Considerations for Consolidating Chapter AT Opportunities

Some chapters, in order to reduce the number of opportunities in the system and possibly reduce confusion in reporting hours, might elect to consolidate advanced training opportunities. **What is meant by "consolidation of AT opportunities"?** *Consolidation of AT opportunities is the process of merging two or more separate opportunities of the same "opportunity type" (Advanced Training) into one for the sake of reducing the number of opportunities to choose from in the volunteer's drop-down list as they report hours.*

Care must be exercised in selecting opportunities to be combined into one. The State Program Office has developed the following guidelines for chapters to use when considering the consolidation of opportunities:

- An Advanced Training opportunity and a Service Project opportunity may NOT both be merged into the same opportunity as their "opportunity type" (service versus advanced training) are different.
- Consolidating Advanced Training Opportunities
    - Opportunities with the same "sponsoring organizations" may be merged if it otherwise makes sense to do so
    - For example, three AT opportunities sponsored by TPWD could be consolidated into one, but an AT opportunity by Texas Forest Service and one by TPWD could not be consolidated
    - When consolidating AT opportunities it is recommended that approved AT titles for the organization be listed (or updated) in the opportunity's description and details. Since, obviously, not all trainings with one or another organization are going to be applicable to a TMN member depending on the AT topic and/or even to some chapters depending on their location and ecoregion.
- Consolidating Service Projects – it is not acceptable to consolidate service opportunities where the titles, sponsor, reporting category, or the nature of the activity are different. The test (question to ask yourself): is everything about the events the same except the dates? If so, they may be considered as one opportunity.