



BOY SCOUTS OF AMERICA
NATIONAL CAPITAL AREA COUNCIL

2020 NCAC UNIT APPLICATION PHILMONT UNIT CONTINGENT TRIP

For Questions: Contact Virginia Ward 571-643-2426
or email highadventure@ncacbsa.org

If your **NCAC-registered Unit** is interested in reserving space for **one complete crew** to attend Philmont Scout Ranch in the **Summer of 2020**, fill in and email this form to highadventure@ncacbsa.org.

NCAC Unit-Crew contingent spaces will be awarded on a first come first serve basis. The requesting units will be notified of their contingent assignment via email with the number of spaces awarded. Units *may request* more than one crew. If more applications are received than available crew slots, NCAC HAC will work with Philmont to determine if additional crews are available.

- NCAC Unit-Crews will meet and travel AS A GROUP to and from Washington, D.C. area, all travel by air flight and chartered coach.
- **THERE WILL BE NO POSSIBILITY** for Unit-Crews or individuals to travel independently. ALL arrangements will be made by NCAC.
- Crews joining the NCAC Unit-Crew Contingent meet at the designated departure airport in order to travel as a Contingent group.

For 2020 the NCAC is planning to offer standard and economy trips to Philmont. Please see attached explanation of the amenities offered for standard and economy trips. The available trip dates are:

<u>BASE</u>	<u>Expedition #</u>	<u>Depart Washington</u>	<u>Base Arrival</u>	<u>Return to Washington</u>
PHILMONT	P622	June 20/21 (Sat/Sun)	June 22 (Mon)	July 4 (Sat)
PHILMONT	P714	July 12/13 (Sun/Mon)	July 14 (Tues)	July 26 (Sun)
PHILMONT	P720	July 18/19 (Sat/Sun)	July 20 (Mon)	August 1 (Sat)

PHILMONT: estimated cost of **\$2550 (Standard - 15 day trip) or \$2250 (Economy - 14 day trip)** per person. Each crew has space for ten (10) scouts, plus two (2) adult Advisors.

PLEASE NOTE THE FOLLOWING REQUIREMENTS AND RULES FOR NCAC UNIT-CREW PHILMONT CONTINGENTS:

- Youth must be registered in BSA and be age 14 by the date of arrival or completed 8th grade and 13 by date of participation. One adviser must be at least 21 years of age; the second adviser must be at least 18 by arrival at Philmont and registered in BSA.
- Crew size must be between 7-12 participants (including adult advisors).
- Each crew must have two adult advisors, provided by the Unit, and may have a maximum of four, except that each Unit-Crew must have more youth participants than adults.
- Names of individual participants need not be provided until June 15, 2019.
- *No monies are due at time of filing the unit application.* However, each participant is responsible for the full cost once they join the crew (by submitting their individual information).
- The *estimated* cost is **\$2550 (15 day trip) or \$2250 (14 day trip) per person**; the final budget amount will be set in the spring of 2020.
- All payments will be made on the NCAC website via credit card or echeck.
- A non-refundable deposit of **\$700 per person (payment #1)** will be required on June 15, 2019, along with a confirmation of the number of spaces reserved and names of participants.
- Each participant will be expected to adhere to the NCAC payment schedule in order to retain their reserved space, and to comply with the NCAC Code of Conduct.

Furthermore, all Advisors will be expected to participate in ***ALL*** of the NCAC training sessions & successfully complete the advisor hike.

NCAC 2020 Unit-Crew Contingent Crew Reservation Request for:

Unit Type/Number: _____ District: _____

Requested By: _____

Address: _____

City/ST/ZIP: _____

Home Phone: _____

Work Phone: _____

Email Address: _____

Desired Expedition Number (see above): _____

First Choice: _____ Second Choice: _____ Third Choice: _____

Trip Preference: ___ Standard (15 day / \$2550) ___ Economy (14 day / \$2250)

PLEASE PRINT ALL INFORMATION CLEARLY

SPACES
REQUESTED

**E-mail this form to
NCAC:**

highadventure@ncacbsa.org

The NCAC High Adventure Committee is offering two levels of service for the Council contingent trips in the 2020 season. NCAC expeditions will be offered as either a Standard trip (estimated cost \$2550/person) or an Economy trip (estimated \$2250/person) based on demand. When a unit submits their information on the 2020 NCAC UNIT APPLICATION PHILMONT Contingent Trip, please indicate preferred DATES (in 1st, 2nd, 3rd order) and check the box for Standard or Economy as desired. Units will be offered expedition space based on requested date & cost preference. The entire contingent (2 to 4 crews) must be the same selected level of service (Standard or Economy) to allow for ground transportation, meals, lodging, etc. If the vast majority of crews (16 out of 18) select one option, it will be the only option offered for the year.

