

2016 Gold Medal Application: Armed Forces Recreation

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2016 Gold Medal Application--Armed Forces Recreation

Presented by

The American Academy for Park and Recreation Administration (AAPRA)

In Partnership with the National Recreation and Park Association (NRPA)

Sponsored by Musco Lighting

DIRECTIONS

1. Fill out the cover page of the Official Application completely.
2. Answer all questions completely. For the essay questions, please fill in the box that is provided for you.
3. Use of **bold** and/or *italic* text for emphasis is permitted.
4. Submissions must be made through this online format.
5. A PDF of your latest program brochure or website address is required.
6. Coordinate your application with your Service Representative, let them know you are applying and email a copy of your application. They are available to help you.
7. This format has a save and continue feature located at the top of the question pages.
8. If your Installation received the Gold Medal Award in 2012-2015, you are not eligible to apply.

Failure to follow these instructions will result in disqualification.

It is imperative to note that applications must be submitted by March 13, 2016.

IMPORTANT DATES

March 13, 2016 - Application/Program Brochure/Master Plan Deadline

April 29, 2016 - Notification of Application Status

October 6-7, 2016 - National Recreation and Park Association Annual Conference, St. Louis, MO

Coordinate with your Service Representative and send a copy of your application:

Army: [Joshua "Josh" Gwinn](#)

Navy: [Amy Cimino-Shockley](#)

Marine Corps: [Nancy Dussault](#)

Air Force: [Donald "Phil" Heeg](#)

Coast Guard: [Robert Davis](#)

ELIGIBILITY:

A Military Installation may apply for the Gold Medal Armed Forces Recreation Award if it is recognized by the Branch of Service and the Office of Secretary of Defense as a Military Installation providing recreational opportunities for military personnel and other eligible patrons.

Differences in programs provided across the Armed Services will be handled as defined below:

- Morale Welfare/Wellness Recreation Program – (excluding Child Care)
- Youth Recreation/Activities (not school age Care)
- Libraries
- Recreation Lodging

FINALISTS: Video Requirement: Finalists are being asked to post to their web page a short (social media type) video, a MAX of 5 minutes by June 5. Judges will view this short video that helps support information provided in the application. Video should tell the story how your agency is unique and outstanding, while capturing images that support application responses; and serves as a media communication piece to your community! Any video approach may be used but will only be considered in round 2 judging discussions if 5 minutes or less and posted by June 5. *The video component only applies to Gold Medal Finalists.*

Finalists will be required to provide copies of planning documents. See question 5 for more detail. Online versions of these documents will be required.

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Contact Information for Point of Contact

Point of Contact	<input type="text"/>	Telephone	<input type="text"/>
Title	<input type="text"/>	Fax	<input type="text"/>
Street Mailing Address	<input type="text"/>	Email address	<input type="text"/>
City, State, Zip Code	<input type="text"/>		

Contact Information for Installation

Branch of Services	<input type="text"/>	Street Mailing Address	<input type="text"/>
Exact Name of Installation	<input type="text"/>	City, State, Zip Code	<input type="text"/>
Web Address for Program	<input type="text"/>	Telephone	<input type="text"/>
MWR Director	<input type="text"/>	Fax	<input type="text"/>
MWR Director Email Address	<input type="text"/>	Exact name of Installation Commander	<input type="text"/>

Has the commander been notified?

☐ Yes ☐ No

Installation Profile

Please provide the following information about your installation.

Provide the State(s) or Country in which your Installation resides:	<input type="text"/>
2015 Active Duty Population (number): (Use Defense Management Data Center (DMDC)	<input type="text"/>
Change in population 2011-2015	<input type="text"/>

Active Duty population, Race (Percentage Distribution)

% African American/Black

% Asian/Pacific Islander

% Caucasian

% Other

.....
Total : 0

Active Duty population, Ethnicity: % Hispanic/Latino

Demographics

Active Duty population, Demographics

% of active duty
population married:

% of active duty 30
to 34:

% of active duty
population male:

% of active duty 35
to 39:

% of active duty under
25:

% of active duty
40+:

% of active duty 25 to
29:

Median Household
Income:

Estimated MWR Patrons Service

Service to patrons may be restricted based on their affiliation. Categorize patrons by level of restriction on services provided.

