



Dulaney District Cub Scout Day Camp 2010 100 Years of Scouting

Dear Cubmaster:

Enclosed please find a packet of information regarding the Dulaney District Cub Scout Day Camp. The theme for this year is **100 Years of Scouting** and will be held again at the Baltimore County Game and Fish Protective Association at 3400 Northwind Road, Baltimore, MD 21234. Your Cub Scouts will have the option to choose one of the following two weeks to attend camp: June 21st - 25th, 2010 or July 12th - 16th, 2010.

Time is of the essence with the information enclosed in this packet. Some Packs will have received this information at the District February Roundtable and others will have received this information in the mail. All information and forms are also available online at www.dulaneybsa.org/daycamp! The Dulaney District Camp has filled quickly in recent years, so to give all Packs an equal chance of registering their scouts; we are instituting the following registration procedure:

No registration forms will be accepted if delivered before Saturday, February 27th. Any forms received before this date will be processed on February 27th, 2010 after any forms received that day and if the camps have not already filled. Registration will close once the two camps are filled or on Tuesday April 13th, 2010, whichever is later. To find out if any slots are open after this date, please refer to our website www.dulaneybsa.org/daycamp.

This procedure has been implemented to give all Packs the opportunity to distribute the Day Camp information to interested Cub Scouts, Leaders, Adults and Boy Scouts. As such, it is important you get this information out ASAP to interested parties. **All packs must hand deliver their applications early in the morning on the turn in day. DO NOT DELIVER THEM TO THE COUNCIL SERVICE CENTER, HELP DESK OR SCOUT STORE.**

For Day Camp communication, we utilize a Pack Coordinator system. Each Pack **MUST** delegate this role to someone responsible for distributing the enclosed paperwork and applications. **No application from your Pack will be registered or processed until we receive a completed Pack Coordinator form.** This person is the primary point of contact between your Pack and us. If only one boy registers from your Pack, we will, by default, change the point of contact to the parent or guardian of that boy. By having one point of contact for each Pack, this will help us in two ways: 1) to have one contact in each pack with access to registration materials and 2) to reduce the number of calls that we have to return daily.

WE STRONGLY RECOMMEND THAT ALL OF YOUR APPLICATIONS BE SUBMITTED TOGETHER, AT THE SAME TIME TO HAVE A BETTER CHANCE OF GETTING ALL YOUR BOYS IN CAMP AND GROUPED TOGETHER BY RANK.

The responsibilities of the Pack Coordinator are as follows:

- To promote Day Camp within your Pack
- To retain an original blank copy of all enclosed forms for future reference, and if necessary, to be able to supply additional copies to interested parties in your Pack. **NO additional copies will be supplied by us, but additional forms are available at www.dulaneybsa.org/daycamp**
- To copy, as necessary, and distribute the enclosed materials to all interested Cub Scouts, Leaders, Adults, and Boy Scouts... **Please supply copies of all pages to interested families.**
- **To impress upon parents that this is an ALL VOLUNTEER camp. Due to staffing shortages the past several years it has been necessary to implement volunteer quotas. Therefore, this year, there is a mandatory volunteer quota needed from each pack participating in camp. For every 4th Cub Scout or Webelos registered for camp, the pack will need to provide a minimum of ONE 5-DAY adult volunteer for that week of camp. That volunteer can be a Station volunteer or a Den Volunteer. For example, your Pack sends up to 3 boys, there is no mandatory volunteer needed. At boy 4, a minimum of ONE 5-DAY volunteer is needed. Boys 5 through 7 can attend without any additional MANDATORY volunteers. At the 8th boy, a 2nd 5-DAY volunteer is required, etc... IT IS THE PACK CO-ORDINATORS RESPONSIBILITY TO ENSURE THAT ENOUGH VOLUNTEERS ARE PRESENT BASED ON THE NUMBER OF BOYS COMING TO CAMP. WE WILL BE UNABLE TO PROCESS APPLICATIONS FOR PACKS THAT DO NOT MEET THESE CRITERIA.**
- It may not be possible to place scouts without the adult volunteers needed. Please note that once staffing needs are met in the program areas, other volunteers will be assigned to the squads. Where possible, we will place those parents with boys from their own Pack.

