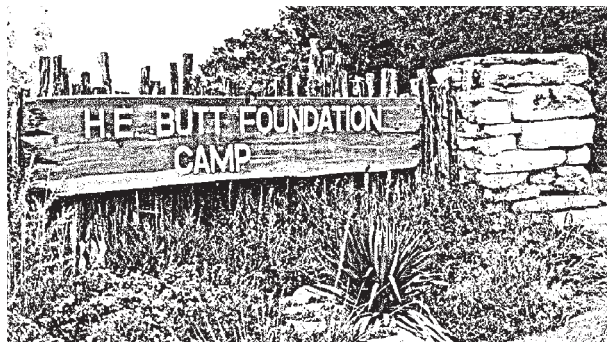


CAMP GUIDELINES

HISTORY

In 1954, the H. E. Butt Foundation acquired 1,900 acres north of Leakey, Texas, to fulfill a long-cherished dream of Howard Butt, Sr., to provide a place where boys and girls, men and women could further their knowledge of God and his creation while enjoying the freedom of camp life that had so appealed to him during his youth. Mary Holdsworth Butt joined her husband in this dream. Along with subsequent generations of the Butt family, they progressively developed retreat facilities along the beautiful Frio River.



Over 20,000 people each year share the reality of this dream come true in a setting along the headwaters of the Frio River in the Texas Hill Country. Continuously flowing springs feed the river and waterfront areas with cool, crystal-clear water surrounded by rugged rock formations and bluffs—all evidences of God’s amazing handiwork. Countless lives have been transformed by the power of God evidenced in this place through the vision and faithfulness of the H. E. Butt family.

MISSION STATEMENT

The Foundation Free Camps provide free camping facilities for qualified church and nonprofit community-service organizations. The program especially targets children and youth groups in Texas communities who would not otherwise be able to afford such an experience. The goal is to provide a place conducive to healthy Christian character development.

CONTACTS

ADMINISTRATIVE OFFICE:
719 Earl Garrett Street
P. O. Box 290670
Kerrville, Texas 78029-0670

Phone: 830-792-1210
Fax: 830-257-3137
www.FoundationFreeCamps.org

FOUNDATION FREE CAMPS LOCATION:
12 Miles North of Leakey, Texas, on Hwy. 83
Phone: 830-232-6671 or 830-258-5600

CAMP’S PHYSICAL ADDRESS:
11756 N US Hwy 83, Leakey, TX 78873
Coordinates: N29.8517 W99.6802

FOUNDATIONS FOR
LAITY RENEWAL

Transforming Daily Life



Founded by the H. E. Butt Foundation

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FACILITIES

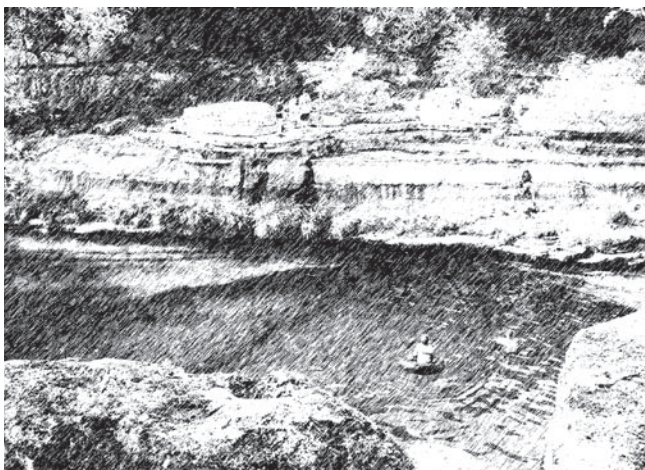
The Foundation Free Camps maintain four separate self-contained retreat facilities on property 12 miles north of Leakey on Texas Highway 83. Continuously flowing springs feed the river and waterfront areas with cool, crystal-clear water surrounded by rugged rock bluffs. Many species of Texas Hill Country wildlife can be glimpsed along the cliffs and among the cedar brakes and hardwood trees. Comfortable wood and stone facilities provide wonderful opportunities for retreat and renewal.

Each site has a fully equipped kitchen and dining area, an open-air meeting pavilion, and cabins with bunk beds. Each site has its own waterfront as well as other recreational opportunities. Buildings are heated but not air-conditioned. No linens, bedding, toiletries, or cleaning supplies are provided.

