

Name **50-Miler Award**
Purpose Encourage participation in major hiking or boating treks.
Requirements

1. Make complete plans for the trip, including possibilities for advancement.
2. Cover the 50 consecutive mile distance by foot, canoe, or boat without use of a motor; take a minimum of 5 consecutive days.
3. During the time on trail or on waterway, complete a minimum of 10 hours each of group work to improve the area. If, after checking with authorities, it is not possible to complete the 10 hours each of group work on the trek, do a similar project in your home area.
4. Unit leader must file the 50-Miler application.

Insignia Patch
Worn On jacket or on backpack (equipment decoration).
Resource Boy Scout Requirements **Need form?** # 4408



Name **Historic Trails Award**
Purpose To encourage learning about historic areas and promote their use and development.
Requirements

1. Locate an historic trail or site and study information about it.
2. Hike or camp 2 days and 1 night along the trail or in the vicinity of the site.
3. Cooperate with an adult group to restore and mark all or part of this trail or site. OR cooperate with such a group to plan and stage a historic pageant, ceremony, or other public event related to the site (large enough to merit press coverage).
4. Unit leader must file Historic Trails Award application.

Insignia Patch
Worn Equipment decoration.
Resource Boy Scout Requirements **Need form?** #4408



Name **High Adventure Base**
Purpose Recognize those who have participated in program at one of the BSA high adventure bases.
Requirements Complete high adventure base activity.
Insignia Patch
Worn Equipment decoration.
Resource Council information sheet **Need form?** Application



Name **Philmont**
Purpose Recognize those who have completed high adventure activity at Philmont Scout Ranch.
Requirements Complete trek on Philmont trails.
Insignia Patch, Philmont bull (white for women, black for men).
Worn Patch on right pocket or hanging from right pocket button, bull on left side of jacket above pocket.
Resource Council information sheet **Need form?** Application



Name **Participation patches (various)**
Purpose Encourage participation in special events.
Requirements Requirements vary with event (e.g. camporees, Philmont, High Adventure Bases, trail patches).
Insignia Patch (generally).
Worn Generally on right pocket, temporary patch; jamboree patches are worn above right pocket.
Resource Varies **Need form?** Varies

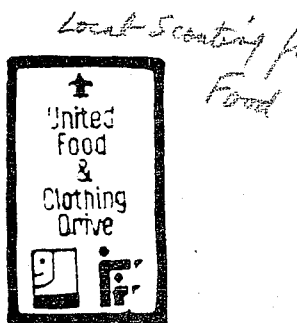
Name **Interpreter strip** (available for all languages)
Purpose Designate scouts and scouters that can communicate in another language.
Requirements 1. Carry on a 5-minute conversation in the language.
 2. Translate a 2-minute speech or address.
 3. Write a letter in the language (does not apply for sign language).
 4. Translate 400 words from the written word.

ESPAÑOL

Insignia Cloth strip
Worn Centered above "Boy Scouts of America" above right pocket.
Resource Boy Scout Requirements **Need form?** No

Name **C.O.P.E. (Challenging Outdoor Physical Experience)**
Purpose Develop teamwork in a group and develop self-assurance in scouts by completing difficult physical maneuvers as a team.
Requirements Participate in a professionally supervised outdoor COPE course. Available at some Council camps.
Insignia None
Worn Not applicable
Resource COPE information **Need form?** Application

Name **United Food and Clothing Drive** (Dan Beard Council)
Purpose Council-wide good turn to collect clothing for Goodwill Industries and food for various charities.
Requirements Participate in UFCD (United Food and Clothing Drive) program.
Insignia Patch
Worn Right pocket, temporary patch (or on alternate patch display medium).
Resource Council program write-up **Need form?** No



ADULTS

Name **Hornaday Award - Gold Medallion**
Purpose Recognize distinguished service in conservation or environmental quality on a state, regional, or national level.
Requirements Be nominated by Council for unusual and distinguished service to conservation and environmental quality. Emphasis for award is placed on national impact. At most only one Gold Medallion is awarded by National per year.
Insignia Bar pin with ribbon and pendant.
Worn 3/8" above pocket - worn on formal occasions.
Resource Scoutmaster Handbook **Need form?** #21-107



Name **Campmaster Corps** (Dan Beard Council activity)
Purpose Provide a source of weekend "assistant camp rangers" at various Council camps to assist with unit check-in, check-outs, assistance, simple maintenance, etc.
Requirements Complete application.
Insignia Patch.
Worn Left shoulder below unit number.
Resource Application **Need form?** See Council

Local

Name **Aquatic Instructor**
Purpose Train aquatic instructors for Scout camps.
Requirements Complete certification training through National Camping School.
Insignia Patch
Worn On right side of swimming trunks.
Resource National Camping School **Need form?** See Council



UNITS

Name Hornaday Award - Unit Certificate
Purpose Recognize distinguished service in conservation.
Requirements 1. Carry out the service project portion of the requirements listed under Hornaday Award - Badge, Bronze Medal, Silver Medal. Work as a troop, patrol, or a group of 5 or more scouts for unique conservation or environmental quality projects.
2. Complete application and submit to Council.
Insignia Certificate
Worn Not applicable.
Resource Scoutmaster Handbook Need form? #21-107

Name National Camping Award
Purpose Encourage unit camping.
Requirements 1. Each patrol in troop participate in at least three of specified events within a year.
2. All patrols represented in 4 or more short-term campouts within the year.
3. All patrols in troop represented in a long term camp (6 or more consecutive days of camping) and at least 50% of boy membership attended.
Insignia Unit ribbon
Worn Displayed with other ribbons.
Resource Scoutmaster Handbook Need form? #3690

Name Baden-Powell Patrol (for patrols)
Purpose To improve operation of patrols.
Requirements Award can be reearned by each patrol every 3 months.
1. Have a patrol flag and rally around it. Put patrol design on equipment. Use your patrol yell or cheer and patrol call. Keep patrol records up to date for 3 months.
2. Hold 2 patrol meetings each month for 3 months.
3. Take part in a hike or outdoor activity within 3 months.
4. Do 2 patrol leaders' Council approved Good Turns or service projects within 3 months.
5. Help 2 patrol members advance one rank during 3 months.
6. Build patrol to full strength (8 scouts).
7. Wear the uniform correctly.
8. Represent the patrol during 3 patrol leaders' council meetings within 3 months.
Insignia Baden-Powell patrol star.
Worn Under patrol medallion on right sleeve. May wear maximum of 4 stars.
Resource Patrol Leaders Handbook Need form? #18-926

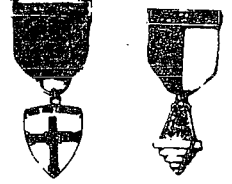
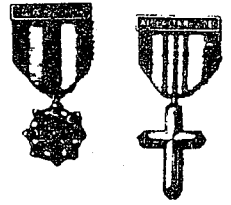


Name Johnny Elmseed Program
Purpose Community service project to protect existing American elm trees against Dutch elm disease and to plant disease resistant American Liberty elms.
Requirements Follow program outlined in Johnny Elmseed Program to establish small troop nursery to grow 1 foot seedlings into 6 foot transplantable trees for public land. Project could be used as a troop fund-raiser.
Insignia None
Worn Not applicable.
Resource Johnny Elmseed Program Need form? No
Elm Research Institute, Harrisville, NH 03450, Phone 1-800-FOR-ELMS

RELIGIOUS RECOGNITIONS

YOUTH

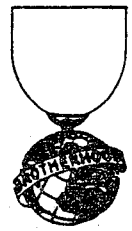
Name Religious award (named differently for each denomination)
Purpose Encourage scouts to understand and develop their religious beliefs.
Requirements Requirements vary with denomination. Check with Council for requirements in each case. Award is issued by the denomination, in conjunction with BSA. See Religious Emblems Program (Sheet 5206A) for information.
Insignia Medal (different for each denomination), square knot (same for all denominations).
Worn Square knot is worn at seam above left pocket. Miniature device can be worn to show which emblem was earned - Cub Scout, Boy Scout or Explorer. Square knot may be worn by adults if badge was earned as youth. Medal is worn 3/8" above pocket or above square knot and may be worn only on formal occasions.
Resource Requirements issued by denomination **Need form?** Yes



Name Scout Brotherhood Award
Purpose Recognize those scouts that have expanded their understanding of religious brotherhood by completing the study of their faith and of two other faiths.
Requirements

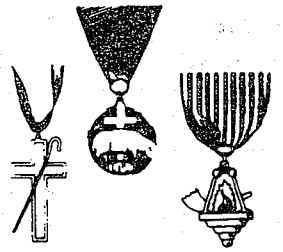
1. Earn the religious award (God and Country, etc) for their faith.
2. Complete a study (as per the requirements book) of three other faiths, including studying and comparing basic tenants of the faiths, interviewing members, attending services of those faiths, and discussing what can be done to encourage understanding between faiths.
3. Be reviewed by a Review Team from the Council Religious Committee covering learnings and brotherhood understanding gained from the study.

Insignia Medal.
Worn Medal is worn 3/8" above pocket or above square knots and should be worn only on formal occasions.
Resource Scout Brotherhood packet **Need form?** Yes
 Contact: National Conf of Christians & Jews, 230 E 9th, Cincinnati, OH 45202



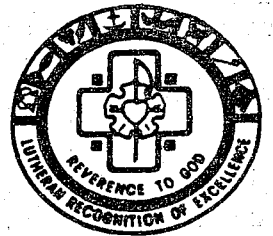
ADULTS

| | |
|---------------------|--|
| Name | Religious award for adults (available in some denominations and named differently by denominations) |
| Purpose | Recognize adults who have had a major impact on youth through the Boy Scout's religious program. |
| Requirements | Generally there are no specific requirements. The adult cannot apply for the awards, but must be recommended for it by the appropriate religious body. See Religious Emblems Program (Sheet 5206A) for information. Awards are known to exist for Baptist, Eastern Orthodox, Eastern Rite Catholic, Episcopal, General Protestant, Jewish, Church of Jesus-Christ of the Latter Day Saints, Lutheran, Pentecostal, Presbyterian, Reorganized Church of Jesus-Christ of the Latter Day Saints, Roman Catholic, Salvation Army, Unitarian Universalist, United Church of Christ, and United Methodist. |
| Insignia | Medal (different for each denomination), square knot (same for all denominations). |
| Worn | Square knot is worn at seam above left pocket. Medals are worn 3/8" above pocket or above square knot and should be worn only on formal occasions. |
| Resource | Council Office Need form? See #5-206A. |



UNITS

| | |
|---------------------|---|
| Name | Unit Award of Excellence (different names for each denomination) |
| Purpose | Recognize outstanding units chartered to congregations and associated organizations of specific denominations that have met criteria established by the denomination. There are known awards for Catholic, Lutheran, and United Methodists. |
| Requirements | Varies with each denomination. Usually includes such items as: unit is sponsored by a church of that denomination, earn BSA Quality Unit Award, a majority of the scouts have earned their religious award or are in the process of doing so, have a designated chaplain, participate in sponsoring organization's yearly Scout Sunday service, and unit has arranged to have church services when away from home church. See requirements for each denomination. |
| Insignia | Varies (patches). |
| Worn | Right pocket, temporary patch. |
| Resource | Various flyers on such awards. Need form? Yes |



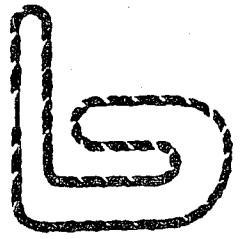
SERVICE RECOGNITIONS

YOUTH

Name Den Chief Service Award
Purpose Recognizes scouts that have shown outstanding service acting as a den chief.
Requirements

1. Serve the pack for 1 year.
2. Attend den chief training.
3. Know the purposes of Cub Scouting and help Cub Scouts achieve them.
4. Be the activities assistant in den meetings.
5. Set a good example by attitude and uniform.
6. Be a friend to the boys in the den.
7. Take a part in weekly den meetings.
8. Assist the den at the monthly pack program.
9. Complete 4 projects. (See Boy Scout Requirements book.)

