



EQUIPMENT ASSISTANCE GUIDELINES & PROCEDURE

Equipment Assistance is available to Full Campership recipients. Partial Campership recipients are not eligible for Equipment Assistance through A Thousand Summers (ATS) at this time. To determine eligibility see the [Income Eligibility Table](#) or contact the Campership office at the number listed below.

Equipment Assistance Guidelines

1. Total value of rental and purchase reimbursement may not exceed \$250 per camper per year.
2. All equipment assistance pre-approval requests must be submitted to the ATS Campership office BY MAY 1ST to be considered for reimbursement pre-approval.
3. If Associate Camp offers loan or rental of requested equipment items, ATS will consider this before approving purchase of new. Approved rental fees will be paid directly to Associate Camp.
4. Reimbursement Maximum for New/Used Equipment:

Sleeping Bag	\$60.00
Sleeping Pad	\$20.00
Hiking Boots	\$75.00
Riding/Cowboy Boots	\$75.00
Riding Helmet	\$35.00
Backpack/Daypack	\$50.00
Duffle Bag/Trunk	\$40.00
Other items upon request	

5. Personal items like socks, underwear, clothing, toiletries and medications will not be reimbursed.

Equipment Assistance Pre-Approval Procedures:

1. Review camp packing list to determine equipment needs of camper. See the [ATS Camp Directory](#) for camp website links and contact information to acquire a packing list.
2. Consult with Associate Camp to determine availability of loaner or rental equipment.
3. Complete [ATS Camper Equipment Pre-Approval Request](#) form available on the Camper Resources page at www.athousandsummers.org.
4. Mail or email completed [ATS Equipment Assistance Pre-Approval Request](#) form to:
ATS
Attn: Karen Smith/Equipment Pre-Approval Request
1420 N Ogden Street, Suite 102
Denver CO 80218
720-981-2532 x 102

<https://athousandsummers.org>

5. Pre-approval decisions will be returned by email within 5 working days.
6. Upon receiving pre-approval authorization, items may be scheduled for loan, rental and/or purchased. Keep all original receipts for reimbursement. Reimbursement must be made within 30 days of purchase.

Equipment Reimbursement Procedures:

1. Reimbursements will only be considered for pre-approved purchases with original receipts within 30 days of purchase date.
2. Complete the [ATS Request for Reimbursement](#) form available on the Camper Resources page at www.athousandsummers.org
3. Attach original receipt(s) with pre-approved item(s) circled. Add an explanation of item purchased if not clearly printed on receipt.
4. Mail or email completed **ATS Request for Reimbursement** form and all receipts to:

ATS

Attn: Karen Smith/Request for Reimbursement

1420 N Ogden Street, Suite 102

Denver CO 80218

karen.smith@cheleyfoundation.org

Equipment Resources

Associate Camp:

Check with your Associate Camp to determine availability of loaner or rental equipment. Selected items may also be available for purchase through your Associate Camp.

Online Resources

www.rei.com

www.walmart.com

www.sheplers.com

www.sierratradepost.com

www.overstock.com

Determining Adequate Equipment

Contact the camp directly to determine their specifications and recommendations for items in question. The following is generally required:

- **Sleeping Bag:** Sleeping bags with a temperature rating of 20°F and below are good for residential camping. Bag should be lightweight and pack compactly for multiple day hikes. A cotton bag is NOT appropriate for cold overnights.
- **Hiking Boots:** Quality leather or gore-tex hiking boots with good ankle support should be acquired several months ahead of time so they can be 'broken in' before having to be worn at camp to prevent blisters.
- **Riding Boots:** English or Western riding boots or leather, smooth-soled (no tread), heeled boots are required for participation in horseback riding

- **Backpack/Daypack:** A medium size pack with a waist belt and comfortable shoulder straps to accommodate items for a day hike. The ideal size for a backpack is 1,700 to 2,000 cubic inches.