Chain Bridge District
Program Launch 2012

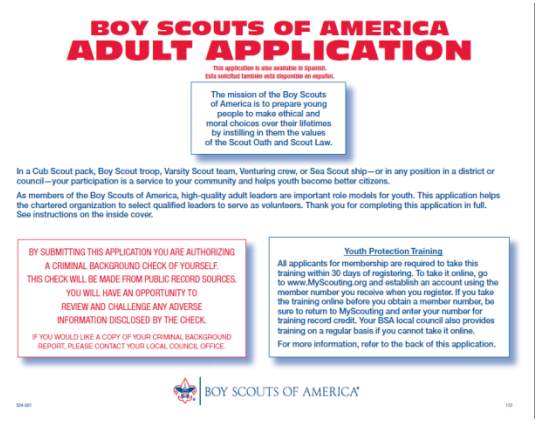
Membership Information

Larry Hume
Vice Chair for Membership
CBDMembershipChair@gmail.com
703.577.3048

BOY SCOUTS OF AMERICA

Turning In Applications

- Address questions by email or phone, or between 7-8 pm before each CBD Roundtable (generally the 2nd Thursday of each month), or before the CBD Committee Meeting (generally 7:30-8:30 the 4th Thursday of each month). Please confirm availability before a particular meeting.
- Faxed or photocopied applications are not accepted by NCAC; they must receive original signatures on all applications.
- The ***best*** option for application turn-in is to attend Roundtable for direct handoff to our District Executive via the Membership Vice Chair, without the need for unit leaders to deliver the applications to the Marriott Scout Service Center.
- If you deliver the applications to NCAC yourself, mark the envelope "personal for Ben Lacy, CBD D.E." to ensure proper internal handling.
- On a rare, non-routine basis, you may mail or hand deliver to: Larry Hume, 2601 S. Grant Street, Arlington, VA 22202 (corner of 23rd South Street and South Grant Street). This generally results in considerable delays in getting the applications to NCAC, particularly if there are errors that can not be corrected on the spot, and if applications need to be returned to the unit.
- NOTE: Unless there is some genuine urgency associated with the situation, applications received by mail or home delivery will be given to the District Executive at Roundtable or the District Committee meeting.


BOY SCOUTS OF AMERICA
ADULT APPLICATION

This application is also available in Spanish.
Esta solicitud también está disponible en español.

The mission of the Boy Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Scout Law.

In a Cub Scout pack, Boy Scout troop, Varsity Scout team, Venturing crew, or Sea Scout ship—or in any position in a district or council—your participation is a service to your community and helps youth become better citizens.

As members of the Boy Scouts of America, high-quality adult leaders are important role models for youth. This application helps the chartered organization to select qualified leaders to serve as volunteers. Thank you for completing this application in full. See instructions on the inside cover.

BY SUBMITTING THIS APPLICATION YOU ARE AUTHORIZING A CRIMINAL BACKGROUND CHECK OF YOURSELF. THIS CHECK WILL BE MADE FROM PUBLIC RECORD SOURCES. YOU WILL HAVE AN OPPORTUNITY TO REVIEW AND CHALLENGE ANY ADVERSE INFORMATION DISCLOSED BY THE CHECK.

IF YOU WOULD LIKE A COPY OF YOUR CRIMINAL BACKGROUND REPORT, PLEASE CONTACT YOUR LOCAL COUNCIL OFFICE.

Youth Protection Training

All applicants for membership are required to take this training within 30 days of registering. To take it online, go to www.MyScouting.org and establish an account using the member number you receive when you register. If you take the training online before you obtain a member number, be sure to return to MyScouting and enter your number for training record credit. Your BSA local council also provides training on a regular basis if you cannot take it online.

For more information, refer to the back of this application.

BOY SCOUTS OF AMERICA

BOY SCOUTS OF AMERICA
YOUTH APPLICATION

Boy Scouting

Cub Scouting

Tiger Cub
Webelos Scout
Cub Scout

Scout Oath or Promise

On my honor I will do my best
to do my duty to God and my country
and to obey the Scout Law;
to help other people at all times;
to keep myself physically strong,
mentally awake, and morally straight.

VENTURING · BSA
Venturer/Sea Scout

Cub Scout Promise

I, (name), promise to do my best
To do my duty to God and my country,
To help other people and
To obey the Law of the Pack.

Varsity Scouting

Venturing Oath

As a Venturer, I promise to do my duty to God and help strengthen America, to help others, and to seek truth, fairness, and adventure in our world.