NOTE: The Foundation Free Camps are a private facility and not open to the general public for sightseeing, recreation, or day visitors. We can only allow preregistered groups.

Campsite	Total Occupancy	Requested Minimum Occupancy	Check-Out Schedule
Wind Song	40	30	12:30 pm
Linnet's Wings	84	60	10:45 am
Singing Hills	173	130	11:30 am
Echo Valley	288	200	1:00 pm

Facilities at Echo Valley and Singing Hills are not available from May through mid-August.



RESERVATIONS

1. Retreat dates can be reserved up to eleven months in advance.
2. Please review the information on our website—www.FoundationFreeCamps.org—to see detailed campsite descriptions and more information about the ministries of the Camps. You must submit the **Online Application Form** to establish your group's eligibility. If you do not have access to the Internet, please contact the Camp Registrar at 830-792-1210.
3. Campsite assignments are made based on the dates available and the size and age of your group.
4. Reservation periods are Monday-Friday and Friday-Sunday for September through May (Sunday arrivals are not permitted).
5. Reservation periods are Sunday-Thursday and Thursday-Sunday for June, July, and August.
6. After your reservation dates are confirmed, a reservation packet will be mailed to you approximately four months prior to your group's arrival. All forms must be completed, signed, and returned at least two months prior to your arrival.
7. Eligibility is determined by the purpose of your retreat and your ability to meet our requirements.
8. Check-In – *Check-in times are between 4:00 p.m. and 8:00 p.m. unless prearranged with the Camp Office at 830-258-5600. Plan to arrive before or with your group and stop at the Camp Office as soon as you arrive to pick up your arrival packet. Please call the Camp Office if you are delayed en route and unable to arrive when expected.*
9. Check-Out – In order to avoid delays to your departure, please plan your program and cleanup to be ready for your check-out at the time shown on page 2. A campsite inspection must be performed by our camp staff before you leave. Please plan to accompany our staff on the inspection in the event any follow-up is necessary.
10. Orientation – Please plan 30 minutes, early in your schedule, *when all your group can be available* for an orientation to be given by a member of the Foundation staff. H. E. Butt Foundation history, mission, and ground rules will be covered. At orientation, please provide a "Sign-In Register" containing the name and phone numbers (home and cell) of every person in your group.

REQUIREMENTS FOR USE

1. **Application** for use of our facilities
2. Reservation forms completed and returned two months prior to retreat dates
3. A retreat program consistent with the mission statement of the Foundation Free Camps
4. A Certificate of Insurance of your group's Commercial General Liability Insurance policy must be endorsed specifically naming the H. E. Butt Foundation as an **Additional Insured** with minimum coverage of \$1,000,000 per occurrence
5. A Certificate of your group's Camper Medical/Accident Insurance policy is required with minimum coverage of \$5,000 per individual specifically endorsed for "off-premises" events.
6. An Indemnity Agreement signed by a trustee of your sponsor organization
7. A Sign-In Register of everyone attending your retreat, with home and cell phone numbers
8. All groups must complete and return pages 1-3 or more of the "*Staff Certification Register.*"
9. Agreement to comply with Texas Department of State Health Services requirements
10. Agreement to comply with the Foundation Free Camps Guidelines

LEADER'S GUIDELINES

1. **PRECAMP TRAINING** – A successful retreat requires careful precamp planning. Please familiarize your retreat leaders with their retreat responsibilities and the requirements of the Foundation Free Camps. Give thoughtful preparation to programs, food service, transportation, recreation, activities, and cleanup. Please emphasize each leader's role in emergency procedures and attention to the health and safety of your campers. Feel free to contact the Camp Office at 830-258-5600 with questions.
2. **PRECAMP COMMUNICATION** – Prior to your retreat, communicate with each member of your group about what to expect at camp and what will be expected of them. Be sure they know what to bring with them, how to get to your specific campsite, and how they can be reached while at camp. *Maps with information specific to the site*

reserved will be included in your reservation packet to help with the communication process. Make and distribute copies as needed.

