



Ecological Stewardship

Tools and Supplies Program



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FPCC COMMITMENT

Volunteer Resources is committed to supplying the tools and supplies necessary to run safe and effective workdays. Site Stewards and their volunteers are responsible for taking care of the tools and supplies. **All tool requests must come from the Site Steward.**

INVENTORY ON HAND

Volunteer Resources attempts to keep the majority of items in stock so that supplies can be ordered any time of year. However, we do have limited space for storage at the VRC, so supplies are not unlimited. It is better for us to receive orders from each Site Steward several (two – five) times per year rather than receiving one large order all at once. The more frequent ordering of smaller amounts also allows us to meet the requests of others. If an item is not in stock, we will place it in our backorder system and deliver it when it becomes available.

STORAGE

Volunteer Resources has volunteer storage facilities available at many District sites. Home storage of District supplies is discouraged.

TOOL AND SUPPLY SYSTEM

The tool and supply system has four major components. 1) Tools and supplies provided to Site Stewards and to Groups for litter clean-ups; 2) Herbicides provided for Ecological Stewardship sites with State Licensed Volunteers; 3) Loaner Program – extra or unique tools that are needed for workdays or events; 4) Repair program for hand and power tools.

ORDER FORMS

Order forms are available electronically in the Resources section of the website:

www.fpdcc.com/volunteer/resources

- Tool and Supply Order – FPCC Supply Order Form. Online and PDF versions.
- Herbicide Order
- Loaner Program
- Repair Program

ORDER PROCESS

- The Site Steward completes the appropriate Order Form and either 1. Submits online order form or 2. Emails order form to volunteer.fpd@cookcountyil.gov.
- VR staff will review the request, notify the Site Steward of any backorders, and schedule delivery.

DELIVERY

- Delivery is made to the selected FPCC facility typically on Thursdays and Fridays.
 - See list of delivery sites and their operating times in the Appendix.

- List includes VRC, GHQ, all Nature Centers, Resource Management Facilities with a storage pod, Landscape Maintenance Facilities, and stewardship storage facilities. We cannot coordinate meeting times.
- VR strives to deliver any orders received by Tuesday morning by the end of the day on Friday.

CONFIRMATION

- VR Clerk confirms that item has been delivered to the delivery site and notifies Site Steward.
- Site Steward (or their designee) picks up the items from the delivery site.

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ITEMS AVAILABLE

Volunteer Resources has made it a priority to identify and have essential workday supplies available to Site Stewards. New supplies are added periodically.

BRUSH PILE BURNING TOOLS

Stewards and brush pile burn bosses are responsible for having adequate tools on site for both brush pile management and fire suppression.

- **Long handled Asphalt Rake** (*see Photo Addendum*) – Used to move brush in and out of the fire. Suggested # per brushpile: 1 or a frake or both.
- **Metal Leaf Rake** (*see Photo Addendum*) – Used to manage small pieces of debris and leaves around the fire. Metal tines with a long metal bracket on to wood shaft. Suggested # per site: 1 Metal Leaf Rake (or asphalt rake) or both.
- **Frake** (*see Photo Addendum*) - Another style of rake for working with burning material. Suggested # per site: 1 or an asphalt rake or both.
- **Flapper** (*see Photo Addendum*) – Fire suppression tool. Suggested # per site: 1
- **5-gal Water Backpack** – Used for fire suppression. Newer models have bladder inserts. Suggested # per site: 1 or an alternative water source.
- **Replaceable Bladder for 5-gallon water backpack** – Suggested # per site: 1 backup
- **Pitchfork** – Used to move brush in and out of fire.
- **4-Tined Cultivator** (*see Photo Addendum*) - Lighter weight than asphalt rake, used to move brush in and out of the fire. Suggested # per site: 1 or a frake or both.
- **5-gal Water Bucket** – Used for fire suppression if water source is nearby. Suggested for sites near rivers, streams, working wells, etc. Suggested # per site: 1-2
- **Firestarters** – 12 pk. Safe, quick way to start your brush pile burn. Suggested # per site: 0-1

FIRST-AID SUPPLIES

First aid kits and supplies are required for every workday.

- **First Aid Kit, Standard** – Suggested # per site: 1 per storage area
- **First Aid Kit, Logger** – OSHA required first aid kit for Chainsaw operation. Required # is 1 kit per chainsaw.

Replace the following supplies as needed for your first aid kits:

- **Replacement Antibiotic** – 10 pack
- **Replacement Antiseptic Wipes** – 10 pack
- **Replacement Band-Aids** – 25 pack
- **Replacement Burn Cream** – 10 pack
- **Replacement Insect Relief** – 10 pack
- **Replacement Trauma Pads** – 5 pack

GARBAGE SUPPLIES

For use mainly in litter cleanup and shoreline cleanup.

- **Medium weight garbage bag** (white) – “Kitchen” strength and size. Packaged in 10’s or 25’s.
- **Heavy Duty garbage bag** (black) – For heavier or wet litter. Packaged in 1’s, 3’s, 5’s or 25’s.
- **Recycling bag** (Clear or blue) - For recyclable items and where recycling bins are available or can be taken home to recycle. Packaged in 3’s, 5’s or 10’s.
- **Trash Pick-Up Sticks** (*see Photo Addendum*) – For individuals who are unable to bend down to pick-up litter or it is beyond their reach (near water’s edge for instance). Suggested # is 2 per site. Additional Pick-Up Sticks can be obtained via the Loaner system for workdays emphasizing shoreline or roadside cleanup.