- To remind parents that any incomplete registration packets will be put aside until the missing information is supplied. We will contact you to track down this information, i.e. missing payment, medical forms, etc.
- To stress the importance for adult volunteers to submit copies of their **BSA Registration Cards, Youth Protection Certification Cards, CPR Certification Cards, and any other Nurse, MD, or other First Aid Certification Cards** with their submitted application.
- To verify that each boy and leader that registered for Day Camp is a registered Scout or leader in your Pack
- To supply a completed Pack Coordinator Information Sheet ASAP.

When the applications are distributed, please stress the registration policy indicated above and also that NO applications will be accepted by fax. The **Dulaney Day Camp Family Tally Sheet** must be included with **all** submitted applications with **one check** made payable to BSA/BAC for the entire family. The District Council is requiring us to submit payment with this form to the Council. Therefore, **any application submitted without this form will not be processed.** If any information is missing on an application, we will contact the Coordinator to track down the missing information

Applications are not to be sent to the council office. Please advise interested parents to send only fully **completed** applications in order to expedite registration for your Scout. As mentioned above, ONE check per family should be submitted attached to the **Family Tally Sheet**. This year, the Baltimore Area Council is requiring us to submit all checks with this form so that they may verify that all Scouts and Leaders (as applicable) are registered. Including the **Family Tally Sheet**, attach forms in the following order:

- **Family Tally Sheet** (totaled with ONE check attached)
- **Cub Scout Application Form(s)** (with completed **Medical Form(s)**)
- **Adult Application Form(s)** (with completed **Medical Form(s)**)
- **Jr. Camper Application Form(s)** (with completed **Medical Form(s)**)
- **Youth Crew Application Form(s)** (with completed **Medical Form(s)**)

Checks or Money Orders should be made payable to BSA/BAC. All forms and fees should be hand delivered on February 27th, 2010 to:

***Loch Raven United Methodist
6622 Loch Raven BLVD
Baltimore MD 21234***

***DO NOT DELIVER APPLICATIONS TO THE COUNCIL SERVICE CENTER,
HELP DESK OR SCOUT STORE.***

The Dulaney District Day Camp website is updated with information and the lists of Achievements Earned detailing the Rank Advancement Activities completed by each rank of Cub Scout are made available for downloading or printing once camp is completed. Additionally, extra forms may be downloaded from the website.

Visit the website at www.dulaneybsa.org/daycamp to see prior year's achievements and activities or to get additional forms or to get updated on training dates, meetings, etc.

For the Pack Coordinators reference only: You may reach us via email at www.dulaneybsa.org/daycamp with any questions or if you need additional help. Remember, as a Pack Coordinator, we expect all communication to go through us to you and vice versa, not to each individual Scout or Leader in your Pack! We look forward to working with you.

Pack Coordinator Information Sheet

(if you have email, PLEASE include it for ease of communication)

Name:	
Position:	
Pack Number/District:	
Home Address:	
Home Phone:	
Work Phone:	
Fax Number:	
Email Address:	

Other Information for us:

Our Pack received this packet at (check one): Roundtable or via mail.

Scouts from our Pack have or have not participated before at the Dulaney District Day Camp.

Any questions or comments:

Reminders: NO APPLICATION FROM YOUR PACK WILL BE PROCESSED UNTIL WE RECEIVE THIS FORM. If you need additional application forms, they may be downloaded from our website at www.dulaneybsa.org/daycamp. To communicate with the camp directors, contact us at www.dulaneybsa.org/daycamp.

Address to send form: **Dulaney District Day Camp
c/o Janet Cook
5916 Clayton Ave
Baltimore, MD 21206**