

**NYLT-Wood Badge-Powder Horn  
Financial Assistance Process and Procedure**

Any individual requesting financial assistance to enroll in one of Circle Ten Council's ADLC programs must first do the following:

1. Be a registered scouter or scout in the Circle Ten Council
2. Register for the desired course in the registration system of Circle Ten Council, Black Pug.
3. Pay 50% of the fee for the course
4. Obtain the application form from their course director (who can request from the ALDC senior leadership)
5. Attach a copy of the Black Pug receipt of registration
6. Submit the signed and completed course form to their course director
7. The course director will submit to the ALDC chair either in person or via email ([C10ALDC@gmail.com](mailto:C10ALDC@gmail.com))

Process

1. Upon receipt, the ALDC chair will confer with the appropriate program coordinator and course director
2. If approved, the ALDC Chair will sign and submit to the Circle Ten Council Professional who supports the ALDC for processing.
3. The Course Director will be notified and will then notify the participant of the decision to support or not support.
4. If a decision is made not to support, the ALDC chair will provide a written response as to the reason(s) for the decision.