



PROGRAM PLANNING GUIDE 2018-19

Prepared. For Life.™

FALL 2018



BOY SCOUTS OF AMERICA®
CRADLE OF LIBERTY COUNCIL

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BOY SCOUTS
OF AMERICA®

CRADLE OF LIBERTY COUNCIL

COUNCIL-WIDE ROUNDTABLE & POPCORN KICKOFF 2018

Saturday, August 25

10 AM - 2 PM

Victory Church

2650 Audubon Rd, Audubon, PA 19403
(adjacent to J.P. Mascaro corporate office)



PROGRAM

Please follow signs to seminars

Door prizes will be selected at 11:30 AM; check to see if you're a winner on the way out!

10:00 AM - 2:00 PM

Program Partner & Council Committee Midway Open
Popcorn Pick-Up (outside)

10:30 AM - 11:30 AM

Family Scouting Listening Session (in auditorium)
New Member Coordinator Orientation

11:30 - 1:00 PM

Lunch Served

12:30 - 1:30 PM

Membership Recruitment Seminar
Popcorn Fundraiser Seminar

— SCOUTING PROGRAMS —



CUB SCOUTS: *Youth grades K-5.* Cub Scouts is a year-round program that offers fun activities that promote character and leadership development. Our program is designed to be hands-on, and parents are encouraged to play an active role in our programs. Scouting embraces the outdoors through camping, hiking and water sports. We also focus on helping our communities through service projects, STEM development and building confident kids through our wide range of activities. The Cub Scout program is designed to develop physical, mental and emotional fitness. Fitness includes the body (well-tuned and healthy), the mind (able to think and solve problems), and the emotions (self-control, courage, and self-respect).



BOY SCOUTS: *Youth 11-17 years old.* This is the traditional Scouting experience for youth in the fifth grade through high school. Service, community engagement, and leadership development become increasingly important parts of the program as youth lead their own activities and work their way toward earning Scouting's highest rank, Eagle Scout. Through the advancement program, a Scout can progress in rank through achievements, gaining additional knowledge and responsibilities. Earning merit badges provides opportunities for Scouts to be introduced to a lifelong hobby or a rewarding career. In Boy Scouting, youth take responsibility for the activities of the troop. By planning and organizing activities, they develop teamwork and learn to lead as well as follow. Through the support of parents and religious and neighborhood organizations, Scouts develop an awareness and appreciation of their role in their community.



VENTURING: *Young men and women ages 14-20 (or 13 and completed eighth grade).* 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. Those resources include access to Scout camping properties, a recognition program, youth protection training, and specific program helps for a variety of outdoor disciplines.



SEA SCOUTS: *Young men and women ages 14-20 (or 13 and completed eighth grade).* 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.



EXPLORING: *Young men and women ages 14-20 (or 13 and completed eighth grade).* Exploring units, or "posts," focus in a single career field, such as law enforcement, fire/rescue, health care, or skilled trades, and are sponsored by a local government or business entity. Young adults involved in Exploring will gain practical knowledge of and experience in a career, and engage in program of activities centered on career opportunities, life skills, citizenship, character development, and leadership experience 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.

FIND A PROGRAM NEAR YOU: [BESCAOUT.ORG](https://www.bescout.org)



— PUT THE OUTING IN SCOUTING! —

BE PREPARED! IT'S MORE THAN A MOTTO, it's a way of life.

This Program Planning Guide is designed to help your unit and its leaders to plan your Scouting year and have all the resources at your fingertips. This guide includes several resources including program planning tools, a calendar, camping resources, Program Partners, and more. Also make sure you check out online resources at colbsa.org/plan.

We hope you will find this guide helpful in planning and delivering the Scouting program to youth and families throughout Philadelphia, Delaware and Montgomery Counties. If you have any suggestions to improve its content, please email helpdesk@colbsa.org or call 610-688-6900.

Planning your Scouting year is an important step in delivering a quality program. Best wishes as you deliver the promise!

