

## Appendix 2 – Survey Instrument for Phase 2 of the STEW-MAP Information Collection

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**Welcome to the STEW-MAP survey!**

STEW-MAP stands for the Stewardship Mapping and Assessment Project.

STEW-MAP is collecting information about civic groups and organizations that do environmental stewardship work in your region. These organizations may also focus on supporting communities, but they all take care of the environment in some way.

STEW-MAP uses a *broad definition of stewardship*: conserving, managing, transforming, monitoring, advocating for, and educating the public about local environments. Stewardship activities can include planting trees, restoring wetlands, maintaining trails, supporting nature preservation, wildfire adaptation, environmental education or interpretation, or partnering with other organizations on local recreation issues.

By participating in STEW-MAP, you can help potential volunteers, public agencies, funders, and other stewards find your group and learn about what it does. You will also be able to learn about other groups doing stewardship work in your region.

Your participation in STEW-MAP is completely voluntary. Your personal contact information will not be made public in any way; it will only be used by the research team to contact you if we have questions about information you provide on the survey.

If you wish, your group or organization's basic contact information and information about the place(s) you do stewardship work will be displayed as part of the online stewardship map for the region. This helps everyone see what groups are doing stewardship where. In section 2 of the survey, you may indicate whether or not you want your group's information to be displayed on the online map.

If you would prefer to answer the STEW-MAP survey questions on paper or over the phone, please contact **XXX**.

STEW-MAP projects have already been done in National Forests, regions, and cities all over the country – including Mark Twain National Forest in Missouri and Bridger-Teton National Forest in Wyoming. Please visit <https://www.fs.usda.gov/research/projects/stew-map> to learn more.

**Thank you for your time and participation!**

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# STEW-MAP Survey

## Section 1: Contact information

Your personal information is confidential. We will not share your name, personal email, personal phone number, or other identifying information with anyone outside of the research team. We may contact you if we have questions about information you provide on this survey.

Your Name: \_\_\_\_\_

Your Phone Number: (\_\_\_\_)\_\_\_\_ - \_\_\_\_\_

Your E-mail: \_\_\_\_\_

Are you a member of a group or organization?

(We define a group as having two or more members. This survey is intended for groups and organizations, not for individuals working alone, as sole proprietors, or as independent contractors.)

Yes \_\_\_\_ No \_\_\_\_

If you are a member of a group with multiple programs, please answer for your entire organization. If you are a respondent from a national organization, please answer for your local chapter. If you answered no, you do not need to complete the rest of the survey. Please mail back the survey. Thank you for your time!

**Section 2: Basic Information**

If you are not able to answer all of the questions, please reach out to someone else in your group or organization and ask them to fill out the survey.

Group/Organization Name: \_\_\_\_\_(required)

Website (if available): \_\_\_\_\_

X handle (if available): \_\_\_\_\_

Other social media handle (if available:): \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
(with city/state/zip) \_\_\_\_\_

Group/Organization E-mail: \_\_\_\_\_

Group/Organization Phone Number: (\_\_\_\_)\_\_\_\_ - \_\_\_\_\_

Does your group/organization wish to be on the online stewardship map?  
The information associated with your group on the map will be limited to group information and stewardship territory, which will be addressed later in the survey.

Yes \_\_\_\_\_ No \_\_\_\_\_

**Does your group do any of the following in the [name of study area] region?** Please select all that apply.

- Conserve** or preserve the local environment (for example, hold a conservation easement, protect land or water)
- Manage** or take care of a place in the local environment (for example, a riverbank, a forest preserve)
- Transform** local environmental systems (for example, reduce, reuse, recycle, compost, waste stream, sustainable energy)
- Monitor** the quality of the local environment (for example, monitoring air or water quality, species monitoring, or citizen science)
- Advocate** and/or plan for the local environment (for example, community planning, fundraising)
- Educate** the public about the local environment (for example, youth curriculum, adult curriculum, interpretation, job training)
- Participate in, partner with groups, or support other environmental work

Of these functions, what is your primary stewardship activity? (Select one)

- Conservation
- Management
- Transformation
- Monitoring
- Advocacy
- Education

If you selected none of the above, you do not need to complete the rest of the survey. Please mail back the survey. Thank you for your time!

