

New Birth of Freedom Council
Summit Award
Board of Review Process



Summit Award Candidates Responsibilities

- Complete Venturing Summit Award Requirements (Venturing Handbook pg. 178-180)
- Complete the Summit Award Service Project Workbook (No.512-938 12/14)
- Complete Summit Award Application complete with signatures (No.512-941 3/15)
- Copies should be made of the Summit Award Service Project Workbook and Application
- Submit the original Summit Award Application and the Venturing Summit Award Service Project Workbook to either the York or Mechanicsburg Service Center

Crew Advisor Responsibilities

- Review the Candidates Summit Award Requirements for completion
- Conduct an advisor conference with the candidate
- Upon return of Summit Award Approval from council
 - Pick up awards at council service center
 - Plan recognition as decided by crew

Council Service Center Responsibilities

- Upon receipt of the Summit Award Service Project Workbook and Application
 - Verify Summit Award Service Project Workbook and Application against council records
 - Files a copy of the Summit Award Application
 - Places the original Summit Award Application with the Summit Award Service Project Workbook
- Within 3 business days of receipt
 - Contact Council appointed Venturing Advancement Chairperson to pick up the Workbook and Application
- Upon receipt of the Summit Award Workbook following the Board of Review
 - Submit required paperwork to the National Boy Scouts
- Once returned from National Boy Scouts
 - Contact the Crew Advisor

Council Venturing Advancement Chairperson Responsibility

- Within 10 business days of notification from the council service center
 - Contact all involved parties to set a date, time, and place for the board of review
- Coordinate Board of Review Members in accordance with the Venturing Board of Review Guide (No. 512-940 2015)
- Conduct a Board of Review in accordance with the Venturing Board of Review Guide and the Guide to Advancement, Venturing Supplement 2105 (No. 512-939 2015)

- Following the Board of review
 - If approved
 - The approved application is returned to the council service center
 - The workbook is returned to the Venturer
 - If denied
 - Both the application and the workbook are returned to the council service center

Approved by the NBOFC Advancement Committee January 28, 2016