



Distinguished Conservation Service Award Project Plan Evaluation

APPLICANT INFORMATION

Name of Applicant: _____

Council: _____ District: _____

Conservation Adviser: _____

Conservation Organization Affiliation: _____

Distinguished Conservation Service Award Adviser: _____

Reviewers of the Distinguished Conservation Service Award Project Plan should come to a determination that the Applicant has an excellent working knowledge of the project process through thorough communication of the ideas below. Single sentence responses in the workbook are likely not adequate to completely communicate necessary understanding of the necessary elements to complete a Distinguished Conservation Service Award project.

	Requirement	Satisfactory	Needs Improvement	Not Documented
a.	Project has been completely defined including geographic area of project, project process description and goal to accomplish. (There should be a 'the goal of the project is...' statement with measurable criterion...SMART)		<i>Cite Example</i>	
b.	Area of Conservation has been identified and how proposed project will specifically improve the local ecosystem or environment in general.		<i>Cite Example</i>	
c.	Local environment and ecosystem including predominant weather/precipitation, soil and vegetation types have been defined.		<i>Cite Example</i>	
d.	List of inventories and surveys which relate to the proposed project.		<i>Cite Example</i>	
e.	Explanation of the beneficiary land manager's goals for the project area, micro-environment or ecosystem.		<i>Cite Example</i>	
f.	List of alternatives to project plan and explanation of why they were excluded.		<i>Cite Example</i>	
g.	Presentation of proposed schedule/timeline.		<i>Cite Example</i>	





h.	Presentation of basic anticipated budget.		<i>Cite Example</i>	
i.	Graphical and/or photographic representation of current condition, prior to project, including overall project area and environmental location in relation to other features such as homes, water courses, mountains, etc. is included.		<i>Cite Example</i>	
j.	Project specific map and/or diagram illustrating project plan is present.		<i>Cite Example</i>	
k.	Specific explanation of how leadership will be demonstrated is provided.		<i>Cite Example</i>	
l.	Rough estimation of materials, tools and supplies to be required is included.		<i>Cite Example</i>	
m.	List of contacted entities for necessary permits and/or permission, or reasoning behind no contact with entities.		<i>Cite Example</i>	
n.	Basic Fundraising outline is completed based upon materials, tools & supply list.		<i>Cite Example</i>	
o.	Media coverage plan is present.		<i>Cite Example</i>	
p.	Presence of planned educational component(s) requiring personal engagement and volunteers.		<i>Cite Example</i>	
q.	Definition of and solution to any potential safety issues.		<i>Cite Example</i>	
r.	Emergency action outline is present.		<i>Cite Example</i>	
s.	Thoughts on potential project contingency has been presented.		<i>Cite Example</i>	
t.	Post project sustainability and/or monitoring outline exists.		<i>Cite Example</i>	

Review / Approval according to Council Conservation Committee policies and procedures.

