



# Harford District – Baltimore Area Council Pathfinder to Summit Process - Check List

## The process from Pathfinder to Summit

- It's about the Venturer
- Maturity & responsibility
- Should be a combined effort by the Venturer, family, and the Crew
- Families, you will learn practical pointers to help the Venturer succeed.
- Adult support/advising is strongly recommended, but the Venturer does the project, not the adult.
- A lifelong memory and accomplishment.



## What to complete before turning 21

Be Prepared! There are Nine (9) requirements that must be completed before a Pathfinder Venturer's 21<sup>st</sup> birthday.

### Complete Summit Award Requirements: (1-9)

**Requirement (1):** Participate in at least three additional (for a total of seven) Tier II or Tier III adventures at the crew, district, council, area, regional, or national level. You must have participated in at least one Tier III adventure and served as a leader during one adventure.

**Requirement (2):** Complete Mentoring for Venturing training prior to initiating mentoring relationships.

**Requirement (3):** Since earning the Pathfinder Award, mentor another Venturer in the planning and implementation of a crew, council, area, region, or national Venturing activity.

### Requirement (4) Complete two of the following:

(a) Since earning the Pathfinder Award, serve actively as crew president, vice president, secretary, treasurer, guide, historian, den chief, or quartermaster for a period of at least six months

(b) Participate in or serve on staff for leadership training such as National Youth Leadership Training, Kodiak Challenge, National Advanced Youth Leadership Experience, Order of the Arrow National Leadership Seminar, Sea Scout SEAL Training, or Wood Badge

(c) Lead the delivery of Introduction to Leadership Skills for Crews for members of your Venturing Crew or for a local district or council training event.

**Requirement (5):** As a Pathfinder Venturer, complete a structured personal reflection. Use this reflection to prepare for goal-setting and as part of your Advisor conference.

**Requirement (6):** Create a personal code of conduct. This code of conduct should be guided by your explorations in the areas of faith, self, and others.

**Requirement (7):** As a Pathfinder Venturer, lead an ethical controversy and conflict resolution scenario with members of your Venturing crew.

### Requirement (8):

While a Pathfinder Venturer, plan, develop, and conduct a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than the Boy Scouts of America.) a service project as described in the Venturing Summit Award Service Workbook. A project proposal must be approved by the organization benefiting from the effort, your Crew Advisor, and designated Venturer Representative from your crew who reviews Summit Award projects **before you start**. Council or district review & feedback is **not required, but may be helpful** as an extra level of review. Venturing Summit Award Service Workbook, No. 512-938. This Project must be a different service project than one carried out for the Rank of Eagle Scout, the Sea Scout Quartermaster Award, or the Girl Scout Gold Award.

**Requirement (9):** Take part in a unit Leader (Advisor) Conference.

### TIP:

1. Your board of review for Pathfinder should be completed at least 6 months before your 21<sup>st</sup> birthday to satisfy requirements 1 and 4.
2. Requirements 1-8 can be worked on simultaneously.
3. Requirement 9 must be completed **BEFORE your 21<sup>st</sup> birthday**.