GENERAL SUPPLIES

- **Rubber boots** – Intended to be available to offer to a volunteer who arrives without proper footwear. Not intended to outfit all regular volunteers. Available in men’s sizes 7, 8, 9, 10, 11, 12, & 13. Only offered to Stewards working in wet areas and with frequent new volunteers and with storage capability. Suggested # per site: 0 - 1 of each size
- **Safety Glasses** –To be used on workdays or for herbicide applicators to use while mixing and applying herbicide. Safety glasses are mandatory for youth to wear at workdays. Suggested # is 25 if you regularly host youth groups; 5 if only needed for adults. Bins of 25 glasses are also available via Loaner program.
- **Mosquito Head Net** – To be used for first-time volunteers who come without mosquito protection for their face/head. Suggested # per site: 2
- **Poncho** – Lightweight & disposable, emergency rain protection. Suggested # per site: 5 - 20
- **Two Gallon Water Jug** (Igloo-type keg) – Optional item to bring water out to workday, to supplement individuals that bring their own bottle. Also available through Loaner program for larger events.
- **Five Gallon Water Jug** (Igloo-type keg) – Same as above.
- **Disposable cups** – Cold or hot beverage cups available in sleeve of 50.
- **Reusable, dishwasher safe cups** (6 pack) – Suggested # per site: 4 6packs

GLOVES

Each Site should have an adequate supply of gloves to outfit a typical workday. If a larger group is coming, additional leather or cotton gloves can be borrowed via the Loaner program.

- **Leather gloves** – Basic work gloves for brush clearing, mulching, fence work or other heavier work. Sizes: small, medium, large, extra-large, and kids. Can be washed occasionally.
- **Disposable gloves** – One-time use lightweight plastic (non-latex) gloves for litter pickup, seed harvesting, and other light work. Packaged in 10 or 25 pairs. Each package has half medium and half extra-large sizes. NOT FOR HERBICIDE MIXING, TRANSFER, OR APPLICATION.
- **Nitrile Dipped Cloth Gloves** (*see Photo Addendum*) - Lightweight, washable, reusable cloth gloves with nitrile dipped fingers for durability. For repeat use for litter pickups like adopt-a-site and schools. Available in large and extra-large sizes.

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- **Cotton gloves** – Lightweight, washable, reusable cotton gloves for seed harvesting or for herbicide wicking.
- **Chemical Resistant Gloves** (*see Photo Addendum*) – Medium weight synthetic gloves for all herbicide work, including mixing, transferring, and application. Available in medium (8), large (9) and extra-large (10) sizes.

HAND TOOLS

Each Site should have an adequate supply of hand tools to outfit a typical workday. If a larger group is coming, additional hand tools can be borrowed via the Loaner program. Each Site is responsible for basic maintenance on their own equipment. Please see *Section 5: Repair Program* for more information on maintenance and repairs.

- **Hand Pruner** – Basic hand pruner for clearing resprouts, cutting seedheads, etc. Suggested # per site: 2
- **Hand Pruner Holster** – Holster that holds hand pruner on belt. Suggested # per site: 1 or 2
- **9" Cut and Hold Pruner**- Equipped with by-pass cutting action and holding feature. Ideal for cutting seedheads that you are bagging. Suggested # per site: 0-2
- **Lopper** – Fiskars PowerGear 2 reticulating lopper. Suggested # per site: 1 per every two people at an average workday
- **6" Replacement Blades**- For Fiskars PowerGear 2 (L5525) loppers with silver, non-stick blades that are beyond sharpening repair (used for loppers issued mid-2016 and after)
- **7" Replacement Blades**- For Fiskars PowerGear loppers with black blades that are beyond sharpening repair (used for loppers issued mid-2016 and before)
- **Bowsaw** – 24" bowsaw fitted with a live wood (style 23) blade. Suggested # per site: 1 per every two people at an average workday.
- **21" Replacement Blade** – Replacement live wood blade for the 21" bowsaw.
- **24" Replacement Blade** – Replacement live wood blades for the 24" bowsaw.
- **30" Replacement Blade** – Replacement live wood blade for the 30" bowsaw.
- **13" Pruning Saw** (*see Photo Addendum*) – Arborist curved hand saw. Limit 3 per site.
- **Sheath for Pruning Saw** – Protects saw blade when not in use. Front tool snap and a D-ring that hooks to your belt. Suggested # per site: 1 per pruning saw.
- **Flat Sharpening File** – Straight file with medium and fine grain for sharpening hand pruners and loppers. Suggested # per site: 1
- **Scythe** – Tool to cut down large stands of grasses or other invasives. Suggested # per site: 1-2 or as needed. Many Sites do not need this tool or need it only occasionally, so it can be requested through our Loaner program. Handles are separate from blades.
 - **Handle (aka snath)** – Available in aluminum (lighter weight) or wood.
 - **Blade** – Available in weed (26") or grass (30") sizes. Size varies by product availability at the time.
- **Whetstone** – Used to sharpen scythe blade.