All submissions will be considered Standard **unless** the Economy selection is checked

First Choice: _____ Second Choice: _____ Third Choice: _____

Trip Preference: ____ Standard (15 day / \$2550) ____ Economy (14 day / \$2250)

The amenities or equivalents are included in each trip:

Standard Trip Option

- 15 Day excursion
- Three (3) days to acclimate to altitude before hitting trail
- Airfare from a local airport to western gateway city (Denver or Albuquerque)
- Luxury bus transportation to and from Philmont
- Philmont Ranch Fee
- Two nights' accommodations en route to Philmont (hotel or suite-style dorm)
- All meals from lunch on departure day through lunch on return day
- A professional tour guide to provide commentary and bring local history to life
- Guided tour of the United States Air Force Academy or National Atomic museum
- Time to explore Garden of the Gods or historic Old Town Albuquerque and Santa Fe
- Scenic rail tour on Pikes Peak Cog Railway or tram ride up Sandia Peak
- Whitewater rafting (Class III-IV)

Economy Trip Option

- 14 Day excursion
- Airfare from a local airport to western gateway city (Denver or Albuquerque)
- Luxury bus transportation to and from Philmont
- Philmont Ranch Fee
- One night accommodations en route to Philmont (hotel or suite-style dorm)
- All meals from lunch on departure day through lunch on return day

2020 NCAC Philmont Contingents

CORRESPONDENCE AND PAYMENT DATES

- June 15, 2019 Deposit of \$700 per person (payment #1) with individual information forms is required to confirm reservation on council contingents.
- November 1, 2019 Payment #2 of \$700 per person due from all participants.
- February 1, 2020 Payment #3 of \$700 per person due from all participants.
- May 1, 2020 Payment #4 of \$450 (*estimate final TBD in spring 2020*) (Standard - 15 day trip) or \$150 (*estimate final TBD in spring 2020*) (Economy -14 day trip) (approximate) per person due from all participants.

Reservations not confirmed by deposit of \$700 per person by June 15, 2019 will be offered to units on waiting list.

Late fees may apply to payment not received by the payment due date.

In the event a participant is unable to attend a trip and a replacement cannot be identified, NCAC will issue a refund, less any direct costs already paid to other parties by NCAC and an administrative fee equal to 15% of the total fees due as of the time of receipt of this request, based on the payment schedule. Direct costs include, but are not limited to, Philmont participation fee, airfare, and ground transportation and touring costs. See Request for Transfer or Refund form for more detail.

TRAINING EVENTS

- November 17, 2019
Sunday Philmont Orientation - Advisors, youth and parents invited to hear description of Philmont overview and expectations. 1 pm to 5 pm Location TBD
- January 12, 2020
Sunday Philmont Crew Fundamentals - Adult advisors & crew leaders (if selected) should attend 1 pm to 5 pm Location TBD
- March 14, 2020
Saturday Philmont Skills Training - Adult advisors & crew leaders (if selected) 9 am to 4 pm Location TBD
- March 22, 2020
Sunday Philmont Advisor Hike I - **Mandatory** 10 mile hike for all adult advisors 9 am to 4 pm Catoclin Mountain Park, Thurmont, MD
- March 28, 2020
Saturday Philmont Advisor Hike II - **Mandatory** 10 mile hike for all adult advisors 9 am to 4 pm Catoclin Mountain Park, Thurmont, MD

(NOTE: All advisors must successfully complete one hike on either of these two dates)

- June 6, 2020
Saturday Final Contingents Transportation Meeting - One adult advisor per crew must attend 9 am - 11 am MSSC

INDIVIDUAL FORMS REQUIRED

As noted above, individual information forms must be received with the non-refundable deposit of \$700. A Code of Conduct is also required.