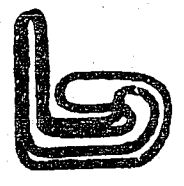
Insignia Worn Special shoulder cord.
On left shoulder, under epaulet and arm. Can be worn in conjunction with den chief cords or worn alone when no longer serving as a den chief.
Resource Den Chief and Scoutmaster Handbooks Need form? Den Chief Handbook



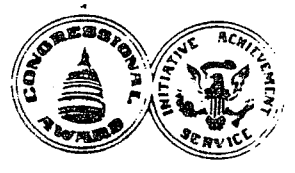
Name Den Chief, Webelos Den Chief
Purpose Designate those scouts selected to serve as den chief or Webelos den chiefs in a Cub Scout pack.
Requirements

1. Review the responsibilities of being a den chief.
2. Fill out the needed application form and have it approved.

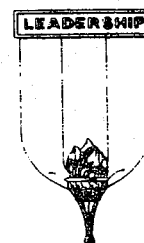
Insignia Worn Cord for den chief, Webelos den chief.
On left shoulder, under epaulet and arm.
Resource Den Chief Handbook Need form? #4211



Name Congressional Award (a Scouting related, but non-Scouting award)
Purpose To recognize youth and young adults (through age 23) who have accomplished high goals in voluntary public service and personal development activities.
Requirements Requirements vary with age, but all require service in voluntary public service/personal development/physical fitness or expeditions. Work can be done at same time as other scout work. Numbers below show hours of service required and maximum time period between start of service being noted and recommendation.
Bronze medal (age 14-16) 100/50/50 within 1 year
Silver medal (age 17-19) 200/100/100 within 2 years
Gold medal (age 20-23) 400/200/200 within 3 years
Application must be made and application recommended by Congressional Award Council from scout's US Congressional District.
Insignia Worn Medal (bronze, silver, or gold) presented by a member of Congress.
As instructed.
Resource The Congressional Award packet Need form? Yes
Obtained from Congressional Award Office, 701 N Fairfax St, Suite 300, Alexandria, VA 22314

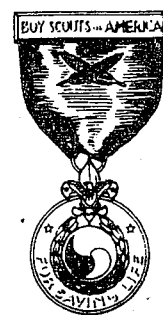


Name Youth Leadership in America Award for Senior Patrol Leaders (No longer available)
Purpose Recognize youth leaders for their achievement.
Insignia Medal
Worn Above left pocket.



YOUTH AND ADULTS

Name Lifesaving or Meritorious Award (various levels of this award are available depending on the significance of the deed, including Council Certificate of Merit, Medal of Merit, Heroism Award, Honor Medal, and Honor Medal with Crossed Palms).
Purpose Recognize scouts that have performed outstanding act of service of exceptional character putting into practice Scouting skills and ideals.
Requirements Usually such an act would include a rescue, providing first aid, securing assistance, etc. for someone in need. After a scout has performed such an act, an application must be completed with enough time for the Council Advancement Committee to act upon it within 6 months from the date of the deed. The application should be accompanied by an appropriate summary, signed statements, and photographs, so that the Committee can judge its significance. All applications judged to be beyond the Council Certificate of Merit are referred to National.
Insignia Ribbon and pendant, square knot.
Worn Pendant 3/8" above pocket (or above square knot)-worn on formal occasions. Square knot worn at seam above left pocket.
Resource Recommendation for Lifesaving or Meritorious Award application Need form? #30-732

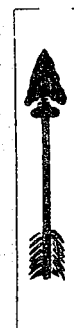


Name Order of the Arrow (OA)
Purpose Recognize honor campers who have and will continue to provide service to Scouting.
Requirements

1. Have completed 15 days and nights of camping under the auspices and standards of BSA, including one long term camp, within 2 years of election.
2. If elected as a youth, must have attained First Class rank.
3. Must have approval of Scoutmaster (for a youth) attesting to his Scouting spirit, his adherence to Scout Oath and Law, participation in troop activities.

One troop election per year will be held under the direction of the OA lodge. All scouts in troop are allowed to vote. Only half of the scouts eligible may be selected. Only those who receive votes from at least half of those voting are selected. Each troop committee is allowed to select one adult per year for membership. This adult must satisfy all youth requirements except rank.

Insignia Patch, sash, universal pin.
Worn Patch is worn on right pocket flap, universal pin may be worn suspended from right pocket button; sash is worn across chest over right shoulder.
Resource Order of the Arrow Handbook Need form? OA provides



Name National Eagle Scout Association (NESA)
Purpose A fellowship of those who have earned the Eagle rank.
Requirements Have earned Eagle rank as a youth. Make application to join. See Council.
Insignia Lapel pin, various other items with insignia are available.
Worn Civilian wear.
Resource Application Need form? #58-404



Name Order of the Arrow Distinguished Service Award
Purpose Recognize members of Order of the Arrow who have given outstanding service to the Order on a sectional, area, regional, or national basis.
Requirements The individual must be nominated for the award, which is awarded by Region. Consideration is given to those whose service records are the most outstanding and extend the farthest beyond the local lodge level.
Insignia Square knot, certificate.
Worn Square knot worn at seam above left pocket.
Resource Application Need form? #24-201



Name Founder's Award (Order of the Arrow)
Purpose To recognize members of the Order of the Arrow who show the spirit of achievement described by the order's founder in their everyday life.
Requirements The individual (either a brotherhood or vigil honor member) must be nominated by the Order of the Arrow lodge (the award cannot be directly applied for). The award is approved by Council. If a lodge requests that 2 awards be authorized to it for a single year, one of them must be presented to a member under 21 years old.
Insignia Certificate, plaque
Worn Not applicable
Resource Application (24-137) Need form? #24-137

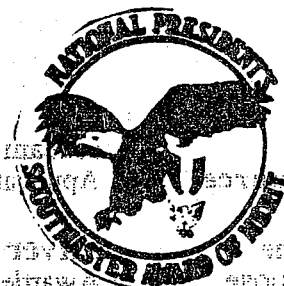


ADULTS

Name Scoutmaster Award of Merit (replaces NESAs Scoutmaster Award)
Purpose Recognize scoutmasters that have a record of proper use of Boy Scout advancement and program emphasis. (This was intended to recognize their early work before they could qualify for the Scouter's key.)
Requirements

1. Be a scoutmaster and have at least 18 months in that position.
2. Achieve the Quality Unit Award at least once in that time period.
3. Have completed Boy Scout Leader Fast Start and Scoutmastership Fundamentals or equivalent.
4. Have a record of proper use of Boy Scout advancement resulting in a majority of the Boy Scouts attaining the First Class rank.
5. Have a record of developing boy leadership through the patrol method, positive relations to chartering organization, an extensive outdoor program including strong summer camp attendance, a positive image of Scouting in the community, and a troop operation with attracts and retains Boy Scouts.

The troop committee chairman must nominate the scoutmaster. Included must be a list of scouts who have attained First Class during tenure as scoutmaster and statements by the senior patrol leader (on behalf of the patrol leaders council) and the committee chairman attesting to the scoutmaster's performance.

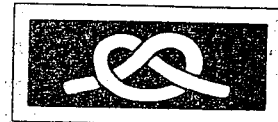


Insignia Patch, square knot.
Worn Patch is worn on jacket, square knot is worn above seam of left pocket.
Resource Application Need form? #58-413

Name Meritorious Service Award (Dan Beard Council only)
Purpose Recognizes significant service to Scouting on the District level.
Requirements Must be a registered scouter and must have provided significant service to scouting. No other specific requirements. Person must be nominated and selected by District Awards Committee.
Insignia Certificate
Worn Not applicable.
Resource None Need form? See Council

Local Insignia

Name **Award of Merit**
Purpose Recognize scouters who have rendered outstanding service to Scouting at the District level.
Requirements 1. Be a registered Scouter.
 2. Have rendered significant service to youth in Scouting, outside of Scouting, or both.
 3. Be recommended for the award by someone else.
 The award must be approved by the District Award of Merit committee and by Council. A District may present 1 award per each 25 units or fraction thereof.
Insignia Square knot.
Worn Worn at seam above left shirt pocket.
Resource Application **Need form?** #3720



Name **Order of the Heart Award (Dan Beard Council Award)**
Purpose Recognize those people who have been Cub & Scout-O-Rama ticket chairman or similar position (varies by District).
Requirements Have served in required position.
Insignia Ribbon with heart pendant.
Worn Worn around neck on formal occasions.
Resource Application **Need form?** Yes

Local

Name **Silver Beaver**
Purpose Recognize scouters who have rendered highly significant service to Scouting at the District level.
Requirements 1. Be a registered scouter.
 2. Have rendered highly significant service to Scouting at the District level.
 3. Be recommended for the award.
Insignia Medal on ribbon, square knot.
Worn Medal is worn around neck on formal occasions. Square knot is worn at seam above left shirt pocket.
Resource Application **Need form?** #28-726



Name **Silver Fawn (discontinued, now same as Silver Beaver)**
Purpose Awarded to a woman who has rendered highly significant service to Scouting at the District level.
Insignia Ribbon and pendant, square knot.
Worn Square knot worn on seam above left shirt pocket (or above where pocket would be). Ribbon worn around neck on formal occasions.

Name **Silver Antelope**
Purpose Recognize scouters who have rendered highly significant service to Scouting at the Council level.
Requirements 1. Be a registered scouter.
 2. Have rendered highly significant service to Scouting at the Council level.
 3. Be recommended for the award.
 Approval for award is recommended by Council.
Insignia Ribbon and pendant, square knot.
Worn Square knot worn on seam above left shirt pocket (or above where pocket would be). Ribbon worn around neck on formal occasions.
Resource Application **Need form?** #30-733



Name Silver Buffalo
Purpose Recognize scouters who have rendered highly significant service to Scouting at the regional or national level.
Requirements 1. Be a registered scouter.
 2. Have rendered highly significant service to Scouting at the regional or national level.
 3. Be recommended for the award.
 Approval is recommended by National.
Insignia Worn Ribbon and pendant, square knot.
 Square knot worn on seam above left shirt pocket (or above where pocket would be). Ribbon worn around neck on formal occasions.
Resource Application
 Need form? #30-724



Name Silver World
Purpose Recognize scouters who have rendered highly significant service to Scouting at the international level.
Requirements No specific requirements.
Insignia Worn Ribbon and pendant, square knot.
 Square knot worn on seam above left shirt pocket (or above where pocket would be). Ribbon worn around neck on formal occasions.
Resource Application
 Need form? See National



Name Scouters Transition Award (Dan Beard Council Award)
Purpose Recognizes Webelos and Boy Scout leaders who have been instrumental in achieving a successful Webelos to Scout transition in their units.
Requirements (Requirements are still being developed.) Have a high retention rate of new Webelos. A high percentage of those retained reach Second Class within time period. Do other designated items. Award can be reearned each year.
Insignia Worn Still being determined.
 To be determined.
Resource Application
 Need form? See Council

Local

Name Quality Commissioner Award (Dan Beard Council award)
Purpose To upgrade commissioner service and promote quality service by recognition of commissioners who are providing effective service.
Requirements Varies somewhat depending on whether position is district/assistant district commissioner, unit commissioner, or functional commissioner.
 1. Complete basic training and advanced training (except for unit commissioner).
 2. Have earned the appropriate Arrowhead Award.
 3. Have attended at least 1 Council Commissioner Conference.
 4. Have attended 80% of District Commissioners meetings within current year.
 5. Have recruited 2 new Commissioners and helped them through Basic Training during current year (for district/assistant district commissioners) or brought a prospect commissioner to a monthly commissioner meeting during current year (other positions).
 6. Encourage units served to participate in SME and product sales.
 Some additional requirements exist for the various awards.
Insignia Worn Patch
 Worn on right pocket.
Resource Application sheet
 Need form? See Council