- **Aluminum Scoop Shovel** (*see Photo Addendum*) – Multi-use tool, lightweight, broad, for moving or scooping mulch, gravel, or brush pile burn management. Suggested # per site: 0-1
- **Drain Spade** (*see Photo Addendum*) – Narrow tool, with pointed nose; great for severing parsnip roots or digging up small infestations of new invaders.
- **Digging Shovel** (*see Photo Addendum*) – Wider rounded tool, with pointed nose; Used for planting new trees and shrubs.

HERBICIDE SUPPLIES

The number of herbicide tools assigned to a Site is based on the work planned and the number of certified herbicide operators and applicators. For existing Sites that number may change as work expands or changes by season, more volunteers are certified, and as current tools need to be replaced. Herbicides are ordered via the Herbicide Order form.

Application Items -

- **Handheld Medium Pump Sprayer** (*see Photo Addendum*) – Holds 1.5 gallons and is designed for applying herbicide via pump spray. Suggested # per site: 1 – 3
- **Handheld Trigger Spray Bottle** (*see Photo Addendum*) - Holds 32 oz. and is ideal for spraying herbicide directly onto cotton/chemical glove for hand wicking. Suggested # per site: 1 – 3
- **Backpack Sprayer** (*see Photo Addendum*) - 4-gallon manual pump backpack unit for large herbicide spraying jobs. Suggested # per site: 1 – 2
- **Shoulder Saver Harness** – Connects to backpack sprayer to help spread the weight of the sprayer across upper torso and not just shoulders. Great for long term spraying. Suggested # per site: 1 – 2
- **2" Herbicide Roller Applicator** (*see Photo Addendum*) – Handle with small foam roller used to apply herbicide directly to stump or foliage to limit collateral damage. Suggested # per site: 1 per type of herbicide per applicator/operator
- **2" Foam Replacement Rollers** (*see Photo Addendum*) – Replacement foam rollers for roller wand. Come in packages of two. Suggested # per site: a backup of 2 per type of herbicide
- **Roller Handle Extension** (*see Photo Addendum*) – Approximate 30" extension (in two 15" pieces) for roller wand to eliminate/reduce bending and stooping. Suggested # per site: 1 extension per roller wand
- **4" Herbicide Roller Applicator** – Handle with small nap roller used to apply herbicide directly to stump or foliage to limit collateral damage. Suggested # per site: 1 per type of herbicide per applicator/operator
- **4" Nap Replacement Rollers** – Replacement nap rollers for roller wand. Come in packages of two. Suggested # per site: a backup of 2 per type of herbicide
- **Foam Paintbrush** – small 1.5" foam paintbrush for herbicide application
- **Weed Wand** (*see Photo Addendum*) – “Cane” type tool that holds several ounces of herbicide that is applied with a sponge applicator tip on the end of the cane. Intended to be used on resprouts of 1" or less diameter, not larger stems. Suggested # per site: 2
- **Weed Wand Tip Replacements** – Replacement tips for Weed Wand. Come in packages of 3. Suggested # per site: 2 backup tips

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- **Herbicide Paint Cup** (*see Photo Addendum*) – Recommended for use when hand painting herbicide, with handle for ease in application.

Transport & Mixing Items -

- **Chemical Resistant Bottles** (*see Photo Addendum*) – Bottles to transport herbicide from mixing area to the work site. These bottles must be clearly labeled with their contents. Suggested number is one per every type of herbicide used at the site in small quantities. Available in 14 oz. bottles with screw-on lid, 32 oz. with flip-up spout, and 64 oz. with screw-on cap. Specify sizes when ordering.
- **Bucket Herbicide Carrier w/Liner** – Large 5-gallon bucket used to transport herbicide supplies to the work site. Also used to hold herbicide container to prevent spilling. This bucket should be clearly labeled as herbicide. Suggested # per site: 1-2.
- **Replacement Herbicide Liner** – Liner that fits inside 5-gallon bucket.
- **Funnel Set** – Used when filling herbicide bottles/containers. Small, medium, large funnels are included in the set.
- **Measuring Cup Set** – Used when measuring herbicide and other liquids to be poured into chemical resistant bottles/containers. Size and number vary by product availability at the time.
- **Measuring Cup** (4 oz.) – Recommended for measuring very small quantities of herbicide concentrates, such as Milestone.
- **Light-Duty Sorbent Pads** (4 pack) – 19" x 15" pads are available for small-spill cleanups, made from 65% recycled shop towel fibers with a layer of meltblown polypropylene added to the recycled core. These pads absorb oil, water, diesel fuel, grease, and herbicide. Dispose of properly. Suggested # per herbicide mixing area: 1 (4 pack).
- **5 Gallon Water Carrier** (*see Photo Addendum*) – This blue cube style water carrier is recommended for transporting water to ESV storage facilities for mixing herbicide when water source is not available.

SEED COLLECTION

The following items may be used for collecting and disposing of seed heads from invasive species or the collection of seed from desirable native plant species. Seed collection and dispersal should be discussed with Regional Ecologist or be part of the Management Schedule for the site.

