



NATIONAL CAMP  
ACCREDITATION PROGRAM

# Program Statement Worksheet

Council name: \_\_\_\_\_ Page \_\_\_\_\_ of \_\_\_\_\_

## Program Statement

(Complete this part once for the council as a whole.)

The council must provide a brief description of the camping and outdoor program needs in its service area. This description should address:

- Total available youth, youth in council, and total youth camped, by age group
- Five-year trend in total available youth, youth in council, and total youth camped, by age group
- A description of the program needs of these youth (e.g., day camp, resident camp, high-adventure camp, etc.)

### Statistical information

Total available youth (TAY) in council service area and youth served:

	Current			Five-year Projection		
	TAY	Youth in Council	Camped	TAY	Youth in Council	Camped
6–8 years of age:	_____	_____	_____	_____	_____	_____
9–10 years of age:	_____	_____	_____	_____	_____	_____
11–13 years of age:	_____	_____	_____	_____	_____	_____
14+ years of age:	_____	_____	_____	_____	_____	_____

Program needs of youth and council plan for meeting those needs



BOY SCOUTS OF AMERICA®

# Camp Program Statement Worksheet

Council name: \_\_\_\_\_ Page \_\_\_\_\_ of \_\_\_\_\_

Camp: \_\_\_\_\_

## General Instructions

(Complete a separate worksheet for each camp or group of template camps.)

For each camp (or template day camp or family camp), the council must provide:

- Basic statistical information on camp operations:
  - Camp capacity per program week (or equivalent) and how determined
  - Number of weeks camp offered
  - Total campers per year for last five years
  - Total staff per year for last five years
  - Percentage of out-of-council campers per year for last five years
  - Realized fee per participant per year for last five years (actual fees collected divided by number of participants)
  - Actual cost per participant per year for last five years
  - Capital expenditures per year for last five years
  - Maintenance expenditures per year for last three years (do not include ranger salary), in dollar amounts and percentage of revenue
  - Program equipment expenditures per year for last three years, in dollar amounts and percentage of revenue
- A description of the camp and the programs that it will offer, including a copy of the current leaders' guide, if applicable
- A narrative statement outlining how the camp meets Standards PD-101 through PD-107, and PD-112 as applicable. This statement is not required for camp properties that do not host a camp.
- An analysis of the number, type, and cost of staff necessary for a quality operation

### Camp statistical information

(Please provide statistical information for last five years in this table; state year in top row)

Information Needed\Year					
Camp capacity per session					
Number of weeks offered					
Total campers (youth)					
Total staff (adult + youth)					
Percent out of council					
Realized fee per participant					
Actual cost per participant					
Capital expenditures					
Maintenance expenditures					
Program equipment expenditures					

Please explain how your camp capacity is determined:

## **Camp program description**

Describe the camp, the programs that it will offer, and how it supports the council's overall program goal. Include a copy of the current leaders' guide, if applicable. You may use a supplied leaders' guide as the program description by indicating the pages that should be consulted.

## **Program design narrative**

Provide a narrative statement outlining how the camp meets Standards PD-101 through PD-107, and PD-112 as applicable. This statement is not required for camp properties that do not host a camp. (If this is the case, note it here as Not Applicable.)

## **Staff analysis**

Provide an analysis of the number, type, and cost of staff necessary for a quality operation.