

FLWGP 60-61

7 November 2022



National Cadet Special Activities (Green Lights) and Legislative Day Selection Process



FLORIDA WING
CIVIL AIR PATROL

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1. Description

Cadets apply to individual Special Activities via eServices, this is NOT the process for applying to an activity. This selection process is for the “highly recommended” status or green light. Receiving a green light adds 100 points to your total slotting score. The points slotting scores can be found in the FAQ on the NCSA website.

Legislative Day provides cadets an opportunity to educate elected representatives at the national level about all that CAP does for the nation. The day involves meeting with members of Congress and telling them the CAP story. Cadets will travel to Washington DC for typically three days. Four cadets will be chosen for this opportunity.

2. Minimum Eligibility

You must be a cadet in good standing in CAP, other than that there are no minimum eligibility requirements to apply for a green light. However, each special activity will have eligibility requirements. You must meet those requirements to compete for a green light. If you are awarded a green light, your eligibility will be checked at that time. If you do not meet those requirements your green light will be forfeited and given to the next person.

For Legislative day you must be at least 16 years old, have the Mitchell achievement or higher, and be a member in good standing.

3. Suspense Dates

1 December applications open

8 January at midnight the applications are due. No late applications will be accepted for any reason.

10 February is the deadline for wings to submit all green lights to NHQ

10 February is the deadline for submitting the legislative day applicants to the Wing Commander for final approval.

4. Application process

- a. Each cadet will fill out the CAPF 60-84 entirely. If an entry does not pertain to

the cadet i.e., “Date Earhart Award Issued” it will be filled with N/A. If there is no information to provide for a section i.e., “National CAP Activities” it will be filled with N/A.

- b. The application package will be scanned into PDF format with file sizes limited to 3MB for each attachment and named correctly for what the file contains. For example, if Cadet Smith with CAP ID 123456 submitted their forms
 - i. CAPF 60-84 Smith 123456
 - ii. Transcripts Smith 123456
 - iii. Letter of recommendation 1 Smith 123456
- c. Each attachment will be uploaded to the Wing web page by the deadline listed. No late submissions will be accepted no exceptions.
- d. Only one application package is required if you are applying for both a green light and legislative day.

5. Application package contents

- a. Each cadet will have the same requirements for the application package, however, younger cadets may not have all the items due to their grade level in school. If that is the case, it will not be counted against them. Nevertheless, a file must be submitted for that item stating the reason it is not included. The following items are required for the application package:
 - i. CAPF 60-84
 - ii. Transcript of high school credits (or middle school report card)
 - iii. Transcript of college credits (if applicable)
 - iv. College entrance achievement test scores (SAT or CAT)
 - v. Recent photos in class B blues uniform (see below for more details)
 - vi. Letters of recommendation (maximum of three)
- b. There will be seven photos in total required with different views. The below are an example of the required views only and are not necessarily considered examples for the inspection criteria. The uniform is class B only, with ribbons and without a tie. The flight cap will be worn. No extra points will be given for ties or class As and may be subtracted for not following directions. A clean white or light-colored background is preferred.



Front View



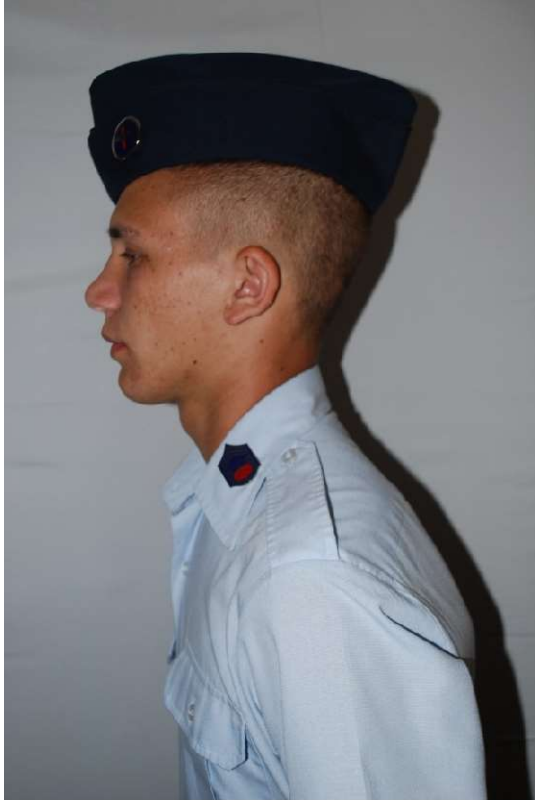
Back View



Right Side View



Left Side View



Left side Head View



Torso View



Foot View

6. Selection Process

6.1 Stage 1

- a. Each package will be graded on the following criteria:
 - i. Application appearance – properly filled out, attention to detail, neat, typed.
 - ii. Completeness – all required attachments are present and correct.
 - iii. Leadership/Participation – emphasis on CAP activities, (local squadron, group, wing, national) and other non-CAP activities also considered (sports, ROTC, scouting, community service).
 - iv. Level of Achievement – CAP honors and awards, also considered non-CAP local/state awards and achievements.
 - v. Academics – all required attachments present, grades obtained.
 - vi. Community involvement – type and amount.
 - vii. Uniform inspection – completed using the seven photos.
- b. The applications will be scored by the cadet programs team and additional wing staff if needed. This score will be added to the board score to achieve an overall score.

6.2 Stage 2

- a. All cadets will be sent to a virtual board.
- b. There will be a separate board for special acts selection and legislative day.
- c. The boards will consist of five to seven senior members from wing or group staff who have cadet programs experience and will include the Wing Director of Cadet Programs or their designated representative. The board grading will be one to five points for each of the following criteria:
 - i. Question score – varying degrees of the correct answer
 - ii. Articulateness – how well the cadet speaks and their ability to convey their message.
 - iii. Military bearing – how the cadet presents themselves (uniform, grooming, C & C).
 - iv. Board procedure – how the cadet acts and responds to the questions (sitting at attention, not fidgeting, proper posture, professionalism).
 - v. Report in – correct procedure
 - vi. Report out – correct procedure

6.3 Stage 3

- a) The top scoring cadets, for the number of available “green light” slots will be sent to the Wing Commander for final approval.

- b) The top four scoring cadets for the legislative day will be sent to the Wing Commander for final approval.

7. Wing recognition

After the approved green light list has been submitted to NHQ, the cadets who are awarded a green light will receive a personal email with their unit commander copied and will also be announced via a wing-wide email and on the wing's Facebook page.

The four cadets chosen for the legislative day trip will receive a personal email with their unit commander copied and will also be announced via a wing-wide email and on the wing's Facebook page.