

**TIPS TO HELP YOU SUBMIT  
AN OUTSTANDING SILVER BEAVER OR AWARD OF MERIT NOMINATION**

***Thank you for taking the time to suggest a fellow Scouter for one of BSA's "peer selected" service awards. Without input from dedicated Scouters such as you, many worthy volunteers would not be recognized for service to youth who reside within our geographical boundaries.***

The selection committee is anxious to give serious consideration to your nominee. Listed below are a few pointers. Do your best when you complete the nomination form. Utilize as many of these suggestions as possible to help your nominee's chances.

**But above all, submit an application so your nominee can be considered for this award.**

1. Read the directions on the nomination form, and these suggestions, carefully.
2. The volunteer selection committee is extremely interested in the following:
  - a. What has this individual accomplished in a Scouting position, especially those activities ***above and beyond*** the basic job description?
  - b. How has this person helped guarantee a quality Scouting program in the district or North Florida Council? Specific examples, facts, and details which illustrate why you feel this nominee is worthy of consideration will be important.
  - c. Has this individual served the community, especially the youth of the community, outside the Scouting program? Please provide specifics.
  - d. A list of noteworthy service, recognitions and awards from professional service clubs, religious organizations, fraternal organizations, school groups, sports associations, and/or other non-Scouting organizations will be helpful. *Mere membership in an organization is not significant.*
  - e. Has this Scouter served a unit, district, and/or the council for an extended period of time? If not, has this person served an extremely large number of youth in Scouting and the community over a short period of time?
  - f. Has this Scouter been recognized by his unit or district for service to Scouts?
3. Contact the North Florida Council registrar to request a copy of the Scouter's registration and recognition record. This information will help you complete the portions of the nomination form requesting positions held, years served, training, and BSA recognitions.
4. Be creative in obtaining information to complete the nomination form, especially if you feel the council record may not include all the information you need. Talk to the nominee's spouse or other family member, volunteers in the nominee's unit or district, or people involved in other organizations where the individual has served.
5. If you are unable to provide enough information through the nomination form you may attach a ONE page factual description of the nominee's noteworthy service. Remember, ***you know your nominee well but the volunteers on the selection committee may not.*** Be as specific as you can about significant projects and service.
6. If recommendation letters from others are attached they should contain ***unique, detailed information*** including specific examples of the nominee's
  - impact on youth in the Scouting program and/or in the community
  - ways this person is involved in other community service and/or professional/fraternal organizations
  - how this Scouter has gone above and beyond the description of any Scouting position(s) held.
7. Nominations by spouses or family members are discouraged.