

TO: Agencies & organizations desiring interns or conservation crews through the  
Student Conservation Association (SCA)

FROM: Scott C. Weaver, Senior Vice President of Partnership Development and Government  
Relations

Marsha Towns, National Director for Conservation Interns  
Laura Herrin, Assistant National Director of Conservation Crews

SUBJ: Requests for 2006 SCA summer/fall assistance

You have received this email because you have either utilized SCA services in the past or have expressed interest in doing so. If you are not interested in SCA services at this time please pass this email on to a colleague who may be or simply disregard.

**It is now time to begin planning for your SCA Conservation Interns for the summer and fall field seasons of Fiscal Year 2006 and/or high school Conservation Crews for the summer of 2006** (we operate on the federal fiscal year).

If you are interested in requesting interns or crews through SCA for this period, please note the following:

**Conservation Interns:** You can request interns of various lengths of service and backgrounds. **Short-Term Resource Assistants** (RA) are college-age or older interns who undertake twelve-week (sometimes longer/shorter) assignments similar to seasonal positions. **Longer-Term Conservation Associates** (CA) are adult interns who serve in six to twelve month positions similar to RA positions, although oftentimes more technical in nature. Most CAs have completed their undergraduate education, some have graduate degrees and many are SCA alumni. You will find further information about Conservation Interns here [www.thesca.org/pdfs/04CIFLY.pdf](http://www.thesca.org/pdfs/04CIFLY.pdf). Estimated costs for Conservation Interns can be found at [www.theSCA.org/req\\_prices.cfm](http://www.theSCA.org/req_prices.cfm). To see examples of position descriptions for interns, visit [www.theSCA.org/ci\\_select.cfm](http://www.theSCA.org/ci_select.cfm) where you can search current positions in various ways.

**Conservation Crews:** Conservation Crews are comprised of nationally recruited high school students and experienced, adult, crew leaders who typically work a 30-day program primarily during the months of June, July, and August. We also offer agencies the option to request 21-day and 35-day programs. A component of the Conservation Crew program is our Urban Conservation Crews, which consist of locally recruited urban high school students who are primarily youth from a broad array of ethnic and cultural backgrounds with interests in conservation. These students culminate a year of volunteer environmental education and service with the four-week work project and become eligible on a competitive basis as Diversity Interns upon their graduation from high school. You will find further information about Conservation Crews here [www.thesca.org/pdfs/04CCFLY.pdf](http://www.thesca.org/pdfs/04CCFLY.pdf). Estimated costs for Conservation Interns can be found at [www.thesca.org/req\\_cc\\_prices.cfm](http://www.thesca.org/req_cc_prices.cfm)

If you want to request SCA members to assist you during this period, please note the following:

1. We now are inviting your requests for interns to fill positions with **starting dates** between May 15, 2006 and September 30, 2006 or crews starting anytime from June through August of 2006.
2. We ask that you complete your submission to SCA Interns and Conservation Crews by **November 1, 2005** if possible. This is not a deadline, but we will be better able to recruit for your positions if we can include them in our first printed catalog (as well as in our on-line database). Although you may not yet know your budget for this time period, please **submit requests now** for the interns or crews you need and can reasonably expect to fund. **This does not commit you**; you may cancel your requests later if your budget necessitates.

SCA as the nation's leading provider of conservation service opportunities, outdoor skills and leadership training for young people is committed to delivering the highest quality service to our partners and

participants. Over the past three years, SCA has researched and designed a new information management system to utilize the best available technology. SCA is now proud to announce the launching of a dynamic web-based system. This comprehensive service offers:

- 24-hour access
- More timely communications
- User-friendly interface
- Direct access to your current intern/crew request form(s)
- Ability to do on-line review and communications with intern applicants

**In order to access and complete the online request form,** go to [www.theSCA.org/agency.cfm](http://www.theSCA.org/agency.cfm) and then click on the “request SCA volunteers” link on the left side of the page. You may also access the on line request form directly from [www.theSCA.org/req\\_vol.cfm](http://www.theSCA.org/req_vol.cfm). If you prefer a paper request form, just contact us and ask for one.