**What is your group's legal designation?**

Please choose the most appropriate response.

- Public-private partnership

Nonprofit organizations and community groups

- 501(c)(3) (or has applied)
- 501 (c)(4) (or has applied)
- Group without 501(c)(3) or 501(c)(4) status (for example, a community garden group or block club)
- Community board
- School-affiliated group
- Religious congregation (church, synagogue, mosque, etc), but not a 501(c)(3)

Government Entities

- Local government
- County government
- State government
- Federal government
- Tribal government
- Other government (e.g. NY-NJ Port Authority)

Private Firm

- Private firm, for-profit business

Other

- Other – please specify: \_\_\_\_\_

**Section 3: Where your group works**

**Please describe in detail the boundaries of where your group has done stewardship work within the past year. Be as specific as possible and you can list multiple locations. \***

**For Example (Note for OMB, these are examples for one particular study area, but will be adjusted so as to be relevant for the particular study area):**

- *On Wyckoff St. between Court St. and Smith St;*
- *Lower Manhattan south of Canal St.;*
- *All of the community gardens in ZIP code 11205*
- *The Arthur Kill between Staten Island and New Jersey;*
- *Hudson River waterfront*
- *The Croton Watershed;*
- *Bergen County;*
- *Town of North Hempstead parks*

\* If you have multiple programs in different sites or at different scales, please list each with corresponding programs (e.g. our education programs are regional; we operate a compost facility at 1234 5th Avenue.)

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**Does your group have a Geographic Information System (GIS) file showing the boundaries of where you have done stewardship work within the past year?**

**Yes \_\_\_ (if you check here, the research team will contact you to get the file)**  
**No \_\_\_**

**In the last year, what sites has your group’s stewardship work focused on?**

Please choose all that apply.

[Note that the list of site types will be customized to the geography and location in which the survey is deployed]

**Water & Water-Related**

- Watershed / Sewershed
- Stream / River / Canal
- Pond / Lake
- Waterfront / Beach / Shoreline

- Freshwater Wetland
- Salt Marsh

**Land and Built Environment**

- Forest/Woodland
- Park
- Community Garden
- Farm
- Vacant land/ Vacant lot
- Brownfield
- Athletic field
- Playground
- Dog run / dog park
- Botanical Garden/ Arboretum
- Bike paths/ Greenway/ Rail-trail
- Public Right of Way (sidewalk, street ends, traffic island, public plaza)
- Street Tree
- Flower box
- Residential building grounds (apartment courtyard, back yard, etc.)
- School yard or grounds; outdoor classroom
- Grounds of public building other than school (e.g. town hall, library, hospital)
- Courtyard / Atrium / Plaza
- Green buildings
- Rooftop
- Recreation center
- Other - please specify: \_\_\_

**Systems Related**

- Forested Ecosystem
- Riparian Ecosystem
- Wildlife Habitat

- Aquatic Habitat
- Airshed
- Night sky / Dark sky designated area
- Waste system (e.g., e-waste drop off location)
- Sustainable energy system (e.g., solar array, windmill)
- Food system (e.g., grocery stores, CSA, compost site)
- Storm water management system

None of the above

**Of these, which is the *primary* site type on which you work?**

Please select one.

[REPEAT THE LIST]

**Who is the owner of the *primary* property or properties on which your group has done stewardship work within the past year?**

Please choose one.

- Local government
- County government
- State government
- Federal government
- Tribal government
- Other government (e.g. NY-NJ Port Authority)
- Individual
- Corporation (including joint ventures, real estate investment groups)
- Nonprofit
- We work across public and private lands
- Don't know
- Other – please specify: \_\_\_\_\_

## Section 4: Group characteristics

### What does your group work on?

Please choose all that apply.