BOY SCOUTS OF AMERICA

Common Problems/Issues to Avoid

- You only need to turn in the "local council copy". To reduce the clutter and confusion of unnecessary papers being submitted, please omit the instruction sheet, unit, and chartering organization registration copies. That is:
  - **Only one piece of paper needed for a scout**
  - **3 pieces of paper for an adult scouter**
    - Signed disclosure form, YPT certificate, and completely filled-out application.
  - Units and Chartering Organizations should keep their own copies.
- COR's or Executive Officer of the Chartering Organization are responsible for checking adult scouter's references.
- We strongly encourage all units to process their adult scouter and youth applications through the Membership Vice Chair
  - Avoid the dreaded "exception" pile at Council
  - This is particularly important for adult scouter applications which will not be processed without all information being filled out and YPT certifications and disclosure authorizations being provided as required
- Fees on the BSA forms are national fees ($15 per year), pro-rated for the number of months left in the rechartering period (March through February). Do not fill in unit dues.
- Insufficient or no funds in unit's NCAC membership account - avoid sending a check every time)
- We recommend each scout have a subscription to Boys' Life (it's cheap at $12 per year; $1 per month)

10 Common mistakes on Adult Scouter Applications

1. Missing COR and/or Committee Chair signatures.
2. Missing date of birth
3. Missing SSN
4. Missing YPT certificate
5. Missing signed disclosure form (a separate paper that is included in the application packet)
6. Missing unit type and number
7. Missing position code (most common positions are listed in the instruction sheet).
8. Missing 3 references and their phone numbers (COR should check references prior to submission of an adult application)
9. Unit membership account at NCAC has insufficient funds (even by a few pennies holds up processing)
10. For a "multiple registrant" (at no additional cost) in NCAC units, missing BSA ID number.

Adult Applications

APPROVAL REQUIRED—UNIT SCOUTERS

Unit committee chairman approves all adult unit members except the chartered organization representative and committee chairman.

Chartered organization head or chartered organization representative. The chartered organization representative is approved by the head of the chartered organization. Following approval by the unit committee chairman, all other adult unit members must be approved by the head of the chartered organization or the chartered organization representative.

Scout executive or designee must approve all unit Scouters.

APPROVAL REQUIRED—COUNCIL and DISTRICT SCOUTERS

Scout executive or designee must approve all council and district Scouters.

Tips for completing the Application for Adult Membership:
(Use blue or black ink)

- Print—do not use cursive.
- Use black or dark blue ink.
- Press firmly when printing.
- Print one letter only in each box.
- Use upper-case letters and stay within the blue boxes for legibility.
- Fill in circles; do not use check marks.
- Make sure you have all needed signatures on application.
- Don't alter the application—it could affect the quality of the scan.

Mailing address example:

7	0	3		F	I	R	S	T		S	T	

FEE CHART

Months Registration		*Boys' Life*
1	1.25	—
2	2.50	2.00
3	3.75	3.00
4	5.00	4.00
5	6.25	5.00
6	7.50	6.00
7	8.75	7.00
8	10.00	8.00
9	11.25	9.00
10	12.50	10.00
11	13.75	11.00
12	15.00	12.00

