

WILLIAM T. HORNADAY AWARDS GUIDE



For Boy Scouts, Venturers, Units, and Scouters



Blue Ridge Mountains Council Conservation Committee
August 2018-Seventh Edition
<http://bsa-brmc.org/Hornaday>



BOY SCOUTS OF AMERICA®
BLUE RIDGE MOUNTAINS COUNCIL
CONSERVATION COMMITTEE

Executive Summary

- Background** Established in 1913 by conservation giant Dr. William T. Hornaday, this group of awards seeks to reward Scouts who have completed large, Eagle sized conservation projects and numerous Merit Badges. Since its inception, just over 1,000 Hornaday medals have been awarded. The Silver Medal is the highest possible conservation award for Scouts and Venturers.
- Who** Scouts interested in earning a Hornaday Award may be currently working on conservation related Merit Badges, an applicable Eagle project, or have time left in Scouting and be looking for a challenging, rewarding, and meaningful conservation experience.
- Awards** For Scouts, there are three different levels of Hornaday Awards. The Badge is awarded to Scouts who plan and lead one conservation project and earn five conservation related Merit Badges. The Bronze Medal requires completion of six Merit Badges and three projects, while the Silver Medal dictates earning nine conservation related Merit Badges and completing four Eagle sized projects. A Hornaday Badge may be combined with an Eagle project. Venturers replace the Merit Badges with components of the Ranger Award. There is also a Unit Award, two adult awards given by nomination, and a non-Scouting individual or organizational award.
- Projects** A Hornaday project must be a significant and lasting effort in natural resource conservation or environmental improvement. Each Hornaday project must be chosen from a list of different disciplines of conservation. Only one project may be completed on Scout property; other organizations are usually excited to help Scouts find projects.
- Starting** Before starting to work on a Hornaday Award, Scouts must contact the Hornaday Coordinator to obtain a Conservation Advisor. These individuals will help Scouts decide on appropriate projects and make sure that they are meeting Hornaday application requirements.
- Time** Hornaday Awards must be completed before Scouts turn eighteen or Venturers turn twenty-one. A Badge or Unit Award typically takes six months to complete; a Silver Medal may take up to three years. Adult awards require three or twenty years of service to conservation.

Blue Ridge Mountains Council

Conservation Committee

Chairman	
C. Russell McDaniel, PE	Retired Environmental Professional, Hornaday Gold Badge

Council William T. Hornaday Awards Coordinator	
William O'Brochta	Ph.D. Candidate; Hornaday Silver Medal, Badge, and Gold Badge

Advisor	
David Goodman	Council Program Director

Members	
Dan Brown	Laboratory Manager, Trails Specialist, Hornaday Gold Badge
Smith Chaney	
Dr. Shelby Dickerson	Cardiologist
David Foster	Trails Specialist, Hornaday Gold Badge
Robert Garst	Retired Forester, Hornaday Gold Badge
Donna Haley	Master Gardner
Dr. Jim Parker	Retired Educator, Hornaday Gold Badge
Seth Ramsey	Forestry Student
Dr. Bill Shiner	Retired Professor, Hornaday Gold Medal, Chairman Emeritus
Lee Spradlin	Retired Forester, Hornaday Gold Badge

Blue Ridge Mountains Council

Hornaday Award Honor Roll

Steve Croy	Bronze Medal	--
Bill Shiner	Gold Medal	1991
Ernst Kastning	Silver Medal	1994
Dan Brown	Gold Badge	2005
Jeff Marion	Gold Badge	2006
	Gold Medal	2007
Susan McKimmy	Gold Badge	2006
Greg Harmon	Gold Badge	2006
Charlie Stultz	Gold Badge	2007
Dave Foster	Gold Badge	2007
William O'Brochta	Badge	2008
	Silver Medal	2010
	Gold Badge	2014
Michael Hancock	Badge	2009
Charles Peterson	Badge	2009
Bob Garst	Gold Badge	2010
Chuck Holscher	Gold Badge	2010
Russ McDaniel	Gold Badge	2010
Graham Simmerman	Gold Badge	2010
Troop 197 (Wytheville)	Unit Award	2010
Mark Alley	Gold Badge	2011
David Hancock	Gold Badge	2011
Jim Parkhurst	Gold Badge	2011
Pack 137 (Troutville)	Unit Award	2011
Blake Hughes	Badge	2012
Troop 83 (Hillsville)	Unit Award	2012
Samuel Hudnall	Badge	2013
Joey Fagan	Gold Badge	2013
Lee Spradlin	Gold Badge	2013
Joe Roudabush	Gold Badge	2014
Jim Parker	Gold Badge	2015
Arthur Sadler	Badge	2016

Badge	6
Bronze Medal	1
Silver Medal	2
Gold Badge	18
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Introduction

This Guide was created by the Blue Ridge Mountains Council (BRMC) Conservation Committee to help Scouts (including Cub Scouts and Scouts BSA), Venturers, Sea Scouts, Units, and Scouters understand the methods and practices of natural resource conservation through completing requirements for one of the William T. Hornaday Awards. The document is intended to serve as a step-by-step resource for individuals working on Hornaday Awards, Conservation Advisors, Unit Leaders, and other Scouters so that all can fully understand the significance and meaning associated with a Hornaday Award. We recommend that the Guide be used to answer questions and provide insight along the way; the Executive Summary provides an overview for those unfamiliar with the awards.

This document contains six sections:

- Section One gives an overview of the William T. Hornaday Awards and the parallels between Scouting and Conservation.
- Section Two describes the non-project requirements for Scouts and Venturers.
- Section Three discusses the components and procedures associated with completing a Hornaday project, including the application process.
- Section Four is the Cub Scout Project Guide for Unit Awards.
- Section Five contains details on starting a Council Conservation Committee.
- Section Six, the Appendix, contains an Applicant's Checklist, important contact information, website links, and application forms.
- Example case study projects write-ups can be found on <http://bsa-brmc.org/Hornaday>.

Mission and Vision

Every Council should have a Scouter familiar with the Hornaday Awards so that when a Scout decides to try to pursue a Hornaday Award, he or she will have at least one resource available in his or her Council. A main reason that there are so few Hornaday Awards earned in the country each year is because there is both a lack of awareness of the awards and very few Councils qualified to review Hornaday applications. I have identified Councils that have active Hornaday programs, and with only a handful of such programs, there is much room to grow. The ultimate goal is still to establish a network of Hornaday Advisors and Councils with active Conservation Committees using this Guide to assist Candidates and promote the Hornaday Awards. Having the Guide available on a Council website is a good start toward reducing the apparent knowledge gap that exists between fully functioning Hornaday Awards Programs in twenty or so Councils and non-existent ones in most other Councils. I continue to hope that the National Council will adopt this Guide Nationally to make Hornaday information even more accessible to Scouts and Scouters. In the meantime, many Councils are adopting this Guide as their official documentation in order to create a common resource throughout the country.

Revisions

First Edition (8-10-11): Guide becomes first comprehensive Hornaday education document in Scouting.

Second Edition (8-13-12): New Cub Scout Guide, more information on National Hornaday Committee procedures. Guide becomes the most used Hornaday document in the country. National Hornaday Committee indicates that, if they should adopt a National Hornaday Guide, it would be based entirely or in large part off of this Guide.

Third Edition (8-5-13): Integration of Cub Scout Guide, more information on starting Hornaday Committees. Guide is official documentation at National Jamboree Hornaday Tent.

Fourth Edition (8-1-14): New full discussion on establishing a Hornaday program in a Council. Guide is sent out to all Councils, continues marked growth in use.

Fifth Edition (8-1-15): Revised discussion on how to write-up Hornaday projects.

Sixth Edition (8-1-16): Integration of the new Hornaday Workbook.

Seventh Edition (8-1-18): Expanded section on establishing a Hornaday program.

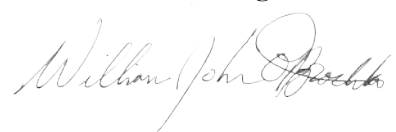
Acknowledgements

More Scouts have become aware of and are working on Hornaday projects since the first edition of this Guide was written eight years ago. This marked increase in interest is remarkable and can be attributed to the dedication of Scouters throughout the country working tirelessly to assist Scouts who are interested in the Hornaday Awards. The real stars, however, are still the Scouts who complete exceptional projects. Our focus should be to provide them with the best guidance possible through this difficult process. This edition of the Guide re-emphasizes the process of advising Hornaday projects with new information that should be helpful to Scouts and Scouters alike.

Note that this Guide is written specifically for the Blue Ridge Mountains Council. If you are a Scout or Scouter in another Council, please contact me so we can work together to determine what policies might exist in your Council.

The National Hornaday Committee continues to indicate that, should they adopt a National Hornaday Guide, it would be based in large part on this document. The ultimate goal still is to distribute this and additional Hornaday related information nationwide and to have one Scouter in each Council to be able to serve as a Hornaday Advisor for that Council. In that vein, I ask that you distribute this Guide as widely as possible, using the <http://bsa-brmc.org/Hornaday> link. Please contact me with any Hornaday question from reviewing project proposals and ideas to starting new Hornaday programs; I will help anyone and everyone with all things Hornaday.

Yours in Scouting,



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Case Study Hornaday Projects available at <http://bsa-brmc.org/Hornaday>.

Section One: Background on the Awards

(Intended for all Scouts and Scouters)

Scouting and Conservation

Since the beginning of Scouting, boys (and now young women) have had many opportunities to learn about conservation and participate actively in projects to further their understanding of the subject. With camping as one of Scouting's core ideals, conservation is an integral part of the advancement curriculum. The Blue Ridge Mountains Council, because of its abundance of natural resources, is in a unique position to positively influence the environment through many conservation programs. Highlights of these programs include:

- Management** The 16,000 acre Blue Ridge Scout Reservation is managed in accordance with a Conservation Plan prepared by the Conservation Committee. The Reservation's forest, wildlife, soils, and water resources are managed under sustainable ecosystem management principles. The Conservation Committee is responsible for properly managing the Reservation's natural and cultural resources alongside a professional superintendent and three rangers. The Scout Outdoor Code emphasizes land stewardship and conservation practices.
- Merit Badges** The Merit Badge program allows Scouts to delve deep into particular fields of study. There are more than twenty conservation related Merit Badges, including the new sustainability badge, as diverse as energy and plant science. These badges teach Scouts important conservation skills like habitat reconstruction and management, energy experiments, environmental resource campaigns, and Leave No Trace principles.
- LNT** The Leave No Trace program was established in the 1970's as an independent organization that has been incorporated into Scouting. LNT's purpose is to educate individuals about proper camping etiquette and the best methods to minimize outdoor impacts and lead to a better environment. The Council holds LNT Trainer and Master classes on a regular basis to teach Scouts and Scouters the principles of LNT so that they can implement it

in their Units. The BRMC has trained more LNT Master Educators than any other Council in the country.

Awards

The premier conservation awards in Scouting are the William T. Hornaday Awards. The Hornaday Badge requires completion of certain Merit Badges and one large conservation project. A similar Conservation Good Turn award is available for Units who partner with local conservation organizations to complete a group project. Historic trail conservation medals and the World Conservation Awards also emphasize appreciation and implementation of conservation efforts. The Council's own Caretaker of the Wild award synthesizes many of these award programs, and the Trail Conservation Award is for helping with trail work.

Committee

The Council Conservation Committee is a group of experts and professionals in conservation related fields that meet regularly to discuss conservation projects and problems in the region and at the Reservation. The Committee oversees all conservation and environmental efforts for the Council and is the best resource to learn more about how conservation is an integral part of Scouting.

Biography: William Temple Hornaday



W. T. Hornaday

William T. Hornaday, born in 1854 in Indiana, was a pioneer in the conservation field. He attended Oskaloosa College and Iowa State College and took many of the few animal science courses available. In 1873, he got a job with Ward's National Science Foundation and began world travel, collecting taxidermy samples in East Asia and present day Sri Lanka. Hornaday married in 1879 and, a year later, founded the National Society of American Taxidermists. As Chief Taxidermist for the Smithsonian Institution, he pressured the organization to create a live animals exhibit in Washington. Such a National Zoological Garden was established, but Hornaday left the Smithsonian to sell real estate before becoming the first head of the Bronx Zoo. For the next thirty years, Hornaday held this directorship and made every effort to improve the conditions of

the Zoo. Hornaday used the Zoo and some of his museum exhibits to re-create animals living in their natural habitats in order to provide a better understanding of they really live.



Hornaday Buffalo Extinction Map

Dr. Hornaday also worked tirelessly to protect and prevent the extinction of the American Bison and Alaskan Fur Seal through an association with President Theodore Roosevelt and the United States Government. The restoration of both the Montana and Wichita National Bison Herds are the

results of Hornaday original ideas. He also preserved Goat

Mountain Park and Snow Creek Game Preserve. As an author, Hornaday published twenty-six books on topics ranging from good conservation practices to taxidermy methods. He founded the Permanent Wild Life Protection Fund, the Stamford Museum, and the National Collection of Horns and Heads.

To promote his conservation message, Hornaday became President of the Campfire Club conservation group, the American Bison Society, and the U.S. Junior Naval Reserve. He wrote hundreds of newspaper articles, pieces of poetry, and songs, as well as the Bird Study Merit Badge book and articles for Boy's Life Magazine. In 1971, Hornaday was selected to become a member of the twenty-seven person National Wildlife Federation Conservation Hall of Fame.

Hornaday did raise some controversy when he captured an African native and put him in the Bronx Zoo, but his commitment to conservation was strong. He was one of the first people in the country to recognize the importance of protecting natural resources and wildlife. Hornaday died in 1937, but his legacy lives on through the many nature preserves he established as well as the William T. Hornaday awards.

Two biographies on Dr. Hornaday are available: Stefan Bechtel-*Mr. Hornaday's War* and Gregory Dehler-*The Most Defiant Devil: William Temple Hornaday and His Controversial Crusade to Save American Wildlife*.

The Conservation Committee hosts a video on <http://bsa-brmc.org/Hornaday> about Dr. Hornaday's impact and legacy.

Hornaday Awards History



PWLPF Medal
(1917-37), Hornaday
Medal (1938-50)

William T. Hornaday conceived the idea for a conservation award that financed individuals who were working to protect wildlife around the world in 1911. He proceeded to found the Permanent Wild Life Protection Fund (PWLPF) and raised \$100,000 (2018: \$2.50 million) toward this cause. In 1915, he submitted a proposal to the Boy Scouts of America for an award that honored those who provided distinguished service toward wildlife protection. The Scouts were tasked with choosing recipients, while the PWLPF actually awarded the medal. Thus, the original award was unaffiliated with the Boy Scouts of America. Three different medals, crafted by H. Newman in New York, were proposed; four medals of one

type were ordered in 1917 for \$65 each and were made of gold. The first PWLPF Medal was presented on June 29, 1917 to Margaret Olivia Sage, who created a bird sanctuary in the Gulf of Mexico, but, more importantly, was the largest financial backer of the PWLPF program. The second recipient was famed naturalist Aldo Leopold in 1917. Neither of them was affiliated with the Boy Scouts of America.

In 1920, Lenhardt Bauer, a boy of nine or ten from Indiana, was awarded the PWLPF Gold Medal for creating 266 private wildlife sanctuaries, though he was not associated with the Scouts because he was too young to join. Finally, in 1922, Scoutmaster Harry Hall of Pennsylvania was awarded the Gold Medal for “Distinguished Service” through twenty years of work with wildlife. A Gold Badge was also minted and was awarded to Scouts and Scouters.

Following Hornaday’s death, the Boy Scouts collaborated with the New York Zoological Society to found the Hornaday Awards Program. A Pennsylvania Eagle Scout was awarded the first official Hornaday Medal in 1941. Ten years later, the first Unit Award was presented to a Bristol, Virginia Troop. The program was restructured with assistance from the Dupont Company to its current form in the 1970s.

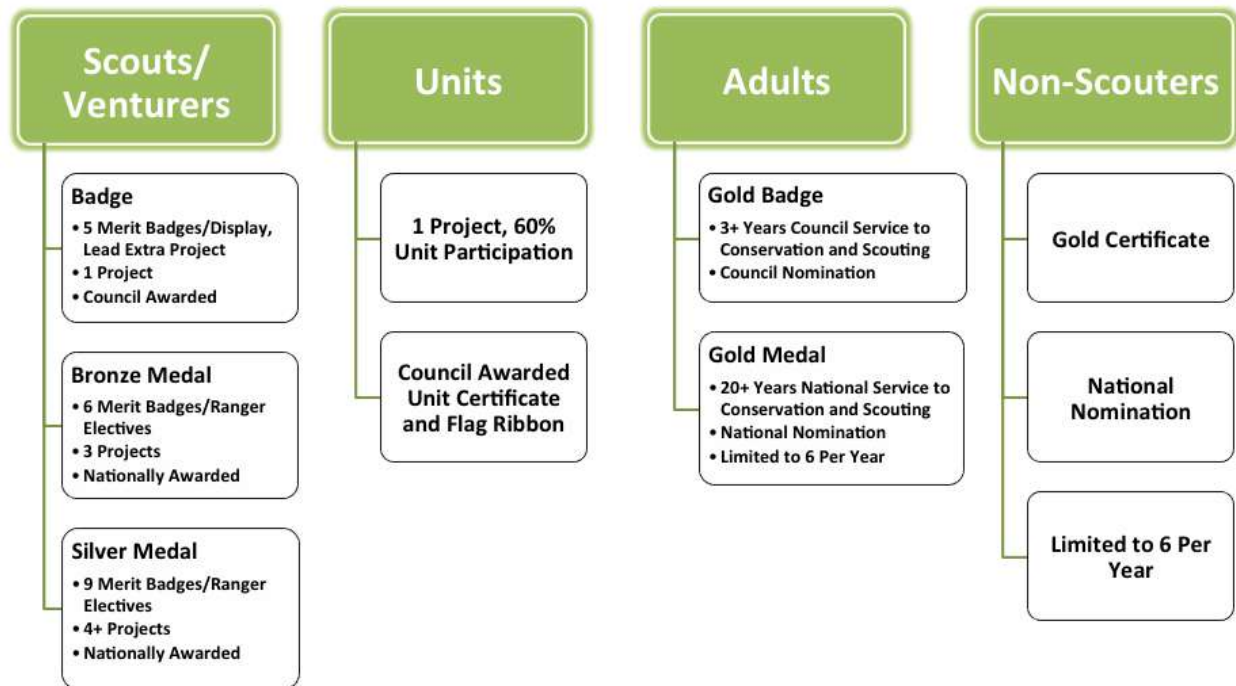


PWLPF Badge (1922-37),
Hornaday Badge (1938-50)

It is extremely difficult to determine exactly how many Hornaday or PWLPF awards have been granted. To date, approximately 1,100 Hornaday Awards have been presented, with only one or two Silver Medals earned each year. This makes earning a Hornaday Medal at least 15,000 times more rare than earning Eagle.

Hornaday Awards Requirements

Scouts, Varsity Scouts, Venturers, and Sea Scouts may earn a Hornaday Badge, Bronze Medal or Silver Medal. Cub Scout Packs, Scout Troops, Varsity Teams, Venturing Crews, and Sea Scout Ships may earn Hornaday Unit Award Certificate. Adults from all these programs may be nominated for the Gold Badge or Gold Medal. Non-Scouting organizations and individuals may be nominated for the Gold Certificate.



Scouts, Varsity Scouts, Venturers, and Sea Scouts

Scouts, Varsity Scouts, Venturers, and Sea Scouts are able to earn the Hornaday Badge, Bronze Medal, and Silver Medal. Cub Scouts, Explorers, participants in Learning for Life, and STEM Scouts are not eligible. There is a Merit Badge requirement for all awards for Scouts, and Scouts **must be First Class rank**. There is no age or rank requirement for Venturers or Sea Scouts.

Merit Badges relate to conservation and environmental management and fall into either Group I or Group II.

Group I	Group II
Energy	Bird Study
Environmental Science or Sustainability	Fishing
Fish and Wildlife Management	Fly-Fishing
Forestry	Gardening
Public Health	Geology
Soil and Water Conservation	Insect Study
	Landscape Architecture
	Mammal Study
	Nature
	Nuclear Science
	Oceanography
	Plant Study
	Pulp and Paper
	Reptile and Amphibian Study
	Weather

Venturers or Sea Scouts who are dual registered in a Troop and a Crew or Ship may choose to complete either the Merit Badge requirements or the special Venturing requirements until they turn eighteen. Sea Scouts are advised to follow the Venturing requirements.

All Venturers registered only in a Crew and those over eighteen must complete a tabletop display and lead a group in completing a conservation project for the Badge and earn the Ecology, Plants and Wildlife, and Conservation electives of the Venturing Ranger Award for the Bronze or Silver Medal.

Scouts who turn eighteen while completing Hornaday projects may transfer their registration from Scouts to Venturing, but will need to complete Venturing requirements if they apply for a Hornaday Award through a Venturing Crew. Projects completed in Scouts may transfer over to Venturing, but it is important to remember that Venturers are expected to develop projects with an increased level of complexity that may not have been present when the Scout completed a project.

