

East Goshen Township Deer Hunting Program Instructions – 2018-19 Season
September 15, 2018 – January 26, 2019

Schedules are due no later than noon (12:00 pm) on Thursday prior to the next week of hunting.
Email schedules to: [Lynn Werkheiser](mailto:LynnWerkheiser@eastgoshen.org), [Chas Linder](mailto:ChasLinder@eastgoshen.org), & [Mark Gordon](mailto:MarkGordon@eastgoshen.org) ([lwerkheiser@eastgoshen.org](mailto:LynnWerkheiser@eastgoshen.org),
clinder@eastgoshen.org, mgordon@eastgoshen.org)

Schedule Due Dates:

<u>Day, Date</u>	<u>Notes:</u>
<u>Thursday, September 6</u>	<u>For 1 day only, Sat. 9/15</u>
Thursday, September 13	For week starting Mon. 9/17
Thursday, September 20	For week starting Mon. 9/24
Thursday, September 27	For week starting Mon. 10/1
Thursday, October 4	For week starting Mon. 10/8
Thursday, October 11	For week starting Mon. 10/15
Thursday, October 18	For week starting Mon. 10/22
Thursday, October 25	For week starting Mon. 10/29
Thursday, November 1	For week starting Mon. 11/5
Thursday, November 8	For week starting Mon. 11/12
<u>Monday, November 12</u>	<u>Township closed - Veterans Day</u>
Thursday, November 15	For week starting Mon. 11/19
<u>Wednesday, November 21</u>	For week starting Mon. 11/26



Reminder: NO HUNTING Thursday 11/22 & Friday 11/23.
Township closed Thursday 11/22 & Friday 11/23 for Thanksgiving Holiday.

Thursday, November 29 For week starting Mon. 12/3 – Last schedule prior to break

NO HUNTING IN PA & TOWNSHIP FOR HOLIDAY PERIOD: MONDAY 12/10/18 – FRIDAY 12/28/18

Thursday, December 20	For 1 day only, Sat. 12/29
Thursday, December 27	For week starting Mon. 12/31
<u>Tuesday, January 1, 2019</u>	<u>Township closed - New Year's Holiday</u>
Thursday, January 3	For week starting Mon. 1/7
Thursday, January 10	For week starting Mon. 1/14
<u>Monday, January 14</u>	<u>Township closed - Martin Luther King Jr. Holiday</u>
Thursday, January 17	For week starting Mon 1/21 - Last schedule for 2018-19 season

ADD or CANCEL Hunting Procedure

All change requests to **add or cancel** hunting must be **received by** the township prior to noon the day before the scheduled hunting. **No changes to hunting schedules will be accepted on days when the township is closed.**

Email changes to: [Lynn Werkheiser](mailto:LynnWerkheiser@eastgoshen.org), [Chas Linder](mailto:ChasLinder@eastgoshen.org), & [Mark Gordon](mailto:MarkGordon@eastgoshen.org)

Please use the example below:

Information Needed:

Hunting Area: Bowtree/Clocktower, Mill Creek/Grand Oak, Supplee, or Wentworth
Day & Date: Saturday, September 15, 2018
Action: **Add** hunting or **Cancel** hunting
Zone(s): A, B, C, D, E, F, G
Time(s): AM, MID, PM
Description: Please give some details if needed to clarify the change (not required, but helpful).

If you have any questions, please feel free to contact the township.

HARVEST REPORTS

Complete Harvest Reports are to be emailed to the township within one business day of the harvest per Section 6 of the Deer Program. Please send to [Lynn Werkheiser](mailto:lynn.werkheiser@eastgoshen.org), [Chas Linder](mailto:chas.linder@eastgoshen.org), & [Mark Gordon](mailto:mark.gordon@eastgoshen.org)

The Actual vs. Plan workbook consists of 3 tabs:

1. Summary – The schedule that will be published on the township’s website!

All you need to do on this sheet is enter the date of the Monday for the week you are reporting on row 4. This will automatically update the spreadsheet’s dates.

2. Plan – Your intended schedule for the week beginning on the date you entered on the Summary tab.

For each zone on each day, what timeframe do you intend to hunt, if at all? Click the cell in column D or E and choose from a menu of Sunrise – 10:00am, 10:00am – 2:00pm, 2:00pm – Sunset, and Custom. You can choose two timeframes for each zone for each day. Each timeframe selection (except “Custom”) automatically updates the beginning and ending times automatically in columns F through I. These are the only times during which you may hunt in this zone for this day.

The “Custom” timeframe is your free-form data entry schedule. A beginning and ending cell for that zone will turn white and you can enter your beginning and ending times there. You will be permanently overwriting the formula in this cell when you do so. You may want to always start with a fresh copy of the template if you are using this feature, versus copying the prior week’s spreadsheet and modifying it.

Your plan is due to the township no later than 12:00pm the **Thursday** before the Monday’s plan you are reporting except as noted on the due date schedule. Email delivery is preferred.

Notice on the Summary tab that your schedule is summarized as “AM” (sunrise – 10:00am), “MID” (10:00am – 2:00pm), and PM (2:00pm – sunset). There is also a calculation of the percent of the available schedule that you intend to use. We add this to give our residents perspective on how much of the available schedule is planned for use.

3. Actual – Your actual hunting schedule for the week beginning on the date you entered on the Summary tab.

The data entry instructions are the same for the actual tab as for the plan, except for two additional columns. Use columns J and K to record the names of the hunters who were in the zone on that day. “B. Smith, M. Jones” is fine if there were 2 hunters in the zone.

To ease data entry, you can highlight and copy your plan for the week and paste it into the same columns on the actual tab, then edit for any changes.

Use the same file you used for the plan submission for your actual submission. This will add your actual schedule to the plan schedule on the Summary tab in one view. Notice that on the Summary tab, in addition to adding a view of the schedule just as was done for the plan, we also calculate the actual open space utilization, number of hours hunted, and the accuracy of the original schedule. Again, this is for perspective – we’ve heard a small number of residents tell us they don’t believe the schedules or think the open spaces are utilized continuously. We intend to show clearly the actual utilization that is occurring.

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