

Welcome Back! This advancement guideline packet has been compiled to help you as a den leader. On the following pages you will find copies of several forms for your use. You will also find below any special instructions that you may need with each form. As always if you should have any questions please feel free to contact me at [Jules@pack214.com](mailto:Jules@pack214.com) or (704) 708-9742.

## **DEN ADVANCEMENT REPORT**

### **Tigers, Wolves and Bears:**

Use this report to submit a scout's advancement for the Bobcat rank. Most new scouts typically have completed this by the November pack meeting and we recognize them at that time. Please have paperwork submitted by **November 1st, 2011**.

The most important date for these Den Leaders will be the February Den Leaders meeting. This will be the submission for rank advancement at the Blue and Gold Banquet. The Blue and Gold Banquet is scheduled for February 11<sup>th</sup>, 2011. The Den Advancement Report should be turned in no later than January **24<sup>th</sup> or no later than the 31<sup>st</sup>, 2011**. This will allow ample time to complete all necessary preparation for advancement at Blue and Gold.

After Blue and Gold, this form will be used as needed to submit requests for arrow point awards on a monthly basis at the den leaders meeting or for rank advancement of any scout who did not advance at Blue & Gold.

**Webelos 1 & 2:** This report should be submitted at the monthly den leaders meeting as the scouts complete their activity pins.

**Arrow of Light:** Advancement reports for recipients of the Arrow of Light should be submitted no later than **January 10<sup>th</sup>, 2011**. This information has to be submitted and verified at the council office so we need to have at least a 1 week turn around time to have everything ready for the Pack Meeting on January 17<sup>th</sup>.

## **DEN RECOGNITION REPORT-Sports and Academics**

This report can be submitted at the monthly den leaders meeting. A signed and dated sports or academic form should be attached to each Recognition Report. Copies of forms are available in the top drawer of the scouting file cabinet as well as links on our Pack website. You can find more information about the Sports and Academics program in the *Sports and Academics Program and policies Page* included in this booklet.

**WORLD CONSERVATION AWARD** – This form must be completed for each scout earning this award. Once the form is completed it may be submitted at any den leaders meeting. This award may only be earned once as a cub scout.

**OUTDOOR ACTIVITY AWARD** – Scouts are eligible for this award each year they participate in the scouting program. The first time this award is earned the scout will be presented with a patch to be worn on the pocket flap of the uniform shirt. Each subsequent award will receive a rank appropriate device to be worn on the patch. When completing the award submission please indicate if the scout should receive a patch (p) or device (d). You may list multiple scouts on the submission form for your den and submit the form at any den leaders meeting.

**LEAVE NO TRACE AWARD** – Like the Outdoor Activity Award scouts are eligible to receive this award each year that they participate in the scouting program. Scouts will receive a patch to be worn on the patch vest or other clothing item the first time the award is earned. Each subsequent award will receive a rank appropriate device to be worn on the patch. When completing the award submission please indicate if the scout should receive a patch (p) or device (d). You may list multiple scouts on the submission form for your den and submit the form at any den leaders meeting.

**EMERGENCY PREPAREDNESS AWARD** – This award is part of a new BSA program in cooperation with the Federal Department of Homeland Security. The Guidelines for this award are enclosed in the advancement packet. Additional information may be obtained online at <http://usscouts.org/advance/EmergPrep.html> . The scout earning this award will be presented with a BSA Emergency Preparedness Pin.

**PACKMASTER DOTNET INSTRUCTIONS** – Pack 214 has invested in an online PackMaster Program. This is an excellent tool to check in on your den's advancement throughout the year. You will be able to log onto a password protected site that will allow you to access your den information such as names, addresses, email and advancements. Please see the Cubmaster to set up access.

### **ITEMS TO REMEMBER WHEN SUBMITTING ADVANCEMENTS**

1. Sign & submit all forms at the den leaders meeting monthly.
2. Be sure that your den information is listed on every submission.
3. Use a new form each month for submission.
4. Provide the scouts first and last name on each form submitted.
5. Be sure that forms are completely filled out. If the form asks for the scouts' address or any other information it must be completed before it can be submitted.
6. Rank advancement awarded at Pack meetings only! If a scout misses the Pack meeting after achieving rank it will be awarded at the next Pack meeting. Bobcat advancement ceremony held in November. The Pack's goal is for all scouts to achieve their next rank advancement at the Blue & Gold banquet.
7. Arrow points, belt loops/pins & activity badges can be given at any time – den meeting etc.