3. **FOOD SERVICE** –Your group is responsible for all its food, supplies, meal preparation, and thorough cleanup. Cookware, serving ware, tableware, and dishes are provided. **To reduce solid waste, please do not use disposable products such as paper plates and cups, plastic tableware, etc.**
4. **KITCHEN FACILITIES** – Each camp has a complete kitchen. A stove, freezer, refrigerator, microwave, coffee maker, ice machine, and enough dishes, pots, pans, and utensils are provided to serve each site's capacity. Each campsite is provided with a barbecue pit for which you will need to provide charcoal, lighter fluid, and matches.
5. **TRASH & RECYCLING** – Please make every effort to minimize solid waste generated by your activities. Plan to separate and recycle as much as possible. The rest of your trash can be deposited in our dumpster which is located off the main camp road about 500 yards inside the front gate. *Be sure that one of your vehicles has a 2" trailer hitch to haul the trash trailer we provide for your use.* Please plan to take recyclables home with you. Bring large plastic liners to use in the trash cans (39 gal.).
6. **CLEANUP** – Before check-out, please plan to have your group thoroughly inspect the grounds and clean and sanitize all of the facilities in your campsite. You are responsible for the condition of all the facilities in your campsite even if you did not use them all. *Remember to bring your own supplies for cleaning.* Please take all left-over food and supplies (soap, paper towels, toilet paper, etc.) home with you.
7. **TELEPHONES** – Each campsite can be dialed direct. Long-distance calls can only be made by using calling cards. Cell phones do not work in the Canyon. **Please give all members of your group the name and phone number of your assigned campsite (listed below) to leave with those who may need to reach them.**

Echo Valley	830-258-5680
Singing Hills	830-258-5690
Linnet's Wings	830-232-6776
Wind Song	830-258-5634

No Internet access is available.

Continued on next page



8. TRANSPORTATION –

- Yes! You will have to drive in the river to reach your campsite (except Wind Song).
- The road through the river has a solid rock bottom and is well marked; the water is only about four inches deep.
- If you use commercial buses, you must provide shuttle vehicles from the bus unloading area to your campsite for campers, luggage, and supplies. **We do not provide shuttle service.** Commercial buses are NOT allowed to drive in the river.
- Please pool transportation to minimize the number of vehicles at camp.
- Parking space is very limited.
- After arrival, plan activities to minimize the use of vehicles as much as possible.
- All vehicles must stay on maintained roads and abide by posted speed limits.
- Gasoline is not available at camp.
- A map to your assigned campsite will be included with your reservation packet to help your campers reach the campsite without intruding on the privacy of other sites. Make and distribute copies of this map to all of your group.

9. BOUNDARIES – Please plan your activities to respect the privacy of groups in other campsites. Please be sure that your campers do not enter any other campsite or cross any property line fences.

10. VISITORS and RESTRICTIONS – We cannot accommodate family reunions, picnics, tourists, visitors, drop-ins, sight-seeing tours, or day-trips. *We do not allow tent camping, trailers, RVs, ATVs, dirt bikes, motorcycles, pets, alcohol, weapons, or fireworks. Smoking is not allowed inside the buildings.* Please note these restrictions as you plan your program.

11. FISHING – Campers 17–64 years of age must have a fishing license. Unattended lines, trot lines, spear fishing, and seining are not permitted. Please honor our catch-and-release policy. Bait is not available at camp; please plan to bring your own fishing gear and bait.

12. CAMPFIRES and FIREWOOD – Each campsite has a specific area for small campfires. Please plan to bring your own firewood. Please do not allow your group members to gather firewood or create new fire sites. Please take all unused firewood with you when you leave. Occasionally burn bans are required due to dry conditions. Call the camp office just prior to coming to confirm conditions.

13. NOISE LEVEL – If your program includes amplified music, please respect the “retreat experience” for other campsites. Curfew for all amplified music is 10:00 p.m.

LEADERSHIP REQUIREMENTS FOR MEDICAL STAFF AND WATERFRONT ACTIVITIES

FIRST AID PROVIDERS and LIFEGUARDS ARE REQUIRED.

- **Current Certified or Licensed first-aid provider** with minimum training of an American Red Cross Community First-Aid and Safety certificate or equivalent.
- **Current Certified Lifeguard(s)** (18 years or older) for all waterfront activities.
- Photocopies or other verification of the Certificates and/or Licenses must be submitted with the Reservation Information Packet **two months** prior

to arrival and, upon arrival, to the Guest Services Manager at camp.