- **Harvesting Pail** (*see Photo Addendum*) – This 22-quart, kidney-shaped pail with shoulder strap is ideal for harvesting and sowing seed.
- **Zip-Loc Bags** (gallon and quart size) – Available in packs of 10 and 25 for seed collection and dispersal.
- **Brown Paper Lunch Bags** (50 ct.) – Small bags for seed collection and dispersal in dry weather.
- **Paper Landscape Bags** (30 gallon) – Available in packs of 5. Recommended for collecting large quantities of invasive seed heads, such as teasel, and also bulk native seed collecting in

dry weather. For invasive removal, can be used to take home or directly to a RM site to compost, but cannot be left at site for later pickup (must use plastic for delayed pickup).

MARKING AND FENCING

Ribbon is used to mark specimens to be saved or cut. Paint is used to mark specimens to be removed. Site Stewards are not expected to remove graffiti at their site, but if they wish to, removal supplies can be ordered. Fencing requires approval from Regional Ecologist and/or Stewardship Coordinator and should be limited to approved specimens for approved lengths of time.

- **Orange Biodegradable Tape Roll** – Ribbon to mark specimens to be saved or cut. Suggested # per site: 2 rolls.
- **Blue Biodegradable Tape Roll** – Ribbon to mark specimens to be saved or cut. Suggested # per site: 2 rolls.
- **Herbicide Notice Flags** (*see Photo Addendum*) – Orange flags to be placed around herbicided area. Should be removed as soon as possible after the re-entry time has passed.
- **White Transect Flags** – Taller, white flags on wire stakes used to mark an area that is being studied. Primarily for use by POC monitors.
- **Red Marking Flags** – Red flags on wire stakes, primarily used to mark invasive species for later removal.
- **Tree Marking Paint** – Orange or red paint stocked depending on availability. Used to identify trees for removal, etc. Spray painting plants to be removed on regular workdays is suggested (as opposed to marking the ones to keep). Suggested # per site: 1–2
- **White Upside-down Marking Paint** – Used to mark ground for siting of signs, port a lets, etc. Suggested # per site: 0-1
- **Graffiti Blaster – All Purpose** (*see Photo Addendum*) - Spray that helps remove graffiti where damage to plants or animals is not an issue. Use on signs, kiosks, etc. that are not in direct contact with living things.
- **Graffiti Blaster – Sensitive Areas** (*see Photo Addendum*) – Natural based Spray that is not as strong as All Purpose but can be used to remove graffiti where chemical toxicity is of concern. Use on trees, rocks, etc. that are in contact with living things.
- **Cable Ties** – 8” long black ties in packages of 25. Used to attach fencing to stakes. Approximately 3 cable ties per stake is recommended.
- **4’ Metal Fencing Stakes** – 3/8” re-bar with spade to secure in ground. Approximately 10-15 stakes for every 50 ft. of fence is recommended.
- **Short Plastic Fencing** – Comes in 50 ft. roll (approx. 30” high depending on source), used to temporarily protect valuable, desirable herbaceous plants during a workday. Intended to be temporary. Cannot be used in areas managed with Rx fire. Easily stored and transported.
- **Tall Plastic Fencing** - Comes in 50 ft. roll (approx. 4’ high depending on source), used to block off area for short term or used to temporarily protect valuable, desirable woody plants. Cannot be used in areas managed with Rx fire.
- **2’ Metal Fencing** – Comes in 50 ft. roll, used to protect any valuable, desirable herbaceous plants for the season or a longer term. Length of installation and number at the Site should

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be discussed with Regional Ecologist. Intent is to protect plant until it can withstand natural hazards, seeds are harvested, etc.

- **4' Metal Fencing** – Comes in 50 ft. roll, used to protect valuable, desirable shrubs and trees. Intended to be semi-permanent (several years). Length of installation and number at the Site should be discussed with Regional Ecologist. Intent is to protect plant until it can withstand natural hazards, seeds are harvested, etc.
- **5' Metal Fencing** – Comes in 50 ft. roll, used to protect valuable, desirable shrubs and trees. Intended to be semi-permanent (several years). Length of installation and number at the Site should be discussed with Regional Ecologist. Intent is to protect plant until it can withstand natural hazards, seeds are harvested, etc.

POWER TOOLS & ACCESSORIES

Power tools (chainsaw, brushcutter, leaf blower) are property of FPCC and are assigned to the Site and are not assigned to individuals. The number of saws assigned to a Site is based on the work planned and the number of certified operators. For existing Sites that number may change as work expands or changes, more volunteers are certified as Chainsawyers, or as current tools need to be retired. Helmets and chaps are assigned to the Site as well with two of each assigned per every chainsaw. Logger First Aid Kits are assigned one per saw.

- **Chainsaw** – Stihl MS26X series is the current series we are supplying. Number of chainsaws per Site depends on the work schedule for the Site not the number of certified Chainsawyers. The Stewardship Coordinator, the Regional Ecologist and the annual work schedule will all factor into the decision on number of chainsaws per Site. Loaners are available when a chainsaw is being repaired and/or when additional Chainsawyers are available for a large workday or project.
- **Replacement Chain** (*see Stihl chart in Photo Addendum*) – 26RM3 67 is our current standard. Replacement chains are to replace old, worn or damaged chains for the MS261 that cannot be sharpened by the volunteer. Other chains for older saws are available by special order.
- **Chainsaw Bar** – 16" bar to replace old, worn or damaged bar. Other size bars are available by special order.
- **Scabbard** – 16" protective sheath to go over chainsaw bar while storing or transporting saw. Other size scabbards are available by special order.
- **Replacement Air Filter** – Stihl filter for the 26X series. Replacements for older models may be special ordered. Should be replaced regularly to maintain and increase power.
- **Replacement Sprocket** – Stihl sprocket for the 26X series. Replacements for older models may be special ordered. This should be replaced after every two chains are replaced.
- **Replacement Chain Catch** – Replacement part for the Stihl MS261 chainsaw.
- **Replacement Gas Cap** – Stihl cap for the 26X series. Replacements for older models may be special ordered.
- **Replacement Bar Oil Cap** – Stihl cap for the 26X series. Replacements for older models may be special ordered.

