VILLAGE OF
LINCOLNSHIRE
PUBLIC WORKS DEPARTMENT

EAGLE SCOUT PROJECT PROCEDURES

The Village of Lincolnshire recognizes the valuable opportunity for community involvement and Village improvement opportunities by working with the Boy Scouts of America. Prospective Eagle Scouts are encouraged to present their projects to the Village for preliminary review and approval and to their local BSA Counsel for final approval. All project fundraising is the sole responsibility of the prospective Scout; however the Public Works Department may reasonably assist the scout by providing personal protective equipment (PPE) and small hand tools to aid in project completion.

Waiver Requirement

If the Scout requests to perform any work within Village limits, the attached waiver must be completed and signed by the scout and parent or legal guardian.

Park Board Presentation

Scouts may be required to present their project idea to the Village Park Board to secure approval for any proposed improvements to Village parks or open spaces. In certain instances, additional approval from the Village Board may be required. Please contact the Staff Liaison to the Park Board for further guidance.

If the project requires Park Board approval, Scouts must contact the Staff Liaison to the Park Board to be placed on an upcoming meeting agenda. Presentations are typically scheduled for January, April, or September of the year the project will be completed. Village staff will make reasonable accommodation for unique scheduling constraints outside of these specific months.

Compliance & Approvals

While all projects must be in compliance with the Boy Scouts of America guidelines, the Scout is primarily responsible for coordinating with Village staff. Scouts are strictly prohibited from conducting any work without the approval of the Village Park Board and/or Village Board if required.

Application Process

The prospective Scout must complete and submit the attached application, project description and waiver. Submissions and inquiries can be directed to the Staff Liaison by calling 847-913-2381 or emailing bwoodbury@lincolnshireil.gov

EAGLE SCOUT PROJECT APPLICATION

SCOUT INFORMATION	
Scout Name:	Date:
Phone Number:	
Email Address:	
Troop Number:	
Address:	
Scout Advisor:	
Scout Advisor Phone Number:	
PROJECT DESCRIPTION	
Start Date:	
Anticipated Completion Date:	
Actual Completion Date:	
NAMES OF PARTICIPANTS WHO WILL BE ON THE SITE DURING THE PROJECT	

NAMES OF ADULT ADVISORS WHO WILL BE ON THE SITE DURING THE PROJECT		
PROJECT IMPLEMENTATION		
Date to Start Project:	Start Time:	End Time:
Work Date:	Start Time:	End Time:
Work Date:	Start Time:	End Time:
Work Date:	Start Time:	End Time:
Do you need personal protective equipment from the Village: ☐ Yes ☐ No		
Project Accepted by the Village: ☐ Yes ☐ No		
Date:		
Contact:		
NAMES OF PARTICIPANTS WHO WILL BE ON THE SITE DURING THE PROJECT		

EAGLE SCOUT WAIVER AND RELEASE

IMPORTANT INFORMATION

The VILLAGE OF LINCOLNSHIRE, ILLINOIS is committed to conducting its special event programs and activities in a responsible manner and holds the safety of volunteers in high regard. The VILLAGE OF LINCOLNSHIRE, ILLINOIS continually strives to reduce such risks and asks all volunteers follow safety rules and instructions designed to protect the volunteers'. However, volunteers must recognize there is an inherent risk of injury when choosing to volunteer for any municipal/village activity or program. Please recognize the VILLAGE OF LINCOLNSHIRE, ILLINOIS carries only limited medical accident coverage for volunteers; therefore, it is strongly urged all volunteers review their own health insurance policy for coverage. Additionally, each volunteer is solely responsible for determining if he/she is physically fit and/or properly skilled for any volunteer activity. It is always advisable, especially if the volunteer is pregnant, disabled in any way or recently suffered an illness, injury or impairment, to consult a physician before undertaking any physical activity.

WARNING OF RISK

Despite careful and proper preparation, instruction, medical advice, conditioning and equipment, there is still a risk of serious injury when participating in any village special event activity/program. Understandably, not all hazards and dangers can be foreseen. Volunteers must understand that depending upon the activity, certain risks, dangers and injuries due to acts of God, inclement weather, slipping, falling, inadequate or defective equipment, failure in supervision or instruction, premises defects, horseplay, carelessness, lack of skill or technique, and all other circumstances inherent to village special event activities/programs exist. In this regard, it must be recognized that it is impossible for the VILLAGE OF LINCOLNSHIRE, ILLINOIS to guarantee absolute safety.

WAIVER AND RELEASE OF ALL CLAIMS AND ASSUMPTION OF RISK

Please read this form carefully and be aware that in signing up and volunteering for the **2020 calendar** year, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you may sustain as a result of participating in any and all activities connected with and associated with your volunteer services (including transportation services, when provided). As a volunteer, I recognize and acknowledge there are certain risks of physical injury to volunteers in this program/activity, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that I may sustain as a result of said participation. I further agree to waive and relinquish all claims I may have (or accrue to me) as a result of volunteering in this village special event program/activity against the VILLAGE OF LINCOLNSHIRE, ILLINOIS, including its officers, officials, agents, volunteers and employees (herein collectively referred to as "Parties").

I do hereby fully release and forever discharge the Parties from any and all claims for injuries, damages, or loss that I may have, or which may accrue to me and arising out of, connected with, or in any way associated with my volunteer services. I have read and fully understand the above important information, warning of risk, assumption of risk and waiver and release of all claims. If registering on-line or via fax, your on-line or facsimile signature shall substitute for and have the same legal effect as an original form signature. Photographs and videos are taken by staff to use for promotional purposes. By registering for a program, attending an event or using a municipal/village facility, you have granted us permission to use your image for promotional purposes.

Prospective Scout Name:
Date:
Address:
Signature:
Phone Number:
Email Address:
Scout Leader Name:
Date:
Address:
Signature:
Phone Number:
Email Address:
Minors: Parent/Guardian Name:
Date:
Address:
Signature:
Phone Number:
Email Address:
PROJECT WILL BE DENIED if the signature of the Scout, Scout Master, or custodial parent/legal guardian and date are not on this form.