Local



Name **Distinguished Commissioner Service Award**
Purpose To upgrade commissioner service and to recognize quality service by recognition of commissioners who are providing effective service.
Requirements 1. Complete commissioner training and earn Scouter's Key for Commissioners.
 2. Serve as an active commissioner for 5 consecutive years and be currently registered as one.
 3. Recharter 90% of units in your service area for the past 2 years (applies to council commissioners, assistant council commissioners, district commissioners, assistant district commissioners, and unit commissioners).
 4. Assist units so that more than 50% earn the Quality Unit Award in your area of service for a minimum of the past 2 consecutive years.
 5. Roundtable and assistant roundtable commissioners are to conduct at least 9 roundtables per year for the last 2 years, instead of completing requirements 3 and 4.
 Must be recommended by Scout Commissioner or District Executive.
Insignia Worn Plaque, bolo tie.
Resource Bolo ties can be worn with uniform.
 Information sheet #14-550 **Need form?** No

Name **Distinguished Eagle Scout Award**
Purpose Recognize adults who earned their Eagle Scouts at least 25 years previously who have distinguished themselves in their life work and who have shared their talents with their community on a voluntary basis (service to Scouting is not required).
Requirements Be recommended by a group of adult Eagles in the Council. This is usually done by NESAs (National Eagle Scout Association), but may come from others. Nomination is sent to Council NESAs Chapter, who will process it and forward to National Headquarters, Irving, TX.
Insignia Worn Ribbon with pendant, miniature pin on square knot, charm for wife. Ribbon worn around neck (formal occasions only), miniature pin is worn on Eagle square knot.
Resource Information Sheet #30-605 **Need form?** #58-300



Name **George Meany Award**
Purpose Recognize adult labor union members who have made a significant contribution to the youth of their community through Scouting. This is a national recognition approved by the AFL-CIO Executive Council.
Requirements There are no specific requirements. A maximum of one award is issued annually per City Central Labor Body plus one for each State Central Labor Body. An application should be made noting the person's qualifications. Consideration is given those who have done things as: brought Scouting to more youths, assisted in recruiting Scoutmasters or other key leaders, is fully trained in the Scouting skills and outstanding for his/her sense of responsibility, humility and good example, has made a significant contribution to Scouting in the field of labor relations, has led in promoting Scouting for all youth regardless of race or creed, and being instrumental in organizing Scouting units in the inner city.
Insignia Worn Ribbon and pendant, square knot. Ribbon worn around neck (formal occasions only). Square knot worn at seam above left pocket.
Resource Application form **Need form?** #86-011



TRAINING RECOGNITIONS

YOUTH

Rename
Name **Silver Bars** (Junior Leader Basic Training) *
Purpose Train patrol leaders and other junior leaders.
Requirements Complete the one day long junior leader basic training course.
Insignia Patch
Worn Right pocket, temporary patch.
Resource District Training Syllabus Need form? See Council



Rename
Name **Dan Beard Camp** (Intermediate Junior Leader Training) *
Purpose Train patrol leaders and other junior leaders.
Requirements Complete the weekend-long training course.
Insignia Patch
Worn Worn on right pocket, temporary patch.
Resource Council Training Syllabus Need form? See Council



Rename
Name **Brownsea** (Advanced Junior Leader Training) *
Purpose Provide additional training for junior leaders.
Requirements Complete the required work in one week long course.
Insignia Patch, Brownsea strip.
Worn Pocket patch on right pocket, temporary patch. Brownsea strip worn above unit numbers on left sleeve during Brownsea encampment.
Resource Council Training Syllabus Need form? See Council



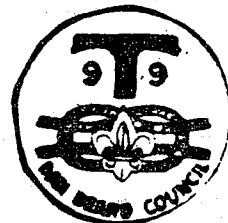
YOUTH AND ADULTS

Name **Training Award**
Purpose Designate that training for current position is complete.
Requirements Complete training for current position. For junior leaders, this is a Troop Operations Workshop; for most adult positions, this is T-99.
Insignia Patch ("Trained")
Worn Left sleeve, immediately below badge of office for which training was done. Should be removed if office is changed until additionally needed training is done.
Resource Scoutmaster Handbook Need form? No



ADULTS

Rename
Name **T-99** (Adult basic training-Scoutmaster & Troop Fundamentals) *
Purpose Train adults in the proper operation of a Boy Scout unit.
Requirements Complete the 3 session T-99 program.
Insignia Patch
Worn Right pocket, temporary patch.
Resource Training syllabus Need form? See Council



* Name in bold letters is Dan Beard Council name for national program.

Name Wood Badge (Adult advanced training)
Purpose Give additional training directly related to scout program.
Requirements 1. Complete the Wood Badge course (either one week long or done in 3 weekends), available through most Scout Councils.
 2. Complete the individual "ticket" items agreed to during the course, working with an individual coach/counselor.
Insignia Wood Badge neckerchief, beads, and woggle (neckerchief slide).
Worn As instructed at completion of Wood Badge ticket.
Resource Scoutmaster Handbook **Need form?** See Council



Name Arrowhead Award
Purpose Recognize commissioners who have completed a specified block of work towards earning their Scouter's Key or Scouter's Training Award.
Requirements Varies depending on which position is held. Usually includes participation in position for specified time (often 6 months) and completing a number of position related requirements.
Insignia Arrowhead patch.
Worn On left sleeve, below badge of office.
Resource Appropriate Progress Record. **Need form?** See below
Record #: 36-857 District and Assistant District Commissioner; 36-858 Unit Commissioner; 36-859 Roundtable Commissioner; 36-860 Roundtable Staff



Name Scouter's Key
Purpose Recognize those scoutmasters and commissioners who have taken the recommended training for their position and have achieved the high standard of performance prescribed for 3 years.
Requirements Complete requirements in training, performance, and tenure.
Insignia Pendant with ribbon, square knot.
Worn Pendant 3/8" above pocket (or above square knot)-worn on formal occasions. Square knot worn at seam above left pocket. When appropriate square knot is worn with miniature device showing function for which it was earned.
Resource Appropriate Progress Record **Need form?** See below
Record #: 36-855 Scoutmasters; 36-857 District and Asst District Commissioner; 36-858 Unit Commissioner; 36-859 Roundtable Commissioner



Name Scouter's Training Award
Purpose Recognize those scouters and roundtable staff who have taken the required training for their position and have achieved the high standard of performance prescribed for 3 years.
Requirements Complete requirements in training, performance, and tenure.
Insignia Pendant with ribbon, square knot.
Worn Pendant 3/8" above pocket (or above square knot)-worn on formal occasions. Square knot worn at seam above left pocket. When appropriate square knot is worn with miniature device showing function for which it was earned.
Resource Appropriate Progress Record **Need form?** See below
Record #: 36-851 Scouters; 36-860 Roundtable staff



Name Train the Trainer
Purpose Training program to teach methods of instruction for Scouting. This is a prerequisite for T-99 staff.
Requirements Complete the training syllabus.
Insignia Card
Worn Not applicable.
Resource Training syllabus **Need form?** No

update

Name College of Commissioner Science Local
Purpose Further the training of commissioners depending on their job and needs.
Requirements Varies with the training program undertaken in the National training syllabus.
Insignia Patch
Worn Right pocket, temporary patch.
Resource College of Commissioner Science, #LD7522 Need form? No

Name National Camping School
Purpose Designate people who have completed training at the National Camping School, which chiefly provides training for staff for Scout camps.
Requirements Complete school training.
Insignia Patch
Worn Right pocket, temporary patch.
Resource Information packet Need form? See Council



Name Philmont Training Center
Purpose Improve training for adult leaders in various areas.
Requirements Complete prescribed training course on various topics at Philmont Training Center, Philmont Scout Ranch, New Mexico. Attendance is by invitation only.
Insignia Patch
Worn Right pocket, temporary patch; or on red jacket.
Resource Yearly information packet Need form? See information packet



Name Professional Training Award (Professionals only)
Purpose Recognize professional scouters for additional training.
Requirements Serve as a professional scouter for 3 or more years and complete a number of required and non-required training courses.
Insignia Square knot.
Worn Worn above left pocket.

UNITS
 None

INDEX

| | | | |
|---|----|---|----|
| Canoeing Instructor | 9 | National Quality Unit Award | 19 |
| Arrowhead Award | 21 | Order of the Arrow | 14 |
| Attendance pin | 2 | Order of the Arrow Distinguished Service Award | 15 |
| Award of Merit | 16 | Order of the Heart Award | 16 |
| Baden-Powell Patrol | 10 | Organizer | 19 |
| Badge of office | 3 | Participation patches | 8 |
| Brownsea | 20 | Paul Bunyan Woodsman Award | 7 |
| BSA Lifeguard | 6 | Philmont | 8 |
| Campmaster Corps | 9 | Philmont Training Center | 22 |
| College of Commissioner Science | 22 | Polar Bear Camping Award | 7 |
| Congressional Award | 13 | Presidential Sports Award | 5 |
| Conservation Award | 5 | Professional Training Award | 22 |
| C.O.P.E. | 9 | Quality Commissioner Award | 17 |
| Council Certificate of Merit | 22 | Recruiter | 2 |
| Dan Beard Camp | 20 | Religious award | 11 |
| Den chief/Webelos den chief | 13 | Religious award for adults | 11 |
| Den Chief Service Award | 13 | Safe Swim Defense | 6 |
| Distinguished Commissioner Service Award | 18 | Safety Afloat | 6 |
| Distinguished Eagle Scout Award | 18 | Scout Brotherhood Award | 11 |
| E Urner Goodman Order of the Arrow Camping Award | 19 | Scouter's Key | 21 |
| 50-Miler Award | 8 | Scouter's Training Award | 21 |
| Fireman's Chit | 7 | Scouters Transition Award | 17 |
| Founders Award | 15 | Scoutmaster Award of Merit | 15 |
| George Meany Award | 18 | Service star | 2 |
| Internationalism Award | 14 | Silver Antelope | 16 |
| High Adventure Base | 8 | Silver Beaver | 16 |
| Historic Trails Award | 8 | Silver Bars | 20 |
| Honor Camper | 5 | Silver Buffalo | 17 |
| Honor Medal | 14 | Silver Fawn | 16 |
| Honor Medal with Crossed Palms | 14 | Silver World | 17 |
| Hornaday Award-Badge, Bronze Medal, Silver Medal | 4 | Snorkeling BSA | 6 |
| Hornaday Award-Unit Certificate | 10 | SOAR | 5 |
| Hornaday Award-Gold Medallion | 9 | T-99 | 20 |
| International activity patch | 2 | Totin' Chip | 7 |
| Interpreter strip | 9 | Training Award | 20 |
| Johnny Elmtree Program | 10 | Train the Trainer | 21 |
| Keep America Beautiful Hometown USA Award | 4 | Unit Charter | 3 |
| Lifesaving or Meritorious Award | 14 | United Food and Clothing Drive | 9 |
| Medal of Merit | 14 | Unit Award of Excellence | 12 |
| Meritorious Service Award | 15 | Veteran's pin | 3 |
| Mile Swim, BSA | 6 | Veteran troop insignia | 2 |
| National Camping Award | 10 | Whitney M Young, Jr Service Award | 19 |
| National Camping School | 22 | Wilderness Engineers Assistance | 19 |
| National Eagle Scout Association | 14 | Wood Badge | 21 |
| | | World Conservation Award | 4 |
| | | World Crest | 3 |
| | | Youth Leadership in America Award | 14 |