For all levels of Scout awards, individuals are required to carry out a number of large conservation projects, similar to “supersized Eagle projects.” Projects must be chosen from the below list of categories and only one project may come from each category.

Project Categories
Air and Water Pollution Control
Energy Conservation
Fish and Wildlife Management
Forestry and Range Management
Hazardous Materials and Waste Disposal
Invasive Species Control
Resource Recovery (Recycling)
Soil and Water Conservation

A Venturer is also required to provide details about the following topics, though we strongly recommend that every application touch on these ideas:

- The research performed in connection with the conservation projects undertaken. The relevant research must be cited at the appropriate location in the conservation project documentation. A works cited page must be provided that lists sources cited. The works cited must be formatted according to established standards (MLA, APA, Chicago). Its placement in the document is up to the Applicant.
- The Applicant's entire Hornaday effort. This evaluation, included in the application in a separate section, should contain information on alternatives considered for each project and an explanation of why each specific conservation project was selected, procedures used, processes used, staffing levels used, funding requirements, and so on.
- The lessons learned. Included in the report in a separate section; this details what the Applicant, in hindsight, would do differently on each project. The section should include recommended changes in project selection; procedures, processes, and staffing levels used; funding requirements; and evaluations of project effectiveness over time.

Hornaday Badge: Earn three Merit Badges from Group I and two Merit Badges from Group II for Scouts or complete a tabletop display about the conservation project and lead a group (such as a Cub Scout Pack) on an additional conservation project for Venturers. Then plan, lead, and carry out one significant conservation project from an above category. An Eagle Scout Service Project may be used to fulfill the requirements of the Hornaday Badge only if the project is planned and conducted in accordance with Hornaday Award requirements. When completed, the Council Conservation Committee recommends that the Council grant the Badge, and the number is not limited.

A Hornaday Badge project is meant to be of the same caliber as the Medal projects. As an example, a fifteen-year-old BRMC Scout met with a group who hosts Scouts and other groups at their campsites. The project involved researching different ways to prevent forest fires by building a safe campsite location. The campsite consisted of re-constructing tent platforms to increase safety, using the research to construct a fire pit that will minimize the impact on the forest, educating the organization about campsite safety and management, and founding a campsite conservation committee to teach the practices of Leave No Trace to campers. The project took 250 hours.

Hornaday Bronze Medal: Earn four Merit Badges from Group I including Environmental Science or Sustainability and two Merit Badges from Group II for Scouts or complete the Venturing Ranger Award Ecology, Plants and Wildlife, and Conservation components. Complete three substantial conservation projects, each from a **different** category. One project may be the same as that used for the Hornaday Badge. When completed, the National Hornaday Committee reviews the application and recommends that the National Conservation Committee grant the Medal. This Committee meets three or four times per year and does not limit the number of Bronze Medals awarded in any given year.

Hornaday Silver Medal: Earn all six Group I Merit Badges (one of Environmental Science or Sustainability is required) and three from Group II for Scouts or complete the Venturing Ranger Award Ecology, Plants and Wildlife, and Conservation components. Then lead and complete at least four substantial conservation projects, each from a **different** category. One project may be the same as that used for the Hornaday Badge, but Scouts may not use the same projects from the Bronze Medal for the Silver one (to earn a Badge, Bronze, and Silver Medal, the Scout needs to complete a minimum of seven projects). When completed, the National Hornaday Committee reviews the application and recommends that the National Conservation Committee grant the Medal. This Committee meets three or four times per year and does not limit the number of Silver Medals awarded in any given year. Scouts who do not meet the stringent requirements of the Silver Medal may be awarded the Bronze Medal. These Scouts may not re-apply for the Silver Medal using any of the same projects for which the Bronze Medal was granted.

A Hornaday Bronze or Silver Medal application simply adds a number of projects to a Badge application. My Silver Medal application took fifteen hundred hours:

- My Eagle project turned into a Hornaday project creating a wildlife habitat and educational classroom at a middle school.
- A research study on laundry detergent and an accompanying educational campaign.

- Development of an energy conservation program to teach recipients of houses for Habitat for Humanity Hungary.
- Creation of a shoreline erosion control management system on the side of a lake.
- Creation of artificial structures to serve as fish habitats and stabilize a lakebed.

Scout Units

A Unit (Pack, Troop, Crew, Ship, Team) can earn a Hornaday Unit Award Certificate and accompanying flag ribbon by planning and carrying out one significant conservation project from the above list with sixty percent of all registered youth and (highly suggested, but not required) adult Unit members participating in the planning and/or implementation of the project. Please note that Explorer Posts, Learning for Life groups, and STEM Scout Labs are not eligible to earn a Unit Award. The Unit may not combine projects conducted for different organizations in order to meet the sixty percent requirement; however, the Unit may do several smaller projects in the same category of conservation for one organization and use the collective larger conservation effort for the single organization to meet the participation requirement. After an application is completed, the Council Conservation Committee recommends that the Council issue the Unit the Certificate. Again, the number of Unit Awards granted is not limited.

A Unit Award Certificate is earned in one of two ways: as part of a Badge or Medal effort or separately from such projects. In the former, the Scout working on the Badge or Medal will lead the entire effort and sixty percent of the Unit will just be involved in some way. A separate write-up is required for the Unit Award. In the second method, the entire Unit contributes to all the planning and effort required in the project. The write-up will account for, in detail, the roles each individual Scout and Scouter played in the project, what they learned, and how their understanding of conservation science has increased as a result of completing the project.

As an example, a BRMC Troop completed the Unit Award requirements by involving the Unit and a local service organization planting pine seedlings in a deforested area researching the methods using Department of Forestry resources, developing and presenting a talk on forestry, leading Scouts on a nature hike with discussion of the project components, and working with the location to monitor and maintain the seedlings. The project took 300 hours.

Adult Scouters

Gold Badge: An adult may be awarded a Gold Badge after three years of contributions to conservation at the Council or District level. Professional conservation experience is a plus, but it is not required. The Council Conservation Committee, who receives and processes applications, recommends that the Council grant the Badge to those who are nominated. The award is granted and the adult does not apply or complete projects. The number of Gold Badges is not limited.

A Gold Badge is completely based on nomination. If there is no Conservation Committee, the Scout Executive can appoint a Conservation Committee of one individual to review the application and then approve it. Many times, Scout Executives do not know about these awards, so we highly recommend informing the Scout Executive. Often the nomination process is quite simple because many people in the Council know those working in conservation related fields.

In the BRMC, a Gold Badge was awarded to a Scouter who started the Conservation Committee, worked with trail management on our Reservation, and promoted conservation policies within the Council for more than three years.

Gold Medal: An adult may be awarded a Gold Medal after twenty or more years of significant contributions to conservation at either a regional or national level. The National Hornaday Committee recommends that the National Conservation Committee grant the medal and recipients may be nominated to the Council Conservation Committee. Six Medals may be awarded nationally each year. The award is granted and the adult does not apply or complete projects. Only about fifty Gold Medals have been awarded in the last one hundred years.

Gold Medals are exceedingly rare and generally require prominence enough that the National Hornaday Committee is aware of your efforts. Medals are judged both on the work the Candidate has done in linking conservation and Scouting and any professional conservation work is also evaluated. As an example, a Gold Medal was awarded to a Scouter who ran the conservation area of the National Jamboree five times, authored sections of the BSA *Fieldbook*, and was a long-time professor in the environmental department of a university.

Non- Scouters: Organizations or Individuals

The National Conservation Committee grants the William T. Hornaday Gold Certificate to organizations or individuals, generally not affiliated with the Boy Scouts of America, who have demonstrated commitment to education of youth relating to

natural resource conservation and environmental improvement. Only six may be awarded in the nation each year. The award is granted and the adult or group does not apply or complete projects.

As an example, the Order of the Arrow was awarded a Gold Certificate for their work at ArrowCorps5 in doing conservation work and learning how to design conservation projects.

Award Statistics

As a potential indicator of the rarity of the Hornaday Awards, the below tables show the trend in number of awards earned over the past ten years as well as the historical total number of awards since the Hornaday program (first the PWLPF medals) was started in 1914.

National Yearly Number of Awards

Year	Badge	Bronze Medal	Silver Medal	Unit Award	Gold Badge	Gold Medal
2007	70	4	4			
2008	71	7	6			
2009	100	4	3			
2010	111	1	9			
2011	122	5	5			
2014	115	1	7	32	51	2
2015	99	2	5	52	52	0
2017	86	1	6	21	51	4

Average National Yearly Number of Awards

Badge	22
Bronze Medal	3
Silver Medal	3
Gold Badge	27
Gold Medal	1
Unit Award	10
Gold Certificate	0.5
Eagle Rank	58,000
Venturing Summit	650

(blank fields indicate data not available)

With an average of only three Silver Medals given out in the county per year, the Hornaday Silver Medal is the rarest award in Scouting as well as being the highest conservation award in Scouting. There are, on average, fifty to one hundred Hornaday Badge projects going on in the country each year.

Hornaday and Eagle Projects

An Eagle project (or Venturing Summit Award or Sea Scout Quartermaster project) may be combined with a Hornaday project, but only if the Eagle project fits the vision of William T. Hornaday. There are a few extremely important distinctions to make between projects for both types of awards. The following table should help summarize the differences to keep in mind:

William T. Hornaday Projects	Eagle Scout Service Projects
Conservation Related	Any Topic
Group Leadership Not Required, but Highly Recommended	Must Lead a Group
Much Research Required	Research Not Required
Restricted to Certain Categories	Unrestricted Choices
No Fundraising Required, but May be Necessary	Fundraising Can Show Leadership
Must be Long-Lasting	Need Not Have Tangible Impact
Few Approvals Required	Many People Must Approve
Cannot be a “One Time” Event	No Follow-up Needed
May Be Done Individually, but Best to Involve Others	Group Labor Required
Generally 200-400 Hours, Increases With Age	Generally 100-200 Hours
National Review May be Required	Only Local Review Required
More Planning Time, Less Labor	Balance Labor and Planning
Must Utilize Scientific Method	Scientific Method Not Required
Must Educate Others	Education Not Required

Hornaday projects are kind of like “supersized Eagle projects” in a field of conservation. If one is to take an Eagle project and add research on the front end, education throughout the project, and follow-up and monitoring on the back end, it is likely that the Eagle project could be worked into a Hornaday project. It is important to keep these distinctions in mind when planning an Eagle project to fit Hornaday requirements. Before worrying about the Hornaday aspect of the effort, get the Eagle Project Proposal approved. Then add the Hornaday components with the help of

your Conservation Advisor and Hornaday Advisor. Since Hornaday projects require much more and generally have different requirements when compared to Eagle projects, some Scouts may find it easier to get the Eagle project completed and return to the same site with a Hornaday project, effectively breaking up the process and effort into two separate projects for quicker approval and less confusion. One could, for example, complete manual labor of a project for the Eagle side and then work on erecting conservation related barriers as a part of the Hornaday effort.

Note that a single project can count for many things: the Eagle rank and the Sea Scout Quartermaster Rank **or** the Venturing Summit Award, the Hornaday Badge, the Hornaday Unit Award, **either** the Hornaday Bronze or Silver Medal, and the Venturing Ranger Award Conservation elective.

After completing the combined Hornaday and Eagle project, apply for the William T. Hornaday Badge and receive it while working toward a Medal. Applying for a Badge using the Eagle Workbook is strongly discouraged, and separate write-ups are required for the Eagle project and the Hornaday Badge project.

Hornaday Badges can be approved retroactively for Eagle projects. Usually the Hornaday Coordinator will review the Eagle Application and advise the Candidate on which elements he needs to add to make the project Hornaday worthy. The Candidate can then complete these elements and apply for a Hornaday Badge with a new write-up including all of the Eagle and added elements of the newly revised project. Should the Eagle Scout turn eighteen and wish to receive a Hornaday Badge retroactively, he or she will need to apply as a Venturer and complete those requirements.

As an example to how this works, I combined my Eagle project with my Hornaday Badge project (at age thirteen; age is an important factor to consider when reading into the complexity of any Hornaday project). The Eagle component was initially simply landscaping a bare area in front of my middle school. This project lent itself to the leadership components required for the Eagle rank. Once I learned about the Hornaday Awards, I translated this project so that it still included the construction portion to fulfill the Eagle leadership component, but added the conservation awareness portions. Thus, I determined that the area around the school had recently been clear-cut to make room for a new subdivision and that small animals were likely displaced. I researched the types of animals displaced and their habitats and selected native plants that would provide shelter for these animals. I then constructed the area that included an educational outdoor classroom like space for middle school kids to be exposed to a wildlife habitat during lunch. Finally, I created a follow-up and monitoring plan that the school continues to follow in order to make sure that the project is kept up.

Section Two: Non-Project Requirements

(Intended for all Scouts and Scouters)

Merit Badges

Scouts wishing to earn a Hornaday Award are required to complete a certain number of Merit Badges. Varsity Scouts must follow the Scout requirements and earn Merit Badges unless they apply as a Venturer or Sea Scout.

Below is a listing of each potential Merit Badge and its distinction as Group I or Group II. Scouts seeking to earn a Badge need to earn at least three Merit Badges from Group I and two from Group II. A Bronze Medal requires four from Group I including Environmental Science or Sustainability and two from Group II whereas a Silver Medal requires all six from Group I and three from Group II.

Please note that since Sustainability is an alternative Merit Badge to Environmental Science for Eagle, we assume that it works as an alternative for Hornaday, but no official policy has been issued announcing this change in the five years Sustainability has been offered.

Group I	Group II
Energy	Bird Study
Environmental Science or Sustainability	Fishing
Fish and Wildlife Management	Fly-Fishing
Forestry	Gardening
Public Health	Geology
Soil and Water Conservation	Insect Study
	Landscape Architecture
	Mammal Study
	Nature
	Nuclear Science
	Oceanography
	Plant Study
	Pulp and Paper
	Reptile and Amphibian Study
	Weather

Venturing and Sea Scout Requirements

Venturers have alternate requirements to fulfill instead of completing Merit Badges. Sea Scouting is a program independent from Venturing, but no guidance has been issued pertaining to Sea Scout requirements for Hornaday awards. Since Sea Scouts were previously part of Venturing, we recommend Sea Scout applicants fulfill the Venturing requirements.

At the Badge level, Venturers must make a tabletop display or presentation about their Hornaday Badge project to a group. No further guidance is given to applicants. We interpret this requirement as the equivalent of giving a scientific conference presentation about the project, liberally using the scientific method to describe how the Venturer approached the project, planned it, carried it out, and showed the lasting impact. Such a presentation would take between ten and twenty minutes. We recommend utilizing some type of visual aids during the presentation, be it a tri-fold tabletop display or not.

Badge applicants are also required to lead a group in completing an additional conservation project in a category of conservation. Choosing to lead a younger group like Cub Scouts is preferred. Notice that the requirement does not mean that you must plan and carry out another conservation project, only that you lead the group. Thus, you can use pre-planned conservation projects or recurring projects as long as you organize a group to show up to the event. Events like Cub Scout trash clean-ups would qualify for this requirement even though they certainly do not qualify for a Hornaday project.

At the Bronze and Silver Medal level, earning the Ranger Award is not required, but completing the Ecology and Plants and Wildlife portions of this award is required. The Conservation portion is required, but the project can be double counted with the Hornaday Badge project.



Ecology: This Ranger Award elective requirement involves explaining natural systems and cycles in watersheds, describing environmental study areas, and going on a field trip to the environmental study areas. Then, with professional guidance, complete an inventory of the study areas and teaching others how to do a similar investigation. This inventory should not overlap completely with any of your Hornaday projects.

Plants and Wildlife: First, Venturers will select an area to study wildlife or plants and studying these species in different seasons and periods of the year. Then, plan a project designed to benefit plants or wildlife and present this project to a group detailing the awareness raised as a result of this project. Notice that this project is distinct from a Hornaday project because you are required to “carry out a project” instead of “carry out a *significant* conservation project.”

Again, this project should not overlap completely with any of your Hornaday projects. Although the language is vague, the intent is that these two parts of the Ranger Award are meant to count for a number of Merit Badges, so you should plan on putting in significant additional effort beyond just completing your Hornaday projects. However, the site inventory for the Ecology elective or the Plants and Wildlife elective project could be linked to parts of your Hornaday projects. For example, most projects will require some site investigation before beginning planning. You could expand this investigation to a full on site inventory and exceed even the Hornaday expectations for this part of a Hornaday project. Doing so could set you up to count the site inventory for the Ecology elective and discuss the inventory in less detail in the Hornaday project. Similarly, the project you must conduct for the Plants and Wildlife elective could be a suggestion for future work that arose from one of your Hornaday projects.

Conservation: This is a core requirement for the Ranger Award. The single requirement is to complete a Hornaday style project and present it to a group of youth. Venturing does not care about double counting projects, so, if the project for the Conservation core requirement qualifies for a Hornaday project, it can be utilized. Frankly, earning the Conservation requirement is a redundancy as long as the Venturer makes the tabletop display, which will be done as part of earning the Hornaday Badge.

Section Three: Conducting a Project

(Intended for Scouts and Scouters working on a Hornaday project)

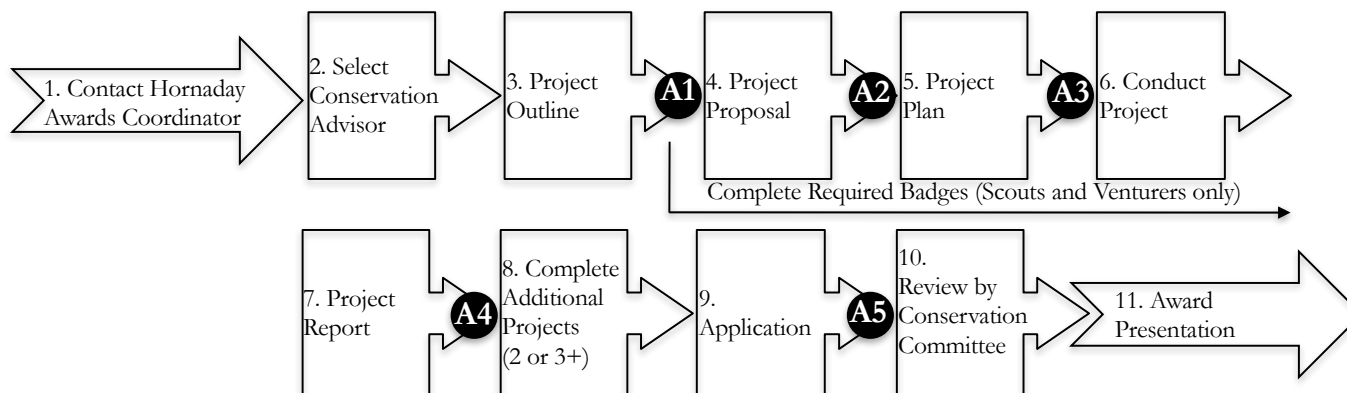
How to Start

This section pertains only to Scouts, Venturers, and Units seeking to earn a Hornaday Award. Recall that Scouters, organizations, and individuals do not need to complete projects, nor do they apply for the award; rather, they are nominated.

Any Scouts interested in earning a Hornaday Award in the BRMC **must** first contact the Council William T. Hornaday Awards Coordinator to receive additional information and get a Conservation Advisor. At this point, the Candidate should start thinking about the most appropriate award to attempt given their Merit Badge and project leadership experience. Scouts are required to be First Class or higher before applying for a Hornaday Award. This is a requirement simply so that Scouts have some Merit Badge and project leadership experience before undertaking one of these significant awards.

