



NATIONAL CAMP
ACCREDITATION PROGRAM



Camp Facilities Evaluation Tool



BOY SCOUTS
OF AMERICA®

National Council

CAMP FACILITIES EVALUATION TOOL

Councils will use this tool in their precamp evaluation as part of the National Camp Accreditation Program.

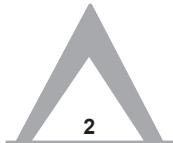
This Camp Facilities Evaluation Tool will provide the camp assessment team the means to objectively “grade” camp facilities, considering our desired brand and image. Note that this is one of many tools, and as such, carries no particular imperative other than continuous improvement within the broader context of a healthy camping program.

By utilizing this tool and focusing on employing the processes set forth in the National Camp Accreditation Program, the statement the council makes through its camp property will improve. As a result, the BSA brand will continue to strengthen.

The council and assessment team should focus on the individual camp facilities and the steps needed to bring them up to or maintain them at an acceptable level of appearance rather than the overall score of the camp in its entirety. For our initial purposes, a rating of “C” is acceptable; higher scores will factor into the Silver and Gold Recognition program, which will begin in 2014.

The scoring system of this tool takes into account image, conditions, maintenance, appearance, and “brand management.” These factors, along with staff and program, influence what the camp user will remember and “sell” to other potential customers. A high level of maintenance and clear messaging all add to the creation of a positive image. The best mindset is to ask yourself if you would allow your children, family, or grandkids to use the facilities.

This Camp Facilities Evaluation Tool is a combination of a grade (A, B, C, D, or F) and a weight. Multiply the grade by the weight to derive a score for each facility, program area, campsites, and all improvements made upon the land. The average of all scores determines the total camp score. Please do not use a plus (+) or minus (–) when rating individual facilities. You can use a plus or minus to capture the overall camp score based on the numerical average. For example, a camp average of 4.45 would be a “B+”; an average of 4.75 would be an “A-”, etc.



INSTRUCTIONS

On your document, list the facility, structure, amenity, or program area of the camp property being evaluated. Take multiple pictures for later reference. Facilities need to be evaluated up close. They all look pretty good until you examine closely the roof/rooflines, windows, bathrooms, kitchens, walls, sills, and even the corners. It is recommended that all exterior walls and interior spaces be photographed, in addition to any food preparation areas and sanitary facilities. Grade the facility according to the definitions found at the end of this document.

On your document, index the pictures to the facility and provide one numeric and letter score for the facility, unless otherwise instructed. The dining hall kitchen and seating areas are to be scored separately. Campsites are to be aggregated and averaged where practical. Group all tent campsites together and provide an aggregate score. Group all adirondack or cabin campsites (if present) together and provide a separate aggregate score. Use this rule to avoid scoring all of the campsites separately, thus providing too much weight. Be guided by camp standards for campsites in order to assure that they have the required features. A campsite is defined as all of the structures that comprise it.

EXAMPLE

Picture No.	Facility	Rating	Score
1	Administration building	B	4
2			
3			
4			
5			



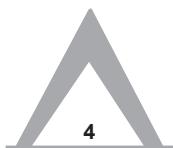
WEIGHT

Assign weights to the facilities according to the table found at the end of this document. We use this to demonstrate that in the overall view of a healthy camp, clean and functional housing, for example, is more important to the mission than the appearance of the ranger's yard. You may adjust the weight based on the visibility of the facility. For example, the ranger's workshop should be rated low, unless it is the first thing a visitor sees upon entry to the property. Similarly, the parking lot is weighted fairly high—because of first impressions/initial exposure—unless it is a seldom-used remote parking area.

EXAMPLE

Picture No.	Facility	Rating	Score	Weight (Importance)	Weighted Value
1	Administration building	B	4	4	16
2					
3					
4					
5					

Multiply the weight by the score to produce a weighted value.



COMPLETING YOUR EVALUATION

Repeat this process for every facility in camp to be evaluated.

Total the weighted values and weights columns. Divide the total weighted values by the total weights to derive a weighted average.

EXAMPLE

Picture No.	Facility	Rating	Score	Weight (Importance)	Weighted Value			
1	Administration building	B	4	4	16			
2								
3								
4								
5								
6	First aid	C	3	5	15			
7								
8								
9								
10	Shotgun range	B	4	4	16			
11								
12								
13								
14	Chapel	D	2	3	6			
15								
Total				16	53			
Weighted average (53/16=3.3)				3.3	C+			



SCORE RANGES

Grade	Score Range	
A	5.0	5.0
A-	4.5	4.9
B+	4.1	4.4
B	4.0	4.0
B-	3.5	3.9
C+	3.1	3.4
C	3.0	3.0
C-	2.5	2.9
D+	2.1	2.4
D	2.0	2.0
D-	1.5	1.9
F+	1.1	1.4
F	1.0	1.0

Note: A plus or minus is used for overall grading only; all other instances get a letter grade only.