Finally, to repeat, **November 1 is not a deadline.** If, as your needs and budget evolve after these dates, you wish to add positions, please contact us.

If you have any questions, feel free to call Ray T. Auger, Partnership Development Director (603/543-1700 ext. 144) or contact him at: [rauger@thesca.org](mailto:rauger@thesca.org). We look forward to working with you in 2006.

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**P.S.** We are sometimes surprised to learn that some individuals have a limited view of the types of roles SCA interns or crews can play. Although most serve in visitor services/interpretation, or resource, recreation, or park management, SCA members are engaged in many other activities. These include prescribed fire and fuels management, fire or habitat restoration, GIS/GPS projects, researching and writing plans, planning events, serving as artists-in-residence, and coordinating other volunteers. Whatever your needs or wishes may be, chances are an SCA member can help.

## PROGRAM NOTES

### CONSERVATION INTERNS

#### **FOR SCA NATIONAL PARK SERVICE PARTNERS ONLY:**

Congress annually appropriates limited funds to support SCA's partnership with NPS. In recent years, this appropriation, combined with funds SCA raises from private sources, has allowed us to field, at no cost to individual parks only 30% of the interns requested by parks. To stretch the appropriated funds to as many parks as possible, we limit their distribution to the funding of our shorter and less expensive Resource Assistants (RAs).

SCA will continue, of course, within our recruiting capabilities, provide additional RA positions and Conservation Interns for parks when you can identify funds for the NPS share of the associated costs. In the past, Parks have supported additional interns through base operating and project funds, as well as funds from Cooperating Associations, “friends” groups, and donations. You must come up with funding for any of the longer term Conservation Associate positions. Because we certainly will not be able to fund all requested positions, we encourage you to consider alternative sources now. SCA does contribute the same share of the total cost of positions you fund as for those covered by the appropriation. There is a place at the end of the request form for you to indicate your intention to seek alternative funding, but it is not necessary to have such funds definitely approved at this time. You can cancel a requested position later if funding does not materialize.



DEPARTMENT OF THE ARMY  
U.S. ARMY CORPS OF ENGINEERS  
WASHINGTON, D.C. 20314-1000

REPLY TO  
ATTENTION OF:

CECW-ON

MAR - 5 2003

MEMORANDUM FOR COMMANDERS, MAJOR SUBORDINATE COMMANDS AND DISTRICT COMMANDS, CHIEFS, CONSTRUCTION-OPERATIONS DIVISIONS

SUBJECT: The Student Conservation Association

1. Reference memorandum, CECW-ON, 27 November 2002, subject: Implementation of Section 213, Paragraph (a) of the Water Resources Development Act of 2000 – Assistance Programs.
2. The referenced memorandum announced the U.S. Army Corps of Engineers authorization to enter into cooperative agreements with non-Federal public and nonprofit entities for natural resources and recreation management services at Corps Civil Works projects. This authority allows the Corps to use the services of the Student Conservation Association under an existing cooperative agreement with the Department of the Army.
3. The Student Conservation Association (SCA) has provided conservation-related work assistance at military installations, national parks, and forests for many years and could prove equally beneficial at Corps projects. The SCA has several programs, including those involving highly qualified adult interns (Resource Assistants and Conservation Associates) and high school conservation work crews supervised by skilled SCA crew leaders. A description of the SCA programs is enclosed (Enclosure 1).
4. Obtaining SCA assistance is an easy process as illustrated in the enclosed document, *How To Request and Obtain Assistance Under the SCA Cooperative Agreement with the U.S. Army* (Enclosure 2). The U.S. Army Medical Research Acquisition Activity (USAMRAA) at Fort Detrick, Maryland, administers this agreement and coordinates the Army's participation in the program. A Corps office can initiate action by contacting either the USAMRAA or the SCA. The USAMRAA will contact SCA to obtain a price quote based on the cooperative agreement and the Corps requested services. The Corps and SCA share the costs of each student's actual expenses. Following acceptance of the price quote, the Corps office will prepare a Military Interdepartmental Purchase Request for the full amount of the hire.
5. The Student Conservation Association has an outstanding 46-year record of attracting top quality young adults and assisting agencies in the management of natural resources and recreation on public lands. I'm positive that this program will be very beneficial and highly used at our lake projects nationwide. Further information on SCA can be obtained at [www.thesca.org](http://www.thesca.org). The POC for the SCA is Mr. Ray Auger at (603) 543-1700, ext 144. The Corps POCs are Mr. Stephen Austin, CECW-ON, (202) 761-1940 and Debra Stokes at (202) 761-7769.