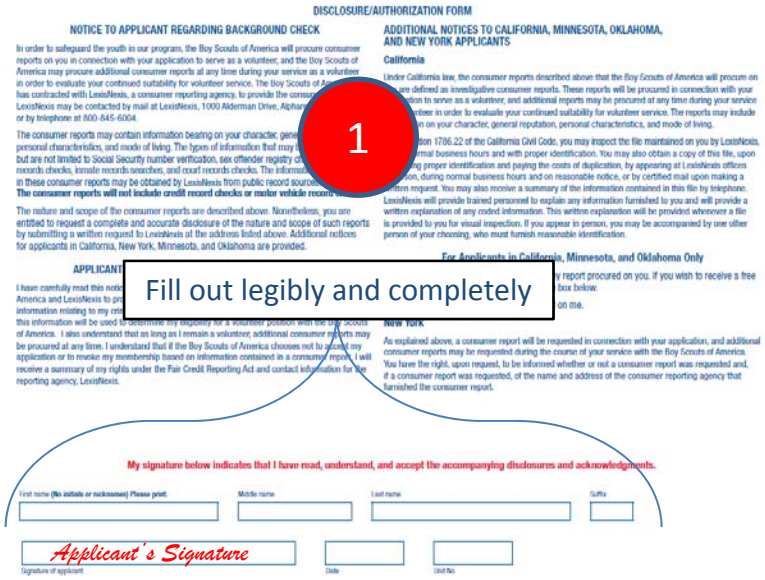
UNIT POSITION CODE

CR	Chartered organization representative
CC	Committee chairman
MC	Committee member
SM	Scoutmaster
SA	Assistant Scoutmaster
NL	Crew Advisor
NA	Crew associate Advisor
SK	Skipper
MT	Mate
VC	Varsity Scout Coach
VA	Assistant Varsity Scout Coach
CM	Cubmaster
CA	Assistant Cubmaster
WL	Webelos den leader
WA	Assistant Webelos den leader
DL	Den leader
DA	Assistant den leader
TL	Tiger Cub den leader
PT	Pack trainer
PC	ScoutParent unit coordinator
10	Leader of 11-year old Scouts (LDS Troop)
88	Lone Cub Scout friend and counselor
96	Lone Scout friend and counselor

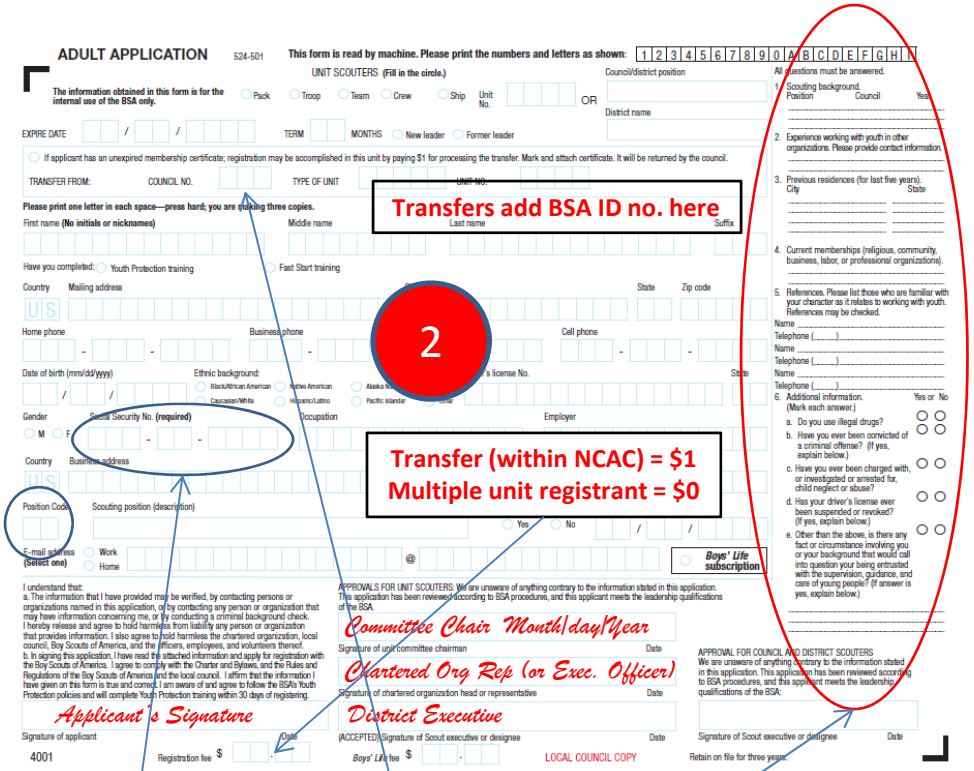
ScoutParents (PS) and Tiger Cub adult partners (AP) complete the bottom portion of the youth application.

92U Unit College Scouter Reserve
42 Merit Badge Counselor

Adult Applications – 3 required pages



Fill out legibly and completely



Ensure all blocks are filled out, even if "Not Applicable"

SSN Required for background check (only on Local Council Copy)

For transfers within NCAC : Council = "082" and insert BSA ID no. in "white space"

YPT training available through myscouting.org

Youth Applications

Tips for completing the Application for Youth Membership:

- ➢Print—do not use cursive.
- ➢Use black or dark blue ink.
- ➢Press firmly when printing.
- ➢Print one letter only in each box.
- ➢Use uppercase letters and stay within the blue boxes for legibility.
- ➢Fill in circles; do not use check marks.
- ➢Make sure you have all needed signatures on application.
- ➢Don't alter the application—it could affect the quality of the scan.

