

2021 PROGRAM BOOK



Las Vegas Area Council, Boy Scouts of America

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Our Programs

Scouting is for all ages! It begins for youth as young as 5 years old in Kindergarten, and for many, carries on for a lifetime of Scouting. The Scouting experience is divided into different programs according to age and activities.



LION CUB - Age 5 (Kindergarten)

As a Lion, your kindergarten child will make friends, laugh loud, gain confidence, discover nature, and most of all...have fun! They will experience the Scouting concepts of character development, leadership, citizenship, and personal fitness through engaging and exciting adventures! Your child will have a blast exploring the world around them in ways that fuel their imagination and creativity. Together, you will take the first steps down the path to success.



CUB SCOUTS - Ages 6-10 (Grades 1-5)

Cub Scouting is a year-round program uniquely designed to meet the need of young boys and girls and their parents. The program offers fun and challenging activities that promote character development and physical fitness. Service projects, ceremonies, games, and other activities guide youth through the core values of Scouting and give them a sense of personal achievement.



SCOUTS BSA - Ages 11-17 (Grades 6-12)

Most people associate Scouts BSA with outdoor adventure – and with good reason. Scouting is an outdoor program designed to develop character, citizenship, and fitness with the Scout Oath and Law as a guide. Scouting helps boys and girls develop into a well-rounded young men and women. Through the advancement program, a Scout can progress in rank through achievements, gaining additional knowledge and responsibilities.



VENTURING - Ages 14-20 (Grades 9-12+)

Venturing is a program for young men and women. It is one of the fastest growing programs in the Boy Scouts of America. The purpose of Venturing is to provide experiences to help young people mature and become responsible and caring adults. Young people in Venturing learn leadership skills and participate in challenging outdoor activities. Venturing focuses resources that help a community organization provide wholesome, flexible, well-rounded, challenging activities tailor-made for teenage youth.



SEA SCOUTING - Ages 14-20 (Grades 9-12+)

Sea Scouts was organized to address members' boating skills and promote knowledge of our maritime heritage. Sea Scout units, called "ships," focus on sailing and cruising either sailboats or power vessels. During the boating seasons, Sea Scouts learn to maintain and operate the vessel, with a focus on learning the safe and proper methods of handling boats. Sea Scouts also learn the meaning of buoys and lights, how to take advantage of wind and tide, and how to drop anchor or approach a dock. Most ships hold formal meetings conducted in either full dress or work uniforms. Swimming, lifesaving, first aid, Coast Guard Auxiliary Sailing and Seamanship, and cardiopulmonary resuscitation courses are taught by our own officers. The state safe boating course is also offered by many ships. Occasionally movies are shown, contests between crews are held, or internship visits are arranged.



EXPLORING - Ages 14-20 (Grades 9-12+)

Exploring is a program for young men and women. Exploring units, called “posts,” focus on a single career field, such as law enforcement, fire/rescue, medical and are sponsored by a local government or business entity. Young adults involved in Exploring will gain practical knowledge and experience in a career and engage in a program of activities centered on career opportunities, life skills, citizenship, character development, and leadership experiences to encourage the development of the whole person. They also have opportunities to take on leadership roles and have a chance to learn and grow in a supportive, caring, and fun environment.



ORDER OF THE ARROW

NEBAGAMON LODGE As Scouting’s National Honor Society, our purpose is to recognize those who best exemplify the Scout Oath and Law in their daily lives. That recognition inspires others to conduct themselves in a way that warrants similar recognition, promotes camping, and environmental stewardship as essential components of every Scout’s experience. Promote year-round camping, summer camping, and develop leaders to advance the activities of their units, our Brotherhood, Scouting, and ultimately our nation. To crystallize the Scout habit of helpfulness into a life purpose of leadership in cheerful service to others.



BASE CAMP LAS VEGAS

Everyone is invited! Base Camp Las Vegas is open to the public. Programs will be offered for both Scouts and non-Scouts utilizing the Scouting Resource Center and Englestad Scout Park. These programs will introduce families not currently being served by scouting, to a "third place" beyond home, school and work where they're comfortable, able to find guidance, and experience a compelling sense of community and belonging. Base Camp Las Vegas will provide activity-based curriculum powered by scouting’s citizenship, leadership, outdoor, STEM, and Scout Oath & Law principles and can be used to support and enhance the other BSA programs.



DIVERSITY, INCLUSION, AND ADAPTION

The basic premise of Scouting for youth with specific needs is that all youth want to participate fully and be respected like every other member of the unit. While there are, by necessity, units exclusively composed of Scouts with disabilities, experience has shown that Scouting usually succeeds best when every Scout is part of a regular unit. We are here to support all Chartered Organizations and Unit Leaders by providing a welcoming experience for all scouts.

Contact Us

SCOUTING RESOURCE CENTER

Location: 7220 S Paradise Rd, Las Vegas, NV 89119

Hours: Monday thru Friday, 8:30am - 5:00pm

Phone: 702-736-4366

Fax: 702-949-6022

Email: lasvegasareacouncil@scouting.org

TRADING POST

Location: 7220 S Paradise Rd, Las Vegas, NV 89119

Hours: Tuesday thru Friday, 10:00am - 3:00pm / Wednesdays, 10:00am - 5:00pm

Phone: 702-736-4366

Fax: 702-949-6022

Email: lvacstore@scouting.org

ONLINE RESOURCES

Las Vegas Area Council Website - www.lvacbsa.org

Facebook –

Twitter –

YouTube –

Instagram –

TITLE	NAME	EMAIL
Scout Executive/CEO	Todd Walter	Todd.Walter@scouting.org
Chief Operating Officer	Ryan Moon	Ryan.Moon@scouting.org
Director of Marketing & Development	Will Abbott	Will.Abbott@scouting.org
Director of Customer Service	Josh Fisher	Joshua.Fisher@scouting.org
Director of Sales	Patrick Ballinger	Patrick.Ballinger@scouting.org
Program Director	Bryce McCandless	Bryce.McCandless@scouting.org
Program Optimization Director	Angela DiCostanzo	Angela.DiCostanzo@scouting.org
Metro Area District Associate	Naveld Amigon	Naveld.Amigon@scouting.org
Membership Specialist - River Mtn District	Heather Donathan	Heather.Donathan@scouting.org
Membership Specialist - Exploring	William Marhold	William.Marhold@scouting.org
Office Manager	Nancy Hill	Nancy.Hill@scouting.org
Executive Secretary	Joanne Ruyle	Joanne.Ruyle@scouting.org
Marketing Specialist	Amanda Black	Amanda.Black@scouting.org
Program Secretary/Trading Post Manager	Eileen Bevacqua	Eileen.B@scouting.org
Accounting/Fundraising Clerk	Shianna Brandt	Shianna.Brandt@scouting.org
Advancement/Eagle Clerk	Lois Urbanski	Lois.Urbanski@scouting.org
Trading Post Clerk	Linda Hunt	LVACStore@scouting.org
Maintenance Supervisor	Edgar Almodovar	Edgar.Almodovar@scouting.org

18-Month Council Calendar

For up to date information on Council Events,
please view the Council Calendar online at:

<https://lvacbsa.org/lvac-calendar/>



June 2021

3-4..... Cub Scout Shooting Sports Day Camp
5..... Position Specific Training
7-12..... Merit Badge Week
9..... Commissioner Meeting
10..... Roundtable
11..... Webelos Day Camp
12..... Pathfinder Day Camp
14..... Flag Day Celebration
16..... Popcorn Leadership Training
17..... OA Lodge Executive Meeting
18..... Parents Night Out
19..... Range Day
19..... Commissioner Basic Training
25..... Camp Card Sales End
25..... Sporting Clays Auction
26..... Sporting Clays Shooting Event
26..... OA Lodge Executive Meeting
26..... OA Lodge Leadership Development & Fellowship
28-July 1..... Cub Scout Day Camp
30..... Skyjump for Scouting

July 2021

6-8..... River Mountain District Day Camp
10..... Merit Badge Clinic
12..... River Mountain District School Night Training
16..... Parents Night Out
24..... OA Lodge Fellowship
28..... Metro Service Area School Night Training

August 2021

4..... Popcorn Kick-Off
9..... First Day of School CCSD
11..... Commissioner Meeting
12..... Roundtable
14..... Merit Badge Clinic
19..... OA Lodge Executive Meeting
21..... OA Lodge Fellowship
27..... Youth Popcorn Kick-Off
28..... Trainer's Edge Position Specific Training

September 2021

2-3..... Popcorn Show & Sell Delivery
8..... Commissioner Meeting

9..... Roundtable
10..... Parents Night Out
10-11..... BALOO Training
11-12..... IOLS Training
11..... Merit Badge Clinic
11..... Community Cleanup Day
16..... OA Lodge Executive Meeting
18..... New Cub Scout Joining Day
24-26..... NASCAR Las Vegas

October 2021

8..... Parents Night Out
13..... Commissioner Meeting
14..... Roundtable
15-17..... Scout EXPO
16..... Jamboree on the Air
21..... OA Lodge Executive Meeting
22-23..... BALOO Training
23-24..... IOLS Training
29-30..... Spook-O-Ree Day Camp
30..... Trunk or Treat

November 2021

4..... Roundtable
13..... Merit Badge Clinic
15..... Popcorn Returns
18..... Taste of Vegas
18..... OA Lodge Executive Meeting
19..... Parents Night Out
22..... Golf Tournament
30..... Combined Council Committee Meeting
30..... Silver Beaver nominations due

December 2021

8..... Commissioner Meeting
9..... Roundtable
11..... OA Fellowship
11..... Merit Badge Clinic
16..... OA Lodge Executive Meeting
17..... Parents Night Out
20-23..... Day Camp
27-30..... Day Camp

January 2022

8 Merit Badge Clinic
12 Commissioner Meeting
13 Roundtable
14 Parents Night Out
20 Metro Service Area Dinner
22 Popcorn Big Spin Party
22 Order of the Arrow Dinner
25 Combined Council Committee Meeting
29 Cub Scout STEM Day

February 2022

5 Position Specific Training
5 Merit Badge Clinic
9 Commissioner Meeting
12 Scouting For Food
17 OA Lodge Executive Meeting
18 Parents Night Out
25 Klondike Derby

March 2022

9 Commissioner Meeting
10 Roundtable
10 Camp Card Kick-Off
11 Parents Night Out
12 Merit Badge Clinic
17 OA Lodge Executive Meeting
18-20 Wood Badge Weekend #1
31 Council Annual Dinner

April 2022

2-3 Wood Badge Weekend #2
9 Merit Badge Clinic
11-15 Day Camp
11-15 CCSD Spring Break
14 Roundtable
21 OA Lodge Executive Meeting
22-23 BALOO Training
23-24 IOLS Training
26 Combined Council Committee Meeting
29-30 Mountain Man Rendezvous

May 2022

7 Cub Scout Derby Day
11 Commissioner Meeting
12 Roundtable - Program Kick-Off
14 Merit Badge Clinic
19 OA Lodge Executive Meeting
20 Parents Night Out

21 Range Master Training
25 CCSD Last Day of School
26-27 Day Camp (School's Out!)

June 2022

6-11 NYLT
8 Commissioner Meeting
9 Roundtable
13-17 Day Camp
14 Flag Day Celebration
16 OA Lodge Executive Meeting
20-24 Day Camp
27-July 1 Day Camp

July 2022

21 OA Lodge Executive Meeting

August 2022

10 Commissioner Meeting
11 Roundtable
18 OA Lodge Executive Meeting
30 Combined Council Committee Meeting

September 2022

8 Roundtable
14 Commissioner Meeting
15 OA Lodge Executive Meeting
24 Cub Scout Joining Day

October 2022

12 Commissioner Meeting
13 Roundtable
20 OA Lodge Executive Meeting
21-23 Scout Expo

November 2022

9 Commissioner Meeting
10 Roundtable
17 OA Lodge Executive Meeting
29 Combined Council Committee Meeting

December 2022

7 Commissioner Meeting
8 Roundtable
15 OA Lodge Executive Meeting

Training

YOUTH PROTECTION TRAINING

This course is required to become a registered leader and must be retaken every two years to maintain registration. A login is required, but anyone may create a user account and view the courses. Registered members of the BSA may provide their member numbers (as part of the user profile) to receive credit. **Available online at my.scouting.org**

WOOD BADGE

Wood Badge is an advanced, national leadership course open only to Scouting volunteers and professionals. Scouters from Cub Scouting, Scouts BSA, Venturing, Sea Scouts, Explorers, and Council all are welcome and belong here.

INTRODUCTION TO OUTDOOR LEADER SKILLS (IOLS)

Working as patrols, this hands-on course provides adult leaders the practical outdoor skills they need to lead Scouts in the out-of-doors. Upon completion, leaders should feel comfortable teaching Scouts the basic skills required to obtain the First Class rank. Along with Scoutmaster Specifics this course is required of all direct contact leaders registered in Scouts BSA Troops to be considered “trained”.

BASIC ADULT LEADER OUTDOOR ORIENTATION (BALOO)

This one-and-a-half-day course is designed as an introduction to the Cub Scout outdoor program for leaders interested in adding a camping component to their Pack activities. BALOO training consists of an online pre-requisite component in addition to an overnight hands-on practical. BSA’s Cub Scout level camping policies will be taught along with the discovery of the necessary tools to help units carry out a successful camping experience.

NATIONAL YOUTH LEADERSHIP TRAINING

This six-day course centers around the concepts of what a leader must be, what they must know, and what they must do. The key elements are then taught with a clear focus on how to. The skills come alive during the week as the patrol goes on a journey toward the meaning of leadership.

DEN CHIEF TRAINING

This half-day course is for Scouts BSA Scouts that are serving as Den Chiefs in a Pack. The training is designed to familiarize the Scouts with how to aid a Den Leader, how to mentor Cub Scouts, and how to work in a team environment.

Youth Protection Training



ADULT LEADERSHIP YOUTH PROTECTION TRAINING POLICY

The Boy Scouts of America desires 100% youth protection training among all its adult volunteers and youth over 18 years of age.

This policy is intended to equip leaders with resources to provide protection to our youth, but also for our adult leadership, chartered partners, the Las Vegas Area Council, and the Boy Scouts of America.

Historically, Las Vegas Area Council has relied upon voluntary participation and cooperation by all Scouters and youth participants over 18 years of age, but has not achieved the desired 100% compliance. Scouters with a current email in their My.Scouting.org account will receive notices about their youth protection training expiration and can review their contact information and their youth protection status by checking their My.Scouting.org account. We encourage voluntary compliance. Unit Key 3's can update training records to reflect completed training that is not accurately recorded. Commissioners are also available to assist units with ensuring 100% YPT training.

In the absence of voluntary compliance, in the Las Vegas Area Council, our policy is as follows:

1. For unit, district, or council charters, no adult or youth participant over 18 will be reregistered without a current, valid YPT certificate. Individuals involved in either Cub Scouts, Scouts BSA, Venturing, Sea Scouts, or Exploring will require YPT certificates.
2. If an adult Scouter or youth participant over 18 does not possess a current youth protection training certificate at any time during their registration year, the Las Vegas Area Council will expire the individual's membership. To be reinstated, the individual will need to complete a new membership application, provide a valid YPT certificate, and pay the applicable registration fees.
3. Any youth member who turns 18 during a recharter year, and desires to remain as a youth participant over age 18 or serve in any other adult volunteer capacity must complete the applicable YPT training no later than their 18th birthday, otherwise, their membership will be revoked.
4. During any recharter cycle (charters are due annually in December), it will be the Council's policy that no adult Scouter or youth participant over 18 will be renewed if their YPT certificate will expire at any time during their respective recharter year.
5. This policy will apply to all adult volunteers in cub packs, scout troops, venturing crews, sea scout ships, explorer posts, STEM labs; chartered organization representatives; merit badge counselors; unit, district and council commissioners and their assistants (including roundtable commissioners and their assistants); committee chairs and members at the unit, district and council level, as well as the council executive and advisory boards.
6. Effective June 1, 2018 any adult accompanying a Scouting event (#5), whereby the adult accumulates 72 hours or more direct contact with youth are required to be a registered adult and must complete Youth Protection Training. This will require the individual to complete an Adult Application, including a criminal background check, applicable fees will apply. This is required even if they are a parent of a youth attending the event. The designated position for this individual should be 91U – Unit Scouter Reserve.
7. Any adult attending summer camp as a chaperone must comply with #6 above, regardless of hours spent. For example, if only at camp for a day you must be registered and Youth Protection Trained.
8. Participation in various district, council, area, region or national events or programs may require additional YPT training.
9. Chartered partners may impose additional youth protection training requirements in excess of these YPT requirements.

SCOUTING'S BARRIERS TO ABUSE

Two-deep leadership adults 21 years and above
Registered female adult 21+ for units serving female scouts
Registered female adult 21+ present at activities involving female scouts
No one-on-one contact
Use buddy system
Separate accommodations
Respect of privacy
No secret organizations
Hazing and bullying prohibited
Mandatory reporting of abuse
Youth leader training
Constructive discipline
Appropriate attire
Member responsibilities
Unit responsibilities

YOUTH PROTECTION PROCEDURES

Any reports and/or suspicions of child abuse of any kind are to be referred immediately to the Las Vegas Area Council.

First Call: The Scout Executive, Todd Walter at 702-968-8118

Reasons why the Scout Office must be called FIRST:

- Staff may be aware of other information that must be considered.
- It is possible that action must be taken by the BSA, regardless of action taken by law enforcement.
- If the media or other officials contact BSA leadership, we must be prepared to respond with competency.
- The Scout Executive is experienced in such issues and is legally obligated to take the necessary action.

Second Call: You should call the County Child Protection Office where the problem allegedly occurred. The Scout Executive may also advise you to do this, or to contact law enforcement directly.



YOUTH PROTECTION

Boy Scouts of America

The Boy Scouts of America (BSA) is committed to providing a safe and secure environment for our youth members. Youth protection requires sustained vigilance, and we work every day to protect children through mandatory policies and procedures at every level of our organization. We are also committed to continuous improvement in our approach to youth protection.

HOW IT WORKS

ADULT VOLUNTEERS

STEP 1

Application

All adults who have been selected as potential leaders of youth by a chartered organization must provide references, past addresses, other community affiliations, and affirm that they have had no criminal accusations made against them.

STEP 2

Adult Leader Youth Protection Training

No person can become a registered leader in Scouting without first completing the BSA's youth protection training. All registered adult volunteers are required to complete the training. No BSA unit may be re-chartered unless all registered leaders have completed the BSA's youth protection training. The training is available online 24 hours a day, seven days a week.