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Step	Harford District – Pathfinder to Summit – Process Step
<input type="checkbox"/> 1.	<p><b>Complete Venturing Summit Award Requirements: (1-7)</b></p> <p><b>Requirement (1):</b> Participate in at least three additional (for a total of seven) Tier II or Tier III adventures at the crew, district, council, area, regional, or national level. You must have participated in at least one Tier III adventure and served as a leader during one adventure.</p> <p><b>Requirement (2):</b> Complete Mentoring for Venturing training prior to initiating mentoring relationships.</p> <p><b>Requirement (3):</b> Since earning the Pathfinder Award, mentor another Venturer in the planning and implementation of a crew, council, area, region, or national Venturing activity.</p> <p><b>Requirement (4) Complete two of the following:</b></p> <ul style="list-style-type: none"> <li>(a) Since earning the Pathfinder Award, serve actively as crew president, vice president, secretary, treasurer, guide, historian, den chief, or quartermaster for a period of at least six months</li> <li>(b) Participate in or serve on staff for leadership training such as National Youth Leadership Training, Kodiak Challenge, National Advanced Youth Leadership Experience, Order of the Arrow National Leadership Seminar, Sea Scout SEAL Training, or Wood Badge</li> <li>(c) Lead the delivery of Introduction to Leadership Skills for Crews for members of your Venturing Crew or for a local district or council training event.</li> </ul> <p><b>Requirement (5):</b> As a Pathfinder Venturer, complete a structured personal reflection. Use this reflection to prepare for goal-setting and as part of your Advisor conference.</p> <p><b>Requirement (6):</b> Create a personal code of conduct. This code of conduct should be guided by your explorations in the areas of faith, self, and others.</p> <p><b>Requirement (7):</b> As a Pathfinder Venturer, lead an ethical controversy and conflict resolution scenario with members of your Venturing crew.</p> <p><b>TIP:</b> Requirements 1-7 can be worked on simultaneously while complete requirement 8. Your board of review for Pathfinder should be completed at least 6 months before your 21<sup>st</sup> birthday to allow time for requirements.</p>
<input type="checkbox"/> 2.	<p><b>Complete Venturing Summit Award Requirement (8):</b></p> <p>While a Pathfinder Venturer, plan, develop, and conduct a service project helpful to any religious institution, any school, or your community. The project must benefit an organization other than the Boy Scouts of America. A service project, as described in the Venturing Summit Award Service Workbook. A project proposal must be approved by the organization benefiting from the effort, your Crew Advisor, and designated Venturer Representative from within your crew who reviews Summit Award projects <b>before you start</b>. Venturing Summit Award Service Workbook, No. 512-938.</p> <p><b>TIP:</b> Do not begin your Venturing Summit Award Service Project until you have secured required Approval from authorized representative of the benefiting organization and from within your Venturing Crew.</p> <p><b><u>Do not begin any work on your project, raise any money, or obtain any materials until your project proposal has been approved.</u></b></p>





