

# <u>Girl Scouts of Central Indiana</u> <u>Property Information - Camp Dellwood</u>

## **Location**

7201 Girl Scout Lane Indianapolis, IN 46214

## **Contact Information**

Site Manger: Antwan Allen 463-345-0777

Directory of Property: David Vinson 317-924-6872 317-306-8637

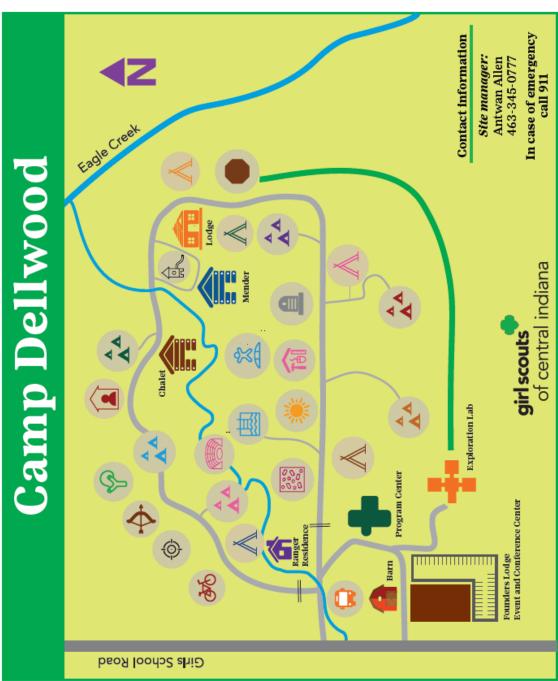
For Reservations: Customer Care 317-924-6800

Other Camp Phone Numbers: Program Center 317-924-6828

In case of emergency call 911



#### Raccoon Crossing Jumping Pillow Air rifle Course Sleepy Hollow Fitness Trail Nature Playground Rotherwood Eagle Ridge Shelter Sun Shelter Old Union Cemetery Rock Wall **Map Legend** Innisfree Archery Romany 0 Slingshot Course Makers Space Walnut Grove Ampitheater Bus Parking Deer Valley Woodland Woodland AA Pinewood Gaga Pit Bike Trail Outpost Pfnelot Pool Contact information **\Z** Site manager: Eagle Creek





# **Camp Dellwood Important Information**

## **Property Description:**

Camp Dellwood consists of 141 acres in western Marion County (Wayne Township). The camp is located approximately 10 miles west of downtown Indianapolis and on the same property as the Girl Scouts of Central Indiana Founder's Lodge Event and Conference Center.

#### The Site Manager:

The council employs a site manager that lives onsite at this camp property. The site manager is there to maintain facilities and to aid Girl Scout and outside groups who are using them. If you need assistance during your stay, please contact the site manager listed on the first page. The site manager is on call at camp 24/7 except published holidays.

#### **Property Rules:**

Smoking and Vaping: Smoking and vaping are PROHIBITED on all Girl Scout properties.

Alcohol and Drugs: Alcoholic beverages and drugs are strictly prohibited. *Pets:* Pets are not allowed in the camp except service dogs. Please notify us if you are planning to bring a service dog to camp, documentation will be required. Comfort animals are not permitted.

*Traffic and Parking*: Please use extra caution. The speed limit is 10 mph when driving through camp. Park only in designated areas. PLEASE DO NOT DRIVE ON THE GRASS.

# Housekeeping:

The site manager does not perform cleaning services. It is the responsibility of everyone using the camp property to leave it in better condition than they found it. The facilities belong to each Girl Scout and will reflect the care she gives them. A list of cleaning tasks is located on the Property Usage Report. In addition to that list, here are a few things to remember:

- Please check on site what to recycle and where to locate the containers.
- Please condense and place all other trash in lined containers provided at each site. Please make sure each container is secure to discourage wildlife. Site managers will instruct you on where to place your trash.
- Please replace all trash can liners. These are provided on site.
- Please do not burn trash.



#### Housekeeping supplies:

- Toilet paper is provided in all bathrooms and latrines.
- Paper Towels are provided in all indoor buildings.
- Trash can liners are provided in each unit.
- Brooms, mops, and cleaning supplies are available in each unit.
- Rakes, shovels, and fire buckets are provided upon request.