STEP 3

Chartered Organizations Reference Check

Chartered organizations provide local insight and ongoing supervision. The involvement of local chartered organizations (churches, schools, or civic groups) helps ensure that volunteers are known and trusted in the community.

STEP 4

Criminal Background Check

The BSA requires criminal background checks on all Scout leaders. The background checks are administered by a nationally-respected third party that also provides this service to many local, state, and federal governments; educational institutions; and other nonprofits.

STEP 5

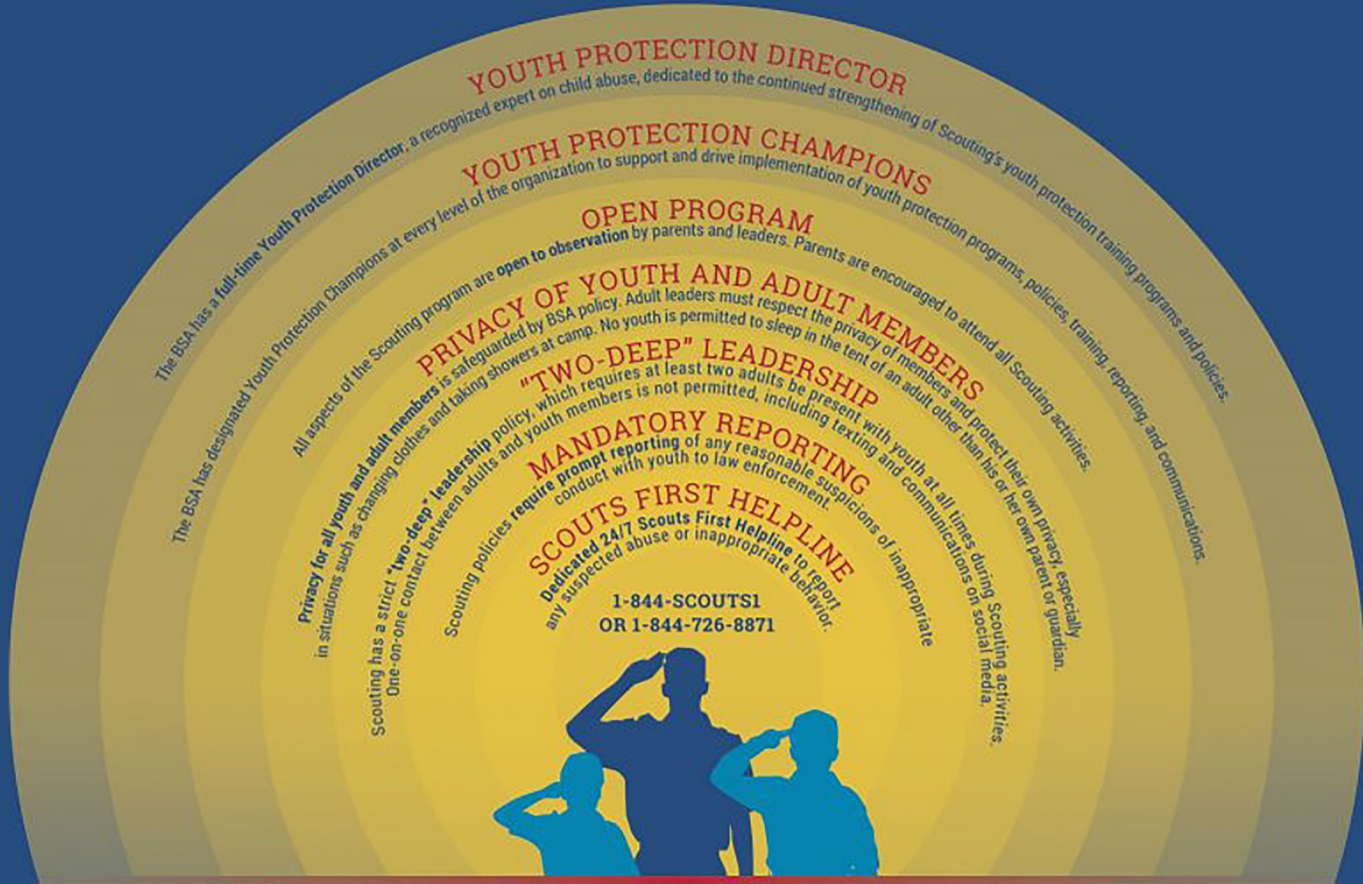
Volunteer Screening Database Check

Before an applicant can join or volunteer with Scouting, the BSA verifies that he or she is not included in our database of individuals that have been prohibited from participation. The database prevents individuals from re-registering in Scouting who were removed for a range of misconduct and inappropriate behavior inside or outside the organization, including allegations of abuse.

We constantly evaluate and invest resources to strengthen our policies and ensure they are in line with, and where possible, ahead of best practices for prevention. To support this ongoing effort we regularly consult with survivors and experts from law enforcement, child safety, psychology, and other relevant fields.

The BSA has established a multi-tiered youth protection approach focused on volunteer screening, education, and training for everyone in the program, and clear policies to protect youth, including prohibiting one-on-one contact between adults and youth members. All units, adult leaders, and youth members have a responsibility to adhere to and enforce youth protection program policies.

THE BSA LAYERS OF PROTECTION



PARENTS AND SCOUTS

Education

- Parents and youth are required to review the BSA's Youth Protection materials, available at the front of every handbook, as a condition of enrollment.
- Every application for youth membership advises parents about the basic principles of youth protection.
- Every parent completing a youth membership form acknowledges awareness of the BSA's Youth Protection policies.

Empowerment

Scouts are required to complete personal safety awareness training with parents and leaders as a requirement for rank advancement. The BSA teaches the "three R's" of youth protection, which convey an important message in a clear manner easily understood by youth members:

- **Recognize** situations that place them at risk, how child molesters operate, and that anyone could be a molester.
- **Respond** to suspected, attempted, or actual abuse, as well as policy violations that may prevent the full use of the barriers to abuse. If a peer is affected, reassure them that they are not to blame and encourage them to seek help.
- **Report** suspected, attempted, or actual abuse to a parent, trusted adult or law enforcement. This prevents further abuse and helps protect other children. Understand that you will not be blamed for what occurred.

Support

The Boy Scouts of America is outraged there have been times when individuals used our programs to gain access to and harm children, and for that we apologize to victims and their families. Nothing is more important than the safety of our youth members. We are committed to providing ongoing support to victims and their families, including counseling. We want to help victims heal on their own terms. Support is available to anyone currently or previously involved in the Boy Scouts of America through our dedicated 24/7 Scouts First Helpline 1-844-SCOUTS1 (1-844-726-8871) or at scouts1st@scouting.org.



Review the complete Boy Scouts of America Youth Protection policy at www.scouting.org/bsayouthprotection.

Always report any suspicion of abuse or inappropriate behavior to the 24/7 Scouts First Helpline:
1-844-SCOUTS1 or 1-844-726-8871

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BOY SCOUTS OF AMERICA®

Pack Program Planning

PROGRAM PLANNING: THE BASICS OF A SUCCESSFUL PACK

Program planning is a simple but critical part of your pack's success. Throughout the process remember your goal is to deliver a quality program to each Scout and their family. It should be fun, exciting, and focused on the purposes of Cub Scouting. Setting an annual program plan provides direction and a sense of satisfaction and a feeling of accomplishment in a job well done. Planning also makes the best possible use of your valuable volunteer time.

QUALITY PROGRAM PLANNING

One of the most important responsibilities of the Pack Committee is to keep the pack operating with a first-rate, year-round program. The quality of the program will depend largely on the Pack Committee giving the Cubmaster, the Cub Scout Den Leaders and Webelos Den Leaders the help they need. Cub Scout program planning and delivery includes four codependent steps, which usually guarantee a strong pack program. The steps are:

1. Annual Pack Program Planning Conference
2. Monthly Pack Leader Meeting
3. Monthly Den Leader/Den Leader Coach Meeting
4. Monthly meetings of each Den Leader with the Den Chief

STEP 1: PLAN YOUR PROGRAM

- Use meeting resources to make planning easier. Become familiar with the Pack Program Planning resources and tools at www.scouting.org.
- Determine what requirements each Scout will need for their next rank.
- Use this Program Planning Guide to determine what council and local activities the unit will participate in.
- Decide what camping opportunities the unit will participate in.
- Plan service projects to include one for your chartered partner, Scouting for Food or other council service projects.
- Plan the meeting dates and Pack events.

STEP 2: FUND YOUR PROGRAM

- Determine expenses to operate the Cub Scout Pack.
- Determine income needed to operate a successful program.
- Determine how much Trails End Popcorn, Camp Cards and other fundraisers your unit needs to sell to cover expenses.

STEP 3: GROW YOUR PROGRAM

- Plan to recruit a 10% increase in youth membership.
- Participate in city-wide recruitment campaign.
- Plan to recruit adult leaders for all unit positions.
- Plan to recruit parents to help with the unit.
- Plan to recruit Lions for Kindergarten boys & girls.

STEP 4: TRAIN YOUR LEADERS

- Train your leaders to deliver the best Scouting program.
- Ensure every registered adult leader completes Youth Protection Training.
- Provide Youth Protection training for the youth and parents of the unit.
- Encourage training (basic and supplemental) for youth and adults.
- Provide unit-led training opportunities to all leaders in your pack. Encourage adult leaders to participate in district and council sponsored training courses and events

STEPS TO PROGRAM PLANNING

1. SET A MEETING DATE

Set a date to meet with the Pack committee, including the Den Leaders.

2. CHECK MEETING DATES

Check with your chartered organization and school calendar to find available dates for pack meetings. They should be at the same time and day each month.

3. REVIEW LAST YEAR'S PROGRAM

Which activities worked and which did not? Decide what activities and special meetings you would like to do again. Also determine whether or not your budget was adequate.

4. SET NEW MEETING DATES

Review the available pack meeting dates with the pack committee, and set dates for the coming year. Be careful to avoid holidays and school breaks.

5. NOTE COUNCIL, DISTRICT AND LOCAL DATES

Review the council and district calendar and mark dates on your program schedule for district and council activities: Pinewood Derby, training sessions, and important meetings like roundtable.

6. SCHEDULE PACK SPECIAL DATES

Set the dates for special activities your pack will be doing during the year and put them in your program calendar. These may include: Pack Fundraisers (Popcorn Sale) in the Fall; Blue and Gold Banquet in February; Pinewood Derby® in January or March; Winter Carnival January through March; Camp Card Sale in February / March; Summertime Activities: Cub Scout Resident Camp or Day Camp.

7. SCHEDULE COMMITTEE & DEN LEADER MEETINGS

Select dates and schedule monthly meetings of your committee to meet and plan out the next month's activities and meetings (i.e., in September you should be planning for October). You should have a committee meeting every month.

8. SELECT A MONTHLY CUB SCOUT CORE VALUE

Write one of the Cub Scout core values and monthly themes under each month in your annual calendar so that everyone knows what the month's focus is for the Pack.

9. DETERMINE THE PACK BUDGET

Create a wish-list of activities and use the Pack Budget Worksheet on how to fund it. The Council provides two exciting fundraising tools in the Popcorn Sale in the fall and the Camp Card sale in the spring. Use these tools to fund your entire Scouting year. Camp, registration fees, materials, and activities should all be paid for by the unit. Make an activity plan, set a fundraising goal, and make sure your families know that if they raise your goal, their Scouting year will be fully paid for. Make sure the Scouts who raise the money get the benefit. Plan it, raise it, spend it!

10. DISTRIBUTE THE PLAN

Every family should receive a copy of the annual calendar so they can plan accordingly. This calendar will help ensure that everyone in the pack knows exactly what is happening.

PROGRAM PLANNING RESOURCES AND TOOLS

www.scouting.org

Pack Planning Worksheet

2021-2022 Calendar

August 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUG 21

FEB 22

February 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

September 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

SEP 21

MAR 22

March 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

October 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCT 21

APR 22

April 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

November 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

NOV 21

MAY 22

May 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

December 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
31			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

DEC 21

JUN 22

June 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

JAN 22

JUL 22

July 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

Pack Budget Planning

What is the unit budget plan? It is implementing the elements of a complete annual Cub Scouting program for youth, committing as a unit to incorporate these elements, and then providing adequate funding for them. Even more, it is committing to implementing the plan with the entire pack: Cub Scouts, leaders, and families, by raising enough dollars to fund the program. The result is a well-managed, well-financed unit.

The steps to planning your pack's annual budget are:

- Plan the pack's complete annual program.
- Develop a budget that includes enough income to achieve the program.
- Identify all sources of income (den dues and any traditional pack activities), and then determine the amount of product sale and the sales goal per youth member that will be needed to reach the income goal.
- Gain commitments from parents, leaders, and all Cub Scouts.

Those leaders who want a meaningful, exciting, and fun youth program that achieves the objectives of Cub Scouting will find this format the ideal way to go.

BASIC EXPENSES

1. REGISTRATION FEES

When a youth joins, the unit should ask them to pay a prorated amount of the \$66 national registration fee and the \$25 New Scout fee.

2. UNIT LIABILITY INSURANCE FEE

Packs are required to pay an annual unit liability insurance fee of \$75. This fee is submitted with the pack's annual charter application and helps defray the expenses of the general liability insurance.

3. SCOUT LIFE MAGAZINE

The official publication of the Boy Scouts of America is available to all members at \$12/year, half the newsstand rate. (Prorated fees are available for youth who join a unit during the year.) Every youth is encouraged to subscribe to Scout Life.

4. ADVANCEMENT AND RECOGNITION

Every Cub Scout should advance a rank and earn a patch for that rank. Active Webelos and Arrow of Light Webelos will earn multiple advancements. The Cub Scout advancement program has many elements that include belt loops, immediate recognition, and outdoor awards.

5. ACTIVITIES

Well-conceived and well-planned activities are critical to a successful annual program plan. Traditionally, such activities as Cub Scout Pinewood Derbies®, field trips, and council activities are financed by the youth and their family over and above the dues program. It is suggested that the complete cost of these outings be built into the unit's budget.

6. CUB SCOUT CAMPING

Cub Scout Resident Camp, Day Camp, and Family Camping are central to a summer camping experience. Local council opportunities are available for Cub Scouts and their families to have exciting, program-rich summer experiences.

7. PROGRAM MATERIALS

Each pack needs to provide certain program materials. Depending on the type of unit program, these could include den meeting supplies, Den Meeting in a Box kits, craft tools and supplies, U.S. flag, pack and den flags, camping equipment, videos and books, or ceremonial props. (Note: Packs may not hold title to property. Only chartered organizations or the local council can own property.)

8. LEADER TRAINING EXPENSES

Trained leaders are keys to delivering a quality and safe program. Adult and youth leader training should be considered an integral pack expense.

9. FULL UNIFORMS

Traditionally, the individual pays for the uniform. We suggest that these expenses become part of the total cost of Scouting. The full Cub Scouting program includes the full Cub Scout uniform!

10. RESERVE FUND

The reserve fund might be established by a gift or loan from the chartered organization, by members of the committee, or by unit money-earning projects. The reserve fund should be intended for unexpected expenses. A new member's initial expenses may be met from the fund.

11. OTHER EXPENSES

These could include a gift to the World Friendship Fund, Council Investment in Character Campaign, meeting refreshments, and/or contingency expenses.

SOURCES OF INCOME

"Two fund-raisers per year," such as selling popcorn and Camp Cards, will help prevent having to ask families for extra money every week. It is better to figure the total cost for the complete year up front. Ideally, all income would come from den dues and two fund-raising programs in the program year.

PACK OPERATING BUDGET

Completed Sample
 Date budget completed: July 15
 Pack No.: 1234
 District: Lakeview
 Projected No. of Cub Scouts: 50
 Projected No. of registered adults: 10

UNIT DETAIL:
 Cubmaster: _____
 Assistant Cubmaster: _____
 Committee chairperson: _____
 Treasurer: _____
 Popcorn chairperson: _____

Date budget completed: _____
 Pack No. _____
 District: _____
 Projected No. of Cub Scouts: _____
 Projected No. of registered adults: _____

Sample Pack Budget		
Annual Cost Per Scout/Unit	No. of Scouts/Adults	Total Unit Cost
\$ 66.00	50	\$ 3,300.00
\$ 42.00	10	\$ 420.00
\$ 75.00	1	\$ 75.00
\$ 7.00	60	\$ 420.00
\$ 12.00	50	\$ 600.00
\$ 1.00	60	\$ 60.00
\$ 17.00	50	\$ 850.00
\$ 48.00	50	\$ 2,400.00
\$ 10.00	6	\$ 60.00
\$ 10.00	50	\$ 500.00
\$ 8.00	50	\$ 400.00
\$ 6.00	10	\$ 60.00
\$ 5.00	50	\$ 250.00
\$ 10.00	50	\$ 500.00
\$ 10.00	50	\$ 500.00
\$ 10.00	50	\$ 500.00
\$ 75.00	40	\$ 3,000.00
\$ 130.00	30	\$ 3,900.00
\$ 145.00	15	\$ 2,175.00
\$ 40.00	30	\$ 1,200.00
\$ 60.00	20	\$ 1,200.00
\$ 20.00	50	\$ 1,000.00
\$ 5.00	5	\$ 25.00
\$ 30.00	20	\$ 600.00
\$ 1.00	50	\$ 50.00
\$ 0.50	50	\$ 25.00
\$ 24,070.00		
\$ 40.00	50	\$ 2,000.00
\$ 500.00	1	\$ 500.00
\$ 2,500.00		
\$ 21,570.00		

PROGRAM EXPENSES:		Annual Cost Per Person	No. of Cub Scouts/Adults	Total Unit Cost
Registration fees (1)	Total youth @ \$66 ea.	\$ 66.00	0	\$ -
Registration fees (1)	Total adults @ \$42 ea.	\$ 42.00	0	\$ -
Annual Unit Charter Fee (2)	Yearly flat fee @ \$75			\$ 75.00
Local Council Activity Fees	Check with local council on fee			
Scout Life Magazine (3)	Total subscriptions @ \$12 ea.	\$ 12.00		
Accident insurance fees (4)	Total youth + adults @ \$ ea.			
Advancement (5)	Adventure Loops/Pins \$1.49 ea. Rank patches \$2.20 ea. 7 adventures (loops/pins) + 1 rank + misc. award = \$17.00			
Bridging & Cross Over (5)	Handbook, hat, neckerchief, & neckerchief slide			
Pack leaders	Thank-yous, veteran awards, etc.			
Special events (6)	Blue and gold banquet Pinewood derby Holiday party			
Special activities (6)	Location			
Den Outing				
Den Outing				
Den Outing				
Camp (7)				
Cub Scout day camp				
Cub Scout resident camp				
Webelos resident camp				
Council Organized Family Ca				
Leader's fees				
Program materials (8)	Ceremony supplies, bridge crossings, camping items, etc.			
Leader basic training (9)	___ leaders @ \$ ___ ea.			
Scout Assistance (10)	For families in need			
Reserve fund (11)	Registration scholarships			
Other expenses (12)	Contingency funds			
A) TOTAL UNIT BUDGETED PROGRAM EXPENSES				\$ 75.00
INCOME:				
Annual dues (monthly amount x 10 or 12 months)				
Surplus from prior year (beginning fund balance)				
Other income source (parent payments, etc.)				
B) INCOME SUBTOTAL				
C) TOTAL FUNDRAISING NEED (A minus B)				

Actual Budget		
Annual Cost Per Person	No. of Cub Scouts/Adults	Total Unit Cost
\$ 66.00	0	\$ -
\$ 42.00	0	\$ -
\$ 75.00		\$ 75.00
\$ 12.00		
\$ 1.00		
\$ 17.00		
\$ 48.00		
\$ 10.00		
\$ 10.00		
\$ 8.00		
\$ 6.00		
\$ 5.00		
\$ 10.00		
\$ 10.00		
\$ 10.00		
\$ 75.00		
\$ 130.00		
\$ 145.00		
\$ 40.00		
\$ 60.00		
\$ 20.00		
\$ 5.00		
\$ 30.00		
\$ 1.00		
\$ 0.50		
\$ 24,070.00		
\$ 40.00		
\$ 500.00		
\$ 2,500.00		
\$ 21,570.00		

\$ 61,629 x 35% = \$ 21,570
Gross Sales Commission Need
 (+/- 35% includes qualifying for all bonus dollars)
 \$ 61,629 / 50 Cub Scouts = \$ 1,233

FUNDRAISING PACK BUDGET (Should equal C above)
 (Check with your local council for commission percentage and bonuses.)
 _____ Need / _____ Commission = _____ Pack Goal
FUNDRAISING GOAL PER CUB SCOUT
 _____ Pack Goal / _____ No. Cub Scouts = _____ Cub Scout Goal

* Many packs include all or a portion of the Cub Scout Resident Camp or Day Camp fee in the annual budget. This helps ensure that all Cub Scouts have the opportunity to attend. Pack budgeting should include payments on time and qualifying for any discounts offered for early and/or on-time payments.

