

**GALVESTON BAY AREA CHAPTER  
VOLUNTEER SERVICE PRE-APPROVAL REQUEST**

All volunteer service, unless executed through programs or projects pre-approved by the Chapter Board of Directors, must be submitted in writing to the Volunteer Service Director and receive approval before hours are accumulated. Programs and projects presented by Chapter sponsors and partners are automatically approved if they meet the criteria of the Galveston Bay Area Chapter.

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

E-Mail Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Program Title: \_\_\_\_\_

Training Location: \_\_\_\_\_

Program Date: \_\_\_\_\_

Organization Name & Phone #: \_\_\_\_\_

Instructor Name & Title: \_\_\_\_\_

Program Summary: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Send Pre-Approval Request To:  
Texas Cooperative Extension  
5115 Highway 3  
Dickinson, TX 77539-6831  
Attn: GBAC-TMN

Date of Request: \_\_\_\_\_

or e-mail: Volunteer Service Director

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Pre-Approved or Denied by:

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

Reason for Denial: \_\_\_\_\_

\_\_\_\_\_

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Volunteer/Advanced Training Chairperson's Notes