

# Planning Outline For Your First High Adventure Trip

## 1. REGULATIONS

Ensure we operate within regulations.

- a. Boy Scouts of America (Age/Rank/Adult Leadership/Safety)
- b. Department of Natural Resources (area you will be camping & traveling in)
- c. Outfitter Requirements (Equipment Rental)

## 2. HEALTH AND SAFETY

Ensure we have a safe and healthy trip. And we are prepared for Emergencies.

- a. Prepare a list of emergency contacts.
- b. Communication with the outside world.
- c. First Aid Kit(s) (1 per camping group)
- d. Wilderness Survival Packs
- e. What climate will you be in?

## 3. SKILLS AND TRAINING

Identify and plan for training and skills practice.

- a. What do we need to know?
- b. What training do we need?
  - i. Safe Swim Defense
  - ii. Safety Afloat
  - iii. Trek Safely
  - iv. Zero Impact
  - v. Leave No Trace
  - vi. Outdoor Code
- c. Set up training for all participants.
- d. Setup skills practice.

## 4. TRANSPORTATION & EQUIPMENT

Equipment needs for travel and camping.

- a. Personal equipment.
- b. Troop equipment.
- c. Rented equipment
  - i. How much does it cost to rental equipment?
  - ii. Is a deposit required to reserve equipment rental?
  - iii. Taxes
- d. List of what not to bring.
- e. How much equipment you will be carrying

## 5. FOOD / COOKING / STORAGE

Food packaging and storage and Meal planning.

- a. How do we get fresh water? Carry it in? Filtration? Boiling?
- b. What type of fuel can we use for cooking? Charcoal / Propane / Wood.
- c. Equipment needed for cooking foods.
- d. Equipment for storing foods. Bear Bag/Box
- e. Recommended foods. Dehydrated food and drink.
- f. How much food do we need and how much will it cost?

## 6. FUND RAISING

- a. **Mandatory Participation by all High Adventure participants.**
- b. See section 13 for ideas.
- c. List of equipment and personnel needed for fund raisers.
- d. Identify cost to do fund raiser(s) and proposed money raised.

- i. Deduct proceeds when estimating profits.
- e. What permits or permission is required for running a fund raiser?
  - i. BSA regulations.
  - ii. Comply with local ordinances.
  - iii. Unit Committee and Chartered Organization approvals.
- f. Keep it clean for scouting.
- g. baylakesbsa.org: 10 GUIDES TO UNIT MONEY-EARNING PROJECTS

## 7. BUDGET AND EXPENDITURES

- a. Track estimated costs for:
  - i. Transportation
  - ii. equipment purchase/rental
  - iii. food and food storage.
- b. Track money spent for and received from fund raising?

## 8. PERMISSIONS

Obtain, file, and bring all necessary documentation

- a. BSA & Bay Lakes Council requirements
  - i. Tour Permit(s)
  - ii. Parental permission
  - iii. Obtain completed Class III Medical forms.
- b. Local requirements
- c. Outfitters requirements
  - i. Parental permission

## 9. ITINERARY

Plan trip itinerary and distribute to all who need to know

- a. Obtain maps
- b. Create Travel, Camping, Float, and Hiking Plans
- c. List of participants
  - i. include address of adult attendees
- d. Who gets these plans and itinerary?
  - i. BSA & Bay Lakes Council
  - ii. Outfitters
  - iii. Local officials DNR/Campground
  - iv. Parents at Home
- e. Set up one non-participating adult to be 'Home' contact.
  - i. All contacts between travelers and home should be thru this contact.

## 10. MANAGEMENT

- a. Organize and monitor effective teams.
- b. Keep scouts involved with planning.
- c. Have scouts work as teams to complete research for information
- d. Keep organization and planning efforts on track.
- e. Do some of your own research so you know what you're getting into.
- f. Make sure everyone is prepared and knows what to expect.
- g. Plan for the unexpected.

## 11. THE TRIP

- a. Follow your itinerary.
- b. Equal work load for all.
  - i. Duty roster
- c. Be safe
- d. Enjoy your trip.

## 12. RESOURCES

- a. BSA's Guide to Safe Scouting
  - i. <http://www.scouting.org/pubs/gss/>
  - ii. Safe Swim Defense
  - iii. Safety Afloat
  - iv. Trek Safely
  - v. Emergency Preparedness (Emergency Contact list)
  - vi. First Aid Kits
  - vii. Unauthorized and Restricted Activities
  - viii. Unit Fund Raiser Guidelines
- b. Other BSA Publications
  - i. Outdoor Code
    - <http://www.usscouts.org/advance/boyscout/outcode.html>
  - ii. Low Impact and No Trace Camping and Hiking
    - <http://www.usscouts.org/camping/bslowimp.html>
  - iii. Principals of Leave No Trace
    - <http://www.usscouts.org/advance/venturing/LeaveNoTrace.html>
  - iv. Passport to High Adventure
    - <http://www.scouting.org/boyscouts/resources/18-075/index.html>
    - Chapter List:
      - 1. Determining who will go
      - 2. Trip Planning
      - 3. Travel Budget & Insurance
      - 4. Promotion & Preparation
      - 5. Equipment
      - 6. Skills Practice
      - 7. Trail Procedures
      - 8. Trek Safety
      - 9. Leave No Trace
      - 10. Wrapping up Your Adventure
    - Council High Adventure Programs
- c. Sylvania Wilderness
  - i. <http://www.fs.fed.us/r9/ottawa/recreation/wilderness/>
  - ii. [http://www.fs.fed.us/r9/ottawa/recreation/rogs/sylvania\\_rules\\_regs.doc](http://www.fs.fed.us/r9/ottawa/recreation/rogs/sylvania_rules_regs.doc)
    - 1. Camping & Group Sizes
    - 2. Food packaging & Storage
    - 3. Fishing Regulations for Wilderness areas.
    - 4. Travel within Sylvania Wilderness
  - iii. <http://www.fs.fed.us/>
- d. Sylvania Outfitters
  - i. <http://www.sylvaniaoutfitters.com/>
- e. Other Resources
  - i. The light Backpacker
    - 1. <http://www.backpacking.net/> or <http://www.litebackpacker.com/>
    - 2. Backpack Comparison & Fitting
    - 3. Backpacking Light
    - 4. Knowledge Nuggets
    - 5. Gear Checklists
    - 6. Oxymoronic Phrases
  - ii. Make Your Own Gear
    - 1. <http://www.backpacking.net/makegear.html>

### 13. Fund Raising Ideas

- a. Booth at a local festival.
- b. Waiter for tips at a local craft fair or flea market. (Booth operators)
- c. Rummage sale.
- d. Car wash.
- e. Yard clean-up
- f. Cook-out.
- g. Dog walking.
- h. Pick-up recyclable metals for cash.
  - i. Aluminum Cans.
  - ii. Brass casings from bullets. (Local gun range)
- i. Selling discount cards.
- j. Selling specialty items.
- k. Vending at a local parade.
- l. More ideas at:
  - i. <http://www.fundraising-ideas.org/DIY/index.html>
  - ii. <http://www.fundraiserhelp.com/>
  - iii. <http://www.afri.org/ideas.htm>
  - iv. <http://www.fund-raising.com/fundraising-resources.htm>