510-278
2021 Printing

Pack _____ of _____ District
2021 Scouting's Journey to Excellence
"The BSA method for annual planning and continuous improvement"

Item	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
Planning and Budget					Total Points: 200		
#1	Planning and Budget: Have a program plan and budget that is regularly reviewed by the pack committee, following BSA policies relating to fundraising. (Virtual/remote meetings are acceptable.)	Have an annual program plan and budget adopted by the pack committee.	Achieve Bronze, plus pack conducts a planning meeting involving den leaders for the following program year.	Achieve Silver, plus pack committee meets at least six times during the year to review program plans and finances.	50	100	200
Membership					Total Points: 500		
#2	Building Cub Scouting: Recruit new youth into the pack in order to grow membership.	Conduct a formal recruitment program by October 31 or use a personalized invitation method and have current pin on beascout.org.	Achieve Bronze, and either increase youth members or have at least 40 members.	Achieve Silver, and either increase youth members by 5% or have at least 60 members.	50	100	200
#3	Retention: Retain a significant percentage of youth members.	Reregister 60% of eligible members.	Reregister 65% of eligible members.	Reregister 75% of eligible members.	50	100	200
#4	Webelos-to-Scout transition: Have an effective plan to graduate Webelos Scouts into troop(s).	With a troop, hold two joint activities (live or virtual) or 75% of second year Webelos have completed "The Scouting Adventure."	60% of eligible Webelos register with a troop.	80% of eligible Webelos register with a troop.	25	50	100
Program					Total Points: 900		
#5	Advancement: Achieve a high percentage of Cub Scouts earning rank advancements.	50% of Cub Scouts advance one rank during the year or 50% of families are connected through Scoutbook.	60% of Cub Scouts advance one rank during the year.	75% of Cub Scouts advance one rank during the year.	100	200	300
#6	Outdoor activities: Conduct outdoor activities and field trips. (includes pack coordinated family home-centered activities)	Each den has the opportunity to participate in three outdoor activities or field trips during the year.	Each den has the opportunity to participate in four outdoor activities or field trips during the year.	Each den has the opportunity to participate in five outdoor activities or field trips during the year.	50	100	200
#7	Day/resident/family camp: Cub Scouts attend day camp, family camp, and/or resident camp. (includes council-offered alternatives)	33% of Cub Scouts participate in a camping experience or have improvement over the prior year.	50%, or 33% and have improvement over the prior year.	75%, or 50% and have improvement over the prior year.	50	100	200
#8	Service projects: Participate in service projects. (includes home engagements serving others)	Participate in two service projects and enter the hours on the JTE website.	Participate in three service projects and enter the hours on the JTE website.	Achieve Silver, plus at least one of the service projects is conservation-oriented.	25	50	100
#9	Pack and den meetings and activities: Dens and the pack have regular meetings and activities. (Virtual/remote meetings are acceptable.)	Hold eight pack meetings a year. Den or pack meetings have started by October 31.	Achieve Bronze, plus dens meet at least twice a month during the school year.	Achieve Silver, plus earn the Summertime Pack Award.	25	50	100
Volunteer Leadership					Total Points: 400		
#10	Leadership recruitment: The pack is proactive in recruiting sufficient leaders.	Have a registered assistant Cubmaster.	Achieve Bronze, and prior to recruiting event, the committee identifies pack and den leadership for the next year.	Achieve Silver, plus every den has a registered leader by October 31.	50	100	200
#11	Trained leadership: Have trained and engaged leaders at all levels. All leaders are required to have youth protection training. (Online/remote training is acceptable.)	Cubmaster or an assistant Cubmaster or pack trainer has completed position-specific training.	Achieve Bronze, plus the Cubmaster and den leaders have completed position-specific training or, if new, will complete within three months of joining.	Achieve Silver, plus two-thirds of committee members have completed position-specific training.	50	100	200

- Bronze:** Earn at least 525 points by earning points in at least 7 objectives.
- Silver:** Earn at least 800 points by earning points in at least 8 objectives.
- Gold:** Earn at least 1,050 points by earning points in at least 8 objectives and at least Bronze in #6.

Total points earned: _____

No. of objectives with points: _____

- Our pack has completed online rechartering by the deadline in order to maintain continuity of our program.
- We certify that these requirements have been completed:

Cubmaster _____ Date _____

Committee chair _____ Date _____

Commissioner _____ Date _____

This form should be submitted to the Scout service center or your unit commissioner, as directed by your council.

Cub Scout Recruiting

Scouting offers a continuous program that becomes progressively more challenging. The Membership Cycle includes recruiting and retaining youth.

SPRING RECRUITMENT

Spring recruitment is aimed at youth graduating from kindergarten through fourth grade. Efforts enable new members to participate in summer activities planned by the pack and council, such as pack picnics, outdoor activities, day camp, and resident camp.

FALL RECRUITMENT

Generally, a two-week recruitment campaign focused on a two-week period in mid- September following careful preparation and planning involving unit leaders, district leaders, commissioners and Scout recruiters. Units are encouraged to help staff those sign-up nights at your local elementary schools.

FALL RECRUITMENT PLANNING

- Designate one or more nights for your Cub pack to hold registration events during September.
- Flyer every school affiliated with your Pack to extend an invitation to boys. Determine if your unit will participate in the NEW Lion program and be sure to include flyers for Kindergarten age boys and girls if applicable.
- Provide information to every religious affiliation in your community to extend an invitation to all boys and girls.
- Send information/press releases to local community newspapers to announce sign up night dates and details.
- Encourage your Chartered Partner to assist in the recruitment of youth.
- Encourage current members to promote Scouting.
- Attend your School Open House/Meet the Teacher event to provide Scouting information and additional invitations to parents and prospective boys and girls.
- Arrange for classroom, lunchroom, or playground visits to promote Scouting.
- Attend District Fall Round Up Kickoff meetings and trainings.
- Update pack contact information and specific unit information on www.BeAScout.org

PEER TO PEER RECRUITMENT

Peer-to-Peer recruitment and Bring-a-Buddy campaigns are the most effective methods of recruiting new Cub Scouts. This method uses two of Scouting's greatest strengths – a wide range of volunteer leaders and excited, enthusiastic youth members located in nearly all of the neighborhoods in your area.

CUB SCOUT MEMBERSHIP - OTHER IMPORTANT FACTORS

- Ensure your pack has all age specific Dens (Lions, Tigers, Wolves, Bears, Webelos and Arrow of Light (AOL).
- Conduct unit inventories in Spring to ensure all youth are registered.
- Conduct leader inventories in Spring to help plan for leader turnover and succession planning in your pack.

CUB SCOUT RECRUITMENT MATERIALS

The Las Vegas Area Council is committed to helping your unit grow its membership to serve more youth and families. The council provides the following recruitment materials and resources at no-cost to the unit. For assistance with conducting membership recruitment in your pack, contact the Council Membership Team.

- Flyers
- Posters
- Yard Signs
- Recruitment Cards
- Postcards
- www.BeAScout.org website
- PSA's (Video and audio)
- News Release templates
- Bookmarks
- Stickers

BRAND IDENTITY TOOLS AND RESOURCES**BSA BRAND CENTER**

<https://scouting.webdamdb.com/>

MEMBERSHIP & MARKETING HUB

<http://scoutingwire.org/marketing-and-membership-hub/>

BSA BRAND IDENTITY

<http://scoutingwire.org/bsa-brand-center/brand-identity/>

Arrow of Light to Scout Transition

PACK AND TROOP LEADER ACTION STEPS AND TIMELINE			
MONTH	ARROW OF LIGHT (AOL) LEADER	WEBELOS TO SCOUTS COORDINATOR (TROOP)	UNIT COMMISSIONER
AUGUST	Attend roundtable. Complete AOL Webelos Patrol roster. Give roster of AOL to partner troop(s).	Follow up with AOL Webelos and visit Troop.	Prepare and present list of partnered packs and troops in their areas. Include leaders' names and phone #'s, # of members, meeting place and day of the week.
SEPTEMBER	AOL Webelos attend Fall Camporee with troops. Request AOL Den Chief(s). Plan key leader meeting with (SM, CM, WL, and UC).	Invite AOL Webelos to participate in troop activities: Court of Honor, hike, service project, etc. Plan key leader meeting with pack and invite AOL Webelos and parents.	Attend key leader meeting. Help AOL Leader develop a promotion plan.
OCTOBER	Hold key leader meeting. Plan and schedule date for: orientation/camp promotion, troop meeting visit and pack graduation/ transition.	Attend key leader meeting. Plan and schedule dates for: orientation/camp promotion, troop meeting visit and pack graduation/ transition.	Attend key leader meeting.
NOVEMBER	Attend orientation meeting with AOL Webelos and parents. Introduce AOL Webelos to troop organization/ terminology.	Invite AOL Webelos and parents to orientation meeting. Webelos complete application. Include summer camp promotion.	Promote, help plan, and attend orientation meeting. Check with AOL Leader on status of promotion plan.
NOVEMBER THROUGH FEBRUARY	Plan and coordinate with troop to have AOL Webelos continue participation in troop activities.	Select troop activities for AOL Webelos to attend. Coordinate with AOL leaders and invite AOL Webelos and parents to attend.	Encourage continued contacts between troop and AOL Webelos.
FEBRUARY THROUGH MARCH	Blue and Gold Banquet. Pack invites troop to attend and participate. Webelos receive Arrow of Light. AOL Webelos attend troop meetings and prepare for summer camp. Hold key leaders meeting to discuss 4 th grade Webelos, pack, and troop.	Troop transfers all 5 th grade AOL Webelos as Scouts. Webelos who do not transfer to the troop at this time can do so later. Hold key leaders meeting to discuss 4 th grade Webelos, pack, and troop. Submit summer camp information. Participate in camp card sale.	Encourage and help coordinate troop activities.

ARROW OF LIGHT WEBELOS LEADER/ PACK RESPONSIBILITIES

- Goal to successfully transition all 5th grade AOL Webelos in your pack into your partnered Scout troop in February/March. 5th Grade AOL Scouts can transition as late as May or June if necessary but may miss out on participating in summer camp with the troop if they do.
- Arrange for AOL Webelos to visit the partner troop; if your pack does not have a partner troop, contact the Membership Chair or the Las Vegas Area Council for assistance.
- Encourage AOL Webelos not joining the partner troop to seek out other troops in the area. Visiting more than one troop increases the likelihood that AOL Webelos families will find one that they connect with.
- Pack leadership schedule a key leader meeting regarding 4th grade Webelos in March/April and schedule another in October with the partner Troop. Webelos leaders are the most influential leader throughout the AOL Webelos transition process.
- Pack leadership schedule a key leader meeting by October with the partner troop.
- Pack leadership invites Scoutmaster and troop youth leaders to speak at special pack activities.
- Provide an information session on the Scout program for all Webelos leaders, parents of AOL Webelos, and other leaders moving on to the troop.
- AOL Webelos leaders work with troop leaders to secure den chiefs for each Webelos den.
- Communication with partner troop leadership is essential.
- Set the expectation that all Arrow of Light Webelos Scout attend camp. This engages new Scouts immediately and gets them excited about the new program.

UNIT COMMISSIONER RESPONSIBILITIES

- It is an important part of the Unit Commissioner responsibilities to assist the AOL Webelos leaders and troop leaders through the entire transition process and ensure that the action steps are followed as scheduled.
- Promote communication by scheduling a meeting of key volunteers.
- Be sure new Scouts have completed Scout application, have a copy of the troop's activities, and that they know when and where the troop meets. Transfer into the troop can also be completed through my.scouting.org

Cub Scout Leader Training

TRAINING METHODS

Online – Several courses may be completed online at a time that is convenient for the leader.

Instructor-Led – These courses are scheduled and conducted by trained and knowledgeable leaders at the council level.

TRAINING COURSE DEFINITONS

Required Training – The main course necessary to be considered “trained” for your Scouting position.

Supplemental & Advanced Training – The training beyond “the basics” to learn more about a particular skill or program. Check the council website or scouting.org for additional training opportunities available to leaders.

TRAINING COURSE	ONLINE	INSTRUCTOR LED
REQUIRED CUB SCOUT LEADER TRAINING		
Youth Protection Training – This training is required for all BSA registered leaders and must be completed every two years.	X	
Chartered Organization Representative Training	X	
Pack Committee Specific – This training concentrates on Pack Committee operations.	X	X
Cubmaster & Assistant Specific Training – 3-hour position-specific training for all Cubmasters and Assistants.	X	X
Cub Scout Leader Specific Training – 3-hour position-specific training for all den leaders.	X	X
SUPPLEMENTAL AND ADVANCED CUB SCOUT LEADER TRAINING		
Basic Adult Leader Outdoor Orientation (BALOO) – 1-day course designed as in introduction to the Cub Scout outdoor program for those leaders interested in adding a camping component to Pack activities.	X	X
Hazardous Weather	X	
Safe Swim Defense	X	
Safety Afloat	X	
This is Scouting	X	
Trainer’s EDGE	X	
University of Scouting – One-day event for Cub Scout, Scouts BSA, Venturing, and Sea Scout leaders with numerous classroom sessions, workshops, displays, demonstrations, and games.		X
Wood Badge		X
Roundtables		X
Stop Bullying Now: Tips for Scouting Leaders and Scouts	X	
STEM Nova Counselor Training	X	X

Troop Program Planning

PROGRAM PLANNING: THE BASICS OF A SUCCESSFUL TROOP

Program planning is a simple but critical part of your troop's success. Throughout this process, your goal is to deliver a quality program to each youth and family. Your program should be fun, exciting, and focused on the purposes of Scouting. Development of an annual program plan provides direction, and a sense of satisfaction and accomplishment in a job well done. Planning also makes the best possible use of your valuable volunteer time. Youth involvement and brainstorming in the planning is key.

QUALITY PROGRAM PLANNING

One of the responsibilities of your troop committee is to keep your troop operating a first-rate, year-round program. The quality of your program will depend largely on your committee giving the Scoutmaster and the assistant Scoutmasters the help they need to run a successful program for the troop. Troop Program Planning includes a series of meetings dependent upon one another. These sessions guarantee a strong program. The sessions are:

- Annual Troop Program Planning Conference with Scouts.
- Monthly Troop Committee meetings.
- Monthly meetings of the adult and youth leaders to plan the upcoming month's weekly meetings and outings.

STEP 1: PLAN YOUR PROGRAM

- Use meeting resources to make planning easier. Become familiar with the Troop Program Planning resources and tools.
- Determine what requirements each Scout will need for their next rank.
- Use this Program Planning Guide to determine what council and local activities the unit will participate in. Decide what camping opportunities the unit will participate in.
- Plan service projects to include one for your chartered partner, Scouting for Food, or other council service project.
- Plan the meeting dates and troop events.

STEP 2: FUND YOUR PROGRAM

- Determine expenses to operate the Scout Troop.
- Determine income needed to operate a successful program.
- Determine how much Trails End Popcorn and Camp Cards and other fundraisers your unit needs to sell to cover expenses.

STEP 3: GROW YOUR PROGRAM

- Plan to conduct a Troop Open House or Recruitment Night.
- Participate in statewide recruitment campaign.
- Plan to recruit adult leaders for all unit positions.
- Plan to recruit parents to help with the unit.
- Plan to participate with your local Scout Troop to ensure a successful Arrow of Light (AOL) to Scout Transition.

STEP 4: TRAIN YOUR LEADERS

- Train your leaders to deliver the best Scouting program.
- Ensure every registered adult leader completes Youth Protection Training.
- Provide Youth Protection training for the youth and parents of the unit.
- Encourage training (basic and supplemental) for youth and adults.
- Provide unit-led training opportunities to all leaders in your troop. Encourage adult leaders to participate in district and council sponsored training courses and events.

STEPS TO SUCCESSFUL PROGRAM PLANNING

1. SET A MEETING DATE

Set a date to meet with the Troop committee, including the Scoutmaster, Assistant Scoutmaster, and youth leaders.

2. CHECK MEETING DATES

Check with your chartered organization and school calendar to find available dates for troop meetings and outings. They should be at the same time and day each week.

3. REVIEW LAST YEAR'S PROGRAM

Which activities worked and which did not? Decide what activities and special meetings you would like to do again. Also determine whether your budget was adequate.

4. SET NEW MEETING DATES

Review the available troop meeting and outing dates with the troop committee and set dates for the coming year. Be careful to avoid holidays and school breaks.