With the weighted average determined, use the score range chart to determine the overall grade of the entire camp. This grade can be reflected with a plus or minus as you'll probably not have a whole number, given it will be an average.

Keep in mind that the overall score is not nearly as important as the scores and remedies for the individual facilities.

Remedies, comments, and costs can be added to your document to complete the process.



GRADING SCALE

“A” EXCELLENT—VALUE OF 5

- There is a positive brand reflection, or it “speaks well” of the BSA brand; great brand reflection.
- One would be proud to say the property is part of the BSA system.
- The facility is in excellent condition inside and out, and fully functional.
- It’s very clean—from washed and polished floors and windows to clean countertops and appliances.
- The facility contains highly desirable or best qualities.
- It’s a place you would be proud to have your family visit.
- Minor maintenance is acceptable.
- It does not need interior or exterior painting within the next 24 months.

“B” GOOD—VALUE OF 4

- There is a positive brand reflection, or it “speaks well” of the BSA brand; good brand reflection.
- One would be proud to say the property is part of the BSA system.
- The facility in excellent condition inside and out, functional.
- It’s clean and swept—may be in between annual cleaning events.
- There is some wear, but work has not been deferred for years.
- It contains a desirable or good quality.
- There is evidence that routine maintenance takes place, and work may be scheduled but not completed.
- It does not need interior or exterior painting within the next 12 months.

“C” ACCEPTABLE—VALUE OF 3

- Neutral brand reflection exists. The brand reflection does not help the BSA, but it doesn’t overly hurt BSA.
- One would acknowledge that the facility is part of the BSA system.
- Wear and tear is noticeable and some deferred maintenance is evident.
- Some functionality is lost, but overall it’s essentially functional.
- It’s clean and swept. It has been fully cleaned within the past year.
- It needs interior or exterior painting within the next 12 months.



“D” FAIR—VALUE OF 2

- There is a negative brand reflection, or it “does not speak well” of the BSA brand.
- One would not be proud to say the property is part of the BSA system.
- The facility is functionally limited in its ability to deliver its use.
- The facility is not clean. There are dirty conditions and unpleasant odors.
- Work/action needs to be scheduled within the next six months.
- There is strong evidence of deferred maintenance.
- The facility has not been thoroughly cleaned in years.
- You would be concerned about family members using the facility.
- Wear and tear is noticeable and is beginning to influence the use of the facility.
- Damage exists from a lack of interior or exterior painting.

“F” POOR—VALUE OF 1

- There is a negative brand reflection, or it “speaks poorly” of the BSA brand.
- The facility is in conflict with BSA values as they relate to doing your best, cleanliness, and stewardship.
- The facility is functionally limited in its ability to deliver its use.
- Unclean, filthy conditions exist. There are foul or obnoxious odors, rot and/or mold.
- Work/action needs to be scheduled before its next use.
- There is strong evidence of deferred maintenance, resulting in building or system failure.
- It has not been thoroughly cleaned in years.
- You would not wish for family members to use the facility.
- Major damage exists because of a lack of interior or exterior painting.
- The facility is not safe or has life safety issues.
- It's not been maintained or repaired recently, or has been very poorly maintained.



ADDING WEIGHT TO FACILITY TYPES

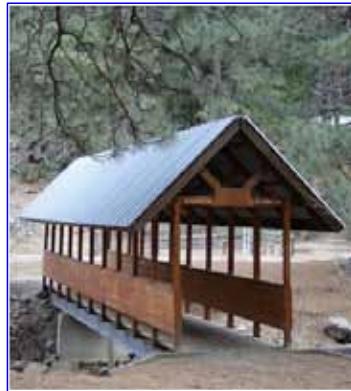
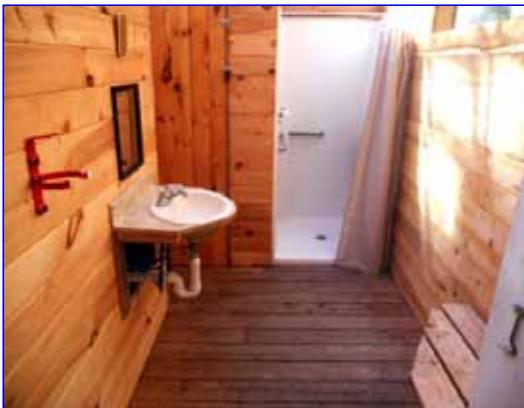
Weight	Definition
5	Highest value category, or highest weight These facilities provide the greatest impact for users, camp operations, and brand reflection. Examples include dining halls and shower/restroom facilities.
4/3/2	Mid-value category These facilities provide important support for the operation and quality programs delivery for the camp. Examples include a council ring, primary roads, trails, pavilions, and the ranger's residence.
1	Low-value weight These facilities, while important, are not critical for the overall success and sustainability of the camp. Examples include utility structures, maintenance yard, warehouse area, and secondary roads.

