

2023 – 2024 Book of Accomplishments (BOA) Instructions & Activity Values

WHAT IS A BOA?

After camp, cadets are encouraged to use the skills and knowledge they gained at camp to spread the word about conservation. A Book of Accomplishments, or BOA, is a record of all the post-camp events and activities a Texas Brigades cadet has completed in the name of conservation advocacy. Once assembled, a cadet can submit their BOA to earn rewards such as *trips*, *prizes*, *leadership roles*, and *college scholarships*.

BOAs, as well as corresponding applications, are required to return to camp in a leadership role. A graduate's BOA is used as a factor in selecting **Assistant Leaders** (a leadership role the year following their attendance as a cadet) and **Special Agents** (a leadership role the year after serving as an Assistant Leader). Leadership positions and college scholarship awards are not mutually exclusive, meaning you may earn a scholarship even if you cannot *attend* camp as an Assistant Leader.

HOW TO COMPLETE A BOA (Book of Accomplishments)

1. Complete and record activities

- a. Rewarded activities, categories, and maximum point values are listed in this Activity Values document. It is up to you to seek out BOA opportunities for yourself; however, if our office knows of an event where cadets are needed, we will post it on our calendar. Please visit https://www.texasbrigades.org/calendar-events for a current list of events that Texas Brigades is aware of and/or has arranged for/secured.
- b. Under NO circumstances should a child or parent accept donations on behalf of Texas Brigades during ANY BOA activity. If someone asks to donate, please direct them to our website at https://texasbrigades.org/donate or ask that they mail a check to our office in New Braunfels.

2. Assemble your Book of Accomplishments

- a. BOAs are judged based on adherence to the following guidelines; creativity is also encouraged.
- b. REQUIRED Components of ALL BOAs
 - i. Cover: should include proper camp name, cadet name, year, and position applying for.
 - ii. Index: a chronological list of activities based on Categories A-E
 - iii. Activity Report Forms: one for each activity listed in the index. Forms must be **COMPLETE** for the activity to receive points (see an example on the Resources page of our website).
- c. **Organization:** Activity Report Forms shall be organized chronologically (oldest to most recent) within the following categories (a tabbed divider or dividing page should separate each category):
 - A. Education & Outreach
 - B. Continuing Education
 - C. Research
 - D. Art & Design
 - E. Other
- d. Format: BOAs may be constructed digitally or as a hard-copy in scrapbook-like format.
 - i. Digital BOAs (preferred) should:
 - A. Be constructed using Microsoft PowerPoint or any other presentation software that can be converted to a .pdf (templates and examples on the Resources page of our website).

- B. Include typed Activity Report Forms or inserted images of completed, typed forms.
- C. Be submitted in .pdf format as **ONE** file to ensure quality.
- ii. Hard-Copy BOAs should:
 - A. Be no larger than a standard binder (fitting 8.5" X 11" sheets of paper).
 - B. Include **typed** Activity Report Forms.
 - C. Have sheet protectors for each page (especially if photos, etc. are glued onto them).

3. Submit your Book of Accomplishments

Depending on how you constructed your BOA, you may submit it either electronically or by mail.

- a. Digital Submissions *Preferred
 - i. Should be submitted electronically (before or by 11:59 pm CST of the deadline) by emailing the BOA in .pdf format to <u>camps@texasbrigades.org</u>, with the subject line: BOA Submission [Cadet Name]. BOAs sent to any other email account are not considered valid submissions.
- b. Hard-Copy Submissions
 - i. May be dropped off at the Texas Brigades office directly or
 - ii. Packaged appropriately and mailed (postmarked before or by the deadline) to the Texas Brigades office:

Texas Brigades 6644 FM 1102 New Braunfels, TX 78132

BOA DEADLINES

BOAs may be submitted twice after camp*. Both submissions should be a cadet's best attempt at following the guidelines above. If a cadet does not submit an Early Bird BOA, they may still submit a Final BOA.