5. NOTE COUNCIL, DISTRICT AND LOCAL DATES

Review the council calendar and mark dates on your program schedule for council activities: camporees, training sessions, and important meetings like roundtable.

6. SCHEDULE TROOP SPECIAL DATES

Set the dates for special activities your troop will be doing during the year and put them in your program calendar. These may include: Scout Summer Camp, Klondike Derbies, Service Projects, and weekend camping activities.

7. SCHEDULE COMMITTEE & LEADER MEETINGS

Select dates for and schedule monthly meetings of your committee to meet and plan out the next month's activities and meetings (i.e., in September you should be planning for October). You should have a committee meeting every month.

8. SELECT A MONTHLY THEME

Each month should include a theme that troop meetings, activities, advancement, and outings are centered around.

9. DETERMINE THE TROOP BUDGET

Create a wish-list of activities and use the Troop Budget Worksheet on how to fund it. The Council provides two exciting fundraising tools in the Popcorn Sale in the fall and the Camp Card sale in the spring. Use these tools to fund your entire Scouting year. Camp, registration fees, materials and activities should all be paid for by the unit. Make an activity plan, set a fundraising goal and make sure your families know that if they raise your goal, their Scouting year will be fully paid for. Make sure the Scouts who raise the money get the benefit. Plan it, raise it, spend it!

10. DISTRIBUTE THE PLAN

Every family should receive a copy of the annual calendar so they can plan accordingly. This calendar will help ensure that everyone in the pack knows exactly what is happening.

PROGRAM PLANNING RESOURCES AND TOOLS

www.scouting.org

JOURNEY TO EXCELLENCE

www.scouting.org/awards/journey-to-excellence/

Troop Planning Worksheet

2021–2022 Calendar

August 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUG 21

FEB 22

February 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
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SEP 21

MAR 22

March 2022						
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OCT 21

APR 22

April 2022						
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November 2021						
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NOV 21

MAY 22

May 2022						
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December 2021						
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DEC 21

JUN 22

June 2022						
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January 2022						
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JAN 22

JUL 22

July 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
30	31					1
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Troop Budget Planning

What is the unit budget plan? It is implementing the elements of a complete annual Scouting program for youth, committing as a unit to incorporate these elements, and then providing adequate funding for them. If you like to raise money every month, plan your program as you go, limit your activities based on the unit's income, or not involve the youth members in the planning process, then this format may not be for you. Those leaders who want a meaningful, exciting, and comprehensive youth program that achieves the objectives of the Scouting program will find this format the ideal way to go.

Recognizing this, the BSA recommends the following recipe:

1. Plan your troop's complete annual program.
2. Develop a budget that includes enough income to achieve the program.
3. Identify the amount of product (popcorn, for example) that will need to be sold per youth member to reach the income goal.
4. Identify fundraisers that the troop can participate in to bring income to the unit.
5. Get commitments from parents and youth.

Those leaders who want a meaningful, exciting, and comprehensive youth program that achieves the objectives of Scouting will find this format the ideal way to go.

BASIC EXPENSES

1. REGISTRATION FEES

When a youth joins, the unit should ask them to pay a prorated amount of the \$66 national registration fee and the \$25 New Scout fee.

2. UNIT LIABILITY INSURANCE FEE

Troops are required to pay an annual unit liability insurance fee of \$75. This fee is submitted with the troop's annual charter application and helps defray the expenses of the general liability insurance.

3. SCOUT LIFE MAGAZINE

The official publication of the Boy Scouts of America is available to all members at \$12/year, half the newsstand rate. (Prorated fees are available for youth who join a unit during the year.) Every youth is encouraged to subscribe to Scout Life.

4. ADVANCEMENT AND RECOGNITION

Every youth member should earn and advance a rank each year. (Scouts in Troops can do even more!) The Troop advancement program has a number of options that include achievements, rank advancement, and merit badges.

5. ACTIVITIES

Well-conceived and well-planned activities are critical to a successful annual program plan. Traditionally, activities as Scout hikes, camping, or high adventure trips are financed by the youth and their family over and above the dues programs. It is suggested that the complete cost of these outings be built into the unit's budget.

6. SUMMER CAMP AND HIGH ADVENTURE

Central to Scouting is a summer camp experience. Local and national opportunities abound for Scouts to have an exciting, program-rich summer experience.

7. PROGRAM MATERIALS

Each unit needs to provide a certain amount of program materials. Depending on the type of program, these could include craft tools and supplies, camping equipment, videos and books, or ceremonial props. (Note: Troops may not hold title to property. Only chartered organizations or the local council legally can own property.)

8. TRAINING

Trained leaders are the key to delivering a quality and safe program. Both adult and youth leader training should be considered an integral annual expense.

9. FULL UNIFORM

Traditionally, the individual pays for the uniform. We suggest that these expenses become part of the total cost of Scouting. The full Scouting program includes the full uniform!

10. RESERVE FUND

The reserve fund might be established by a gift or loan from the chartered organization, by members of the committee, or by a unit-money earning project. The reserve fund should meet unexpected expenses. A new member's initial expenses may be met from the fund.

11. OTHER EXPENSES

These could include a gift to the World Friendship Fund, Council Investment in Character campaign, meeting refreshments, and/or contingency funds.

SOURCES OF INCOME

"Two fund-raisers per year," such as selling popcorn and Camp Cards, will help prevent having to ask families for extra money every week. It is better to figure the total cost for the complete year up front. Ideally, all income would come from troop dues and two fundraising programs at the beginning of the program year each fall and then another in the spring.

Sample Troop Budget

Annual Cost Per Scout/Unit	No. of Scouts/Adults	Total Unit Cost
\$ 66.00	35	\$ 2,310.00
\$ 42.00	10	\$ 420.00
\$ 12.00	25	\$ 300.00
\$ 75.00	1	\$ 75.00
\$ 9.00	25	\$ 225.00
\$ 15.00	25	\$ 375.00
\$ 15.00	25	\$ 375.00
\$ 15.00	25	\$ 375.00
\$ 15.00	25	\$ 375.00
\$ 15.00	25	\$ 375.00
\$ 15.00	25	\$ 375.00
\$ 20.00	25	\$ 500.00
\$ 15.00	25	\$ 375.00
\$ 15.00	25	\$ 375.00
\$ 10.00	10	\$ 100.00
\$ 180.00	1	\$ 180.00
\$ 25.00	5	\$ 125.00
\$ 20.00	2	\$ 40.00
\$ 50.00	2	\$ 100.00
\$ 50.00	1	\$ 50.00
		\$ 7,425.00
\$ 40.00	25	\$ 1,000.00
\$ 500.00	1	\$ 500.00
		\$ -
		\$ 1,500.00
		\$ 5,925.00
\$ 12,857.00	x 25%	= \$ 3,214.25
\$ 12,857.00	/ 25	= \$ 514.28
Unit Goal	No. of Members	Member Goal
Camp Fees Budget		
\$ 240.00	x 25	= \$ 6,000.00
		\$ 500.00

Troop Operating Budget

PROGRAM EXPENSES:

Youth registration fees	Total youth @ \$66 ea.
Adult registration fees	Total adults @ \$42 ea.
<i>Boys' Life</i>	Total subscriptions @ \$12 ea.
Unit charter fee	Yearly flat fee @ \$75
Advancement	Ideally, 100% of youth included in badges and ranks (example @ \$9 ea.)

Camping trips

- (1) Camping trip
- (2) Camping trip
- (3) Camping trip
- (4) Camping trip
- (5) Camping trip
- (6) Camping trip

Location

District events

- Camporees (2)
- Other (1)

Special activities

Merit badge day, first aid rally, etc.

Day trips

Location

Scouts BSA Handbook

One for each new youth @ \$18 ea.

Adult leader training

Outdoor Skills

Unit equipment purchases

Tents, cook stoves, etc.

Leader camp fees

Leader recognition

Thank yous, veterans awards, etc.

TOTAL UNIT BUDGETED PROGRAM EXPENSES:

INCOME:

Annual dues (monthly amount x 10 or 12 months)

Surplus from prior year (beginning fund balance)

Other income source

INCOME SUBTOTAL:

TOTAL FUNDRAISING NEED:

POPCORN SALE TROOP GOAL:

___% includes qualifying for all bonus dollars

POPCORN SALES GOAL PER MEMBER:

*Resident camp

*Total youth @ \$240 ea.

Additional popcorn sales that would cover summer camp costs

Additional camp sales goal per Scout

UNIT DETAIL:

Date budget completed:	July 1
Unit No.:	555
District:	Somewhere
Projected No. of Scouts:	25

Leader: _____
 Assistant Leader: _____
 Committee chair: _____
 Treasurer: _____
 Popcorn chair: _____

Date budget completed:	_____
Unit No.:	_____
District:	_____
Projected No. of Scouts:	_____

OPTIONAL OPPORTUNITIES:

High adventure

Philmont, Sea Base, jamboree, etc.
 approx \$1,200 ea.

* Many units include all or a portion of the resident camp fee in the annual budget. This helps ensure that all Scouts have the opportunity to attend.

2021 Scouting's Journey to Excellence

"The BSA method for annual planning and continuous improvement"

Item	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
Planning and Budget					Total Points: 200		
#1	Planning and budget: Have a program plan and budget that is regularly reviewed by the committee, following BSA policies related to fundraising. (Virtual/remote meetings are acceptable.)	Have an annual program plan and budget adopted by the troop committee.	Achieve Bronze, plus troop conducts a planning meeting involving youth leaders for the following program year.	Achieve Silver, plus troop committee meets at least six times during the year to review program plans and finances.	50	100	200
Membership					Total Points: 500		
#2	Building Scouting: Recruit new youth into the troop in order to grow membership.	Have a membership growth plan that includes a recruitment activity or use a personalized invitation method and have current pin on beascout.org .	Achieve Bronze, and either increase youth members or have at least 25 members.	Achieve Silver, and either increase youth members by 5% or have at least 35 members.	50	100	200
#3	Retention: Retain a significant percentage of youth members.	Reregister 75% of eligible members.	Reregister 80% of eligible members.	Reregister 85% of eligible members.	50	100	200
#4	Webelos-to-Scout transition: Have an effective plan to recruit Webelos Scouts into the troop.	With a pack or Webelos den, hold two joint activities (live or virtual).	Achieve Bronze, plus recruit two Webelos Scouts.	Achieve Silver, plus provide at least one den chief to a pack and recruit five Webelos Scouts.	25	50	100
Program					Total Points: 900		
#5	Advancement: Achieve a high percentage of Scouts earning rank advancements.	40% of Scouts advance one rank during the year.	50% of Scouts advance one rank during the year.	60% of Scouts advance one rank during the year.	50	100	200
#6	Short-term camping: Conduct short-term or weekend campouts throughout the year. (Alternative home-centered approaches may be used.)	Conduct four short-term overnight campouts.	Conduct seven short-term overnight campouts.	Conduct nine short-term overnight campouts.	50	100	200
#7	Long-term camping: Participate in a long-term camp with a majority of the troop in attendance. (Includes council-offered alternatives)	The troop participates in a long-term camp.	60% of Scouts attend a long-term camp.	70% of Scouts attend a long-term camp.	50	100	200
#8	Service projects: Participate in service projects, with at least one benefiting the chartered organization. (Includes home engagements serving others)	Participate in three service projects and enter the hours on the JTE website.	Participate in four service projects and enter the hours on the JTE website.	Participate in five service projects and enter the hours on the JTE website.	25	50	100
#9	Patrol method: Use the patrol method to develop youth leaders. (Virtual/remote meetings are acceptable.)	The troop has patrols, and each has a patrol leader. There is an SPL, if more than one patrol. The PLC meets at least four times a year.	Achieve Bronze, plus PLC meets at least six times. The troop conducts patrol leader training.	Achieve Silver, plus PLC meets at least ten times. At least one Scout has attended an advanced training course, such as NYLT or Order of the Arrow Conference.	50	100	200
Volunteer Leadership					Total Points: 400		
#10	Leadership and family engagement: The troop is proactive in recruiting sufficient leaders and communicates regularly with parents. (Virtual/remote parents' meetings are acceptable.)	Have at least one registered assistant Scoutmaster.	Achieve Bronze, plus the troop holds two courts of honor, where troop plans are reviewed with parents.	Achieve Silver, plus the troop holds three courts of honor, where troop plans are reviewed with parents.	50	100	200
#11	Trained leadership: Have trained and engaged leaders at all levels. All leaders are required to have youth protection training. (Online/remote training is acceptable except for Introduction to Outdoor Leader Skills.)	Scoutmaster or an assistant Scoutmaster has completed position-specific training.	Achieve Bronze, plus the Scoutmaster and 60% of assistants have completed position-specific training or, if new, will complete within three months of joining.	Achieve Silver, plus two-thirds of active committee members have completed position-specific training and at least one person has attended an advanced training course involving a total of at least five days.	50	100	200

 Bronze: Earn at least 525 points by earning points in at least 7 objectives.

 Silver: Earn at least 750 points by earning points in at least 8 objectives.

 Gold: Earn at least 1,000 points by earning points in at least 8 objective and at least Bronze in #6 or #7.

Total points earned: _____

No. of objectives with points: _____

 Our troop has completed online rechartering by the deadline in order to maintain continuity of our program.

 We certify that these requirements have been completed:

Scoutmaster _____ Date _____

Committee chair _____ Date _____

Commissioner _____ Date _____

This form should be submitted to the Scout service center or your unit commissioner, as directed by your council.



Scouts BSA Leader Training

TRAINING COURSE	ONLINE	INSTRUCTOR LED
REQUIRED TRAINING FOR SCOUT LEADERS		
Youth Protection Training – This training is required for all BSA registered leaders and must be completed every two years.	X	X
Scoutmaster and Assistant Specific Training – Concentrates on troop operations and working with youth.	X	X
Troop Committee Challenge – enables committee members to better understand their role and responsibilities	X	X
Introduction to Outdoor Leader Skills – provides practical outdoor skills needed to lead Scouts in the out-doors. Upon completion leaders should feel comfortable teaching scouts the basic skills required to obtain First Class rank.		
Chartered Organization Representative Training – Training outline and resources for Chartered Organization Representatives	X	X
SUPPLEMENTAL AND ADVANCED TRAINING FOR SCOUT LEADERS		
Trainer’s Edge – designed for those wishing to enhance their training and presentation skills. Required for Wood Badge & NYLT Staff.		X
Hazardous Weather	X	
Safe Swim Defense	X	
Safety Afloat	X	
Powder Horn – Resource management course designed to give you the contacts and tools necessary to conduct awesome high-adventure program in your troop, crew, or ship.		X
Passport to High Adventure – training outline teaches how Scouts can plan and safely carry out council and unit high-adventure treks Leave No Trace techniques.		
Climb on Safely	X	X
Merit Badge Counselor Orientation	X	X
Generational Diversity	X	
Stop Bullying Now: tips for Scouting Leaders and Scouts		X
Planning and Conducting a Safe Scout Outing		X
Fast Start Orientation Training – For troop leaders as well as unit commissioners and chartered organization representatives immediately following the acceptance of their new role	X	
This is Scouting – Provides an overview of the Scouting organization including Youth Protection, values, history, programs, community involvement, and training.	X	
STEM Orientation – Intended to be used to provide an orientation for Scouts, Scouters, and parents about Scouting and the STEM program and the STEM opportunities in Scouting.		X
STEM Nova Counselor Training – intended to provide training for STEM Nova Counselors.		X
STEM Supernova Mentor Training – self-study course for STEM Supernova counselors.	Self-Study	
University of Scouting – One-day event for Cub Scout, Scouts BSA, Venturing, and Sea Scout leaders with numerous classroom sessions, workshops, displays, demonstrations, and games.		X
Wood Badge		X

Youth Leader Training

Youth leadership training is an integral part of youth programs offered by the Boy Scouts of America, both single gender and co-ed. Common sense tells us that training is important, and research shows the importance of trained leaders. A trained leader is knowledgeable and more confident in the role being performed. Trained leaders exhibit a knowledge and confidence that is picked up by people around them. Trained leaders impact the quality of programs, leader tenure, youth tenure, safety, and a whole lot more. A trained leader is better prepared to make the Scouting program all it can be!

TRAINING COURSE	ONLINE	INSTRUCTOR LED
RECOMMENDED TRAINING FOR YOUTH LEADERS		
Introduction to Leadership Skills for Troops (ILST) – Teaches Scouts with leadership positions about their new roles and how to reach success most effectively in that role. Helps Scouts in leadership positions within their troop understand their responsibilities and to equip them with organizational and leadership skills to fulfill those responsibilities.		X
National Youth Leadership Training (NYLT) – Provides leadership skills and experience youth can use in their home units and in other situations demanding leadership of self and others.		X
Den Chief Training – Teaches Scouts serving as Den Chiefs in a Pack how to help Den Leaders in their meetings.	X	X
National Advanced Youth Leadership Training (NAYLE) – enhances leadership skills and expands upon the team-building and ethical decision-making skills learned in NYLT.		X
NYLT Youth Leadership Academy – trains youth staff to be top-notch presenters, evaluators, and leaders of their council’s NYLT courses.		X
Trainer’s Edge – designed for those wishing to enhance their training and presentation skills. Required for Wood Badge & NYLT Staff.		X
Stop Bullying Now: tips for Scouting Leaders and Scouts		X
STEM Orientation – provides an orientation for Scouts, Scouters, and parents about the STEM program and the STEM opportunities in Scouting.	X	X
KODIAK Challenge – An adventure that pushes the boundaries of every participant – one that will encourage you to try new things that may be out of your comfort zone. It is an experience – but one that has its underpinnings in the application of the leadership skills for Troops or Crews, NYLT, and/or NAYLE.		X
Powder Horn – Hands-on resource management course designed to give you the contacts and tools necessary to conduct an awesome high-adventure program in your troop, team, crew, or ship.		X
Passport to High Adventure	X	
Trek Safely	X	X
Climb on Safely	X	X
Hazardous Weather	X	

Crew Program Planning

PROGRAM PLANNING: THE BASICS OF A SUCCESSFUL CREW

Program planning is a simple but critical part of your crew's success. Throughout this process, your goal is to deliver a quality program to each youth. Your program should be fun, exciting, and focused on the purposes of Scouting. Development of an annual program plan provides direction, and a sense of satisfaction and accomplishment in a job well done. Planning also makes the best possible use of your valuable volunteer time. Youth involvement and brainstorming in the planning is key. Consistent planning annually, monthly, and weekly yields a quality program for boys and girls.

