



# 2018 CO-OP Partner Application

COMMUNITY OUTREACH OUTDOOR PROGRAM

Thank you for applying to take part in the Community Outreach Outdoor Program, offered by the East Bay Regional Park District. This is a 3-Year collaboration between the Outdoor Recreation Department and community groups like yours. We aim to **Engage** community partners and participants, **Educate** staff and participants on the logistics of camping trip and day trip leadership, **Equip** partners and participants with the busses, reservations, and gear needed for safe trips, and ultimately to **Empower** our partners and families to enjoy the Regional Parks on their own.

In this partnership, we work together to plan and facilitate one summer Camping Trip plus three Day Trips per year. East Bay Parks helps with staffing, reservations, buses, food, supplies, and activities. Please complete this application carefully, so that we can learn more about your organization, the communities you serve, and how this program may benefit you. After completing (handwritten or typed) and signing, please send to:

Megan Seccombe- Recreation Coordinator  
4675A Tidewater Ave. Oakland, CA 94601  
mseccombe@ebparks.org  
Phone: 510.544.2554

Application due date: **January 31, 2018** *If you have any questions, just give me a call!*

## Organization Information

Name of Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Office Phone Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Email: \_\_\_\_\_ Website: \_\_\_\_\_

Organization Mission Statement \_\_\_\_\_

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Signature: \_\_\_\_\_ Dates: \_\_\_\_\_

## Organization Audience

What is the primary community that you serve? \_\_\_\_\_

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Does your community have barriers to enjoying outdoor recreation in the Regional Parks?

Yes       No

If so, what barriers prevent them and their families from enjoying the Regional Parks?

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How will this partnership benefit the community you serve? \_\_\_\_\_

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We aim to serve 25 to 35 participants + 3 to 5 staff per trip. Can you promote these trips and assure attendance between 25 and 35 plus staff?

Yes       No

We hope that our partner neighbors will gain the information and inspiration to go out and utilize the parks on their own. After taking part in a Day Trip or Camping Trip, do you think that your participants will be able to reach the Regional Parks and enjoy outdoor recreation on their own?

Yes       No

Comments: \_\_\_\_\_

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## Organizational Capacity

How will this partnership benefit your organization and staff? \_\_\_\_\_

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Can your staff take the lead in behavior management + discipline?  Yes  No

On our trips, will your staff and volunteers be able to lead activities, or help with logistics such as cooking, camp set-up, and camp clean-up?

Yes  No

Please elaborate here if you like: \_\_\_\_\_

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Does your organization have the funds, vans, personal vehicles or public transit options to provide transportation on one CO-OP day trip per year?

Yes  No

Please elaborate here if you like: \_\_\_\_\_

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Is your organization able to leverage other resources -*funds, outdoor equipment, other grants, volunteers*- for these trips?

Yes  No

Please elaborate here if you like: \_\_\_\_\_

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Do you have any other hopes or goals for this collaboration? \_\_\_\_\_

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## Potential Dates

In the CO-OP program, we offer a summer camping trip, 3 Day Trips during the spring + fall, and a couple of orientations. We're looking for partners who can also do programs at these times. Please check the boxes below to determine if this program is a good fit.

### 1) Camping Trip Orientation

We will have one 3-hour (either morning or afternoon) camping skills (tent set-up, kitchen set-up, campfire safety, etc.) training for partner staff on the following dates. Please check the dates that work for you and/or your staff:

- May 17                       May 24                       June 1

### 2) Pre-Camping Trip Orientation

We provide a 1-hour orientation to campers and parents before the camping trip, to review what to pack, review the schedule, discuss rules and expectations, and answer questions. Please provide two or three dates + times that work for you:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

### 3) Camping Trip

We have reserved campsites for these dates. Which dates could work for you and your staff?

- July 13-14                       August 10-11  
 July 27-28                       Other: \_\_\_\_\_ (I'll try to reserve a campsite for this date)  
 August 3-4

### 4) Day Trips

In this partnership, we lead 3 Day (or Evening) Trips each year. We prefer Saturdays, but we can be flexible. Please check the dates that work for your organization, or write in some other spring + fall dates. If accepted, we'll confirm one spring + two fall trips soon:

- |                                   |                                       |                                      |                                       |
|-----------------------------------|---------------------------------------|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> April 7  | <input type="checkbox"/> May 19       | <input type="checkbox"/> October 6   | <input type="checkbox"/> November 17  |
| <input type="checkbox"/> April 14 | <input type="checkbox"/> May 26       | <input type="checkbox"/> October 13  | <input type="checkbox"/> December 1   |
| <input type="checkbox"/> April 21 | <input type="checkbox"/> September 1  | <input type="checkbox"/> October 20  | <input type="checkbox"/> December 8   |
| <input type="checkbox"/> April 28 | <input type="checkbox"/> September 8  | <input type="checkbox"/> October 27  | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> May 5    | <input type="checkbox"/> September 15 | <input type="checkbox"/> November 3  | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> May 12   | <input type="checkbox"/> September 22 | <input type="checkbox"/> November 10 | <input type="checkbox"/> Other: _____ |

- 5) Paperwork: for all of the above, will you be able to RSVP /get permission slips to us at least one week in advance of the trip/training? \_\_\_\_\_

## Next Steps

We will review the applications in January and notify applicants by mid-February if they are accepted. We will then work together on a Memorandum of Agreement, and then set up a meeting to plan our 2018 trips. Thank you for applying for this partnership! -Megan