	Early Bird BOA	Final BOA
Judged On	# of Activities (minimums vary by camp)	Quality of Activities (Point Value)
Due By	 October 1st for June Camps 	March 15 th (of year following camp)
Due by	 November 1st for July Camps 	
Potential	 Feedback on construction of BOA 	Assistant Leader or Special Agent Position
Rewards	Trips and prizes (vary by camp)	College Scholarships

^{*}PLEASE NOTE: Special Agent applicants are not eligible for Early Bird prizes and can only submit a Final BOA.*

BOA ACTIVITY CATEGORIES

Only activities that fall within the listed categories (A-E), below <u>AND</u> are completed between the day after camp and stated deadlines are eligible. If you are unsure if an activity qualifies, please contact the appropriate Brigade camp committee (see Resources, below) or the Texas Brigades office **before** conducting the activity.

© LEADERSHIP ACTIVITIES

Activities listed in the following pages with a "②" beside them require a higher level of effort and leadership, and are thus worth more points. They may be performed by any Assistant Leader or Special Agent applicant. However, Special Agent applicants are <u>REQUIRED</u> to have <u>AT LEAST 2</u> Leadership Activities reported in their BOA.



CATEGORY A: EDUCATION & OUTREACH

Presentations • Programs • Events

resenta	tions	CAMPS	POINTS
A.1	Single presentation to a captive audience.	ALL	500
	Audiences may include, but are not limited to: school groups, 4-H Club, Kiwanis, SWCDs, etc.		
	<u>Topics</u> : any area of interest learned at camp, or about your camp experience in general.		
	Restrictions: If you set up your poster or trifold while making/providing a presentation, you will		
	NOT receive credit for a manned display, only the educational presentation.		
A.2	Repeated presentations at a single event.	ALL	1000
	<u>Example</u> : you give the same presentation 6 times in one day to 6 groups of 4th graders.		
	<u>Topics</u> : any area of interest learned while you were at camp, or about Texas Brigades in general.		
	Events include, but are not limited to: Ag Fairs, 4-H method demonstrations or projects in		
	Scouts, FFA, Conservation Days, etc.		
тр Ро	ster Displays	CAMPS	POINTS
A.3	Manned poster and/or trifold display.	ALL	250 /day
	Restrictions: points awarded per day, minimum of one hour. If you set up your poster or trifold		
	while making/providing a presentation, you will NOT receive credit for the manned display,		
	only the educational presentation.		
A.4	Unmanned poster and/or trifold display.	ALL	100
	<u>Restrictions</u> : poster or trifold must be displayed for a minimum of three (3) consecutive days at		
	a single location, or for the duration of an event.		
ents –	Set-Up • Assist • Teach • Organize	CAMPS	POINTS
A.5	Assist with a natural resource, wildlife, or conservation organization's event.	ALL	500
	Points awarded per day of assistance. Examples of assisting include helping set up the event,		
	assisting with instruction, or staffing a booth (with or without your poster or trifold). See		
	Appendix II for a list of pre-approved organizations.		
A.6	Coordinate cadets at an event.	ALL	750
	Represent Texas Brigades by coordinating cadets attending the same event.		
	<u>Requirements</u> : You must be present for the entire event you are organizing and communicate		
	with the Texas Brigades office prior to and after the event. Only ONE person per event may		
	claim this activity.		
3 A.7	Organize an educational natural resource conservation event.	ALL	1500
	Points awarded depend on the number of participants and content of instruction. Must have approval of the Texas Brigades office BEFORE promoting or hosting to receive points.		
olicy		CAMPS	POINTS
A.8	Attend a public hearing or stakeholders meeting that concerns a	ALL	250
	conservation issue.		
	Report must include the meeting date, place, topic, host group, and issues discussed.		

ALL

500

② A.9 Speak at a public hearing or stakeholders' meeting that concerns a

<u>Requirements</u>: provide a summary of your presentation (notes, etc.) and sufficient proof that you spoke to the crowd. Report must include the meeting date, place, topic, host group, and

conservation issue.

issues discussed.

