

Scout Merit Badge Guide for Troop 37

Table of Contents

[GENERAL GUIDELINES:](#)

[HOW TO GET A BLUE CARD:](#)

[MERIT BADGE EARNING OPPORTUNITIES:](#)

[PARTIAL MERIT BADGES:](#)

[HOW TO FIND A MB COUNSELOR:](#)

[WHAT TO DO ONCE THE MERIT BADGE IS COMPLETE:](#)

[BLUE CARD SAMPLE WITH INSTRUCTIONS:](#)

GENERAL GUIDELINES:

- New scouts are encouraged to focus on skills during Pow Wows and to attend summer camps, as this helps advance to the next rank.
- Always remember to CC (copy) a parent or an additional adult when emails are written to troop adults.
- Scouts need to get a Blue Card with the Scoutmaster signature.
- Talk to the merit badge (MB) counselor **before starting work on any merit badge** to ensure credit.
- Completely fill out the blue card and write legibly. See *Blue Card Sample with Instructions* below.
- Read the requirements of the MB before the first meeting and make sure that you have the latest MB pamphlet by asking the MB counselor.

HOW TO GET A BLUE CARD:

The Blue Card is the record for the merit badge a scout takes. DO NOT LOSE IT!

1. Talk to the Scoutmaster about the merit badge that you plan to take. Talking to the Scoutmaster regarding the MB will help you prioritize on how to advance. You will also receive guidance regarding the MB requirements. For example, there are some MB that are required for Eagle Rank. Then there are some MB that require a scout to be at a certain age etc.

2. Get a Blue Card from your Scoutmaster. The Blue Card must have the Scoutmaster's signature together with the approval date to start the MB. See *Blue Card Sample with Instructions* below.

3. There are a few exceptions on getting a Blue Card because of coordination work with the Troop Adult Leaders, but it is always a good idea to talk with the Scoutmaster about the MB that you plan to take.

a.) For the Troop 37 Pow Wows, the MB counselors will have the Blue Card with the Scoutmaster signature.

b.) For camps that the Troop plans to attend like Camp Royaneh, Camp Oljato or others, the Scoutmaster or the Assistant Scoutmaster (ASM) in charge of the event will bring the Blue Card for the scouts attending. Be sure to have them when you attend the MB event at the camp. There are exceptions for some camps like Emerald Bay. More details below.

MERIT BADGE EARNING OPPORTUNITIES:

Scouts have the opportunities to earn merit badges at:

1. Pow Wows;
2. Camps;
3. Independently;
4. Council Sponsored Merit Badge Midways; and
5. Aviation and Weather merit badges at Hiller Aviation Museum.

Pow Wows:

Troop 37 offers Pow Wows twice a year -- once in the spring and once in the fall. These Pow Wows take place at our Monday troop meetings each week for four weeks. Scouts who have earned the rank of First Class or above may work on one merit badge of their choice, while younger scouts (Scout, Tenderfoot, or Second Class) work on skills that can help them advance to the next level.

A month before each Pow Wow starts, you will be asked to take a survey about the merit badges that you want to be offered. The Troop will try its best to offer the merit badges that get the most requests and the Troop will then fill those merit badges classes based on the rank advancement needs and seniority of the scouts who have signed up for the class. The MB counselors are mostly parents from the Troop.

Camps:

There are typically three week-long camps offered every summer at which scouts can work on earning merit badges:

1. Kayak Camp (a Troop 37 camp)
2. Camp Oljato, Royaneh, Emerald Bay, or other Boys Scout council camps;
3. Another summer camp chosen by Troop Scouts at the October annual planning meeting.

At these camps, scouts can choose to work on 2, 3, and sometimes even 4 merit badges. At Emerald Bay, the local troop council will directly send a report to the Troop with a list of Scouts that have completed or have partial merit badges. Blue Cards are not handed out. The paper report is the official accounting of the work done by the scout. The troop's adult scout in charge will have a copy of this document a few days after the camp.

Independent:

Scouts can also work on merit badges on their own time or with another troop. When they choose to do so, the need to do the following steps:

1. Talk to the Scoutmaster about the merit badge that you plan to take.
2. Get a Blue Card from the Scoutmaster. The Blue Card must have the Scoutmaster's signature.
3. Email your chosen MB Counselor - You need to get the following information:
 - Counselor availability;
 - The minimum number of scouts they are willing to have in the merit badge class; and
 - The maximum number of scouts they are willing to have in the merit badge class.
4. Talk to fellow scouts and recruit a sufficient number of interested scouts (at least one more) so that you have the minimum number of scouts required by your MB Counselor.
5. Have a plan and discuss with the MB Counselor the steps to take to complete the merit badge and set up times to meet.

Council Sponsored Merit Badge Midways:

Each year, our Pacific Skyline Boy Scout Council typically offers at least one full-day merit badge session that allows scouts to earn a merit badge of their choice. There is usually a wide selection of merit badges offered at these Midways.

Registration usually begins in December, with the Midway taking place on a weekend day in January or February. Go to pacsky.org for more info on registration. if you have questions, email PacSkyMidWayChair@gmail.com.

As always you need to talk to the Scoutmaster about the merit badge and get a Blue Card.

Midway counselors will not have any Blue Card.

Aviation and Weather Merit Badges 1-day Program at Hiller Aviation Museum in San Carlos :

1. Talk to the Scoutmaster about the merit badge you want to take.
2. Get a Blue Card from the Scoutmaster. The Blue Card must have the Scoutmaster's signature and the date it signed.

