



REQUEST FOR AUTHORIZATION TO CONDUCT A NATIONAL TRAINING COURSE

Course will be held in

2017 2018

LANGUAGE _____

Course type requested

Wood Badge 
 NYLT 
 PowderHorn 

Host council _____ Host council No. _____ Region _____ Area No. _____
 Address _____
 City _____ State _____ Zip code _____
 Host council staff adviser _____
 Daytime phone number _____ Email _____
 Is this a cluster course? Yes No

In accordance with all national training procedures, authorization is requested to conduct a course as indicated above. Host council agrees that staff, equipment, and facilities will meet the high standards and expectations set by the National Volunteer Development Committee along with strict adherence to the correct current materials (syllabus, Administrative Guide, Staff Guide, etc.).

Course location _____ City/state _____ Zip code _____
 Dates Weeklong _____ Weekend No.1 _____ & Weekend No.2 _____

The following names are submitted as candidates for course director and backup course director. Council agrees that, if approved, each will attend any required training and/or Course Director Conference, if any, as required in the staff guide for the respective course. Course Director Conference is not required for PowderHorn.

Course director

Name _____
 Address _____
 City _____ State _____ Zip _____
 Phone _____
 Email _____
 Current Scouting position _____

Backup course director

Name _____
 Address _____
 City _____ State _____ Zip _____
 Phone _____
 Email _____
 Current Scouting position _____

| NYLT/WB/Powderhorn Staff Experiences | | | |
|---|----------|------------|----------|
| List experience only on the type of course to be directed, most recent first (except WB troop guide for WB courses) | | | |
| Course Type | Position | Month/Year | Location |
| **Wood Badge | TG | | |
| | | | |
| | | | |
| | | | |

| NYLT/WB/Powderhorn Staff Experiences | | | |
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| Course Type | Position | Month/Year | Location |
| **Wood Badge | TG | | |
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| | | | |

****For 4 beads to be awarded to a NYLT Course Director, they must have served as a Wood Badge Troop Guide.**

For Cluster Courses Only

The following councils have agreed to provide participants and staff members:

| Council Name | Council No. | Council Contact Name (For this course) | Email |
|--------------|-------------|---|-------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

As Host Council, we agree to pay the media usage fee of \$200 for each Wood Badge course and \$100 for each NYLT course conducted in our Council. We understand that the National Service Center will issue an "Umbrella License" that will provide us the ability to present the movies and movie clips in the Wood Badge and NYLT syllabus. As an additional benefit, the local council will be able to present other movies, from an extensive list of movie producers, during November 1, 2016 to October 31, 2017 at their Council Service Center or camp facilities. This license does not give the local council the ability to present a movie as a fundraiser or where a ticket is purchased to attend.

In order to provide this service, every Wood Badge and NYLT course needs to pay their Media Usage Fee. This new Media "Umbrella License" will now cover the local council and National Service Center liability for video media usage, at the same time lowering the cost for the local council.

Host Council

| | | |
|--|-----------|-------|
| _____ | _____ | _____ |
| Council training chairman (print or type name) | Signature | Date |
| _____ | _____ | _____ |
| Scout executive (print or type name) | Signature | Date |

NOTE: Host council sends original request to the area training chairman. If unknown or position is vacant, send to the area director.

Area approval

This course **Is approved** or **Is not approved**

- *If the course is approved*, supplies and materials to conduct this course may be ordered. Area will assure that the course director and backup course director are invited to and attend any required Course Director Conference.
- *If the course is not approved*, the area training chairman, along with the area director, should confer with the host council to resolve problems.
- Area approval is not required to conduct a Powderhorn training. Powderhorn course information is collected to help promote Powderhorn courses on the National website.

| | | |
|---|-----------|-------|
| _____ | _____ | _____ |
| Area training chairman or director (or regional representative) (print or type name) | Signature | Date |

**For National/Area Use Only
Course Number Assigned (Wood Badge only)**

_____ — _____ — **17** — _____

Region Letter/Area No. Host Council No.

May be blank if council has only one course.

**For National/Area Use Only
Course Number Assigned (Wood Badge only)**

_____ — _____ — **18** — _____

Region Letter/Area No. Host Council No.

May be blank if council has only one course.