

# 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](mailto:course_apps@OutdoorEthics-BSA.org)

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