



HARFORD DISTRICT ADVANCEMENT NEWS OCTOBER 2019

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If you have any questions with any of the content within this issue, please feel free to contact the District Advancement Committee.

Dave

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Harford District Advancement Chair
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Youth-Protection and the Advancement Committee

All Unit leaders, Eagle Coaches, and Committee Chairs:

In order to ensure that we comply with all aspects of BSA's Youth Protection guidelines and provide the safest environment for both our Scouts and leaders, please adhere to the following requirements:

1. **Eagle Scout Proposal Reviews and Youth Protection:** In order to comply with two-deep leadership, all Eagle Scout rank candidates are required to have a parent, guardian or Scout leader accompany them to the Eagle Scout Proposal reviews meeting. The adult accompanying the Eagle Scout candidate must plan to sit in the meeting with the Eagle Scout candidate and Advancement Committee member. Scouts who do not bring an adult with them may have their proposal review sessions delayed or rescheduled.
2. **Digital communications and Youth Protection:** In order to comply with two-deep leadership all Scouts e-mailing and/or texting members of the District Advancement committee with questions on their Eagle Project/Proposal (or any Scout leader) **MUST COPY** a unit leader, assistant unit leader, committee member, parent, and/or guardian on all digital communications. One-on-one digital communications are prohibited. Scouts who fail to do so will result in a non-response from the Advancement Committee member.

Digital Record Keeping: Scouts BSA Handbooks

All Unit leaders, Eagle Coaches, and Committee Chairs:

All Scout need to have all requirements completed and signed off, for each and every rank and the Scout's handbook.

The Scout's BSA Handbook should be available for review by the Boards of review members, **even if the troops is keeping the digital records in troop master or scout book**. This applies to ALL ranks. (especially Eagle Scout Rank)

Eagle Scout Board of Reviews – Reference Letters

All Unit leaders, Eagle Coaches, and Committee Chairs:

When conducting an Eagle Board of review units needs to have a minimum of 5 reference letter plus the Scoutmaster's letter. If after 6 weeks the unit has not received the required letters, they should have the unit advancement chair call and remind the person to send the requested letter. As a last resort the unit advancement chair can conduct an interview over the phone with the requested reference, notes can be taken and presented to the board. Reference letters can be accepted via e-mail, but confidentiality must be maintained and should not (in any case) be supplied to the Scout or parents/guardian of the Scout.

If the unit does not have the requested 5 reference letters or the BSA Handbook (with complete signoffs for ALL ranks) the board will be postponed until such time the requested items are obtained by the unit.

Harford District - Unit Eagle Board of Review Check List

Please see the following link to the, Click here → [Harford District Eagle Board of Review Check List](#).

This simple easy to use check list identifies everything that units need to conduct successful Eagle Scout Board of Reviews.



Eagle Scout Project Proposal Reviews

Eagle Scout Proposal Reviews: A Scout is prepared!

1. Pre-registration is required for all Eagle Scout Project Proposals reviews. Scouts can visit the District calendar (<https://www.baltimorebsa.org/event/calendar/2411>) to locate the registration links to sign-up for a proposal review or see the schedule below.
2. Please be advised that the District Advancement Committee (DAC) will no longer schedule Eagle Project proposal reviews out of the normally schedule round-table reviews. While in the past we tried to accommodate all proposal review requests, (round-table or not), the scheduling of these (out of normal) reviews has become untenable. The DAC is asking for the support of all Scoutmasters, Committee Chairs and Eagle coaches, to notify and provide guidance to all prospective Eagle candidates. When a Scout decides to proceed with the planning and developing their selected Eagle Service project, proper planning and lead times are paramount.

Eagle Project Proposal reviews are held @ round-table on the 2nd Monday each calendar month August through May of each year (the June proposal review date and location will be announced by the end of first quarter of the calendar year).

Pre-registration is now required and must be completed by the Sunday preceding round-table.

Time Permitting: Walk-ins appointments will be accepted after all pre-registered Scouts proposals are reviewed. If time does not permit the Scout will need to wait until the next scheduled round-table for review of the proposal.

