

## Bronze Award Checklist

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To ensure that you meet all of the requirements for the Bronze Award, please use this checklist when setting up your Award and before submitting your Award to your Award Leader via the ORB. Once submitted, your Award Leader will review it, and either authorize it or send it back to you for revisions. Once authorized by your Award Leader, your Award will be sent to the National Office for final authorization.

### Award Setup

I have specific plans in place to complete my chosen activities, they are aligned with the appropriate Award Sections, and they are the right duration to meet Award requirements.

I have chosen one section to major in and understand that I will work on this section's activity for an additional three months.

The goals for all of my activities are challenging and realistic. They were set in consultation with my Assessors and Award Leader, following the SMART goal framework.

My Assessors are not family members, but rather objective adults in my community with the appropriate position and experience to oversee my activities.

I entered the correct name and contact information for my Assessors in the ORB.

My activities are balanced across my Award and there is no overlap between them.

My Voluntary Service activity is unpaid, addresses a genuine cause or need in my community, and does not assist a for-profit business.

My Adventurous Journey incorporates all 10 Requirements for an Adventurous Journey.

### Award Completion

My hours recorded for each Award section in the ORB have reached 100%.

My logs are complete and show commitment, progress, and improvement in relation to my goals.

My Assessors for the Physical Recreation, Skills, and Voluntary Service Sections have submitted their assessments through the ORB.

The details and pictures added to my Adventurous Journey Section demonstrate that all requirements were met.

The Adventurous Journey Preparation and Training section was completed and authorized by my Award Leader in the ORB.

The Adventurous Journey Practice Journey section was assessed by my AJ Supervisor in the ORB (if applicable).

The Adventurous Journey Qualifying Journey section was assessed by my AJ Assessor in the ORB.

### Award Authorization

Once each individual section of your Award is assessed and authorized by your Award Leader, you will be prompted to move the whole Award forward to your Award Leader for their final authorization. Once that is complete, the Award is moved forward to the National Office. The National Office authorizes Awards monthly and sends certificates and medals quarterly. When your Award receives authorization, you will be notified in the ORB and asked whether you would like to register for the next level of the Award.