



ICEC

IOWA CONSERVATION
EDUCATION COALITION

Guidelines for Promoting and Sharing External Resources and Opportunities

ICEC receives numerous requests to share resources, events, research opportunities, surveys, professional development, etc. from other organizations and individuals. The following guidelines are meant to help outline how those requests are handled.

Requests Timing

In order to best serve our members, ICEC sends out our E-Newsletter (Pathways to Education) the first week of April, August, and November. Any requests for inclusion in the E-Newsletter will be included in the next scheduled newsletter. The submission deadline is the 15th of the previous month. Except in very rare cases, ICEC does not send out “emergency” notices of any offerings, even for partner organizations.

General Guidelines

At the discretion of the project coordinator and / or ExCom members, all approved requests must be

- Aligned with ICEC’s overall mission and / or current projects
- Timely and relevant
- Requests are limited to professional development opportunities, research / survey requests, grant opportunities, or similar relevant conservation education resources. Only requests applicable in Iowa and provided in a not-for-profit manner will be considered.

Requests from Partner / Supporting Organizations

Approved requests will be:

- Included in “Partner Events” Calendar on website
- Included in E-Newsletter
- Shared / promoted on Facebook

Requests from Individual ICEC Members

Approved requests will be:

- Included in the E-Newsletter
- Shared / promoted on Facebook
- Included in “Other Events” Calendar on website

Requests from all other Individuals or Organizations

Approved requests will be:

- Included in E-newsletter