



RITT KELLOGG MEMORIAL FUND – EXPEDITION AGREEMENT

We have read and adhered to the Ritt Kellogg Memorial Fund (RKMF) criteria to the best of our ability as reflected in our proposal. We have written as concise and thorough a proposal as possible. We have enclosed all parts requested in the **Group Application**, including:

- Statement on purpose of expedition
- Plan for team to solidify technical skills prior to the trip start
- Day by day itineraries including maps, elevations, route topos, tide charts, etc.
- Detailed food list
- Detailed equipment list and first aid kit list
- Discussion on impact of your trip
- List of hazards and associated risk management plans
- Emergency evacuation plan
- Itemized budget

In order for our application to be considered complete, we agree to submit the following documents:

- RKMF Expedition Individual Application** for each team member (including signed medical release, outdoor experience log, references, and copies of medical training certificates).
- Participant Acknowledgement and Assumption of Risks & Release and Indemnity Agreement**, read and signed by each applicant and their parent/guardian (even if over 18 years old).

I understand that if I receive a RKMF grant and I plan to participate in a Ritt funded trip, expedition, or activity, I will be required to sign a Participant Acknowledgement and Assumption of Risks & Release and Indemnity Agreement.

Signed: _____ Date: _____

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It is the policy of the Ritt Kellogg Memorial Fund (RKMF) that material changes to an expedition or trip are strictly prohibited.

This policy is designed to prevent individuals from utilizing RKMF funds for purposes other than those which have been specifically approved in their grant proposal, and to help maintain the integrity of the RKMF for years to come.

While any trip into a wilderness setting requires some flexibility in dealing with the risks and hazards that are presented, changes which alter the material nature of the trip from that which was proposed are NOT allowed.

Such material changes include but are not limited to:

- Change in location beyond the location detailed in the maps provided in the proposal
- Changes or additions in activities not described in the proposal
- Changes of the level of risk taken on beyond that which was described in the proposal
- Changes to the expedition team (either addition or removal of individuals)

Reasonable changes made *in the field* in the name of genuinely mitigating risks and maintaining participant safety are fully encouraged and considered an important part of what the RKMF is trying to encourage.

We understand that if we make a material change to our expedition (as described above) we may be asked to return the funds provided to us.

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