- Animal related
- Arts, culture, creative practices
- Community improvement and capacity building
- Crime, criminal justice
- Cultural / place-based knowledge, values and practices
- Drought management
- Economic development
- Education and/ or interpretation
- Emergency management and disaster response
- Employment, job related
- Energy and/or energy efficiency
- Environment
- Faith-based activities
- Flood prevention, mitigation or adaptation
- Food
- Fire prevention or mitigation (including wildfire)
- Housing and shelter
- Human services (including day care, family services)
- International, foreign affairs, and national security
- Invasive species management
- Legal services, civil rights
- Native species or habitat management / restoration
- Power / Electricity generation
- Private grantmaking foundation
- Public health (including mental health, crisis intervention, health care)
- Recreation and sports (including hiking, camping, snowmobiling, hunting, birding and fishing)
- Research or monitoring
- Seniors
- Subsistence rights (including hunting, fishing, gathering)
- Toxics/pollution related
- Traditional resource management (including hunting, fishing, gathering)
- Transportation
- Youth

Other — please specify

**If you had to choose just one activity, what would you say is your group's *primary* focus?**

Please choose one.

[REPEAT THE LIST]

**Describe the mission of your group. If you have a formal mission statement, please use that, otherwise use your own words to describe your group's goals: (200 words or less)**

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**Please tell us what sorts of environmental stewardship activities your group engages in to help take care of the environment (e.g., tree planting, community clean-ups)**

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**Considering all of the programs, activities, and services your group works on, what percentage of your group's effort has been for environmental stewardship during the past year?**

Please select one.

- 0%
- 1-19%
- 20-39%
- 40-59%
- 60-79%
- 80-100%

**What year was your group founded? \_\_\_\_\_**

Note: for national or regional groups/organizations please tell us the approximate year your chapter was founded.



**Approximately how many of the following does your group have?**

Note: for national groups/organizations please provide regional information.

Full-time Staff: \_\_\_\_\_

Part-time Staff: \_\_\_\_\_

Members: \_\_\_\_\_

Regular Volunteers: \_\_\_\_\_

Note: regular volunteers are those who routinely volunteer in your group/organization's activities. This is different from volunteers who may come out for a single work day.

**Please estimate the total number of volunteer hours contributed per month.**

Hours: \_\_\_\_\_

**Section 5: Collaboration and Networking**

**Please tell us about your group/organization's relationship to other groups/organizations.**

**Please list groups/organizations with which you regularly work in any of the following ways and tick the relevant boxes below. These may be community-based groups, nonprofits, private companies, faith-based organizations, etc. You can list as many as you wish; additional boxes will appear if you need them.**

	Collaborate with on projects or programs	Go to for advice, data or expertise	From which you have gotten funding	Collaborate on addressing specific disturbances (e.g. wildfire)	Have a formal agreement (e.g. MOU, grant)
Partner 1					
Partner 2					
Partner 3					
Partner 4					

[On the electronic version of the survey, additional entry slots will continue to appear as the existing ones fill up until the respondent has listed as many organizations as they wish.]

**Please name the collaborative forum that has been the most influential on you and your organization's work:**

We define a collaborative forum as a named and joint effort involving multiple individuals, groups, or organizations who work together to achieve a common goal or address a shared problem. These forums are often called alliances, coalitions, collaboratives, networks, or partnerships.