It is important to understand the general process for earning a Hornaday Award before starting. The next page shows a flowchart that will help clarify some of the Hornaday requirement

Process for Scouts, Venturers, and Units Earning a William T. Hornaday Award

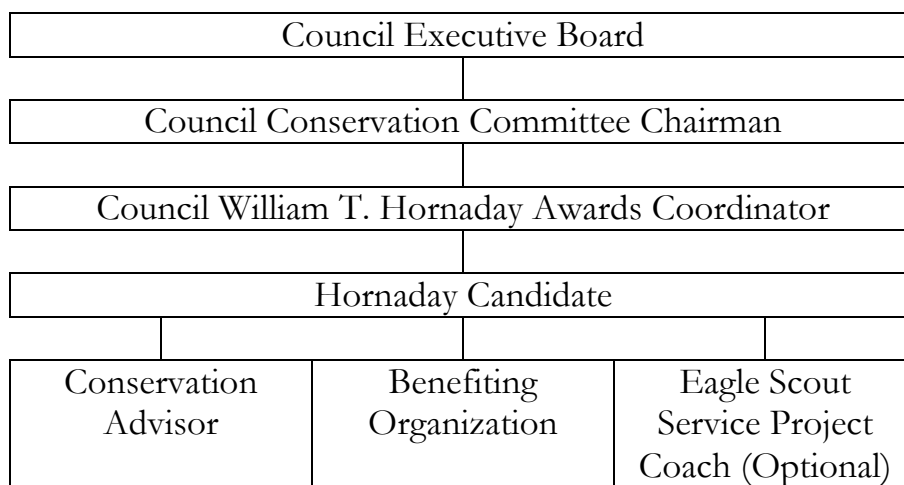


3. Possible Project Categories Energy Conservation Soil and Water Conservation Fish and Wildlife Management Air and Water Pollution Control Resource Recovery (Recycling) Hazardous Material Disposal Invasive Species Control	4. Project Benefiting Orgs. Conservancies, Community Agencies, Land Trusts, Religious Organizations, Schools, Service Groups, Local Government, USDA, State Parks, NOAA, VDGIF, VADOF, Scout Reservation (Only 1 Project)	5. Project Plan Organization Design Materials and Budget Leadership and Workers Schedule Benefit Safety Plan
7. Project Report Service Hours by All Involved Maps, Pictures Lessons Learned Communication Plan Publicity Letters of Appreciation Maintenance Plan	9. Application <u>Scouts/Venturers</u> Badge: 5 MB, 1 Project Bronze Medal: 6 MB, 3 Projects Silver Medal: 9 MB, 4+ Projects <u>Units</u> Certificate: 1 Project, 60% of Unit Participates	Approvals A1, A2, A3, A4, A5 All Approved By Benefiting Organization, Conservation Advisor, and Hornaday Coordinator, A5 Goes to Council Or National Committee

Hornaday Project Advisory Group	
Candidate	Develops project ideas
	Plans and researches projects
	Documents project
	Obtains labor and materials
	Records budget information
	Completes Hornaday workbook
	Finds publicity outlets
	Ensures project is long-lasting
	Contacts advisors and professionals
	Integrates Eagle project (if desired)
	Contacts media for publicity
Council William T. Hornaday Awards Coordinator	First point of contact
	Answers application questions
	Discusses project ideas
	Helps select appropriate project
	Shows how to document project
	Delivers application
Conservation Advisor	Selected by Hornaday Coordinator
	Answers conservation questions
	Discusses project ideas
	Helps select appropriate project
	Introduces Candidate to his role in conservation
Benefiting Organization	Gives location to complete project
	Provides materials or funding for project (if requested)
Eagle Scout Service Project Coach (optional)	If needed, ensures project meets Eagle requirements

The five individuals listed above are the major players in a Hornaday project. Consult this chart to determine who should be responsible for the major tasks of a project.

This top down organizational chart may be helpful to show the hierarchy within a Hornaday project:



The Hornaday Awards Coordinator

The first step in any Hornaday Award process is to contact the Council William T. Hornaday Awards Coordinator. This individual is responsible for overseeing all Scouts currently working on Hornaday projects and setting them up with Conservation Advisors. He is in charge of the overall Hornaday Award effort as well as the technical details of the Hornaday application. The Hornaday Coordinator presents and provides the final review for each Hornaday Award application. He is the individual who interviews the applicant or leads the interview with the Conservation Committee.

Technical: The Hornaday Awards Coordinator is an expert in the Hornaday Awards process and knows what the Council Conservation Committee and the National Hornaday Committee want to see in a Hornaday project and application. He will help review the application and suggest written improvements to the documentation to help its chances for approval. He also makes sure all award requirements are met and oversee the Conservation Advisor.

Project Options: The Hornaday Awards Coordinator will be able to approve or deny project ideas from the Conservation Advisor and Candidate and is the best judge of whether a project is Hornaday “worthy.” Though the Hornaday Awards Coordinator can get involved in the technical and conservation related details of the project, this is more the job of the Conservation Advisor.

Approval Role: The approval role of the Hornaday Awards Coordinator is one of the most important. Though he does not directly sign off on any application, all draft and final applications come to the Coordinator for initial and final review. The Hornaday Awards Coordinator presents the final application to the Council Conservation Committee with a recommendation for approval or denial.

Resources and Contacts: Chief to the Hornaday Awards Coordinator's job is to provide additional resources and knowledge for the Candidate so that their application can be successful at the Council or National level.

There are many Councils that do not have a Hornaday Awards Coordinator. One of the goals of this Guide is to have at least one Hornaday Awards trained individual per Council. There is Conservation USA and Hornaday Advisor training at the Philmont Training Center that describes good practices for choosing projects and an overview of the Hornaday program. Still, familiarity with this Guide is very important as this training is introductory and attending it is not attainable for most Scouters.

A Scout who does not know if there is a Hornaday Coordinator available in his or her Council should contact the BRMC Hornaday Coordinator for assistance. We will work together to contact the following groups: Council Conservation Committee, Council Camping Committee, Council Advancement Committee, and finally the Scout Executive. If all these individuals indicate there is no one available in the Council, we recommend that the Scout choose an advisor from his Unit that is willing to learn about the awards and work in concert with the BRMC Hornaday Coordinator. The BRMC Hornaday Coordinator is always willing and able to review projects and work with other Councils on Hornaday applications. See Section Five for information on starting a Hornaday Awards Program in your Council.

Conservation Advisor

Scouts in the BRMC will be assigned a Conservation Advisor. A Scout may choose his own Conservation Advisor if they wish, but the Council Conservation Committee generally likes to review Advisors to make sure they are qualified. It may be tempting to choose an individual from the Benefitting Organization or from your Unit to serve as the Conservation Advisor. Sometimes these individuals work out well because they reduce the number of additional advisors working on the project. However, combining advisors in this way should only be done if the Benefitting Organization or Unit has an expert in the specific field of conservation in which you are conducting your project, not just someone who has general conservation experience.

Your Conservation Advisor will have knowledge about appropriate conservation practices specific to your project. You will work with a different Conservation Advisor for each Hornaday project you complete. Your Advisor will assist you with the following items:

Technical: Conservation Advisors are experts in different fields of conservation. They know how to devise a technically accurate project that will benefit conservation efforts, while also being doable for the Scout. Technical designs like architectural plans, structure sketches, or species management plans need to be reviewed by the Advisor in order to ensure that the work completed will maximize the benefit of the project.

Project Options: The Scout is responsible for finding a project to complete. The Scout must actively seek out organizations to work with that have adequate conservation projects to complete. However, a Conservation Advisor will know about general project categories and potential organizations with whom to perform projects.

Approval Role: The Conservation Advisor serves as an approved liaison to the Council Conservation Committee throughout a Scout's planning and completion phases of a Hornaday project. There are five milestones that are important for Hornaday projects. First, the Advisor must approve the Project Outline, Project Proposal, and Project Plan that contains information detailed in the following pages. The Advisor should review all documentation associated with the Project Plan, as well as major decisions that occur when executing the project. Finally, the Conservation Advisor is the pre-approval person for the final Hornaday application before the Conservation Committee or National Hornaday Committee reviews it.

Resources and Contacts: A chief role of the Conservation Advisor is to provide the Scout with Hornaday related resources, professional organizations, conservation guidelines, and general advice that will help throughout the project. The Conservation Advisor is the chief source of help for the Scout during the project.

Many Councils do not have approved Conservation Advisors through the Council Conservation Committee. If this is the case, we recommend that the Scout choose either a member of the Benefiting Organization who is familiar with the conservation science behind the project or a Scouter in his Council who has a professional conservation affiliation related to the project.

Benefiting Organization

The Benefiting Organization is the owner of the space where the project takes place. This organization can be virtually any group. Often, Scouts find that it is easier to do their first project at Scout owned property, although Scout property may not be used for the site of an Eagle project and for only one Hornaday project. Examples of Benefiting Organizations include the Blue Ridge Mountains Council Scout Reservation, Habitat for Humanity, local schools, Virginia Department of Game and Inland Fisheries, Virginia Department of Forestry, local parks and recreation, religious organizations, service organizations, United States Department of Agriculture, National Parks and Forests, river authorities, caving associations, and many others.

Candidates should choose a Benefiting Organization that does work of interest to them. Many organizations where the Scout works or volunteers will benefit from a conservation project. If this is not an option, try working with a group that has some relation to Scouting in the Candidate's Unit. An established connection with the group will make it easier for the organization to approve Scout suggested projects.

Sometimes, the Scout can find a collaborative opportunity with an organization that lets the Scout work on a portion of current research or implementation. The organization is able to save money and resources by using Scout supplied labor, while also getting meticulously planned and executed work. This qualifies as a Hornaday project if all the criteria described below are met.

Eagle Scout Service Project Coach

The Eagle Scout Service Project Coach is tasked with providing insight and help through the Eagle project process and has a role in Hornaday projects only if the Scout seeks to combine his Eagle project with a Hornaday project. The Eagle Scout Coach is similar in role to the Conservation Advisor, but responsible for the Eagle part of the Hornaday project. Since the Eagle project requirements are more structured, it is important for the Eagle Scout Coach to make sure the leadership and group involvement portions are adequately addressed and the Eagle documentation properly finished. Refer to the *BRMC Life to Eagle Guide*. A similar Coach can be used along with the *BRMC Life to Eagle Guide* for Scouts working on the Sea Scout Quartermaster Rank or Venturing Summit Award.

Council Conservation Committee

The Blue Ridge Mountains Council Conservation Committee serves not only as an approval step for the Hornaday application, but as a potential resource for excellent Hornaday projects and advisors. Members of the Committee work in and are associated with myriad organizations that can provide suggestions for good Benefiting Organizations and general advice on most all aspects of a Hornaday project. Many members are specialists in certain aspects of conservation and they can supplement insights from the Conservation Advisor. All members of the Committee are available to help with Hornaday projects if asked.

Very few Councils in the country have Conservation Committees, but such a Committee is required for approving Hornaday applications. If this is the case, the Hornaday Coordinator can be appointed by the Scout Executive as the Chair of a Conservation Committee consisting only of the Coordinator. See Section Five for more details on how this can work.

Choosing a Project

The following criteria *must* be addressed in every Hornaday project. Many excellent conservation projects do not qualify as a Hornaday project because they fail to meet one or more of these criteria.

Interest: Candidates must choose a project of interest in order to put the most effort possible into the workings of their projects.

Conservation Science: Candidates must demonstrate that the project is planned and executed to the highest standards of conservation science. This means that the Candidate must show that the project not only will be beneficial, but that conducting it in the planned manner will provide the maximal benefit given available resources. The project should begin with the Scout identifying a potential problem, justifying that the problem actually exists and should be solved, proposing several solutions, and selecting the best one. This often involves the scientific method (see below). If someone suggests a project idea to you or a possible solution, you are still responsible for approaching the project by justifying its need and the design you choose.

Lasting Impact: Choose a project that will produce a result for others to enjoy far into the future. This does not limit the project exclusively to construction efforts. For example, an Energy Conservation program with Habitat for Humanity that involves

developing a curriculum and providing materials for people to teach a course in Energy Conservation would certainly fit this requirement.

Significant: A Hornaday project is much more than an Eagle project. An Eagle project is typically a short-term effort that requires some pre-planning and minimal after project work. The project may take from 100-200 hours on average. Hornaday projects require extensive pre-planning and a good deal of after project work, taking up to 400-500 hours to complete (sum of all hours Candidate and volunteers spend on the project). Thus, Candidates should choose a project that is not too limited. Planting some trees one day is definitely not sufficient.

Education: The chosen project should teach conservation practices to others. Both those who work on the project and those who interact with the project into the future should learn about the project. Though this can be as easy as speaking about the project to the crew for ten minutes at lunch and placing an educational sign in front of the project, we advise that at least one of the Bronze or Silver Medal projects should include a major education component. The education part could be the entire project or just a significant component

Age: The number of hours that one is expected to spend on each project increases with age, as does the complexity of the project. For Candidates thirteen to sixteen years of age, 200-300 hours per project (sum of all hours Candidate and volunteers spend on the project) are recommended. For Candidates sixteen to eighteen, 300-400 hours are recommended. Venturing Candidates (eighteen to twenty-one) should expect to spend 400-500 hours per project and/or submit an additional project (making it five total for the Silver Medal). We recommend trying to complete most or all projects within one age range interval as the amount of effort the National Hornaday Committee expects for each project jumps when the Candidate turns sixteen and eighteen.

This general hours guide also corresponds with an increasing cone of complexity. Venturing Candidates' projects should be significantly more complex in their design as well as taking more time to complete. The National Hornaday Committee judges applications as if all projects were completed shortly before the application was submitted. Thus, for a Scout or Venturer planning on taking more than three or so years to complete his or her projects, he or she should make the first project especially significant so that it will stand the test of time until the project is submitted as part of a Medal application.

Scientific Method: The project development process must follow the scientific method. This does not mean that a hypothesis must be proposed and tested, rather, it

suggests that the Candidate should identify a problem in the community, complete background research, propose a research question, develop a procedure, complete the procedure, identify the results, discuss the conclusions, identify future impacts, and suggest alternative and additional projects. These parts of the method should be clearly identified in the write-up. Many Candidates fulfill this requirement by testing a number of different site locations or project designs and choosing the best one based on pre-established criteria.

Research: The Hornaday project is expected to be extremely conservation sound. That means extensive background research should be conducted. Expect to contact and speak with at least ten professionals (many of them physically, you cannot simply find information on the Internet) in the conservation related field of each project. These professionals should help the Candidate plan the project and the individuals should be consulted regularly throughout the completion phase of the effort. You are expected to be the expert on your conservation project and the conservation science behind it by the end of the project.

To further understand what makes Hornaday projects different from Eagle projects or other service work, see the below descriptions of example projects.

Meet Hornaday Criteria:

- Public awareness campaign to describe the hazards of laundry detergent phosphates based on original published research to support conclusions.
- Designing and constructing artificial fish habitats for lakebed stabilization and homes for fishes.
- Designing a landscape using native plants to prevent soil and bank erosion.
- Reconstructing a cave habitat for bats and other night animals after extensive research into artificial cave environments.

Inadequate:

- Planting 200 trees (too small an effort, no education involved, little research needed, project may not be necessary).
- Setting up recycling bins at a school (too small an effort, may not be a lasting impact if no follow-up, no research needed).
- Landscaping a garden area (may not address a real conservation problem, education and research components unclear).
- Cutting down dead plants and trees (lasting impact not enough, project may not be significant enough).

- Having a benefit concert for an environmental group (money generally not considered lasting impact).
- Placing mile markers on a nature trail (no conservation benefit, little research or education involved).

Detail on Project Categories

What about the required categories? A sample project that would meet Hornaday criteria from each category is briefly described below. Recall that each project for a Hornaday medal must come from a *different* category. A Candidate may **not** make a category of his or her own.

Energy Conservation: Work with a local government to develop a program to LEED certify existing buildings. Run the program through one certification and train individuals to continue the program.

Soil and Water Conservation: Work with the Virginia Department of Game and Inland Fisheries to develop a Hydrilla management plan. Start this program. Record data relating to the effectiveness of Hydrilla control and publish media articles educating the public on the program.

Fish and Wildlife Management: Track the movement of deer populations using radio tags. Find where the populations are concentrating in different seasons and work to get high concentration areas designated as conservation land. Selectively plant plants that deer eat in those conserved areas.

Forestry and Range Management: Determine detrimental effects related to human traffic in forests, especially in the form of footpaths. Using this information, plan the least invasive paths for four different trails through the forest. Build these trails using only natural resources found in the forest.

Resource Recovery (Recycling): Examine the merits and detriments to recycling different kinds of plastic. Find which types will provide the greatest revenue for the local government and help them implement an awareness campaign about the chosen types of material to be recycled. Note that this category is generally better suited for Cub Scout Unit Award Certificate projects.

Air and Water Pollution Control: Work with the Department of Environmental Quality to determine the benefits of emissions testing for cars. Write a program to

implement these tests statewide or to eliminate them based on research determining the number of cars that exceed these requirements.

Hazardous Material Disposal and Management: Examine the ability of tomato plants to remove DDT from the soil. Plant various types of tomatoes on land that has large concentrations of DDT and determine which plant is most effective. Make recommendations to the Department of Environmental Quality as to the most effective removal method.

Invasive Species Control: Use competitive inhibition techniques to selectively place plants to outcompete kudzu. Report on the best inhibitor and the effectiveness of the inhibition. Monitor the lasting impacts of the inhibitor on the rest of the natural environment.

Some projects can fit in multiple categories. The Candidate should choose the category that best fits the project or has not been used for another project. For example, the Hydrilla project in the Soil and Water Conservation category could just as easily fit into the Invasive Species Control category.

Research

The Candidate is expected to be an expert in his own project so that he can educate others about the merits of the work conducted. Research is not only finding out about the technology that you will be using, but also contacting experts and asking for their opinion. Start your information quest with a quick Google Scholar search for relevant articles about the project. Take some of those links and expand the search by looking at governmental organizations and non-profit groups. Even an encyclopedia or science textbook can help somewhat.

With this information in mind, try asking your Conservation Advisor, Unit Leader, or a Conservation Committee member for help. They can refer you to people who do “this” for a living and know all the technical details about the technology being used. Sometimes these individuals have done similar projects before and give advice not available in books or through Internet searches.

Keep track of the people with whom you speak. You are responsible for logging all time both you and others spend on this project and for properly thanking them when the effort is complete.

Project Outline

The BRMC recommends a four-step process for proposing and planning a Hornaday project. These steps are the Project Outline, Project Proposal, Project Plan, and Project Report. This structure is modeled off of the Eagle Project Workbook. You can optionally obtain an official William T. Hornaday Award Conservation Project Workbook (2015, 430-815) on the National Hornaday Website to help you structure the Project Proposal, Project Plan, and Project Report, but use of this document is in no way required.

In the Project Outline, the Candidate should briefly describe the following basic ideas:

Who: Who is the Benefiting Organization? Who is doing the work? Who is advising you in this project?

What: What is the work? What difference will the project make? What is the origin of the project idea?

When: Estimate the time when the project will begin and end.

Where: Where will all work take place?

Why: Describe why this project is needed. How do you or will you know that the project is necessary and that selected site and design are the best?

How: Give a few sentence description of the project plan describing some basic project milestones. How will the project continue into the future?

Though you cannot conduct the project with only this simple information completed, at this point, both the Conservation Advisor and Benefiting Organization should approve your Outline to make sure you are on the right track. This should be completed in writing, either via e-mail or by signing the Outline.

It may be useful to strengthen the “Why” argument for your project by referencing and citing parts of the Blue Ridge Scout Reservation Administrative Resource Guide. Potentially relevant portions of this Guide include: A-1 Resource Project Plan and Environmental Impact Analysis, A-5 Trail Design and Maintenance, and A-8 Drainage Practices for Soil Conservation among others. The Resource Guide is available on the Conservation Committee website.

Here is a sample Outline; keep in mind that the planning and formal Project Proposal phase is next; so many details are not given.

This project involves constructing and erecting artificial fish habitats in Claytor Lake to prevent lakebed erosion and provide places for fish to live, as vegetation is sparse and the lakebed is mostly sand. Scouts from Troop 17 will help complete the project for the Blue Ridge Mountains Council Scout Reservation. I will utilize the A-1 portion of the BRSR Administrative Resource Guide to help with project planning. The workday will likely occur in June, with preparation occurring a week earlier. The project plan will be written and submitted before beginning the project. I will be working with Mr. Greg Harmon, Mr. John Copeland, and Mr. Brad Kane on this project.

This project meets the Hornaday criteria in the following ways:

Conservation Science: I will examine fish studies from Claytor Lake to show that the lake's fish population is below normal. I will conduct research to show that artificial fish habitats can solve this problem.

Lasting Impact: I will monitor the project and measure the number of fish living in the lake at set intervals after the project is completed. I will provide a management plan to the Virginia Department of Game and Inland Fisheries.

Education: I will educate the crew about the project, and I will provide educational materials to Claytor Lake State Park to incorporate into ranger led nature walks.

Scientific Method: I will propose several different fish habitat designs and locations and choose the best ones based on pre-established criteria.

Research: I will conduct research to determine the effectiveness of artificial fish habitats. I will talk to Mr. Copeland to get expert advice and ask him to help me identify other experts in lakebed erosion and fish habitat construction.

You should turn this Project Outline in to your Hornaday and Conservation Advisors. They will provide you with detailed feedback with the Hornaday Advisor focusing especially carefully on the criteria you say you will meet. Once you work with these advisors, you should start the actual planning process as described in the Hornaday Project Workbook.

Hornaday Project Workbook

As long as you fulfill all of the criteria for a Hornaday project and you write the project up clearly, incorporating all aspects of your project, you are not required to use the Hornaday Project Workbook (2015, 430-815). However, the National Hornaday Committee designed the Workbook to help Scouts better articulate their project so as to explain how they fulfilled the Hornaday criteria.

If you decide to use the Project Workbook, keep in mind that the space provided to answer each question may or may not be enough. Your overarching objective is to convince the Hornaday Committee that you met the requirements for the award, not to answer each question in the Workbook. Thus, you may find that some questions simply do not apply to your type of project. Further, you may want to add sections to the Workbook, such as an Executive Summary section, where you briefly outline how you fulfilled all of the Hornaday criteria with your project. You should also be sure to include discussions of how you meet the Hornaday criteria in detail throughout the Workbook.

Project Proposal

Beginning on page six of the Project Workbook, the Project Proposal should be completed after you share your Project Outline with your Hornaday Advisor and Conservation Advisor. Based on their feedback on your Project Outline, you should be able to complete this Project Proposal and articulate how your project will fulfill all of the Hornaday criteria.