#### Rentals:

All Camp: All camp rental from April to October at Camp Dellwood includes the use of: the Program Center, Mender, Chalet, the Lodge, Sleepy Hollow, Innisfree, Pinewood, Romany, Woodland, Rotherwood, Outpost (primitive campsite), all open rentable activities, and all open solo adventures. All camp rental from November to March at Camp Dellwood includes the use of the Program Center, Mender, Chalet, Outpost (primitive campsite), all open rentable activities, and all open solo adventures. Please note some activities are only available during certain times of the year. You must provide your own certified instructor for any activity that requires one. The Exploration Lab and the Maker Space are not included in any rental and are not available to reserve. They are only for council led programming. Non-Girl Scout groups who are wanting to make a reservation at one of the camp properties, must rent all camp.

*Day Use – No Site:* This option is for Girl Scout groups that would like to visit camp for a few hours to hike or even work on badge work. You do not have any access to buildings when choosing this rental option.

Equipment: Some camping equipment is available to be reserved with your campsite. Equipment varies at each property. Available equipment may include: tents (2-6 person), pie irons, roasting forks, Dutch ovens, frying pans, propane stoves, portable fire bowls, battery powered lanterns, parachutes, and flags. Each of our camp items are available on a first come first serve basis and are not guaranteed even if included with your reservation. You may request these items when we call you to confirm your reservation the week prior to your arrival at camp. Please remember to be a sister to every Girl Scout and share with others if our camp is hosting other Girl Scout Groups.

Reservation periods: Reservations require at least 2 weeks in advance to book. Reservations will not be accepted after that 2-week window. Reservations are open 12 months in advance.



#### Your time at Camp:

You are responsible for planning all your time while at camp. This is a fantastic opportunity to get the girls involved in planning what activities you will do as a troop at camp. Many troops decide this is a wonderful time to work on badge work, a journey, or a service project. Other troops make the most of the outdoor time to plan hikes and outdoor cooking experiences. How you spend your time at camp is completely up to you.

## **Preparing to Come to Camp:**

If you are a Girl Scout Group, at least one adult troop member must have completed the Camp Prep Training before coming to camp. This training may be done in person or through online gsLearn training. This training will give you the basics you need to ensure property safety while at camp.

Each group must have one adult who is First Aid/CPR certified. Each group is responsible for bringing their own First Aid kit to camp with them.

## Payment and Cancellation Policy:

Full payment is due at the time a reservation is made for all rentals except in the case of an all camp reservation. For all camp reservations, 50% of the reservation fee is due at the time of reservation and the remaining 50% is due 30 days prior to your reservation. If full payment is not received 30 days prior to your reservation date, your reservation will be cancelled, and no refund will be issued.

Funds paid towards a reservation may be refunded if you: notify council of a cancellation 30 or more days prior to the reservation start date.

Funds paid towards a reservation may be transferred to another reservation if you: notify council of a cancellation 3 weeks prior to the reservation start date or if weather conditions cause travel to be hazardous or the camp to close.

If you need to cancel a reservation, please call the council as soon as possible. This will allow us to open your reserved spot to another Girl Scout Group. You may call 317-924-6800 during business hours.

If you are cancelling at the last minute and it is after hours, please call the site manager listed on the first page of this packet.



## In Case of Emergency:

For a major emergency - Please call 911 first!

- Secure appropriate emergency personnel (police, fire, rescue, other). Contact the site manager.
- Keep a responsible adult at the scene of the accident. Make no statements to reporters.
- Notify parent/legal guardian.
- Fill out an accident report form. The site manager will have one for you.

## For other accidents:

- Take care of injured person
- Notify parent/legal guardian.
- Fill out an accident report form. The site manager will have one for you.

## For inclement weather:

• Please proceed to the nearest building and seek shelter.



# **Camp Dellwood Arrival and Departure**

#### Check in and Check out times:

For Overnight Reservations:

Check in: 4pm or after Check out: 2pm or before

If you want to check in before 4pm or out after 2pm – you must reserve and pay

for additional time slots.