QUALITY PROGRAM PLANNING

Crew officers are responsible for ensuring that all crew programs and meetings meet the high expectations of the members. How you do this determines the kind of crew you have. If you want exciting, hands-on meetings everyone attends, fun activities everyone looks forward to, no recruiting problems, and an annual activity that will be remembered for a lifetime, you must plan and lead the following:

1. The Crew Officers' Briefing
2. The Venturing Activity Interest Survey
3. Brainstorming Session
4. Program Capability Inventory (PCI)
5. The Crew Officers' Seminar
6. Scheduling
7. Assigning Activity Chairs
8. Follow-Up
9. Monthly Planning Review
10. Annual Crew Recognition Banquet

CREW BRAINSTORMING

Brainstorming is an essential part of good thinking and making good decisions. Brainstorming is a part of many Venturing activities, like developing your year's program of activities. This how-to section offers some suggestions to help make brainstorming happen.

CREW BRAINSTORMING GUIDELINES

- Put up poster boards, flip chart paper, etc. where everyone can see it
- Encourage as many ideas as possible
- Do not judge ideas (as good or bad) during brainstorming
- Do not look ahead to making decisions, stay totally in the brainstorming mind-set
- Build on one another's ideas
- Encourage participation from everyone in the group
- Do not worry about the words you are using to express an idea - Simply try to describe the picture you are seeing.
- Be sure to list the crew members' name behind the suggestion he or she makes; this crew member often is the best candidate for chairing the activity.

When you engage in brainstorming, think about the two words that make up this word. Once you experience brainstorming, you will realize that it is like a storm in the brain. Ideas begin to flow that you never knew you had— and one idea breeds another idea, and that idea breeds yet another. Brainstorming often surprises people. It blows off the thoughts that lie on top and exposes ideas we are often unaware are inside of us.

STEPS TO SUCCESSFUL PROGRAM PLANNING

1. CREW MEETINGS

Your Calendar should include all planned Crew and Crew Committee meetings.

2. CREW ACTIVITIES

Outside regular Crew meetings, the Crew should have a full annual schedule of activities driven by the youth leadership.

3. SERVICE PROJECTS

Include any planned service projects the Crew will participate in. At least one project should benefit the Crew Chartered Organization.

4. YOUTH OFFICERS

Schedule youth officer elections each year. Let youth know when this will be.

5. CREW SUPER ACTIVITY

Each Crew should participate in at least one annual “Super Activity” of at least 3 days and 3 nights.

6. ANNUAL PROGRAM PLANNING MEETING

Include the meeting when your crew calendar is set for the year, and where Venturers can give input to the Crew’s plans.

7. FUNDRAISING

Create a wish-list of activities and use the Crew Budget Worksheet on how to fund it. The Council provides two exciting fundraising tools in the Popcorn Sale in the fall and the Camp Card sale in the spring. Use these tools to fund your entire program year. Camp, registration fees, materials and activities should all be paid for by the unit. Make an activity plan, set a fundraising goal, and make sure your youth know that if they raise your goal, their activities and events will be fully paid for. Make sure the Venturers who raise the money get the benefit. Plan it, raise it, spend it!

8. SUMMER CAMP AND HIGH ADVENTURE

Be sure to include a summer camp or high adventure experience for the crew members. Encourage youth members to also attend the National Youth Leadership Training (NYLT) training course.

9. DISTRIBUTE THE PLAN

Every family should receive a copy of the annual calendar so they can plan accordingly. This calendar will help ensure that everyone in the Crew knows exactly what is happening.

Crew Planning Worksheet

2021–2022 Calendar

August 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUG 21

FEB 22

February 2022						
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September 2021						
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SEP 21

MAR 22

March 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
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October 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
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24	25	26	27	28	29	30

OCT 21

APR 22

April 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
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November 2021						
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NOV 21

MAY 22

May 2022						
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December 2021						
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DEC 21

JUN 22

June 2022						
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January 2022						
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JAN 22

JUL 22

July 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
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The official publication of the Boy Scouts of America, is available to all members at \$12, which is half the newsstand rate. (Prorated fees are available for youth who join a unit during the year.)

4. ADVANCEMENT AND RECOGNITION

Every youth member should earn and advance a rank each year. The Venturing Crew advancement program has a number of options that include advancement and other awards.

5. ACTIVITIES

Well-conceived and well-planned activities are critical to a successful annual program plan. Traditionally, such activities as camping, or high adventure trips are financed by the youth and their family over and above the dues program. It is suggested that the complete cost of these outings be built into the unit's budget.

6. SUMMER CAMP AND HIGH ADVENTURE

Central to Scouting is a summer camp experience. Many opportunities are available for Venturing crew members to have an exciting, program-rich summer experience.

7. PROGRAM MATERIALS

Each unit needs to provide a certain amount of program materials. Depending on the type of program, these could include craft tools and supplies, camping equipment, videos and books, or ceremonial props. (Note: Crews may not hold title to property. Only chartered organizations or the local council legally can own property.)

8. TRAINING

Trained leaders are the key to delivering a quality and safe program. Both adult and youth leader training should be considered an integral annual expense.

9. FULL UNIFORM

Traditionally, the individual pays for the uniform. We suggest that these expenses become part of the total cost of Scouting. The full Scouting program includes the full uniform!

10. RESERVE FUND

The reserve fund might be established by a gift or loan from the chartered organization, by members of the committee, or by a unit-money earning project. The reserve fund should meet unexpected expenses. A new member's initial expenses may be met from the fund.

11. OTHER EXPENSES

These could include a gift to the World Friendship Fund, the Council Investment in Character Campaign, meeting refreshments, and/or contingency funds.

SOURCES OF INCOME

"Two fund-raisers per year," such as selling popcorn and Camp Cards, will help prevent having to ask families for extra money every week. It is better to figure the total cost for the complete year up front. Ideally, all income would come from crew dues and two fundraising programs at the beginning of the program year each fall and then another in the spring.

Sample Crew Budget		
Annual Cost Per Venturer/Unit	No. of Venturers/ Adults	Total Unit Cost
\$ 60.00	16	\$ 960.00
\$ 36.00	6	\$ 216.00
\$ 12.00	5	\$ 60.00
\$ 40.00	1	\$ 40.00
\$ 25.00	22	\$ 550.00
\$ 15.00	22	\$ 330.00
\$ 15.00	22	\$ 330.00
\$ 15.00	22	\$ 330.00
\$ 15.00	22	\$ 330.00
\$ 15.00	22	\$ 330.00
\$ 15.00	22	\$ 330.00
\$ 20.00	22	\$ 440.00
\$ 15.00	22	\$ 330.00
\$ 15.00	22	\$ 330.00
\$ 15.99	16	\$ 255.84
\$ 50.00	5	\$ 250.00
\$ 20.00	22	\$ 440.00
\$ 50.00	2	\$ 100.00
\$ 50.00	1	\$ 50.00
		\$ 6,331.84
\$ 52.00	22	\$ 1,144.00
\$ 500.00	1	\$ 500.00
		\$ -
		\$ 1,644.00
		\$ 4,687.84
\$ 12,857.00 x 25% =		\$ 3,214.25
\$ 12,857.00 / 25 =		\$ 514.28
Unit Goal	No. of Members	Member Goal
Camp Fees Budget		
\$ 350.00 x 25 =		\$ 8,750.00
		\$ 500.00
Date budget completed:	7/1/20xx	
Unit No.:	555	
District:	Somewhere	
Projected No. of Venturers:	16	
\$ 1,200.00	12	\$ 14,400.00

Crew Operating Budget

PROGRAM EXPENSES:		Annual Cost Per Person	No. of Venturers/ Adults	Total	Unit Cost
Registration - Youth	Total Youth	\$ 60.00		\$ -	
Registration - Adult	Total Adults	\$ 36.00		\$ -	
Boys' Life	Total subscriptions @ \$12 ea	\$ 12.00		\$ -	
Unit charter fee	Yearly flat fee @ \$40			\$ 40.00	
Council activity fee (varies)	Yearly per primary registered person			\$ -	
Awards & Ranks	Purchase through Scout Shop	\$ 15.00		\$ -	
Activities	Location				
(1) Activity				\$ -	
(2) Activity				\$ -	
(3) Activity				\$ -	
(4) Activity				\$ -	
(5) Activity				\$ -	
(6) Activity				\$ -	
District events	Camporees			\$ -	
	Other			\$ -	
Special activities	Ranger Day			\$ -	
Handbooks	One for each new Venturer @ 15.99 ea.	\$ 15.99		\$ -	
	ILSC, Powder Horn, Kodiak, NYLT, NAYLE, etc.			\$ -	
Training	Tents, cook stoves, etc			\$ -	
Crew equipment purchases	Advis or camp fees			\$ -	
Advis or camp fees	Advis or recognition			\$ -	
Advis or recognition	Thank yous, veterans awards, etc.			\$ -	
TOTAL UNIT BUDGETED PROGRAM EXPENSES:				\$ 40.00	
INCOME:					
Annual dues (weekly)				\$ -	
Surplus from prior year (beginning fund balance)				\$ -	
Other income source				\$ -	
INCOME SUBTOTAL:				\$ -	
TOTAL FUNDRAISING NEED:				\$ -	

FUNDRAISER CREW GOAL:				\$ -
___% includes qualifying for all bonus dollars				
FUNDRAISER GOAL PER MEMBER:	Need	Commission	Unit goal	
	Sales goal	No. of Venturers	Venturer goal	\$ -
*Resident camp	*Total youth @ \$240 ea.			\$ 500.00
Additional sales that would cover summer camp costs		Additional camp sales goal per Venturer		

UNIT DETAIL:			
Advisor:	Assistant advisor:	Date budget completed:	
Committee chair:	Treasurer:	Unit No.:	
Fundraiser chair:		District:	
		Projected No. of Venturers:	

OPTIONAL OPPORTUNITIES:				
High adventure	Philmont, Sea Base, Northern Tier, jamboree, etc.			\$ -
	approx \$1,200 ea.			

* Many units include all or a portion of the resident camp fee in the annual budget. This helps ensure that all youth have the opportunity to attend.

Crew _____ of _____ District
2021 Scouting's Journey to Excellence
"The BSA method for annual planning and continuous improvement"

Item	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
Planning and Budget					Total Points: 200		
#1	Planning and budget: Have a program plan and budget that is regularly reviewed by the committee, following BSA policies relating to fundraising. (Virtual/remote meetings are acceptable.)	Have an annual program plan and budget adopted by the crew committee.	Achieve Bronze, plus crew conducts a planning meeting involving youth leaders for the following program year.	Achieve Silver, plus crew committee meets at least six times during the year to review program plans and finances.	50	100	200
Membership					Total Points: 500		
#2	Building Venturing: Recruit new youth into the crew in order to grow membership.	Have a membership growth plan that includes a recruitment activity or use a personalized invitation method.	Achieve Bronze, and either increase youth members or have at least 10 members.	Achieve Silver, and either increase youth members by 10% or have at least 15 members with an increase over last year.	100	200	300
#3	Retention: Retain a significant percentage of youth members.	Reregister 50% of eligible members.	Reregister 60% of eligible members.	Reregister 75% of eligible members.	50	100	200
Program					Total Points: 800		
#4	Adventure: Conduct regular activities including a Tier II or Tier III adventure. (Alternative activities to satisfy travel restrictions may be approved by the council.)	Conduct at least four activities including a Tier II or Tier III adventure.	Conduct at least five activities and at least 50% of youth participate in a Tier II or Tier III adventure.	Conduct at least six activities and at least 50% of youth participate in a Tier II or Tier III adventure.	50	100	200
#5	Leadership: Develop youth who will provide leadership to crew meetings and activities. (Virtual/remote meetings are acceptable.)	Have a president, vice president, secretary, and treasurer leading the crew.	Achieve Bronze, plus officers meet at least six times. The crew conducts officer training.	Achieve Silver level, plus each crew activity has a youth leader.	50	100	200
#6	Personal growth: Provide opportunities for achievement and self-actualization.	Crew members earn the Venturing rank.	Achieve Bronze, plus crew program includes at least three experiential training sessions.	Achieve Silver level, plus the crew has members earning the Discovery, Pathfinder or Summit ranks.	50	100	200
#7	Service: Participate in service projects, with at least one benefiting the chartered organization. (includes home engagements serving others)	Participate in two service projects and enter the hours on the JTE website.	Participate in three service projects and enter the hours on the JTE website.	Participate in four service projects and enter the hours on the JTE website.	50	100	200
Adult Volunteer Leadership					Total Points: 500		
#8	Leadership recruitment: Have a proactive approach in recruiting sufficient leaders and communicating with parents. (Virtual/remote parents' meetings are acceptable.)	Have a registered associate advisor.	Achieve Bronze, plus the crew holds a meeting where plans are reviewed with parents.	Achieve Silver, plus adult leadership is identified prior to the start of the next program year.	50	100	200
#9	Trained leadership: Have trained and engaged leaders at all levels. All leaders are required to have youth protection training. (Online/remote training is acceptable.)	Advisor or an associate Advisor has completed position-specific training.	Achieve Bronze, plus the advisor and all associates have completed position-specific training or, if new, will complete within three months of joining.	Achieve Silver, plus at least two committee members have completed crew committee training.	100	200	300

- Bronze:** Earn at least 550 points by earning points in at least 6 objectives.
- Silver:** Earn at least 800 points by earning points in at least 7 objectives.
- Gold:** Earn at least 1,100 points by earning points in at least 7 objectives.

Total points earned: _____

No. of objectives with points: _____

- Our crew has completed online rechartering by the deadline in order to maintain continuity of our program.
- We certify that these requirements have been completed:

Advisor _____ Date _____

Crew President _____ Date _____

Commissioner _____ Date _____

This form should be submitted to the Scout service center or your unit commissioner, as directed by your council.

Crew Advisor Training

TRAINING COURSE	ONLINE	INSTRUCTOR LED
REQUIRED VENTURING CREW ADVISOR TRAINING		
Venturing Advisor Specific Training – Introduction to the responsibilities, opportunities, and resources that will ensure a successful Venturing Crew leadership experience.	X	X
Crew Committee Challenge/Crew Committee Position-Specific Training	X	X
Venturing Youth Protection Training – Required for all BSA leaders and must be completed every two years.	X	
Chartered Organization Representative Training – Training outline and resources for Chartered Organization Representatives	X	X
SUPPLEMENTAL & ADVANCED TRAINING FOR VENTURING CREW ADVISORS		
Trainer’s Edge – designed for those wishing to enhance their training and presentation skills. Required for Wood Badge & NYLT Staff.		X
Trek Safely	X	
Safety Afloat	X	
Powder Horn – Resource management course designed to give you the contacts and tools necessary to conduct awesome high-adventure program in your troop, crew, or ship.		X
Passport to High Adventure – training outline teaches how Scouts can plan and safely carry out council and unit high-adventure treks Leave No Trace techniques.	X	
Climb on Safely	X	X
Hazardous Weather	X	
Generational Diversity	X	
Stop Bullying Now: tips for Scouting Leaders and Scouts		X
Planning and Conducting a Safe Outing		X
This is Scouting – Provides an overview of the Scouting organization including Youth Protection, values, history, programs, community involvement, and training.	X	
STEM Orientation – Intended to be used to provide an orientation for Scouts, Scouters, and parents about Scouting and the STEM program and the STEM opportunities in Scouting.		X
STEM Nova Counselor Training – intended to provide training for STEM Nova Counselors.		X
STEM Supernova Mentor Training – self-study course for STEM Supernova counselors.	Self-Study	
University of Scouting – One-day event for Cub Scout, Scouts BSA, Venturing, and Sea Scout leaders with numerous classroom sessions, workshops, displays, demonstrations, and games.		X
Wood Badge		X

Youth Leader Training

Youth leadership training is an integral part of youth programs offered by the Boy Scouts of America, both single gender and co-ed. Common sense tells us that training is important, and research shows the importance of trained leaders. A trained leader is knowledgeable and more confident in the role being performed. Trained leaders exhibit a knowledge and confidence that is picked up by people around them. Trained leaders impact the quality of programs, leader tenure, youth tenure, safety, and a whole lot more. A trained leader is better prepared to make the Scouting program all it can be!

TRAINING COURSE	ONLINE	INSTRUCTOR LED
RECOMMENDED TRAINING FOR YOUTH LEADERS		
Introduction to Leadership Skills for Crews (ILSC) – Teaches Scouts with leadership positions about their new roles and how to reach success most effectively in that role. Helps Scouts in leadership positions within their crew understand their responsibilities and to equip them with organizational and leadership skills to fulfill those responsibilities.		X
National Youth Leadership Training (NYLT) – Provides leadership skills and experience youth can use in their home units and in other situations demanding leadership of self and others.		X
Den Chief Training – Teaches Scouts serving as Den Chiefs in a Pack how to help Den Leaders in their meetings.	X	X
National Advanced Youth Leadership Training (NAYLE) – enhances leadership skills and expands upon the team-building and ethical decision-making skills learned in NYLT.		X
NYLT Youth Leadership Academy – trains youth staff to be top-notch presenters, evaluators, and leaders of their council’s NYLT courses.		X
Trainer’s Edge – designed for those wishing to enhance their training and presentation skills. Required for Wood Badge & NYLT Staff.		X
Stop Bullying Now: tips for Scouting Leaders and Scouts		X
STEM Orientation – provides an orientation for Scouts, Scouters, and parents about the STEM program and the STEM opportunities in Scouting.	X	X
KODIAK Challenge – An adventure that pushes the boundaries of every participant – one that will encourage you to try new things that may be out of your comfort zone. It is an experience – but one that has its underpinnings in the application of the leadership skills for Troops or Crews, NYLT, and/or NAYLE.		X
Powder Horn – Hands-on resource management course designed to give you the contacts and tools necessary to conduct an awesome high-adventure program in your troop, team, crew, or ship.		X
Venturing Crew Officers Orientation – Primarily for youth elected into positions as officers within their Venturing crew, can also be used by adult leaders to learn the duties of the officers of the crew.		X
Passport to High Adventure	X	
Trek Safely	X	X
Climb on Safely	X	X
Hazardous Weather	X	

ABOUT NEBAGAMON LODGE 312

The almost 50 years old Nebagamon Lodge is a supporting organization of the Las Vegas Area Council with over 150 current members across the council. The Lodge holds several events throughout the year, primarily focused on having fun while providing service to Las Vegas Area Council.

LODGE OFFICERS	
Lodge Chief	Michael Moody
Lodge Vice Chief	Andrea Boltes
Lodge Secretary	Dominic Siegmund
Lodge Treasurer	Jacob Parry
Lodge Adviser	Robert Knemeyer
Lodge Staff Adviser	Joshua Fisher

YOUTH MEMBERSHIP

Scouts are elected by their peers in their Troop, Crew, or Ship. Every Troop, Crew, or Ship in the Council is entitled to (and should have) an election every calendar year. If your troop has not scheduled your election, please go to www.nebagamon.org/elections.html.