Area Description and Issues: To complete this section, you will want to have visited and photographed the project area. Do not worry about completing any testing on the site; this may be a part of your actual project. Use interviews with the Benefiting Organization to help determine their perceived issues with the area. Visit the area on multiple days at different times to get an understanding of how the area is used. For example, a stream bank with erosion problems can manifest in many forms. The bank may be clear of vegetation, making the problem obvious. Alternately, the vegetation on the bank may be planted in such a way that the water is channeled down the bank, creating a place for erosion to occur. This could only be discovered by examining the site in the rain.

Current Condition or Situation: When describing what you believe has happened to the area, look for ways to incorporate scientific research later in the project. The Benefiting Organization may not have information about inventories or surveys in

the area or these data may not be relevant for your particular project, so document how you could help add to existing data with your project. Assessing how the area has changed over time can best be done by looking at photographs of the area from various years. Google Earth or state or city GIS data might be helpful for this task. Additionally, it is critical to interview someone who maintains the area or has been familiar with it for a long period of time so that this individual can help document any changes.

The questions about inventories or surveys mean different things depending on the type of project you are conducting. If the project deals with animal life, the survey would be of the numbers of animal species in a given area over a certain time. For soil and water conservation, the Benefitting Organization may have access to current or past soil tests they can share with you to help inform your planning. If no survey has been conducted, you should consider if you need to incorporate such a survey into your project in order to better understand the current situation in the area. Figuring out ways to find missing information will greatly aid you in demonstrating a commitment to the scientific method and research with professionals.

Project Alternatives: The project alternatives section is an excellent place to demonstrate that you have talked to professionals in your field of conservation and completed research on the area and your proposed solution to your conservation problem. As the text mentions, one of your alternatives should be doing nothing. Do not simply assume that the conservation problem will continue if you do nothing. Evaluating the doing nothing alternative is a good way to make sure the project is really necessary and will have its intended effects. Develop a list of criteria to help you evaluate the doing nothing option against other alternatives. You may have a preferred solution to the problem, but treat the project alternatives section as an honest look at different possible solutions.

Choosing alternatives aside from your proposed solution and doing nothing can be challenging. One good way to approach this problem is to split your project into components and see what effect choosing to complete a different number of components may have on the project or what would happen if one component was significantly changed in some way. For example, suppose you are designing an erosion control landscape to stabilize the side of a creek. Your proposed solution calls for certain types of native plant species, building a retaining wall, educating citizens, and putting down erosion control barriers. An alternative would be to decide not to build the retaining wall; another viable alternative would be to build the wall out of rock instead of wood. Or, you could consider moving the wall location slightly which might have a different impact.

In order to evaluate your alternatives effectively, you will need to develop some criteria that you believe are important to your project. I would split these criteria into two categories: conservation criteria and Hornaday criteria. The former is a list of criteria that impact the conservation effectiveness of the project such as cost, habitat created, erosion mitigated, and other similar factors. The second set of criteria will help you see which projects fulfill Hornaday criteria. Evaluate items such as opportunity for research, use of scientific method, lasting impact, and number of hours spent on the project. If you have a hard time translating your criteria into a proposed project solution, try assigning numbers and weights to the criteria to help.

Criterion	Objective
Erosion Mitigated	More is better, closer to creek is better
Habitat Developed	Want developed area for wildlife habitat
Lasting Impact	Must be a significant part of project
Use of Scientific Method	Must be a part of project
Hours Worked	At least 300

	Alternative A	Alternative B
Erosion Mitigated	30'x60' on the upper bank of the creek	25'x70' on the lower bank of the creek
Habitat Developed	Lots of plants planted, no trees planted, some shrubs	Some plants planted, some trees planted, no shrubs
Lasting Impact	Educational sign	Community group formed
Use of Scientific Method	To determine types of plants and erosion barrier	To determine types of plants and erosion barrier
Hours Worked	400	350

Here I choose to evaluate the projects on a five-point scale with different weights indicating the importance of each criterion. You should choose a system that works for you and your project.

	Weight	Alternative A	Alternative B
Erosion Mitigated	0.4	4	5
Habitat Developed	0.25	3	3
Lasting Impact	0.15	3	4
Use of Scientific Method	0.15	3	3
Hours Worked	0.05	5	4
	TOTAL	3.5	3.6

Our analysis here shows that, though the two alternatives we evaluated were very close in the end, Alternative B is preferable. Of course, you will want to complete this analysis including many more criteria and alternatives.

Proposed Project Description and Benefits: Now that you have selected an alternative, you can easily complete this section by describing the results of your project alternatives analysis. Be sure to include pictures of the proposed project area and any conceptual plans that you might have already developed for your project. Use this space to re-inforce the fact that the site and design maximize the impact of the project. Projects typically take about six months to complete from initial design to finished paperwork, so keep that in mind when you make your time estimates.

Providing Leadership, People: Remember to discuss the leadership you intend to provide before the actual project “workday.” For example, you will likely speak to a number of conservation professionals and use their advice to make decisions about the best ways to conduct your project. Organizing a working group of conservation professionals for your project is one way of demonstrating leadership.

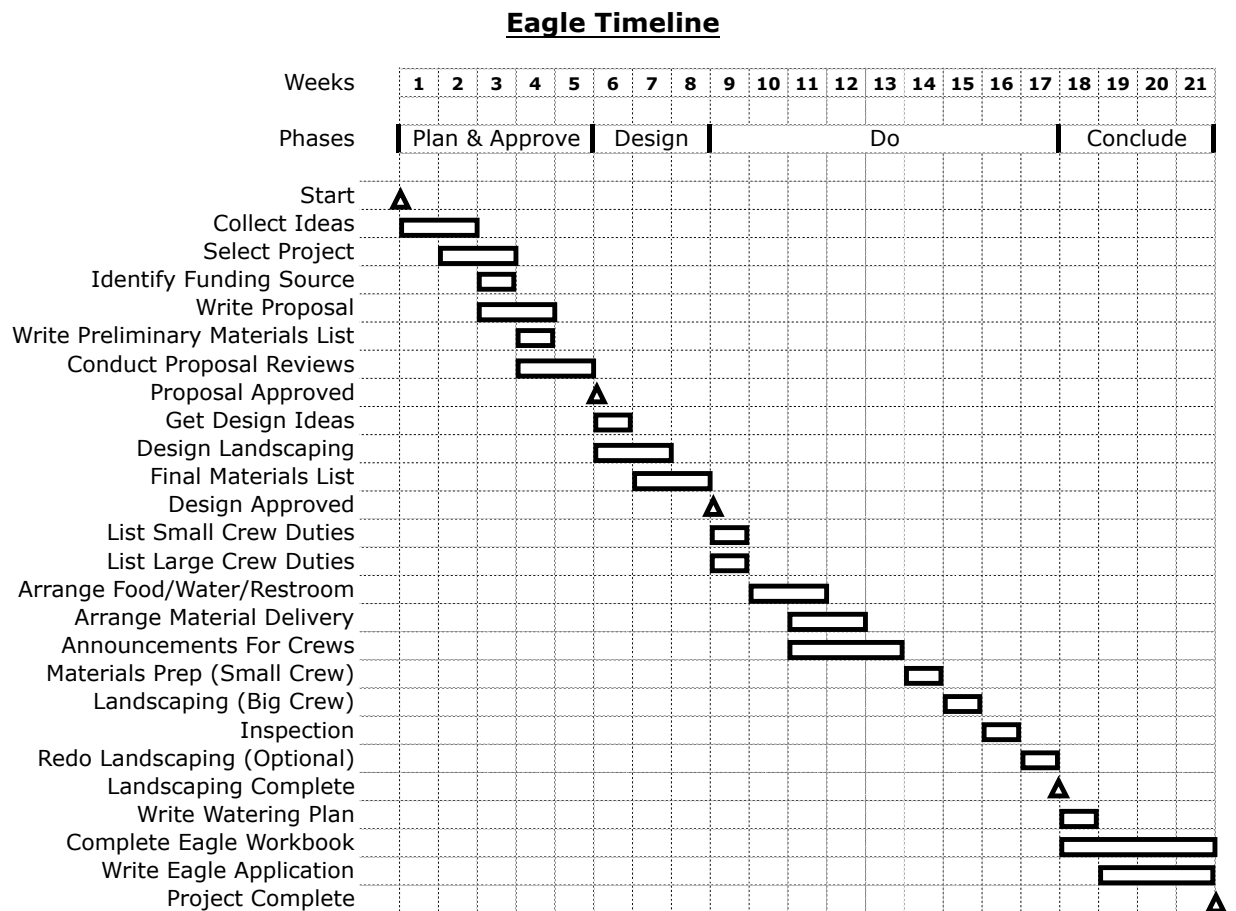
Materials, Supplies, Tools, and Other Needs: Once you have developed a basic conception of your project, *roughly* estimate costs for the project. You will fully detail these costs in your Final Plan, so this section wants to know if the plants you are planning on purchasing cost hundreds or thousands of dollars.

Permits and Permissions: Remember that if you are coordinating a Scout group to drive in a caravan to your project location, you will need obtain permission from parents and complete a safety review similar to a Tour Plan (though you no longer submit Tour Plans to the Council office for approval). You will likely need to research laws where the project is being conducted to figure out if you need a digging or building permit. The Benefiting Organization traditionally would request these permits, but it is your responsibility to determine whether they are needed and to make sure the Benefiting Organization requests them. Call Virginia 811 before you begin any project involving digging.

Preliminary Cost Estimate: Simply total your cost estimates from the above sections and demonstrate that you have a plan to obtain money to pay for the project. Often supplies and tools can be donated by the Benefiting Organization. You will complete this section in much greater detail in the project Final Plan. Recall that Hornaday projects are not made any stronger if they include a fundraising component, so do not feel obligated to fundraise unless the need arises.

Project Phases: You will have the opportunity to develop another project phase list in the project Final Plan, but we believe that the earlier you can plan out the project, the better. Thus, in contrast with the materials and cost estimates, which we recommend finalizing in the Final Plan, complete the project phases list as soon as possible.

You can use the simple list that is provided in the Workbook, but we often find it more effective to use a Gantt chart which more professionally presents your project phases and assigns a timeline from the beginning to end of the project. Below is such a Gantt chart, used for a Hornaday project that also was an Eagle Scout Service Project. Expect to spend at least six months from the initial discussion about project ideas until the completion of the project.



Logistics and Safety Issues: Provide a simple list of how transportation will work as well as basic safety issues you foresee. You will complete a more detailed analysis of safety issues in the project Final Plan.

Review: Hornaday projects ***do not*** need to be reviewed by your Conservation Advisor, Hornaday Advisor, or the Council Conservation Committee at any point before the final project write-up is completed. Page 15 of the Hornaday Workbook is largely a holdover from the Eagle Project Workbook.

That said, the BRMC Conservation Committee strongly recommends that the Hornaday applicant review the Project Outline, Project Proposal, and Final Plan with his/her Conservation Advisor, Hornaday Advisor, and the Benefitting Organization in order to make sure that the project will be a success. **Projects that the BRMC Hornaday Coordinator is not made aware of until after they are completed have an approval rate below twenty percent, while projects that have been reviewed from the beginning have an approval rate above seventy percent.**

Project Final Plan

Overview: Complete your Final Plan by expanding as much as possible on the information provided in the project proposal. You will notice that almost all of the sections in the Final Plan are the same as in the Project Proposal, but the Hornaday Workbook encourages you to actually write down and plan everything you will do during the project and everything you will need.

Comments and Changes: Include how your project Final Plan has changed from your Project Proposal. Also, plan for changes to occur as you conduct your project. In writing, state parts of the plan that are subject to change and how these changes will affect the project result.

Project Phases and Work Phases: You can simply revise or add to the Gantt chart that you made earlier to create the work phases for your project. Also plan the actual workdays. Publish a flyer like the one below recruiting Scouts that lists the work that will be completed and schedule for the applicable days. It may be helpful to use technology like Facebook or Unit e-mail lists to publicize the project. Consider finding ways to involve the community and Benefitting Organization in project workdays.

Troop 17 Hornaday Volunteer Trip

June 6-7, 2009



Respond by June 1st
Respond To: William O'Brochta

DESCRIPTION: Weekend of volunteer effort to create and sink artificial fish habitats to provide a cleaner lake and better fishing conditions that compliment the new Claytor Lake Boy Scout Aquatics Base. We will create artificial plant structures using cinderblocks, polyethylene pipe, and cement. We will submerge these structures into the lake. We will camp in new cabins and be part of a project that will benefit thousands of Scouts each year. This volunteer trip is being conducted as part of William O'Brochta's Hornaday project. Note that Hornaday projects are similar to Eagle projects and are focused on conservation.

COST: No cost.

PREREQUISITES: None. This trip is suitable for all Scouts interested in service hours.

FOOD/EQUIPMENT/CLOTHES:

Food: Saturday snack/dinner, Sunday breakfast.

Equipment: Scout book, sleeping bag, cup/bowl/fork/spoon, cooking stove/fuel/pots.

Clothes: Work clothes to get dirty including gloves, and camping clothes for late spring weather conditions.

Optional Equipment: Bring a tent if you wish to earn a night of camping.

Items Provided By Troop: Water, Saturday/Sunday lunch, work tools and supplies.

ADVANCEMENT: During the trip the Scouts will have the opportunity to work on advancement.

ADULTS: A couple of adults are needed to drive and participate.

TROOP CONTACTS:

Trip Scout Leader: William O'Brochta (540) 343-1883 william@obrochta.net

Adult Leader: Mike O'Brochta (540) 343-1883 grits@obrochta.net

SCHEDULE:

Saturday June 6:

8:00 am: depart from Dr. Ramsey's office on 3501 Franklin Road

9:00 am: arrive at Claytor Lake Boy Scout Aquatics Base

9:30 am: receive safety briefing and work assignments

12:30 pm: lunch

4:00 pm: stop work

6:00 pm: cook dinner

Sunday June 7:

8:00 am: cook breakfast

9:00 am: begin work

11:00 pm: lunch

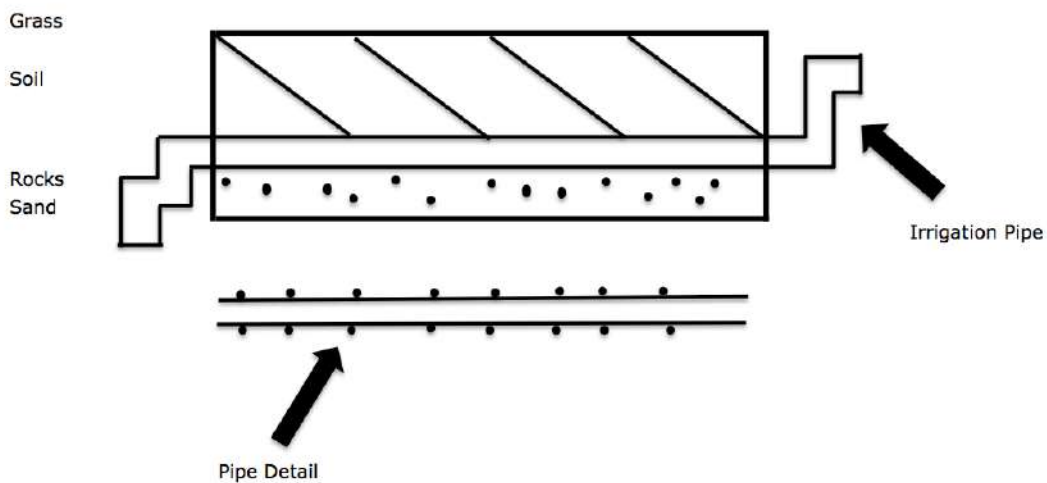
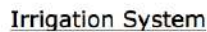
12:30 pm: depart from Claytor Lake

1:30 pm: return to Dr. Ramsey's office

(times are approximate)



Materials: Make a detailed materials list including all the required items, prices of those items to be purchased, and the location of items that are donated. Overestimate the amount of a given material needed to ensure that the project does not stop simply because the correct amount of materials was not provided.



Supplies, Tools, and Other Needs: Do not assume that the Benefiting Organization has or has the means to obtain the machinery or specific equipment for the project. Frequently, the organization will have some basic equipment, but not specific items like augers, tillers, or fertilizer spreaders. Arrange to get this equipment to the site and make sure to over allocate these resources so that workers are kept busy.

Expenses: Use the materials list to create a budget for the project. Keep in mind that money will be needed for lunch or food for the workers. Also, include a ten or fifteen percent contingency fund for unplanned materials. In the budget, you can indicate fundraised or donated money or supplies. You need not budget for pieces of equipment like shovels, gloves, and saws if participants will bring these items. However, anything that is rented should be included in the budget and donated items should be verified far in advance.

Item Name	Number	Cost
Sod Removal	800	600.00
Soil Additive	8	120.00
Granite Bench	1	799.00
Autumn Rouge	8	199.92
Camellia	1	24.99
Fringe Tree	1	59.99
Emerald Gaiety	11	219.89
Fothergilla	3	59.97
Magnolia	1	149.99
Mahonia	3	59.97
Harbor Belle	10	249.90
Helleborous	8	95.92
Liropie	56	447.44
Pansy Red	1	99.99
Knockout	9	224.91
Tree Form Vib	1	49.99
Leafgro	7	244.93
Mulch	8	159.92
Colonial Stone	1	249.99
Sign	1	44.10
Fence Material	1	168.94
Lunch	1	321.63
Watering Supplies	1	145.54
Discount on Plants		-453.13
Total		4,263.83

You need not fundraise. Raising money will not help your Hornaday application, nor is it a requirement of the application. It is up to the Candidate to see that the project has the money required to succeed, but he does not need to go and raise the money. First, speak with the Benefiting Organization about funding the project. Frequently, they will be able to donate some or most of the money for the project. Check with members of your Unit to see if they can provide materials or know companies that

can help. The Blue Ridge Scout Reservation has many materials that can be checked out. The Reservation should be able to fund a project occurring on their property. Some Councils provide additional funding for Hornaday projects.

If there still is a budget shortfall, look into getting a grant from a governmental organization. However, keep in mind that these grants are usually competitive, little money, and require months of advance planning. Thus, it is best to choose a project that can get a stable source of funding; either the Benefiting Organization promises to give the money or it can be easily obtained.

Providing Leadership: Hornaday projects have no specifics pertaining to who must complete the actual labor in the project. Thus, the Candidate can choose whether to do the work alone or with a group. The group effort will correlate with Eagle project requirements and also show the education component of a Hornaday project. Scouts, Scouters, adults, and others may participate in the project. Base the timeline for work on the number of individuals expected to help on the project. Recruit early and remember that only adults should operate most power tools (see *BSA Guide to Safe Scouting*).

Sources of workers can be your Unit, the Order of the Arrow, Venturing Crews, school service groups, and other clubs. Choose several members to serve as crew leaders as you split up the work that will be completed.

Remember that your job as a Hornaday Candidate is not to physically do the labor involved in each project, rather you are to supervise and act as the expert in all parts of the work. Organize the group of volunteers into different crews based on the types of work they will complete. Assign a crew leader to each crew and train him to know all the responsibilities of his crew. This forms “two deep” leadership, where the volunteers report to the crew leaders and they report to you. Such a practice cuts down on unnecessary questions and allows the Candidate to supervise and monitor process instead of being stuck with only one group.

One incentive for participation in your projects is that they count toward service hours required for rank advancement. Be sure to make mention of this fact in your announcement and report the hours earned after the project is completed.

Hornaday Candidate			
Crew Leader	Crew Leader	Adult Crew Leader	
Volunteers	Volunteers	Adult Volunteers	

Safety: Assess safety needs including people designated to provide first aid and how help will be contacted if needed.

The first point of Leave No Trace is “Plan ahead and prepare.” In your project, planning for potential problems is essential. Consider two major themes: weather related issues and help related issues. For weather problems, plan something for volunteers to do inside or in the shade. At a minimum, have a weather safe location to stay. Also, plan for low attendance and high attendance. Make sure that there are jobs to perform if a larger number of individuals attend. Compartmentalize the work so that fewer people can perform part of the project if attendance is very low.

Manage safety risks carefully by having equipment on hand and personnel to deal with emergency situations. A Tour Plan is no longer required for any trip; however, you should still document drivers and emergency contacts as well as obtain permission forms for Scout participants. Visit the work site and plan safety equipment that needs to be worn and an evacuation plan to the nearest hospital. Bring extra safety goggles and gloves for those who forget. Make sure that there are people on hand that know CPR and have some extra food and water for people who feel sick or need extra food.

Prepare a safety briefing that you will conduct with volunteers before the start of each workday reviewing potential hazards and how to avoid harm as well as providing a clear overview of the work and tasks assigned to each volunteer.

Hazard Analysis, Recognition, and Control: Refer to the *BSA Service Project Guidelines* (680-027), *BSA Program Hazard Analysis* (680-009), *BSA Guide to Safe Scouting* (34416), and *Guidelines for Tool Use and Work at Elevations or Excavations* (680-028) to complete a hazard analysis including work hazards, weather hazards, tool use hazards, emergency preparation, and preventative measures you will take to help reduce the risk of hazards.

Publicity: Plan to document the project well so that you can send pictures and information to local newspapers or media. They will be most responsive if you combined a Hornaday project with an Eagle project, but it does not hurt to send material from each project. Briefly describe the purpose and results of the project as

well as the importance of the Hornaday Award. This will raise awareness about the awards and give you publicity for your hard work.

