“It’s in the (new) Tacklebox!”
Tools & Resources for Volunteers – www.tu.org/tacklebox

Council Leaders Resources
- National Leadership Council
- Council Officer Resources
  - Officer Role Descriptions
  - Running A Council
  - Chapter Support
  - Council Leadership Development
  - Council Strategic Planning
- Council Board & Committee Resources

Chapter Leader Resources
- Chapter Officer Role Descriptions
- Running a Chapter
- Chapter Leadership Development
- Chapter Strategic Planning
- Chapter Committee Resources

Conservation & Science Resources
- Conservation Resources
  - Volunteer Restoration Projects
  - Building Conservation Partnerships
  - Land Protection Resources
- Science Resources
  - Angler Science Guides & Tools
  - Interactive Mapping Tools

Diversity, Youth & Veterans Services Resources
- Diversity & Inclusion Resources
  - Women’s Initiative Resources
  - Diversity & Inclusion Partners
- Youth Education Resources
  - Planning a Meaningful Youth Education Event
  - Trout in the Classroom
  - STREAM Girls
  - TU Costa 5 Rivers College Program
  - Guidelines for Volunteers Working with Youth
- Veterans Services Partnership Resources
  - Veterans Service Partnership Program Guide

Membership Recruitment & Engagement
- Membership Recruitment
  - Membership Memo
  - Membership Applications
  - New Member Welcome Letter
- Membership Engagement
  - Chapter Meetings
  - Chapter Fishing Trips
  - Chapter Social Events
  - Membership Surveys
- Membership Management
  - Leaders Only Reports & Trainings

Fundraising Resources
- Fundraising Strategy
- Fundraising Events
  - Fundraising Discount Program
  - Banquet Guide & Planner
  - Film Tour Event Guide
  - Hosting Friendraisers
- Grants & Corporate Fundraising
- Fundraising Appeals

Communications Resources
- Website Development
- Email Communications
- Social Media
- Media Resources & Press Release Templates
- Print Communications
- TU Brand & Messaging
  - TU Logo Downloads

Volunteer Trainings & Events
- Training Calendar & Recorded Trainings
- Annual & Regional Events
  - Annual Meeting Information
  - Regional Meeting Information
Risk Management & Financial Controls Resources

- Financial Controls & Reporting
  - Financial & Property Controls Policy
  - Personal Property Inventory Sample Spreadsheet
  - Fiscal Year Change Process Information
  - Filing TU’s Annual Financial Report
  - Securely Processing Credit Cards
  - Federal Tax Filing Requirements
  - State Filing Requirements

- Requirements Dictated by TU’s 501(c)3
  - Lobbying Restrictions
  - Prohibition on Electoral Politics
  - Donating to non 501(c)3s
  - Scholarships

- Liability & Risk Management
  - Real Property Liability
  - Liquor Liability
  - Youth Camps & Other Youth Projects
  - Stream Restoration Liability
  - Liability Waivers
  - Boating Liability
  - Contractual Liability
  - Insurance

- Important TU Policies
  - TU Code of Ethics
  - Property Related Policies
  - Communications Related Policies
  - Conservation Related Policies
  - Risk Management / Board Operations Policies

Short Links & Shortcuts to Get You to the Right Tacklebox Resource Faster
The following links will get you directly to the places you need to go faster – bookmark them on your browser for one-click access!

- www.tu.org/tacklebox – Takes you directly to the Tacklebox homepage.
- www.tu.org/chaptersearch – Gets you to a map of all chapters to help you find the right volunteer contact information.
- www.tu.org/insurance – Brings you to the page where you can fill out an insurance request form, buy supplemental medical insurance, and learn about our insurance coverage for chapters and councils.
- www.tu.org/fundraising – Find our fundraising discount program, fundraiser ideas and strategies, and more here.
- www.tu.org/eas – Go here to learn about applying for an Embrace A Stream grant.
- www.tu.org/training – All of our recorded training webinars live here, as well as the calendar of coming training events.
- www.tu.org/network – Looking for your regional rendezvous information? That all lives right here on this page.
- www.tu.org/annualmeeting – The Annual Meeting information lives here, and go to www.tu.org/awards to nominate a deserving volunteer for a national award at the Annual Meeting.
- www.tu.org/nlc – Want to read up on the National Leadership Council? Click this link.
- www.tu.org/headwaters – This is your home for our youth education resources. You can also go to www.tu.org/tic for the Trout in the Classroom program, www.tu.org/streamgirls for our Girl Scouts partnership, www.tu.org/5rivers for our college program, or www.tu.org/camps for our summer camp program.
- www.tu.org/veterans – The national Veterans Services Partnership program resources are found at this link.
- www.tu.org/diversity – Gets you right to our diversity initiative, and www.tu.org/women takes you to the women’s initiative resources.
- www.tu.org/tu-event-printshop – Takes you to the portal to order business cards, postcards, posters, tickets and more.
- www.tu.org/riskmanagement – Covers the ins-and-outs of everything related to minimizing risk in your activities.
- www.tu.org/policies – Gets you straight to all the TU policies on a range of topics.
- www.tu.org/financialreporting – Provides all the information on filing a financial report, following financial controls requirements, the fiscal year change, and much more.

TU Volunteer Operations Staff – Here to Help You When You Can’t Find What You Need
Your Volunteer Operations Staff is here for you to talk through an idea, problem solve a solution, or just find the right resource!

Nick Halle, Volunteer Operations Coordinator – nhalle@tu.org (703) 284-9425
  Contact Nick for:
  - Volunteer Leader Login Issues
  - Insurance Requests / Questions
  - Fundraising Program & Support
  - Membership Recruitment Tools
  - IRS Determination / Letter of Good Standing
  - L.L. Bean Rod Donations

Maggie Heumann Manager of Volunteer Operations –maggie.heumann@tu.org (256) 996-2241
  Contact Maggie for:
  - Volunteer leadership development
  - Strategic planning support
  - Member growth & engagement training
  - Partnership and affinity group support

Jeff Yates, Director of Volunteer Operations – jyates@tu.org (203) 216-7078

Franklin Tate, Director, Headwaters Youth Program – ftate@tu.org (828) 398-0177

Tara Granke, Headwaters Youth Program Coordinator – tgranke@tu.org (828) 552-3798

Doug Agee, Online Community Manager – dagee@tu.org (435) 633-1359

Beverly Smith, Vice President for Volunteer Operations and Program Development – bsmith@tu.org (307) 734-2814