To be eligible for election, the Scout must: (1) have Scoutmaster approval, (2) be at least 1st Class, and (3) experienced 15 days and nights of Scout camping during the prior two-year period. The 15 days and nights must include one, but no more than one, long-term camp consisting of six consecutive days and five nights of resident camping, approved and under the auspices and standards of the BSA.

Once elected, the Scout is known as a Candidate. The Candidate experiences an induction process, called the Ordeal, which is the first step toward full membership in the Order. Upon completion of the Ordeal and its ceremony, the member is expected to strengthen their involvement in the unit and encourage Scout camping.

Number of Youth Elected	Maximum Number of Adults that can be nominated
0	0
1	1 + Unit Leader
2	1 + Unit Leader
3	1 + Unit Leader
4	2 + Unit Leader
5	2 + Unit Leader
6	3 + Unit Leader
7	3 + Unit Leader
8	3 + Unit Leader
9	3 + Unit Leader
10	4 + Unit Leader
11	4 + Unit Leader
12	4 + Unit Leader
And so forth And so forth	

ADULT MEMBERSHIP

Adult membership is available for anyone over 21 years of age, and candidates shall be selected based upon the following criteria, and where the candidate holds primary registration:

Adult Leaders in Units: Adults may be recommended to the Lodge Adult Selection Committee each year. The nomination must be completed in writing on the Adult Nominations Form (found at www.nebagamon.org/adult-nomination-form.html) for consideration as a candidate for participation in the induction process provided the following conditions are fulfilled:

1. Selection of the adult is based upon their ability to perform the requisite functions and not for recognition of past service, including current or prior achievement and position.
2. The individual will be an asset to the Order due to demonstrated skills and abilities which fulfill the purpose of the OA.
3. The camping requirements set forth for youth members are completely fulfilled.
4. The adult leader's membership will provide a positive role model for the growth and development of the youth members of the Lodge.
5. The unit has held a youth election that same calendar year.

Adult Nominations ratios: The number of adults nominated can be no more than one-third of the number of youth candidates elected, rounded up where the number of youth candidates is not a multiple of three. In addition to the one-third limit, the unit committee may nominate the currently serving unit leader (but not assistant leaders), if they have served as unit leader for at least the previous 24 months.

Order of the Arrow Programs

For more than 100 years, the Order of the Arrow (OA) has recognized Scouts and Scouters who best exemplify the Scout Oath and Law in their daily lives. This recognition provides encouragement for others to live these ideals as well. Arrowmen are known for maintaining camping traditions and spirit, promoting year-round and long-term resident camping, developing leaders, and providing cheerful service to others. OA service, activities, adventures, and training for youth and adults are models of quality leadership development and programming that enrich, support, and help to extend Scouting to America's youth.

1. ANNUAL BANQUET AND AWARDS CEREMONY

The OA holds its Annual Banquet and Awards ceremony in the beginning of each year. This is a time to celebrate the contributions and achievements of Nebagamon's Arrowmen. Additionally, there is a silent auction with many interesting Scout items.

2. YEAR-ROUND SERVICE DAYS

Arrowmen attend service days throughout the year. This fulfills the Order of the Arrow's mission of giving back to scouting. Look at the Council Calendar to see the dates or go to Nebagamon.org for more info.

3. CEREMONIAL TEAM

The Nebagamon Lodge has a great ceremonies team. They run the ceremonies at all Lodge events.

4. BROTHERHOOD

Seal your Brotherhood after six months of service. If you are a member in good standing (current dues paid as well as registered with the BSA) you are eligible to seal your Brotherhood. If it has been more than six months, that is okay. Seal your Brotherhood at the next ceremony!

5. FELLOWSHIP

The OA is the Brotherhood of Cheerful Service. Spending time with fellow Arrowmen and getting to know each other through games and social activities is what builds the bonds of our Lodge.

6. OA SERVICE AT MOUNTAIN MAN AND MEGA SCOUT EXPO

Nebagamon Lodge provides service to the council for the Mountain Man Rendezvous and the Mega Scout Expo. The Arrowmen run games such as Ring Toss, Hoop Toss, and Ropemaking. Arrowmen also run a food booth and sell Root Beer for all to enjoy.

7. CONCLAVE

Get together with Arrowmen from the four lodges in our Section. Learn about the different programs in the OA, take leadership classes, and elect the next Section Leadership Team.

8. NOAC

Every two years the National OA hosts the National Order of the Arrow Conference. This is the flagship national event. It is held at a major university campus and is typically attended by up to 8,000 Arrowmen from all over the US. It is second only to the BSA National Jamboree in size and scope.

Unit Public Relations

HOW TO PUBLICIZE YOUR UNIT

You can use local newspapers, radio and TV stations and digital media to share the great things happening in your Unit! This page will guide you in developing a simple, effective strategy to help tell your Scouting story to the communities you serve. Keep it simple. The goal is to help each unit develop a basic, yet effective, public relations program. Keep it focused and manageable—less is more. Concentrate on community newspapers, which need and want your articles. Resist the urge to do more unless and until you have the time and experience to do so.

WHY PUBLICIZE YOUR UNIT

To continue to be successful and keep growing, your unit must be visible in the community. Community newspapers want and need submissions. Most do not have large staffs, so a submitted article is a welcome assist. Scouting should not be a well-kept secret. Scouts in action should appear next to articles about athletic teams and other youth activities. Articles posted on refrigerator doors across the country help keep Scouting at the center of family activities.

THE VALUE OF UNIT MARKETING & PUBLIC RELATIONS

Local marketing raises awareness and directly impacts membership recruiting. Scouts want to have fun in ways that are recognized by the community. Being recognized and accepted makes parents feel good about being involved. It also increases retention by confirming to parents that they made the right choice. It provides public recognition of success, and finally, it increases fundraising potential by demonstrating the value of Scouting to parents, chartered organizations, and communities.

GETTING STARTED—KEEP IT SIMPLE

1. Recruit a unit public relations chair who will report to the unit committee chair and/or Scoutmaster. If there is a PR Scout (e.g., troop historian), the unit PR chair should coach the PR Scout. Also engage Scouts working on the Journalism merit badge.
2. In troops and crews, recruit a PR Scout or Venturer to take and/or collect photos at events, courts of honor, summer camp, and outings—fun and recognition are key. The PR Scout can draft articles for the community newspaper under the guidance of the unit PR chair. The PR Scout can also create and maintain unit binders to archive the unit's history. These can be used to market a unit at recruiting nights. The binders may also be used at chartered organization events as a thank-you, and to market the unit alongside the chartered organization.
3. Develop an annual plan. Look for events or activities to share in your community. Set realistic, achievable goals—one submission per month, every other month, or quarterly.
4. Decide which media outlets to use. Community newspapers are at the top of the list but consider your chartered organization's newsletters and other publications. Local council and unit newsletters, online-only publications, and calendar postings are also options.
5. Call your local community newspaper. Get a contact name and the rules for submissions. Introduce yourself and explain what you would like to do. A good rapport with the media increases the chances your material will be used. Know submission deadlines and the format required. Follow their rules religiously . . . make their life easier, and they will use your material.
6. Use a press release. The most common of all public relations tools is a press release submitted to local media, like community newspapers. A press release should communicate key information by including the who, what, when, where, why, and how of the story you are trying to tell. Be sure to include photos with your release. Supply your contact information along with the press release. A sample press release can be found in the Marketing Toolbox at www.scouting.org/marketing

BRAND IDENTITY TOOLS AND RESOURCES

BSA BRAND CENTER

<https://scouting.webdamdb.com/>

MEMBERSHIP & MARKETING HUB

<http://scoutingwire.org/marketing-and-membership-hub/>

UNIT MARKETING TOOLS

Looking for more guidelines and examples on promoting your Unit's Successes or publicize recruitment dates and activities? Please go to <https://scoutingwire.org/marketing-and-membership-hub/new-unit-development/education-relationships/unit-pr/> to find templates, resources, and forms to help create a great PR campaign for your Unit!

Online Tools & Resources

BSA National	scouting.org
BSA Newsroom	scoutingnewsroom.org
BeAScout Recruitment	beascout.org
Cub Scout Program	cubscouts.org
Scouts BSA Program	scoutsbsa.org
Venturing Program	venturing.org
Exploring Program	exploring.org
BSA Special Needs & Disabilities Resources	scouting.org/resources/disabilities-awareness/
Scout's Life Magazine	boyslife.org
Scouting Magazine	scoutingmagazine.org
MyScoutingTools	my.scouting.org
Florida Sea Base	seabase.org
Philmont Scout Ranch	philmontscoutranch.org
Northern Tier High Adventure Base	Ntier.org
The Summit Bechtel Reserve	summitbsa.org
Trail's End Popcorn	trails-end.com
National Eagle Scout Association	scouting.trails-end.com
Commissioner Service	scouting.org/commissioners
National Scouting Museum	bsamuseum.org
Order of the Arrow	oa-bsa.org
Nebagamon Lodge	nebagamon.org
Las Vegas Area Council	lvacbsa.org
BSA Brand Center	scouting.webdamdb.com
National Jamboree	bsajamboree.org
BSA Alumni Association	bsaalumni.org
Membership & Marketing Hub	scoutingwire.org

Commissioner Service

Commissioners are council leaders who help Scout units succeed. They coach and consult with adult leaders of Cub Scout packs, Scout troops, Venturing crews, and Sea Scout Ships. Commissioners help maintain the standards of the Boy Scouts of America.

WHAT IS COMMISSIONER SERVICE?

Led by the Council Commissioner, the Commissioner team is a group of volunteers that provides service to the council, chartered organizations, and units. Commissioner positions include the Council Commissioner and a team of Assistant Council Commissioners from around the Council, Unit Commissioners, and Roundtable Commissioners. These leaders are appointed by the Council Commissioner with the approval of the Council Board of Directors. Service to others is regarded as an important description of Commissioner Service.

THE ROLE OF THE UNIT COMMISSIONER WITH THE UNIT KEY 3

The role of the unit commissioner with the unit Key 3 is to serve as an adviser. They are not a member of the unit and has no voting authority but serves as a representative of the council to the unit, linking council resources to the unit as needed. It is appropriate for the new-unit commissioner to begin meeting monthly with the unit Key 3. As the unit becomes more of a high-quality unit, the unit commissioner will attend as needed.

WHAT DO COMMISSIONERS DO?

Commissioners are an extension of the council's professional staff in service to chartered organizations and to the over 250 Scout units in the Las Vegas Area Council. They are key partners for the successful operation of the Scouting program. Commissioners provide help and guidance for Unit Renewal and the Journey to Excellence program. They provide supplemental adult leader training and Unit support at monthly Roundtable meetings. This group of Scouters offers updated council and national information to the local Scouting units to help the unit leaders provide the best program available to our youth in the Las Vegas Area Council.

WHAT IS A UNIT COMMISSIONER?

A Unit Commissioner is a volunteer Scouter who through monthly unit visits works directly with Scout units and leaders to help them provide the highest quality Scouting program possible. As friends, teachers, and counselors to unit leaders, commissioners represent the ideals, principles, and policies of the Scout program while providing the resources of the district and council to the units they serve. The primary purpose of the Unit Commissioner is to help units succeed.

WHAT IS ROUNDTABLE?

Roundtable is the best source of leader education and information for local Scouting. It is a monthly meeting conducted by the Roundtable Commissioners in the council with the goal of providing quality resources, knowledge, and skills to unit leaders to enable and motivate them to deliver an outstanding program to their Scout units. Roundtable provides a forum for adults involved as leaders in the Scouting program to:

- Meet and exchange ideas and information with other leaders from the council.
- Discuss topics of interest, both formally and informally.
- Learn about upcoming council events and programs.
- Increase knowledge of the Scouting program, policies, and procedures.
- Develop exciting new programs that significantly affect the agendas of each unit in the Scouting program.

COMMISSIONER SERVICE PLAN

- A unit service plan enables commissioners to fulfill their mission to help units better serve more youth through Scouting. But as with most things, it probably is not that simple.
- A unit service plan provides focus. It is built upon a collaborative assessment of a unit's strengths and needs.

- Before attempting a collaborative assessment, a unit commissioner must establish a solid relationship with a unit's leaders based on mutual respect and an understanding of one another's motivation for involvement in Scouting and vision of future success for the unit. Once completed, a collaborative assessment enables unit leaders and their unit commissioner to identify and prioritize specific tasks that will strengthen the unit quickly.
- Collaborative assessments are a new approach; not all unit leaders are going to immediately understand, or perhaps, accept it. Unit commissioners should do their best to gain acceptance (their relationship with unit leaders will be an asset in that), but each unit needs a customized service plan. Sometimes, the only alternative will be to build that plan based on the unit commissioner's assessment of the unit's strengths and needs. Done well, that should ultimately cause unit leaders to think more highly of unit service and increase their acceptance of a collaborative approach to assessment and plan development.
- A unit service plan contains actionable information. It includes a limited number (typically five to seven) SMART (Specific, Measurable, Achievable, Relevant and Resource oriented, and Time based) goals. SMART goals identify what is going to be done, who is accountable for the task, and when it is expected to be completed. Since collaborative assessments and unit service plans should be updated at least twice each year, the tasks should be sufficiently limited in scope to enable completion within six months. That enables unit leaders and their unit commissioner to remain focused and best supports continuous improvement of the unit.
- A unit service plan enables linkage to other resources needed to ensure success. Neither unit leaders nor unit commissioners are experts in every element of Scouting. But unit commissioners can provide access to subject matter experts that serve on our council operating committees. If the collaborative assessment identifies, for example, special needs for training of youth and/or adults, a member of the council Diversity, Inclusion, and Adaption committee would be able to assist. Council membership committee members could be a resource in developing new approaches to growing a unit; council camping committee members could assist a unit interested in developing a high-adventure program for its older youth, and so on. Once the need is identified, the unit commissioner can facilitate linkage.
- Integrating the unit service plan process and Commissioner Tools' technology provides efficiency. The collaborative assessment and the resulting plan can both be captured in Commissioner Tools using the Detailed Assessment function. Once completed, that information is easily accessible by the unit commissioner, all members of the council's unit service team, and council professionals; they can review the plan if their support is needed. The unit service plan offers the opportunity to replace the variety of other, uncoordinated unit assessment and unit service planning tools with a single, coordinated approach to helping our units better serve more youth through Scouting. Finally, the Simple Assessment function in Commissioner Tools provides a quick and easy way to document plan progress. Simple Assessments document regular, monthly contacts by a unit commissioner. Unit contacts recorded in Commissioner Tools should involve substantive interaction with unit leaders that ensures unit service plan progress or addresses some other significant unit need.
- A unit service plan enables commissioners to fulfill their mission to help units better serve more youth through Scouting. And in the process, it enables improved retention of traditional units and improves the performance rating of units using Journey to Excellence metrics. It truly is a better way to provide unit service!

COMMISSIONER RESOURCES

scouting.org/scoutsource/commissioners
my.scouting.org

Journey to Excellence

“Scouting’s Journey to Excellence” is the BSA’s council performance recognition program designed to encourage and reward success and measure the performance of our units, districts, and councils. It is meant to encourage excellence in providing a quality program at all levels of the BSA.

HOW THE JOURNEY TO EXCELLENCE PROGRAM WORKS?

Each criterion has a point value for bronze, silver, and gold. As units achieve one of those levels, they earn those points. Each criterion will be scored, and each unit will have a total score. Units need a prescribed number of total points to achieve bronze, silver, and gold. These point values may change from year to year. As units earn more points, they will achieve a higher level.

JOURNEY TO EXCELLENCE IN YOUR UNIT

Journey to Excellence gives units a framework for planning their year, a method of evaluating unit success, and a way to recognize your unit for great Scouting. Unit metrics include:

- Planning & budgeting
- Membership growth and retention
- Program including advancement, outdoor activities, camping, and service projects
- Leadership recruitment and training

Unit Finance Guidelines

<p>TAX ID NUMBERS</p>	<p>Under the Chartered Partner Concept, Chartering Organizations (churches, service clubs, community organizations, etc.) “own” their units (Pack, Troop, Crew, Ship, and/or Post) that utilize the program of the Boy Scouts of America. Units should use the Tax ID number of their Chartering Organization. If this is not possible, they can also apply for their own number (needed to establish an account with a local bank). Call 1-800-829-4933 or apply online at IRS.gov.</p>
<p>RECONCILING ACCOUNTS</p>	<p>The unit committee is responsible for unit finances and a unit budget. A treasurer is recruited to administer the account. The Committee Chair should receive the bank statement to reconcile. All unit funds should be deposited in the unit bank account including but not limited to dues, fundraising dollars, product sales income and camping fees.</p>
<p>CHECKING ACCOUNTS</p>	<p>Unit funds should be deposited in a checking account that requires two signatures on every check. Same-family members must not approve payment or be the second signatory. The unit leader could be one of the signers, and it is recommended that one be a committee person. Unit leaders might have a petty cash fund (with a limit set by the unit committee) which is accounted for with receipts each month. The chartered organization should audit the unit finances annually and make a report available to the membership of the chartered organization.</p>
<p>UNIT EQUIPMENT</p>	<p>The Chartering Organization “owns” the unit, and all property and funds used by the unit remain the property of the organization if the BSA charter remains in place. A unit is not a legal entity that can bear title to property. Gifts to a unit are almost never tax deductible. An annual inventory of a unit’s equipment should be given to the Chartering Organization. Insuring the unit’s equipment is recommended. If a unit is dissolved or the charter lapses or is revoked and all efforts to reorganize have been exhausted, the Chartering Organization shall apply unit funds and property to the payment of unit obligations and then give the surplus to the local Council.</p>
<p>UNIT ACCOUNTS</p>	<p>As a courtesy and convenience, the Las Vegas Area Council will maintain deposited funds from a unit in a custodial Unit Account. Units can use these funds for purchases at the Scout Shop for the purchase of patches, pins, books, etc., and at the Scout Service Center for registration, rechartering, Boys’ Life subscriptions, program or camping fees. Unit accounts are provided as an optional, complimentary, limited service. The funds do not earn interest and may not have a negative balance.</p>
<p>YOUTH & SCOUT ACCOUNTS</p>	<p>A Scout is thrifty. Learning to manage money is one of the ways the BSA prepares youth for life. Budgeting and earning money to accomplish goals through an approved council or unit project helps Scouts develop self-reliance and the skills of personal finance management. Unit fundraising designed to make Scouting affordable is a fundamental part of Scouts “earning their way.” Private benefit rules of the Internal Revenue Service prohibit those involved in nonprofit fundraising from receiving a substantial personal benefit for their efforts. Some practices where dollar for dollar credit is provided for the sole benefit of the person who sold product based upon amount sold could violate the private benefit prohibition. Funds raised from unit fundraising belong to the unit. They may not be transferred to the Scout or another unit but may be re-assigned to units sponsored by the same chartered organization, such as when a Scout moves from Cub Scouts to Scouts BSA or Scouts BSA to Venturing. The unit committee is responsible for expenditures from unit funds for the benefit of the unit. Unit funds may be used to reduce the cost of participation, including the cost of attending camp or obtaining uniforms. They may be used to provide financial assistance or awards to individual Scouts based upon their level of participation generally or in specific activities benefiting the unit, chartered organization or community, attendance, advancement and/or need. Unit funds may be used to buy equipment for the unit or for any other legitimate need of the unit.</p>

UNIT MONEY-EARNING APPLICATION

Applications are not required for council-coordinated money-earning projects such as popcorn sales or Scout show ticket sales.