FOR THE COMMANDER:

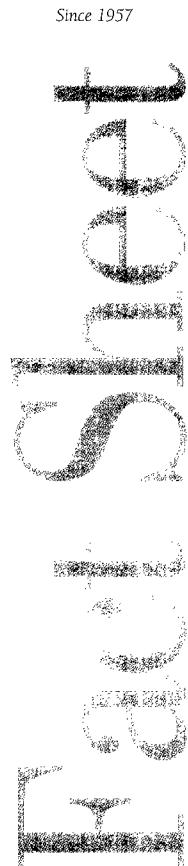
*Lawrence A. Lang*  
LAWRENCE A. LANG, PH.D., P.E.  
Acting Chief, Operations Division  
Directorate of Civil Works

2 Encls



## The Student Conservation Association

changing lives through service to nature



- The **Student Conservation Association (SCA)** is the nation's largest provider of conservation service opportunities, outdoor education and leadership training for youth. SCA is building the next generation of conservation leaders and inspiring lifelong stewardship of our environment and communities by engaging diverse young people in hands-on service to the land.
- SCA volunteers annually provide more than one million hours of conservation service – including trail construction, wildlife research, habitat restoration and environmental education – in parks, forests, refuges and urban green spaces in all 50 states.
- Last year, more than 18 million people directly benefited from SCA conservation services – that's more than the total number of visitors to America's three most popular national parks: Great Smoky Mountains, Grand Canyon and Yosemite.
- Founded in 1957, SCA has more than 35,000 alumni around the world. As many as 60% of SCA alumni become conservation professionals following their SCA service.
- A national study by Yale University found that hands-on outdoor experiences such as those offered by SCA "exert a powerful physical, emotional, intellectual, and moral-spiritual influence on young people" resulting in improved leadership skills, enhanced problem-solving abilities, greater confidence and self-esteem, and other development enhancements.
- SCA primarily offers young people three conservation program models.

**Conservation Crews:** for high school students age 15-19. These month-long, backcountry or frontcountry projects involve six-to-ten students under the supervision of trained, experienced crew leaders. SCA Conservation Crews provide a transformational experience, as members not only serve the land but also constantly challenge themselves both individually and as a team.

**Conservation Internships:** for college and graduate students as well as other young adults. Serving alongside resource management professionals, SCA Conservation Interns make substantial contributions to our natural and cultural treasures while gaining valuable new skills and career experience. Positions are available in a wide spectrum of conservation disciplines and range in length from 12 weeks to 12 months.

**Urban and Diversity Initiatives:** for young people of color and young women – populations that are traditionally underrepresented in the conservation field. SCA provides high-school age youth with year-round training and service opportunities through its regional offices in Arlington, VA, Oakland, CA, Pittsburgh, PA, and Seattle, WA. SCA also collaborates with numerous government and non-profit partners to offer national internships to college students from diverse backgrounds.

**National Headquarters:**  
Charlestown, NH

**Regional Offices:**  
Arlington, VA  
Oakland, CA  
Pittsburgh, PA  
Seattle, WA

[www.sca-inc.org](http://www.sca-inc.org)

For more information, visit our website at [www.sca-inc.org](http://www.sca-inc.org) or call 603-543-1700

Student Conservation Association PO Box 550 Charlestown, NH 03603 603-543-1700 Fax 603-543-1828 [www.sca-inc.org](http://www.sca-inc.org)

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Student Conservation Association



Since 1957

**National Headquarters:**

Charlestown, NH

**Regional Offices:**

Arlington, VA  
Oakland, CA  
Pittsburgh, PA  
Seattle, WA

[www.sca-inc.org](http://www.sca-inc.org)

*"Working with SCA continues to be a very positive experience for us. We consistently are able to obtain well qualified, valuable volunteers.*

*Interactions with SCA personnel are professional.*

*Application procedures are simple and straightforward."*  
- Sally Thode,  
Recreation  
Technician BLM  
Montrose  
District.

