IZAAK WALTON LEAGUE OF AMERICA CHAPTER / DIVISION 2013 QUESTIONNAIRE

Please complete the following sections with information from 2013 and return this form to the National Office of the Izaak Walton League of America by no later than August 15, 2014.

I. CHAPTER / DIVISION INFORMATION – Please complete the following as applicable.

Chapter / Division Name: _____

Mailing Address: _____

Telephone: (___ ___ ___) ___ ___ ___ -___ ___ ___ ___ Web Site: _____

Current Member Count: _____

IRS-Assigned Tax ID Number (Employer ID Number or EIN) ___ ___ - ___ ___ ___ ___ ___ ___ ___

If not under IWLA 501(c)(3) Group Exemption, Federal Tax-Exempt Status: 501(c)(___)

Name and Title of Officer Completing This Form: _____

Address: _____

Phone: Home (___ ___ ___) ___ ___ ___ -___ ___ ___ ___ Work (___ ___ ___) ___ ___ ___ -___ ___ ___ ___

E-Mail: _____ @ _____ . _____

II. SUMMARY OF CHAPTER / DIVISION ACTIVITIES

In the questions below, we ask you to provide basic information about chapter/division meetings, publications, activities, and uses of property. This information is required to determine the extent to which chapters and divisions are supporting the conservation mission of the Izaak Walton League of America and fulfilling obligations as tax-exempt organizations. In each case, please estimate approximately how much time your chapter/division devoted to these types of activities in 2013. In the case of chapter/division meetings and activities, please indicate whether the primary purpose of an individual activity was for education/conservation; social/recreation; fundraising; or chapter/division operations.

To help you complete this form, here is a list of sample individual activities that would qualify as education/conservation; social/recreation; fundraising; or chapter operations:

Education or Conservation Activities: Hunter/angler conservation or safety education programs; firearms training; stream monitoring; litter pick-up events; tree plantings; presentations at meetings or articles in newsletters on conservation topics; testimony at public hearings on conservation issues; providing facilities to schools, scouts, or other youth groups: student scholarships to study conservation; or providing grants to other conservation organizations.

Social or Recreation Activities: Dances; games (cards, darts, etc.), barbecues or other meals; shooting sports; hunting; fishing, boating, camping.

Fundraising Activities: Auctions; raffles; food sales; membership renewal and recruitment; construction and sale of League items; facility rentals; grant writing and administration.

Chapter/Division Operations: Election of officers; preparation and approval of budgets; review of finances; filing of annual tax returns; maintenance of chapter grounds or buildings.

A. Chapter / Division Meetings

Number of Meetings per Year: _____

Please rank from 1 (the greatest amount of time) to 4 (the least amount of time) the approximate amount of time spent at meetings in 2013 on each of the following activities. (Enter "n/a" for any activity that did not take place at any meetings in the past year.)

Chapter/Division Operations: _____ Education/Conservation Activities: _____

Social/Recreation Activities: _____ Fundraising: _____

B. Chapter / Division Activities

Please briefly describe the types of activities conducted or sponsored by your chapter/division in 2013. For each activity, please list the number of times each activity took place, e.g. how many days were devoted to the activity. Please indicate whether the primary purpose of the activity was education/conservation; social/recreation; fundraising; or chapter/division operations. Please attach extra sheets if necessary.

Activity (and number of occurrences for activities taking place multiple times in past year)	**Primary Purpose** (Education/Conservation; Social/Recreation; Fundraising; or Chapter/Division Operations)

C. Other Uses of Chapter Property

If your chapter owns or leases property, please describe the ways in which you allow chapter members, outside groups, and the general public to use the property not covered above. For each use, please provide an estimate of the degree to which the property is used for that purpose, and state whether the chapter charges a fee for that use. Please attach extra sheets if necessary.

Use of Property	Estimate of Use	Fee?

Please return to: IWLA, ATTN: Cathy Berger, 707 Conservation Ln, Gaithersburg, MD 20878-2983.
If you have any questions, please contact Cathy at (800) 453-5463 ext. 222 or cberger@iwla.org.