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<input type="checkbox"/>	<p>3.</p>	<p><b>Obtain the most current “Venturing Summit Award Service Project Workbook”.</b></p> <p>The current workbook may be downloaded from the National Boy Scout web-site <a href="http://www.scouting.org">Venturering.org</a>: The latest revision is: Venturing Summit Service Project Workbook No. 512-938 December 2015</p> <p><a href="http://www.scouting.org/filestore/pdf/512-938_WB.pdf">http://www.scouting.org/filestore/pdf/512-938_WB.pdf</a></p> <p><b>TIP:</b></p> <p>Do not attempt to open this workbook in a browser (i.e. Internet Explorer, Google Chrome, Firefox, Safari, etc.), on your mobile device or in programs such as Nuance PDF Converter or Foxit Reader. The workbook was created in Adobe LiveCycle. The file must be downloaded and <b>must be saved to your computer and opened with Adobe Reader 9 or later</b> before you begin filling out the workbook. This enables you to take advantage of the enhancements of expandable text boxes and importing images. Create a directory on your computer “My Summit Project” and save the file in the directory. Save your file often and make backup copies to e-mail and or USB thumb drive.</p>		
<input type="checkbox"/>	<p>4.</p>	<p><b>Read the entire Venturing Summit Service Project Workbook</b></p> <p>The Venturer and family should read the entire “<b>Venturing Summit Award Service Project Workbook</b>” from cover to cover. Taking notes of the project data collection requirements and specifically the fundraising application form as well as the following sections:</p> <table border="1" data-bbox="289 905 1555 1062"> <tr> <td>           Preparing the Project Proposal            Planning Your Project  <b>The fundraising Application/Form</b>            The Project Report            Choosing a Project         </td> <td>           Restrictions and other considerations            Message to Venturer and Parents or Guardian            Risk Management and Summit Award Service Projects         </td> </tr> </table>	Preparing the Project Proposal Planning Your Project <b>The fundraising Application/Form</b> The Project Report Choosing a Project	Restrictions and other considerations Message to Venturer and Parents or Guardian Risk Management and Summit Award Service Projects
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<input type="checkbox"/>	<p>5.</p>	<p><b>Choose a Project:</b> Complete steps 1, 4 and 5 above before completing this step.</p> <p>Research a project which will benefit any religious institution, any school, or your community. Your project must present an opportunity for planning and development; leadership is not required. Discuss your project with your Advisor, Family, and the Project Beneficiary. Think about organizations you care about and the kind of help they need. Pick something you like. You will be living with this and you want to BE excited and LOOK excited about it. Some organizations to consider:</p> <table border="1" data-bbox="302 1329 1555 1577"> <tr> <td> <ul style="list-style-type: none"> <li>• Your church or synagogue</li> <li>• Salvation Army</li> <li>• Senior citizens' center</li> <li>• Nursing homes</li> <li>• Public libraries</li> <li>• Veterans organizations</li> <li>• Hospitals</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• City recreation department</li> <li>• City and county parks department</li> <li>• State and national parks</li> <li>• Conservation and energy groups</li> <li>• Mayor and city government offices</li> <li>• Civic clubs</li> <li>• Your School</li> </ul> </td> </tr> </table> <p><b>TIP:</b> In any case, be sure the project presents a challenge for what this awards stands for, but also something that you can do with unskilled helpers, and within a reasonable period of time. If there is a question whether a project is suitable please contact the Harford District Advancement committee at <a href="mailto:jawigrant@gmail.com">jawigrant@gmail.com</a> .</p>	<ul style="list-style-type: none"> <li>• Your church or synagogue</li> <li>• Salvation Army</li> <li>• Senior citizens' center</li> <li>• Nursing homes</li> <li>• Public libraries</li> <li>• Veterans organizations</li> <li>• Hospitals</li> </ul>	<ul style="list-style-type: none"> <li>• City recreation department</li> <li>• City and county parks department</li> <li>• State and national parks</li> <li>• Conservation and energy groups</li> <li>• Mayor and city government offices</li> <li>• Civic clubs</li> <li>• Your School</li> </ul>
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<input type="checkbox"/>	<p>6.</p>	<p><b>Obtain Crew Advisor and Designated Venturer Representative for Summit Projects consent to proceed:</b></p>		