- **Chainsaw Sharpening Kit** (*see Photo Addendum*) – Includes Stihl file guide, depth gauge, round file, flat file and two file handles in tool pouch for .325" pitch chains. One sharpening kit is suggested for each chainsaw storage location.
- **Srench/Star Key Tool Set** – One tool set is suggested for each chainsaw storage location.
- **Round Sharpening File** – Can be used to repair minor nicks or bends on bowsaw blades or chainsaw chains but not to fully sharpen blades or chains.
- **Brushcutter** – Stihl FS130 with basic strap harness. This is a line trimmer, but with installation of limit stop and blades becomes a brushcutter. Suggested # per site depends on the work planned for the site, not the number of certified brushcutters.
- **Double Strap Harness** –For long term use, the double strap harness helps to reduce shoulder and back fatigue better than the standard single strap that comes with the brushcutter.
- **Brushcutter Blades** (*see Photo Addendum*) – For model MS110 and FS130. Blades for other models must be special ordered. Five styles of blades are available:
 - **4 Tooth** - Used to cut herbaceous grasses.
 - **8 Tooth** - Used to cut herbaceous grasses.
 - **Sawtooth** - Used to cut small trees and woody resprouts up to 2" in diameter.
 - **Chiseltooth** - Used to cut small trees and woody resprouts up to 2" in diameter.
- **Limit Stop** (*see Photo Addendum*) – Protective safety collar for blade to convert line trimmer to brushcutter.
- **Replacement Air Filter** – Should be replaced regularly to maintain and increase power.
- **Gear Lubricant** – Should be checked, added after 25 hours of operation.
- **Leaf Blower** – Stihl BG 56 model. Is used during early ignition stage of a brush pile to increase the flow of oxygen to brush pile fire, or to clean up an area after a brush pile.
- **Bar Oil/Standard Grade** – Lubricant for bar. Standard or Platinum is considered summer weight. Available in 1 gallon only.
- **Bar Oil/Winter Grade** – Lubricant for bar. Available in 1 gallon only. For sites who store their saws in unheated facility.
- **Two-cycle Oil for 1-gallon mix** - Additive for gasoline for all Stihl power tools.
- **Gas Can** – 1.25-gallon gas can for power tool use. Suggested # per site: 1

PERSONAL PROTECTIVE EQUIPMENT (PPE)

PPE is required when operating a chainsaw, brushcutter and when working as a Chainsaw Safety Assistant.

- **Helmet System** – Stihl helmet with face shield and ear protection. Chainsawyer, Brushcutter, and Chainsaw Safety Assistant are required to wear helmets. Suggested # per site: 1 per user.
- **Replacement Face Shield** – Replacement for damaged face shield for Stihl helmet only. For other helmet models it is best to order a new Stihl helmet or use goggles. Goggles instead of a face shield also meets OSHA requirement.
- **Replacement Ear Muff** – Replacement for damaged ear protection on Stihl helmet only.

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- **Ear Plugs/Neck Band Style** (*see Photo Addendum*) – Personal ear plugs as an alternative or additional protection when working at a Site and shifting from sawing to non-sawing activities. Personal item - should not be shared with others.
- **Ear Plugs/Disposable** (Pack of 20/10pairs) – Ear Plugs to be used by other volunteers. Suggested #: 1 package per site
- **Chaps** – 9 Layer Apron Style Protective chaps available in 32", 36" and 40" length – longer chaps can be adjusted to fit shorter individuals. Chainsawyer is required to wear chaps. Suggested # per site: 2 pairs per chainsaw (not one pair per Chainsawyer) assigned to site.

ADMIN, KIOSK ITEMS & PRINTED MATERIAL

Volunteer Resources prints standard items for kiosk display and standard forms that are used by stewards. Kiosk materials may also be mailed to your home address.

Kiosk Material – laminated, 8.5" x 11" (*see pictures in Photo Addendum*) Each Steward should make sure that their kiosk is adequately filled with un-faded informational material.

