



NATIONAL CAMP  
ACCREDITATION PROGRAM

# Council Application for Authorization to Operate

Council Name: \_\_\_\_\_

Council No.: \_\_\_\_\_

NST # \_\_\_\_\_

A. **Identification.** Identify all Council owned/leased, and council operated camp properties used for BSA camping/program purposes.

CAMP PROPERTIES AND ADDRESSES								
	Long-term Cub Scout	Long-term Scouts BSA	Long-term Venturing and/or Sea Scouts	COPE/Climbing	Short-term Camps	Day Camp	Unit Camping	Non-Scout Rentals
Name:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Address								
Name:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Address								
Name:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Address								
Name:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Address								
Name:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Address								
<b>List programs not associated with a council owned/leased property:</b>								
a.								
b.								

(If more space is needed, please add additional sheets)



BOY SCOUTS OF AMERICA®

- B. **Council Sustainability Data.** For each council, complete the Council Sustainability Data Sheet. This document will provide a four-year history of your council's membership and financial data.
- C. **Camp Property Sustainability Data.** For each long-term camp program and/or camp property the council wants authorized, fill out a Camp Property Sustainability Data Sheet. This form will give a historic overview of a specific camp property and how it has performed for the four previous years. If numerous programs occur at this property, include them in the data.
- D. **Camp Facilities Evaluation Tool.** For each camp property, complete the Camp Facilities Evaluation Tool(CFET). Include photos of the buildings, both inside and out, and all information in a form that best fits the needs of the council.
- E. **Camp Strategic Improvement Plan (4 to 7 years).** For each long-term camp the council wants authorized, complete this structured approach of reviewing the areas of strength and areas for improvement, for facilities and long-term camp programs, and build a long-term plan of improvement. The council should plan to continuously revisit, evaluate, and revise the plan.
- F. **NCAP Council Sustainability Commitment Form.** For council, complete the Council Sustainability Commitment Form that identifies the council's commitments to financial, property and program sustainability.

G. WHAT TO TURN IN	WHAT IS NEEDED
<input type="checkbox"/> Council Sustainability Data Sheet	1 for the council
<input type="checkbox"/> Camp Property Sustainability Data Sheet	1 for each long-term camp program and/or camp property that the council wants authorized.
<input type="checkbox"/> Camp Facilities Evaluation Tool	1 for every camp property you want authorized
<input type="checkbox"/> Camp Strategic Improvement Plan	1 for each long-term camp that the council wants authorized.
<input type="checkbox"/> Annual Camp Improvement Program assessments against prior year's goals and the results achieved for the last four years.	1 set for each long-term camp that the council wants authorized. These should be available from prior year Declaration of Readiness reports.
<input type="checkbox"/> Council Sustainability Commitment Form	1 for the council.

**This application sets forth the council's plan for operating a high-quality, safe, and inspiring camp program and for demonstrating compliance with BSA national camp standards and will form the basis of the Authorization to Operate and the level of accreditation issued for the camp(s).**

**ALL PARTS of this application must be submitted in a timely manner. All information should be submitted electronically to [NCAP@scouting.org](mailto:NCAP@scouting.org). Please see the accompanying instructions on the website for additional clarification.**

We certify that this application and forms listed in G were provided to the council's executive board or executive committee, which reviewed the information and authorized this application and the commitments proposed therein, which shall be binding upon the council.

Date of executive board or executive committee action: \_\_\_\_\_

Signature of council NCAP Chair: \_\_\_\_\_

Typed name of the NCAP Chair: \_\_\_\_\_

Email address of NCAP chair: \_\_\_\_\_

Signature of council President: \_\_\_\_\_

Typed name of the President: \_\_\_\_\_

Email address of President: \_\_\_\_\_

Signature of Scout Executive: \_\_\_\_\_

Typed name of the Scout Executive: \_\_\_\_\_

Email address of Scout Executive: \_\_\_\_\_

Date of submission of application: \_\_\_\_\_