(Local council stamp)

Please submit this application to your council service center at least two weeks in advance of the proposed date of your money-earning project. Read the 10 guides on the other side of this form. They will help you in answering the questions below.

Pack

Troop No. _____ Chartered Organization _____

Team

Crew

Community _____ District _____

Submits the following plans for its money-earning project and requests permission to carry them out.

What is your unit's money-earning plan? _____

About how much does your unit expect to earn from this project? _____ How will this money be used? _____

Does your chartered organization give full approval for this plan? _____

What are the proposed dates? _____

Are tickets or a product to be sold? Please specify. _____

Will your members be in uniform while carrying out this project? (See items 3-6 on other side.) _____

Have you checked with neighboring units to avoid any overlapping of territory while working? _____

Is your product or service in direct conflict with that offered by local merchants? _____

Are any contracts to be signed? _____ If so, by whom? _____

Give details. _____

Is your unit on the budget plan? _____ How much are the dues? _____

How much does your unit have in its treasury? _____

Signed _____ Signed _____

(Chartered Organization Representative)

(Unit Leader)

Signed _____

(Chairman, Unit Committee)

(Address of Chairman)

FOR USE OF DISTRICT OR COUNCIL FINANCE COMMITTEE: Telephone _____

Approved by _____ Date _____

Approved subject to the following conditions _____

GUIDES TO UNIT MONEY-EARNING PROJECTS

A unit's money-earning methods should reflect Scouting's basic values. Whenever your unit is planning a money-earning project, this checklist can serve as your guide. If your answer is "Yes" to all the questions that follow, it is likely the project conforms to Scouting's standards and will be approved.

1. *Do you really need a fund-raising project?*

There should be a real need for raising money based on your unit's program. Units should not engage in money-earning projects merely because someone has offered an attractive plan. Remember that individual youth members are expected to earn their own way. The need should be beyond normal budget items covered by dues.

2. *If any contracts are to be signed, will they be signed by an individual, without reference to the Boy Scouts of America and without binding the local council, the Boy Scouts of America, or the chartered organization?*

Before any person in your unit signs a contract, he must make sure the venture is legitimate and worthy. If a contract is signed, he is personally responsible. He may not sign on behalf of the local council or the Boy Scouts of America, nor may he bind the chartered organization without its written authorization. If you are not sure, check with your district executive for help.

3. *Will your fund-raiser prevent promoters from trading on the name and goodwill of the Boy Scouts of America?*

Because of Scouting's good reputation, customers rarely question the quality or price of a product. The nationwide network of Scouting units must not become a beehive of commercial interest.

4. *Will the fund-raising activity uphold the good name of the BSA? Does it avoid games of chance, gambling, etc.?*

Selling raffle tickets or other games of chance is a direct violation of the BSA Rules and Regulations, which forbid gambling. The product must not detract from the ideals and principles of the BSA.

5. *If a commercial product is to be sold, will it be sold on its own merits and without reference to the needs of Scouting?*

All commercial products must sell on their own merits, not the benefit received by the Boy Scouts. The principle of value received is critical in choosing what to sell.

6. *If a commercial product is to be sold, will the fund-raising activity comply with BSA policy on wearing the uniform?*

The official uniform is intended to be worn primarily for use in connection with Scouting activities. However, council executive boards may approve use of the uniform for any fund-raising activity. Typically, council popcorn sales or Scout show ticket sales are approved uniform fund-raisers.

7. *Will the fund-raising project avoid soliciting money or gifts?*

The BSA Rules and Regulations state, "Youth members shall not be permitted to serve as solicitors of money for their chartered organizations, for the local council, or in support of other organizations. Adult and youth members shall not be permitted to serve as solicitors of money in support of personal or unit participation in local, national, or international events."

For example: Boy Scouts/Cub Scouts and leaders should not identify themselves as Boy Scouts/Cub Scouts or as a troop/pack participate in The Salvation Army's Christmas Bell Ringing program. This would be raising money for another organization. **At no time are units permitted to solicit contributions for unit programs.**

8. *Does the fund-raising activity avoid competition with other units, your chartered organization, your local council, and the United Way?*

Check with your chartered organization representative and your district executive to make certain that your chartered organization and the council agree on the dates and type of fund-raiser.

The local council is responsible for upholding the Charter and By-laws and the Rules and Regulations of the BSA. To ensure compliance, all unit fund-raisers MUST OBTAIN WRITTEN APPROVAL from the local council NO LESS THAN 14 DAYS before the fund-raising activity.

Scouting Safely

COUNCIL EMERGENCY CONTACTS

Scout Executive, CEO
Todd Walter
Office: 702-968-8118

Chief Operating Officer
Ryan Moon
Office: 702-968-8113

SCOUTING SAFELY
SCOUTING RESOURCE CENTER
7220 Paradise Rd., Las Vegas, NV 89119

Nevada Law requires people who know or suspect that a child under the age of 18 has been abused or neglected to **report** that suspicion **immediately** to the Child Abuse Hotline at 702-399-0081 in Clark County, 775-785-8600 in Washoe County, or 1-833-803-1183 (all areas of the state except Clark & Washoe Counties) (NRS 432B220).

To report child abuse or neglect, call (800) 894-5533 or (844)-Scouts1

Intake lines are staffed 24/7 if this is an immediate emergency call 911

YOUTH PROTECTION PROCEDURES

Any reports and/or suspicions of child abuse of any kind are to be referred immediately to the Las Vegas Area Council.

First Call: The Scout Executive, Todd Walter at 702-968-8118.

Reasons why the Scout Office must be called FIRST:

- Staff may be aware of other information that must be considered.
- It is possible that action must be taken by the BSA, regardless of action taken by law enforcement.
- If the media or other officials contact BSA leadership, we must be prepared to respond with competency.
- The Scout Executive is experienced in such issues and is legally obligated to take the necessary action.

Second Call: You should call the County Child Protection Office where the problem allegedly occurred. The Scout Executive may also advise you to do this, or to contact law enforcement directly.

MEDICAL EMERGENCY OR SERIOUS ACCIDENT/FATALITY

- Seek medical help through the camp leadership, by calling 911, or other means, as necessary.
- Notify the Scout Executive or the Chief Operating Officer if it is a serious accident or injury.
- Parents should be notified through a designated council staff member when the injury is serious.
- Collect all information if medical care is required and submit the Accident Report Form to the council within 24 hours.

HARASSMENT PREVENTION GUIDELINES

It is the policy of the Las Vegas Area Council to maintain a Scouting environment based on respect and courtesy. The council does not tolerate harassment of our members, employees, or the public. This policy is in effect at all Scouting properties and at all functions (council and unit meetings, activities and events). If you believe you have been harassed or are aware of an incident of harassment of someone else, you are responsible for reporting it immediately. Thank you for your help in ensuring a positive Scouting environment for everyone.

INCIDENT REPORTING

Notify Scout Executive at 702-968-8118 or Chief Operating Officer at 702-968-8113. You may also use numbers above for Emergency Contacts.

Collect all information and submit an Accident or Incident Report Form and submit within 24 hours. The Scout Executive or Director of Field Services will be the public voice if needed.

COMPREHENSIVE GENERAL LIABILITY INSURANCE

This coverage provides primary general liability coverage for registered volunteer Scouters with respect to claims arising out of an official Scouting activity with the exception that the coverage is excess over any insurance available to the volunteer for loss arising from the ownership, maintenance, or use of a motor vehicle or watercraft. This insurance is only available while the vehicle or watercraft is in the actual use of a Scouting unit and being used for a Scouting purpose. Coverage is for bodily injury and property damage.

Due to the high limits of our coverage, volunteers should NOT be placed in a position where their assets are jeopardized because of a negligence liability claim or lawsuit. The insurance provided registered Scouting volunteers through the BSA general liability insurance program is excess over any other insurance the volunteer has to his or her benefit, usually a homeowner's, personal liability, or auto liability policy. There is no coverage for those who commit intentional or criminal acts.

GUIDE TO SAFE SCOUTING

We want you to know that the safety of our youth, volunteers, staff, and employees is an important part of the Scouting experience. Youth develop traits of citizenship, character, fitness, leadership, and discover their abilities during age-appropriate events when challenged to move beyond their normal comfort level. This is appropriate when risks are identified and mitigated.

The Scouting program, as contained in our handbooks and literature, integrates many safety features. However, no policy or procedure will replace the review and vigilance of trusted adults and leaders at the point of program execution.

Commit yourself to creating a safe and healthy environment by:

- Knowing and executing the BSA program as contained in our publications.
- Planning tours, activities, and events with vigilance using the tools provided.
- Setting the example for safe behavior and equipment use during program.
- Engaging and educating all participants in discussions about hazards and risks.
- Reporting incidents in a timely manner.

All participants in official Scouting activities should become familiar with the Guide to Safe Scouting, applicable program literature or manuals, and be aware of state or local government regulations that supersede Boy Scouts of America practices, policies, and guidelines. The Guide to Safe Scouting is an overview of Scouting policies and procedures gleaned from a variety of sources. For some items, the policy statements are complete. Unit leaders are expected to review the additional reference material cited prior to conducting such activities. In situations not specifically covered in this guide, activity planners should evaluate the risk or potential risk of harm, and respond with action plans based on common sense, community standards, the Scout motto, and safety policies and practices commonly prescribed for the activity by experienced providers and practitioners.



Scouts and their parents expect all Boy Scouts of America activities to be conducted safely. To ensure the safety of participants, the Boy Scouts of America expects leaders to use the four points of **SAFE** when delivering the Scouting program.

SUPERVISION

Youth are supervised by qualified and trustworthy adults who set the example for safety.

- Accepting responsibility for the well-being and safety of youth under their care.
- Ensuring that adults are adequately trained, experienced, and skilled to lead the activity, including the ability to prevent and respond to likely problems and potential emergencies.
- Knowing and delivering the program of the Boy Scouts of America with integrity.
- Using qualified instructors, guides, or safety personnel as needed to provide additional guidance.
- Maintaining engagement with participants during activities to ensure compliance with established rules and procedures.

ASSESSMENT

Activities are assessed for risks during planning. Leaders have reviewed applicable program guidance or standards and have verified the activity is not prohibited. Risk avoidance or mitigation is incorporated into the activity.

- Predetermining what guidance and standards are typically applied to the activity, including those specific to the Boy Scouts of America program.
- Planning for safe travel to and from the activity site.
- Validating the activity is age appropriate for the Boy Scouts of America program level.
- Determining whether the unit has sufficient training, resources, and experience to meet the identified standards, and if not, modifying the activity accordingly.
- Developing contingency plans for changes in weather and environment and arranging for communication with participants, parents, and emergency services.

FITNESS AND SKILL

Participants' Annual Health and Medical Records are reviewed, and leaders have confirmed that prerequisite fitness and skill levels exist for participants to take part safely.

- Confirming the activity is right for the age, maturity, and physical abilities of participants.
- Considering as risk factors temporary or chronic health conditions of participants.
- Validating minimum skill requirements identified during planning and ensuring participants stay within the limits of their abilities.
- Providing training to participants with limited skills and assessing their skills before they attempt more advanced skills.

EQUIPMENT AND ENVIRONMENT

Safe and appropriately sized equipment, courses, camps, campsites, trails, or playing fields are used properly. Leaders periodically check gear use and the environment for changing conditions that could affect safety.

- Confirming participants' clothing is appropriate for expected temperatures, sun exposure, weather events, and terrain.
- Providing equipment that is appropriately sized for participants, is in good repair, and is used properly.
- Ensuring personal and group safety equipment is available, properly fitted, and used consistently and in accordance with training.
- Reviewing the activity area for suitability during planning and immediately before use, and monitoring the area during the activity through supervision.
- Adjusting the activity for changing conditions or ending it if safety cannot be maintained.



BOY SCOUTS OF AMERICA®

680-114
January 2021

AGE-APPROPRIATE GUIDELINES FOR SCOUTING ACTIVITIES

Age- and rank-appropriate guidelines have been developed based on many factors. When planning activities outside of program materials or handbooks, ask this question: Is the activity appropriate for the age and for Scouting? Not every activity needs to be conducted.



LIONS
(WITH ADULT PARTNER)



TIGERS
(WITH ADULT PARTNER)



WOLF/BEAR SCOUTS



WEBELOS SCOUTS



SCOUTS BSA



OLDER SCOUTS BSA, SEA SCOUTS, VENTURERS

(*Older Scouts BSA™ are age 13 and have completed eighth grade or 14 years old and up.)



OUTDOOR SKILLS

Hunting						Venturers Only
Mountaineering/Scrambling/Cross-Country Travel						✓
Search and Rescue Missions						✓
Search and Rescue Practice					✓	✓
Fueled Devices (Stoves and lanterns)					✓	✓
Hiking—Multiple Day					✓	✓
Mountain Boards					✓	✓
Orienteering					✓	✓
Wilderness Survival Training				Castaway Elective	✓	✓
Camporees				Day Visit Only	✓	✓
Fire Building				✓	✓	✓
Pioneering				✓	✓	✓
Cooking Outdoors			Bear Necessities Requirement	✓	✓	✓
Horseback Riding			✓	✓	✓	✓
Map and Compass		Map Only	✓	✓	✓	✓
Pioneering Towers (Check requirements for height restrictions.)		Council/District Events Only		✓	✓	✓
Rope Bridges (Check requirements for height restrictions.)		Council/District Events Only		✓	✓	✓
Conservation Projects	✓	✓	✓	✓	✓	✓
Fishing	✓	✓	✓	✓	✓	✓
Hiking—Day	✓	✓	✓	✓	✓	✓



TOOLS (See handbook requirements, merit badge pamphlets, and Age Guidelines for Tool Use, No. 680-028, for additional limits.)

Power Tools—Chain Saws, Log Splitters, Wood Chippers, Power Saws				Adult Use Only		
Power Tools						See Age Guidelines for Tool Use
Axes					✓	✓
Bow Saws				✓	✓	✓
Pocketknife			Bear Only	✓	✓	✓
Hand Tools	✓	✓	✓	✓	✓	✓



TREKKING (See Trek Safely, 430-125.)

Horse Treks						✓
Backpacking—Overnight, Backcountry					✓	✓
Bike Treks—Multiple Overnights					✓	✓
Ski Touring—Multiple Days and Nights Carrying Gear					✓	✓
Day Hikes	✓	✓	✓	✓	✓	✓



SHOOTING (See shooting sports guides at www.scouting.org. Note: Shooting at each other is prohibited.)

Centerfire/Large-Bore Rifles						Venturers and Sea Scouts
Pistols						Venturers and Sea Scouts
Pistol Safety and Marksmanship Programs						Council-Run Program
Specialty Programs—Cowboy Action Shooting						✓
.22 Rifle					✓	✓
Archery—Field					✓	✓
Muzzleloaders					✓	✓
Shotguns					✓	✓
Specialty Programs—Airsoft					✓	✓
Specialty Programs—Chalkball					✓	✓
Air Rifle (pellet guns)				Webelos Resident Camp Only	✓	✓
BB Guns		Council/District Outdoor Programs Only			✓	✓
Archery—Target, Action (moving targets)		Council/District Outdoor Programs Only			✓	✓
Slingshots/Wrist Rockets		Council/District Outdoor Programs Only			✓	✓
Catapults/Trebuchets						

Projectiles must be soft and small (no larger than a tennis ball).

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SCOUTS BSA



OLDER SCOUTS BSA,
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VENTURERS

(*Older Scouts BSA* are age 13 and have completed eighth grade or 14 years old and up.)



VEHICLES

Driving	Drivers must be currently licensed and at least 18 years of age.					
All-Terrain Vehicles (ATV)					Approved Council Use Only; No Unit Use	
Personal Watercraft (PWC)					Approved Council Use Only; No Unit Use	
BMX Biking			✓	✓	✓	✓
Mountain Biking			✓	✓	✓	✓
Bike—Day Trip	✓	✓	✓	✓	✓	✓



COPE AND CLIMBING (See Climb on Safely training and Belay On, No. 430-500.)

Caving (other than simple novice activities)						✓
Lead Climbing						✓
Snow and Ice Climbing						✓
Belaying					✓	✓
Rock Climbing					✓	✓
Amusements—Aerial Adventure Parks					✓	✓
Amusements—Canopy Tours					✓	✓
Amusements—Zip Lines					✓	✓
Rappelling				✓	✓	✓
COPE	Age-Appropriate Initiative Games				✓	✓
Bouldering	✓	✓	✓	✓	✓	✓
Climbing (age-appropriate man-made facility)	✓	✓	✓	✓	✓	✓



AQUATICS (See handbooks, Safe Swim Defense, and Safety Afloat for restrictions based on skills, such as swimming ability, rather than age.)

Aerial Towed Activities (kitesurfing, parasails)	Not Authorized					
Cliff Jumping, High Dives	Not Authorized					
Triathlon: Swim Races in Open Water						Sanctioned Events
Paddle Sports: Youth Operated on Class III or Above Whitewater						✓
Personal Water Craft (PWC)					Approved Council Programs Only	
Paddle Sports: Whitewater With Professional Guide on Board					✓	✓
Paddle Sports: Youth Operated on Class I or II Whitewater					✓	✓
Motorboats: Youth Operated (check state regulations)					✓	✓
Overnight Cruise on Live-Aboard Vessel					✓	✓
Sailboats and Sailboards: Youth Operated					✓	✓
Snorkeling in Open Water					✓	✓
Scuba (See www.scouting.org/health-and-safety/gss/gss02/#h.)					✓	✓
Surfing					✓	✓
Towed Activities (waterskiing, knee boarding, floats)					✓	✓
Swimming					✓	✓
Snorkeling in Confined Water					✓	✓
Water Parks, Slides, and Floating Attractions	Appropriate Age Varies by Feature					
Water Skiing			✓	✓	✓	✓
Tubing (floating in gently flowing water)			✓	✓	✓	✓
Paddle Sports: Youth Operated on Calm or Gently Flowing Water	Passengers Only		Paddle Sports Include Canoes, Kayaks, Pedal Boats, Rafts, Rowboats, SUP			
Commercial Marine Transport (ferries, excursion ships)	✓	✓	✓	✓	✓	✓
Day Rides on Large Private Craft With Trained Adult Operator	✓	✓	✓	✓	✓	✓



AIRCRAFT (Complete and follow Flying Plan Checklist, No. 680-672.)