- Prairie Habitat
- Savanna Habitat
- Woodland Habitat
- Wetland Habitat
- All Four Habitats in one
- Why Nature Needs Fire
- Removing Trees Saves Habitat
- This Preserve is Fragile
- Poison Ivy ID card - each site should have one laminated copy
- Experience the Preserves in a New Way: Volunteer!
- Deer Feeding
- Volunteers in Action customized kiosk flyer – This 8.5" x 11" flyer allows for custom announcements, incorporating the design of the *Volunteers In Action* restoration site signs. When you order these, please provide workday schedule pattern (for example: First Saturday of the month from 9 am -12 pm).
- **Waivers** – these can also be printed off the Resources page of OVS. Available in English and Spanish.
 - Waiver/Sign-In Sheets (20 lines) – Come in 10 or 25 packs
 - Waiver/Sign-In Sheets (10 lines) – Come in 10 or 25 packs
 - Waiver/Parental Consent – Come in 5 or 10 packs
- **Admin Supplies**
 - Illness/Injury Volunteer Guidelines & Report – Come in 5 packs
- **ID Badge Lanyards or Lapel Clips** – Order by quantity needed for volunteer ID badges
- **25 Ecological Stewardship Business Cards** – (*see Picture Addendum*) We encourage you to provide these cards to all of your regular volunteers, with inviting pictures of volunteers in action, allowing for room to write (stamp or sticker) your local group's contact information, while connecting potential volunteers to fpdcc.com/volunteer.

AREA MAPS (come in bundles of 25) – Giveaways for recruitment events.

County wide – Spanish and English

- South Zone - Spanish and English
- North Zone - Spanish and English
- Northwest Zone - Spanish and English
- Southwest Zone - Spanish and English
- Central Zone - Spanish and English

TRAIL MAPS (come in bundles of 25) – Giveaways for recruitment events.

- Deer Grove - Spanish and English
- Tinley - Spanish and English
- Palos - Spanish and English
- Des Plaines - Spanish and English
- Thorn Creek - Spanish and English
- Salt Creek - Spanish and English
- Ned Brown/Busse - Spanish and English
- North Branch- Spanish and English
- Sag Valley- Spanish and English

SIGNAGE – “A” Frame system

Interchangeable signs hang on the A frame with 2” rings – Frame is separate from signs.

- **Metal A Frame** (*see Photo Addendum*) – A Frame sign holder with two rings and thumbscrew. Suggested # per site: 1 – 5
- **Carabiners** (set of two) – This 3” carabiner replaces the heavy-duty rings used for attaching signage to A-frames.
- **Directional Left & Right Arrow Sign** (*see Photo Addendum*) – Back to back directional sign to assist volunteers in finding work site. Suggested # per site: 1 - 5
- **Directional Straight Arrow Sign** (*see Photo Addendum*) – Directional sign pointing ahead. Suggested # per site: 1 – 5
- **Volunteers In Action sign** (*see Photo Addendum*) – This sign includes images of restoration work, explaining ecological stewardship activities to the general public. Suggested # per site: 1 – 2
- **Smoke Ahead Sign** (*see Photo Addendum*) – Explanation that observed smoke is intentional and serves as a warning that we are burning in the area. Suggested # per site: 1 – 2.

SIGNAGE – “H” Frame system

Interchangeable signs stand on H frame – Frame is separate from signs

- **Metal H Frame** (*see Photo Addendum*) – H Frame style frame. Suggested # per site: 1 – 5

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- **Hot Coals Sign** (*see Photo Addendum*) – Warning to keep people away from hot coals. Should be removed no later than next workday. Suggested # per site: 2-5

SIGNAGE - OTHER

- **Managed Area Paper Sign** (*see Photo Addendum*) – Intended to be taped or tied to trees or sign posts near the site. Sign explains that herbicide is being used in the area and lists the safe re-entry time. Required signage when applying herbicide. These signs should always be dated. Should be removed as soon as possible after the re-entry date is passed.

TRANSPORTATION & STORAGE

All of these items are intended to be useful in getting tools and supplies out to the work area. Each has a narrow range of best use so you may need to have several options depending on what is being transported, ground conditions, etc.

- **Heavy Duty Metal Cart** (*see Photo Addendum*) – Non-collapsible durable and roomy 4-wheel cart that can be used on semi-rugged terrain. Transportable in van, truck or SUV, but not passenger vehicle.
- **Folding Wheeled Cart** (*see Photo Addendum*) – Large version of the little red childhood wagon that collapses into a rolling suitcase size. Not intended for rugged terrain, works best on flat grassy paths, bike paths, etc. Transportable in a passenger vehicle.
- **Folding Wheelbarrow** (*see Photo Addendum*) – Single front wheel canvas wheelbarrow. Can handle rugged, uneven terrain. Folds widthwise. Transportable in van, truck, SUV and larger passenger vehicles.
- **Canvas Duffel Bag** (*see Photo Addendum*) – Heavy duty canvas bag with carrying strap which can hold bowsaws, loppers, etc.
- **Storage Bin** (*see Photo Addendum*) – Same as VR uses to transport loaner supplies. Heavy duty “SUV” bin, great as a storage device. Must be carried by two people and may be difficult to transport out to a worksite.
- **Sled** (*see Photo Addendum*) - Heavy duty plastic sled which can be pulled over rugged terrain, grass or snow. Available sizes are Large (54” x 25” x 10”) or Small (43” x 21” x 8”).
- **Small Table** – Lightweight, light duty folding table. Measures 2’ x 4’ unfolded and 2’ x 2’ folded for easy carry. Can be used as worktable, mixing table in a storage unit or as a food or greeter table at a workday.

VESTS

Adjustable vests with inserts that may be worn over jackets to identify volunteer stewards, litter crews, interns and monitors while working on FPCC sites (*see Photo Addendum*).