Publicati	ions & Materials	CAMPS	POINTS
A.10	Articles	ALL	
	Articles must be (1) written by a cadet, (2) submitted to a Brigade camp representative of the		
	camp that was attended (see Resources, below OR your camp directory) or the Texas Brigades		
	office for approval BEFORE submission for publication, and (3) be published before the BOA is		
	submitted.		
	a. Newspaper or newsletter articles (includes online versions)		300
	b. Magazine articles (includes online versions)		500
A.11	Interviews	ALL	
	a. TV interview		1000
	b. Radio interview		500
	c. Magazine/Newspaper interview		300
	c. Magazine/Newspaper interview		300
A.12	Create a Digital Promotional Piece	ALL	750
	Points dependent on amount of information, links, exposure, etc. This includes creating a		
	website or blog, posting on an organization's website, or creating and posting a promotional		
	video on YouTube or another appropriate channel.		
	Requirements: Media must be approved by a Camp Instructor or the Texas Brigades Office		
	BEFORE posting on the Internet. You must show proof of use for each piece. This DOES NOT		
	include creating a social media post. See A.15 for sharing a social media post and A.16 for		
	creating a social media post.		
A.13	Recruit applicants for the next Texas Brigades Summer Camp season	ALL	250/ea
	Points earned for received applications (cadet or adult); application must be received by the		
	deadline. To receive points you (1) MUST include an Activity Report form for each recruit, and		
	(2) the applicant MUST LIST YOUR NAME on their application as a reference.		
A.14	Post official Texas Brigades flier/promotional material in a place of business	ALL	50/ea
	Requirements: Must be current Texas Brigades promotional material (see Resources page on		
	the TexasBrigades.org or request from TB HQ. Material should be displayed for a minimum of		
	one week, you must show proof of location displayed, and permission from the company		
	owner/manager/employee should be listed on the Activity Report Form.		
	Restrictions: maximum of 500 points		
A.15	Share at least 10 official Texas Brigades social media posts	ALL	100
	Appropriately "share" event, deadline, or recruitment posts from the official Texas Brigades		
	Facebook, Instagram, or other social media pages, including camp-specific Facebook pages.		
	Shared posts must include an appropriate window of time shared to deadline (i.e. at least 10		
	days before the referenced event or deadline).		
	Requirements: Must provide screenshots as proof of share.		
	Restrictions: Minimum 10 separate post shares. May use a parent/guardian's account(s).		
A.16	Create and share a social media post about Texas Brigades	ALL	50
	Requirements: post must be approved by the Texas Brigades office BEFORE posting. The Texas		
	Brigades official page must be tagged/linked, and the post must be made public so it can be		
	shared/viewed by Texas Brigades.		
	Restrictions: Maximum 10 original posts.		

Restrictions: Maximum 10 original posts.



Acad	demic – courses you have taken yourse	lf to further your own knowledge	CAMPS	POINTS
B.1	Enrollment in an environmental, aqua	atic science, agricultural science, or wildlife	ALL	750
	academic course.			
	Requirements: must be relevant to your camp	and at least one semester long, *ask Camp		
	Coordinator or Camp Volunteer if you have a	question*, include syllabus, show proof of enrollment		
	and completion with a grade of B or better. In	clude description of course, as well as copies of course		
	projects. If in Spring, provide a progress repor	t.		
B.2	Compete on FFA/4-H team relevant to	o your camp.	ALL	750
		*ask Camp Coordinator or Camp Volunteer if you have ith screen shot of judging card, registration, photo with sheet.		
B.3	Attend a short course, seminar, or fie	ld day related to natural resources.	ALL	500
	ALL CAMPS: Any NRCS Field Day, AgriLife Exte	nsion Field Day.		
	BASS	BOBWHITE		
	No specific courses preferred.	No specific courses preferred.		
	BUCKSKIN	COASTAL		
	No specific courses preferred.	No specific courses preferred.		
	RANCH	WATERFOWL		
	Beef Cattle Short Course	No specific courses preferred.		
	Texas Beef Council's BEEF 706 course			
B.4	Complete a natural resources certification	ation offered by a professional organization.	ALL	500
	Requirements: must show proof of completio the Texas Brigades office prior to BOA submis	n. Any course not listed below must be approved by sion.	_	
	BASS	BOBWHITE		
	Boater Education offered by TPWD.	Hunter Education offered by TPWD.		
	BUCKSKIN	COASTAL		
	Hunter Education offered by TPWD.	Boater Education offered by TPWD.		
	RANCH	WATERFOWL		
	Master of Beef Advocacy	Hunter Education offered by TPWD.		
	Online (Texas Beef Council)			
	Beef Quality Assurance Program			

B.5 Join an organization related to natural resource conservation.