- *All groups are required to complete and return the “Staff Certification Register.”*
- If your event is classified as a “YOUTH CAMP” under Texas law, you must confirm additional screening and training required for all adults and document the **dates** completed on the “**Staff Certification Register.**”

HEALTH AND SAFETY REQUIREMENTS

MEDICAL STAFF PROVIDERS

- A. **We do not supply first-aid providers.** At a minimum, a person with an American Red Cross Community First-Aid and Safety Certificate or equivalent must be with your group at all times. Their current license or certificate must be presented at camp to the Guest Services Manager.
- B. Your group must provide your own fully equipped first-aid kit, which should be readily available during all camp activities.
- C. A bound medical log listing date, name of the patient, ailment, probable cause, and the treatment prescribed must be kept by your First-Aid Provider. A spiral notebook will satisfy this requirement.
- D. Your group's First-Aid Provider must have an individual health history record for each person in your group. This record must be present in your campsite during your stay and contain the person's name, date of birth, allergies, immunizations, current medications, parent's name and address with telephone number, and parent or guardian authorization for emergency medical care if the need arises.
- E. All prescription medications must be kept under lock, except when in the possession of your authorized First-Aid Provider. Medication shall be administered by your First-Aid Provider only. **Please bring a locking box to secure medications.**
- F. A person with a communicable disease or who is suspected of such illness must be isolated to insure both safety to other persons and quiet to the patient. Any child that is isolated must have adult supervision.
- G. Patients with serious, but nonlife-threatening injuries or illness can be treated at the Peterson Regional Medical Center Emergency Room in Kerrville (896-4200). Your group must provide its own transportation. A hospital route map is available from the Guest Services Manager.
- H. In the event of a life-threatening injury or illness, call **911**, then call Foundation Camp Guest Services Manager (232-6671).
- I. **Emergencies** – Foundation Free Camps staff live on the property and are available to assist in the event of emergencies. Emergency procedures are posted by every phone.

- J. The Foundation Free Camps provide an emergency Automatic External Defibrillator (AED) in the ranch house at each campsite.

WATERFRONT SAFETY PROVIDERS

- A. **You must provide your own lifeguards; we do not provide lifeguards.** All waterfront activities must be attended and supervised by an adult (18 years old or older) who holds a current American Red Cross Lifeguard certification or its equivalent. Certificate must be presented at camp to the Guest Services Manager. A minimum of one certified lifeguard and one trained adult lookout per 15 swimmers is required.
- B. Your Waterfront Director is responsible for procedures of waterfront safety and must ensure that they are strictly enforced. Waterfront staff must not engage in any other duties or activities that would prevent their attention or response to those in their charge.
- C. Swim tests must be used to determine each child's swimming ability. Children must then be confined to areas suitable to their respective swimming skills.
- D. A method of checking swimmers in and out of the water must be established and enforced.
- E. Some life-saving equipment (shepherd's crook, rescue tube, and backboard) is provided at your campsite swimming area. Your certified Waterfront Director is responsible to provide all other equipment, including a first-aid kit, and determine that it is operational and immediately available for use in case of an emergency.
- F. U.S. Coastguard approved life preservers are provided at your campsite for watercraft. Each occupant of a watercraft must wear a properly fitted life preserver at all times while in the watercraft.
- G. We do not provide flotation devices for swimmers.

SUPPLIES CHECKLIST

*You will need to bring the items listed below. These items are **NOT** provided by the Foundation Free Camps.*

PROGRAM SUPPLIES

- _____ Song sheets or books
- _____ Musical instruments
- _____ Extension cords
- _____ Inclement weather supplies
- _____ Craft supplies
- _____ Tools
- _____ TV and Video Equipment,
Audio Visual Supplies
- _____ P. A. system, projectors, and screens
- _____ Recreational equipment

HEALTH AND SAFETY

- _____ Comprehensive first-aid kit and supplies
- _____ First-aid treatment log book
- _____ Lockbox for medications

CABINS

- _____ Toilet tissue
- _____ Soap
- _____ Disinfectant and cleaning supplies

KITCHEN

Please do not bring disposable products such as paper plates, paper or plastic cups, etc.