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		<p>Discuss your Summit Award Service project concept with your Advisor and Designated Venturer and gain their approval to proceed.</p>
<input type="checkbox"/>	<p>7.</p>	<p><b>Complete the “Venturing Summit Award Service Project Proposal” and Contacts Section:</b></p> <p>The Venturer completes the Contacts and Project Proposal pages of the Service Project Workbook. For the contact section Use the following contact information:</p> <p><b>Meeting The Four Tests of an Acceptable Summit Award Service Project</b></p> <p>Your proposal must be prepared first. It is an overview, but also the beginnings of planning. It must show your unit leaders that your project can meet the following tests.</p> <ol style="list-style-type: none"> <li><b>Service</b> – A valuable action, deed, or effort carried out to met a need.</li> <li><b>Scope and complexity</b> – The scale of the project; the level of effort and planning involded.</li> <li><b>Leadership</b> – Leading others toward a shared vision.</li> <li><b>Personal goal connection</b> – Making the most of the experience, including what is important to you</li> </ol> <p>All four focus areas are considered together. Every Summit Award project must provide a service, but no particular level of scope or complexity is required. Your crew Advisor and designated crew member must agree that your project fulfills “What is Required” above. The other two focus areas, leadership and personal goal connection, are not absolutely required, but will add great value and depth to your project. While they are optional, one or the other, or both, may help to compensate for the project that requires little in terms of planning and execution. Leadership of others and a personal goal connection may also be important to Venturers who wish to provide a project report to a prospective employer or college admissions board.</p> <p><b>TIP:</b> Please remember that the contents of the Summit Award Service Project Workbook should represent your best work. Please type (or write legibly), spell and grammar check the proposal. Avoid one sentence responses. Your responses should be detailed and well thought out. Please include before photos, drawings, tentative build plans, etc. when applicable and possible.</p> <p><b>Safety issues will need to be addressed.</b> Show you have an understanding of what must be done to guard against injury, and what will be done if someone gets hurt. (Review Guide to Safe Scouting)</p>
<input type="checkbox"/>	<p>8.</p>	<p><b>Risk Management and Summit Award Service Projects:</b></p> <p>The following guides can be helpful in planning and executing an Summit Award Service Project: Please review and read the following attachments</p> <ol style="list-style-type: none"> <li><b>Guide to Safe Scouting</b> <a href="http://www.scouting.org/filestore/pdf/34416.pdf">http://www.scouting.org/filestore/pdf/34416.pdf</a></li> <li><b>Sweet 16 of BSA Safety</b> <a href="http://www.scouting.org/scoutsource/healthandsafety/sweet16.aspx">http://www.scouting.org/scoutsource/healthandsafety/sweet16.aspx</a></li> <li><b>Service Project Planning Guidelines</b> <a href="http://www.scouting.org/filestore/healthsafety/pdf/680-027.pdf">http://www.scouting.org/filestore/healthsafety/pdf/680-027.pdf</a></li> <li><b>Age Guidelines for Tool Use and Work at Elevations or Excavations</b> <a href="http://www.scouting.org/filestore/healthsafety/pdf/680-028.pdf">http://www.scouting.org/filestore/healthsafety/pdf/680-028.pdf</a></li> </ol> <p><b>TIP:</b> All Summit Award service projects constitute official Scouting activity and thus are subject to Boy Scouts of America policies and procedures. Projects are considered part of a unit's program and are treated as such with regard to policies, procedures, and requirements regarding Youth Protection, two-deep leadership, etc. The health and safety of those working on Summit projects must be integrated into project execution. Since a</p>





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		Summit Award service project is a unit activity, unit leadership has the same responsibility to assure safety in conducting a project as with any other unit activity.
<input type="checkbox"/>	9.	<p><b>Complete the Venturing Summit Award Fundraising Application (FAF) (if applicable):</b></p> <p>This two-page form can be found within your Summit Award Service Project Workbook. There is no requirement that a Venturing Summit Award Service Project include fundraising.</p> <p>This application is not necessary for contributions from the Summit Award candidate, their parents or relatives, the associated crew or its chartered organization, parents or members in that crew, or beneficiary. All proceeds left over from fundraising or donations, whether money, materials, supplies, etc., regardless of the source, go to the beneficiary. If the beneficiary is not allowed, for whatever reason, to retain any excess funds or materials, etc., the beneficiary should designate a suitable charity to receive them, or allow the crew to retain them. The unit must not influence this decision.</p> <p>The Summit Award Service Project FAF must be used for service project fundraising of monies and for in-kind donations of materials, supplies, tools, or other needs from any other source not listed above. While you cannot schedule the fundraiser, or hold the fundraiser until the approvals for the project have not been obtained, you can complete the FAF form and put estimated dates in for the actual fundraiser.</p> <p><b>TIP:</b> By completing the form now it allows you to obtain the required Beneficiary and Advisor signatures and approval in the following steps without having to chase the parties down and coming back a second time.</p> <p><b>For approval from Council for Fundraising</b>, Baltimore Area Council policy has granted approval authority for these fundraisers to the District Advancement Committees. <b><i>Though District approval on project proposal is not a requirement, District approval for project fundraising is required.</i></b></p> <p><u>Remember that fundraising events should be advertised in the name of your <b>Project Beneficiary, not your unit or the Boy Scouts of America.</b></u></p>
<input type="checkbox"/>	10.	<p><b>Obtain approvals/signatures of the Summit Award Service Project Proposal:</b></p> <p>On Project Proposal Page E obtain the following signatures (the preferred order is as follows):</p> <ol style="list-style-type: none"> <li>a. <b>Candidate's Promise</b> – Please read the pledge and note the fact that you are indicating that you have read the complete project workbook.</li> <li>b. <b>Beneficiary Approval</b> - 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 Summit Award Service Project - Information for Project Beneficiaries” document.</li> <li>c. <b>Designated Venturer Representative</b> – Youth member appointed by Crew to review Summit Projects</li> <li>d. <b>Unit Leader Approval</b> - Unit leader’s signature and date.</li> </ol> <p><b>TIP:</b> Obtain signatures and approvals for the Summit Award Service Project Fundraising Application (if required) at the same time you are getting approval for your proposal.</p> <p><b><u>Do not begin any work on your project, raise any money, or obtain any materials, until your project proposal has been approved.</u></b></p> <p>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.</p>