REQUIREMENTS FOR TENDERFOOT THROUGH FIRST CLASS

| | | |
|----------------------------|---|-----|
| Oath and Law, Troop | Recite, explain meaning | T6 |
| | Patrol name, yell, flag | T7 |
| Activities | Participate in 5 activities (2 nights out) | S2 |
| | Participate in 10 activities (3 nights out) | F2a |
| Map and Compass, Hiking | Rules of safe hiking, lost | T4 |
| | How a compass works, orient map | S1a |
| | 5 mile hike | S1b |
| | Find direction -day and night | F1 |
| | Orienteering course | S2 |
| Camping | Precamp inspection | T1 |
| | One night campout | T2 |
| | Knife, ax, saw care, sharpening | S2b |
| | Use knife, ax, saw for fire making | S2c |
| | Select patrol site, sleep in tent | S2e |
| Cooking | Light cooking fire, assist with cooking | S2d |
| | Serve as cook (all aspects) | F4 |
| Plants and animals | Poisonous plants | T10 |
| | 10 wild animals | S5 |
| | 10 plants | F6 |
| Ropes, Knots, and Lashings | Whip, fuse rope, 2 half hitches, tautline | T3 |
| | Timber hitch, clove, lashings | F7a |
| | Make camp gadget | F7b |
| | Bowline for rescue | F8a |
| First aid | Heimlich, simple first aid | T11 |
| | Hurry cases | S6a |
| | Personal first aid kit | S6b |
| | General first aid | S6c |
| | Bandages | F8b |
| | Transport injured person | F8c |
| Signs of heart attack, CPR | F8d | |
| Swimming | Explain buddy system | T8 |
| | Safe swim precautions | S7 |
| | Swim 100 yards | F9 |
| Physical Fitness | Physical fitness test, improvement | T9 |
| Drugs, Alcohol Abuse | Program on dangers of drug, alcohol | S8 |
| Community Leaders | Visit and discuss | F5 |
| Ceremonies | Raise, lower, fold flag | T5 |
| | Participate in flag ceremony | S3 |
| Service project | 1 hour service project | S4 |

C M Garrison
8/2/90

FIRST CLASS-FIRST YEAR TRACKING SHEET

APPENDIX

2B

Date _____

Name _____ Date joined _____ Goal date _____

| Category | Goal Attainment | | | Requirements Rank | Number | Date Scheduled | Date Completed |
|--------------------------------|-----------------|-----|-----|-------------------|--------------|----------------|----------------|
| | Trp | Out | Own | | | | |
| <u>Outdoor</u> | | | | | | | |
| Camping inspection | x | x | | T | 1 | _____ | _____ |
| Camp out | | x | | T | 2 | _____ | _____ |
| Whip / fuse rope | x | x | | T | 3a | _____ | _____ |
| 2 half hitches, taut line | x | x | | T | 3b | _____ | _____ |
| Rules of hiking | x | x | | T | 4 | _____ | _____ |
| Poisonous plants | x | x | | T | 10 | _____ | _____ |
| Compass, map & symbols | | x | | S | 1a | _____ | _____ |
| Take 5 mile hike | | x | | S | 1b | _____ | _____ |
| 5 troop activity (2 overnight) | x | x | | S | 2a | _____ | _____ |
| Knife, saw, and ax | | x | | S | 2b | _____ | _____ |
| Prepare a fire | | x | | S | 2c | _____ | _____ |
| Light fire, assist in cooking | | x | | S | 2d | _____ | _____ |
| Sleep in the tent | | x | | S | 2e | _____ | _____ |
| 10 wild animals | x | x | | S | 5 | _____ | _____ |
| Directions without compass | x | x | | F | 1 | _____ | _____ |
| Orienteering course | | x | | F | 2 | _____ | _____ |
| 10 troop act (3 overnights) | | x | | F | 3 | _____ | _____ |
| Cook 3 meals, complete | | x | | F | 4 | _____ | _____ |
| 10 plants | x | x | | F | 6 | _____ | _____ |
| Lashings, clove/timber hitch | x | x | | F | 7a | _____ | _____ |
| Camp gadget | x | x | | F | 7b | _____ | _____ |
| <u>Physical fitness</u> | | | | | | | |
| Physical tests | x | x | x | T | 9a | _____ | _____ |
| Improvement for 30 days | x | x | x | T | 9b | _____ | _____ |
| Safe swim, swim 50 yards | x | x | | S | 7 | _____ | _____ |
| Drug, alcohol program | x | x | | S | 8 | _____ | _____ |
| Swim 100 yards | x | x | | F | 9 | _____ | _____ |
| <u>Citizenship</u> | | | | | | | |
| Raise, lower, fold flag | x | x | | T | 5 | _____ | _____ |
| Heimlich maneuver | x | x | | T | 11a | _____ | _____ |
| Simple first aid | x | x | | T | 11b | _____ | _____ |
| Flag ceremony | x | x | x | S | 3 | _____ | _____ |
| Service project | x | x | x | S | 4 | _____ | _____ |
| Hurry cases first aid | x | x | | S | 6a | _____ | _____ |
| Personal first aid kit | x | x | | S | 6b | _____ | _____ |
| First aid | x | x | | S | 6c | _____ | _____ |
| Visit official, discussion | x | x | x | F | 5 | _____ | _____ |
| Bowline for rescues | x | x | | F | 8a | _____ | _____ |
| Bandages | x | x | | F | 8b | _____ | _____ |
| Emergency transport | x | x | | F | 8c | _____ | _____ |
| Heart attacks, CPR | x | x | | F | 8d | _____ | _____ |
| <u>Participation</u> | | | | | | | |
| Patrol name, flag, yell | x | | | T | 7 | _____ | _____ |
| Show Scout spirit | | | | S | 9 | _____ | _____ |
| Show Scout spirit | | | | F | 10 | _____ | _____ |
| <u>Personal Development</u> | | | | | | | |
| Oath, law, motto, slogan | x | x | | T | 6 | _____ | _____ |
| Buddy system | x | | x | T | 8 | _____ | _____ |
| Scoutmaster conference | | | x | T | 12 | _____ | _____ |
| Scoutmaster conference | | | x | S | 10 | _____ | _____ |
| Scoutmaster conference | | | x | F | 11 | _____ | _____ |
| <u>Completed</u> | | | | | | | |
| | | | | | Tenderfoot | _____ | _____ |
| | | | | | Second Class | _____ | _____ |
| | | | | | First Class | _____ | _____ |

Goal attainment Trp -Troop meetings, Out - outings, Own - on his own

FIRST CLASS TRACKING SHEET

Date _____

Name _____ Date joined _____ Class goal _____

(Date)

| Category | Goal Attainment* | | | Requirements | | Date Scheduled | Date Completed |
|------------------|------------------|-----|-----|--------------|--------|----------------|----------------|
| | Trp | Out | Own | Rank | Number | | |
| Outdoor | x | x | | T | 1 | _____ | _____ |
| | | x | | T | 2 | _____ | _____ |
| | x | x | | T | 3a | _____ | _____ |
| | x | x | | T | 3b | _____ | _____ |
| | x | x | | T | 4 | _____ | _____ |
| | x | x | | T | 10 | _____ | _____ |
| | | x | | S | 1a | _____ | _____ |
| | | x | | S | 1b | _____ | _____ |
| | x | x | | S | 2a | _____ | _____ |
| | | x | | S | 2b | _____ | _____ |
| | | x | | S | 2c | _____ | _____ |
| | | x | | S | 2d | _____ | _____ |
| | | x | | S | 2e | _____ | _____ |
| | x | x | | S | 5 | _____ | _____ |
| | x | x | | F | 1 | _____ | _____ |
| | | x | | F | 2 | _____ | _____ |
| | | x | | F | 3 | _____ | _____ |
| | | x | | F | 4 | _____ | _____ |
| | x | x | | F | 6 | _____ | _____ |
| | x | x | | F | 7a | _____ | _____ |
| x | x | | F | 7b | _____ | _____ | |
| Physical fitness | | | | | | | |
| | x | x | x | T | 9a | _____ | _____ |
| | x | x | x | T | 9b | _____ | _____ |
| | x | x | | S | 7 | _____ | _____ |
| | x | x | | S | 8 | _____ | _____ |
| | x | | F | 9 | _____ | _____ | |
| Citizenship | | | | | | | |
| | x | x | | T | 5 | _____ | _____ |
| | x | x | | T | 11a | _____ | _____ |
| | x | x | | T | 11b | _____ | _____ |
| | x | x | x | S | 3 | _____ | _____ |
| | x | x | x | S | 4 | _____ | _____ |
| | x | x | | S | 6a | _____ | _____ |
| | x | x | | S | 6b | _____ | _____ |
| | x | x | | S | 6c | _____ | _____ |
| | x | x | x | F | 5 | _____ | _____ |
| | x | x | | F | 8a | _____ | _____ |
| | x | x | | F | 8b | _____ | _____ |
| | x | x | | F | 8c | _____ | _____ |
| x | x | | F | 8d | _____ | _____ | |

*Goal attainment—locations where Scout may work on his rank requirements:
 Trp—Troop meetings
 Out—Outings
 Own—On his own

| Category | Goal Attainment* | | | Requirements | | Date Scheduled | Date Completed |
|----------------------------|------------------|-----|-----|--------------|--------|----------------|----------------|
| | Trp | Out | Own | Rank | Number | | |
| Patrol/troop participation | x | | | T | 7 | _____ | _____ |
| | | | | S | 9 | _____ | _____ |
| | | | | F | 10 | _____ | _____ |
| Personal development | x | x | | T | 6 | _____ | _____ |
| | x | | x | T | 8 | _____ | _____ |
| | | | x | T | 12 | _____ | _____ |
| | | | x | S | 10 | _____ | _____ |
| | | | x | F | 11 | _____ | _____ |
| Completed | | | | Tenderfoot | | _____ | _____ |
| | | | | Second Class | | _____ | _____ |
| | | | | First Class | | _____ | _____ |

*Goal attainment—locations where Scout may work on his rank requirements:

- Trp — Troop meetings
- Out — Outings
- Own — On his own



BOY SCOUTS OF AMERICA

No. 34105
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PROCEDURES IN HANDLING AN APPEAL - EAGLE OR OTHER BOARDS OF REVIEW

BEFORE AN APPEAL OCCURS

- Review with the people that are in disagreement the issues and problems with an appeal. (Appeals are very damaging to the scout, the district, and the Boy Scout program in general.) If possible, resolve the issues before an appeal is made.
- When you determine that an appeal is likely, the District Advancement Chairman should start documenting all pertinent information and contacts.
- Identify all of the people that can speak to the problem. Interview them all.
- As much as possible, get the views of others in writing. Get the scout to document the problem from his perspective.

ONCE AN APPEAL IS MADE*

- Anyone can initiate an appeal of a decision (generally this involves a scout that was turned down in a Board of Review, although an appeal to overturn the granting of a rank is also possible). This appeal request should be in writing. No special form or format is required.
- When all information around the events that led to the appeal has been gathered, the District Advancement Chairman should convene an Inquiry Board from within District to review the data and determine if the scout is worthy of having a Board of Review. This review should include interviewing the major participants. A formal report should be made stating the Board's findings.
- If this Inquiry Board determines that the scout is worthy of having a Board of Review, a separate group should be convened for the District Board of Review. In general, this Board should not include anyone that was a participant in the earlier action that is being appealed. Also, all other rules concerning participation of Boards of Review must be followed (e.g. excluding family members, scoutmaster, etc.).
- If this Board approves the scout, the case is forwarded to Council for review, which then forwards this to National.
- If the Inquiry Board or the Board of Review does not approve the scout, a separate appeal can be made to Council. A similar appeal procedure is then followed.
- If the Council Board of Review does not approve the scout, then an appeal can be made to National. No appeals are possible beyond this.

* As reviewed today by Charlie Russelburg, Dan Beard Council Advancement Chairman, after his discussion with T J Van Houten, Head of BSA National Advancement, Irving, TX.