- **CHAINSAWYER Orange Safety Vest** – To identify and call attention to individuals operating power tools.
- **ROADWAYS Lime Safety Vest** – Also available as loaner for workdays near high traffic paths and roadways.

HERBICIDES AVAILABLE

The Resource Management Department of FPCC determines the types of herbicides used on FPCC land. Suggestions or testing of new herbicides must be approved through your Regional Ecologist. Contact your Regional Ecologist for more information.

Site Stewards are responsible for ordering the herbicides; if they are not a licensed Applicator, they must reference their site's Applicator name and license number on the order form. We suggest ordering about a 3-month supply at a time so that inventory is available to other stewards as well.

FPCC purchases herbicides via a State contract. Some brand names are interchangeable if they have the same active ingredient. These brand names may change depending on availability.

It is required that full labels be used on all secondary (other than original) storage of herbicide. Volunteer Resources provides one printed label that can be taped to secondary storage containers. Write the herbicide name, concentration percentage, and date mixed on the label or the container so that others know exactly what the mixture is. No herbicide containers should ever be unlabeled.

Tools for mixing, transporting and applying herbicide are available via the Tool and Supply Order form. Advice on proper herbicide selection can be found in the Managing Invasives class and the Practical Herbicide class, or the Ecological Management Schedule.

Aquaneat (Rodeo)

- Comes in 2.5 gal container
- Active ingredient is glyphosate
- Broad spectrum herbicide for use near aquatic environments and over standing water
- Kills anything green
- Restricted entry until herbicide has fully dried
- Rainfast 6 hours after application.

Vastlan

- Comes in 2.5 gal container
- Active ingredient is triclopyr choline
- Can be used near aquatic ecosystems but not over open water
- Broadleaf specific herbicide mixed with water
- Restricted entry interval is until the treated area is dry
- Rainfast 2 hours after application

Herbicide Catalog

April 2020

Element 4 (Tahoe 4 or Garlon 4)

- Comes in 2.5 gal container
- Active ingredient is triclopyr
- Broadleaf specific herbicide mixed with oil for stump treatment or water for foliar treatment
- Volatilizes at high temperatures and should not be applied over 85F
- Restricted entry interval is until the treated area is dry
- Rainfast 2 hours after application

Intensity

- Comes in 2.5 gal container
- Active ingredient is clethodim
- Systemic herbicide for control of grasses mixed with water and methylated seed oil
- Grass specific herbicide that will not damage forbs or sedges
- For control of reed canary grass, early season (April-early May) application is most effective, as well as late season (October) when growth is stimulated again
- Cannot be applied in the presence of water - for use in upland areas only
- Restricted entry interval is 12 hours
- Rainsafe 1 hour after application

Milestone

- Comes in 14 oz. containers, with a maximum order of 2 containers at a time
- Active ingredient is aminopyralid
- Broadleaf specific herbicide mixed with water; especially effective on legumes including bird's foot trefoil, crown vetch, sweet clover; very effective at controlling teasel, thistle and tall goldenrod
- Less prone to movement through the soil
- Can be sprayed up to the edge of the water (approved for ditchbanks)
- Restricted entry until herbicide has fully dried
- Rainfast 2 hours after application

Transline

- Available only with Regional Ecologist approval for specific sites.
- Comes in 14 oz. containers, with a maximum order of 2 containers at a time
- Active ingredient is clopyralid
- Broadleaf specific herbicide mixed with water; especially effective on legumes including bird's foot trefoil, crown vetch, sweet clover; very effective at controlling teasel, thistle and tall goldenrod

- Mobile in soil, damage to non-target legumes and composite species by root uptake is possible– avoid overspray
- For use in upland areas only
- Restricted entry until herbicide has fully dried
- Rainfast 2 hours after application

Colorant

- Comes in 1 gal container
- Dye additive used to identify what specimens have been treated

Premier (replaced Ax-it)

- Comes in a 2.5 gal container
- Typically used as a carrier oil for Garlon 4
- Contains colorant/dye additive

Methylated Seed Oil (MSO)

- Comes in a 2.5 gal container
- Typically used as a carrier oil for grass specific herbicides, such as Poast or Intensity
- MSO can be used in place of surfactant, only if none available

Surfactant

- Comes in a 1 gal container
- Help herbicides adhere to plants, penetrate into the vasculature of the plant which allows more of the herbicide to be retained by the plant after rainfall
- Help spread out herbicide over the leaves so that it does not run off
- Makes the herbicide rain-safe in 1 hour

Loaner Program

April 2020

ITEMS AVAILABLE FOR LOAN

Volunteer Resources loans out supplies for a specified period of time to augment a Site's tool inventory for large workdays or for special events. Use the Loaner form to request these tools or supplies. Please email the completed form to: volunteer.fpd@cookcountyil.gov
Be sure to indicate when you will be returning them and where you will be returning them. The same list of delivery and pick-up sites for supply delivery are available for loaners.

RESERVATIONS

Reservations for loaner tools can be made weeks in advance. For particularly busy workdays, such as Earth Day, the final distribution of loaner tools cannot be made until about 3 weeks before the event when we have gathered everyone's requests. The rest of the year, requests are done on a first come/first served basis.

