The John Muir Award Proposal Form

We use a Proposal Form to learn about your plans, discuss any queries you may have, and create the best possible picture of what each John Muir Award will encompass. It's a really useful reference for us, and for you: as a planning tool with colleagues, for discussing with those getting involved, and for reviewing your John Muir Award activity at the end of your proposed time period.

Importantly, it's NOT an application form - it doesn't have to be perfect when first submitted. It can be a starting point for dialogue and sharing ideas. It forms the basis of our agreement with each Award Provider, showing what will be done by each participant to achieve their own John Muir Award.

The best reference point for more guidance is our Information Handbook, available to download from www.johnmuiraward.org. Remember, if you are unsure of what to put on the Proposal Form you can contact your regional John Muir Award Manager.

Who we can liaise with throughout your John Muir Award activity. It should be the person who can discuss your plans and understands why and how your group is choosing to use the John Muir Award.

Give your organisation or project name, or just restate an individual or family name if you are doing a self-guided Award. This is how we will list you on our registration system - it should be the key party with responsibility for delivery of the John Muir Award. The date is when you submit the form.

Note any other groups supporting your activity here. It could be a local ranger team, an outdoor centre, or a National Park Authority.

Who will be taking part? What might they get from the experience? Include leaders, teachers and families here. Be inclusive!

Give a brief overview of your plans (there's room for detail on page 2). Importantly, tell us why you are using the John Muir Award.

Submit your Proposal Form at least 2 weeks before you wish to start. This gives us opportunity to discuss any issues with you, confirm Criteria will be met by this Proposal, and register your group. Your finish date can move, so long as minimum time requirements are met - an estimated date is fine.

Will using the John Muir Award have an impact on your work, and are you evaluating this? We're interested to know more if you are.

The time commitment for each Award level is a minimum. Feel free to commit more time than this. You can be flexible - your activity might take the form of a continuous experience (residential, expedition), or may be a series of short sessions over a longer period of time.

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Outline how you plan for all individuals involved to meet the Four John Muir Award Challenges. See johnmuiraward.org for information, resources, ideas and case studies. Consider how you will introduce John Muir into your Award activity.

### Top Tips
- Use the prompts and questions as a guide for what should be included.
- Be clear: Say what your proposed activities are, rather than ‘we will do a range of activities.’
- If unsure, that’s fine, we can help.
- Be concise with detail: Use bullet points, no need for long paragraphs.
- No need to repeat: Some activities relate to more than one Challenge. Write it in one box and cross reference e.g. Surveys can be ways to Explore, Conserve, Share – describe activity under Conserve, then put (also Explore, Share)
- Introducing John Muir: See Information Handbook p39-40. Go to www.discoverjohnmuir.com for information, examples and activity ideas. Include this in Explore (increasing awareness) or Share (collaborating, sharing information).

### Outline the PLACE(S) you are using. Say why you have chosen it/them as locations.

### What kind of ACTIVITIES will you do? Be creative, use our resources, look at examples, ask us questions...

### Explore it
Tell us what you’ll do to increase your awareness and understanding. How will you experience, enjoy and find out more about your wild place(s)? You might:

- Visit it at different times of day and night, in different seasons, alone or with others.
- Travel extensively – walk, camp, bike, canoe.
- Sit, look, listen - engage senses.
- Identify and find out more about landscapes, habitats and living things (biodiversity), and how they connect.
- Make maps. Take photographs.
- Research local geology, natural and cultural history.

### Conserve it
How will you care for your wild place(s), take some personal responsibility, make a difference, put something back?

- Take practical action for nature - wildlife or pollution surveys, litter picks and audits, tree or shrub planting, grow plants for wildlife or clear invasive plants, create or monitor habitats...
- Campaign and inform others to highlight an environmental issue or help protect a wild place.
- Apply minimum impact approaches to your activity.

### Share your experiences
Tell others about what you’ve done – experiences, achievements, feelings, what’s been learned. Celebrate!

- Reflect, review and discuss your adventures and experiences in wild places – do this during as well as after, informally or more formally.
- You might:
  - Make a display of photos, drawings, stories, poems, artwork.
  - Make a group diary – as a book, wall display or film.
  - Organise a presentation.
  - Lead a guided walk around your wild place(s).
  - Use newsletters, websites and social media.

### Include some ACTION here, that each individual will contribute to. Look at our Resource Guides and Conserve Audit 2015 for context, ideas and what all this activity adds up to.

### Include informal sharing such as discussions. Think of suitable audiences to involve.