Continuation: This is one factor that differentiates Hornaday from other projects. Put simply, it is not a Hornaday project if everything stops at the end of the last workday. Planting one hundred trees simply is not sufficient, for there is no follow-up or continuation. This continuation is difficult to plan out and sometimes is abstract. A habitat reconstruction project could, for example, be continued through an agreement with a landscaper to keep the area maintained and periodic photographic updates. What about a publicity project? These are much more difficult to continue. You could choose to educate an employee of Habitat for Humanity about your Energy Conservation program so that they can continue to teach the material after your project is complete. Think about ways in which you can help the Benefitting Organization maintain the project. Maintenance plans, educational programs, and suggestions for future work based off your research determining how effective the project are all important ways to show the lasting impact of your project.

Announcements: The project is a success only if Scouts and individuals come to help you. Thus, a well-written announcement paper containing a brief description of your project and the Hornaday Award you are working on is helpful. Distribute this announcement at least three weeks in advance. Also follow-up by making phone calls or sending e-mails and try to have a list of participants a couple of days before the work day.

Project Report

This section states that the Project Report “is the only documentation the national committee will reference to review your project.” You can certainly only send the National Hornaday Committee your Project Report, but the National Hornaday Committee wants to see all of the work and planning that has gone into your project. For this reason, the BRMC Conservation Committee recommends providing your entire Hornaday Workbook with attachments (or your entire project write-up) when turning in a Hornaday application. Unlike Eagle Project Reports, a Hornaday Project Report should tie the entire project together. Review all the Hornaday criteria and really sell the project as having a lasting and significant impact on conservation and demonstrate that you are a newfound expert in the relevant fields of conservation.

Project Description: Provide a description of the completed project and the impact it will have.

Observations: What was successful during the project? What was challenging?

Changes: What changes were made from the Project Proposal? Justify why these changes were made and the impact you believe they had on the quality of the conservation work completed.

Leadership: Describe how you demonstrated leadership during the project and the most rewarding part about being a leader.

Service Project Data: List all individuals that worked on the project and the number of hours worked by each individual. Remember to try to meet the age and hour guidelines presented earlier. If your project does not meet these guidelines, consider additional ways to add hours and significance to your project. Could you develop a committee in the Benefitting Organization to oversee the project? Could you train others on how the project works and help them suggest ideas for new projects?

Fundraising: Was fundraising completed? If so, how were donors thanked and how will leftover money be used?

Photos and Other Documentation: Attach photographs and other relevant materials. Almost all material that you develop for your project should be included. Space is not at a premium, and extreme detail is valued. Plans, documentation, drawings, suggestions from others, and even proposals for alternative project solutions that were not adopted should all be included.

Monitoring: How will you monitor the project? What follow-up activities can be completed by the Benefitting Organization to maintain the project? Every project should have a follow-up and monitoring plan that you deliver to the Benefitting Organization. This way you can end the project without having to conduct extensive monitoring years after the project has ended, but you can also be sure that such plans are in place.

Learning: How did the project help people, especially community members, learn? What educational materials did you provide to the work crew? How did you educate the community and those who interact with the project?

Community Impact: What impact did the project have on the community? Did you invite community groups to participate in planning and executing the project? Have organizations that may be interested in using the project been alerted?

Media Coverage: Provide copies of any media coverage of the project. Remember that you should plan for media exposure, so this is an easy item to complete.

Benefitting Organization Acceptance: Traditionally, Hornaday applications have included a letter from the Benefitting Organization thanking the Applicant for his or her work on the project. Such a letter is now required if the Scout uses the Hornaday Workbook. I also recommend letters from any other person or group that was integral in the success of the project. Your Conservation Advisor and Hornaday Advisor should review your Project Report, but their signatures are not required on anything except the Hornaday Award application forms.

Hornaday Forms

The application forms for all Hornaday Awards are available at the end of this Guide (in the Appendix). In contrast with the Eagle Workbook, the application requires very little information, relying on the Candidate's own reports to guide the application. There is one Merit Badge and Venturing Elective page and two pages to list the project categories and titles.

Application Presentation

Dr. Hornaday has been frequently quoted as saying, "Unusual prizes are to be won only by unusual services." Include the Project Outline, Project Proposal, Project Plan, and Project Report for each project and your application; everything should be professionally and neatly presented. This goes a long way to convince the Conservation Committee that you are serious about your conservation work. Use printed labels and title pages and have dividers between project sections. Computer draw all designs and print everything in color. Include videos, letters, newspaper articles or other publicity that distinguishes your application from that of others. Remember, detail is key, as it indicates careful planning and preparation.

Application Approvals

Especially if applying for the William T. Hornaday Silver Medal, the Applicant should get his application approved and reviewed by as many individuals as possible. Though not required, a thorough review by an English teacher will only help prevent careless errors and unclear language.

Show your application in draft form to the Council William T. Hornaday Awards Coordinator and have him make suggestions. If possible, also arrange for your

Conservation Advisor to read over the application for secondary review. Both of these individuals will likely provide you with detailed suggestions for additional material in the application. Although you may tire of revising the application myriad times, conducting these reviews and incorporating suggestions dramatically increases the probability of your application being accepted.

When the draft form of the application is complete, show the finished application to your Unit leader and get approval for the Merit Badges or Electives completed before proceeding with the more technical approvals.

Have the Council William T. Hornaday Awards Coordinator approve the application. At this time, the Coordinator will contact the Conservation Committee to alert the Chairman of a new Hornaday application. The Committee will not typically require the Scout to appear to present his application at a Conservation Committee meeting, rather the Coordinator will interview the Scout prior to a Committee meeting. The Coordinator will present the Hornaday applicant's binder and the Committee members will review it during a Committee meeting. The Committee tends to defer to the Coordinator on whether the application is sufficient for approval. Thus, working with the Coordinator throughout the process removes most of the ambiguity as to whether the Committee will approve the application.

Conservation Committee meetings occur three or four times a year; however, approval is sometimes conducted via e-mail to shorten the process. Questions or concerns are directed to the Hornaday Awards Coordinator who will correspond with the Candidate, if necessary. The Conservation Chairman must approve the project with consent from the entire Committee before the project moves on. The Scout Executive must then approve all applications. At this point, if the Candidate is applying for the Hornaday Badge or Unit Award Certificate or was nominated for the Gold Badge, the Committee will send off for the awards.

If the Candidate is applying for the Bronze or Silver Medals or was nominated for the Gold Medal or the Gold Certificate, additional approval is required. The Conservation Committee Chairman will send these applications to the National Conservation Committee. This Committee renders a final decision on whether the Candidate should receive the Hornaday Medal for which he or she applied.

The National Hornaday Committee consists of a half dozen Scouters and tends to meet three or four times a year. For Scouts, each project is reviewed and approved separately. Thus, the more high-quality projects the Scout submits, the higher the probability of receiving a Silver Medal. We recommend submitting at least five projects with any Silver Medal application, if possible.

The Committee has three choices for all incoming applications. The medal can be awarded and application approved, a lesser medal can be awarded instead if the work on one or more projects is not sufficient, or the application can be rejected. If a lesser medal is awarded, Bronze not Silver or Badge not Bronze, then the Candidate may **not** re-apply for another Hornaday Award using the same projects or work. The Committee may provide a set of specific suggestions for the Scout to follow to improve one project that did not meet Hornaday criteria. If this happens, the Scout may have the opportunity to re-submit the application and convert the award received to the next higher level. This typically occurs when a single project in a Silver Medal application is not quite Hornaday worthy and a Bronze Medal is awarded.

Applications may also be rejected. This typically occurs when a single project for a Bronze Medal application or several projects for a Silver Medal application are clearly inadequate and cannot be easily improved to meet Hornaday criteria. For example, a project that did not conduct a pre-project site survey and ended up choosing a sub-optimal project location cannot be corrected in any way other than doing another project. Projects included in rejected applications may not be used for future Hornaday applications. A Scout will need to complete entirely new Hornaday projects in order to be eligible to re-apply for a Hornaday Bronze or Silver Medal. Decisions made by the National Hornaday Committee are final.

The National Hornaday Committee generally receives a few dozen Bronze or Silver Medal applications, a dozen Gold medal applications, and one or fewer Gold Certificate applications per year. Of those, the acceptance rate is generally one quarter to one third, another reason why Hornaday education and project write-up excellence is extremely important.

The National Conservation Committee will send one letter stating receipt of the application and one letter stating approval, rejection, or lesser approval of the application. The latter letter will likely contain the actual application binder that was submitted.

Because of the National Hornaday Committee's high rejection rate for applications, the Blue Ridge Mountains Council Conservation Committee strives to find and correct potential errors in applications before sending them to the National Committee. We also generally recommend working on four or more projects for the Silver Medal, if possible, to increase the chance of receiving a Hornaday Medal. We see the Bronze Medal as generally something of a "consolation prize" for Scouts who apply for the Silver Medal, but do not quite meet the standards.

Hornaday Award Presentation

After approval, the Council Conservation Committee will receive your awards. Since earning a Hornaday Award is so rare, it will most likely be presented at a Council-wide event like the Eagle Recognition Dinner or Volunteer Recognition Dinner. An additional presentation may be done at the Unit level, if desired. The items granted by the Conservation Committee for each award are listed below.

Hornaday Badge or Gold Badge: A framed certificate and the badge device.

Hornaday Bronze or Silver Medal: A framed certificate, pinned medal, and two square knots (only one to be worn per award).

Hornaday Gold Medal: A framed certificate, hanging medal, and two square knots (only one to be worn per award).

Hornaday Unit Award: A framed certificate and flag ribbon.

Hornaday Gold Certificate: A framed certificate.

Recipients of a Medal (Bronze, Gold, or Silver) may order additional knots or civilian lapel pins using form 430-191 (in the Appendix).

Follow-Up

Now what? You have earned a Hornaday Award. The obvious next step is to work to earn another, higher level of award. You should also check on the progress of your Hornaday projects to see that they are still successful and continuing. Though there is no follow-up requirement after you receive the award, as a conservationist, it is your duty to see that the work you put in is still benefiting others.

The biggest help you can provide, however, is to tell others about the Hornaday Awards. I found out about these awards while browsing the Scouting website and no one I spoke to knew anything about them. While the Council Conservation Committee is working hard to change this, you can help by answering questions about Hornaday projects and encouraging prospective Eagle Scouts to work on a Hornaday project at the same time. This little bit of additional work as a Hornaday representative or supporter will really help the Committee spread the Hornaday message.

Section Four: Unit Award Specifics for Cub Scout Packs

(Intended for Cub Scout Pack Leaders)

Introduction

Section Three focused mostly on Scouts, Varsity Scouts, Venturers, and Sea Scouts seeking to earn a Hornaday Award. However, just as the expected number of hours and complexity of the project increases for Venturers when compared to Scouts, such complexity decreases for Cub Scout Packs seeking to earn the Unit Award Certificate. This section helps Packs meet the award requirements while dovetailing them to younger youth.

Requirement Interpretations

The same basic project requirements remain for both the Unit Award and for Cub Scout Packs pursuing this award. Since the Unit Award is approved at the Council Conservation Committee level, it is possible to interpret the Unit Award requirements for Packs (not Dens) while still preserving all the intent of the award. While we do not expect that the project for the Unit Award will be as sophisticated at the Cub Scout level, it still does need to meet some basic requirements. The left column of the below chart is the standard measure for all Hornaday projects. The right column is an interpretation for Cub Scout Packs. The requirement that 60% of all registered Pack members must participate includes registered Lions, Tigers, Bobcats, Bears, Wolves, and Webelos. It does not necessarily include all adult leaders, though doing so strengthens your application.

William T. Hornaday Projects	Cub Scout Modifications
Conservation Related	Conservation Related
Group Leadership Not Required, but Highly Recommended	Group Leadership Not Required by the Cubs
Much Research Required	Some Research Required
Restricted to Certain Categories	Restricted to Certain Categories
No Fundraising Required, but May be Necessary	No Fundraising Required, but May be Necessary
Must be Long-Lasting	Must be Long-Lasting
Few Approvals Required	Few Approvals Required
Cannot be a “One Time” Event	Cannot be a “One Time” Event
May Be Done Individually, but Best to Involve Others	Group Labor Required (60% of all registered Pack Members Participate)
Generally 200-400 Hours, Increases With Age	Generally 2-4 Hours From Each Scout
National Review May Be Required	Only Local Review Required
Lots of Planning Time, Less Labor	Potentially More Planning Time
Must Utilize Scientific Method	Must Utilize Scientific Method
Must Educate Others	Must Educate the Unit

The rationale behind the ability to interpret the Hornaday project requirements for Cub Scout Packs centers around the National Hornaday Committee’s unwritten requirement for increasing the number of hours for a particular project as the Scout gets older. From our research, we expect that a First Class Scout would be required to put in 200-400 hours of labor (total of all participants) into one Hornaday project. Since we are interpreting specifically for much younger Scouts, albeit a group of them, we can shift the expectations, just like they scale up for older Scouts and all Venturers.

Note that many of the requirements remain, unmodified. However, the importance of the planning in the project has been reduced slightly and less is expected as a contribution from the individual Cub Scout.

Choosing a Project

Interests: Because the entire Pack will be contributing to the project, the topic must be one of interest to all the Cub Scouts. Although the project does have to come from the Hornaday project category list and smaller projects on different topics cannot be combined, the most important aspect here is the enthusiasm level of the Cub Scouts. Also in consideration Cub Leaders’ skills to complete or work on the chosen project topic. A qualified Cub Leader or high-ranking Scout, not a Cub Scout, should lead the

Pack Unit Award effort. The latter option may be the best, as the Star, Life, or Eagle Scout may have more experience in project planning and the Cub Scouts are much more likely to listen to him when compared to a Cub Leader. Remember that the Cub Scouts will only work on a project that they “like,” so the effort should be planned around something everyone says they will enjoy.

Lasting: The requirement for follow-up is really no different than for other Hornaday projects. A good method for accomplishing the lasting part for Packs is to have the opportunity to go back to the site every year as a Pack for some sort of short service project. This affords the opportunity to discuss the Hornaday Award again and also to get the Scouts excited about conservation. A project that results in written documentation that is taught or passed along is not ideal in the Pack setting.

Conservation Science: The same standards for conservation science apply.

Significant: Probably the biggest misconception about Packs and the Unit Award is that, since the Pack has younger youth, the project can be easier to complete. This is definitely not the case. In fact, we have to be much more conscious of the fact that Pack projects can fall into this trap far more easily than projects with older youth. The Cub Leader or Scout in charge of the effort still needs to realize that, young or not, the Pack will be judged right along with Troop and Crew projects for **the extraordinary amount of effort** that was put forth. Basically, this means the Pack needs to “go out of its comfort zone” just as much as the Crew. While the result should be a less technically complex project, it fits the significant definition because the project went far beyond typical projects or service in the Unit.

Education: The education aspect is also still present, however, rather than only educating the public about the project and conservation, the opportunity exists to educate the Pack as well. Lessons in conservation should be carefully planned so as not to include boring indoor activities. The Hornaday story can be taught to a more captive audience at the work-site than in a classroom. This is also true for specific conservation principles.

Age: Just as Venturers should spend more time on the project when compared to Scouts, Webelos II Cub Scouts should spend more time on the project when compared to Tigers or Lions. Adults and Scouts may end up contributing leadership and planning to the project, but Cub Scouts should be as involved as possible.

Scientific Method: The scientific method must still be demonstrated in Cub Scout Unit Award projects. This is a great time to get Cub Leaders to participate and meet the sixty percent participation goal. Cub Leaders and Scouts are well suited to

complete much of the planning for the project. The Cub Scouts should plan as best they can; that usually means approving the work done by older individuals and generally getting excited about the project. The Cub Scouts can also gather materials and give suggestions on how the project should “look” when it is complete. It falls on the Cub Leaders to make contact with the Council William T. Hornaday Awards Coordinator and work with him to obtain a Conservation Advisor. Cub Leaders should also plan on communicating with the Conservation Advisor for the Pack in order to make sure requirements for the Hornaday Unit Award are met. Remember that the Cub Leaders and Scouts should still involve conservation professionals in the planning phase even though the project may be less detailed in its scope.

Cub Scouts should perform most of the labor on the project. This suggestion means that the project plan cannot be too physically demanding. The follow-up work required in monitoring the project is also best performed by the Cub Scouts themselves.

Research: As previously stated, the adults will need to complete most of the planning and research for the project. The Cub Scouts can bring in relevant research materials and the Pack can and should take field trips to visit conservation professionals who will assist with the project. Because the Cub Leaders and Scouts will be doing most of the research, there is more leniency in this requirement for Packs.

Suggested Project Modifications

We will now compare the Hornaday projects listed in Section Three and their modified Cub Scout versions to suggest how the two can be linked. Each project must fit into one of the below categories. A Pack may **not** make a new category.

Another Word About Scope: As a Pack working on a Hornaday Unit Award, you are in somewhat uncharted territory. Troops and Crews earn virtually all Unit Awards. Thus, the project modifications may or may not be realistic for your Pack. Most of the modifications are geared to older Packs with mostly Bear and Webelos Cub Scouts. Some commentary has been added for younger Packs with mostly Lion, Bobcat, Tiger, and Wolf Cub Scouts.

Energy Conservation: Work with a local government to develop a program to LEED certify existing buildings. Run the program through one certification and train individuals to continue the program.

Modification: This program can be completed as described, but the general idea would need to be simplified. The Cub Scouts could work on and learn about the

different facets of energy conservation, but the Cub Leaders would be responsible for the actual training and the Cub Scouts could help write the training program. For younger Packs, materials specifically designed for kids from the EPA could be used to teach about energy conservation. Since the LEED program is technically intensive, the young Cub Scouts could help identify aspects of the LEED program that could be included in the training program.

Soil and Water Conservation: Work with the Virginia Department of Game and Inland Fisheries to develop a Hydrilla management plan. Start this program. Record data relating to the effectiveness of Hydrilla control and publish media articles educating the public on the program.

Modification: Again, the Cub Leaders would be responsible for creating the general plan with the help of the Cub Scouts. The Cub Scouts can definitely remove the Hydrilla from the contaminated sites. They could also help write the media reports or be involved in pictures or movies about Hydrilla management. Younger Packs should still be able to remove the Hydrilla, but the Cub Scouts may be unable to assist with the media report writing or education part other than showing up in their uniform.

Fish and Wildlife Management: Track the movement of deer populations using radio tags. Find where the populations are concentrating in different seasons and work to get high concentration areas designated as conservation land. Selectively plant plants that deer eat in those conserved areas.

Modification: The Cub Scouts could not really help with the radio tagging if that had not already been completed. They could assist with selecting the high concentration areas. Similarly, they would not be able to assist with the paperwork aspect of getting the land designated for conservation, but could definitely help with the planning and planting of the native plants appealing to deer. Even younger Cub Scouts can assist in planting trees and shrubs.

Forestry and Range Management: Determine detrimental effects related to human traffic in forests, especially in the form of footpaths. Using this information, plan the least invasive paths for four different trails through the forest. Build these trails using only natural resources found in the forest.

Modification: The first point is easy for the Cub Scouts to assist with; they can go on a hike and observe problems present with cutting trails in random places. They can also help design the trails by looking for areas where there will be the least impact to the environment. Finally, the Scouts can also help build the trails; however, some tasks involving sharp tools and power equipment must not be delegated to the Scouts.

Building the trails will be difficult for younger Cub Scouts. This part could be eliminated for them or they could assist the Cub Leaders in trail work.

Resource Recovery (Recycling): Examine the merits and detriments to recycling different kinds of plastic. Find which types will provide the greatest revenue for the local government and help them implement an awareness campaign about the chosen types of material to be recycled.

Modification: The Recycling category is, frankly, geared to more simplistic projects because they usually involve some sort of awareness campaign like the suggested project. The great part of this is that the Cub Scouts can still use these projects for the Unit Award. Scouts can be involved in all aspects of this project. This will also get them out in the community and working with the local government, two things beneficial for Scouting and potentially for Arrow Points for the youth. This category is recommended for younger Cub Scouts because they can be major players in most, if not all, of the parts of the project.

Air and Water Pollution Control: Work with the Department of Environmental Quality to determine the benefits of emissions testing for cars. Write a program to implement these tests statewide or to eliminate them based on research determining the number of cars that exceed these requirements.

Modification: This may be over the heads of the Cub Scouts. The project involves conducting an experiment and following the scientific method, two great aspects of Hornaday projects, but things that the Cub Scouts may not understand. If this project idea is too complex, modifying the project into one where the Cub Scouts measured the amount of pollution on the sides of roads and then planned and implemented a program to reduce this pollution can preserve the basic project intent. Placing plants in the area or installing air scrubbers, two things in which the Cub Scouts could be involved, can reduce the pollution.

Hazardous Material Disposal and Management: Examine the ability of tomato plants to remove DDT from the soil. Plant various types of tomatoes on land that has large concentrations of DDT and determine which plant is most effective. Make recommendations to the Department of Environmental Quality as to the most effective removal method.