2019 – 2020 Eagle Scout Project Proposal Review Schedule	
Calendar Year 2019	
July 2019	NO EAGLE PROJECT PROSPOSAL REVIEWS
August 2019	8/13/2019 - 7:00 PM - 9:00 PM Location: Harford District Round-Table
September 2019	9/09/2019 - 7:00 PM - 9:00 PM Location: Harford District Round-Table
October 2019	10/14/2019 - 7:00 PM - 9:00 PM Location: Harford District Round-Table
November 2019	11/11/2019 - 7:00 PM - 9:00 PM Location: Harford District Round-Table
December 2019	12/09/2019 - 7:00 PM - 9:00 PM Location: Harford District Round-Table
Calendar Year 2020	
January 2020	01/13/2020 - 7:00 PM - 9:00 PM Location: Harford District Round-Table



February 2019	02/10/2020 - 7:00 PM - 9:00 PM Location: Harford District Round-Table
March 2020	03/09/2020 - 7:00 PM - 9:00 PM Location: Harford District Round-Table
April 2020	04/13/2020 - 7:00 PM - 9:00 PM Location: Harford District Round-Table
May 2020	05/11/2020 - 7:00 PM - 9:00 PM Location: Harford District Round-Table
June 2020	To Be Announced
July 2020	NO EAGLE PROJECT PROSPOSAL REVIEWS
August 2020	08/10/2020 - 7:00 PM - 9:00 PM Location: Harford District Round-Table

Before Seeking Approval for your Eagle Scout Service Project

The Eagle Candidate should complete the Eagle Scout Service Project Proposal Pages A through E in its entirety.

PROPOSAL ORGANIZATION:

- Please make sure that your proposal is placed in a 3 ringed binder.
- It is preferable that the pages in the binder are placed in page protectors.
- All pages of the workbook should be present in page number order.
- The HD Advancement Committee will no longer accept proposals not placed in a 3 ringed binder.

When completing the project "Proposal Page B - Contact Information"

Please use the following contact information:

Council or District Project Approval Representative	Your Council Service Center (Baltimore Area Council)
Dave Bilger Harford District Advancement Chair 183 Gemmill Road Delta, PA 17314 e-mail: HarfordEagle@aol.com (preferred contact method) Mobile: (717) 873-3072	Denise Shoemaker 701 Wyman Park Drive Baltimore, MD 21211 Phone: (443) 573-2500

Print a copy "Navigating the Eagle Scout Service Project - Information for Project Beneficiaries" (two pages) from the



Eagle Scout Workbook and supply a hardcopy to the project beneficiary. On Project Proposal Page E obtain the following signatures (the preferred order is as follows):

1. **Candidate's Promise** – Please read the pledge and note the fact that you are indicating that you have read the complete project workbook.
2. **Beneficiary Approval** - Be sure to have the Project Beneficiary, sign and date the proposal as well complete the check box indicating that they have received the “Navigating the Eagle Scout Service Project - Information for Project Beneficiaries” document.
3. **Unit Leader Approval** - Unit leader’s signature and date.
4. **Unit Committee Approval** – Check with your Scoutmaster or Project Coach as who has the ability to approve the Eagle Service Projects within your unit’s committee. This varies unit by unit.

TIP: Obtain signatures and approvals for the Eagle Scout Service Project Fundraising Application (if required) at the same time you are getting approval for your proposal.

If for some reason you need to reprint Proposal Page E after signatures have been obtained, leave the original copy and place the new copy in your workbook along-side the original.

Please: “Be Prepared”, plan ahead and do not procrastinate. Lack of planning on the Eagle Candidate’s part does not make it a priority for the District Advancement Committee.



Harford District Life-to-Eagle Process Check-List



The following document is a guide (in a check list type format) that can be used to help guide you through the Life Scout to Eagle Scout rank process. (the document can be found on the Harford District website (See the Advancement Menu > Document Library and Downloads)

Please read through the entire guide **before you start the Eagle rank process** (about 20 minutes to read it cover to cover)

Start Here ==> [Harford District – Life to Eagle Process – Check List \(8-12-2019 Edition\)](#)

Do not begin any work on your project, raise any money, or obtain any materials for your project until your project proposal has been approved by the Harford District Advancement Committee.

