



Distinguished Conservation Service Award Project Proposal Evaluation

APPLICANT INFORMATION

Name of Applicant: _____

Address: _____

Age: _____ Date of Birth _____

Scout: _____ Venturer: _____ Sea Scout: _____

Rank: _____ Date First Class: _____

Council: _____ District: _____

Conservation Adviser: _____

Conservation Organization Affiliation: _____

Distinguished Conservation Service Award Adviser: _____

PART ONE: Proposal Evaluation for:

Project One ____ Project Category: _____

Natural Resource Conservation Issue: _____

Project Two: ____ Project Category: _____

Natural Resource Conservation Issue: _____

1. **Contact Information:** Complete: Yes ____ No ____ Missing _____

2. **Note:** The project proposal is the “charter” for the project. It is intended to provide a basis for further development in the Project Planning Section. The following paragraphs correspond to the project workbook proposal section, so note that “you” refers to the Scout/Venturer/Sea Scout.





3. Area Description and Issues

| | Requirement | Satisfactory | Needs Improvement | Not Documented |
|----|--|--------------|---------------------|----------------|
| a. | Has the applicant described how the idea for this project came about? | | <i>Cite Example</i> | |
| b. | Is there a description of the project area? | | <i>Cite Example</i> | |
| c. | Is there a discussion of the various issues with the project area where you are going to do this project? Is there a discussion of added issues – beyond those of the project? | | <i>Cite Example</i> | |
| d. | Is the conservation issue that this project is designed to address identified? | | <i>Cite Example</i> | |
| e. | Are the concerns for this area identified and discussed to a level that demonstrates comprehension? | | <i>Cite Example</i> | |
| f. | Is a list of opportunities for improving the use or function of the area beyond addressing the conservation issue discussed? | | <i>Cite Example</i> | |

4. Current Condition or Situation

| | Requirement | Satisfactory | Needs Improvement | Not Documented |
|----|--|--------------|---------------------|----------------|
| a. | Is there an adequate description of the existing condition of the area? | | <i>Cite Example</i> | |
| b. | Are there inventories/surveys of the area? | | <i>Cite Example</i> | |
| c. | Are the dates for when the inventories/surveys were accomplished? | | <i>Cite Example</i> | |
| d. | Does the discussion provided for the inventories/surveys address the conservation issue? | | <i>Cite Example</i> | |
| e. | Do the inventories/surveys show a trend over time in relationship to the conservation issue? | | <i>Cite Example</i> | |
| f. | Is there a discussion/summary of information about this area and/or the conservation issue? (to include what was found in existing literature or on the internet). | | <i>Cite Example</i> | |





5. Project Alternatives

| | Requirement | Satisfactory | Needs Improvement | Not Documented |
|----|---|--------------|---------------------|----------------|
| a. | Is there a list or a discussion of the several alternatives to the project that could be done to address the conservation issue? | | <i>Cite Example</i> | |
| b. | For each alternative, is there a short list of pros and cons? And for each alternative, is there an estimate of the required resources? | | <i>Cite Example</i> | |
| c. | Is the “do nothing” alternative identified, and an explanation of what happens if nothing is done? | | <i>Cite Example</i> | |
| d. | Is there evidence that the applicant has discussed the alternative with the land manager and the conservation adviser? | | <i>Cite Example</i> | |
| e. | Is the selected alternative identified? | | <i>Cite Example</i> | |

6. Proposed Project Description and Benefits

| | Requirement | Satisfactory | Needs Improvement | Not Documented |
|----|---|--------------|---------------------|----------------|
| a. | For the selected project alternative, is there a discussion of the benefits it is expected to generate? | | <i>Cite Example</i> | |
| b. | Is there a clear discussion on how this project relates to the larger landscape or environment? Is there a discussion on any relationship this project has to any other project that others have or will carry out? | | <i>Cite Example</i> | |
| c. | Is there a discussion on how the project will address the identified conservation issue? | | <i>Cite Example</i> | |
| d. | Are there attached sketches or “before” photographs to visualize the project? Is there adequate discussion provided to understand the meaning/intent of the sketches and photographs? | | <i>Cite Example</i> | |
| e. | Is the project start date identified? | | <i>Cite Example</i> | |
| f. | Is there an estimate of when the project will be completed? <i>Note, this may be two dates – end of field work, and end of assessment and completion of the final report.</i> | | <i>Cite Example</i> | |





7. Providing Leadership

| | Requirement | Satisfactory | Needs Improvement | Not Documented |
|----|---|--------------|---------------------|----------------|
| a. | What will your role be, and how will you provide leadership? | | <i>Cite Example</i> | |
| b. | How do you plan to reach out to the community and groups outside Scouting? | | <i>Cite Example</i> | |
| c. | Is there a plan to sustain the project results into the foreseeable future? | | <i>Cite Example</i> | |

