## How to Submit a New Award for Adventurers

1. Go to <u>clubministries.org/adventurers</u> and make sure that there is not a current award on this topic.

2. Look at the format of existing awards and create an award that is similar in nature.

- Include a spiritual component
- Include a game, craft or activity that goes along with the award

- Have simple, straightforward information on the award to increase their knowledge

3. Determine the grade level that the award is best suited for. Pre-K, Kindergarten, 1, 2, 3, 4.

4. You can test it out at your club and make adjustments that are needed in the award.

5. Create a proposed patch design for the new award.

6. Once completed, send an email to the Club Ministries Director of the local conference. Currently, that is Pastor Craig Harris at charris@misda.org.

- Include the proposed award's requirements
- Include the proposed award's patch design
- Include your name and any other details

7. The Club Ministries Director will send the proposed award to the North American Awards Advisory Team for review and approval.