



**2007 State Annual Report  
Project Learning Tree  
January 1 – December 31, 2007**

Person Submitting Form: Nellie Simon

Date: 12-18-07 State: Wyoming

PLT Coordinator(s): (Nellie Simon “go-to person”)

Program Sponsor(s): Solvay Chemical, Wyoming State Forestry, Devon, Exxon Mobil, Anadarko, Wold Foundation, Wyoming Groundskeepers and Growers

Please complete and email this form by **January 18, 2008** to Jackie Stallard at [jstallard@plt.org](mailto:jstallard@plt.org).

Please also attach copies of any pertinent documents (list of steering committee members, work plans, budgets, etc) or mail them to: Jackie Stallard, Project Learning Tree, 1111 19<sup>th</sup> St. NW, Suite 780, Washington, DC 20036.

**1. PLT Workshops**

For each workshop offered, choose the category where it fits best (so you **don’t count the same workshop more than once**).

Workshops		Participants	Materials Distributed (Number of Copies)						
Workshops Type	Number of Workshops		PreK-8 Guides	Energy & Society Kits	Focus on Forests	Forest Ecology	Focus on Risk	Solid Waste	Places We Live
Facilitator*	1	13	7	7	7	7	7	7	7
Educator Workshops									
• Early Childhood									
• PreK-8	7	81	81	7					
• PreK-12	1	17	17					17	
• Secondary									
• Pre-Service Students (Teachers in Training)	5	114	114	22		22			
<b>TOTALS</b>	<b>14</b>	<b>202</b>	<b>198</b>	<b>36</b>	<b>7</b>	<b>29</b>	<b>7</b>	<b>24</b>	<b>7</b>

\*Of the facilitator workshop participants, how many are Pre-Service Faculty? 0

- a) If your 2007 workshop participation is significantly different (either greater or fewer) from 2006, please explain:

- b) Which of the following do you discuss or otherwise incorporate into workshops? Please mark an “X” next to all that apply.

**Training in Online Modules:**

- \_\_\_\_ Biodiversity  
 \_\_\_\_ Intro Handbook for Secondary Modules

**Discussion of Service-Learning:**

- \_\_x\_\_ *GreenWorks!*

**Demonstration of Online Resources:**

- \_\_\_\_ Resources by Activity  
 \_\_\_\_ Earth & Sky  
 \_\_\_\_ Urban Forestry  
 \_\_\_\_ *Branch* newsletter

- c) Of the workshops you reported on page 1, indicate how many were joint workshops (where another programs’ activity guides were also distributed):

Joint Workshop Type	# of Workshops Conducted
Project WET	
Project WILD	1
Projects WET & WILD	5
Other:	

- d) Number of 2007 Participant Survey Forms submitted to National: ~202 (with enclosed forms)

Do you still need to submit forms for 2007? Yes \_\_\_\_\_ No x \_\_\_\_\_

**2. PLT Program Information**

- a) Personnel: Please list below full- and part-time paid positions responsible for your state’s PLT program (excluding facilitators and/or Steering Committee members who may receive periodic compensation or reimbursement for their work).

Name	Title	Please Mark an X in the Appropriate Column (see below for descriptions)			
		FT/All PLT	FT/PT	PT/All PLT	PT/PT
	__Coordinator or __Co-Coordinator				
	__Coordinator or __Co-Coordinator				
	Other:				
	Other:				
	Other:				
	Other:				

**FT/All PLT = full time employee, spends 100% of time working on PLT**

**FT/PT = full time employee, spends some of that time working on PLT**

**PT/All PLT = part time employee, spends all of that time working on PLT**

**PT/PT = part time employee, spends some of that time working on PLT**

b) Program Operations

- Estimated number of active PLT facilitators: 15
- Do you have a State Steering Committee? Yes  No   
 If so, how often do you meet? 3 times per year
- Do you have an Annual Work Plan? Yes  No
- Do you publish and distribute an Annual Report? Yes  No
- Do you have a Long range/Strategic Plan? Yes  No
- Have you completed PLT's Best Management Practices Self Assessment Tool (BMPSAT)?  
 Yes  No  If yes, date of completion (in the works)  
 As a Group , OR Individually while at the same meeting , OR  
 Individually over the course of 2 months. Other:

c) Budget for PLT Activities:

Please complete the following budget for your PLT program in 2008. Note that items budgeted for in your expenses should be accounted for in the revenue figures. (For example, if you estimate spending \$200 on the phone and your organization provides this service, then you should include \$200 in the estimated internal support figure.)