Soaring (Orientation flights only)			✓	✓	✓	✓
Hot-Air Balloons (See Tether Guidelines and FAQs at www.scouting.org.)	✓	✓	✓	✓	✓	✓
Orientation Flight	✓	✓	✓	✓	✓	✓

Disabilities Membership Tool

Since its founding in 1910, the Boy Scouts of America has had fully participating members with physical, mental, and emotional disabilities. Scouting gives youth with disabilities the opportunity to participate along with other youth. BSA encourages the inclusion of Scouts with disabilities in all our units.

The purpose of this survey is to better understand the extent, demographics, and population of Scouts with disabilities in our Council by number of Scouts, i.e., not by name. This information will help us better serve all Scouts, provide leaders with resources and training to better serve the youth, and target specific areas of high need regarding training and resources.

Please complete this survey to the best of your ability and return with your re-chartering packet.

Unit Type: Pack Boy Troop Girls Troop Crew Ship Post Unit #: _____

District: _____ Date: _____

Scouts in Unit: _____ # Scouts w/Disabilities: _____ # Leaders w/Disabilities: _____

Person completing survey (please print): _____ Position: _____

Phone: _____ E-Mail: _____

(Note: Count each Scout only once. If Scouts have multiple disabilities, use that category, and list the disabilities.)

of Scouts

_____ **Scouts w/Disabilities who** have earned the unit's highest rank in the past year. (i.e. Arrow of Light, Eagle, Summit, Quartermaster)

_____ **Autism Spectrum Disorder** (including Asperger's Syndrome, PDD-NOS)

_____ **ADHD** (Attention Deficit Hyperactivity Disorder)

_____ **Blind or Sight Impairment**

_____ **Deaf or Hard of Hearing**

_____ **Cognitive Disability** (learning disabilities, reading disorders such as Dyslexia, writing disorders such as Dysgraphia, Auditory Processing Disorder, Speech Impairments, Down Syndrome, etc.)

_____ **Developmental delay** (Down Syndrome)

_____ **Emotional/Behavioral Disabilities** (Bipolar Disorder, Depression, Anxiety Disorder, Obsessive-Compulsive Disorder, Panic Disorder, Post-Traumatic Stress Disorder, Tourette Syndrome, etc.)

_____ **Physically disabled** (Cerebral Palsy, Spina Bifida, paralysis, mobility impairments, etc.)

_____ **Seizures/Epilepsy**

_____ **Traumatic Brain Injury**

_____ **Allergies** (medication, food, plants, animals): _____

_____ **Multiple Coexisting Disabilities:** _____
(continue on back if necessary)

Individual Scout Advancement Plan

The approval of alternative requirements or merit badges should be discussed with the Scout, parent or guardian, and unit leader. An agreement is reached and forwarded to the council advancement committee for approval before starting to work on the specific task. The ISAP is the basic plan that can be used for all Scouts to document proposed and approved alternative advancement requirements. The ISAP is modified by addendum. Additional information can be found in the *Guide to Advancement*, section 10.

Individual Scout Advancement Plan for:

Member's name _____ Date of birth _____

Unit No. _____ District _____ Council _____

Statement of belief: Though it is true every Scout must have the overall ability to fulfill BSA advancement requirements as written, members with a documented disability deserve the opportunity to utilize their remaining abilities to fulfill alternative requirements that represent the same challenge and essential outcome as those written. The only limitations for members with sufficient abilities to achieve approved alternative requirements should be their individual desire, focus, and perseverance.

Objective: Scouting literature provides the requirements, policies and procedures, and related supporting content. It cannot address each individual Scout's abilities, but it can help those involved to reach an understanding as to how certain goals can be met. The ISAP is a road map that Scouts, their parents or guardians, mentors, and other leaders can reference and update as necessary.

Methodology: Within reasonable guidelines, the ISAP will provide Scouts with the opportunity to achieve their personal goals and, through creative thinking and action, remove unnecessary barriers that may impede their advancement. This is done so as not to lessen the relative challenges of the Scouting experience and the primary goal of personal growth.

Expectations of performance: Scouts are expected to do their best to the limits of their abilities and resources.

I, _____ (Scout's name), promise that on my honor, I will do my best in working toward my personal advancement goals.

I am a (check one): Cub Scout Scout Venturer Sea Scout

Signed _____ Date _____

I, _____ (leader's name), _____ (title), promise to do my best to deliver upon the statement of belief, objective, and methodology expressed above.

Signed _____ Date _____



BOY SCOUTS OF AMERICA®

Addendum to Individual Scout Advancement Plan for:

Scout's name _____ Date of birth _____

Unit No. _____ District _____ Council _____

Addenda are required if it is determined that a Scout has specific behavioral, cognitive, or physical attributes that are of a permanent nature and, for reasons beyond the Scout's control, may create an impediment to individual advancement. Requirements, as written, may be redefined to maintain the challenge but provide an alternative path toward achievement. This addendum may be amended in the future by mutual consent.

Instructions

1. Behavioral, cognitive, or physical disabilities of a permanent nature permit the approved substitution of alternative requirements for advancement.
2. Any limitations leading to alternative requirements should be supported by a qualified health professional's certification, based upon a severe or permanent condition.
3. The Scout shall attempt to complete, to the extent possible, the current requirements before modifications are sought, and any alternative requirements shall provide a similar challenge as those stated.
4. Modifications and alternative requirements must receive prior approval by the council advancement committee. The council committee should record and deliver its decision to the Scout, the Scout's parent or guardian, and the unit leader.
5. Alternative requirements involving physical activity shall have a physician's approval.
6. The unit leader and, if appropriate, any board of review must explain to the Scout that every Scout is expected to do their best up to the limit of their abilities and resources.

Further reference: *Guide to Advancement*, section 10.0.0.0

Addendum to Individual Scout Advancement Plan for:

Scout's name _____ Date of birth _____

The Standard Requirement (State the rank and the requirement number.)

Modifications and Alternative Requirement

Describe in detail the modified alternative requirement. Print a separate copy of this sheet for each requirement to be modified.

Narrative Summary

Explain why circumstances make this Scout unable to complete the requirement as written.

Health Professional Statement

As a result of a thorough examination of _____ on _____ (date), I find that the member has a permanent behavioral, cognitive, or physical disability that is accurately described above, and that will inhibit the member from completing the requirement as it is written. However, I find that the member can safely complete the modified requirement as stated above.

Signed _____ (licensed health professional)

Office address _____

Office telephone No. _____

Attach additional documents if applicable.

Annual BSA Health Medical Record Form, Parts A, B, and C

Addendum to Individual Scout Advancement Plan for:

Scout's name _____ Date of birth _____

Educational Statement (If needed)

As a result of a thorough educational assessment of _____ on _____ (date), I find that the member has a permanent behavioral, cognitive, or physical disability that is accurately described above, and that will inhibit the member from completing the requirement as it is written. However, I find that the member can safely complete the modified requirement as stated above.

Signed _____ (certified educational administrator)

Office address _____

Office telephone No. _____

Attach additional supporting documents if applicable (e.g., Individualized Education Plan)

Parental statement: In view of my child's expressed desire to advance in Scouting and personal commitment to strive for the best possible outcome, and the leaders' commitment to provide encouragement, I agree to the requirements as modified above. If any further modification is warranted, I understand that such action can be negotiated.

Signed _____ Date _____

Approval of the Council Advancement Committee

The council advancement committee approves the above modifications for advancement because of the Scout's permanent behavioral, cognitive, or physical disabilities.

Signed _____

Title _____ Date _____

Notification sent to the youth member, parent or guardian, and Scout leader on _____ (date).

Request for Registration Beyond the Age of Eligibility

Criteria

In order for an individual to qualify for registration beyond the age of eligibility, the individual's disability must be permanent and so severe that it precludes advancement even at a rate significantly slower than considered typical. If ranks can be achieved through accommodations or modifications stated in official BSA literature, then the individual's disability probably does not rise to the level required to apply for this request. Additional information can be found in section 10 of the *Guide to Advancement*.

Parent or guardian: Fill in this page where appropriate and provide documentation as requested.

REQUEST for:

Member's name _____ Date of birth _____

Unit No. _____ District _____ Council _____

Objective: The request for registration beyond the age of eligibility, once approved, gives the individual unlimited time to participate in the Scouting program, if so desired.

Required process: All pertinent documents listed below must be attached to this form and labeled in the appropriate order. Submit the completed request form and attachments to your Scout executive or a designee.

Required Documents	Date Sent	Date Received	Date Reviewed
1. A letter from a parent or guardian describing the disability and its severity and permanence, and petitioning the council for approval of registration beyond the age of eligibility. (Documentation labeled as enclosure 1.)			
2. A completed youth membership application or proof of current membership. (Documentation labeled as enclosure 2.)			
3. A completed and signed BSA Annual Health and Medical Record form (parts A, B, and C), online at www.scouting.org/health-and-safety/ahmr . (Documentation labeled as enclosure 3.)			
4. A signed statement from a qualified health professional attesting to the nature of the disability, its severity, and <i>permanent</i> limitations connected with it. For physical disabilities, this must be a licensed physician; for developmental or cognitive issues, a licensed psychologist or psychiatrist, or as appropriate, a neurologist or other medical professional in a specialty related to the disability. (Documentation labeled as enclosure 4.)			
5. A letter from the unit leader advocating and supporting the registration. (Documentation labeled as enclosure 5.)			
6. Other supporting documentation, such as an Individualized Education Plan (IEP), treatment summaries, etc., which are optional but can make a difference in the decision. (Documentation labeled as enclosure 6.)			



Reprinted from the *Guide to Advancement*

10.1.0.2 How to Register a Member Beyond Age of Eligibility

To register a person who will participate as a youth member beyond the age of eligibility, the following documents must be assembled and submitted to the local council.

1. A letter from a parent or guardian describing the disability and its severity and permanence, and petitioning the council for approval of registration beyond the age of eligibility.
2. A completed youth membership application or proof of current membership.
3. A completed and signed BSA Annual Health and Medical Record form (parts A, B, and C), online at www.scouting.org/HealthandSafety/ahmr.
4. A signed statement from a qualified health professional attesting to the nature of the disability, its severity, and *permanent* limitations connected with it. For physical disabilities, this must be a licensed physician; for developmental or cognitive issues, a licensed psychologist or psychiatrist, or as appropriate, a neurologist or other medical professional in a specialty related to the disability.
5. A letter from the unit leader advocating and supporting the registration.
6. Other supporting documentation, such as an Individualized Education Plan (IEP), treatment summaries, etc., which are optional, but can make a difference in the decision. *If done well and available from the parents, an Individualized Education Plan can give valuable information on how to work with and help the individual Scout to achieve at the best of the Scout's abilities.*

The council executive board must approve requests directly, or delegate action to a council operating committee or other group of responsible volunteers at the council level. This may or may not be the council advancement committee. Individual cases must be deliberated upon. Consideration of registration beyond the age of eligibility shall not be delegated to any district or to any single individual, either professional or volunteer. If granted, the Scout executive prepares an approval letter and sends it to the Scout's parent or guardian and unit leader or committee chair. A copy of the letter is retained in the unit's registration file for as long as the member remains registered. Upon entering the member's data, the council registrar selects the appropriate code based on the nature of the disability and follows any other procedures as outlined in the most current edition of the *Registrar Procedures Manual*. The National Member Care Contact Center is available to assist as needed. Members approved for registration beyond the age of eligibility may continue working on advancement, including the Eagle Scout rank and Eagle Palms, for as long as they continue to be so registered. The local council or the National Council, upon uncovering evidence that a youth was improperly registered with a disability code or for whatever reason no longer meets the required level of severity, may make the decision to expire the registration. Registration of an adult as a youth member with a disability code may also be expired if it is determined the registrant has progressed sufficiently to become registered as an adult.

Application approved or disapproved on _____ (date).

Signature of council president
or leader of designated council
committee or volunteer group _____ Date _____

Scout executive or designee signature _____ Date _____

Letter to the following individuals: Scout, parent or guardian, unit leader, and council registrar sent on _____ (date).

Scout reclassified in ScoutNET by _____ (registrar) on _____ (date).

This paperwork and attachments are for council use only and will be retained in the unit's registration file.

APPLICATION FOR ALTERNATIVE EAGLE SCOUT RANK MERIT BADGES

A youth in Scouts BSA or qualified Venturer or Sea Scout who has a physical or mental disability may achieve the Eagle Scout rank by qualifying for alternative merit badges. This does not apply to individual requirements for merit badges. Merit badges are awarded only when all requirements are met as stated. See the *Guide to Advancement*, topic 10.2.2.3, for details.

The physical or mental disability must be of a permanent rather than of a temporary nature (or a disability expected to last more than two years or beyond the 18th birthday). This request must include a written statement from a qualified health-care professional related to the nature of the disability. This person may be a physician, neurologist, psychiatrist, psychologist, etc., or an educational administrator as appropriate.

Before applying, a Scout must earn as many of the Eagle-required merit badges as possible. However, if a permanent disability clearly precludes completing specific merit badges, a Scout who has earned at least First Class may apply for an alternative merit badge without waiting until all other Eagle-required merit badges are complete. Any alternatives must present the same challenge and learning level as those they replace. Unless the Scout has been approved for registration beyond the age of eligibility, all merit badges must be completed by the 18th birthday (reference *Guide to Advancement*, topic 10.1.0.1–10.1.0.2).

1. Obtain a clear and concise statement related to the nature of the disability from a qualified health-care professional.
2. The unit leader meets with the candidate and the candidate's parent or guardian to determine the alternative merit badges to replace those the candidate is unable to complete.
3. The unit leader, parent or guardian, and the Scout (if possible) prepare supporting letters to accompany the application.
4. The district and council advancement committees, in turn, review the proposed alternative merit badges. They may choose to speak with the Scout, the Scout's parent or guardian, or the unit leader. If the council advancement committee approves, then the candidate may start work on the merit badges.

Note: In approving the application, the district and council advancement committees must utilize the expertise of a health-care professional involved with youth who have disabilities.

5. Upon completion of the Eagle Scout rank requirements, using the alternative merit badges, the candidate appears before a board of review. This approved application must be attached to the Eagle Scout Rank Application.
6. Following a successful board of review, the council processes both applications and forwards them to the National Advancement Program Team. Local council action on alternative merit badges does not require national approval.

The Purpose of the Eagle Scout Award

Recipients of the Eagle Scout Award are youth in Scouts BSA, or qualified Venturers or Sea Scouts, who apply the principles of the Scout Oath and Law in daily life. They have achieved the qualities below with determination and persistence.

- Capacity for leadership and a concern for others
- Ability to help others through skills they have learned
- Ability to live and work cooperatively with others by meeting their responsibilities to the unit
- Concern for self by improving their physical fitness to the limits of their resources

Possible alternatives for required merit badges*

CAMPING	COMMUNICATIONS	EMERGENCY PREPAREDNESS OR LIFESAVING	ENVIRONMENTAL SCIENCE OR SUSTAINABILITY	PERSONAL FITNESS	SWIMMING, HIKING, OR CYCLING
Backpacking	Digital Technology	Fire Safety	Energy	Archery	Archery
Canoeing	Electronics	Motorboating	Fish and Wildlife	Athletics	Athletics
Kayaking	Graphic Arts	Public Health	Management	Backpacking	Canoeing
Pioneering	Journalism	Radio	Forestry	Canoeing	Kayaking
Rowing	Moviemaking	Rowing	Nature	Climbing	Motorboating
Search and Rescue	Photography	Safety	Oceanography	Golf	Rowing
Wilderness Survival	Programming	Traffic Safety	Soil and Water	Horsemanship	Small-Boat Sailing
	Public Speaking	Wilderness Survival	Conservation	Rowing	Snow Sports
	Radio		Weather	Skating	
	Salesmanship			Water Sports	
	Signs, Signals, and Codes				

*These possible alternatives are merely suggestions that *could* provide **similar learning experiences**. The list is not considered all-inclusive. It is important for unit leaders to use reasonable accommodation and common sense in the application of the alternative merit badge program.

APPLICATION FOR ALTERNATIVE EAGLE SCOUT RANK MERIT BADGES

To: The District Advancement Committee

_____ District _____ Council

We are submitting this application on behalf of _____ of Unit No. _____,
Name of candidate

chartered to _____ and located in _____
Community State

Because of the disability (see the statement below from a qualified health-care professional), we believe that the candidate is physically or mentally unable to complete the requirements for the following merit badge or badges required for the Eagle Scout rank:

 Following a personal conference with the candidate and the candidate's parent or guardian, we recommend the following alternative merit badge or badges be approved. **These must not be merit badges previously earned (Guide to Advancement 10.2.2.3).** Please see the attached documentation supporting this recommendation.

Signed _____ Date _____ Signed _____ Date _____
Unit leader Unit committee chair

Parent or Guardian Statement

In view of the medical or administrative statement attached, and following a conference with our unit leader, I approve the alternative Eagle Scout rank merit badges. My/our letter supporting this recommendation is attached, and also one from our Scout (if possible).

An Individualized Education Plan or other documentation is attached (optional).

Signed _____ Date _____
Parent or guardian

Statement From a Qualified Health-Care Professional

As a result of a thorough examination or testing of the above-named Eagle Scout candidate on _____,
Date

I have attached a statement describing the disability, the Scout's capabilities, limitations, and prognosis, and outlined why the merit badges to be replaced cannot be completed.

Signed _____ Date _____ Title/credentials _____

District Certification

We have reviewed this application for the above-named Eagle Scout candidate, and in review of the medical or administrative statement, we believe the Scout should follow the alternative Eagle Scout rank merit badge method. We recommend to the council advancement committee that the merit badge or badges indicated above be approved as alternatives.

Date _____

Signed _____
District advancement committee chair or designee

Signed _____
District executive

Council Committee Action*

We have reviewed the district's recommendations and provide our approval.

Date _____

Signed _____
Council advancement committee chair or designee

Signed _____
Scout executive

*The local council action on the alternative merit badge(s) for the Eagle Scout rank does not require National Council approval.





Las Vegas Area Council,
BOY SCOUTS OF AMERICA
7220 South Paradise Rd,
Las Vegas, NV 89119
(702) 736-4366
www.lvacbsa.org