Online or in-person

ALL 100

See Appendix II for pre-approved organizations. Any other organization must be approved by the Texas Brigades office to be eligible for points.

<u>Requirements</u>: must show proof of new membership or proof of renewed annual membership and explain why you joined the organization on the Activity Report Form.



Data Collections, Reports, & Projects

CAMPS POINTS

C.1 Prepare a plant, seed, or insect collection.

ALL 750

Plant Collection (ALL CAMPS): MINIMUM of 15 plants. Terrestrial plants must be pressed or scanned. Must include date, location, proper name, and use for wildlife or livestock.

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BOBWHITE

- Plant Collection (see instructions above)
- Personal photos of aquatic plants accepted.
- Insect Collection
- Two insects per order
- Submit personal photos of individual insects.
- List proper name, date, and location collected.
- Plant Collection (see instructions above)

• Harvest Records (Min: 10 game birds)

ONLY; which includes quail, dove, turkey, etc.)

- Insect Collection
 - Two insects per order
 - Submit personal photo of individual insects OR provide individual specimens in vials.
- List proper name, date, and location collected.
- Seed Collection
 - location collected.

- Data must include age, sex, date, location, species

• Crop Content Report (Min: 10 crops; legal game birds

Report must include seed type, amount, and % of crop

• Quail Nest Depredation Report (+100) (Min: 12 nests)

- Report must include date, location, photos, site

BUCKSKIN, RANCH, & WATERFOWL

• Plant Collection ONLY (see instructions above)

- 15 plants; must properly identify and include date and

C.2 Collect and analyze wildlife or livestock records.

ALL 750

Deliverables: Report summarizing the data collected.

Instructions: Varies by camp. See below for detailed instructions and options.

BASS

Catch Records

- Min: 50 fish
- Source: personal or collected from anglers on private water body
- Data must include date & time, angler & method used, environmental conditions, fish condition, weight, and length; habitat type; catch per unit effort (e.g. fish/hr).

Maximum points given for length-frequency histogram or other advanced analysis.

BUCKSKIN

• Harvest Records (Min: 10; Max: 25)

Report must include age, weight, and antler measurements

COASTAL

content

BOBWHITE

- Catch Records
 - Instructions same as BASS

description, results

RANCH

• Livestock Records

- Calving record (include calving percentage)
- Vaccination report (including vaccinations given, location given, and other procedures performed during work)
- Stocking Rate/Forage Measurement
- Include 5 measurement points and stocking rate calculations.

WATERFOWL

- Harvest Records
 - Min: 10
- Report must include species, sex, estimated age, date, and location
- Crop Content Report
 - Min: 10 crops; must be legal waterfowl (only)
 - Report must include Seed type, amount, and % of crop content

C.3 Develop a habitat/ranch management plan.

Deliverables: Report Requirements: Report should consist of objective, map, acres, soils, treatment, time, costs, and owner's comments on completion. See below for additional instructions by camp.

BASS ВОВ

1000

CAMPS

BUCK WTFL

BASS - Aquatic Ecosystem Management Plan

For landowner or on personal property - submit report of: objective, map, surface acres of water, water quality data, suggested treatment(s) and/or stocking, timeline, costs.

BOBWHITE, BUCKSKIN, & WATERFOWL

No additional instructions.

Field	d Work	CAMPS	POINTS
C.4	Volunteer or assist organizations, personnel, landowners, or consultants for	ALL	750
	FIFI D WORK		

Deliverables: Report

• Nest box installation

<u>Requirements</u>: Minimum 6 hours (unless otherwise noted below). Report must include a detailed description of activity, date, time, location(s), and results. One-page minimum.