[FILL IN]

**With this collaborative forum in mind, how strongly do you agree or disagree with the following statements on collaboration?**

	Strongly agree	Somewhat agree	Neither agree nor disagree	Somewhat disagree	Strongly disagree	Don't know
Procedural rules for collaboration are understood & evenly applied	0	0	0	0	0	
Decision-making within the forum is transparent	0	0	0	0	0	
Leadership maintains collaborative focus	0	0	0	0	0	
Leadership facilitates opportunities for innovation	0	0	0	0	0	

**With this collaborative forum in mind, to what extent do you agree that collaboration has improved the following outcomes in [name the region]:**

	Strongly agree	Somewhat agree	Neither agree nor disagree	Somewhat disagree	Strongly disagree	Don't know
Innovation within existing practices	0	0	0	0	0	
Creation of new plans or practices	0	0	0	0	0	
Enhanced efficiency by reducing costs	0	0	0	0	0	
Boosted effectiveness of practices	0	0	0	0	0	
Creation of spaces for addressing disagreement	0	0	0	0	0	

**Section 6: Impacts**

**What changes does your group want to achieve from its stewardship activities?**

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**Does your group track metrics about your activities? (e.g., number of trees planted, number of schools visited, number of acres conserved, number of volunteers/event)?**

- Yes
- No
- I don't know

**If yes, please list all metrics that your group tracks:**

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**Please indicate your level of agreement with the following statements, as they relate to your group:**

**Our group has improved the following social outcomes in the community(ies) where we work:**

Community Participation

Strongly agree	Somewhat agree	Neither agree nor disagree	Somewhat disagree	Strongly disagree	Don't know
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Trust between neighbors

Strongly agree	Somewhat agree	Neither agree nor disagree	Somewhat disagree	Strongly disagree	Don't know
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Influence on Policy and Programs

Strongly agree	Somewhat agree	Neither agree nor disagree	Somewhat disagree	Strongly disagree	Don't know
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**Our group has improved the following environmental outcomes in the community(ies) where we work:**

Plants and habitat quality

Strongly agree	Somewhat agree	Neither agree nor disagree	Somewhat disagree	Strongly disagree	Don't know
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Air and/or water quality

Strongly agree	Somewhat agree	Neither agree nor disagree	Somewhat disagree	Strongly disagree	Don't know
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Land protection

Strongly agree	Somewhat agree	Neither agree nor disagree	Somewhat disagree	Strongly disagree	Don't know
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System efficiency and sustainability (e.g., food systems, waste systems, energy systems)

Strongly agree	Somewhat agree	Neither agree nor disagree	Somewhat disagree	Strongly disagree	Don't know
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**Section 7: Tell us a bit more about your group**

**What types of services does your group provide?**

Please select all that apply.

- Educational curricula/trainings/ programs
- Legal resources
- Buildings/facilities
- Plant materials/equipment/ implementation
- Technical assistance
- Labor (volunteers/students/interns)
- Grants/funding
- Community organizing
- Public relations/marketing/outreach
- Data/ information/ scientific research/monitoring
- Trail/campground / public site maintenance or management
- Fish or wildlife habitat improvement or management, including invasive species management
- Wildfire risk reduction, including prescribed burning
- Other: \_\_\_\_\_

**How does your group/organization share information with the public?**

Please select all that apply.

- N/A, we don't share information
- National media
- Local media
- Direct mailing / newsletters
- Door-to-door outreach
- Flyers / signs
- Website
- Social media
- Listserv
- Blog
- National conferences/meetings
- Regional conferences/meetings
- Local conferences/meetings
- Neighborhood-based conferences/meetings
- Radio
- TV
- Other: \_\_\_\_\_

**What is your group estimated annual budget for the current year?**

\$ \_\_\_\_\_  Prefer not to answer

**What are your group's funding sources [choose all that apply]**

- Government
- Foundations
- Corporations
- Individual giving
- Memberships
- Fee for service
- Other: (please specify) \_\_\_\_\_

- We have no budget
- Prefer not to answer

**Section 8: Final Section**

Please check here if you or another person from your organization is willing to participate in a follow-up interview or focus group related to the STEW-MAP project.

**Is there anything else you would like to tell us about your group or this survey?**

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**This concludes the STEW-MAP survey.  
Thank you for your participation.**