National Capital Area Council 2020 Philmont Participant Information

REQUIRED RESERVATION DEPOSIT - \$700

Pay your deposit online at: <https://scoutingevent.com/082-28283>

And email this form to: highadventure@ncacbsa.org

The airlines require that we submit your *name* as it appears on your Driver's License, Passport, or Military ID for all ticket purchases. Please give us your *name* (for example, "William J. Smith, Jr.") as it appears on your identification documents:

Name: _____ Date of Birth*: _____
(As it appears on your ID, for airline ticket)

Address: _____ Rank: _____ M __ F __

City: _____ State: _____ Zip: _____ Unit: _____

Telephone: _____ E-mail: _____
(Please print *clearly!*)

Shirt Size: _____

Uniform Requirement: Each participant must travel in complete BSA field uniform (Scout/Venture Shirt, scout pants/shorts (scout socks are required if scout shorts are worn), belt, and boots or shoes.)

Please check the trip on which you are participating, and sign and date below to indicate that you have accurately filled this information sheet out and that you have read and understood the payment, uniform, and training information and requirements that have been provided to you.

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In the event a participant is unable to attend a trip and a replacement cannot be identified, NCAC will issue a refund, less any direct costs already paid to other parties by NCAC and an administrative fee equal to 15% of the total fees due as of the time of receipt of this request, based on the payment schedule. Direct costs include, but are not limited to, Philmont participation fee, airfare, and ground transportation and touring costs. See Request for Transfer or Refund form for more detail.

Participant: _____ Date: _____

Parent/Guardian: _____ Date: _____

*must be age 14 by the date of arrival or completed 8th grade and 13 by date of participation. NO EXCEPTIONS

**NATIONAL CAPITAL AREA COUNCIL
HIGH ADVENTURE CONTINGENT TRIPS
PARTICIPANT CODE OF CONDUCT & STATEMENT OF UNDERSTANDING**

All youth and adult participants are selected to represent the National Capital Area Council (NCAC) based on their qualifications in character, camping skills, physical and personal fitness, and leadership qualities. Therefore, all youth participants & their parents or guardians, as well as all adult participants, are asked to sign the Code of Conduct & Statement of Understanding as a condition of participation, with the further understanding that serious misconduct or infraction of established rules and regulations may result in expulsion, at the participant's expense, from the Philmont Contingent before or during the trip. Ultimately, we want each participant to be responsible for his or her own behavior. A participant will only be dismissed or sent home from the trip when absolutely necessary for the good of the crew or for a serious violation of the Code of Conduct.

STATEMENT OF UNDERSTANDING:

I understand that NCAC will be making financial commitments on my behalf for the trek fee, pre-trip expenses, and airfare. I agree to pay according to the payment schedule for the trip, and I understand that withdrawal from the Contingent will not be considered unless I and my parents communicate in a signed letter to NCAC explaining reasons; and a refund of any portion of the total fee will be done according to the forfeiture schedule specified by NCAC for this trip.

CODE OF CONDUCT:

- My Contingent's adult leadership is responsible for the supervision of the Contingent's members in respect to maintaining discipline, security, and conduct. They are expected to guide the Scouts to a manageable trek for all members. Each crew will follow the guidelines of the Scout Base. I will support my Contingent's adult leadership and follow their instructions.
- The Scout Oath and Law will be my guide throughout the trip.
- I will set a good example by keeping myself neatly dressed and presentable. (The Official Scout Uniform and Contingent identifying items are the only acceptable apparel at designated times, including during travel.)
- I will attend all scheduled programs and trainings and participate as required.
- I will work in cooperation with my other crew members and leaders.
- I understand that no one will separate from the Contingent during the trip. We will all travel together, stay together while en-route, and return together.
- The Buddy System will be used at all times.
- I understand that the purchase, possession, or consumption of alcoholic beverages or illegal drugs by any participant whether youth or adult is prohibited.
- Serious or repetitive behavior violations including use of tobacco, alcohol, drugs, dishonesty, cursing or fighting may result in expulsion from the Contingent or serious disciplinary action including loss of privileges.
- Serious violations of this Code may result in expulsion from the Contingent at the participant's own expense (no refunds will be provided).

I certify that I have read the Statement of Understanding and agree to abide by the conditions in the Code of Conduct as a participant in the crews attending the National Capital Area Council Contingent Trip.

Participant name Signature Date

Parent/Guardian name Signature Date