Charles M Garrison
3/12/93

Notes for Fall Kick-off Packet

IMPROVE YOUR ADVANCEMENT BY IMPROVING YOUR PROGRAM

- "If you always do what you always did, (at best) you'll always get what you always got."

The following data came from a National training session on Advancement.

- On the average, scouts stay 13 months in BSA. If they make it to First Class within their first year, they average 27 months. The **First Class Emphasis program has increased national advancement by about 4%**. Establish the First Class Emphasis program within your unit. Make certain that we impact the scout in the time he is with the unit. Look hard at what he needs to experience if he is only going to be here "13" months.
- A survey was done of Boys Life readership. **Scouts that read Boys Life stay an average of 4.4 years**. Scouts in general stay about 1.1 years. Stress reading Boys Life.
- **A weak unit generally has at least 2 of the following 3 items:** misses 2 Roundtables in a row, goes 2 months without submitting an Advancement Report, and has no outdoor activities for 2 months.
- **Units that are having trouble with advancement are usually not using program correctly.** Have your program lead directly into advancement so that you do the program and then sign off at the end of the day. Scout should advance by having fun; lay out your advancement needs and build them into your program in proportion to the needs.
- There is an outstanding **Advancement videotape** that covers all aspects of advancement, including service projects, scoutmaster conferences, etc. It can help your program.
- **New training materials** are now available or will be shortly. The new Scoutmasters Handbook is out. Included in it are copies of all needed forms that can be xeroxed. The new Scoutmastership Fundamentals is available now, as is Leadership Training-Plans, Procedures, Materials. There will shortly (about 11/90) be a new Junior Leader Training Handbook (which replaces the Patrol Leaders Handbook, and will also include all other junior leaders). The new Troop Committee Guidebook will be out shortly. Several new Venture/Varsity scout books are now out including Free Style Cycling, Kappeling, Auto Mechanics, and Whitewater. There are also instructions on how to develop your own program.
- I saw a **statistical analysis of advancement** in one council and learned what had correlated well with advancement. This showed (at a 95% confidence level) that units with solid advancement have a trained scoutmaster, do long term camping, earn the National camping award, and the unit is served by an active unit commissioner. Other factors that were close to being significant were having camp advancement, doing regular service projects, and support of a Merit Badge of the Month Club.
- Any unit that doesn't turn in a rank advancement on an Advancement Form has decided that this scout will not become an Eagle.
- The **ASPL should be responsible for program development** and many do program implementation. Consider putting the ASPL in charge of the PLC planning sessions.
- There are **no time requirements** on finishing a merit badge once started.
- **Boards of Review** generally come from members of the committee. There can be no participation from Scoutmasters, Assistant Scoutmasters, or relatives of reviewee. There are two purposes of the Board: to see that the scout has done the required work and is having fun in the program and secondly to review the unit and unit leaders-(are they doing their job). Those people who run the program (SM and SA) cannot provide the **Quality Control** for it by doing reviews also. For Quality Control, select and review scouts that aren't advancing; let them know in advance. This may encourage them to get moving and is a quality check - evaluating the unit program and unit leaders. Board members don't have to be registered scouters, but should understand the program and its aims.
- Retention in Cub packs has been very poor. Only 19% of Cubs stay through Webelos, and then only 80% of them transition into troops. To improve this and provide troops with future members, encourage regular contact between Webelos program and troop. Get scouts that are Star through Eagle to be den chiefs. Invite Webelos leaders to troop committee meetings and planning sessions.

Charlie Garrison
Fort Hamilton Advancement Commissioner
July 1990

FORT HAMILTON BOY SCOUT ADVANCEMENT NOTES
AUGUST 1991

For the last year the number of new Eagles in the District held at a fairly high value. However, the overall level of advancement dropped -- 51% of scouts in 1990 versus 57% in 1989. Nationally, organizations average about 60%. This means that we may not be able to maintain our level of advancement over the long haul unless we focus attention on it. Besides advancement helps keep interest alive in the program.

There is a new merit badge counselors list out. Each unit should have one in their kick-off packet. We currently have no counselors for American Culture, Cinematography, Horsemanship, and Theater. We are very light in counselors for Botany, Bugling, Metals Engineering, Metalwork, Model Design & Building, Pottery, Pulp & Paper, Reptile Study, Salesmanship, Sculpture, Skating, Small Boat Sailing, Veterinary Science, and Whitewater. We are happy to have additional counselors in any merit badge. There is no cost associated with registering to be a counselor, but all counselors must be registered as an adult leader.

There has been a slight procedure change for approving merit badge counselors. The change is noted on the bottom of the sign-up sheet in the packet. Please destroy all old copies of this form and use the new one only.

We plan to continue the past program of merit badge classes this year. I hope to have the first listing at the September Roundtable (all advertisements for classes will be distributed at Roundtables). Average attendance at classes last year dropped off somewhat. To help pick classes that are of interest, please return the attached Questionnaire on Advancement and Merit Badge Classes.

We have heard several questions last year around how an Eagle project is approved. To get a project approved, the scout should submit the Eagle Project form to the District Eagle Coordinator, who is George Johnson, 168 Carmen Ave, Hamilton 45013. Work should not be started on a project until it is approved.

There have been some questions around Eagle Boards of Review, particularly around having enough reviewers on hand. All Eagle Boards are to be set up with the Eagle Coordinator in advance so someone from District will be present. It is the unit's responsibility to have enough people on hand to complete the Board. A Board MUST have 3 to 6 adult reviewers (one will be from District). These reviewers cannot include parents or family members of the scout being reviewed, the scoutmaster, or assistant scoutmasters of the unit. It can include committee members and NON-SCOUTERS. (The district representative is the only person that is required to be a registered scouter.) If you are having trouble getting enough people to commit to be there for any Board of Review, try contacting your chartering organization for suggestions.

Charlie Garrison
Advancement Commissioner
8/11/91

OVER

IMPROVING YOUR PROGRAM WITH ADVANCEMENT

The Scouting program is all about developing boys. But we can't develop them if we don't keep their interest. Advancement is one of the chief methods to do this. But what can you do?

- Encouragement. Talk to them regularly about advancement. Hold regular Boards of Review, even for those that aren't ready; that will help encourage them and may focus program needs.
- Use instant recognition; hand out the badge as soon as possible after the scout earns it. Hold onto the advancement card for use at Courts of Honor.. Submit regular advancement reports so you can get the advancement and the scout's record will show he has earned it. Nothing can ruin the opportunity of earning Eagle more than missing records at the Council office.
- Record keeping. Know where each boy is in his advancement program. Use the attached summary to plan programs around advancement needs or develop your own.
- Make every event an opportunity for advancement. Use your tracking tool to help your program planning. Suddenly your boys will find out that they have nearly earned a rank when they thought they were just having fun. That's great!!! And Good Planning!!!
- Use outside experts to share the load. Invite in Merit Badge Counselors to talk or teach a class.
- Use the District Merit Badge Counselor List. Each counselor is an expert in his/her field and all have been approved by Council. Use this as an opportunity to reduce your own workload. The list is updated yearly and is current.
- Have someone oversee unit advancement (a unit advancement chairman). This can be an assistant scoutmaster, etc. Generally the unit leader is so busy with everything else, it helps to have someone check status and make recommendations on advancement topics to consider.
- Emphasize getting new scouts to First Class in one year. Nationally it is known that the average scout will stay in the program 13 months. However those boys that make First Class within their first year average 27 months. Advancement is how to help keep their interest!
- Send someone to the monthly Roundtable (or better yet, come yourself). We discuss advancement opportunities and other topics each month. We expect to start offering merit badge classes that will be advertised at Roundtables.

Why is it important that adults keep record of advancement status (partial ranks, etc.)?

- Boys are just that --- BOYS, not adults; they don't remember. They need some help from us.
- Without your list of what they have earned, it is hard to know what program needs really are.
- Boys don't always remember to bring their books. You can keep track of what they have completed and periodically transfer the information to their books.
- Boys don't know when you plan an advancement opportunity where they need their books.
- Boys lose their books.

Bottom line: your records can mean the difference in keeping a boys interest and in advancement.

Charles Garrison, Central District Advancement Chairman

STEPS IN ADVANCEMENT

The District and Council Advancement Committee members regularly come across instances where incorrect procedures cause problems with advancement. For some scouts and unit committee members this can be a nuisance. In extreme cases problems can prevent a scout from ever earning an Eagle.

Below is an outline of the proper steps a scout and the adult leaders should take in the advancement process. This assumes that a scout is working on a merit badge that will ultimately lead to a rank advancement. For scouts working on a rank advancement only, start at Step 8.

1. A scout decides that he wants to work on a merit badge and tells a unit leader.
2. Unit leader should counsel the scout (it's a nice opportunity). Check to make certain the scout is ready for the badge: does he understand what it is, does he have the prerequisites. Sign the scout's merit badge card to show that you have agreed that he is ready; counselors are supposed to turn away scouts without a signed card. Help him find a buddy to work with on the badge.
3. Help the scout select a registered counselor from the District list. If the "desired counselor" is not on the list, call the Council Office or the District Advancement Commissioner. Do not allow a non-registered counselor to be used as it puts the scout, you, and the program at risk. Note that scoutmasters, assistants, etc. are not automatically counselors for ANY badge, but they can be registered as one if qualified. We are always looking for additional counselors.
4. The scout contacts the counselor and completes the badge. Generally it helps if the scout has gone through a copy of the merit badge book first.
5. When the scout has completed the merit badge, he returns the card to the unit. Check to see that the counselor actually used is on the approved list. Ensure that all the required data is on the card; signature, date, etc. Enter the data into the scout's personal record.
6. Enter data onto a BSA Advancement Report. Please show the date (day, month, and year) that the badge was completed with the Counselor (and not the Court of Honor date when it is awarded).
7. The unit should retain its portion of the merit badge card until the scout is at least 18. If the scout is handicapped, the card should be retained permanently. There has been many instances where this card has been needed for an Eagle to verify that a badge was earned when other records had been lost.
8. Prior to a scout's Board of Review for a rank, double check that all merit badges and other rank requirements have been completed. When a scout passes the Board of Review, enter the data (including the day and month the Board of Review was done) on the Advancement Report. A scout taking a Board of Review prior to having earned all needed requirements could prevent earning an Eagle as this data will be checked.
9. Turn in the Advancement Report periodically, preferably once a month. You need this report to obtain badges. Even if you have a spare badge, not turning in a report means that you have decided that the scout will never earn his Eagle. It is best to award the badges as they are earned rather than wait until a Court of Honor much later as this keeps the scout's interest up; you can still recognize all advancements at the Court of Honor. If there appears to be any problems (concern that the badge wasn't completed, incorrect person signed a merit badge card, etc), resolve them before this Report is submitted. Once an Advancement Report is turned in, the scout is granted the badge. Complaints later automatically get National, Council, and District involved.

C M Garrison
11/90

STEPS IN ADVANCEMENT

- 1. Decide to earn merit badge.**
- 2. SM discusses; signs card.**
- 3. Select registered counselor.**
- 4. Complete the badge.**
- 5. Return card to unit; check counselor used. Record data.**
- 6. Fill out Advancement Report; show full date.**
- 7. Retain all unit records.**
- 8. Review for rank. Double check all data.**
- 9. Turn in Advancement Report. Correct any problems before doing so.**

We need Merit Badge Counselors for new merit badges: Auto Mechanics, Collections, Family Life, and Medicine. We also need Counselors for American Cultures, Cinematography, Horsemanship, and, Theater.

