**Request for Authorization to**

**Conduct a BSA-Sponsored**

**Leave No Trace Level 2 Instructor Course**

Host Council: , No.

Headquarters City

In accordance with Leave No Trace Training Guidelines for Leave No Trace Level 2 Instructor Courses, authorization is requested to conduct a BSA Leave No Trace Level 2 Instructor course.

The course will be conducted at:

Dates: Weeklong; (or) Weekend One, Weekend Two.

Equipment and facilities will meet the high standards and expectations for a BSA-sponsored Leave No Trace Level 2 Instructor course.   
We will use the Leave No Trace *Master Educator (Level 2 Instructor) Handbook* and the approved BSA supplemental materials.

A request is made for BSA National to appoint a lead instructor and one or more co-instructors.

The council has appointed the following:

Course Coordinator

Name Email Telephone

Staff Advisor

Name Email Telephone

The council recommends the following Leave No Trace Level 2 Instructor as co-instructor (optional):

Local Co-Instructor

Name Email Telephone

The host council acknowledges that they have appropriate facilities, the ability to process registrations, and a minimum of six Level 2 Instructor candidates who have agreed to take the course.

The host council has an approved preliminary budget in place. Proposed per-person fee:

The host council is following the hosting process outlined at http://outdoorethics-bsa.org/training/MEcourseHosting.php and has preliminary approval of their Outdoor Ethics & Conservation Division Manager \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name).

The host council agrees to submit all required fees to Leave No Trace within 30 days of course completion.

**Host council approval:**  Date

Host Council Outdoor Ethics Advocate

Date

Host Council Short Term Camp Administrator

Date

Host Council Scout Executive

**A completed, signed copy of Part A of the “NCAP Local Council Authorization and Assessment Declaration" (or council equivalent) should be submitted with this form.**

**Scan and email the NCAP Declaration and this completed, signed Request for Authorization form to: course\_apps@OutdoorEthics-BSA.org**

**BSA National approval:**  Date \_\_\_

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