	Unlimited	Limited
Family member (Spouse and Children)	<input type="text"/>	<input type="text"/>
Reserve/National Guard	<input type="text"/>	<input type="text"/>
Civilian	<input type="text"/>	<input type="text"/>
Contractors	<input type="text"/>	<input type="text"/>
Retirees	<input type="text"/>	<input type="text"/>
Other MWR Patrons	<input type="text"/>	<input type="text"/>
Total served above active duty members	<input type="text"/>	<input type="text"/>

Although not required for participation, indicate if your Installation has been accredited through the Commission on Accreditation of Park and Recreation Agencies (CAPRA).

☐ Yes ☐ No

Have you submitted the CAPRA Accreditation Self-Report to NRPA?

☐ Yes ☐ No

Funding/Statistical Measurements

Page description:

1) Using the forms below, describe your program:

A. Program Funding

B. Military Construction and Capital Improvements

C. Statistical Measurements in numbers and/or dollars as requested

D. Organization Chart.

A. Program Funding

	FY2011 Actual	FY2015 Actual	% Change FY2011 to FY2015 +/-
1. Appropriated Fund (APF) Direct Support (include UFM/USA)	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Nonappropriated fund (NAF) Expenses (minus UFM/USA, Cost of goods sold and depreciation)	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="Enter another option"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Total Program Funding

	FY2011 Actual	FY 2015 Actual	% Change FY2011 to FY2015 +/-
Total funding (1 through 3 above):	<input type="text"/>	<input type="text"/>	<input type="text"/>

B. Military Construction and Capital Improvements

	FY2011 Actual	FY2015 Actual	% Change FY2011 to FY2015 +/-
1. APF Military Construction (MILCON)	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. NAF Capital Reinvestment	<input type="text"/>	<input type="text"/>	<input type="text"/>

Total Military and Construction and Capital Improvements

	FY2011 Actual	FY 2015 Actual	% Change FY2011 to FY2015 +/-
Total Construction (1 through 3 above):	<input type="text"/>	<input type="text"/>	<input type="text"/>

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C. Statistical Measurements

** This portion refers to those lands and waters on the Installation that are available for MWR programs whether they are funded by MWR or other departments on the Installation. For example: if training lands are used for hunting, include acreage.*

	FY2011 Actual	FY2015 Actual	% Change FY2011 to FY2015 +/-
Population Density * (resident population divided by sq miles on Installation) – total people/sq mile	<input type="text"/>	<input type="text"/>	<input type="text"/>
Open Space Density * % of park and open space to Installation size (% of acres where MWR outdoor activities occur on the Installation)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Revenue generated through user fees per capita (active duty personnel-DMDC)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Funding per capita (active duty personnel-DMDC)	<input type="text"/>	<input type="text"/>	<input type="text"/>
# of part time/seasonal employees (not FTE)	<input type="text"/>	<input type="text"/>	<input type="text"/>
# of full time employees (not FTE)	<input type="text"/>	<input type="text"/>	<input type="text"/>
# of volunteer hours	<input type="text"/>	<input type="text"/>	<input type="text"/>

D. Organization Chart

Please provide an organization chart. The chart must illustrate how your local department is organized. Fit onto one page and upload here.

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Page description:

2) What areas and facilities are currently owned, leased or under cooperative agreements by your Installation? 2011 and 2015 data are requested. 0-5 points use form provided.