Facility	Weight (Importance)	Facility	Weight (Importance)
Administration building	4	Program areas (all or any)	4
Amphitheater	3	Parking	3
Assembly area	1	Ranger house	1
Branding/signs	4	Roads and trails	2
Campsites	5	Setting/location	3
Camper cabins	5	Camper shower/latrine	5
Camp master residence	2	Interior roads	3
Chapel	3	Staff shower/latrine	3
Commissary	4	Staff housing	3
Cook's quarters	1	Staff amenities	3
Quartermaster	4	Signage (interior)	4
Leaders' lounge	3	Trading post	4
Camp master building	2	Trails	4
Museum	4	Warehouse/ maintenance	1
Dining hall kitchen	4		
Dining hall seating	5	High importance	5
Entry gateway and sign	5	Medium importance	4,3,2
First Aid	4	Low importance	1



Letter Grade Examples and Explanations

A Level Facilities



Durable, cleanable materials helps to keep this facility at an "A" level. You will note that there is no electricity at this camp in Maine.



Vault latrines can be rated "A" if they are clean, well lit and don't smell.



The key to high ratings for restrooms lie in cleanliness, light and the absence of mold.

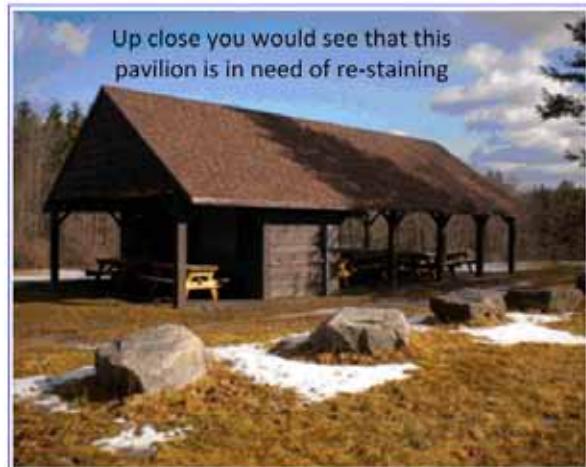
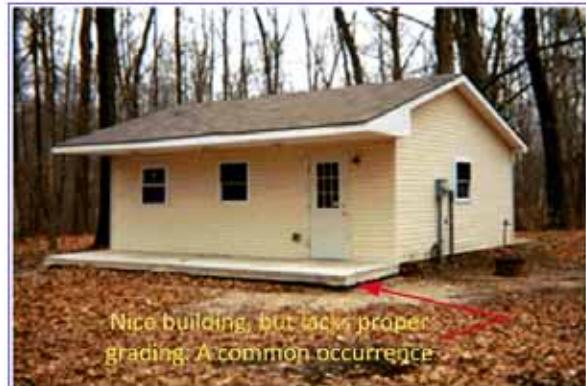
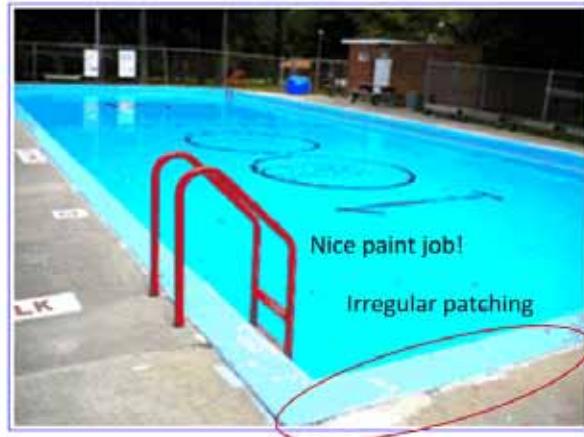


A good color scheme with complementary trim not only improves the appearance, but protects the asset.

