

COUNCIL ADVANCEMENT COMMITTEE

MERIT BADGE ACTIVITIES

CERTIFICATION

In order to ensure quality implementation of the merit badge program of the Boy Scouts of America, the Last Frontier Council provides the following guidelines for all merit badge programs organized to include Scouts outside of a single troop:

- 1. Registered Merit Badge Counselors must supervise all instruction and sign off on completion of requirements.**
- 2. Instruction methods and testing procedures must be planned ahead of time.**
- 3. Money-earning projects must have council approval.**

Programs requesting certification may include merit badge colleges & universities, workshops, camps, and activities. They may be sponsored by a district, the council, or other organizations.

The leader of the activity should submit documentation that the activity follows these three guidelines to the Council Advancement Committee one month prior to the desired date of certification. If approved, the committee will certify the activity. Certification grants the following privileges:

1. Listing on the council calendar and promotion through the council e-mail system.
2. Assurance that all counselors are registered and trained in youth protection.
3. Verification that BSA policies and procedures are being followed.

HOW TO REQUEST CERTIFICATION

The leader of the activity should submit the following documentation and summaries to the Council Advancement Committee:

Registered Merit Badge Counselors must supervise all instruction and sign off on completion of requirements.

There must be a registered Merit Badge Counselor responsible for each merit badge offered at the activity or camp. Merit Badge Counselors must be registered members of the Boy Scouts of America and must have completed Youth Protection Training. Merit Badge Counselor training is optional. Youth and unregistered adults who are not counselors may assist with the instruction. List the names of the merit badge counselors and the badges for which they are responsible. Proof of registration and Youth Protection training must be submitted with the application for certification.

Instruction methods and testing procedures must be planned ahead of time.

For each merit badge, submit an outline of instruction and requirements to be completed.

Counselors or activity organizers must ensure that each Scout has the approval of his Scoutmaster to begin merit badge instruction.

Counselors may guide the Scouts in the subject matter, but the Scouts must do the work themselves. Counselors may not add to, delete from, or modify the merit badge requirements in any way. Long-term projects and extended timelines may not be abbreviated. Insist that the Scouts do exactly what the requirements specify. Many of the requirements involve hands-on activities that call for a Scout to show or demonstrate; make; list; discuss; or collect, identify, and label—and he must do just that.

Counselors must satisfy themselves that Scouts have completed each requirement. Scouts must be tested individually – no group testing is permitted.

Indicate whether or not counselors will be available for instruction with Scouts outside of the activity.

Money-earning projects must have council approval.

Troop merit badge activities that are open to Scouts from other troops may be permitted to earn money, but must follow all the guidelines in the Unit Money Earning Application available at <http://www.scouting.org/filestore/pdf/34427.pdf> Approval of the Troop's chartered organization is required.

Non-BSA organizations may earn revenue from merit badge activities only with the approval of the local council. These organizations must submit a budget for the activity showing revenue and expenses.

District and Council activities and camps must have a budget approved by the Council Executive Board.

CONTACTS:

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