FORT HAMILTON MERIT BADGE CLASSES
1991-92 Schedule (DECEMBER issue)

Merit badge classes are not the only way to earn merit badges. Classes are offered to assist the troop program. Scouts are highly encouraged to contact counselors outside of classes.

| <u>Date</u> | <u>Town</u> | <u>Badge</u> | <u>Time, Location (also see notes below)</u> |
|-------------|-------------|--------------------|--|
| Dec 14 | Hamilton | First Aid | 9-4, 323 North Third (United Way Building -- almost across from library) |
| Jan 18 | Hamilton | Metals Engineering | 9-12, 7378 Preakness Lane (Fairfield Township) See below for travel instructions |
| Jan 18 | W Chester | Indian Lore | 1-3, 8586 Montecello Drive |
| Mar 14 | Hamilton | American Labor | 8:30-3:00, Paper Workers Union Hall, |
| Mar 28 | Hamilton | CPR training | 9-12, 112 N 2nd (Red Cross Building) |

@ Should be able to complete badge during class if noted prework is done.

Notes and Details.

First Aid. Call 829-5527 or 523-0886 to register. Read and bring merit badge book (1988 or newer), bring paper, pencil, and sack lunch. **To finish, bring home-made first aid kit** as per badge requirement. Limited to 12 scouts. Counselors--Archie Pochard and Cleve Black.

Metals Engineering. Call 844-2782 to register and discuss prework. Bring pencil and paper to class. Counselor - Dave Ellerbrock. {Travel instructions--1/4 mile east of Route 4 Bypass on Tylersville Road, turn north on Morris and go 1 mile to Saratogo, go east to Dixon Court, south on Dixon to Citation, go east on Citation to Preakness, go north to 7378.} Will need a second class, currently scheduled for Jan 25.

Indian Lore. Several sessions will be needed; field trip is likely at later session. Bring merit badge book, pencil, and paper. Counselor - John Hice.

American Labor. Call Don Hershner 863-0800 (days M-F) to register. Come in uniform. All materials provided. Should finish badge in one session. Lunch provided. Counselor - Gene Daniels (helped write original merit badge book), assisted by several people from local Labor Council and area union officers.

CPR training. Call 829-5527 to register. Three hour training needed for Lifesaving merit badge which is not taught at camp; not for CPR certification. Counselors--Archie Pochard and Cleve Black. (Will be taught again on May 30.)

- A scoutmaster-signed merit badge card is required for all badges.
- Call to make reservations for all badges.
- In most cases, a separate appointment with a merit badge counselor will be needed to finish the badge. You may finish the badge with another counselor rather than the one that taught the class.
- Leaders--call if there is a badge that you know you scouts that would attend. The District Advancement Committee will help arrange for classes to be held. Questions around class location, size, time changes, and requirements should be directed to the instructor. The Advancement Committee is interested in feedback on all classes.
- Future classes are planned in American Labor, Citizenship in the World, Communications, Emergency Preparedness, Orienteering (spring), Public Health, Railroadng, Skating, Traffic Safety (Jan), and Wilderness Survival (Feb).
- Scouts: call counselors to finish badges that you started: Consumer Buying - 777-9388, Photography - 868-9393.

Charles M Garrison
Fort Hamilton Advancement Commissioner
874-9620

August 7, 1991

To: Potential Boy Scout Merit Badge Counselors

We have noted your interest in being a boy Scout merit badge counselor. We want to assure you that we would be thrilled to have you serve as a Counselor.

We do not, however, have record of your being registered with the Boy Scout Council as an adult leader **in the capacity of counselor**, although you might be registered in other capacities. It is required that all new counselors be screened (or rescreened) before registration for the protection of the boys (they even had to screen me). We cannot process your application to be a counselor without your being registered.

Would you please register as an adult leader; the application is attached. There is no charge for this registration. [NOTE: please write in "Fort Hamilton" where "District" is requested and the position is "merit badge counselor". Under "Position code", please write "42", which means Merit badge counselor to the computer. At the bottom where it mentions registration fees, write "\$0.00 -merit badge counselor".]

Please return this and your attached sheet for the badges requested to either:

PREFERRED

Charles Garrison, Advancement Commissioner
6028 Cedarwood Drive
Fairfield, Ohio 45014

ALSO POSSIBLE (but they will then mail it to me)

Dan Beard Council, Boy Scouts of America
2331 Victory Parkway
Cincinnati, OH 45206
Attn: Mark Logemann or Dirk Smith

Thanks. We are looking forward to having you as a merit badge counselor.

Charles Garrison
Fort Hamilton Advancement Commissioner

IMMEDIATE RESPONSE REQUESTED

42 Colonial Cove
Jackson, TN 38305
June 2, 1998

Dear Merit Badge Counselor,

One of the BSA requirements is to update our Boy Scout Merit Badge Counselor list each year to ONLY list current addresses and phones for people who are interested in remaining counselors. It is my hope that you will continue as a Merit Badge Counselor. For your information I have enclosed the portion of the current list that shows what badges you are currently listed for and your address and phone number as we have it listed.

Please do the following IMMEDIATELY; a delay normally means that this request will be forgotten and then I have to make multiple calls to reach you.

Please call (I have a recorder on both phones), write, or fax me to indicate that you are interested in staying on our list (at no cost to you).

- If there are no changes, please call, write or fax to say so.
- **If there are corrections, or if you want to add or delete badges, please write or fax so errors are not made.** I have included a current list of all badges with this note for your information.

Once again, thanks for your help in developing the future leaders for our country.

RESPONSE - PHONE, WRITE, OR FAX TO:

Charles M. Garrison
Central District Advancement Chairman
42 Colonial Cove, Jackson, TN 38305
phone (901) 661-9994 (H), 423-7489 (W)
fax (901) 423-7248

Name _____

Date _____

Address _____

Phone _____

___ Merit Badge List is correct as shown.

___ Make changes as noted.

MERIT BADGE COUNSELOR APPROVAL PROCEDURE

The following procedure has been approved for confirming new Merit Badge Counselors (MBC).

1. The application is received, which may have been sent directly to the Advancement Chairman, or to MBC Dean (who can be the Advancement Chairman), or to the BSA Council Office.
2. The MBC Dean checks to see that all necessary information is contained in the application. Both a completed Adult Application and the separate BSA Merit Badge Counselor Information sheet (form identifying which badges are to be covered and background in each).

Notes: Even if a person is already a registered adult leader in another capacity, A NEW ADULT APPLICATION IS REQUIRED. Each time a person takes on a new position, this is supposed to trigger a new background check for YOUTH PROTECTION. Many prospective counselors balk at going to the trouble of filling out a new form, but most will agree it is necessary when the reason is explained. Needed information includes all pertinent information about the person, references (with phone numbers and/or addresses if you would rather do checks by mail), and answers to the questions in Section 6. To satisfy Tennessee State Law, the applicant must sign the new label that says that they will complete Youth Protection training, if they have not already done so. Generally someone wanting to add or delete badges once approved as a MBC does NOT require a new background check.

3. If there is anything missing, this information must be obtained. If possible, you can do this via phone (for minor discrepancies). The normal thing that is missing is the entire Adult Application. The applicant should be contacted and told that the application will be held until the missing information is supplied. If this information is not provided in a reasonable time, return the application to the applicant with an explanation.
4. Do background check with references. My preference is to require that I get at least two of the references (non-family members and preferably not employees) to agree that this person is of good character. If you ever get a negative response, immediately turn the issue over to the District Scout Executive for disposition.
5. Assuming that the background check is acceptable, sign the form as the Council representative, turn the application (front page) in to Council*, and enter the person into the MB database. Periodically (when several new additions have been made), issue a new listing or an addendum with new additions.
6. Send an acknowledgment to the new MBC, with information on how to do counseling (see attached example).
7. Once a year (normally during summer), we need to update the whole listing. I have normally sent out a list of current badges being covered to each MBC (cut from a list sort by person), and ask them to contact me with agreement to stay on and noting any changes. I generally get a poor response, which then requires phoning to cover the whole list. Once this effort is completed, I update the list for reissue to the units and send a certificate of enrollment (normally valid for one year so they know they have to update). The completed list is distributed to units (normally at August Kick-off).

* Note that a MBC is shown as a "42" under position code and is as a District position and not a unit position. Thus it needs District approval and not unit approval.

Charles M. Garrison

ADVANCEMENT TRAINING COURSE LEARNINGS
 Philmont Training Center, June 1990

I was fortunate enough to be able to attend the Advancement Course taught at Philmont Training Center in June 1990. Instructors were Mike Tuman, who will be on the National Advancement Committee (volunteer), and T J Van Houten, National Executive Staff for Boy Scout Advancement.

THOUGHTS

- Theme "Catchin the bug, playin' in the dirt, n' havin' fun." (the Scouting bug)
- "If you always do what you always did, you'll always get what you always got."
- "The problem with doing nothing is you never know when you are through."

APPLICATIONS FOR COUNCIL AND FORT HAMILTON DISTRICT

General

- **Learning** is the best word to describe Scouting, but have fun doing it. Scouts learn by doing; advancement is a natural by-product of a good program.
- The First Class Emphasis program has increased national advancement by about 4%--outstanding.
- On the average, scouts stay 13 months in BSA. If they make it to First Class within their first year, they average 27 months. Reestablish the First Class Emphasis programs within the District. Regardless of what the Council Store has been told, the large First Class recognition certificates (LF4101B) are available from National (18,000 in stock as of 6/22).
- We need to make certain that we impact on a scout in the time he is with the unit. Therefore, look hard at what he needs to experience if he is only going to be here "13" months.
- We need to make certain the boys know how to play in the dirt and aren't ashamed to do it.
- Election of boy leadership. Let the boys elect new leaders as often as needed/desired, even if it is only after an hour.
- A weak unit can generally be found if any 2 of the following 3 items are true: misses 2 Roundtables in a row, goes 2 months without submitting an Advancement Report, and has no outdoor activities for 2 months.
- Buy and use the new Troop Advancement Chart. Encourage taking them to Roundtables.
- National has a new video (A Time to Tell) for the scouts to see and discuss on recognizing and preventing sexually-oriented child abuse situations. Its use is highly encouraged. However it must be previewed by the adults first. My recommendation is to get the parents to view it first to prevent angry parents later. There is nothing in it that is highly graphic, but it doesn't take much for the scout to figure out what could have happened and it may upset some people. However ignoring it could lead to abuse situations when the scout could have prevented it.
- We re-ran the training for Youth Protection. One difference was pointed out to what I remember being said in ours. In ours I remember being told that if a problem was suspected to contact our District Executive. In this program, they were quite specific that this was wrong, and that people should immediately contact the Council Scout Executive (Joe Quick). This minimizes the number of people notified in case there is a false suspicion and immediately goes to who is supposed to be told.
- Another important "new" program is the "Youth's Frontiers--Making Ethical Decisions". Review the booklet and use this to help lead ethical discussions. Let the boys discuss ethical problems and come to their own conclusions (with some guidance). (Event - A scout comes back from a hike and finds his friend drinking in the tent. The friend promises to stop doing this. What does the scout do?) The recommendation is to generally leave sexual situation discussions to professionals, other than mention the guidelines to treat males and females with respect.
- All applications for adult membership must be treated the same or we can get hit badly in the courts if there is a problem (not using proper filling out and approval procedure). **"Not having a consistent procedure means we don't have a procedure."**
- I saw a neat way to encourage units and scouts to participate in more District activities each year. One District created a massive patch that was made up of the individual event patches for the year. (The example was a huge circular patch made up of 3 individual circular-sector patches covering each event although the shape could be almost anything.) Each segment is complete by itself but is quite impressive when grouped into the total year, which could cover camporees, Klondikes, Cook Fair, mall shows, Peterloon, etc. Each item could have different colors and designs (changing yearly) on each segment so they could be worn individually. However once people see what is earned if they attend them all, attendance climbs rapidly.