*"Thank you for providing us with such competent and enthusiastic volunteers... their performance went far beyond my expectations."*

- Tiffany Church  
Wildlife Biologist  
Umpqua Nat'l  
Forest

## The Student Conservation Association

*changing lives through service to nature*

# CONSERVATION INTERNS for ARMY CORPS OF ENGINEERS

For 45 years, resource managers across the U.S. have relied upon the Student Conservation Association, Inc. (SCA) to provide them with dedicated conservation interns and volunteers. These motivated stewards have skillfully augmented the efforts of both public agencies and private organizations in preserving some of our most popular natural and cultural treasures.

SCA offers options that let you decide how best to supplement your staff with highly qualified interns. Our **Resource Assistants** (RAs) — usually college students or recent graduates — serve a standard 12-week term. For projects of six to 12 months in duration, consider SCA's **Conservation Associates** (CAs). Routinely 21 years of age or older, CAs' additional education and experience make them well-suited for supervisory roles with other volunteers. In either case, the intern works alongside and to the same standards as your own staff professionals.

For your convenience, SCA fields interns under the terms of an established DoD and Army Corps of Engineers cooperative agreement.

## CONSERVE RESOURCES AND YOUR COSTS

Conservation Interns specialize in a variety of backcountry and frontcountry tasks including, but not limited to:

- Archaeological surveys
- Artist-in-residence positions
- Backcountry/wilderness patrol
- Ecological restoration
- Environmental education
- GIS/GPS
- Historical/cultural resource studies
- Interpretation and living history
- Prescribed burning and fuels management
- Resource management
- Trail design, construction and maintenance
- Visitor services
- Wildlife/fisheries monitoring and research
- Wilderness management



SCA is a partner of  
the Corporation for  
National and  
Community Service

Interns may not engage in fighting wildfires, although they may be trained for that purpose and then hired if needed, nor may they participate in actual law enforcement. Prescribed burn positions are permitted with appropriate training.

## **SCA PROVIDES**

- ✓ Recruitment and presentation of pre-qualified applicants based on your job specifications
- ✓ Round-trip travel and living allowance (direct payment/reimbursement to intern)
- ✓ Liability and 24-hour accident insurance coverage (CAs offered full health insurance)
- ✓ Complete customer service support and liaison services between staff and intern
- ✓ AmeriCorps education award for both RAs and CAs at no cost to you

## **YOU PROVIDE**

- ✓ Intern positions that challenge and include responsibility while meeting your specific needs
- ✓ Supervision and training appropriate to the position
- ✓ Intern housing (or SCA can bill you for rental of accommodations)
- ✓ On-the-job transportation
- ✓ Intern evaluation at project completion (form provided by SCA)

## **SCA INTERN PROFILES**

	<i>Resource Assistant</i>	<i>Conservation Associate</i>
Intern Portrait	18 years of age or older; most are college students or recent graduates	Often 21 or older; most have completed undergraduate education, some have graduate degrees; many have previously served as RAs
Standard Length of Service	12 weeks	6-12 months
Living Allowance	\$900 (for standard 12 weeks)	\$160/week thru term of service
AmeriCorps Education Award	\$1,250 available to participant through SCA	Up to \$4,725 available to participant through SCA

Agency fees are determined by a variety of factors including intern travel costs, length of service and housing. SCA invoices partner agencies based on actual costs. CA fees include full medical insurance coverage. The table below provides estimated fees for RAs and CAs. Your actual fees will vary; costs for Alaska , Hawaii, Puerto Rico and the Virgin Islands will be higher.

<i>Internship</i>	<i>Agency Provides Housing</i>	<i>SCA Bills Agency for Rent</i>
One 12-week RA	\$2,600	Contact SCA
One 6-month CA	\$8,290	\$11,730
One 9-month CA	\$10,940	\$15,360
One 12-month CA	\$15,160	\$21,045

SCA provides additional funding for the recruitment, fielding and support of each intern.

