STEP-BY-STEP IMPLEMENTATION GUIDE
TO ACHIEVE LEAVE NO TRACE GOLD STANDARD DESIGNATION
Step-By-Step Overview

While every site will need to customize its own program, following these steps will provide a process to work through.

PHASE 1 ............... Assessment

PHASE 2 ............... Training

PHASE 3 ............... Implementation

PHASE 4 ............... Application

PHASE 5 ............... Designation
Complete the Leave No Trace Assessment. If the total score is higher than the threshold for your corresponding designation, move forward to the application. If the total score is less, continue to the next step.

Assess interest to implement Leave No Trace at your site or organization.

Assess available resources in your facility (i.e., site staff, volunteers, etc.).

All interested staff, volunteers, etc. should take the Leave No Trace 101 Online Course to build a shared foundational knowledge.

Identify a lead person and core team to begin the Leave No Trace program development and implementation process.

Schedule regular meetings of lead and core team to evaluate progress/status of your plan.

With the lead and core team, develop an Action Plan in order to achieve each of your site or organization’s objectives. The Action Plan should be based on criteria in the Leave No Trace Assessment that your site or organization would like to improve.
PHASE 2
Training

☐ Identify key staff and volunteers to attend training and receive their Level 1 or Level 2 Instructor certification.

☐ Enroll in training courses. Courses can be found at lnt.org/event

☐ If there is enough interest in training, consider hosting your own course on site. You can contact Leave No Trace for help finding certified instructors.

PHASE 3
IMPLEMENTATION

☐ Begin to implement the tactics in your Action Plan. This may include expanding communication, education, youth programs, partnerships, etc.

☐ Revise and update your Action Plan as frequently as needed based on what has or has not been achieved in your original plan.

☐ Proceed as slow or fast as your resources allow. Document your work to make the application process easier.
APPLICATION

☐ Submit your application for Gold Standard designation when you have fulfilled the criteria. Contact Leave No Trace for current application form.

☐ Pay the Application Fee or submit a Fee Waiver

☐ Leave No Trace will review the application and provide an official summary. Depending on the review, there may be additional work to do, or you will move forward with designation.

☐ Leave No Trace will schedule a meeting to verify application components. A site visit may also be scheduled within the first year of designation.

PHASE 5

GOLD STANDARD DESIGNATION

☐ Celebrate achieving the highest level of Leave No Trace recognition!

☐ Submit short annual reporting questionnaire to Leave No Trace each year.

☐ Re-designate every five years to ensure that a high level of implementation is maintained.