



# STATE OF IOWA

TERRY E. BRANSTAD, GOVERNOR  
KIM REYNOLDS, LT. GOVERNOR

DEPARTMENT OF NATURAL RESOURCES  
CHUCK GIPP, DIRECTOR

## STATE LANDS VOLUNTEER PROGRAM AUTHORIZATION

Authorization Period: \_\_\_\_\_

Location: \_\_\_\_\_

Organization Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone Number \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

E-Mail \_\_\_\_\_

The following volunteer service categories have been approved as qualifying volunteer services for liability protection afforded under Iowa Code sections 461A.81 and 669.24. All qualifying volunteer services shall support the operation of \_\_\_\_\_ and be conducted in a safe and prudent manner. Additional terms and conditions may be required as defined below.  
(State Land)

### Organized Work Day(s)

- Registrant shall contact local DNR staff at least 30 days prior to the event date to discuss the proposed volunteer project or the registrant may submit a volunteer project planning form to local DNR staff at least 30 days prior to the event date which describes the proposed volunteer project. Project planning forms are available on the DNR website. Alternatively, registrant may submit an annual work plan to local DNR staff at the beginning of each year in lieu of individual organized work day event requests. All proposed events are subject to review and approval by local DNR staff.
- Registrant shall have all volunteers who participate in an organized work day sign a DNR volunteer release and liability waiver available on the DNR website. Submit waiver(s) to local DNR staff.
- Registrant shall submit a completed volunteer log to local DNR staff at the conclusion of each event.

### Special Events

- Registrants shall submit a special event application using the online special event system. Applications must be submitted at least 30 days prior to event date and are subject to review. Special Event applications may be approved, modified, or denied.
- A special event permit will be issued for approved applications and will contain all terms and conditions for the event.

### Other

A copy of the Iowa DNR Volunteer Code of Conduct is enclosed for you to share with your volunteers. If you have any questions regarding the requirements above, please contact:

Authorization Issued by: \_\_\_\_\_  
[name, title]  
[bureau]

\_\_\_\_\_ Date