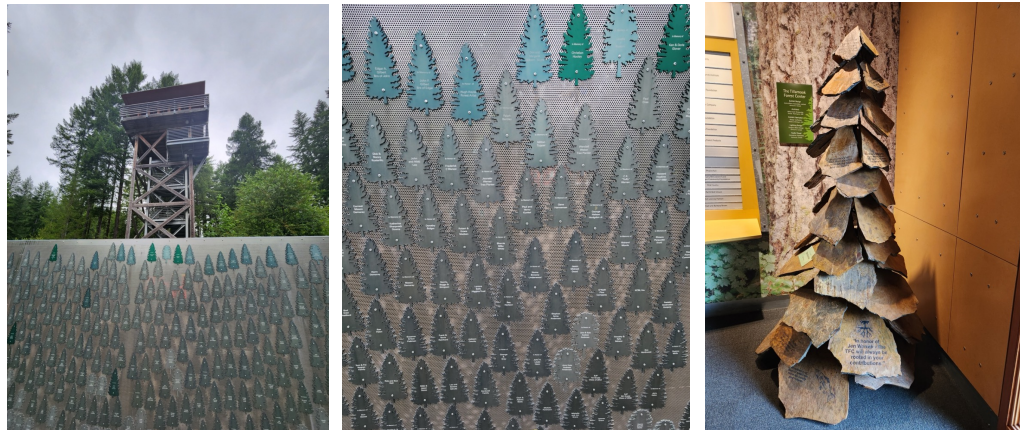


Donor Boards Or Walls

For contributions valued at \$XX (TBD by manager) or above, a donor board or wall located and integrated into the project office, visitor center, or other appropriate visitor facility may be used to recognize the donation.



Donor board at the Tamástslikt Cultural Institute, Pendleton, Oregon



Donor wall and tree at the Tillamook Forest Center, Oregon



Donor tree at W Kerr Scott

Donor Boards or Walls Guidelines

- These boards or walls should utilize a format that allows recognition of donors by the placement of name plates or other markers that can be added and removed with relative ease.
- Names of corporate or business donors will appear in the same fashion as all other names.
- Corporate name scripts and logos will not be used on donor boards and walls.
- Donor boards and walls, either electronic or traditional, should be integrated into the design of the facilities.





Partner Logos and the Corps Communication Mark



- The logo of a donor(s) may appear in conjunction with a credit line. The Corps Communication Mark may also appear on jointly produced products or interpretive materials.



**US Army Corps
of Engineers®**

- The Communication Mark has been registered with the US Patent and Trademark Office. The ® symbol is to be displayed with the Mark only when reproducing printed promotional material that is intended for public usage and can not be used in a manner that appears to imply endorsement of the organization, company or product.
- Advertising and marketing slogans and taglines may not appear in conjunction with a credit line or the Communication Mark.



U.S. ARMY

Knowledge Check- Principles Of Donor Recognition

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Which of the following ways of recognizing a partner is not authorized?

1. Certificate of appreciation
2. Donor plaque displayed in the VC
3. Ribbon cutting ceremony with the media and District Commander
4. Monetary award
5. Special hike in an otherwise off-limits area in the park.



Recap Questions

TRUE or FALSE?

The Project can set up a monetary contribution box in the Visitor Center or Office.

True, funds received from Corps donation boxes must be accounted for in the same manner as any other donation as defined in USACE Accounting Policy and Procedures for Civil Works.



Recap Questions

What factors must a manager consider before accepting, utilizing or recognizing direct contributions?

- The donation is not, or does not appear to be an attempt to influence any significant Corps decision or action that would affect the donor's interests, or obtain special treatment in dealing with the Corps.
- The donation and any conditions or restrictions on it are consistent with laws, regulations, Corps policy, authorized project purposes or applicable project plans.
- The donation will not be used by the donor to state or imply Corps endorsement of the donor or the donor's product, service or enterprise.



Recap Questions

TRUE or FALSE?

The Corps can accept a donation of land under the Contributions Authority.

False



Recap Questions

Who must approve a Contribution over \$2,500, but less than \$100,000?

The **park manager** or **operations project manager** must perform a thorough Internet search to determine whether publicly available information exists that raises concerns about the propriety of acceptance.



On the Gateway

<https://corpslakes.erdc.dren.mil/employees/contribute/contribute.cfm>



Natural Resources Management Gateway

to the future . . .

- Home
- Visitors
- Lake Discovery
- Recreation
- Env Compliance
- Env Stewardship
- Partners ?
- News/Events
- People
- Forums
- Learning
- GETS
- Tools
- New Postings
- Submit
- Index/Search ?

Contributions Program

[Headquarters Partnership POC](#)

The contributions program was authorized by [33 USC 2325, Sec. 203 of the Water Resources Development Act of 1992 \(Public Law 102-580\)](#), to allow the acceptance of contributions from groups and individuals to provide for operation and management of recreation facilities and protection and restoration of natural resource at civil works water resource projects. Contributions must be within current authorities, consistent within the Corps mission, and for work items contained in an approved annual 5-year operational management plan. Accepted contributions shall be recorded into the NRM Assessment/OMBIL tracking system to provide historical documentation of past distribution and designation of services.

Contributions include, but are not limited to cash, funds, materials and services for:

- The protection, improvement, restoration, rehabilitation, or interpretation of natural resources, environmental features, recreation areas and facilities, or cultural resources.
- Improvement of accessibility for disabled persons
- Rehabilitating existing facilities
- Improving wildlife habitat
- Producing interpretive and water safety brochures, publications and videos
- Plant native plants and trees
- Supporting endangered species recovery plans
- Maintaining trails

Note:

- All facilities and work accomplished become the property of the Corps.
- Real estate cannot be accepted under this program.
- Recognition shall be encouraged as a way to express appreciation to contributors and acknowledge the public support that has been received.
- Contributions are not an augmentation of the budget.

Contributions

Questions?