8. Logistics Support

| | Requirement | Satisfactory | Needs Improvement | Not Documented |
|----|--|--------------|---------------------|----------------|
| a. | People | | | |
| | Is there an assessment of how many people will be needed to help? | | <i>Cite Example</i> | |
| | Is there a discussion on how the applicant will you recruit them? | | <i>Cite Example</i> | |
| b. | Materials | | | |
| | Is there a list of the types of materials (if any)? | | <i>Cite Example</i> | |
| | Does the list provide a reasonable idea of what is needed? | | <i>Cite Example</i> | |
| c. | Supplies | | | |
| | Is there a list of the kinds of supplies? | | <i>Cite Example</i> | |
| | Does the list provide a reasonable idea of what is needed? | | <i>Cite Example</i> | |
| d. | Tools | | | |
| | What tools or equipment, if any, will you need? | | <i>Cite Example</i> | |
| | Include tools and equipment that will be borrowed, rented, or purchased. | | <i>Cite Example</i> | |
| | Does the list provide a reasonable idea of what is needed? | | <i>Cite Example</i> | |
| e. | Other Needs | | | |
| | How will you handle transportation of materials, supplies, tools, and helpers? | | <i>Cite Example</i> | |
| | What other kinds of expenses do you think you might incur? | | <i>Cite Example</i> | |
| | Include items that don't fit the above categories. | | <i>Cite Example</i> | |
| | Is there anything missing – that could be shown now? | | <i>Cite Example</i> | |





| f. Permits and Permissions | | | | |
|----------------------------|---|--|---------------------|--|
| | Is there a discussion, and identification, of any required permissions or permits? | | <i>Cite Example</i> | |
| | If permissions or permits are required, is there a discussion on who will obtain them? And how long will it take to obtain them? | | <i>Cite Example</i> | |
| | Is there recognition that the benefiting organization is required to obtain and pay for permits if they are required? | | <i>Cite Example</i> | |
| | If permissions or permits are required, is there recognition that the landowners are allowing applicant to work as a sub-permittee under their permits? | | <i>Cite Example</i> | |

9. Preliminary Cost Estimate

| | Requirement | Satisfactory | Needs Improvement | Not Documented |
|----|---|--------------|---------------------|----------------|
| a. | Are the estimated expenses listed? | | <i>Cite Example</i> | |
| b. | Is fundraising required? | | <i>Cite Example</i> | |
| c. | If fundraising is required, is the method Identified? Does the discussion include the intended location/venues? | | <i>Cite Example</i> | |
| d. | Is Council fundraising approval required? | | <i>Cite Example</i> | |
| e. | Are the workbook identified components addressed? | | | |
| | Materials | | <i>Cite Example</i> | |
| | Supplies | | <i>Cite Example</i> | |
| | Tools | | <i>Cite Example</i> | |
| | Other | | <i>Cite Example</i> | |





10. Project Phases

| | Requirement | Satisfactory | Needs Improvement | Not Documented |
|----|--|--------------|---------------------|----------------|
| a. | Are project phases identified, such as completing the final plan, fundraising, preparation, execution, and reporting? | | <i>Cite Example</i> | |
| b. | Is sufficient detail provided for each phase to guide its future development in the Project Planning section? | | <i>Cite Example</i> | |
| c. | Is a chart included that explains the phases, including timing? Is the narrative sufficient to help guide the development of the Project Planning section? | | <i>Cite Example</i> | |

11. Safety Issues

| | Requirement | Satisfactory | Needs Improvement | Not Documented |
|----|--|--------------|---------------------|----------------|
| a. | Describe the hazards and safety concerns you and your helpers should be aware of, and what protective measures for each hazard or safety concern identified will be taken to prevent injury | | <i>Cite Example</i> | |
| b. | Will you need to complete the Activity Planning and Risk Assessment at https://www.scouting.org/health-and-safety/gss/gss07/ ? | | <i>Cite Example</i> | |
| c. | Are there Council specific requirements? | | <i>Cite Example</i> | |
| d. | Is there evidence the BSA Safety documents were utilized? | | | |
| | Guide to Safe Scouting (No. 34416) | | <i>Cite Example</i> | |
| | Age-Appropriate Guidelines for Scouting Activities (No. 680-685) | | <i>Cite Example</i> | |
| | Safety PAUSE (No. 680-046). | | <i>Cite Example</i> | |

12. Project Proposal Approval

| | | Yes | No |
|----|---|-----|----|
| a. | Project Conservation Adviser's Review | | |
| b. | Benefitting Organization's Review | | |
| c. | BSA Distinguished Conservation Service Award Adviser's Review | | |





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Council Conservation Committee Action

Council Conservation Committee Reviewers

| Name | Signature |
|------|-----------|
| | |
| | |
| | |

Approved: Yes _____ Date _____

Council Conservation Committee Chair (or designee): (signature) _____

OR

Returned with Comments: Yes _____ Date _____

Council Conservation Committee Chair (or designee): (signature) _____

Comments Provided to the Scout/Venturer/Sea Scout – Date: _____

List of Comments (expand as necessary):

| Project Proposal Section | Comment |
|---|---------|
| Area Description and Issues | |
| Current Condition or Situation | |
| Project Alternatives | |
| Proposed Project Description and Benefits | |
| Providing Leadership | |
| Logistics Support | |
| Preliminary Cost Estimate | |
| Project Phases | |
| Safety Issues | |