**Facility & Land Change:
Centers/Structures/Operations.**

	FY2011 Actual	FY2015 Actual
# of Amphitheaters	<input type="text"/>	<input type="text"/>
# of Amusement Centers	<input type="text"/>	<input type="text"/>
# of Aquatic Centers: # of Swimming Pools	<input type="text"/>	<input type="text"/>
# of Aquatic Centers: Water Parks/Spray grounds	<input type="text"/>	<input type="text"/>
# of Arts and Craft Centers	<input type="text"/>	<input type="text"/>
# of Automotive Skill Centers	<input type="text"/>	<input type="text"/>
# of Bowling Lanes	<input type="text"/>	<input type="text"/>
# of Cultural/Historic Sites	<input type="text"/>	<input type="text"/>
# of Fitness Centers /Gyms	<input type="text"/>	<input type="text"/>
# of Ice Skating Facilities	<input type="text"/>	<input type="text"/>
# of In-Line Skating Rinks	<input type="text"/>	<input type="text"/>
# of Leisure Travel Operations	<input type="text"/>	<input type="text"/>
# of Libraries	<input type="text"/>	<input type="text"/>
# of Nature Centers	<input type="text"/>	<input type="text"/>

of Recreation/Community Centers

of Skate Parks

of Teen/Youth Centers

of Theaters (Movie)

of Theaters (Performing Arts)

Facility and Land Change

Facility & Land Change: Camping/Overnight Use

FY2011 Actual

FY2015 Actual

of Campground Locations (not
campsites)

of Group Campsites

of Non-electric Campsites

of Walk-in/primitive Campsites

of Campsites with Electric hook up

of RV Sites with Electric hook up
only

of RV Sites with Electric and
water/sewer

of Cabins/Lodges/Yurts (total
number of units)

Facility and Land Change

Facility & Land Change:
Picnic Facilities

	FY2011 Actual	FY2015 Actual
# of Picnic Shelters	<input type="text"/>	<input type="text"/>
# of Picnic Sites or Areas (do not include shelters or individual tables)	<input type="text"/>	<input type="text"/>

Facility & Land Change:
Water/Beach Features

	FY2011 Actual	FY2015 Actual
# of lakes	<input type="text"/>	<input type="text"/>
# of Marinas: Wet Slips/Boats served	<input type="text"/>	<input type="text"/>
# of Marinas: Dry Dock/boats served	<input type="text"/>	<input type="text"/>
# Lakefront operations/boat launches	<input type="text"/>	<input type="text"/>
# of Beaches	<input type="text"/>	<input type="text"/>

Facility and Land Change

Facility & Land Change:
Outdoor Recreation

	FY2011 Actual	FY2015 Actual
# of Outdoor Recreation Equipment Checkouts	<input type="text"/>	<input type="text"/>
# of Archery Ranges	<input type="text"/>	<input type="text"/>
# of Athletic Fields	<input type="text"/>	<input type="text"/>
# of Basketball/Multi-use Courts	<input type="text"/>	<input type="text"/>
# of BMX Tracks	<input type="text"/>	<input type="text"/>
# of Golf Courses (total number of holes)	<input type="text"/>	<input type="text"/>
# of Miniature Golf Courses (total number of holes)	<input type="text"/>	<input type="text"/>
# of Gun Ranges/Recreation Shooting/Skeet-Trap Ranges	<input type="text"/>	<input type="text"/>
# of Horseback Riding Programs	<input type="text"/>	<input type="text"/>
# of Paint Ball Courses	<input type="text"/>	<input type="text"/>
# of Playgrounds	<input type="text"/>	<input type="text"/>
# of Stables	<input type="text"/>	<input type="text"/>
# of Tennis Courts	<input type="text"/>	<input type="text"/>

Facility & Land Change:
Trails

	FY2011 Actual	FY2015 Actual
# of miles: Bicycling/Walking/Hiking Trails	<input type="text"/>	<input type="text"/>
# of miles: Off-highway Vehicle Trails	<input type="text"/>	<input type="text"/>
# of miles: Water Trails	<input type="text"/>	<input type="text"/>

Copy of Facility & Land Change:
Other Speciality Facilities

	FY2011 Actual	FY2015 Actual
<input type="text" value="Enter another option"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="Enter another option"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="Enter another option"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="Enter another option"/>	<input type="text"/>	<input type="text"/>

Essay Questions

Page description:

Each Essay Question is limited to one page. Note response number in the heading and page length in the requirement. Upload the response to each essay question as a separate document.