TWO IMPORTANT RECOMMENDATIONS FROM THE HARFORD DISTRICT ADVANCMENT COMMITTEE

1. LIFE-TO-EAGLE SEMINAR (L2E)

The Harford District Advancement Committee (HDAC) schedules and performs the Life to Eagle seminars, to assist Eagle Scout candidates, obtain information on the current process and changes to the Eagle Scout rank requirements twice per calendar year. Usually once in March and once in October. Check the Harford District calendar for exact dates and location. While the Life-to-Eagle seminar attendance is optional, the Harford District Advancement committee **highly recommends** attending this seminar. Parents/Guardian, Project Coaches as well as Scouts should attend.

2. OBTAIN AN EAGLE COACH FROM YOUR UNIT

Contact your unit's Scoutmaster and /or Advancement Chair and ask them for the list of approved Eagle Project Coaches for your unit (Eagle Project coaches have attended the Harford District Eagle Project Coach training). If your unit does not have an Eagle Project Coach then contact the District Advancement committee at HarfordEagle@aol.com and the committee will attempt to find a coach willing to work with you.

While there is no requirement to use a Project Coach, the Harford District Advancement Committee **highly recommends** that Eagle Scout candidates choose and actively work with an Eagle Project Coach to aid the Scout in completing the Eagle Scout Service Project.



Fall 2019 & SPRING 2020 - Life-to-Eagle Seminar (L2E) & Eagle Coach training (ECT)

Harford District holds bi-annual (Fall & Spring) Life-to-Eagle Seminars/Conferences. All Life Scouts, parents of Life Scouts, and interested Scouters **are strongly encouraged** to attend one of these seminars/conferences **before** they begin their journey to Eagle. In addition to providing the most current information on the Eagle Scout Service Project and other Eagle Scout rank requirements, these seminars/conferences provide the opportunity to address recent issues and answer questions.

Prospective Eagle Scout candidate’s may attend a seminar/conference in a neighboring District but Scout’s must know that procedures can vary district to district. It is the Scout’s responsibility to recognize the difference in procedures.

Life-to-Eagle Seminar Dates & Eagle Scout Coach Training Dates			
Event	Date & Time	Location	Event Link Comments
2019 Fall Life-to-Eagle	2019-10-14 7PM – 9PM	@ Roundtable	Registration Required
2019 Fall Eagle Coach Training	2019-10-28 8:30AM – 1:00PM	@ STEM/APG	Registration Required
2020 Spring Life-to-Eagle	2020-03-09 7PM -9:00PM	@ Roundtable	Registration Required
2020 Spring Eagle Coach Training	2020-04-13 7PM -9:00PM	@ Roundtable	Registration Required



The Blue Card: A Vital Record

The “Blue Card” is a Scout’s official record for keeping track of his Merit Badge advancement. It shows when the Scout met with his unit leader to discuss the badge; it lists requirements that have been completed; and it provides helpful information for counselors. To the Scout, the “Blue Card” is a very important piece of his scouting trail, and, as such, it is extremely important that the merit badge counselor do the utmost to ensure it is properly filled out, signed, and dated.

Information for Applicant

- A merit badge application can be approved **only** by a registered merit badge counselor.
- You **must** have a buddy with you (Scout buddy system) at each meeting with the merit badge counselor.
- Turn in your approved application to your unit leader. You will be awarded the merit badge emblem and certificate at a suitable occasion.

Information for Counselor

- Merit badge applications **must** be signed in advance by the applicant's unit leader.
- The Scout **must** have his buddy (Scout buddy system) in attendance at all instructional sessions.
- You may not change any requirement, but you may share your knowledge or experience that will make the counseling more interesting and valuable.