For Day Use Reservations:

Check in: at your scheduled time Check out: at your scheduled time

For Rentable Activity Reservations: Check in: at your scheduled time Check out: at your scheduled time

#### **Arrival Procedure:**

Upon arrival at the camp, please proceed to the reserved unit. Shortly after your arrival, the site manager will meet you at your unit and go over anything that may need attention. Please complete the check-in portion of the Property Usage Report. The Property Usage Report can be found in your unit or if you have rented all camp, it will be in Marcy Manor.

### **Departure Procedure:**

Please make sure you have performed all the housekeeping tasks and are leaving your unit in better condition than when you arrived. Please complete the check-out portion of the Property Usage Report. Please notify the site manager (call or text) that you are checking out and leaving the property.



# **Camp Dellwood Rental Pricing**

Facility	Available	Girl Scout Group	Non-Girl Scout Group
DAY USE			
All Camp (April - October)	8 am - 8 pm	\$500	\$1,000
All Camp (Nov March)	8 am - 8 pm	\$200	\$400
Lodge	8 am - 8 pm April-Oct.	\$55	N/A
Chalet	8 am - 8 pm	\$108	N/A
Mender	8 am - 8 pm	\$36	N/A
Program Center (entire)	8 am - 8 pm	\$155	N/A
Program Center 1	8 am - 8 pm	\$60	N/A
Program Center 2	8 am - 8 pm	\$60	N/A
Program Center Multi- purpose	8 am - 8 pm	\$35	N/A
Program Center 1 -	8 am - 8 pm Mon. – Thur.	, , , , ,	., ==
Troop Meeting	5pm-8pm Sunday	<b>\$</b> 0	N/A
Program Center 2 -	8 am - 8 pm Mon. – Thur.	•	
Troop Meeting	5pm-8pm Sunday	<b>\$</b> O	N/A
Program Center MP	8 am - 8 pm Mon. – Thur.		
Troop Meeting	5pm-8pm Sunday	<b>\$</b> 0	N/A
OVERNIGHT USE			
All Camp			
(April - October)	8 am - 8 pm	\$500	\$1,000
All Camp	•		·
(Nov March)	8 am - 8 pm	\$200	\$400
Chalet	4 pm - 2 pm	\$108	N/A
Mender	4 pm - 2 pm	\$36	N/A
Program Center (entire)	4 pm - 2 pm	\$155	N/A
Program Center 1	4 pm - 2 pm	\$60	N/A
Program Center 2	4 pm - 2 pm	\$60	N/A
Sleepy Hollow (cabins)	4 pm - 2 pm April-Oct.	\$95	N/A
Pinewood (cabins)	4 pm - 2 pm April-Oct.	\$95	N/A
Innisfree (tent)	4 pm - 2 pm April-Oct.	\$72	N/A
Romany (tent)	4 pm - 2 pm April-Oct.	\$72	N/A
Woodland (tent)	4 pm - 2 pm April-Oct.	\$72	N/A
Rotherwood (tent)	4 pm - 2 pm April-Oct.	\$48	N/A
Outpost (primitive)	4 pm - 2 pm	\$20	N/A
ACTIVITIES -			
RENTABLE			
No Site	8 am - 8 pm	\$10	Included with all camp rental
Amphitheater	8 am - 8 pm	\$10	Included with all camp rental
Bridging Bridge	8 am - 8 pm	\$10	Included with all camp rental

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Archery - facilitator			Included with all camp
required	8 am - 8 pm April-Oct.	\$10	rental
Air Rifles - facilitator			Included with all camp
required	8 am - 8 pm April-Oct.	\$30	rental - 3 hours max
Slingshots - facilitator			Included with all camp
required	8 am - 8 pm April-Oct.	\$20	rental - 3 hours max
	8 am - 8 pm		
Pool - facilitator	Labor Day - Memorial		Included with all camp
required	Day	\$20	rental



# **Camp Dellwood Facilities**

## Program Center - Wing 1 or Wing 2:

• Used for: troop meetings, large group activities, overnight camping

Capacity: 20 per wingAvailable: year roundHeating/Cooling: yes/yes

• Electricity: yes

• Activity space: none

• Sleeping Area: 10 sets of bunkbeds with mattresses, tables, and chairs.