See the Hiller Aviation Museum Website for more information:

<http://www.hiller.org/scout-badge.shtml>

PARTIAL MERIT BADGES:

You will get a partial if you are not able to finish all the requirements needed for a merit badge. Your Blue Card will identify all of the requirements that you have completed and that still need to be completed, and will guide your new MB Counselor. As a result, it is crucial that you save your Blue Cards in a safe place. If your MB Counselor does not give you the partial Blue Card, be certain to ask for it. **NOTE:** *The partial Blue Card is meant as a guide for your new MB Counselor. They can ask you to review other "already completed" material from the merit badge to ensure that you are familiar with things before they sign off on your merit badge.*

To finish partials,

- Read the partial Blue Card and the Merit Badge Pamphlet to understand which requirements you have yet to complete. You should be very familiar with them *before* finding a new MB Counselor.
- If your merit badge requires things like miles hiked, paddled, biked, or nights camped, reach out to the Troop 37's Advancement Coordinator to get a report on how many you have completed.
- If there are any other requirements requiring confirmation that you have completed it (e.g. snowshoed with the troop last February or performed a conservation project at Oljato in 2013) reach out to the Adult Advisor from that event for an email confirming your participation.
- Find a MB Counselor for the merit badge that you are working on.
- Email or call your MB Counselor to set up a meeting.
- Present your Blue Card.
- Plan with the MB Counselor the steps needed to finish the merit badge.

HOW TO FIND A MB COUNSELOR:

Our Pacific Skyline Boy Scout Council has a number of MB Counselors willing to help you with your merit badge needs. To find a MB Counselor, email or call the troop MB Coordinator with the following information:

- Your name;

- Your rank;
- The date that you discussed your goal with your Scoutmaster;
- Name of the merit badge that you want to take; and
- As always, remember to cc (copy) an additional adult when you email your chosen MB Counselor.

WHAT TO DO ONCE THE MERIT BADGE IS COMPLETE:

Once you have completed a merit badge, you need to get a final signature from your Scoutmaster. Please make sure the following items are **legible and filled in completely on your Blue Card**:

- Full Name and Address;
- Troop Number;
- District and Council;
- Merit Badge Name;
- Name, Address, and Phone Number of MB Counselor; and
- Signature and Date of Completion from MB Counselor.

Once you have all the proper signatures, you need to turn in two parts of the Blue Card to Troop 37's Advancement Chair: (1) the "Application For Merit Badge" and (2) "Applicant's Record." (Please do not separate these two parts, the MB Counselor will keep the "Counselor's Record" portion.) To turn in the completed Blue Card, you can either bring it to a LACY meeting and hand it directly to the Advancement Chair or arrange for an alternate method (contact info is in the Roster on the website).

The Advancement Chair will enter the merit badge information into our Troopmaster database. You will receive your merit badge patch, along with the "Applicant's Record" portion of your Blue Card, at the next Court of Honor. Troop 37 holds three Court of Honors each year: Summer, Winter, and Spring.

BLUE CARD SAMPLE WITH INSTRUCTIONS:

Information for Applicant

- A merit badge application can be approved **only** by a registered merit badge counselor.
- You **must** have a buddy with you (Scout buddy system) at each meeting with the merit badge counselor.
- Turn in your approved application to your unit leader. You will be awarded the merit badge emblem and certificate at a suitable occasion.

Information for Counselor

- Merit badge applications **must** be signed in advance by the applicant's unit leader.
- The Scout **must** have his buddy (Scout buddy system) in attendance at all instructional sessions.
- You may not change any requirement, but you may share your knowledge or experience that will make the counseling more interesting and valuable.

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Requirement No. and letter	Date of approval	Counselor initial	Requirement No. and letter	Date of approval	Counselor initial

Merit Badge Counselor fills this in as you finish the requirements of a merit badge

APPLICATION FOR MERIT BADGE

Name Full name and address
 Address _____
 City _____
 is a registered
 Boy Scout Venturer
 of _____ No. _____
 District Stanford Area
 Council Pacific States

I have discussed this merit badge with this Scout and recommended at least one merit badge counselor.
 Signature of unit leader _____
 Date _____

1. Scout Master signature: needs to be done before starting a merit badge



34124

The applicant has personally appeared before me and demonstrated to my satisfaction that he has met all requirements for the (please print)

Merit badge _____
 Name of counselor _____
 Address of counselor _____

Please fill in all information Get MB counselor signature 1

Zip code _____
 Telephone No. of counselor _____
 Signature of counselor _____ / / Date _____

Checked and recorded:
 Date _____ initials _____

Certificate and badge presented _____ Date _____

Applicant will turn in this portion to his unit leader for record posting.

APPLICANT'S RECORD

Name _____
 has given me his completed application for the _____
 Merit badge _____

Completed on _____ / _____ / _____ by _____

Get MB counselor signature 2
 Signature of counselor _____

Signature of unit leader _____

Final Step : Scout Master signature Do this after merit badge is complete and all information is filled in

COUNSELOR'S RECORD

Applicant _____

Merit Badge Counselor keeps this part

Team Unit No. _____
 Crew

Merit badge _____

Date completed _____ / _____ / _____

Remarks: _____

It is suggested that the counselor keep this record in case any question is raised later in regard to this award.