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<input type="checkbox"/>	<p>11.</p>	<p><b>Review from Harford District Advancement Committee: (Optional)</b> Though <b>not required for Summit Projects</b>, District review and feedback of the Project Proposal is offered for Venturers who would like it. If you are also <b>holding a fundraising event</b>, you <b>will need District approval</b> for your <b>Venturing Summit Award Service Project Fundraising Application</b>.</p> <p>Venturers wishing to make appointments to have a <i>proposal feedback session</i> or who <u>need a project fund raiser application approved</u> can contact : <b>Harford District Advancement Chair</b> Jim Grant 1711 Sable Ct Bel Air MD 21014 e-mail: <a href="mailto:jawigrant@gmail.com">jawigrant@gmail.com</a> (preferred contact method) Mobile: (443) 271-3390</p> <p><b>TIP:</b> Please “Be Prepared”, do not procrastinate, and plan ahead. Lack of planning on the Venturer’s part does not make it a priority for the Advancement Committee.</p>
<input type="checkbox"/>	<p>12.</p>	<p><b>You can now Start your Project:</b> <b>You may note that the Summit Award Service Work Book does not offer a section to offer a plan in detail. Never the less, proper planning for the project will lead to a successful project.</b> Here are some <b>suggestions</b> of things to consider while planning your project.</p> <ol style="list-style-type: none"> <li>a. Comments and feedback from the Project Proposal approvals</li> <li>b. Project Phases</li> <li>c. Work Processes</li> <li>d. Secure Permits (if Any)</li> <li>e. Identify Materials, Supplies, Tools, Other Needs, Expenses/Costs</li> <li>f. Giving Leadership, identify jobs to be performed, Form your project teams</li> <li>g. Logistics</li> <li>h. Safety Concerns</li> <li>i. Contingency Plans</li> <li>j. Identify fundraising needs (If you are fundraising you need to complete the “Summit Award Service Project Fundraising Application”) found in your work-book.</li> <li>k. Schedule/coordinate your fundraising event(s) (if applicable) and Project work date(s) <u>with your Unit</u>.</li> <li>l. Advertise your dates/events (using social media, with friends, family, and your unit) and recruit workers for the project from your unit, friends, family, school, and church/synagogue.</li> </ol> <p><b>TIP:</b> Review the final project plan with your Project Beneficiary and Advisor BEFORE you attempt to complete your project</p>
<input type="checkbox"/>	<p>13.</p>	<p><b>Complete your Project:</b> The Venturer completes the project, keeping track of worker types (Adult, Venturer, etc.), hours worked, receipts of materials, supplies, tool rentals, other needs. Make sure that photos are taken during the project to help the Summit board reviewers appreciate what and how the work was accomplished.</p>