- _____ Food and beverages
- _____ Matches
- _____ Cleanser and scouring pads
- _____ Dish towels/cloths/sponges
- _____ Oven cleaner
- _____ Dish detergent
- _____ Bleach
- _____ Aluminum foil
- _____ Charcoal briquets and charcoal starter
- _____ Cleaning supplies
- _____ Trash bags, 13- and 39-gal. size
- _____ Coffee filters (10-cup basket style)

INDIVIDUAL CHECKLIST

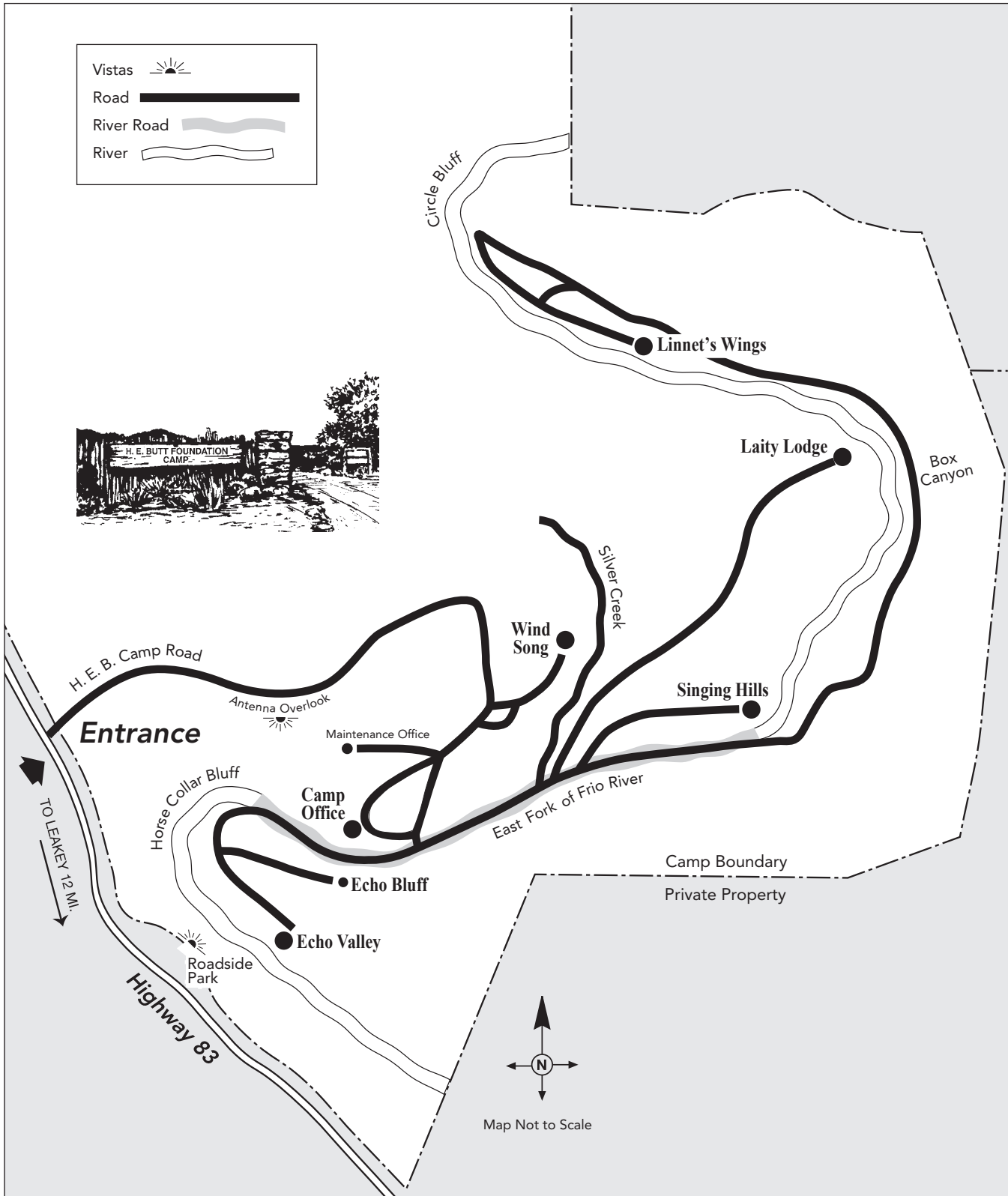
- _____ Bible
- _____ Personal clothing and toiletries
- _____ Bath towels
- _____ Bedding (sheets, blankets, pillows)
- _____ Camera
- _____ Hiking shoes
- _____ Flashlight
- _____ Insect repellent
- _____ Sunscreen

