

Checklist & Budget - Hemlock Sapling Digging Project

This document lists the equipment and supplies needed for hemlock sapling digging projects.

Volunteers are responsible for their own personal protective equipment (PPE), including face coverings, long pants, long sleeved shirt, sturdy footwear with socks, and jacket or rain gear as needed. Project sponsors/leaders are responsible for verifying PPE.

Volunteers under the age of 18 must bring a permission form signed by a parent or guardian. If the project will extend over lunch time, all volunteers should bring their own sack lunches and drinks.

General: <ul style="list-style-type: none">• Permission from property owner/manager where rescue will take place• Maps, directions, gate code / key (if any) for meeting place & work site• Cell phone, volunteer list & phone #s• Signed permission forms for minors• Adult sign-in/liability waiver forms on clipboard with pen• Name tags & permanent markers• Bathroom tissue & folding trowel if no restroom• Snacks & bottled water for volunteers• First aid kit & manual• Emergency phone #s & locations• Extra garden gloves & face masks• Trash bag	Other equipment & supplies: <ul style="list-style-type: none">• SGH directional signs & SGH-at-Work signs• Mallet & spike for signs• Insect repellent, sun screen & flying insect spray• Hand sanitizer & hand towels• Shovels (rounded or pointed, not flat) to dig saplings• Plastic grocery bags for small saplings, trash bags for large ones• Large tub (36 gallons) or heavy duty yard bags for native soil to be brought from the digging site• Project management instructions for project leader• Sapling digging instructions for volunteers• SGH rack cards for volunteers & passers by• Access to water• Camera (optional)
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The **budget** for a sapling digging project is generally \$20 or less for consumable items such as snacks & bottled water, insect repellent, sun screen, hand sanitizer, and trash bags. SGH typically covers all expenses except refreshments for charitable projects.