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<input type="checkbox"/>	<p>14.</p>	<p><b>Complete “Summit Award Service Project Report”.</b> The Venturer completes the Summit Award Service Project Report. Sections to be completed:</p> <ul style="list-style-type: none"> <li>m. Dates work began</li> <li>n. Dates work was completed</li> <li>o. Project Description</li> <li>p. Describe what you did after your proposal was approved to complete the final planning of your project</li> <li>q. Observations: What went Well? What was challenging?</li> <li>r. Document any changes from the original plan (be detailed and avoid one sentence responses)</li> <li>s. Leadership: How did you demonstrate leadership (if any)?</li> <li>t. Document any shortage of Materials, Supplies, and/or Tools and what impact (if any)?</li> <li>u. Total the hours for the service project data. (a simple Excel sheet to total the hours works best)</li> <li>v. Funding summary - be sure to document the funds raised and expenses paid (<b>including receipts</b>) Your overall project balance should be zero when you are finished.</li> <li>w. Include any photos or any other documentation that might be helpful to your Summit board reviewers.</li> </ul> <p><b>TIP:</b> Please remember that the contents of the Summit Award Service Project Workbook should represent your best work. Please type (or write legibly), spell and grammar check the proposal. Avoid one sentence responses. Your responses should be detailed and well thought out. Please include photos, drawings, final plans, etc. when applicable and possible.</p>
<input type="checkbox"/>	<p>15.</p>	<p><b>Obtain approvals/signatures for the project (Project Report Page C):</b> On Project Report Page C obtain the following signatures (the preferred order is as follows):</p> <ul style="list-style-type: none"> <li><b>Candidate's Promise</b> – sign and date.</li> <li><b>Beneficiary Approval</b> – Sign and date</li> <li><b>Unit Leader Approval</b> – Sign and date.</li> </ul> <p><b>TIP:</b> A letter and/or e-mail signifying the project was completed to the beneficiaries' satisfaction is optional but highly recommended. If materials, supplies, tools, or monies were left over and donated to the beneficiary (or its designee) please include that fact (and the amount donated) in the letter from the beneficiary.</p>
<input type="checkbox"/>	<p>16.</p>	<p><b>Complete any remaining Summit Award Rank Requirements:</b> As outlined in step 2 please complete any remaining requirements Do not proceed with the next steps until you have verified with your unit's Advancement Chair/Advisor that all of the Summit requirements have been completed, with the exception of your Advisor's conference and Summit Board of review.</p>
<input type="checkbox"/>	<p>17.</p>	<p><b>Obtain the most current “Venturing Summit Award Application”:</b> The current Summit Award application may be downloaded from the National Boy Scouts web-site <a href="http://www.scouting.org">scouting.org</a>: The latest revision information: Summit Award Rank Application No. 512-941 2016 Printing <a href="http://www.scouting.org/filestore/venturing/pdf/512-941.pdf">http://www.scouting.org/filestore/venturing/pdf/512-941.pdf</a></p> <p>Complete the form using the Unit History Report. See below for tips on completing the form. Place it in your Summit Award Service Project Workbook.</p> <p><b>TIP:</b> To insure that there are no delays in processing the Summit Award form, please type the form (or print legibly). Typing is preferred.</p> <ul style="list-style-type: none"> <li>a. Pathfinder Venturer leadership position(s) and dates listed must be WHILE A PATHFINDER VENTURER. At least 6 months of leadership must be listed AFTER PATHFINDER Venturer date and</li> </ul>





