

Process:

1. Scout submits Scout Project form to Parks & Recreation Department.
2. Scout meets with Parks & Recreation Director, or designee to discuss project scope, timeline and location.
3. Scout presents project to Parks Commission at a regular meeting for review and recommendation.
4. Project proceeds only after approval from Parks & Recreation Director.



Guidelines:

1. Projects must be fully funded and volunteer labor arranged for by Scout Candidate.
2. Project must meet a public park need and be compatible with other uses of the park in which it is placed.
3. Project location determined by Parks & Recreation Director. Location approval based upon:
 - a. Safety considerations for park users.
 - b. Access for continued maintenance.
 - c. Access for use by public.
 - d. Integration with existing and planned park amenities.
 - e. Integration with overall park facility master plan.
 - f. Availability of parking, if applicable to project.
4. Project construction plans must meet all applicable City building codes.
5. Projects must not create a safety hazard in a park.
6. Construction materials must be approved by Parks Superintendent or designee and must be of a quality/grade similar to other structures with the park system.
7. Utility locates must be made and marked before excavation or digging takes place.
8. The Parks & Recreation Department may take pictures of project, scout and volunteers for use in City publications and social media outlets.



“Never doubt that a small group of thoughtful committed citizens can change the world. Indeed, it is the only thing that ever has.”
 - Margaret Mead



Scout Project Application

Date of Application: _____ Program: Girl Scouts Boy Scouts

Scout Name: _____ Phone: _____

Address: _____

Email: _____ Troop #: _____

Adult Parent/Advisor: _____ Phone: _____

Troop Leader: _____ Phone: _____

Title of Project: _____ Scout Award sought: _____

Describe Project (Attach sketch or photos, if possible.) _____

Project location: _____

Why did you choose this location? _____

Anticipated cost of project? _____

How do you plan to raise the money for this project? _____

Project timeline: (When do you need to have it complete?) _____

Will this project require on-going maintenance after completion? If so, describe: _____

Iowa City Parks & Recreation

Scout Project Guidelines

