

Maine Department of Inland Fisheries and Wildlife  
284 State Street  
Augusta, Maine 04333

**Application for residential/day conservation camp**

Name of camp facility: \_\_\_\_\_

Day camp or residential camp:  - Day  - Residential

Location of camp: \_\_\_\_\_

Owner: \_\_\_\_\_

Director/Manager: \_\_\_\_\_

Mailing street address: \_\_\_\_\_

City, state, zip: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone number: \_\_\_\_\_ (      ) \_\_\_\_\_

This application applies to any summer camp, day camp, residential camp, or any other conservation education organization seeking funding from the Moose Permit Auction Fund. Applicants must have the ability and documented experience to provide the Department approved curriculum detailed below.

According to Guidelines and Procedures of the Moose Auction Funding Policy:

- A. Full scholarship (defined as a maximum distribution of \$400.00 per camper for one week of basic conservation camp) funding will be provided for Basic Conservation Camp. Any summer camp, nonprofit, for profit, or other conservation education organization seeking funding must demonstrate the ability and documented experience to provide the following Basic Conservation Camp curriculum through either a residential or day camp experience for Maine resident boys and girls ages 8-17. The full scholarship amount will be reviewed annually by the Department.
1. The full slate of 12 required Basic Conservation Camp topics must be organized into a Department approved block schedule that fits into the Sunday evening through Friday morning residential or Monday through Friday day camp schedule. The Department must review and approve curriculum developed by the camps covering all required topics.
  2. The Basic Conservation Camp schedule will include instruction in the following topics:
    - a. Hunter/range safety / 22 cal. rifle shooting/bow hunting in compliance with hunter safety education standards and certification;
    - b. Map and compass/orienteering
    - c. Outdoor survival
    - d. General Archery
    - e. Forest ecology and tree identification
    - f. Fishing instruction and fish biology

- g. Wildlife management, endangered species, and wildlife identification
  - h. Habitat differentiation and investigations
  - i. Sportsman's ethics/landowner relations
  - j. Introduction to trapping
  - k. Hiking
  - l. Low impact outdoor recreation principles (Leave No Trace)
3. Other natural science, wildlife, fisheries, recreational safety, and/or conservation topics, activities and games should be included in the proposed Basic Conservation Camp block schedule if all topics listed above have been covered and there is additional time during the week.
- B. Partial scholarship (defined as a maximum distribution of \$300.00 per camper for one week other than Basic Conservation Camp) funding for boating safety certification; and/or ATV safety certification, and/or snowmobile safety certification may be provided if offered during camp weeks other than Basic Conservation Camp. The partial scholarship amount will be reviewed annually by the Department
- 1. These other camp weeks shall provide a block schedule, reviewed and approved by MDIFW, which also includes instruction in the following topics:
    - a. Outdoor survival
    - b. Fishing instruction and fish biology
    - c. Wildlife management, endangered species, and wildlife identification
    - d. Sportsman's ethics/landowner relations
- C. The full cost per camper for a week of residential or day camp must be specified in the applicant's request for funding.
- D. Other required information, documentation, and services that must be provided in conjunction with the topics, curriculum, and schedule include the following:
- 1. Proof of a current license and documentation of compliance with all rules relating to Youth Camps, Primitive and Trip Camping (10-144 CMR 208) as administered by the Department of Health and Human Services.
  - 2. A copy of the previous and current year's operating budgets.
  - 3. A list of camp staff positions and when possible, resumes of staff filling those positions and for how long, including but not limited to summer camp director, program manager, counselors, cooks, nurses, and maintenance staff.
  - 4. A list of camp equipment necessary and available for implementing the Department topics and curriculum with seasonal and annual maintenance plans.
  - 5. Program administration tasks including but not limited to:
    - a. Year-round response to requests for information/ inquiries
    - b. Creation and updating of brochure/registration printing and mailings
    - c. Camp marketing and promotion to a statewide audience
    - d. Maintenance of an electronic database of current campers and other interested parties
    - e. Processing of all camper registrations, maintenance of medical forms, camper confirmations, cancellations, and last minute replacements
    - f. Organization of weekly room/space assignments for campers with desired 50/50 boy/girl ratios
    - g. Maintenance of a year-round web site
    - h. A current annual medical emergency plan
  - 6. Any or all organizations selected to deliver Department youth conservation education programming shall be subject to several random, unannounced site and program monitoring visits for the duration of

camp weeks from Department staff or its approved agent(s) The agents will be documenting and ensuring satisfactory and consistent delivery of Department programming throughout the summer camp season. Any observations made will be shared with camp's staff as they are reported after each visit.

Does the camp facility have these areas, and if so, please give a brief summary and description:

Gun range for hunter safety: \_\_\_\_\_

\_\_\_\_\_

Archery range: \_\_\_\_\_

\_\_\_\_\_

Boating safety area: \_\_\_\_\_

\_\_\_\_\_

ATV safety area: \_\_\_\_\_

\_\_\_\_\_

Please give a summary of experience in providing curriculum similar to that requested by Maine Department of Inland Fisheries and Wildlife.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**What is the total request for funding \$**\_\_\_\_\_

Signature\_\_\_\_\_

Date\_\_\_\_\_