Mailing address example:

7	0	3		F	I	R	S	T		S	T	

BOYS' LIFE MAGAZINE

A message to parents. The youth registration fee is $15 for one year.

Boys' Life is the monthly magazine of the Boy Scouts of America. It will help in your Scouting program and stimulate your interest in good reading. The subscription is only $12 a year (half the new regular rate of $24 a year). Just fill in the *Boys' Life* circle on the application. Please calculate and remit the appropriate state and local taxes. On late registrations it may be necessary to deliver back issues. *Boys' Life* will not begin for at least two months after you register.

FEE CHART

Months	Registration	*Boys' Life*
1	1.25	—
2	2.50	2.00
3	3.75	3.00
4	5.00	4.00
5	6.25	5.00
6	7.50	6.00
7	8.75	7.00
8	10.00	8.00
9	11.25	9.00
10	12.50	10.00
11	13.75	11.00
12	15.00	12.00

Tips

- If crossing over from Webelos to Boy Scouts, fill out upper "transfer" section, with BSA ID
- We recommend Boys' Life for all scouts
- Unit leader's (or designee, e.g., Chairman) and parent's signatures required
- Do not include unit dues on the form, only national fees, pro-rated or $1 transfer fee (if currently on an NCAC roster)
- $1 annual insurance fee (Tiger parent, scouts, adult scouters) is only collected at recharter

Youth Applications - continued

Transfers within NCAC include BSA ID, e.g., Webelos cross-overs

- Print—do not use cursive.
- Print one letter or number only in each box.
- Use uppercase letters and stay within the blue boxes for legibility.

USE BLACK OR BLUE INK ONLY.

Unit type: (Fill in the circle.) Cub Scout Pack; Boy Scout Troop; Varsity Scout Team; Venturing Crew; Sea Scout Ship; Lone Cub Scout; Lone Boy Scout; Unit No.:

For pack registration select one: Tiger Cub; Cub Scout; Webelos Scout

Mark here if new to Scouting. Former Scout; Former Venturer; Former Sea Scout; Arrow of Light earned

ed membership certificate, registration may be accomplished in this unit by paying $1 for processing the transfer. Mark and attach certificate. It will be returned by the council.

Transfer from council number 082 Unit type: Pack Troop Team Crew Ship

from unexpired certificate:

- Fill in radio buttons completely.

Name and address information (Please print one letter in each space—press hard, you are making a copy.)

First name (No initials or nicknames): JOHN Middle name: ANDREW Last name: SMITH Suffix:

Country: US Mailing address: 1234 ANY STREET City: ANYTOWN State: NY Zip code: 12345

Home phone: 555-123-4567 Date of birth (mm/dd/yyyy): 01/01/1995 Grade: 06

Ethnic background: Black/African American; Native American; Alaska Native; Asian; Caucasian/White; Hispanic/Latino; Pacific Islander; Other

School: OAK TREE ELEMENTARY

Gender: Male; Female

Boys' Life subscription

Boys' Life recommended

Parent/guardian information: Mark here if address is same as above. I agree to be an active ScoutParent. Mark here if you are the Tiger Cub adult partner.

Mark here if the adult partner/ScoutParent is not living at the same address; complete and attach an adult application.

Select relationship: Parent; Guardian; Grandparent; Other (specify)

First name (No initials or nicknames): DEBORAH Middle name: SUE Last name: SMITH Suffix:

Country: US Mailing address: 1234 ANY STREET City: ANYTOWN State: NY Zip code: 12345

Home phone: 555-123-4567 Date of birth (mm/dd/yyyy): 01/01/1972 Occupation: Employer: Gender: M; F

- Make sure you have all needed signatures on application.

Business phone: - - X Experience: Cell phone: - -

Parent/guardian email address: @

I have read the attached information for parents and approve the application. I affirm that I have or will review "How to Protect Your Children From Child Abuse: A Parent's Guide."

Bill Taylor — Signature of unit leader (or designee)

Date: / /

Deborah Sue Smith — Signature of parent/guardian (required if applicant is under 18 years of age)

Signature of Venturer

Registration fee $. Boys' Life fee $.

Retain on file for three years. 524-406

SAMPLE

Pro-rated fees for new scouts; $1 for transfer from Cubs to Boy Scouts, if on Pack's roster

Questions?

CBDMembershipChair@gmail.com

703-577-3048 cell

(or come to Roundtable)