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		<p>PRIOR to the 21<sup>st</sup> birthday. Use only the positions listed on the application. More than one position can be listed and more than six months can be listed.</p> <ul style="list-style-type: none"> <li>b. All dates on the form should be entered in MM/DD/YY form.</li> <li>c. Please complete the “Date Joined a Venturing Crew” correctly. This is the date the Venturer joined the unit not the Venturer Badge/Award date. No official date is recorded at the council office. It MUST be BEFORE the Venturer has earned any awards.</li> <li>d. The Advisor’s Conference Date needs to be done PRIOR to the 21<sup>st</sup> birthday.</li> </ul>
<input type="checkbox"/>	18.	<p><b>Schedule your Summit Award Advisor’s Conference:</b></p> <p>Contact your Advisor and request a Venturing Summit Award Advisors Conference.</p> <p><b>TIP:</b> <u>Summit Award requirements 1 through 8 must be complete BEFORE the Summit Award Advisors conference. The Advisor conference for Summit Award must be completed PRIOR to the Venturers 21<sup>st</sup> birthday.</u></p> <p>On the agreed upon date and time. <b>You will need the following items for your Summit Award Advisor’s Conference:</b></p> <ul style="list-style-type: none"> <li>a. You should be in your Crew’s Field (Class-A) Uniform (follow your unit’s uniform policy).</li> <li>b. Your Venturing Handbook.</li> <li>c. Your Summit Award Service Project Workbook (with signature from the project beneficiary on the Project Report Page C)</li> <li>d. Your completed Venturing Summit Award Application</li> <li>e. Check with your unit for any other required items.</li> </ul> <p><b>TIP:</b> The Advisor and Summit Candidate should sign and date the Summit Award Rank Application form.</p> <ul style="list-style-type: none"> <li>a. The Summit Award Candidate, should sign, fill in the telephone number, and date the form.</li> <li>b. The Advisor should fill in the Date the Conference was held, telephone number and sign the form (under signature of Unit Leader).</li> </ul>
<input type="checkbox"/>	19.	<p><b>Obtain the Unit Committee Chair Signature on the Summit Award Application</b></p> <p>The Unit Committee Chair should fill in their telephone number, sign and date the form (under signature of Unit Committee Chair).</p>
<input type="checkbox"/>	20.	<p><b>Deliver Your Summit Award Service Project Workbook to the Unit’s Adult responsible for Advancement</b></p> <p>Your Summit Award Service Project Workbook will need to be delivered to the unit person coordinating your Summit Board of Review. Generally, your Crew President, Crew Administrative VP, Crew Admin. Asso. Advisor or Unit Committee Chair. Contact your Advisor or Unit Committee Chair for directions.</p>







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<input type="checkbox"/>	21.	<p><b>Deliver the completed Summit Award Application to the Baltimore Area Council Service Center</b></p> <p><b>The Council service center is located at:</b>          Schapiro Scout Service Center (Council Headquarters)          701 Wyman Park Drive          Baltimore, MD 21211          Phone: 443- 573-2500          Office Hours: Monday – Friday, 8:30 AM to 4:30 PM. (Major Holidays Closed)</p> <p>It's generally a good idea to call and ask for Denise Shoemaker and tell them you plan on delivering the documentation for the Summit Candidate. You NEED to get the below listed documentation to the council service center as soon as possible after your Summit Award Advisor conference.</p> <p><b>TIP:</b> Your completed (signed) Venturing Summit Award Application</p>
<input type="checkbox"/>	22.	<p><b>The Summit Application is Verified and Processed by Baltimore Area Council and BSA Nationals:</b></p> <p>This process can take up to 4-6 weeks. The Advisor (for the unit) will get a postcard signifying that the verified Summit Application has been received by Baltimore Area Council from Nationals.</p>
<input type="checkbox"/>	23.	<p><b>Baltimore Area Council Notifies the District Advancement Committee:</b></p> <p>The Baltimore BSA council notifies the District Advancement Committee that a Venturing Summit Board of Review needs to be scheduled by sending the Verified Summit Application to the District Advancement Committee. The Board is handed off to one of the Advancement Committee members or Representatives, <b>who is Venturing Certified</b>, and they contact the Unit President and/or Committee Chair to schedule the Summit Board of Review.</p>
<input type="checkbox"/>	24.	<p><b>The Venturing Summit Award Board of Review is scheduled</b>  <b>The board shall consist of at least five (5), but no more than six (6), members and at least one half of the board members, excluding the chair, shall be Venturers currently in the program.</b></p> <p>The Unit coordinates attendance by the Venturing Summit Candidate, the District/Council Advancement Member serving as the BoR Chair (<b>must be Venturing Certified</b>).</p> <p>At least two (2) active Venturers, at least one of whom shall be from the candidate's Crew. Other Venturing members of the board of review should be selected from the following...</p> <ul style="list-style-type: none"> <li>Current holder of the Summit Award or Silver Award</li> <li>Venturer who is a member of the council, area, or region VOA or equivalent</li> <li>Venturer currently holding a Venturing elected office</li> <li>Eagle Scout, Quartermaster, or Girl Scout Gold Award recipient who is an active Venturer.</li> </ul> <p>-Other than the chair, the board of review shall include at least one adult, registered with the BSA, who works regularly with the Venturing Program at any level.</p> <p>-It is recommended that the board of review involve at least one well-respected adult representative of the community.</p> <p>The candidate's Crew President and BoR Chair must agree upon the final membership of the board of review. IF the candidate is the Crew President, the Crew's Vice President of Administration must be in agreement with the BoR Chair. If the Crew President (VP of Admin) and the BoR Chair can not agree, the Crew Advisor will make the final determination of the board membership, including members previously considered by the Crew President and BoR Chair.</p> <p><b>TIP:</b>          The unit leader may remain in the room, but only to observe, not to participate unless called upon. The Venturer's parents, relatives, or guardians <u>should not</u> be in attendance in any capacity—not as members of the board, as observers, or even as the unit leader.</p>