3) MWR Excellence. 0-15 points, one page limit

Address what is unique to your Installation and supports MWR. For Example: What does your Installation do to address the target population(s) served? Deploying and returning units/Individual Augmentees? Identify any unique situations particular to this installation.

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4) Specialized Services. 0-10 points; one page limit

What does your Installation do to address populations with special needs including persons with disabilities, wounded, ill and injured, retirees, at-risk youth, and their families. Please describe who you serve, how often, what programs or services you provide or assist with, or provide space for other groups to address the needs of these customers.

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5) Long Range Planning. 0-10 points, one page limit

5a). Describe the planning documents that guide your Installation's current and long range planning. In support of your plan, identify how the MWR needs of your Service have been assessed.

5b). Describe in detail your Installation's success in achieving its long-range plan. Identify how the MWR needs of your Service have been met within the last five years. If your Installation has not prepared or adopted such a plan, just answer "No Plan".

Note: Finalists will be required to submit WEBSITE URL for judges to review plan.

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6) Challenges & Strategies. 0-15 points, one page limit

6a). Briefly identify unusual challenges that you have encountered in meeting change in your Service within the last 5 years, other than shifts in economy, reduced resources, infrastructure, demographics, and the like.

6b). In detail emphasize any significant Installation resource shifts that your Installation has experienced during this time and any adjustments, changes in mission, or direction of your programs, services and/or facilities.

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Essay Questions

7) Unique Projects. 0-15 points, one page limit

Describe two projects completed in the last 5 years that are uniquely tailored to the needs of your Installation and identify how your department enhanced mission readiness, improved quality of life and family programming through partnerships, sponsorships, intergovernmental cooperation or joint agreements with other community/state organizations, public or private. Include documentation on command response and project highlights.

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8) Stewardship Efforts. 0-10 points; one page limit

Describe your Installation's efforts to promote stewardship best practices to include environmental and cultural protection, conservation, preservation and restoration in terms of management practices, interpretation /education programs and overall general stewardship efforts.

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9) Technology Innovations. 0-10 points; one page limit

How has your Installation used technology to enhance communication and promotion of your programs, services and facilities? Describe your Installation's use of technology to enhance your communication, positioning efforts and promotion of programs, services and facilities. Detail what other strategies or innovative ideas your Installation implemented to impact customer's belief about what your Installation is doing. How is your Installation responding to new user trends and describe new and innovative ways you may be using technology to inform and invite existing and new users.

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Essay Questions

10) Program Evaluation. 0-10 points; one page limit

10 a). What steps have you taken in the last 5 years to evaluate your Installation's effectiveness and efficiency? Please describe any research procedures or projects that your Installation has implemented to determine if you are meeting the program and facility needs of your customers.

10 b). What changes has your Installation made as a result of your evaluation?

10c). Detail specifically how you are reporting this to your stakeholders, leadership, and the eligible customers.

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11) Citizen Support Systems. 0-10 points; ½ page limit

Describe community connections, outreach initiatives, public partnerships, military organizations, and advocacy programs that your Installation utilize and use to benefit or improve your Installation projects and/or programs.

[Browse...](#)[Upload](#)**12) Staff & Board Involvement. 0-5 points, ½ page limit**

List external professional involvement include staff and board involvement with national, regional, state, Service and local professional organizations and/or previous forms of recognitions, awards and certifications received by your Installation. Limit your response to the last five years.

[Browse...](#)[Upload](#)**Thank You!**

Thank you for applying for the 2016 Gold Medal Award. Status notifications will be provided in early May.