2008 PLT Program Budget	Est. Value
<b>REVENUE:</b>	
<b>Estimated Internal support</b> (Please describe the support provided by your agency/organization, e.g. direct support such as salaries and travel as well as indirect support such as rent, electricity, phone, copying, etc.) <i>*My salary, travel and materials for PLT purposes as paid by the Wyoming State Forestry Division</i>	<b>\$18500</b>
<b>External Grants or Other Income for support of PLT</b> (Please describe) <i>State of Wyoming \$2,500 and \$20,000 in pass through, Solvay Chemical \$1000, Devon Energy Corp. \$1000, ExxonMobil \$3000, Wold Foundation \$1000, Anadarko \$750, Wyoming Groundskeepers and Growers \$500</i>	<b>\$29750</b>
<b>Estimated External In-kind support</b> (Please describe support provided by others outside your agency/organization, e.g. donations of materials, food, workshop space, facilitators' and others' time, etc.) <i>\$3,750 steering committee in-kind, \$200 food, \$1500 workshop spaces, \$2000 facilitator time</i>	<b>\$7450</b>
<b>GRAND TOTAL REVENUE</b>	<b>\$55,700</b>
<b>EXPENSES:</b>	
<b>Approximate annual expenses for PLT in your organization</b> (this figure includes ALL budget items, e.g., salaries & benefits, travel, activity guides, workshop expenses, postage, phone/fax, supplies, printing & copying, office space & equipment, etc.)	<b>\$24,827</b>
<b>GRAND TOTAL EXPENSES</b>	<b>\$24,827</b>

<b>Net Surplus (Deficit)</b>	<b>\$30,873*</b>
------------------------------	------------------

\*This amount is Revenue (minus the \$18,500 for my salary) minus total expenses.

\*\* Please send a copy of your PLT budget for the current fiscal year and the next fiscal year with this report.

### 3. PLT Outreach, Marketing and Promotion

a) Local, state, or national conferences attended by PLT coordinators or representatives:

Conference name	National, State, or Regional	# Workshops/ Presentations	# Workshop/ Presentation Participants	Exhibit (Yes or No)	Approx. # of conference attendees
(Example) Virginia NSTA	State	3	60	Yes	300
Coordinator's Conference	National			No	1

b) Other PLT educational outreach activities, for example, school PTA presentations or Earth Day activities, delivered by PLT coordinator or representative related to PLT in some significant way:

Description	Number of Attendees
Tree City USA Workshops by WY Forestry- PLT was introduced to city officials, tree care workers and tree board members as another way to enhance their urban forestry programs by having their teachers attend a workshop.	90

c) What other marketing methods and communications tools do you use to promote and publicize PLT in your state to reach your target audience(s)? What marketing and communications support would be helpful to you from the national PLT office?

*Newsletter on our website, and often articles in the Wyoming State Forestry newsletter are what we are using. Any ideas to promote PLT in Wyoming would be helpful.*

### 4. Major Accomplishments

a) Awards, honors and recognition for state PLT program/people received in 2007:

Award Name	Description	Media Coverage
PLT Outstanding Educator	Hazel Scharosch	Local paper covered the award, as did State Forestry and the PLT newsletter.

b) Describe the highlights and major accomplishments of your state PLT program during 2007:

d) What challenges did you face this year? How did you handle them, and/or what can the National PLT Office do to help you with these challenges?

*Lack of a coordinator was the biggest issue, as was a large turnaround with steering committee members. We're getting back on our feet with some new blood on the committee. National is helping out more than they know by keeping me informed on national updates. Having Michelle Youngquist also helped our committee see where we can improve. We are currently doing the BMPSAT and hoping to develop a long-term strategic plan with that, as well as an annual work plan and goals.*

### **5) Future Plans and Priorities**

a) Describe your plans and priorities for PLT in 2008:

*The main plan is to gain funds through a grant writer (available through a State Forestry pass-through grant) to lead us to hiring a coordinator for the state.*

*We also plan on getting a long-term strategic plan on the slate for some future direction for fundraising, marketing, leadership, and coordinator retention.*

b) Do you have specific targeted audiences for 2008 PLT training? How do you plan to reach those audiences?

*We really don't have specific audiences targeted for 2008 training. Our planning meeting for the steering committee is January 30<sup>th</sup>, where we will discuss this more. We have discussed doing a workshop on the Wind River Reservation through a trained PLT facilitator working as a teacher there.*

*Through an EPA grant, we are hoping to target new facilitators (or old, committed facilitators) to team up with Project WET and Project WILD to do joint workshops in every section of the state. We are hoping to gain facilitator teams to provide the workshops for educators in five geographic locations across the state.*