- A survey was done of Boys Life readership. Of the scouts that read Boys Life, they stay in the program an average of 4.4 years. Scouts in general stay about 1.1 years. This emphasizes the need to stress reading Boys Life.
- Cub packs should plan on transitioning Webelos to Scout troops in February to give them time to get ready for summer camp, etc. They should strive to get the Webelos through the Arrow of Light by then.
- Retention in Cub packs has been very poor. Only 19% of Cubs stay through Webelos, and then only 80% of them transition into troops. To improve this, get regular contact going between Webelos program and troop. Get scouts that are Star through Eagle to be den chiefs; they make the best ones. Invite Webelos leaders to troop committee meetings and planning sessions.

New Literature and Information

- National is developing a set of outstanding looking commercials for BSA. Different ones will target kids 11-14 and young mothers. They are looking for a source of funding. There is also a fantastic video promoting scouting, The Time of Your Life, #AV037.
- Several new training materials are now available or will be shortly. The new Scoutmasters Handbook is out, although they are having trouble getting them printed fast enough. Included in it are copies of all needed forms that can be xeroxed. The new Scoutmastership Fundamentals is available now. There will shortly (about 11/90) be a new Junior Leader Training Handbook (which replaces the Patrol Leaders Handbook, but will also include all other junior leaders). The new Troop Committee Guidebook will be out shortly. Leadership Training-Plans, Procedures, Materials is also available.
- A new merit badge (Auto Mechanics) will be available shortly. The new book for Cinematography is now out.
- Several new Venture/Varsity scout books are now out including Free Style Cycling, Rappeling, Auto Mechanics, and Whitewater. There are also instructions on how to develop your own program.
- Are there copies of Boys Life and Scout Handbook in your public library and school libraries? If not, see if we can get someone to donate them.
- I hadn't seen the booklet "Highlights for the District Advancement Committee-An Overview " (#7124) before. It is part of a complete set that is the job description for each aspect of the District and Council organizations.
- New material will be available in 6-8 months for Webelos transition.
- We saw a neat video "Ride the High Places", which is motivational in nature about eagles (birds). Scouting is not mentioned, but all the personality traits and attributes of an Eagle scout are. It was made by Bonneville International Corporation and is available for \$6.50 from Broadcast House, Salt Lake city, Utah 84110 (Phone 801-575-7500). It would be fantastic for a Court of Honor, particularly for Eagles.
- There is a book on Tours and Expeditions, good for planning by outdoor chairmen. Cost is \$5.
- There are some changes in the new Advancement Guidelines, shown as the 1990 printing.
- Apparently National makes changes in manuals on each printing without announcing the changes. A new printing date is all that shows up.

Specifics for Advancement

- Units that are having trouble with advancement are usually not using program correctly. You should have your unit program lead directly into advancement so that you do the program and then sign off at the end of the day. Scout should be advancing by having fun. To do this you need to lay out your advancement needs and build them into your program. Spend time on program items in proportion to the advancement needs of the unit.
- Do not penalize the scout for errors of adults.
- National is developing a new Eagle Packet (workbook style) to give to all Life Scouts. It use by Councils will be MANDATORY. It should be available in 6-9 months.
- I heard again something about national advancement percentages of 72%. However T J Van Houten handed out the actual data on advancements and numbers of scouts nationally, which shows that we have not run above 52% nationally in over 5 years (only showed 5 years data).
- There is an outstanding Advancement videotape that covers all aspects of the advancement process, including service projects, scoutmaster conferences, etc. It can help your program. The video and syllabus (#AV02V001) is \$17.50, the syllabus alone is #06-434.
- The US Supreme Court still supports that atheists cannot be member of the Boys Scouts and cannot serve on its Boards; however agnostics can. Thus atheists can't be Eagles either.

- There are a number of scholarships available to Eagles that should be sought out; particularly the Air Force Sergeant Association, US Army, Navy (all of these do a bit a military recruiting), Elks, etc.
- An Eagle (or other badge) can be rescinded if it is later shown that the badge was earned through falsification or if the requirements were not met. The completion of a rank can be appealed by anyone.
- Posthumous awards are possible for any award, but the requirements for the total badge must have been met before death. The only exception here is granted for a Scoutmaster Conference.
- We need to set troop, district, and council advancement goals. Generally the goal should be for each boy to advance one rank.
- Council is supposed to set aside money, as needed, in their budget to support the Council Advancement Committee and its program. Have we requested this?
- District Advancement Chairmen should work directly with units with poor advancement. Make an appointment with unit committee chairman and unit leader to show them how an improved program would help advancement.
- One of our class members had done a statistical analysis of advancement in his council and learned what had correlated well with units that had advancement. These included (at a 95% confidence level) having a trained scoutmaster, long term camping, earning the National camping award, and the unit being served by a unit commissioner. Other factors that were close to being significant were having camp advancement, doing regular service projects, and support the Merit Badge of the Month Club.
- Any merit badge that consistently has less than 1500 earned per year is put on an "endangered species" list and is reviewed for termination. For 1989, that would have included 26. Ones that look to be in particular trouble are signaling, plant science, botany, general science, masonry, metals engineering, radio, journalism, etc. Many of these could be eliminated.
- A great time to encourage Citizenship in the World is the 8th grade as almost the whole thing is done in school. Register Civics teachers as Counselors.
- Any unit that doesn't turn in a rank advancement on an Advancement Form has decided that this scout will not become an Eagle.
- National believes that too few Lifesaving Awards are even applied for. We should stress them. If a Scout Executive disagrees with the decision made and doesn't sign the application, he can be overruled by the District or Council Committee. Such awards can be granted to people in life-saving professions (policemen, etc) if the deed was done when that person was not on duty for that type of work. Additionally they can get the special recognition certificate for any such action.
- A District Advancement Committee needs more than one person to be effective. "A fire requires more than one stick to keep burning."

Service Projects and Good Turns

- A service project is designed to give back something to the community and let others see Scouting in action.
- The chief aim of the Eagle project is to provide an opportunity to show leadership and not to produce some monument to mankind. A project should be judged on its leadership potential. The project should be reviewed and approved by the Troop Committee not just the chairman.
- Ideas for an Eagle project do not have to come from the scout. However don't use something that would happen anyway, whether the scout did anything or not. But it doesn't have to be original.
- In a discussion with our National people, it was concluded that upgrading an eyesore home in town COULD be a valid Eagle service project, even if it is on private property. This is done because it still helps the community.
- On service projects for lower ranks, give the scout latitude to do some planning for this as this provides training and so an Eagle service project doesn't appear so huge when it gets here.
- Every unit should be encouraged to provide at least a yearly Good Turn for their unit. This should be exclusive of the the service project requirements.
- Parents and sponsoring units are good sources for ideas on service projects, particularly for lower ranks.

Leadership Positions

- The new Troop Guide assists the new scout patrol, but is not part of that patrol.
- The ASPL should be responsible for program development and many do program implementation. Consider putting the ASPL in charge of the PLC planning sessions.

- Instructors are still viable positions. Can develop instructors for special skills - fire building, knots and lashings, first aid, etc. This can provide someone with a needed leadership position.
- Be careful on leadership positions for Eagle. The list changes between Life and Eagle, with historian and bugler being dropped, as is the possibility of doing an outside project instead of filling a position.

Scoutmaster Conferences and Counseling

- **Counseling is an unscheduled opportunity to listen** to the scout. Counseling is a time to build a trust relationship. It may be a time to find out the scout needs some professional help for some problem. Counseling should be a time to raise ethical questions for discussion. The **HARD PART** of counseling is to suspend your personal feelings and not preach. Let the scout find his own solutions; help him look for alternatives. Use Active Listening training-body language, eye contact, restate what you heard, acknowledge feelings, remove distractions, etc. Keep everything confidential unless outside help is needed; if so, tell him that help is needed.
- Scoutmaster Conferences should be goal oriented; goals can include things outside of scouting-family, social, school, etc. At least one SM conference is required per rank, but there can be many. However if all you are doing is checking advancement progress, the time is wasted; do some counseling too. Let the scout direct part of this. When a conference is scheduled, ask the scout to think about things he would like to discuss. Let the scout set realistic goals. Are previous pledges being kept?
- Conferences can be delegated. Who should do the SM's son? Often the SM doesn't have the time to do conferences. However the SM should make every effort to do them as this is where most of the long term trusting relationships are formed.
- Scouts need role models. Ask them about their role models.
- Use first Class Tracking sheet in SM Conferences to review how advancement is going. Suggest modifying National's form and use descriptors in addition to requirement numbers (e.g. tie knots, simple first aid, identify plants, etc.)
- Try a short SM Conference after a Board of Review ("How did it go").
- A good time to do some counseling is when a scout asks for a merit badge card.

Merit Badges

- There is no such thing as a "partial" that confers exemption from ever showing that a scout can do something. The last counselor needs to ensure that the scouts can do or has done everything that is in the requirements before he/she signs the card. The "partial" block on the card shows that it was done once, but doesn't prevent being rechecked.
- There are **no time requirements** on finishing a merit badge once started, other than those imposed by the program on age limits for being a scout.
- Once a scout starts working on a merit badge with one counselor and the requirements from National change, requirements don't change for him unless he changes counselors. Then everything starts over.
- If we want to recommend starting a new merit badge, write the head of Boy Scout Advancement at National (currently T J Van Houten) and recommend it. They have a list of about 400 ideas that have been reviewed by National Advancement Committee. If your idea is on that list, it probably won't be accepted. They provide more review with a more complete proposal, including what it is you are trying to do, potential requirements, and resources. People from Dan Beard Council have suggested a Law Enforcement merit badge. Even though this is on the list, it could be fleshed out and resubmitted. All merit badges must be within the reach of most 10-18 year old (e.g. a badge on subway riding that could only be met by people in major metropolitan areas would not be accepted). Ideas that aren't initially accepted as merit badges could start out as special opportunity programs in a council.
- Scoutmasters do not have blanket approval to serve as merit badge counselors.
- Once you are registered as an adult in one aspect of scouting, you are not immediately approved as a counselor or another position. If you read carefully, different people have to approve the application. This ruling isn't to force additional paperwork. It is to help enforce standards, which reduce the number of lawsuits against BSA. ("**If you aren't consistent in following your standards, you have no standards.**")
- To help get full MBC rosters, appoint a lead counselor for each area and make that person responsible to help recruit others. They are probably more likely to know others with similar interests than you are. Concentrate on getting enough counselors for the merit badges that are most popular in the council and are required for Eagle. School principals may be a good source for counselor

recommendations. Meet and explain what you are trying to do and seek recommendations. Other good sources may be teachers, police, fire departments, librarians, government organizations, county engineers office, and zoning departments.

- District merit badge counselors need to be registered yearly and approved by Council (usually DE) and by District Advancement Chairman. Counselors should be trained in counseling, either as a group or individually.