Modification: Again, we have the same experimental problem in this project as in the above one. Dispensing with the examination portion and replacing it with more of a literature analysis could modify this project. The analysis would reveal the best methods to use the plants to remove the DDT from the soil. This way, the Cub

Scouts would not have to do the testing themselves. The rest of the project could proceed as planned. Cub Scouts can remediate the soil (just planting plants on the land) and measure the effectiveness of the removal over time (a bioassay involves measuring plant germination rates).

Invasive Species Control: Use competitive inhibition techniques to selectively place plants to outcompete kudzu. Report on the best inhibitor and the effectiveness of the inhibition. Monitor the lasting impacts of the inhibitor on the rest of the natural environment.

Modification: This project is very amenable to Cub Scouts. The Cub Scouts can work on the analysis about which plant will best outcompete kudzu. They can definitely be involved with the actual planting and the follow-up. Younger Cub Scouts may not be able to assist with the monitoring if it involves anything more than surveying the site periodically.

Some projects can fit in multiple categories. The Pack should choose the category that best fits the project. For example, the Hydrilla project in the Soil and Water Conservation category could just as easily fit into the Invasive Species Control category.

Special Considerations

There are several special considerations for Hornaday Unit award projects involving Cub Scouts.

Safety: Safety is obviously a high priority in all Scouting activities. However, Cub Scouts are the most prone to problems in this manner. For this reason, it is recommended that Cub Scout Hornaday Unit Award projects avoid heavy power tool use, ladders, or unsafe conditions. A project with these aspects limits the ability of the Cub Scouts to participate and becomes a Cub Leader only effort.

Complexity: Cub Scouts cannot understand or work on projects as complex as the Scout Hornaday projects. Projects that are too complex will end up leaving most of the actual conservation work to the adults. That is not to say the projects must be downgraded or simplified for Cub Scouts, however, projects can be modified in order to fit Cub Scouts' ability. Taking projects that are suited for Scouts and tweaking them for Cub Scouts as above will best compensate for a complexity issue.

Ability: Like the complexity issue, Cub Scouts lack the ability to complete many tasks that may be required for Hornaday projects. The Cub Scouts may be able to dig holes

and plant shrubs, but may not be able to comprehend an architectural drawing or what a native plant is. Thus, the project should be tailored to the Scouts' particular skills and to their group ability.

Leadership: To meet the sixty percent involvement requirement, adults will inevitably be involved in the Hornaday project process. The Cub Leaders are expected, hopefully with the help of older Scouts, to lead the overall project effort and submit all the required paperwork. However, the project should not be completed with much adult effort. In other words, the adult involvement should be minimized in order for the Cub Scouts to experience both service projects and conservation.

Summary

In sum, Cub Scout Packs **should** complete a Hornaday Unit Award project. These service projects will allow the Scouts to obtain a broader view of the world, see the importance of service, and learn about the environment and conservation. The award forces the entire Pack to mesh together and work on a short-term goal that will help provide energy to the group and give positive press to the Pack. There are ways to modify Hornaday projects in order to meet all the criteria and still earn the award.

The Blue Ridge Mountains Council Conservation Committee and the Council William T. Hornaday Awards Coordinator are available and ready to help any Packs interested in earning a Hornaday Unit Award. Though Cub Scouts cannot earn a Hornaday Medal, we hope that the introduction to conservation that they receive in the Pack Unit Award effort will inspire them to continue service to conservation, ultimately ending in a Hornaday Badge or Medal.

Section Five:

Starting a Council Hornaday Program

(Intended for interested Scouters)

Introduction

Section Three discussed a formal organizational structure for Hornaday Awards within the BRMC. This structure is extremely uncommon throughout Councils in the country.

- From my knowledge and Internet research, there are thirteen Councils (4.4%) with well-established and functioning Council Conservation Committees to assist Scouts seeking to earn Hornaday Awards.
- Seventy-three additional Councils (26.8%) have some experience with the Hornaday Awards (a new or relatively inactive Conservation Committee, a single Hornaday Advisor, a recent Hornaday Award recipient), but have not developed a more robust program. The Scouts in these Councils could benefit from additional support from National or other Councils with established and well-functioning Council Conservation Committees.
- The remaining one hundred and eighty-six Councils include little or no information about Hornaday Awards on their websites or in any publications I could find. The Scouts in these Councils could benefit from learning about the Hornaday Awards.
- There is significant National interest in the Hornaday Awards:
 - At the 2017 National Jamboree, we estimate ten thousand Scouts and Scouters visited the Hornaday Awards Tent.
 - Of those, the Tent staff held detailed conversations with three thousand.
 - The Blue Ridge Mountains Council Guide, the most used Hornaday document, has been downloaded approximately eight thousand times and is being used to some extent in about one hundred Councils.
- As part of a push by the BRMC Council Conservation Committee to spread Hornaday awareness, all Councils have received copies of this document and links to the <http://bsa-brmc.org/Hornaday> website.

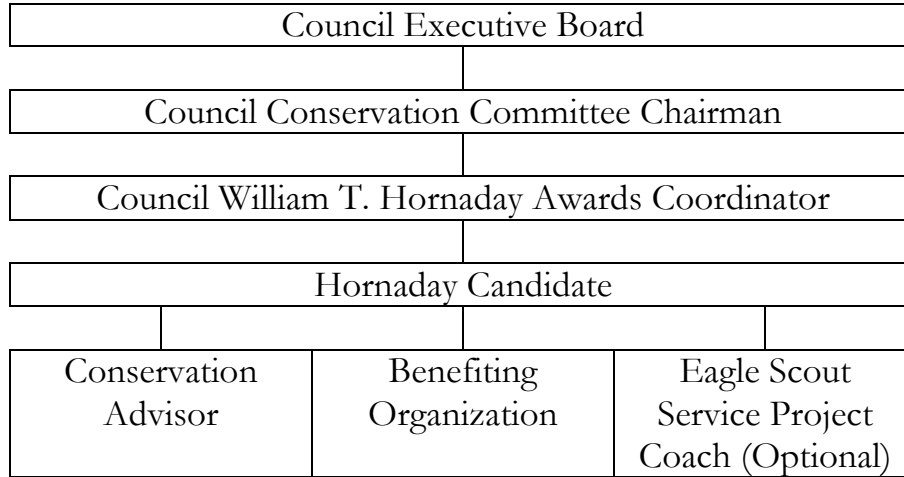
For these reasons, this Section will explore how to create the ideal Council Hornaday structure, how to get by with existing resources, and how to educate a Council about the Hornaday Awards.

Case Study Aspect

It is important to note that, naturally, all Councils are different and the structure that works in the BRMC may not work elsewhere. The BRMC Conservation Committee has experience working with many Councils to set-up Conservation Committees, so we are familiar with the challenges of establishing a Conservation Committee in Councils large and small.

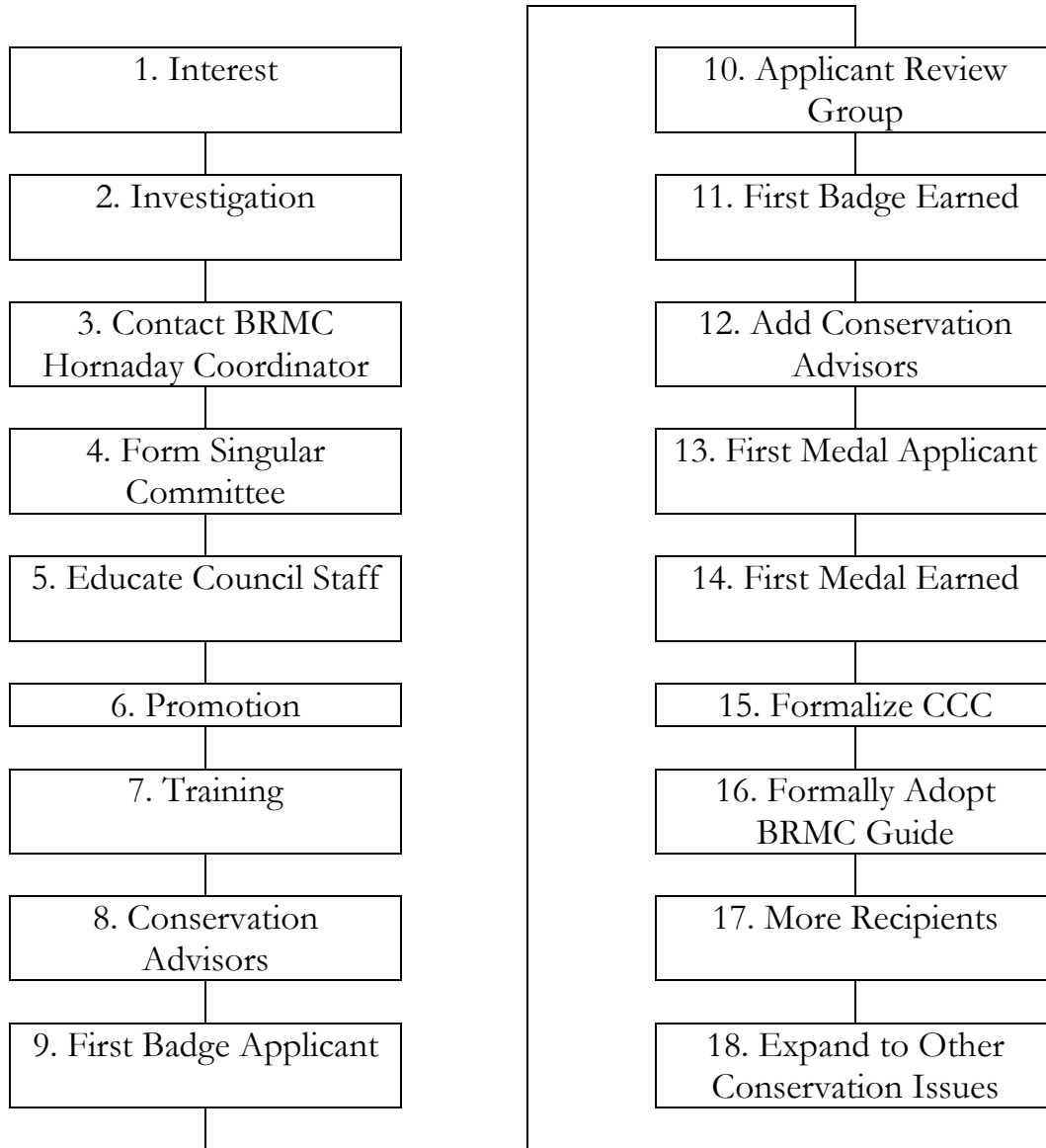
“Ideal” Structure

This structure is described in Section Three as the current structure of the BRMC Conservation Committee, and it represents an end goal for Councils just introducing the Hornaday Awards.



Suggested Process

This flowchart represents a typical progression used to establish a Hornaday Awards Program. Each item is subsequently detailed:



1. Interest: Your interest in the Hornaday Awards Program is not quite enough to fully justify starting a Hornaday program in your Council. It is true that “if you start it, they will come,” but, in order to develop a solid case as to why the Council should invest time, money, and effort into Hornaday promotion, it is extremely beneficial to find one or two Scouts who express a good level of interest in earning or participating in a Hornaday Award. Many Scouters become involved in the Hornaday program because an individual Scout expresses interest in earning a Hornaday Award (the

Scout may be reading this Guide and unable to find a Scouter knowledgeable about Hornaday). Having these interested Scouts will help justify the need to create a position to oversee the Hornaday Awards.

2. Investigation: Many times, I have found that Councils have had a Hornaday recipient “sometime in the past” or someone in the Council has at least heard of the Hornaday program. It is vitally important to find and talk with these individuals in order to be able to start or restart a Hornaday program. If someone has earned a Hornaday award, they may have tried to mentor other Scouts to foster interest in the program. Often these efforts fail because of lack of Council support. Identifying these issues early on will help develop a successful program. The Council Office should maintain records of Hornaday recipients, but if these are missing, contact the National Office. Online newspaper searches and talking with experienced Scouters who have served in the Council for a long time will help supplement this official list with names of Scouts or Units who may have been interested in the Hornaday Awards, but never completed one.

Your next task is to determine if the Council has anyone currently serving as a Hornaday Advisor. If you as the Scouter have never heard of such an individual, it really is no indication he or she does not exist. Frequently, such information is frustratingly difficult to locate. Talk to your Council Conservation Committee (if one exists), Council Advancement Committee, District Executive, and Scout Executive to try to identify if there is a Hornaday Advisor or anyone else in the Council who has been active in Hornaday advising. If such a person is found, you, the interested Scouter, can likely help publicize the existence of a Hornaday Advisor and might be able to assist this person.

If this fails, the next step is to try to determine existing structures within the Council that may have oversight of the Hornaday Awards (whether they know it or not). If a Council Conservation Committee exists, oversight likely falls to them. If no such Committee exists, try the Council Camping Committee. Council Camping Committees usually have purview over Scout Camp related issues, but they often have oversight over conservation and the Hornaday Awards. Should the Council Camping Committee not have oversight, it probably falls to the Council Advancement Committee under the “awards and recognition” banner. The final stop should be with the Scout Executive.

Finally, take a look at the *Council Conservation Committee Guidebook* (430-022). This document will ultimately be what you follow in order to turn your Hornaday program into a full-fledged Council Conservation Committee.

3. Contact BRMC Hornaday Coordinator: To gain additional insight about what goes into forming a Hornaday Awards Program, we recommend that you speak with the BRMC Hornaday Awards Coordinator before proceeding further. I will listen to the historical information you have found and suggest paths forward. I can connect you to resources and individuals in the small community of Scouters advising Hornaday projects.

4. Form Singular Committee: This step and the next steps are to be followed if your Council does not have an established and functioning Hornaday Awards Program within the Council Conservation Committee. I write these steps as if there is absolutely no Hornaday program within the Council; these steps are easily modified if some semblance of a program already exists.

By “singular committee,” I am referring to a committee of one individual—you—who will be responsible for Hornaday Awards throughout your Council. You may be apprehensive because you have not worked at the Council-level before or because you have never guided a Scout through the process. Just remember that no one is there to guide Scouts at this point, so any accurate knowledge you bring will only improve Scouts’ success. Scouts often get discouraged because no one has even surface level familiarity with the Awards. You can be the person to support the Scout and to find the answers to all of his or her questions. The Scout should be worried about completing an excellent project; supportive volunteers are there to help the Scout understand the requirements and how to achieve them.

To form such a committee, you should approach your Scout Executive saying that you are interested in promoting the Hornaday Awards and that you have identified several Scouts who are interested in working on an Award. Be sure to have a brief summary of the program ready. Most Scout Executives have no problem allowing you to take on an unfilled role in the Council. They may wish that you attach yourself to an already existing Committee such as Advancement or Camping. Since the ultimate goal is to form a separate Conservation Committee with a sub-Committee of individuals working on Hornaday Awards, I recommend that you establish a relationship with the Camping and Advancement Committees. You can join these groups as long as everyone understands that you will learn about and be the expert on Hornaday and that the Committees’ role is to support your efforts, not become experts themselves.

5. Educate Council Staff: In your Council-level position, you will work to spread awareness about the Hornaday Awards Program and to educate as many Scouts in the Council as possible about them. This starts by educating the Council Staff. There are several reasons for this.

First, the Scout Executive will be the one with ultimate Council-level approval over Hornaday applications. If he or she is unfamiliar with the Awards when you bring the first Hornaday application, it will take longer to get the application approved and the Scout Executive may feel blindsided by not being kept informed. Also, having the Scout Executive on board with your cause will help if any issues arise working with other Council Staff.

Second, the District Executives can help you disseminate information to their respective Districts, identify Hornaday Merit Badge Counselors, and identify Scouts who may be interested in earning a Hornaday Award or Scouters who should be nominated for a Hornaday Badge or Medal. Despite your best efforts at publicizing the Awards, Scouters usually ask for help from their District Executive before reaching out to Council-level volunteers.

Finally, the rest of the Council Staff may be able to help promote the Hornaday Awards at events such as an annual Eagle Recognition Dinner or produce special marketing and education materials.

The Council Staff does not need to read the Hornaday Guide or have any deep understanding of the Hornaday Awards. I recommend using the short overview video on the <http://bsa-brmc.org/Hornaday> website as well as distributing the Executive Summary in this Guide. These two items provide a good and brief overview of the Hornaday program.

6. Promotion: My next step in forming the BRMC Hornaday program was to develop and market the *BRMC Hornaday Guide*. Fortunately, there is no reason to re-invent the wheel for your Council. I highly recommend simply adopting the *BRMC Hornaday Guide* and associated materials as your Council's Hornaday documentation. Such adoption can certainly be permanent. Step sixteen allows for permanent adoption of the Guide or the option to add something directly relating to your Council. There is no reason to develop such documentation now because the structure of your Council's Hornaday program will likely change several times before it becomes firmly established.

Promote the existence of a Hornaday program within the Council by distributing a short announcement about the Hornaday program and the BRMC Guide within all Council and District publications. Here is an example paragraph for publication:

Are you (or do you know) a Scout interested in conservation? Has that Scout considered adding a little to his Eagle project to earn the William T. Hornaday Badge, a conservation award granted to only about thirty Scouts in the country each year? Good news: William O'Brochta (insert your information here) has recently become a Hornaday Advisor in the Blue Ridge Mountains Council. All Scouts and Scouters interested in learning more about Scouting's conservation awards program founded by famed conservationist, creator of the modern zoo system, savior of the buffalo, and Director of the Bronx Zoo William T. Hornaday should contact William and review the comprehensive and step-by-step *BRMC William T. Hornaday Awards Guide* located on <http://bsa-brmc.org/Hornaday>. The Hornaday Badge is the first step on the trail to the Hornaday Silver Medal, the highest conservation honor in Scouting, earned by only one or two Scouts in the country each year. Be a part of the conservation and environmental movement and receive the rarest honor in Scouting.

The goal of promotion at this point is to get the word out to all Unit Leaders so that they can contact you if they know a Scout working on a Hornaday Award. It is critical to identify these Scouts early on because otherwise they will apply for the Award without your guidance. The overwhelming majority of these applications will fail at the National Hornaday Committee unless you intervene. Hornaday criteria are complex and good advising is key.

You do not have the capacity at this point in the program to actively recruit new Scouts to begin earning the Awards. You should focus your efforts on Scouts who were previously working on them without guidance and the Scouts you identified in step one as highly motivated. Actively recruiting at this point will overwhelm your limited resources. Your goal is to get one Scout to complete a Hornaday project and earn the Hornaday Badge. Doing so will establish the program in the Council more effectively than working with a large group of only partially committed Scouts.

7. Training: The best way to make sure that both Scouts and Scouters truly understand what is involved in earning a Hornaday Award is by conducting frequent training sessions; you should plan on holding many sessions throughout the Council mostly geared toward Scouters, but some special programs for Scouts.

For Scouters, target each District at their Roundtable meetings and present a program to each one. Feel free to use the BRMC recorded PowerPoint and the other materials on the BRMC Hornaday website. These presentations should focus on helping

Scouters understand the size and scope of Hornaday projects and the types of Scouts who might want to consider earning a Hornaday Award. Use the Basic Information Guide (found on <http://bsa-brmc.org/Hornaday>) as a handout and reference this Guide as a resource.

You should also focus on the Hornaday Unit Award. Frequently, Cub Scout Packs are the best way to introduce Scouts to conservation projects and the Hornaday program at a young age. Section Four of this Guide is devoted to Cub Scout Unit Award Hornaday projects. Then, ask for the participants' help in identifying Scouts who may be interested in earning a Hornaday Award. Though it is extremely impressive to describe the Hornaday Silver Medal as the rarest award in all of Scouting, the Silver Medal is, frankly, unachievable for almost all Scouts due to time and interest constraints. So, mention the rarity of the entire awards system and then focus on the requirements for the Hornaday Badge. Usually, the best Hornaday applicants earn or are working on Eagle at ages thirteen to fifteen. Any Scout with an Eagle project related to conservation and interested in the Hornaday Awards should expand that Eagle project in order for it to qualify for a Hornaday Badge. Have the Scouters in attendance help with referrals: any young Scout currently working on a conservation related Eagle project is a Candidate for a Hornaday Badge.

Other good venues for Hornaday education for Scouters are: University of Scouting, Wood Badge (during the conservation project/presentation or as a patrol presentation), Leave No Trace courses, and trail maintenance programs.

You could consider doing presentations at larger District or Council events in front of Scouts, but these usually have little to no yield unless the Scouts are already interested in conservation in some way. Simply targeting Scouts who will “do it all” for an award and have no passion for conservation may increase your number of Hornaday recipients, but the quality of projects and passion for the Hornaday Awards may suffer as a result. So, work to identify Units that have a specific conservation focus and present directly to these Scouts. Usually the first thing that comes to mind is Venturing Crews focused on conservation, but Troops and Packs who do a lot of conservation projects, trail maintenance, litter pick-up, and even those Units with a very large focus on outdoor events are other good candidates.

Most successful will be small group discussions with Scouts who find you on their own accord (thus showing initiative) or who are identified by Scouters as being particularly good candidates. Thus, for Scouts, making sure your name is widely available on your Council website and in District information will be extremely important in their attempts to contact you. Consider sending an e-mail to every Unit Leader in the Council with your contact information since the Scout is likely to go to

his or her Unit Leader looking for help with the Hornaday Awards before contacting anyone else.

