

**IZAAK WALTON LEAGUE OF AMERICA CHAPTER / DIVISION 2023 QUESTIONNAIRE**

Please complete the following sections with information from 2023 and return this form to the National Office of the Izaak Walton League of America **by no later than August 16, 2024.**

**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, 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 2023. 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 2023 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 2023. For each activity, please include the number of participants, how frequently the activity took place, and key outcomes achieved. 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.**

| <p style="text-align: center;"><b>Activity</b><br/>(where applicable, please include number of participants, number of times activity took place, and key outcomes achieved)</p> | <p style="text-align: center;"><b>Primary Purpose</b><br/>(Education/Conservation;<br/>Social/Recreation;<br/>Fundraising; or<br/>Chapter/Division<br/>Operations)</p> |
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**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 number of times each activity took place and state whether the chapter charges a fee for that use. **Please attach extra sheets if necessary.**

| Use of Property | Estimate of Time of Use | Fee? |
|-----------------|-------------------------|------|
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Please return via postal mail to IWLA, ATTN: Laquia Eley, 707 Conservation Ln, Gaithersburg, MD 20878; via email to [leley@iwla.org](mailto:leley@iwla.org); or via fax to (301) 548-0149.