

Blue and Gold Planning Guide

Set Budget	Some packs pay for the entire banquet costs by budgeting it at the beginning of the year. Others charge those attending for catered meals.
Venue	In selecting the place, consider the following; <ol style="list-style-type: none"> 1. Adequate space for seating and displays 2. Availability of parking space, restrooms, accessibility coat racks. 3. Program needs, such as microphones, stage, etc. 4. Convenience for food preparation and/or serving. 5. Reserving the meeting place well in advance.
When	The banquet often takes the place of February Pack meeting, although it is not necessarily held on the regular meeting night.
Menu/Food	Select meal plan - catered, pot luck, build a sundae etc. <ol style="list-style-type: none"> 1. How many people will be attending? 2. Determine serving needs - kitchen and utensils. Select menu and estimate cost. 3. Assign serving and cleanup jobs.
Decorations and Invitations	<ol style="list-style-type: none"> 1. Assign decorations and invitations to dens - get extra parent help 2. Use all your families' talents and resources 3. Get invitations out 3 weeks in advance 4. Set a RSVP date
Entertainment	<ol style="list-style-type: none"> 1. Book entertainer - magician, storyteller, dance team, etc. 2. Invite special guests 3. Assign dens skits, songs, stunts 4. Parent child talent show 5. Collect Props for skits and ceremonies
Program	<ol style="list-style-type: none"> 1. Invite Special Guests 2. Make assignments for various parts of the program 3. Assign a parent to make programs 4. Typical programs consist of : <ol style="list-style-type: none"> 1. Flag Ceremony 2. Invocation - Prayer 3. Welcome and Introduction of Guests 4. Dinner 5. Review of year - slide show 6. Ceremonies and Recognitions - Awards 7. Entertainment 8. Retiring of Flags
Awards & Recognition	<ol style="list-style-type: none"> 1. Year Review - slide show, den demonstrations, items on display etc. 2. Remember to recognize leaders and parent volunteers
Closing	<ol style="list-style-type: none"> 1. Thank special guests for coming 2. Ending poem or words 3. Retiring of the Flags

Suggested Timetable

4 months before banquet -- Select Blue & Gold Committee; Set/reserve date, time, place; Select theme

3 months before banquet -- Dens work on decorations; Plan the program; Committee meeting report

2 months before banquet -- Make guest list; Committee meeting report

1 month before banquet -- Mail invitations; Re-check facilities; Print program; Committee meeting report.

2 weeks before banquet -- Turn in award orders; complete decorations; Verify RSVP counts; Check on food preparation.

Banquet day -- Set up room; Enjoy Banquet; Clean-up facilities

Blue and Gold Banquet Dinner Placemat Preopener Printable Worksheet for the Blue & Gold - Cub Scout Crossword Puzzle - Cub Scout History - Rebus Puzzle
<http://akelascouncil.blogspot.com/2012/12/blue-and-gold-placemat-preopener.html>

Sample Planning Guide

<http://www.skscouts.org/wp-content/uploads/2013/06/Blue-Gold-Planning-Guide.pdf>

Six planning Guides from Cub Scout ideas

<http://cubscoutideas.com/2149/blue-and-gold-banquet-planning-guides/>

Tips for a Successful Blue and Gold

<http://scoutingmagazine.org/2011/01/make-your-blue-and-gold-banquet-enjoyable/>

Great outline on how to plan blue and Gold

<http://www.cubroundtable.com>

Another Planning Guide

<http://www.greatpondsdistrict.org/upldDocuments/Unit735/Blue-Golf-Banquet-themes,%20ceremony%20etc.%20and%20leader%20award%20ideas.pdf>