• Bathroom & Shower Facilities – indoor bathroom with shower in each wing. Wing 1 includes a handicapped accessible toilet stall.

• Kitchen: Yes – small kitchen includes electric oven/stove, microwave, refrigerator with freezer, sink, cabinets, and countertop work area. No cooking equipment, dishes or silverware are provided.

• Fire area: wood provided, 1 fire pit with benches

#### **Program Center - Multipurpose Room:**

• Used for: troop meetings, large group activities

Capacity: 50 people
Available: year round

Heating/Cooling: yes/yes

• Electricity: yes

• Activity space: large open meeting room with tables and chairs

• Sleeping Area: none

• Bathroom & Shower Facilities – indoor bathroom

• Kitchen: Yes – kitchen includes electric oven/stove, microwave, refrigerator with freezer, sink, cabinets, and countertop work area. Some basic kitchen equipment is available in the kitchen. No dishes or silverware are provided.

• Fire area: wood provided, 1 fire pit with benches



#### Lodge:

- Used for: daytime activities, large group activities, meals
- Capacity: 150
- Available: April 1 October 31
- Heating/Cooling: no/no
- Electricity: yes
- Activity space: large meeting/dinning space with seating for 150 people. Space contains tables and benches.
- Sleeping Area: none
- Bathroom & Shower Facilities none
- Kitchen: Yes industrial kitchen (does include microwave and coffee pot).
   No dishes or silverware are provided.
- Fire area: fireplace inside

#### Chalet:

- Used for: overnight camping
- Capacity: 36 people
- Available: year round
- Heating/Cooling: yes/no
- Electricity: yes
- Activity space: 2 activity rooms with tables and benches
- Sleeping Area: mattresses on the floor
- Bathroom & Shower Facilities indoor bathrooms and showers. Handicap accessible toilet stall and shower.
- Kitchen: Yes includes gas oven/stove, microwave, refrigerator with freezer, sink, cabinets, and countertop work area. Some basic kitchen equipment is available in each kitchen. No dishes or silverware are provided.
- Fire area: wood provided, fireplace inside, 1 fire pit with benches



#### Mender:

• Used for: overnight camping

Capacity: 12 peopleAvailable: year roundHeating/Cooling: yes/no

• Electricity: yes

• Activity space: activity room with tables and benches

• Sleeping Area: mattresses on the floor

• Bathroom & Shower Facilities – indoor bathroom and shower. Handicap accessible toilet stall and shower.

• Kitchen: Yes – includes gas oven/stove, microwave, refrigerator with freezer, sink, cabinets, and countertop work area. Some basic kitchen equipment is available in each kitchen. No dishes or silverware are provided.

• Fire area: wood provided, fireplace inside, 1 fire pit with benches

## **Sleepy Hollow:**

• Used for: overnight camping

• Capacity: 38 people

• Available: April 1 – October 31

• Heating/Cooling: no/no

• Electricity: no

• Activity space: screened in shelter house with tables, benches, and fireplace

• Sleeping Area: 3 large cabins each contain 10 cots and mattresses, 2 small cabins each contain 4 cots and mattresses

• Bathroom & Shower Facilities: latrines, wash station

• Kitchen: none

• Fire area: wood provided, firepit with benches



#### Pinewood:

• Used for: overnight camping

• Capacity: 36 people

• Available: April 1 – October 31

• Heating/Cooling: no/no

• Electricity: no

• Activity space: screened in shelter house with tables, benches, and fireplace

• Sleeping Area: 4 large cabins and 1 small cabin. The large cabins sleep 8 people and have bunkbeds. The small cabin sleeps 4 people and has bunkbeds.

• Bathroom & Shower Facilities – outdoor latrines, wash station

• Kitchen: none

• Fire area: wood provided, firepit with benches

#### Innisfree:

• Used for: overnight camping

• Capacity: 36 people

• Available: April 1 – October 31

• Heating/Cooling: no/no

• Electricity: no

• Activity space: screened in shelter house with tables, benches, and fireplace

• Sleeping Area: 9 platform tents. Each tent contains 4 cots with mattresses.