## **BOOST YOUR PRODUCTIVITY AND NOT YOUR BUDGET**

SCA responds to RA and CA requests throughout the year. All you need to do is complete a Conservation Intern request form. To obtain a form or discuss your program needs, please contact:

**Ray T. Auger**  
Program Development Director  
603-543-1700, ext. 144  
fax: 603-543-1828  
[ray@sca-inc.org](mailto:ray@sca-inc.org)

See how others are utilizing RAs and CAs visit: [www.sca-inc.org/vol/raca/racasrch.asp](http://www.sca-inc.org/vol/raca/racasrch.asp)



## The Student Conservation Association

*changing lives through service to nature*

### Conservation Crews

Since 1957

**National Headquarters:**

Charlestown, NH

**Regional Offices:**

Arlington, VA  
Oakland, CA  
Pittsburgh, PA  
Seattle, WA

[www.sca-inc.org](http://www.sca-inc.org)

For 45 years, resource managers across the U.S. have relied upon the Student Conservation Association, Inc. (SCA) to provide them with dedicated conservation interns and volunteers. These motivated stewards have skillfully augmented the efforts of both public agencies and private organizations in preserving some of our most popular natural and cultural treasures.

**SCA Conservation Crews** offer an attractive solution for substantial, labor intensive outdoor projects. Crews comprised of high school students in groups of six or eight participants and two adult leaders participate in three to five week service projects that incorporate the client agency's management objectives with wilderness education, outdoor living and leadership development. SCA fields its Conservation Crews under the terms of established national and state cooperative agreements.

#### FROM THE FIELD

SCA's Conservation Crew was a pleasure to work with and quite frankly set a new standard for quality work of our own refuge crews

Rick Johnson  
Park Manager  
Kenai Nat'l Wildlife  
Refuge

The independent nature of the program is great. We do not have to double check the crew's progress. We know the work is being done.

Tim Eling  
Wilderness Specialist  
Mt. Roger's Nat'l Rec  
Area

#### **BOOST PRODUCTIVITY — NOT YOUR BUDGET**

Conservation Crews specialize in a variety of backcountry and frontcountry tasks including, but not limited to:

- Trail construction and maintenance
- Shelter and bridge construction
- Revegetation and site restoration
- Archaeological field survey work
- Riparian zone and stream restoration
- Timber stand improvement
- Building and repairing fence
- Urban based restoration and community
- Wildlife, fisheries habitat
- projects.
- improvement

#### **SCA PROVIDES**

- ✓ Recruitment and training of skilled adult crew leaders to direct and implement your project
- ✓ Recruitment and training of highly motivated 15-to-19 year old high school volunteers, with crews equally composed of young men and women
- ✓ Crew transportation to and from the public transport terminal nearest the hosting area
- ✓ Tents, stoves, food and other necessary items to operate a base camp
- ✓ Administrative support
- ✓ Liability Coverage and Secondary Personal Accident Insurance
- ✓ 24 Hour emergency support system

689 River Road • PO Box 550 • Charlestown NH 03603 • 603-543-1700 • Fax 603-543-1828 • [www.sca-inc.org](http://www.sca-inc.org)

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Student Conservation Association

## **YOU PROVIDE**

- ✓ Necessary project tools and required safety equipment
- ✓ Radio or cell phone for crews not near a phone
- ✓ Transportation of the crew from the closest public transportation terminal to an appropriate access point at your area and return; on-the-job transportation as required
- ✓ Transportation of food and equipment to the base camp and return
- ✓ Specifications for the work and project evaluation
- ✓ Access to educational resources of the area
- ✓ Storage of SCA equipment during the off season, when available
- ✓ Written evaluation of the program at project's completion

## **A LEGACY OF RELIABILITY**

SCA annually fields more than 100 Conservation Crews throughout the country. Our resource management partners include the National Park Service, U.S. Forest Service, U.S. Fish and Wildlife Service, Bureau of Land Management and the Department of Defense Resource Management Program among others. SCA already has existing national cooperative agreements with most agencies and organizations. The Conservation Crew fee schedule is as follows:

	Agency Cost Share: Continental U.S.			Agency Cost Share: AK/HI/PR/VI		
	21 Day	30 Day	35 Day	21 Day	30 Day	35 Day
<b>Bravo (2 Leaders, 6 Members)</b>	\$12,600	\$16,600	\$17,500	\$13,710	\$17,790	\$18,735
<b>Charlie (2 Leaders, 8 Members)</b>	\$14,130	\$18,420	\$19,350	\$15,065	\$19,360	\$20,280

## **RESERVE YOUR CREW TODAY**

To aid crew recruitment, SCA recommends interested agencies reasonably sure of funding submit crew requests by November 1. However, SCA will generally accommodate eligible crew requests on a first-come/first-served basis through March 1 contingent upon the availability of crew members. Requests may be cancelled without financial obligation through March 1. To obtain a crew request form or for more information, please contact:

**Ray T. Auger**  
**Program Development Director**  
(603)543-1700, ext. 144  
Fax: (603)-543-1828  
[ray@sca-inc.org](mailto:ray@sca-inc.org)



# **US ARMY CORPS OF ENGINEERS**

## **HOW TO REQUEST AND OBTAIN ASSISTANCE UNDER THE STUDENT CONSERVATION ASSOCIATION COOPERATIVE AGREEMENT (DAMD17-96-2-6009) WITH THE U. S. ARMY MEDICAL RESEARCH ACQUISITION ACTIVITY**

1. Any question should be directed to either the U.S. Army Medical Research Acquisition Activity (USAMRAA) at the numbers listed below in number 4 or the Student Conservation Association (SCA) at (603) 543-1700 (attention Charmion Lea Handy ext. 150; Fax: 603-543-1828; chandy@thesca.org).
2. Choose which type of assistance is required:
  - Resource Assistant (3 month term)
  - Conservation Associate (6 – 12 month term)
  - High School Conservation Crew (1 month crew of 6-8 students plus leaders)
3. Complete the appropriate SCA Request form (available from SCA via snail mail or online application from the website at [www.thesca.org](http://www.thesca.org) -via agency partner or the USAMRAA Website [www.usamraa.army.mil](http://www.usamraa.army.mil)) for the type of assistance required.
4. Fax, mail or submit online a copy of the request form to SCA.
5. SCA will forward a copy of the request for assistance to USAMRAA.
6. SCA will begin recruitment process.

### **FOR ADULT INTERNS:**

7. You receive a minimum of 3-4 completed applications for each position
8. Read and rank applications
9. Conduct phone interviews of top candidates
10. Make offer and upon acceptance, notify SCA of candidate selected
11. SCA will forward your selection information to USAMRAA
12. SCA will prepare the quote and submit it to USAMRAA and cc: the MIPR amount to your site
13. If acceptable, please forward your acceptance and a MIPR for the full amount of the quote. These documents may be faxed or mailed to :

Madeline Wahl, Contract Specialist  
USAMRAA, Services Branch, MCMR-AAA  
820 Chandler Street, Fort Detrick, MD 21702-5014
14. For questions concerning the quote, please contact Madeline Wahl with USAMRAA at 301-619-7350 DSN: 343-7350; Fax 301-619-2254 or via e-mail at [Madeline.wahl@det.amedd.army.mil](mailto:Madeline.wahl@det.amedd.army.mil) for assistance.
15. USAMRAA will issue the task order upon acceptance of the MIPR and forward to SCA
16. Hosting facility secures living quarters (for Army and Air Force examples include TLF, VOQ, or trailers).
17. SCA forwards travel grant to selectee and distribution of other benefits
18. Selectee arrives by the date prescribed on the Task Order

### **FOR CONSERVATION CREWS:**

7. SCA selects crew leader(s) and participants
8. SCA will notify you and USAMRAA of the leader(s) selected
9. The leader(s) may make pre-program planning trip
10. SCA will forward crew prices to USAMRAA and cc: the MIPR amount to your site
11. If pricing is acceptable, you will forward your acceptance of the leader(s) and crew, as well as a MIPR for the total cost. These documents may be faxed or mailed to Madeline Wahl at the information noted above
12. USAMRAA will issue the task order upon acceptance of the MIPR and forward to SCA
13. Hosting facility secures appropriate camping location
14. Leader(s) buy food and camping supplies
15. Crew and supplies arrive by the date prescribed on the Task Order

2/3/2003