# Harford District – Baltimore Area Council Pathfinder to Summit Process - Check List

<input type="checkbox"/>	25.	<p><b>The Venturing Summit Board of Review is held:</b></p> <p>On the agreed date and time, the Summit Board is convened. The District Advancement Committee/Representative assigned to the Summit Board brings the Verified Venturing Summit Award Application. The Unit brings the following Items:</p> <ul style="list-style-type: none"> <li>a. The Summit Award Service Project Workbook</li> <li>b. Unit Advancement Record (if any).</li> <li>c. The Unit Leader Comments Form (optional)</li> </ul> <p>The unit leader may remain in the room, but only to observe, not to participate unless called upon.</p> <p>The Venturer's parents, relatives, or guardians should not be in attendance in any capacity—not as members of the board, as observers, or even as the unit leader.</p> <p>The Summit Candidate should be prepared as follows:</p> <ul style="list-style-type: none"> <li>d. The Summit candidate should be in their Field (Class-A) Uniform (follow your unit's uniform policy). If your class-a uniform is weathered/tattered that shows an active Venturer as well as character. Please wear your Class-A (follow your Unit's Uniform Policy)</li> <li>e. Make sure your Venturer uniform has all of the appropriate 'rank' patch (Pathfinder Venturer), current Leadership position (if applicable), other insignia if any.</li> <li>f. Your Venturer Handbook.</li> <li>g. Check with your unit for any other required items.</li> </ul>
<input type="checkbox"/>	26.	<p><b>CONGRATULATIONS – YOU HAVE EARNED THE VENTURING SUMMIT AWARD!!!</b></p>
<input type="checkbox"/>	27.	<p><b>Deliver the completed FINAL Venturing Summit Award Application to the Baltimore Area Council Service Center</b></p> <p><b>The Council service center is located at:</b> Schapiro Venturer Service Center (Council Headquarters) 701 Wyman Park Drive Baltimore, MD 21211 Phone: 443- 573-2500 Office Hours: Monday – Friday, 8:30 AM to 4:30 PM. (Major Holidays Closed) It's generally a good idea to call and ask for Denise Shoemaker and tell them you plan on delivering the Final Eagle Application. Don't Delay, You NEED to get the below listed documentation to the council service center as soon as possible after your Summit Award Board Of Review.</p> <ul style="list-style-type: none"> <li>a. Your completed (signed) Summit Award Application from the Summit Board of Review.</li> </ul>
<input type="checkbox"/>	28.	<p><b>Baltimore BSA Council and BSA Nationals Will Process the Final Venturing Summit Award Application.</b></p> <p>The process of recording your Venturing Summit Award Certificate/award can take up to 4-6 weeks. The Advisor (for the unit) will get a postcard signifying that your Summit Award had arrived at the BSA Council Service center.</p> <p><b><u>Don't delay pickup of your Venturing Summit Award. Awards should be picked up no later than two weeks after your Unit Leader/Advisor received the postcard.</u></b></p>
<input type="checkbox"/>	29.	<p><b>Time to Celebrate and Schedule Your Venturing Summit Award Court of Honor!</b></p> <p>Check with your unit for details.</p>