COMMON WORKDAY ITEMS

- Bin of 15 loppers
- Bin of 10 loppers & 10 bowsaws
- Bin of 20 Safety Glasses
- Bin of 10 pairs of kids gloves
- Bin of 10 hand pruners
- Bag of 30 pairs of leather gloves – approximately 10 medium, 10 large and 10 X large
- Bag of 20 trash pick-up sticks – for shoreline cleanup workdays

SPECIAL PROJECT ITEMS

- Seed buckets for seed dispersal
- Garmin eTrex 20 GPS – For GPS point identification for monitoring or counting fieldwork
- Field measuring tape – For transect counts
- Bag of 25 lime green safety vests – For increased visibility when working near roadways or trails
- Large Wire/Bolt Cutter – for clipping barbed wire, old fencing
- Post pounder – for sign installation

TREE, SHRUB PLANTING, MULCHING

- Digging shovel – for tree or shrub planting
- Flat nose shovel – for moving mulch or soil
- Drain spade – for digging narrow holes for planting
- Bin of 12 trowels- for native plugs
- Garden rake (wood shaft not metal) – for mulching
- Push broom – for cleaning bike paths or parking lots after mulching
- Wheelbarrow – 3-wheel or 4-wheel, for moving mulch or debris
- Pitchfork – for moving brush or mulch

- Small Wire cutter – small size, for cutting thinner wire, (like cutting baskets on tree root balls)
- Utility Knife – for cutting burlap off B & B tree root balls

EVENT ITEMS

- 10' x 10' Pop Up tent – for events
- 10' x 15' Pop Up tent with FPCC logo – for events
- 6' x 3' table – for events
- 4' x 2' table – for events
- Folding chairs with bracket feet that won't sink into ground
- Battery powered Sound System & Microphone – for Events
- 5 gal Igloo Jug
- 2 gal Igloo jug
- Feather Banners – Prairie, Wetland, Woodland
- Quad-pod (stand) for Volunteer for Nature Feather Banners

EQUIPMENT REPAIR LOANERS

- Chainsaw – to use while yours is being repaired or for large workdays
- Brushcutter – to use while yours is being repaired or for large workdays

In order to keep all the loaner items available to all Stewardship groups, the loaner items must be returned in a timely fashion. If you need an extension of the return time, call us so that we can make sure that the items aren't committed elsewhere. Also, let us know if any items were broken or lost during use so that we can replace them.

Repair Program

April 2020

ITEMS THAT CAN BE REPAIRED

Stewardship groups should learn how to sharpen loppers, change lopper blades, change bowsaw blades, and sharpen brushcutter blades. Chainsawyers should learn how to sharpen the chain and provide routine maintenance. Volunteers are also expected to do the normal cleaning and maintenance of the power tools as defined in the Stihl manuals provided with the equipment. Tool Doctor and Chainsaw Maintenance classes are held yearly to teach these skills. VR provides sharpening kits and replacement parts through our Supply program.

Tool Doctor volunteers are available to repair hand tools, water backpacks, and provide general power tool maintenance. Use the Repair Form to request service.

FPCC has a small engine shop that repairs power tools such as chainsaws, brushcutters and blowers. They also can repair larger tools such as wheelbarrows (like changing tires).

PROCESS

This is a multi-step process that generally takes about two – three weeks. Loaner equipment is available if needed via our Loaner Program.

- Site Steward e-mails Repair Form to volunteer.fpd@cookcountyil.gov that includes a description of the problem, the inventory number and where it will be dropped off
- Site Steward completes a Loaner Form if needed
- VR will notify the Site Steward when the repaired equipment is ready for pickup

REMOVE FROM SERVICE

The Shop makes the determination if a piece of equipment should be removed from service. Volunteer Resources will replace the equipment if available.

HEADER INFO

The header asks for the following information:

- SITE STEWARD – Your Name
- SITE – Name of site or region
- E-Mail – Your e-mail address. This is where the confirmation of delivery will be sent
- PHONE – Optional, but could be helpful if we need to ask a question about the order
- DELIVER TO – This is the drop-off location. See appendix for the choices of location as well as their hours of operation
- NEED BY – If you have a specific date (like a large workday), let us know. Otherwise, orders received by Tuesday morning will typically be delivered on Thursday or Friday

Herbicide Order Form – Additional information needed:

- APPLICATOR’S NAME
- PESTICIDE LICENSE NUMBER
- LICENSE EXPIRATION DATE

Loaner Form – Additional information needed:

- RETURN BY DATE – When you plan to return the items
- RETURN LOCATION – Where you plan to bring items back to (can be different than drop-off)

BODY

Quantity fields are the only places where you can enter information. Quantity fields are placed in front of the item. Text in italics indicates a general category of item. After the italicized entry choices (size or type) of specific items are given. EXAMPLE: *You can’t just order “chaps”. You need to order a specific length.*

i.e. *Chaps*
__32” __36” __40”

To ask a question or indicate something special about your request, include it in the online order form notes section or include in the e-mail when sending in the order.

FOOTER INFO

For VR use.

E-MAILING TO DISTRICT

All orders submitted by email should go to volunteer.fpd@cookcountyl.gov.

ONLINE ORDERING

Online ordering is available for the Supply Catalogue. VR will provide the link to the online form at the VR website [Resources and Forms page](#).