Boards of Review and Testing the Scout

- Who tests the scouts on completed requirements? Could be anyone - another scout, scoutmaster, other adult, outsiders. There is no blanket approval for testing - a patrol leader or an Eagle doesn't necessarily know the stuff. Use the Troop Resource Survey to learn who knows what. Hand these out yearly when scout joins or registers to get information from parents.
- There is no requirement for "maturity"; "a lack of maturity" is an incorrect reason for a scout to be turned down for any rank (including Eagle).
- There must be a specific reason (explainable and understandable) for anyone to fail a Board. Probably the most "abused" reason to fail someone on a Board is lack of Scout Spirit. Spirit deals with how they act in and out of uniform; do they live up to the ideals of Scouting when no one is watching. Extended non-attendance (after having met the tenure requirement earlier) is not grounds for failure.
- Boards generally should take 15-20 minutes for most ranks; Eagle Boards can take 45 minutes.
- Boards of Review must be unanimous to approve a scout. If someone is failed in a Board, the reasons for failure should be put in writing and sent to the scout. Then don't change the reasons. When the scout has satisfied these deficiencies, he has passed.
- Scouts are usually worried about Boards of Review and what will happen. Relieve them and help your Boards by writing up and giving out guidelines explaining exactly what will happen.
- Boards of Review generally come from members of the committee. There can be no participation from Scoutmasters, Assistant Scoutmasters, or relatives of reviewee. There are two purposes of the Board: to test to see that the scout has done the required work and is having fun in the program and secondly to review the unit and unit leaders--are they doing their job. Therefore those people who are developing the program (SM and SA) cannot provide Quality Control for program by doing the review also. For Quality Control, periodically select and review scouts that aren't advancing; let them know this in advance. This may encourage him to get moving; it also is a quality check - evaluating the unit program and unit leaders.
- Board members do not have to be registered scouters (including for Eagle Boards). Board members that are not familiar with the scouting program should be brought up to speed as to the purposes and methods of scouting. Using such a person might make a new advocate for Scouting and get them involved.
- After a Board, show the scout that we are completing our work. Show him the signed Advancement Report and sign his book so he has it. For Eagle Boards, fill out a separate Advancement Report for each scout and turn it in.
- Failure of any Board of Review is possible grounds for an appeal to District, Council, or National. (Generally only Eagle Boards make it to National). Any scout that fails a Board should have the appeal process explained to him.
- Appeals can be on two grounds - failure to get a needed signature (usually for Eagle) and failure to pass. The next level up (generally District or Council) must investigate and gather facts by talking to both groups. For Eagle, all appeals are reviewed by National, so all information must be documented well. Of the approximate 38,000 Eagles granted each year, less than 100 get settled through appeal.
- Occasionally it is found that through adult error a scout was given an earlier award prior to when he should have been. This has caused consternation, particularly when he is up for Eagle. In this case, the unit is to write a letter that is attached to the application explaining the problem and what steps the unit is taking to prevent recurrence of the problem. Dates should not be falsified on the application to "correct" the problem. However the scout must have subsequently completed the missing work.

Eagle Specifics

- What if a boy is now 18, has completed his requirements, but not registered? He gets a Board.
- What if a boy is not 18, has completed his requirements, but not registered? He gets a Board. A Board is not a requirement for the rank; if he has completed the requirements, he gets a Board.

- According to Mr Van Houten, the line for a reference for religious recommendation on the Eagle Application can be left blank. However if it is blank, the Board of Review must probe this area sufficiently to show that the religious aspect is covered.
- Districts (or possibly Council) should try to assign a sponsor to each Eagle. This should be an adult that can talk to the scout about life, occupations, etc. If possible, match the Eagle with someone with a career similar to the Eagle's interest.
- Suggestion-run clinics on what does it take to be an Eagle Scout. This could be done for the whole Council or a District. Invite Star and Life scouts and adults from all troops.
- Our Council procedure for Eagle review was pronounced "in error" in that the application is not processed through the office prior to the Board of Review. They cautioned us to not change National procedures as it puts us on shaky legal ground in case someone decides to sue. Major concern was expressed on releasing Eagle reference letters to the scout or even letting him see them. The suggestion was made that if you want to honor the scout, allow anyone to write a special letter that can be read at the Eagle Court of Honor.

Summer Camp

- National camp inspections will now focus more on how program is being developed than just looking at facilities. Camp Scoutcraft Directors will now have to be Camping School trained.
- There is now a new National summer camp promotion video, set up in 4 parts - directed at leaders, scouts, parents, and the camp staff.
- The Council Advancement Committee is responsible for establishing procedures for advancement at summer camp although the Camping Committee may think it is their job (see Advancement Guidelines). National now has available a set of lesson plans (#3421) that should be used by camp merit badge instructors for the about 30 badges that appear to fit at camp.
- People that test scouts and sign off merit badges at camp must be at least 18; summer camps do not have an exemption from this. They can use instructors that are under 18. There have been many law suits relating to camps not using fully registered adults as counselors at camps.

Handicapped Scouts

- There are two types of handicaps, mental and physical, although there are possible combinations. To be considered a handicap, the disability must be permanent.
- If there is a physical handicap, there is no shortening of the maximum age requirement. The scout must meet all requirements as listed to the best of his ability without shortcutting. Only then can alternate badges be allowed. If alternate badges are needed, the Alternate Merit Badge form must be used and it must be attached to the Eagle application.
- If there is a mental handicap, medical authorities should determine the mental age of the scout. The person is eligible to be registered as a youth until such time that his mental age reaches 18, no matter how old his body is at the time. That person can continue to work towards Eagle as long as he wishes. People having a learning disability are thought to have a mental handicap. The guideline for their mental age reaching 18 is graduation from high school.
- The My Scout Badge program is a "recognition" and not a rank advancement.

Courts of Honor

- See Woods Wisdom for Courts of Honor ideas. Invite members of chartering organization, media, and others. Honor the scouts one at a time so they get their time in the spotlight.
- Let scouts help plan Courts of Honor as a help to earn Communications merit badge.
- Generally the adults (troop advancement chairman) should plan ceremonies. Ceremonies can add a lot to the effect you are trying to produce.

C M Garrison
 Fort Hamilton Advancement Commissioner
 July 1, 1990

FORT HAMILTON DISTRICT ADVANCEMENT QUESTIONNAIRE

Fort Hamilton District would like to know how we can assist your troop's advancement program. Please give us some information. Feel free to review this with your unit or committee. Use additional paper as needed.

1. What is the biggest need you have that we can help with?

2. Please evaluate the District Merit Badge program?
What improvements are needed to the Merit Badge Counselor list?

Which badges need additional counselors? For what locale?

What specific, District-run Merit Badges classes would help your program?

What topics should be suggested to National for additional Merit Badges?

On the attachment, please list how many of your scouts would attend classes for each of the listed Merit Badges if classes could be arranged.

3. Is there information needed to help you?
Would a talk on advancement be helpful to your troop or committee?

Do you need additional explanation of the Eagle advancement procedures?

Would a book listing the non-advancement awards and their requirements be valuable?

4. What else would be helpful?

Name _____ Troop _____ Phone _____

When completed, please return to Advancement Commissioner at Roundtable or mail to Charles Garrison, 6028 Cedarwood Drive, Fairfield, Ohio 45014.

(OVER)

MERIT BADGE CLASSES

If we held classes in any of the following Merit Badges, how many of your scouts could we expect to attend? Are there other Badges that we should add? We are proposing those that could be done in a group and are not a part of most units's regular in-troop program or summercamps. **Please circle any that you (or others) could help teach.** (No help equals no program.) Most badges are to be completed with private meetings with the counselor and may require additional outside work.

- | | |
|--|---|
| <input type="checkbox"/> Agribusiness | <input type="checkbox"/> Public Health |
| <input type="checkbox"/> American Cultures | <input type="checkbox"/> Public Speaking |
| <input type="checkbox"/> American Heritage | <input type="checkbox"/> Pulp and Paper |
| <input type="checkbox"/> American Labor | <input type="checkbox"/> Railroading |
| <input type="checkbox"/> Astronomy | <input type="checkbox"/> Reading |
| <input type="checkbox"/> Atomic Energy | <input type="checkbox"/> Salesmanship |
| <input type="checkbox"/> Chemistry | <input type="checkbox"/> Scholarship |
| <input type="checkbox"/> Coin Collecting | <input type="checkbox"/> Space Exploration |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Stamp Collecting |
| <input type="checkbox"/> Computers | <input type="checkbox"/> Traffic Safety |
| <input type="checkbox"/> Consumer Buying | <input type="checkbox"/> Truck Transportation |
| <input type="checkbox"/> Dentistry | <input type="checkbox"/> Veterinary Science |
| <input type="checkbox"/> Electricity | <input type="checkbox"/> Weather |
| <input type="checkbox"/> Electronics | |
| <input type="checkbox"/> Emergency Preparedness | <input type="checkbox"/> Citizenship in the Community |
| <input type="checkbox"/> Energy | <input type="checkbox"/> Citizenship in the Nation |
| <input type="checkbox"/> Engineering | <input type="checkbox"/> Citizenship in the World |
| <input type="checkbox"/> Fingerprinting | |
| <input type="checkbox"/> Firemanship | |
| <input type="checkbox"/> First Aid | |
| <input type="checkbox"/> Forestry | |
| <input type="checkbox"/> Geneology | |
| <input type="checkbox"/> General Science | |
| <input type="checkbox"/> Golf | |
| <input type="checkbox"/> Graphic Arts | |
| <input type="checkbox"/> Handicap Awareness | |
| <input type="checkbox"/> Indian Lore | |
| <input type="checkbox"/> Journalism | |
| <input type="checkbox"/> Law | |
| <input type="checkbox"/> Model Design & Building | |
| <input type="checkbox"/> Personal Management | |
| <input type="checkbox"/> Photography | |

(OVER)

Name _____ Troop _____ Phone _____

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ONLY A FEW RESPONSES TO QUESTIONS

FORT HAMILTON DISTRICT ADVANCEMENT QUESTIONNAIRE

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1. What is the biggest need you have that we can help with?

REQUIRED BADGES FOR EAGLE

2. Please evaluate the District Merit Badge program? LAST YEAR - GOOD

What improvements are needed to the Merit Badge Counselor list?

KEEP UP-TO-DATE - NICE TO HAVE REGULAR UPDATE
KEEP PROMOTING THE LIST

Which badges need additional counselors? For what locale?

REQUIRED - AT LEAST 1 IN WEST CHESTER FOR EACH
GEOLOGY

What specific, District-run Merit Badges classes would help your program?

CITIZENSHIPS - ALL REQUIRED (MANY DONE)
HOLD SOME ON EAST SIDE OF COUNTY (DONE)
PIONEERING, ORIENTEERING, CAMPING, COOKING
CPR (DONE)

What topics should be suggested to National for additional Merit Badges?

RECYCLING

On the attachment, please list how many of your scouts would attend classes for each of the listed Merit Badges if classes could be arranged.

3. Is there information needed to help you? QUESTIONS FOR BOARDS OF REVIEW

Would a talk on advancement be helpful to your troop or committee? YES //

Do you need additional explanation of the Eagle advancement procedures?

Would a book listing the non-advancement awards and their requirements be valuable? YES - DON'T STRESS TOO MUCH

4. What else would be helpful? COMMISSIONER STAYING AVAILABLE

Name _____ Troop _____ Phone _____

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(OVER)

Summary 1/92

MERIT BADGE CLASSES

If we held classes in any of the following Merit Badges, how many of your scouts could we expect to attend? Are there other Badges that we should add? We are proposing those that could be done in a group and are not a part of most units's regular in-troop program or summercamps. **Please circle any that you (or others) could help teach.** (No help equals no program.) Most badges are to be completed with private meetings with the counselor and may require additional outside work.

- Agribusiness
- American Cultures
- American Heritage
- 1 American Labor
- 2 Astronomy
- Atomic Energy
- 3 Chemistry
- 2 Coin Collecting
- ✓ 8 Communications
- 10 Computers
- Consumer Buying
- Dentistry
- 3 Electricity
- ✓ 4 Electronics
- ✓ 9 Emergency Preparedness
- Energy
- Engineering
- 6 Fingerprinting
- Firemanship
- ✓ 11 First Aid
- Forestry
- Geneology
- General Science
- 8 Golf
- 2 Graphic Arts
- Handicap Awareness
- Indian Lore
- Journalism
- Law
- Model Design & Building
- ✓ 6 Personal Management
- 2 Photography

- Public Health
- 1 Public Speaking
- 2 Pulp and Paper
- 11 Railroading
- 3 Reading
- 1 Salesmanship
- 2 Scholarship
- 7 Space Exploration
- 1 Stamp Collecting
- Traffic Safety
- 1 Truck Transportation
- Veterinary Science
- Weather

GOT NEW COUNSELORS

- ✓ 12 Citizenship in the Community
- ✓ 12 Citizenship in the Nation
- ✓ 12 Citizenship in the World

(OVER)

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