• Bathroom & Shower Facilities – outdoor latrines, wash station

• Kitchen: none

• Fire area: wood provided, firepit with benches

## Romany:

• Used for: overnight camping

Capacity: 36 people

• Available: April 1 – October 31

Heating/Cooling: no/no

• Electricity: no

• Activity space: screened in shelter house with tables, benches, and fireplace

• Sleeping Area: 9 platform tents. Each tent contains 4 cots with mattresses.

• Bathroom & Shower Facilities - outdoor latrines, wash station

• Kitchen: none

• Fire area: wood provided, firepit with benches



#### Woodland:

• Used for: overnight camping

• Capacity: 36 people

• Available: April 1 – October 31

• Heating/Cooling: no/no

• Electricity: no

• Activity space: screened in shelter house with tables, benches, and fireplace

• Sleeping Area: 9 platform tents. Each tent contains 4 cots with mattresses.

• Bathroom & Shower Facilities – outdoor latrines, wash station

• Kitchen: none

• Fire area: wood provided, firepit with benches

#### **Rotherwood:**

• Used for: overnight camping

• Capacity: 24 people

• Available: April 1 – October 31

• Heating/Cooling: no/no

• Electricity: no

• Activity space: screened in shelter house with tables, benches, and fireplace

• Sleeping Area: 6 platform tents. Each tent contains 4 cots with mattresses.

• Bathroom & Shower Facilities - outdoor latrines, wash station

• Kitchen: none

• Fire area: wood provided, firepit with benches

# **Outpost - Primitive Campsite:**

• Used for: overnight camping

• Available: year-round

Heating/Cooling: no/no

• Electricity: no

• Activity space: open wooded area

• Sleeping Area: bring your own tent

• Bathroom & Shower Facilities –latrine

• Kitchen: none

• Fire area: wood provided, 1 fire pit

• Notes: no water at this unit



# **Camp Dellwood Rentable Activities**

Rentable Activities – these must be added to your rental at the time of reservation (at least two weeks prior). No reservations will be made for additional items while at camp.

- Archery: Archery equipment is available for hourly rentals for visiting groups or it is included in an all camp rental. You must provide your own certified archery instructor to use the equipment. Lists of certified facilitators can be found on the website. Archery will follow the Safety Activity Checkpoints and is not permitted for Daisies. Council approval is required for archery. Please make sure to submit your High-Risk Activity Form to council for approval. Available April 1 to October 31.
- Slingshots: Slingshots are available for hourly rentals for visiting groups or it is included in an all camp rental (3 hours max). You must provide your own certified instructor to use the equipment. Lists of certified facilitators can be found on the website. Slingshots will follow the Safety Activity Checkpoints. Council approval is required for slingshots. Please make sure to submit your High-Risk Activity Form to council for approval. Available April 1 to October 31.
- **Air Rifles:** Air Rifles are available for hourly rentals for visiting groups or it is included in an all camp rental (3 hours max). **You must provide your own certified instructor to use the equipment.** Lists of certified facilitators can be found on the website. Air Rifles will follow the Safety Activity Checkpoints is not permitted for Daisies and Brownies (per council certification). Council approval is required for Air Rifles. Please make sure to submit your High-Risk Activity Form to council for approval. Available April 1 to October 31.
- **Pool with shower house:** The pool and shower house is available for hourly rentals for visiting groups or it is included in an all camp rental. **You must provide your own certified lifeguard to use the pool.** Lists of certified facilitators can be found on the website. Swimming will follow the Safety Activity Checkpoints. Council approval is required for swimming. Please make sure to submit your High-Risk Activity Form to council for approval. Available weather permitting from Memorial Day to Labor Day.
- **Amphitheater:** The spacious outdoor amphitheater is available for hourly rentals for visiting groups or it is included in an all camp rental. The Amphitheater seats approximately 200. There is no electricity at this site.
- **Bridging Bridge:** Our bridge is available for rental for troops to use for bridging ceremonies. The bridge is behind the Program Center.



# **Camp Dellwood Solo Adventures**

Solo Adventures are free activities that are available to all groups while at camp, first come first serve.

