



Reimagining Recreation and Parks

Implementation Road Map

Recreation and Nature Council

✦ Indicates an area included in MOU

Area of Focus	How it affects R & N Councils	When does it need to be implemented by?
<p>Revenue Collection: BCRP will collect revenue for all programs, events and permits that are created, implemented and supported by the Department.</p>	<p>All programs, events and rentals for which revenue has historically been collected by the Recreation and Nature Councils but created, staffed and implemented by the Department will no longer continue. For these programs, previous Nature council membership fee discounts will no longer be applicable. A grant account will be created to provide temporary financial assistance due to this change and potential loss of revenue.</p>	<p>January 1, 2024 for Pavilions By July 1, 2024 for everything else</p>
<p>Fees: BCRP will update and implement a new fee structure.</p>	<p>Various fee updates have been approved to be implemented beginning February 1, 2024, with various roll out fees to begin as applicable. All fees will be posted to the county website and will be appropriately posted to sites, programs and services in CivicRec. Fees for Recreation and Nature Councils to be applicable for programs beginning after July 1, 2024</p>	<p>February 1, 2024 – July 1, 2024</p>
<p>Park & Facility Improvement Requests: All park and facility projects and improvements must be approved and implemented in accordance with county and Department policies and guidelines.</p>	<p>Recreation and Nature Councils must request permission to make any modifications or improvements to any park or facility, in writing, no less than 8 weeks prior to the project.</p>	<p>February 1, 2024</p>
<p>Permits: BCRP will update and establish Permit Policies, Processes and Fees.</p>	<p>Recreation and Nature Councils recreation in house programs will continue with priority permit access. Updates to travel programs, events, etc. may change in access order and fees. Permit holders may not transfer or sub their permit to another user group. Additionally, permits submitted in advance of permit windows opening will be rejected until appropriate timeframe.</p>	<p>March 1, 2024 *Fees for Recreation and Nature Councils to be applicable for programs beginning after July 1, 2024</p>

<p>Marketing: BCRP and County Logos may not be used without written permission from the Department.</p>	<p>Recreation and Nature Councils must remove and no longer add the Department or County logos to their websites, fliers, communications, equipment, etc.</p>	<p>March 1, 2024</p>
<p>MOUs: ★ All partnerships with BCRP for use of space, amenities and long-term programs must enter into an agreement or MOU.</p>	<p>Recreation and Nature Councils must enter into a MOU with the Department which will include required components such as Liability Insurance, Human Resource Management, Volunteer Management, Priority Access, Equipment, Roles and Responsibilities, Background Checks, Financial Responsibilities, R & N Priority Areas, etc.</p>	<p>June 1, 2024</p>
<p>Marketing: ★ BCRP will no longer create, solicit, print, or distribute Recreation and Nature Council fliers, brochures or marketing materials.</p>	<p>Recreation and Nature Councils will need to develop their own marketing materials and share via their own email lists, social pages, etc. Recommended Tools: Canva, Publisher, Evite, Instagram, Facebook, Wordpress</p>	<p>June 1, 2024</p>
<p>Communication: ★ Recreation and Nature Councils must establish non-county property addresses for mail, business or otherwise.</p>	<p>Recreation and Nature Councils should establish a P.O. Box or another address that is not county property in connection with their nonprofit organization. Civic Rec accounts must be updated with new address.</p>	<p>June 1, 2024</p>
<p>Employment: ★ BCRP will only employ staff who directly facilitate and are supervised by the Department, resulting in the end of the Group Leadership Employment program.</p>	<p>Recreation and Nature Councils must employ their own programmatic and event staff directly to their nonprofit organization. For those R & N Councils operating summer camp, they should plan accordingly with direct hires made in advance of camp starting. It is recommended that there be no new group leadership hires due to the short timeframe; however, if needed, any new GL employee hire must be made aware in writing of limited employment term ending with county by June 30, 2024. The Department has established committees to research management tools and resources to suggest as needed. A grant account will be established for temporary financial assistance that may be needed.</p>	<p>June 30, 2024</p>
<p>Programming:</p>	<p>Recreation and Nature Councils must request to host all events and programs as a Permitted Program where they would independently</p>	<p>July 1, 2024</p>

<p>BCRP will establish a program matrix to define Department Directed programs, Partnered Programs and Permitted Programed.</p>	<p>create, advertise, staff and implement the program/event (the Department will still provide staff for opening and preparing for facility use and access), or as a partnered program with the Department where planning, implementation and revenue are shared (partnerships will vary on a program by program/event by event basis).</p>	
<p>Fees: BCRP will begin to collect revenue for programs, permits and events.</p>	<p>Recreation and Nature Councils may now be expected to cover various program, permit and event fees depending on priority permit policies and fee structure.</p>	<p>July 1, 2024</p>
<p>Equipment: BCRP will work to establish a process to allow organizations to utilize county equipment.</p>	<p>With consultation of the Office of Law, BCRP is creating a process to allow external or partnered organizations to utilize county equipment.</p> <p>A county wide inventory of equipment and assets is being created to capture county owned, as well as council owned equipment stored on county site.</p> <p>A process for county staff to utilize council owned equipment is also being discussed and considered in collaboration and approval with Recreation and Nature councils who wish to participate. For all Council Owned Equipment which they do not wish to share, a storage agreement will need to be established, or equipment should be removed. In addition to this process, individual agreements may be added to the MOUs.</p>	<p>July 1, 2024</p>
<p>BCPS Joint Use Agreement: BCRP will update a new Joint Use Agreement with BCPS</p>	<p>In collaboration with BCPS, the Department will update the joint use agreement with Baltimore County Public Schools to address access, timeline, insurance, expectations, fees and any other issues that may be determined as needed to enhance program and facility access.</p>	<p>December 31, 2024</p>
<p>Community Garden Rentals: BCRP will conduct an audit of individual community garden plots at various sites to standardize operations</p>	<p>For Recreation or Nature Councils who wish to operate Community Garden plots, permissions can be granted as a part of the MOU with expectations and guidelines.</p> <p>For all community gardens operated by BCRP, programming and services will be created and included with permitted plots.</p>	<p>December 31, 2024</p>