FOUNDATION FREE CAMPS

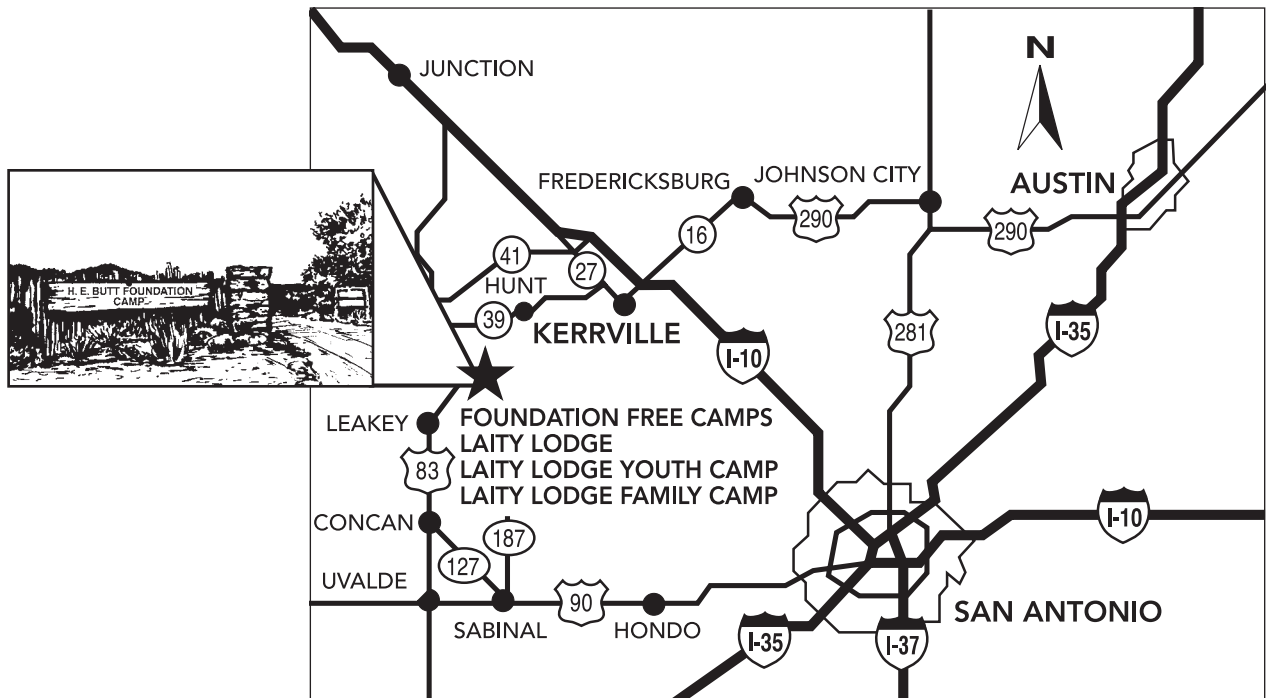
Location: On Highway 83 — 12 Miles North of Leakey, Texas

Physical address: 11756 N US Hwy 83, Leakey, TX 78873

Coordinates: N29.8517 W99.6802



SUGGESTED HIGHWAY ROUTES TO THE FOUNDATION FREE CAMPS



Coordinates: N29.8517 W99.6802

FROM SAN ANTONIO (approximately 2-1/2 hours travel time):

Northwest via Interstate 10

- Take Interstate 10 west and go 18 miles past Kerrville.
- Take EXIT 490 (Highway 41, Mountain Home, Rocksprings).
- Turn left on Highway 41 and go to the intersection with Highway 83 (about 25 miles).
- Turn left on Highway 83 and go south about 15 miles to the Foundation Camp entrance (on left).

Southwest via Highway 90

- Take Highway 90 west through Hondo to Sabinal.
- Turn right on Highway 127 to Concan.
- Turn right on Highway 83 and go north, past Garner State Park, through Leakey, and 12 miles north of Leakey to the Foundation Camps entrance.

FROM AUSTIN (approximately 3-1/2 hours travel time):

- Take Highway 290 west through Johnson City to Fredericksburg.
- Turn left in Fredericksburg at Highway 16 south toward Kerrville.
- At Kerrville, turn right on Interstate 10 and go west 18 miles to EXIT 490.
- Follow above instructions to the Foundation Camp entrance.

AT THE H. E. BUTT FOUNDATION CAMP

- Enter and drive slowly on the narrow, caliche road for about one mile to the river.
- Yes! You drive in the river. The riverbed is solid rock—the water is about four inches deep.
- Stone markers in the river mark the edge of the roadway. Follow the signs to your destination.