8. Conservation Advisors: One goal of all the training for Scouters should be to generate enough interest that some Scouters want to help mentor and advise Hornaday Candidates. With such a small program at the beginning, you probably do not need to get more Hornaday Advisors onboard, rather the goal should be to split interested Scouters into two groups: Conservation Advisors and members of the Applicant Review Group (who become important in step ten).

Conservation Advisors help with the technical conservation details of a particular conservation project and need not know anything about the requirements for the Hornaday Awards. It is helpful, however, if the Conservation Advisors are Scouters or are familiar with the Scouts. Hopefully, some Conservation Advisors will materialize out of the training sessions you conduct. If this does not happen, consider contacting your local extension service, state department of forestry, and bureau of land management. Many Hornaday projects involve these agencies anyway, so getting some point of contact who knows about each organization and is qualified enough in conservation science to serve as a Conservation Advisor should suffice for the first couple of Hornaday projects that your Council completes. Only two or three Conservation Advisors will be needed until the Hornaday program grows significantly.

You should send a letter to each Conservation Advisor officially appointing them and referring them to the Hornaday Guide for more information. Below is a letter similar to the one we send to Conservation Advisors when they are first appointed and when they agree to work with a specific Scout:

Dear Zach:

Dr. Jim Parker has notified me that you have agreed to assist Scout Michael as his Conservation Advisor for the William T. Hornaday Badge and Medal Awards. Many thanks for accepting the responsibilities associated with this position. Michael intends to tie this Award with his Eagle project.

The enclosed information [*link to the Hornaday Guide*] outlines the responsibilities of a Conservation Advisor as well as describes the William T. Hornaday Awards Program. If you have any questions regarding the program, please feel free to contact me, Dr. Parker, or our Hornaday Awards Coordinator, William O'Brochta.

9. First Badge Applicant: The first eight steps have established a structure good enough to handle your first Hornaday Badge applicant and maybe a Unit Award or two. Now you simply have to wait for your training and education efforts to pay off with a Scout interested in earning a Hornaday Badge. I will briefly outline the process I use to work with Hornaday Candidates. Of course much of this is up to you, but it might be instructive for your first Badge Candidate.

Identifying Interest:

When I first receive a referral to a Scout interested in a Hornaday Award, I will give the Scout a phone call and talk directly to him or her about why they are interested in pursuing a Hornaday Award. Be sure to speak directly with the Scout and another adult, not just with the Scout's parents. In coaching Eagle projects, we often talk about the importance of informing the parent while communicating directly with the Scout. Think of a Hornaday project as an even bigger Eagle project, and it soon becomes clear that communicating directly with the Scout is even more important. For better or for worse, the parents are unlikely to know anything about the Hornaday program. In talking with the Scout, make sure to quickly explain the scope of Hornaday projects and the time commitment involved as fully as possible. From the educating and training you have already done, you have probably gotten a number of people interested in the Awards who do not totally understand that the typical Hornaday Silver Medal effort takes about three years. So, make sure to explain this upfront and follow-up with the short Hornaday video and a copy of the Hornaday Guide. End the conversation by having the Scout think about possible projects and review the Merit Badges or Ranger Award requirements that he or she has completed and deliver a report at your next meeting.

During this first meeting, you need to figure out whether the Scout is truly interested in working on conservation projects or if the Scout just wants to earn the rarest award in Scouting. There are two types of the latter case. In one, the Scout actually is really motivated to earn "cool" awards. These Scouts sometimes are successful at completing Hornaday Awards, but you should ask them about their other interests and thoughts about a career. If the Scout is more interested in careers and fields more conducive to another rare award program such as the Nova awards, provide the Scout with resources and contacts so that they can learn more information. The Scout may come back to you later having decided to work on Hornaday, but they will do so having explored other prestigious and rare awards, meaning that they find Hornaday intriguing for some reason other than its rarity.

A common occurrence is for Scouts to be interested in earning Hornaday Awards because their parents or Unit Leaders are pushing them to do so. This could be because the adults see that the Scout needs something productive to do or because

they want to be able to talk about how their Scout earned a rare award. In any case, talking to the Scout along with the parent and then along with the Unit Leader can help detect whether the Scout is being unwillingly pushed by either of these individuals. If this is the case, intervene. Contact the District Executive and the Unit Commissioner if the Unit Leaders are the source of pressure; contact the Unit Leader if the parent is the source. Even if the Scout is interested now, be sure to check-in throughout the process to make sure the Scout wants to continue.

Project Outline:

At the next meeting, you should discuss the Scout's progress on thinking up a project and the other requirements. If he is completing the Hornaday Award as a Scout, make sure to offer assistance locating Merit Badge Counselors for the Hornaday related Merit Badges. With such a limited network of Hornaday supporters in your Council at this time, lining up counselors for some Merit Badges may not be possible, but set an end goal of having at least one Merit Badge Counselor for each Hornaday Merit Badge listed in the Council. Many of these Merit Badges are among the rarer Merit Badges, so lining up Counselors might be difficult, but you want to be ready in case a Scout is really interested in a particular rare conservation Merit Badge. For Venturers, offer the assistance of some of your Conservation Advisors to help the Venturer complete the Plants and Wildlife and Ecology electives of the Ranger Award, if needed. Many Crews do not work on awards and Crew Advisors may have never worked with a Venturer completing the Ranger requirements.

The Scout should present a Project Outline for their first Hornaday project during this meeting. Help flesh out this Outline using the Hornaday Guide. Although the outline process is not formally part of the Hornaday write-up, it is vital to good communication and having a successful project. After this meeting, the Scout should contact the Benefitting Organization with the Outline and see if they are interested in working with the Scout on the project. Some Benefitting Organizations may not want to undertake the liability, resources, or time required to help mentor a Scout conducting a project on their property. This is important to find out early, but not before the Scout has an Outline prepared. Scouts who approach Benefitting Organizations with just a vague idea of a possible project often fail to obtain the Benefitting Organization's approval to start planning the project because they seem unprepared.

Often Scouts will show up to a Project Outline meeting with nothing written or with an Eagle project type idea. This happens despite the fact that you have explained the Hornaday criteria to them during the first meeting. If this happens, discuss the Outline with the Scout and determine if the Scout is interested in continuing the

project. If so, provide detailed comments about the Outline and suggest that the Scout re-work the Outline for review.

Identifying a Conservation Advisor:

Agree to work to set the Scout up with a Conservation Advisor before the next meeting. Pick a Conservation Advisor from your list (consisting of those people you lined up earlier) who best matches the location of the Scout and the technical aspects of the project. If none of your already lined up Conservation Advisors fits well, find someone at the Benefiting Organization (especially if it is a government agency) to serve as Conservation Advisor for this project.

Project Proposal and Final Plan:

On the third meeting, review the Project Proposal and make sure the Scout has formally met with his Conservation Advisor. Your review of the Project Proposal and the Final Plan are the only two remaining opportunities to make sure the Scout is meeting the Hornaday criteria. As such, your review should be extremely detailed. Go through each of the Hornaday criteria in detail and review how the Scout did or did not fulfill them. If a criterion is unfulfilled, provide explicit suggestions for how to improve the project. Tell the Scout that they can explore alternatives to your suggestions, but that your best judgement says that at least one of the Hornaday criteria is lacking. If the Scout presents an excellent Project Proposal, then the Final Plan should be easy for the Scout to complete and for you to approve. If there are significant problems with the Project Proposal, review the Final Plan in a similar level of detail.

Then, let the Scout loose. This is a major difference from the Eagle program. An Eagle Project Coach may conduct weekly or bi-weekly follow-up with the Scout to check on progress. As Dr. Hornaday wanted the Scout to be recognized for distinguished service instead of simply completing some requirements for an award, it is up to the Scout to complete the entire project and present a final write-up. Your job is to educate the Scout about the Hornaday criteria and to evaluate the project with your professional opinion. You are not responsible for approving the Project Proposal or Final Plan or to prevent a Scout who chooses to ignore your suggestions from implementing the project. I generally send a couple of e-mails during the implementation process to make sure the Scout is working well with his Conservation Advisor and that there are no lingering questions, but no other action is really needed, even for your first applicant.

Project Report and Completion:

Once the Scout finishes his Badge project, have him write everything up in the Project Report and fill out the application forms as dictated in the Hornaday Guide and have

him send this to you in draft form. Review everything, line-by-line, especially if this Scout intends on pursuing a Hornaday Bronze or Silver Medal. Comment on everything as well; my comments run pages long comparing the expectations for Hornaday projects laid out in the Guide to what the Scout has actually completed. Nothing is too small and insignificant to be ignored. Appearance, word choice, citations, writing style, and typography are all important signals to the National Committee that the Scout is serious about earning a Hornaday Award.

Usually the result is that the Scout needs to work on the write-up to highlight some parts of the project that he did, but did not explain in great detail in the write-up. Additionally, the Scout usually has some component of the project to do a little extra work on: more education, research, or follow-up. Have him revise the write-up and complete the extra work before reviewing the final application. You may have to go back and forth with the Scout several times before you believe the application is the best it can be. At any time, the Scout may tell you that they are done working on the application. If this happens, it is your responsibility to respect the Scout's wishes and move on to the next step.

10. Applicant Review Group: In the BRMC, the Hornaday Coordinator reviews the applications, interviews the Scout applicant, and then presents a written recommendation to the Council Conservation Committee for approval before it goes to the Scout Executive. In your case, you will act as the Hornaday Coordinator and the one member on the Council Conservation Committee in order to approve the application. So, before presenting the application to the Scout Executive, you have two options:

The first is to seek advice from no one else and to simply approve the application as the Council Conservation Committee of one person. This is risky if the applicant ends up going for a Hornaday Medal because you could have missed some parts of the write-up that could have been improved.

A better approach is to form an "Applicant Review Group," like an informal Eagle Board, to review the project write-up. The Group can consist of the Conservation Advisors you identified earlier, anyone from your training sessions particularly keen on helping promote the Hornaday Awards, and even the BRMC Hornaday Coordinator. Having a small team in place will help improve the final write-up and give credibility to your approval of the application. Simply having the members of this Group review the application and write-up and provide some brief comments should suffice. As the head of the Applicant Review Group, you will then sign the application in the space marked for the Chairman of the Council Conservation Committee if the application is approved.

Evaluating Applications:

Scouts who have worked with you throughout their Hornaday project and have heeded your guidance will inevitably pass this review. Scouts who choose not to incorporate all your suggestions may not be successful. For all applications you receive, you should provide a detailed evaluation of the Hornaday criteria and how the Scout did or did not meet these standards. The Scout must meet all the Hornaday criteria. However, there is significant variation in the degree to which one particular criterion can be met. Education, for example, can range from a short discussion with crew members to a public relations campaign contracted with an advertising agency that reaches millions of people. Projects submitted by older Scouts and Venturers that meet the bare minimum of a criterion can and should be rejected for not being age appropriate, regardless of the hours worked. Your ultimate benchmark is that the project should meet the criteria and represent “distinguished service to conservation.” An important goal early in any Council’s Hornaday program is to establish a reputation for fairly evaluating projects to very high standards. Thus, do not compromise your standards just to allow the first Scout you work with to earn a Hornaday Badge. Not only will this work poorly if the Scout decides to apply for a Medal and conducts projects of the same quality only to inevitably get rejected by the National Hornaday Committee, but your program will attract applicants who believe Hornaday projects are just conservation related Eagle projects. Once this reputation is established, it is very difficult to counteract.

You should communicate your decision to accept or reject an application to the Scout in writing. If you decide to reject an application, it is up to you whether you allow the Scout to improve the project and re-submit it.

You will deliver any approved applications directly to the Scout Executive. I recommend meeting in person with the Scout Executive to review the application. This keeps the Scout Executive in the loop and ensures approval.

11. First Badge Earned: For Badge applicants, after the Scout Executive lends his approval, the applicant has earned his or her Badge! I would recommend working with a Badge applicant before trying to tackle a Unit Award just for the sake of getting the more often used individual review process underway.

Make sure to promote this event because it is quite significant.

12. Add Conservation Advisors: After your first Badge applicant, continue to add Conservation Advisors and begin working on Unit Award projects until you feel ready to tackle a Hornaday Medal applicant. The good news is that the Medal projects are

the same as the Badge projects, especially for the first project, so your group of Conservation Advisors will have some time to grow.

13. First Medal Applicant: Since this application will be the first one going up to the National Hornaday Committee for approval from your Council, you should make sure it is as complete and well done as possible. It is important to establish a record of submitting good applications to the National Hornaday Committee. That way, they will know your recommendation of a Candidate is meaningful.

Follow the same review procedures for each project write-up, completing the review of each project before the next project starts. This allows the quality of the project write-ups to improve as the Scout completes them, gives the Applicant Review Group additional experience reviewing projects, and helps the applicant avoid problems with projects that fit into the same category or are too similar.

Once the last project is nearing completion, but before it is finished, have the Scout review all of his project write-ups again. Revise the write-ups to make sure they are all high quality and reflect the current age of the Scout. The reason to do this before the last write-up is finished is so that there is no wasted time between the last project write-up and submission of the entire application. Wasted time will only make the Scout appear to be older when he did the projects and, thus, there will be an expectation of greater effort because of the increased age. This time also allows for additions to earlier projects to bring them up to the age standards.

Look closely at the Hornaday Badge project and its write-up. There are likely improvements that need to be made to this project even though the write-up was already sufficient for the Hornaday Badge just because of the time that has elapsed in between the Badge project and the final project.

Especially because there is still no formal Council Conservation Committee, get many people to review the complete application and offer suggestions. It is extremely important that the National Hornaday Committee accept this first application, so try to make it as close to perfect as possible.

14. First Medal Earned: Hopefully your first applicant will receive a Medal, and if not, continue the process until your first successful Medal application. Make a big deal out of the first recipient of a Medal. For any recipient, the event is extremely significant, but the first recipient demonstrates that the Council is now fully equipped to handle Hornaday Award applications and to mentor individuals seeking to earn Hornaday Awards. A Hornaday Medal, especially a Silver Medal, is worthy of

presentation at a large Council-level event with media publicity. Hopefully this will encourage other Scouts to begin working on Hornaday projects and Awards.

15. Formalize CCC: With your first Medal recipient, the Hornaday program is now functional enough to formalize into a Council Conservation Committee. Recall that the reason this was not done earlier was because of a limited number of individuals interested or familiar with the Hornaday Awards. You, as Hornaday Coordinator, were acting as a Council Conservation Committee with only yourself as a member and used the Applicant Review Group to help approve applications. Now, however, you should have at least four Conservation Advisors (one for each Hornaday Medal project) and two Hornaday Award recipients. Invite all these individuals to be part of the new Council Conservation Committee.

Review the *Council Conservation Committee Guidebook* (430-022) for more detailed information on the appropriate makeup of a Council Conservation Committee. Remember that the structure explained in the Guidebook is an end goal: there is no need for the Committee to deal with anything other than Hornaday Awards at this time. Get the Council Conservation Committee recognized as an official Council-level Committee, either as part of the Council Camping or Advancement Committees or on its own. The Applicant Review Group can now simply be integrated into the CCC.

16. Formally Adopt BRMC Guide: One of the first steps of the new Council Conservation Committee should be to adopt or develop documentation pertaining to the Hornaday Awards. As you have been using the BRMC Guide since step six, it is easy to formally adopt this Guide as a part of Council documentation and to add a separate document with specific Council-level procedures if needed. As there is no Guide developed by the National Hornaday Committee, the BRMC Guide is the most comprehensive resource to use. Feel free to contact the BRMC Hornaday Coordinator for more information about citing the BRMC Guide or using parts of it.

17. More Recipients: With promotion in full swing and awareness increasing, run several more Scouts and Units through the new Council Conservation Committee Hornaday program. Consider awarding your first Hornaday Gold Badge to a Scouter involved with promoting the Hornaday Awards or working as a Conservation Advisor for the Committee (if three years have passed). Challenge Gold Badge recipients to promote the Hornaday Awards.

18. Expand to Other Conservation Issues: Ultimately, the Council Conservation Committee should embody more than just an outlet for Hornaday Awards approval. If nothing else, the other conservation awards should be run through this Committee. You will probably find that, after having invited all your Conservation Advisors and

many Hornaday Award recipients to join the Committee, there is enough expertise to branch out into other areas in which the Council Conservation Committee can be responsible including summer camp programming, Scout Reservation conservation projects, and resource management. Make these additions as quickly or slowly as you like, realizing that the Committee can continue to grow and be self-sustaining simply by involving those who earn and advise Hornaday Awards as Committee members.

Once a Conservation Committee is established, many Councils choose to broaden their Hornaday promotion efforts to more actively recruit Scouts. Most such recruitment campaigns focus on educating Scouts and Scouters using e-mail, established meetings, or visits to Units. Another increasingly used and successful option is to develop an event devoted to teaching Scouts about the Hornaday Awards. Typically called “Hornaday Weekends,” these events introduce Scouts to Hornaday Merit Badges and help them think about a possible Hornaday project. Importantly, Hornaday Weekends can only help the Scout understand the Hornaday criteria. The Scout will not attend the weekend and come home with a Project Outline. Instead, instructors can set-up staged projects at the Weekend and have Scouts identify the characteristics that make these projects Hornaday worthy or not. Another approach is to have the attendees work on a project qualifying for a Hornaday Unit Award Certificate. If 60% of a particular Unit is involved with the project, that Unit can earn the Unit Award, while the other Units attending will get a better understanding for the Hornaday criteria. Care should be taken during these events to explain the planning and preparation that the Unit undertook leading to the weekend as well as the follow-up and monitoring they will do after the weekend is complete.

This weekend model can be expanded into several weekends with each focusing on a different aspect of the same Unit Award project. Scouts from other Units could help with research one weekend, return three months later to implement the project, and return six months later to monitor its success. A second expanded approach is to develop a summer camp program related to the Hornaday Awards. A weeklong program can highlight all the stages of a Hornaday Award by showing already completed Hornaday projects on Scout Reservation property. There is also time during this program to develop a Hornaday project idea with each participant and to help them conduct initial research and meet with experts so that a lot of the difficult initial planning for a Hornaday project the Scout selects is already finished by the time the week ends.

Section Six: Appendices

Important Contact Information

C. Russell McDaniel	Conservation Chairman	540-529-1009	scouterruss@msn.com
David Goodman	Council Program Director	540-520-4165	david.goodman@scouting.org
William O'Brochta	Council William T. Hornaday Awards Coordinator	540-525-6607	william@obrochta.net

Useful Links

William O'Brochta's Hornaday Application: <http://bsa-brmc.org/Hornaday>

National Hornaday Website with Editable Application Forms:

<https://www.scouting.org/awards/hornaday-awards/>

Blue Ridge Mountains Council Hornaday Resources: <http://bsa-brmc.org/Hornaday>

Hornaday Award Applicant's Checklist

- ☐ 1. Has the Candidate planned, led, and carried out the appropriate number of significant projects from separate project categories?
 - ☐ a. Energy Conservation
 - ☐ b. Soil and Water Conservation
 - ☐ c. Fish and Wildlife Management
 - ☐ d. Forestry and Range Management
 - ☐ e. Air and Water Pollution Control
 - ☐ f. Resource Recovery (Recycling)
 - ☐ g. Hazardous Material Disposal and Management
 - ☐ h. Invasive Species Control
- ☐ 2. Has the Candidate performed research for all projects?
 - ☐ a. The Candidate has shown documentation that research related to the project was performed.
 - ☐ b. The Candidate has shown that alternatives were investigated.
 - ☐ c. The project includes documentation related to other similar cases.
 - ☐ d. The Candidate should have a sound explanation for the best practice that has been chosen for the project.
- ☐ 3. Were the project requirements clearly stated in the documentation?
- ☐ 4. Were the project success criteria clearly stated in the documentation?
- ☐ 5. How much has the Candidate contributed to the improvement or better management of natural resources and the environment?
- ☐ 6. Has the Candidate shown leadership during the project?
- ☐ 7. To what extent has the Candidate encouraged other people to plan, understand, appreciate, and practice sound conservation and environmental protection methods.
- ☐ 8. Have there been any public relations as part of the project?
- ☐ 9. Are thank-you letters documented as part of the project?
- ☐ 10. Is there a list of lessons learned as part of the project?
- ☐ 11. Is there a project plan listing the planned and actual tasks, times, and resources used on the project?
- ☐ 12. Is there an appropriate level of budgeting and records for this project?
- ☐ 13. Are there an appropriate number of photographs and diagrams in the documentation to show the conditions before, during, and after the project?
- ☐ 14. Did the project meet the success criteria? Did it have an impact to the community and the environment? Did it have an impact?
- ☐ 15. Is there an ongoing piece of this project that continues into the future?
- ☐ 16. Has the Scout presented the project in a professional manner?

