

Walden's Ridge
Civic League

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Policy Guidance for Scout Service Projects
Effective Date: 11/17//2022

Purpose of the Policy:

The purpose of this policy is to provide clear guidance for Scouts and their leadership for service projects at Walden's Ridge Civic League (WRCL) that are in keeping with and further the mission of WRCL and that meet functional, safety, aesthetics, and low maintenance standards.

Detailed Policy Statement:

WRCL welcomes and appreciates Scout service projects, both general and Eagle or Golden Award level. All projects should be of a nature that further the WRCL's mission and that meet functional, safety, aesthetic, and low maintenance standards. The Board of WRCL will strive to maintain appropriate process procedures of communication, documentation, project submission, evaluation and selection, scheduling, completion, and approval in a timely manner.

The Mission of WRCL is to preserve its history and to continue traditional and new activities.

Standards for Scout projects will be high because of WRCL's service to the community and its role as a venue for public and private events.

Functional - any project submitted and approved will need to be of the type that supports operations of the property and its users. Any constructed object must be able to withstand weather, use, and reasonable wear and tear. Examples might include an information kiosk, picnic table, firepit, stage or deck, playground equipment, track or field preservation or upgrade, parking improvements, single species insect hotel, select bird houses, or tree selection and planting.

Safety - any project submitted and approved will need to be of the type that supports a safe environment and experience for WRCL visitors.

Aesthetics - any project submitted and approved will need to be well designed, neat, made with quality materials, well-constructed, and in good taste. Any signage must meet the specific standards of WRCL.

Low Maintenance - any project submitted and approved will need to be one that requires little or no maintenance. For example, a kiosk should be covered and have clear, weather-proof information displays; a fire pit should include gravel around the seating perimeter for ease of mowing; a bird house should be readily accessible for ease of seasonal cleaning.

Detailed Process Procedures:

Communication - a Scout wanting WRCL to consider a service project should initiate contact with the Board by emailing _____ at _____. A Board member will be assigned to collaborate with the Scout through the process and will work with the Board for approval of the project prior to scheduling any work.

Documentation - all projects require documentation through the various phases and can be accomplished with emails, face to face meetings, design drawings, detailed plans, and in the case of an Eagle Scout Award or a Golden Award, use of Eagle Scout Service Project Workbook, Document No. 512-927, or Go Gold Girl Scout Gold Award Guidelines.

Project submission - all projects require a submission of the documentation noted above and any other documentation helpful in evaluating the design, scale, materials, timeline, and proposed completion of the project.

Project evaluation and selection - once a project has been submitted to the assigned Board member, it will be evaluated by the Board member, who may provide feedback to the Scout, and then by the WRCL Board as a whole. When evaluation(s) have been completed and reviewed by the WRCL Board, the approval, or changes suggested if applicable, will be communicated by the assigned Board member to the Scout within 10 days.

Project scheduling - after a project has been approved, the Scout, with input from the assigned Board member, will schedule work and set an agreed completion date. If there is any slippage of the agreed date, the Scout should communicate that to the assigned Board member as soon as possible.

Project completion and approval - when the project has been completed and installed to the satisfaction of the assigned Board member and the WRCL Board, the project will be signed with final approval.

The assigned Board member will be charged with writing a note of appreciation to the Scout on the project.