Counselor Initial									
Date of approval									
Requirement No. and letter									
Counselor Initial									
Date of approval									
Requirement No. and letter									

APPLICATION FOR MERIT BADGE

Name _____
 Address _____
 City _____

is a registered
 Boy Scout Varsity Scout Venturer
 of _____ Troop, team, crew, ship No. _____

District _____
 Council _____

I have discussed this merit badge with this Scout and recommended at least one merit badge counselor.

Date _____ Signature of unit leader _____

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34124

The applicant has personally appeared before me and demonstrated to my satisfaction that he has met all requirements for the (please print)

Merit badge _____

Name of counselor _____

Address of counselor _____

City _____ Zip code _____

Telephone No. of counselor _____

Signature of counselor _____ Date _____

Checked and recorded:
 Date _____ Initials _____

Certificate and badge presented _____
 Date _____

Applicant will turn in this portion to his unit leader for record posting.

APPLICANT'S RECORD

Name _____

has given me his completed application for the _____

Merit badge _____

Completed on _____ / _____ / _____ by _____

Signature of counselor _____

Signature of unit leader _____

NOTE TO BOY SCOUT, VARSITY SCOUT, OR VENTURER: Retain this copy for your permanent records.

COUNSELOR'S RECORD

Applicant _____

Troop Unit No. _____
 Team
 Crew

Merit badge _____

Date completed _____ / _____ / _____

Remarks: _____

It is suggested that the counselor keep this record in case any question is raised later in regard to this award.

The diagram shows some important areas of the “Blue Card” to which the merit badge counselor should pay careful attention.

1. The “Blue Card must be presented with the dated signature of the unit leader, i.e., Scoutmaster.



2. The requirement score sheet indicates what requirements the Scout may have completed previously. If your counseling sessions with the Scout only allow certain requirements to be completed (called a “partial”), then those requirements should be noted in this area along with your initials. Subsequent counselors with whom the Scout may work will use notations in this area as a road map to see what has been completed and what has not.
3. The easy-to-remove Counselor’s Record section of the “Blue Card” trifold is not to be detached until the Scout has fully completed the merit badge. Do not remove this portion of the “Blue Card” when only partials are being recorded. It is for the signing merit badge counselor’s records and should be kept for a reasonable period of time in case questions arise.
4. The merit badge counselor’s dated signature is required here when the merit badge is completed and deemed earned.
5. Completion of this section requires the Scout’s name, name of the merit badge, and a dated signature. Remember, this is the Scout’s portion of the trifold and is his proof he completed the merit badge. It is very important it be filled out correctly. His unit leader will sign it at a later date.
6. This portion of the “Blue Card” trifold will be retained by the unit. Therefore, it is imperative all the information be filled in, including a dated signature.
7. You may have reservations on providing your phone number, but it is important because it is the quickest way to get in touch with you if questions arise. Please provide the most convenient number.

More detailed information regarding the “Blue Card” may be found in the Guide to Advancement Section 7).

Guide to Advancement 2019 (GTA)



The 2019 version of the Guide to Advancement (No. 33088) is now posted to the Advancement Resources web page (www.scouting.org/advancement).

See section 1.0.3.0 for the Significant changes and/or see below for the highlights of the 2019 edition.

The Guide to Advancement 2019, IS the official source for administering advancement in all Boy Scouts of America programs, is now available online at www.scouting.org/advancement, in both HTML and PDF format. The publication number 33088, has not changed.

The Guide to Advancement (GTA) is the most important reference tool for anyone involved in advancement in Cub Scouting, Boy Scouting, Varsity Scouting, Venturing, and Sea Scouts. The GTA 2019 replaces all previous editions of the Guide, and becomes the source for all advancement policies and procedures. As such, it supersedes any other BSA publications that may conflict with it.

Harford District Pathfinder to Summit Process – Check-List



The Harford District Advancement committee has published this easy to use check-list outlining the process required for a Venturer to progress from the Pathfinder to Summit award.

The following document is a guide (in a check list type format) that can be used to help guide you through the Pathfinder to Summit award process.

Please read through the entire guide **before you start the Summit award process** (about 20 minutes to read it cover to cover)

Start Here ==> [Harford District – Pathfinder-to-Summit Award Process - Check List Version \(09-05-2017\)](#)