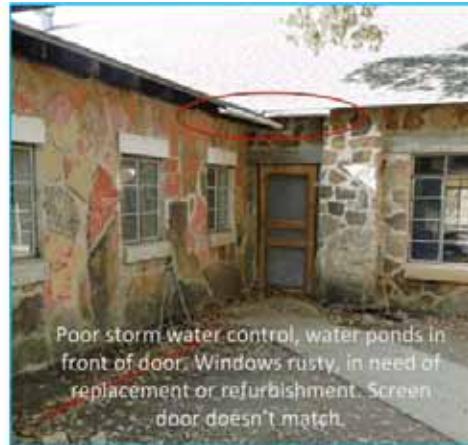
B Level Facilities



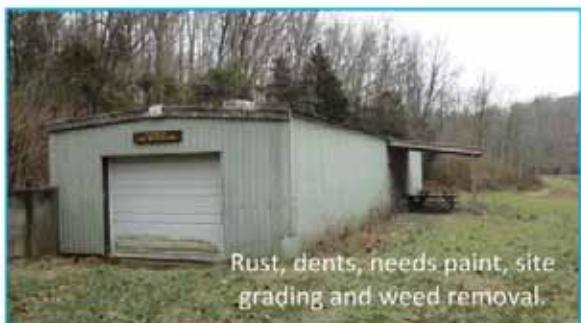
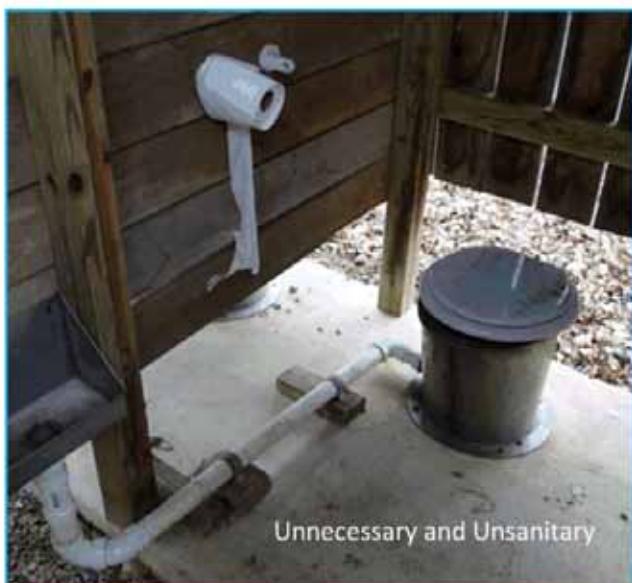
C Level Facilities



D Level Facilities



Projects that go unfinished for extended periods of time really speak poorly of our competence



D Level Facilities, Continued



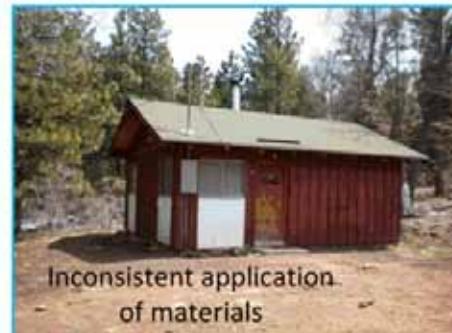
Poor Signage, doors don't hang properly, not a good welcome to this dining hall, the "heart of camp"



This should have been a "teaching moment" for a scout.
The door removed and replaced



Reflects years of neglect, not just 1 or 2 seasons.



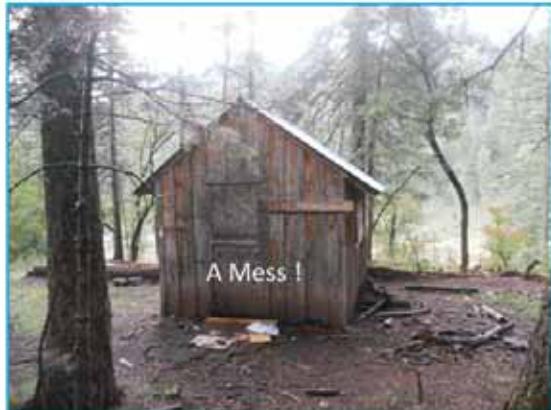
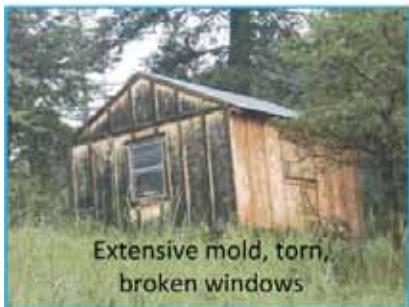
Inconsistent application of materials



How we treat our staff and the standards we hold them to are projected on to the scouts.



F Level Facilities



F Level Facilities Continued



What is the message that we are sending by allowing this to exist?