The William T. Hornaday Awards for Distinguished Service to Conservation
Boy Scouts of America
Blue Ridge Mountains Council Conservation Committee



Silver Medal



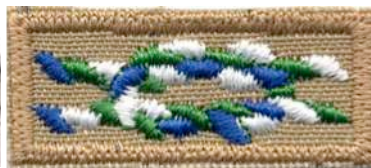
Bronze Medal



Gold Medal



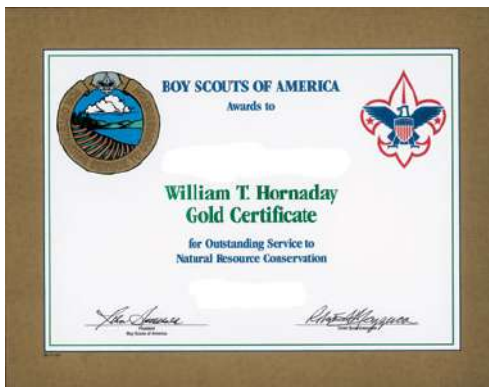
Badge



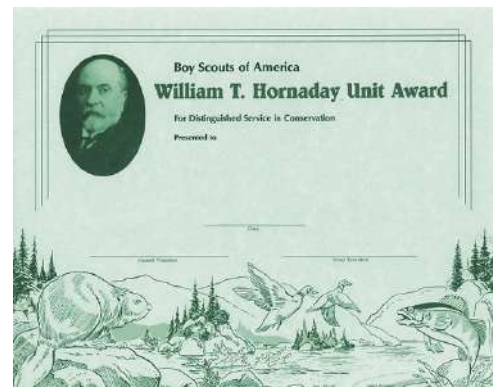
Square Knot
(Medals Only)



Gold Badge



Gold Certificate



Unit Award Certificate

Conservation Related Scouting Awards
 Boy Scouts of America
 Blue Ridge Mountains Council Conservation Committee



Environmental
Science



Sustainability



Energy



Fish and Wildlife
Management



Forestry



Public Health



Soil and Water
Conservation



Bird Study



Fishing



Fly Fishing



Gardening



Geology



Insect Study



Landscape
Architecture



Mammal
Study



Nature



Nuclear
Science



Oceanography



Plant
Science



Pulp and
Paper



Reptile and
Amphibian Study



Weather



Leave No Trace Awards



World Conservation Awards



Conservation
Good Turn



Hometown
U.S.A.



Trail
Conservation



Caretaker of the Wild



Hornaday
Silver Medal

*Application and Project Description for the***William T. Hornaday Unit Award**

Check one and indicate unit number:

☐ Boy Scout Troop No. _____ ☐ Varsity Scout Team No. _____☐ Venturing Crew No. _____ ☐ Cub Scout Pack No. _____

Unit address _____

City _____ State _____ Zip code _____

Council _____ District _____

Council No. _____

Unit leader's name _____ Telephone No. _____

Conservation adviser's name _____

Professional conservation affiliation _____

Telephone No. _____

Project

Project category _____

Project title _____

Principal adviser to this project if other than the conservation adviser:

Name _____

Telephone No. _____

Date project completed _____

Attach an executive summary of the project, complete project description, and any supporting materials to this application. Be sure to identify the conservation issue or problem that the project was designed to address as well as any relationship that the project may have to other projects worked on by your unit or others.

The scope of the project should be appropriate for the type of unit applying. For a Boy Scout unit, the project is to be equivalent in scope to an Eagle Scout leadership service project. The project must benefit a school, community, religious organization, or BSA property, or fulfill some other public service purpose. The project must be from an approved conservation category. For a list of approved categories and additional information, please see the official William T. Hornaday website at www.scouting.org/scoutsource/awards/hornadayawards.

The project must contribute to sound conservation and environmental improvement in the local community, the region, or the nation. The applicant is expected to research potential projects and to choose, with guidance from a Hornaday adviser, a worthy project.



UNIT AWARD

Endorsements and Actions for the

William T. Hornaday Unit Award

Unit No. _____
(PACK, TROOP, TEAM, CREW)

District _____

Council _____

Conservation Adviser's and Unit Leader's Approval

I have worked closely with the unit named above in the design and execution of the required project. At least 60 percent of this unit's members have participated in and contributed to this project, which has improved the environment and/or conserved natural resources in the community.

I have reviewed this application and recommend that the unit receive the William T. Hornaday unit award.

Adviser's signature _____ Date _____

Unit leader's signature _____ Date _____

Council Conservation Committee's Approval

The council conservation committee has reviewed this application, interviewed the applicant, and determined that this unit has met all requirements for the William T. Hornaday unit award and has this committee's approval and endorsement.

Chair's signature _____ Date _____

Scout Executive's Approval

I have reviewed this application and approve the awarding of the William T. Hornaday unit certificate to this unit.

Scout executive's signature _____ Date _____

Note to local council: Following council approval, forward the completed application to:

Director of Conservation
Boy Scouts of America, S250
1325 West Walnut Hill Lane
P.O. Box 152079
Irving, TX 75015-2079

The certificate will be returned to the council.

*Application for the***William T. Hornaday Badge**

Name _____ Date of birth _____

Applicant's address _____

City _____ State _____ Zip code _____

Current Registration. Check one and indicate unit number:

- ☐ Boy Scout Troop No. _____ ☐ Venturing Crew No. _____
- ☐ Varsity Scout Team No. _____

Boy Scout:Rank at time of application _____ Became a First Class Scout on _____
(DATE)**Venturer:**

Check the awards that you have earned as a Venturer:

- | | |
|---------------------------------------|--|
| <input type="checkbox"/> Bronze Award | <input type="checkbox"/> Quest Award |
| <input type="checkbox"/> Gold Award | <input type="checkbox"/> Ranger Award |
| <input type="checkbox"/> Silver Award | <input type="checkbox"/> Quartermaster Award |
| <input type="checkbox"/> Trust Award | <input type="checkbox"/> Other _____ |

Council _____ District _____

Council No. _____

Unit leader's name _____

Telephone No. _____

Conservation adviser's name _____

Professional conservation affiliation _____

Telephone No. _____

Statement of Applicant

I have thoroughly read the requirements for this award. I have worked closely with my conservation adviser in the design and execution of each project. The work summarized in this application is of my design. I request consideration for receiving the William T. Hornaday badge.

Applicant's signature _____ Date _____

*Additional Requirements for the***William T. Hornaday Badge****Boy Scout:**

Complete the requirements for any three merit badges shown in **boldface**, as well as any two others from this list.

MERIT BADGE	DATE COMPLETED	MERIT BADGE	DATE COMPLETED
Energy		Insect Study	
Environmental Science		Landscape Architecture	
Fish and Wildlife Management		Mammal Study	
Forestry		Nature	
Public Health		Nuclear Science	
Soil and Water Conservation		Oceanography	
Bird Study		Plant Science	
Fishing		Pulp and Paper	
Fly-Fishing		Reptile and Amphibian Study	
Gardening		Weather	
Geology			

Venturer:

After completing your conservation service project, complete the following requirements, document them on a separate sheet of paper, and attach them to the application.

1. Make a tabletop display or presentation on your conservation project for your crew, a Cub Scout pack or Boy Scout troop, or another group.
2. Lead a Cub Scout pack or another youth group in carrying out an age-appropriate conservation project from the list of Hornaday award categories.

Applicant:

I have completed the (check one): ☐ *Boy Scout* ☐ *Venturer requirements listed above and I am applying for the William T. Hornaday badge.*

Applicant's signature _____ Date _____

Unit Leader:

I have reviewed this application and the requirements for the William T. Hornaday badge. The above requirements have been met, and the dates indicated accurately reflect our unit's advancement records.

Unit leader's signature _____ Date _____

Project Description for the

William T. Hornaday Badge

For your project, attach an executive summary, complete project description, and any supporting materials to this application. You may follow the structure that is identified in the Eagle Scout Leadership Service Project Workbook, No. 512-927, to help you record the plans and execution of the project. Be sure to identify the conservation issue or problem that your project was designed to address as well as any relationship that your project may have to other projects worked on by you or others. Individual work items cannot be counted in more than one project.

Applicants for the Hornaday badge must plan, lead, and carry out at least one project from an approved conservation category. For a list of approved categories and additional information, please see the official William T. Hornaday Award website at www.scouting.org/scoutsource/awards/hornadayawards.

The project is to be equivalent in scope to an Eagle Scout leadership service project. You may use your Eagle Scout project as a Hornaday badge project if it meets the aims and objectives of the William T. Hornaday Award. As such, the project must benefit a school, community, religious organization, or BSA property, or fulfill some other public service purpose. Applicants are encouraged to involve their unit members in project work and demonstrate Scout leadership, thereby making their unit eligible for the unit award.

The project must contribute to sound conservation and environmental improvement in the local community, the region, or the nation. The applicant is expected to research potential projects and to choose, with guidance from a Hornaday adviser, a worthy project.

There must be clear written evidence in your application that you did indeed plan, lead, and carry out a long-term, substantial project in one of the conservation categories. Additional written supporting material relating to the applicant's conservation work (newspaper articles, letters of commendation, or photos of the completed project) will be considered. Evidence of leadership in researching, planning, leading, and carrying out the project, and of how this influenced other people, must be clearly documented.

Project

Project category _____

Project title _____

Principal adviser to this project if other than the conservation adviser:

Name _____

Date project completed _____ Telephone No. _____

*Endorsements and Actions for the***William T. Hornaday Badge**

Applicant's name _____

Conservation Adviser's Approval

I have worked closely with the applicant named above in the design and execution of the required project. I have reviewed this application and recommend that the applicant receive the William T. Hornaday badge.

Adviser's signature _____ Date _____

Unit leader's signature _____ Date _____

Council Conservation Committee's Approval

The council conservation committee has reviewed this application, interviewed the applicant, and determined that the applicant demonstrated leadership in the design and execution of the project described. The applicant has met all requirements for the William T. Hornaday badge and has this committee's approval and endorsement.*

Chair's signature _____ Date _____

Scout Executive's Approval

I have reviewed this application and approve the awarding of the William T. Hornaday badge to this applicant.

Scout executive's signature _____ Date _____

Note to local council: Following council approval, forward the completed application to:

Director of Conservation
Boy Scouts of America, S250
1325 West Walnut Hill Lane
P.O. Box 152079
Irving, TX 75015-2079

The certificate and badge will be returned to the council.

*For reasons of distance or geography, an ad hoc committee in the applicant's community may be designated for the interview.

Application for the

William T. Hornaday Bronze or Silver Medal

Name _____ Date of birth _____

Applicant's address _____

City _____ State _____ Zip code _____

Current Registration. Check one and indicate unit number:

☐ Boy Scout Troop No. _____ ☐ Venturing Crew No. _____

☐ Varsity Scout Team No. _____

Boy Scout:

Rank at time of application _____ Became a First Class Scout on _____

(DATE)

Have you earned the Hornaday badge? ☐ Y ☐ N

Venturer:

Check the awards that you have earned as a Venturer:

☐ Bronze Award

☐ Quest Award

☐ Gold Award

☐ Ranger Award

☐ Silver Award

☐ Quartermaster Award

☐ Trust Award

☐ Other _____

Council _____ District _____

Council No. _____

Unit leader's name _____

Telephone No. _____

Conservation adviser's name _____

Professional conservation affiliation _____

Telephone No. _____

Statement of Applicant

I have thoroughly read the requirements for this award. I have worked closely with my conservation adviser in the design and execution of each project. The work summarized in this application is of my design. I request consideration for receiving the William T. Hornaday medal.

Applicant's signature _____ Date _____



Endorsements and Actions for the

William T. Hornaday Bronze or Silver Medal

Applicant's name _____

Conservation Adviser's and Unit Leader's Approval

I have worked closely with the applicant named above in the design and execution of the required projects. I have reviewed this application and recommend that the applicant receive the William T. Hornaday medal (check one):

Bronze medal ☐ Silver medal ☐

Adviser's signature _____ Date _____

Unit leader's signature _____ Date _____

Council Conservation Committee's Approval

The council conservation committee has reviewed this application, interviewed the applicant, and determined that the applicant demonstrated leadership in the design and execution of the projects described. The applicant has met all requirements for the William T. Hornaday medal indicated above and has this committee's approval and endorsement.*

Chair's signature _____ Date _____

Scout Executive's Approval

This application is forwarded to the national office of the Boy Scouts of America with my full approval and recommendation for the William T. Hornaday medal noted above. My additional comments are:

Scout executive's signature _____ Date _____

Note to local council: Following council approval, forward the completed application to:

Director of Conservation
Boy Scouts of America, S250
1325 West Walnut Hill Lane
P.O. Box 152079
Irving, TX 75015-2079

The application will be submitted to the Hornaday Awards Committee for appropriate action.

*For reasons of distance or geography, an ad hoc committee in the applicant's community may be designated for the interview.

Additional Requirements for the

Hornaday Bronze and Silver Medals

Boy Scout:

Bronze Medal. Earn the Environmental Science merit badge, plus at least three additional badges shown in **boldface**, and any two others listed.

Silver Medal. Earn all merit badges listed below in **boldface**, plus any three others listed.

MERIT BADGE	DATE COMPLETED	MERIT BADGE	DATE COMPLETED
Energy		Insect Study	
Environmental Science		Landscape Architecture	
Fish and Wildlife Management		Mammal Study	
Forestry		Nature	
Public Health		Nuclear Science	
Soil and Water Conservation		Oceanography	
Bird Study		Plant Science	
Fishing		Pulp and Paper	
Fly-Fishing		Reptile and Amphibian Study	
Gardening		Weather	
Geology			

Venturer:

RANGER ELECTIVE	DATE COMPLETED	RANGER CORE	DATE COMPLETED
Ecology		Conservation	
Plants and Wildlife			

Applicant:

I have completed the (check one): ☐ Boy Scout ☐ Venturer requirements listed above and I am applying for the William T. Hornaday medal.

Applicant's signature _____ Date _____

Unit Leader:

I have reviewed this application and the requirements for the William T. Hornaday medal. The above requirements have been met, and the dates indicated accurately reflect our unit's advancement records.

Unit leader's signature _____ Date _____

Project Descriptions for the

William T. Hornaday

Bronze or Silver Medal

For each project, attach an executive summary, complete project description, and any supporting materials to this application. You may follow the structure that is identified in the Eagle Scout Leadership Service Project Workbook, No. 512-927, to help you record the plans and execution of each project. Be sure to identify the conservation issue or problem that each of your projects was designed to address as well as any relationship that your projects may have to each other. Individual work items cannot be counted in more than one project.

At least three projects are required for the bronze medal and at least four projects are required for the silver medal. You may use your Eagle Scout project as a Hornaday project if it meets the aims and objectives of the William T. Hornaday awards program, but only one project can be for the benefit of BSA property. You may also use one project for which you have already earned the William T. Hornaday badge. Conducting an inventory or developing an educational program may qualify as a Hornaday project if it is substantial enough, but the applicant should limit these types of projects so that Dr. Hornaday's expectation that "actual results (on the ground) count heavily" may be met. Each project must address a different conservation area. For a list of approved categories and additional information, please see the official William T. Hornaday Awards website at www.scouting.org/scoutsource/awards/hornadayawards.

Project One

Project category _____

Project title _____

Principal adviser to this project if other than the conservation adviser:

Name _____

Telephone No. _____

Date project completed _____

Project Two

Project category _____

Project title _____

Principal adviser to this project if other than the conservation adviser:

Name _____

Telephone No. _____

Date project completed _____



Continued Project Descriptions for the

William T. Hornaday Bronze or Silver Medal

Project Three

Project category _____

Project title _____

Principal adviser to this project if other than the conservation adviser:

Name _____

Telephone No. _____

Date project completed _____

Project Four

Project category _____

Project title _____

Principal adviser to this project if other than the conservation adviser:

Name _____

Telephone No. _____

Date project completed _____

Project Five

Project category _____

Project title _____

Principal adviser to this project if other than the conservation adviser:

Name _____

Telephone No. _____

Date project completed _____

Project Six

Project category _____

Project title _____

Principal adviser to this project if other than the conservation adviser:

Name _____

Telephone No. _____

Date project completed _____

*Nomination for the***William T. Hornaday Gold Badge**

This conservation award is granted by the local council to an adult Scouter. Nominations are made to the local council. Central to the selection process is the influence the nominee has had on youth and educational programs emphasizing sound stewardship of our nation's natural resources and environmental improvement during a period of at least three years.

Nominee _____

Address _____

City _____ State _____ Zip code _____

Council _____ Council No. _____

Currently registered as _____

Accomplishments that warrant the granting of this award _____

Nominator _____

Address _____

City _____ State _____ Zip code _____

Telephone No. _____

Council Conservation Committee's Approval

The council conservation committee has reviewed this application and determined that this adult Scouter has met all requirements for the William T. Hornaday gold badge and has this committee's approval and endorsement.

Chair's signature _____ Date _____

Scout Executive's Approval

I have reviewed this application and approve the awarding of the William T. Hornaday gold badge to this applicant.

Scout executive's signature _____ Date _____

Note to local council: Following council approval, forward the completed application to:

Director of Conservation
Boy Scouts of America, S250
1325 West Walnut Hill Lane
P.O. Box 152079
Irving, TX 75015-2079

The badge will be returned to the council.

*Nomination for the***William T. Hornaday Gold Medal**

This award is by nomination only and is for an adult Scouter or Venturing leader who has rendered distinguished and unusual service to natural resource conservation and environmental improvement over a sustained period (at least 20 years). Nominations are accepted from any recognized conservation/environmental protection organization. The nominee's accomplishments must be at a regional, national, or international level.

In an attached letter of nomination, indicate the contributions made by the nominee and whether the accomplishments cited were part of the nominee's paid professional responsibilities. Central to the selection process is the influence the nominee has had on youth and educational programs emphasizing sound stewardship of our nation's natural resources and environmental improvement.

Nominee _____

Address _____

City _____ State _____ Zip code _____

Council _____ Council No. _____

Nominee's affiliation with Scouting: _____

Suggested citation for reading at the time of presentation _____

Nominator _____

Address _____

City _____ State _____ Zip code _____

Telephone No. _____

Attach letters of nomination and endorsement.

Nomination for the

William T. Hornaday Gold Certificate

This conservation award is granted to organizations or individuals by the National Council of the Boy Scouts of America. Nominations are accepted from any recognized conservation or environmental protection organization. The organization or individual should have demonstrated leadership and a commitment to the education of youth on a regional, national, or international level reflecting the natural resource conservation and environmental improvement mission of the William T. Hornaday Awards program.

A letter of nomination should be addressed to the Chief Scout Executive. Letters of endorsement are encouraged. A certificate is awarded to the recipient by the Chief Scout Executive.

Nominee _____

Address _____

City _____ State _____ Zip code _____

Council _____ Council No. _____

Suggested citation for reading at the time of presentation: _____

Nominator _____

Address _____

City _____ State _____ Zip code _____

Telephone No. _____

Attach letters of nomination and endorsement.

William T. Hornaday Lapel Pin and Knot Order Form



Name: _____ Year medal received: _____

Address: _____

City: _____ State: _____ ZIP code: _____

Telephone No.: _____ Email: _____

Item*	Quantity	Total
Allure gold pin, \$250		
Sterling silver pin, \$125		
Gold-plated pin, \$20		
Silver-plated pin, \$20		
Bronze pin, \$20		
Square knot, \$5		
Total both columns		
Add sales tax (see state sales tax chart)		
Amount due		

*Items are limited to use by honorees only.

**Prices include shipping.

Make checks out to "Boy Scouts of America" and include account number 67001-0880 on the memo line of your check. Please send your check and this completed form (including your state's sales tax) in an envelope marked "Personal and Confidential" to:

BSA Hornaday Awards
P.O. Box 152079
Irving, TX 75015-2079

State Sales Tax

The BSA is required to collect and report sales tax from the states listed below. Calculate and enter the amount on the form if your order is being sent to one of these states.

Alaska (city of Palmer).....	3.000%	Nebraska.....	7.000%
Arkansas.....	8.100%	New Jersey.....	7.000%
California.....	8.080%	New Mexico.....	7.135%
Colorado.....	6.980%	New York.....	8.520%
Connecticut.....	6.350%	North Carolina.....	6.820%
(less than \$50).....	6.350%	North Dakota.....	5.570%
District of Columbia.....	5.750%	Ohio.....	6.780%
Florida.....	6.990%	Oklahoma.....	8.330%
Georgia.....	6.950%	Pennsylvania.....	6.340%
Idaho.....	6.030%	Puerto Rico.....	7.000%
Illinois.....	8.220%	Rhode Island.....	7.000%
Indiana.....	7.000%	South Carolina.....	7.250%
Iowa.....	6.840%	South Dakota.....	5.220%
Kansas.....	7.950%	Tennessee.....	9.440%
Kentucky.....	6.000%	Texas.....	7.610%
Louisiana.....	8.690%	Vermont.....	6.000%
Maine.....	5.000%	(less than \$110).....	6.000%
Massachusetts.....	6.250%	Washington.....	8.640%
(less than \$175).....	6.250%	West Virginia.....	6.000%
Michigan.....	6.000%	Wisconsin.....	5.420%
Minnesota.....	7.140%	Wyoming.....	5.300%
Mississippi.....	7.500%		
Missouri.....	7.750%		

For National Office Use Only

Date earned: _____

Approved: _____

Date shipped: _____

Items shipped: _____



BOY SCOUTS OF AMERICA®



BOY SCOUTS OF AMERICA®
BLUE RIDGE MOUNTAINS COUNCIL
CONSERVATION COMMITTEE

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