BASS	BOBWHITE
 Conduct aquatic survey/census (fish, invertebrates, 	Assist landowner/biologist with quail count.
vegetation, etc.)	Assist landowner/biologist with quail habitat evaluation.
BUCKSKIN	COASTAL
• Assist with TPWD/NRCS/Extension, nonprofit, or landowner	Conduct aquatic survey/census (fish, invertebrates,
to conduct deer or habitat-management related work.	vegetation, etc.)
RANCH	WATERFOWL
• Perform ranch or agricultural-related paid work. Minimum	No additional instructions
12 hours. +25 pts each hour over 12.	
Max points allowed for this activity: 2,000 pts	

C.5	Perform a habitat construction/restoration/enhancement project.	CAMPS	750	
	<u>Deliverables</u> : Report (must include description of project, photos, date, location, and results)	BASS		
	Requirements: You must receive permission from the landowner (for private land) or governing	ВОВ		
	agency (for public land) before carrying out any projects. See suggested activities below:	BUCK		
		COAST		
		WTFL		

	WTFL
BASS	BOBWHITE
Watershed enhancement	Brush sculpting demo
Trash pickup, brush removal, or similar activity.	Must include pre and post treatment photos.
Soil erosion prevention	Native grass/habitat restoration
Bank stabilization project or similar activity.	Must include pre and post treatment photos.
	 Planning and development of food plots (+450)
	½ acre minimum; must include plot contents in report
BUCKSKIN	COASTAL
Wildlife improvements	Watershed enhancement
Installation of blinds, water facilities, etc.	Trash pickup, brush removal, or similar activity.
 Planning and development of food plots (+200) 	Soil erosion prevention
½ acre minimum; must include plot contents in report	Bank stabilization project or similar activity.
	• Install fishing line recycling station
	Must include list of when station was checked and amount of fishing line recycled.
WATERFOWL	
Watershed enhancement	
Trash pickup, brush removal, or similar activity.	
Soil erosion prevention	
Bank stabilization project or similar activity.	

Technology		CAMPS	POINTS
C.6	Demonstrate emphasis of game cameras to wildlife management.	ВОВ	500
	Deliverables: Must submit 30-40 photographs and one-page report.	ВИСК	
		WTFL	
C.7	Other research projects or demonstrations as appropriate.	ALL	500

Topic to be approved by a Camp Instructor before starting and must include proposal and report.



Crea	tive Art Projects	CAMPS	POINTS
D.1	Taxidermy project	ALL	250
	Requirements: Must document creation process. Subject must be relevant to the camp you are		
	submitting your BOA for.		
D.2	Art project	ALL	250
	Drawing, sculpting, woodworking, etc.		
	Requirements: Must show proof of use in a public/community setting, public display, or submission		
	to a contest, etc.; subject must be relevant to the camp you are submitting your BOA for.		
D.3	Photography project	ALL	250
	<u>Requirements</u> : Must show proof of public display or submission to a contest, etc. subject must be relevant to the camp you are submitting your BOA for.		
New	Presentation Materials		
D.4	Make a new poster or a new trifold display.	ALL	250
	Requirements: Must include a close-up picture and documentation of use.		
	(NO CREDIT FOR DUPLICATING A POSTER OR TRIFOLD)		
D.5	Develop a new PowerPoint presentation.	ALL	250
	Requirements: PowerPoint must be an original idea with text, photos, and graphics. Include printed		
	copy of slides AND documentation of use. To earn points for a presentation using the new		
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CATEGORY E: OTHER

Other	CAMPS	POINTS
E.1 Miscellaneous activities that are not covered under other categories.	ALL	500

<u>Requirements</u>: Activity must be natural resource and/or Texas Brigades related, and description should detail how it relates. This can include projects that do not fit other categories or one-on-one discussions with new Texas Brigades supporters (potential donors). Contact the Texas Brigades office to ensure the activity is eligible and will qualify as E.1 or a different category.

PowerPoint, submit an additional/separate report form for the educational program.

APPENDIX I: Resources & Guidelines

ADDITIONAL REGULATIONS

- Parents may assist their cadet in completing an activity (i.e. driving them to the event, supervising the
 activity) but under <u>no</u> circumstances should the parent complete the work (i.e. make the poster/trifold,
 write the article, make the BOA, etc.). Activities found in violation of this rule will not receive points, and
 the entire BOA may be subject to disqualification at the discretion of Texas Brigades.
- 2. Activities will only be awarded points if they are completed as a **PART OF CAMP** (at the discretion of the camp), or **BETWEEN** camp graduation that the BOA is being submitted for and stated deadlines.
- 3. Activities reported in a BOA should relate specifically to the camp that BOA is being submitted for. Activities that are included and are not relevant may be given less or zero points.
- 4. Each BOA is judged/graded by the respective Camp Committee listed on the application. Each committee reserves the right to award points and/or maximum points when grading BOAs, especially when regarding a specific species and/or camp.
- 5. A separate BOA **MUST** be submitted for each position (Assistant Leader or Special Agent) and camp that you are applying for. For example:
 - i. If you are applying as an Assistant Leader for one camp, and as a Special Agent for another, you must submit two separate BOAs.
 - ii. If you are applying as an Assistant Leader for more than one camp, you MUST submit two separate BOAs (with camp-specific activities).
- 6. BOAs will be deemed ineligible if submitted to the wrong place, in the incorrect format, or past the stated deadline.

RESOURCES

Have a question about an activity or constructing your BOA? Need approval on an activity? We're here to help!

- Visit <u>www.texasbrigades.org/resources</u> to find examples, templates, instructions, and downloads!
- If you have any questions, please contact the Texas Brigades office via:
 - Email: camps@texasbrigades.org
 - Phone: (210) 556-1391
- To reach Brigade camp volunteers, reference your Camp Directory (on the google drive provided after camp) OR email your specific camp:
 - Rolling Plains Bobwhite Brigade: rollingplainsbobwhite@texasbrigades.org
 - South Texas Buckskin Brigade: southtexasbuckskin@texasbrigades.org
 - South Texas Bobwhite Brigade: <u>southtexasbobwhite@texasbrigades.org</u>
 - South Texas Ranch Brigade southtexasranch@texasbrigades.org
 - Bass Brigade: bassbrigade@texasbrigades.org
 - Waterfowl Brigade: waterfowlbrigade@texasbrigades.org
 - Ranch Brigade: ranchbrigade@texasbrigades.org
 - North Texas Buckskin Brigade: <u>northtexasbuckskin@texasbrigades.org</u>
 - Coastal Brigade: coastalbrigade@texasbrigades.org

APPENDIX II: Pre-Approved Organizations

	Organizations
ALL •	Dallas Safari Club (DSC) Chapters or Foundation
CAMPS •	National Wild Turkey Federation
•	Natural Resources Conservation Service (USDA-NRCS)
	- USDA-NRCS Earth Team Volunteer
•	Safari Club International (SCI) Chapters
•	Texas A&M AgriLife Extension Service
•	Texas Chapter of the Wildlife Society
•	Texas Dove Hunters Association
•	Texas Parks & Wildlife Department (TPWD)
	- Master Naturalists
	- State Parks
	- Wildlife Management Associations
•	Texas Trophy Hunters Association
•	Texas Wildlife Association
BASS •	American Fisheries Society
•	Fishing's Future
вов •	Quail Coalition
•	Quail Forever/Pheasants Forever
•	Rolling Plains Quail Research Foundation
•	Texas Trappers and Fur Hunters Association
BUCK •	Boone and Crockett Club
•	National Deer Association
•	Texas Trappers and Fur Hunters Association
COAST •	American Fisheries Society
•	Coastal Conservation Association (CCA)
•	Fishing's Future
•	FinAddict
RANCH •	Cattle Raisers Museum
STRB •	Independent Cattlemen's Association
•	Texas Beef Council
•	Texas and Southwestern Cattle Raisers Association (TSCRA)
WTFL •	Ducks Unlimited

^{**} Obtain approval from your camp committee (Camp Coordinator or instructor) or the Texas Brigades office if an organization you want to join is not listed. **



CADET ACTIVITY REPORT FORM

ing a to	
Check one:	
Bass Brigade	Coastal Brigade
North Texas Buckskin Brigade	Ranch Brigade
Rolling Plains Bobwhite Brigade	South Texas Bobwhite Brigade
South Texas Buckskin Brigade	Waterfowl Brigade
South Texas Ranch Brigade	
Cadet Name:	Date of Activity:
ctivity Category:	Location of Activity:
otal Audience:	Time Spent on Activity:
Group Addressed:	
/erified by:	
lame	E-mail

This form does not require a signature, but the section above must be FULLY completed for the activity to receive points.

Phone Number

Title