Mission

The mission of the Boy Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Scout Law.

The mission of Cradle of Liberty Council is to shape young people to make good life choices as they grow to become engaged citizens and leaders.

Scout Oath

On my honor I will do my best
to do my duty to God and my country
and to obey the Scout Law;
to help other people at all times;
to keep myself physically strong,
mentally awake, and morally straight.

Scout Law

A Scout is
Trustworthy, Loyal, Helpful, Friendly,
Courteous, Kind, Obedient, Cheerful,
Thrifty, Brave, Clean, and Reverent.

— TABLE OF CONTENTS —

Council-Wide Roundtable.....	3	Membership Recruiting.....	26
Scouting Programs.....	4	Age-Appropriate Guidelines.....	28
Stay Connected.....	6	Volunteering at the Council Office.....	30
Links to Resources.....	7	Musser Service Day.....	31
Family Scouting.....	8	Cub Adventures & Day Camps 2019....	32
Youth Protection.....	10	Fall Fest.....	33
Leadership Training.....	10	National Youth Leadership Training....	34
Program Themes & Features.....	11	Wood Badge.....	35
Pack Planning Resources.....	12	Safety Moments.....	36
Troop Planning Resources.....	16	ScoutingU and Pow Wow 2019.....	37
Crew Planning Resources.....	20	Unit Fundraising Guidelines.....	38
Scouter Code of Conduct.....	25	Unit Fiscal Policies FAQs.....	39



— STAY CONNECTED —

The Boy Scouts of America provides the nation's foremost youth program of character development and values-based leadership training, which helps young people be "Prepared. For Life." For 108 years, Scouting has provided youth with dynamic outdoor programs that build character, foster participating citizenship, encourage personal fitness, and develop leadership and life skills. In 2017, the Cradle of Liberty Council served more than 16,500 families throughout Philadelphia, Montgomery and Delaware Counties in 466 Cub Scout packs, Boy Scout troops, co-ed Venturing crews/ships, and career Explorer posts chartered to civic, faith-based and educational community organizations.



BOY SCOUTS OF AMERICA®
CRADLE OF LIBERTY COUNCIL

Roger S. Firestone
Scouting Resource Center

1485 Valley Forge Road, Wayne, PA 19087
610-688-6900 | Fax: 610-788-3338

CONTACT INFO:

Staff Phones & Emails:
Visit colbsa.org/staff

General Questions:
helpdesk@colbsa.org

Camping & Facilities:
camping@colbsa.org

Registration/*Boys' Life*:
registrar@colbsa.org

Recruiting:
membership@colbsa.org

Popcorn Fundraiser:
popcorn@colbsa.org

Camp Card Fundraiser:
campcards@colbsa.org

My.Scouting.org Member Care:
myscouting@scouting.org
972-580-2489

Have Scouting news to share?
Please email news@colbsa.org



Website:
colbsa.org



E-Newsletters:
colbsa.org/newsletters



Facebook:
[/colbsa](https://www.facebook.com/colbsa)



Facebook Group:
[/groups/COLBSAVolunteers](https://www.facebook.com/groups/COLBSAVolunteers)



Twitter:
[@colbsa](https://twitter.com/colbsa)



Videos:
[/colbsa](https://www.youtube.com/colbsa)



Instagram:
[/colbsa](https://www.instagram.com/colbsa)



Photo Albums:
colbsa.smugmug.com



— LINKS TO RESOURCES —

ONLINE CALENDAR:

VISIT COLBSA.ORG > CLICK ON THE CALENDAR TAB

GENERAL:

- Council Homepage: colbsa.org
- Districts: colbsa.org/districts
- Scout Shop: colbsa.org/vfscoutshop
- Staff Directory: colbsa.org/staff
- Newsletters: colbsa.org/newsletters
- Council Activities: colbsa.org/activities
- Advancement: colbsa.org/advancement
- Make a Donation: colbsa.org/support
- Safe Scouting: scouting.org/healthandsafety

DISTRICTS:

- Baden-Powell: colbsa.org/baden-powell
- Conestoga: colbsa.org/conestoga
- Constellation: colbsa.org/constellation
- Continental: colbsa.org/continental
- General Nash: colbsa.org/general-nash
- Lafayette: colbsa.org/lafayette
- Minquas: colbsa.org/minquas
- Northern: colbsa.org/northern
- Roosevelt: colbsa.org/roosevelt
- Triune: colbsa.org/triune
- Washington: colbsa.org/washington

TRAINING:

- Online Training Portal: My.Scouting.org
- Council Training Page: colbsa.org/training

NATIONAL ORGANIZATION:

- BSA Homepage: scouting.org
- Blog: scoutingwire.org
- Newsroom: scoutingnewsroom.org
- *Scouting Magazine*: scoutingmagazine.org
- Bryan on Scouting: blog.scoutingmagazine.org
- *Boys' Life Magazine*: boyslife.org
- National Supply: scoutstuff.org
- Uniforms/Insignia Guide: bsauniforms.org
- Scoutbook Application: scoutbook.com

MEMBERSHIP & MARKETING:

- Join: BeAScout.org
- Council Resources: colbsa.org/recruit
- Membership Hub: scouting.org/membership

FUNDRAISING:

- Popcorn: colbsa.org/popcorn
- Camp Cards: colbsa.org/campcards
- Policies: colbsa.org/fundpolicies

PROGRAM-SPECIFIC:

- Cub Scouting "Cub Hub:": cubscouts.org
- Pinewood Derby: pinewoodderby.org
- Boy Scout Leaders: troopleader.org
- Scout Troop Program: programresources.org
- Venturing: venturing.org
- Sea Scouts: seascout.org
- Council Exploring: careerexploring.org

OUTDOOR ADVENTURES & CAMPING:

- Cub Scout Day Camps: colbsa.org/daycamp
- Cub Adventures: colbsa.org/musser
- Resica Falls: resicafalls.org
- Unami Lodge, One: unamilodge.org
- National Order of the Arrow: oa-bsa.org

HIGH ADVENTURE:

- Summit Bechtel Reserve: summitbsa.org
- Philmont: philmontscoutranch.org
- Northern Tier: ntier.org
- Sea Base: bsaseabase.org

ALUMNI:

- Scouting Alumni: scoutingfriends.org
- National Eagle Scout Association: nesa.org



— FAMILY SCOUTING —

The volunteer National Executive Board of the Boy Scouts of America (BSA) made a unanimous decision to welcome girls to our iconic programs, based on feedback from our community and an understanding that the character and leadership qualities our programs develop—grounded in the Scout Oath and Law—are as relevant and helpful for girls as they have been for boys.

The BSA is not only listening to our Scouting families, but also to those that haven't joined the program. We understand that families today are busier and more diverse than ever: most are dual-earners; there are more single-parent households than in previous decades; many underserved communities prefer to participate in activities as a family; and, all families have less free time. More than one-third of parents feel they spend too little free time with their kids, and millennial parents are desperate to spend more time interacting with their kids.

It is important to note that the BSA did not decide to make the Cub Scouting and Boy Scouting programs co-ed; instead, the organization has introduced a unique model that builds on the benefits of a single-gender program, providing character and leadership opportunities for both boys and girls while also meeting the needs of today's families.

For Cub Scouting, starting in June 2018, we invite our chartered partner organizations to choose if they'd like to establish a new girl pack, establish a family pack that consists of girl dens and boy dens, or remain an all-boy pack.

Using the same curriculum as the Boy Scouts program, the organization will also deliver a program for older girls (ages 11-17) starting on **February 1, 2019.** This timing is intended to align with the programmatic timeline so that girls who join Cub Scouts in 2018 and will have earned their Arrow of Light are able to cross-over to a troop to continue their Scouting journey. The official name of the older youth program will become **Scouts BSA**, effective with the scheduled launch in February 2019. (Please note that the corporate name, Boy Scouts of America, **is not** changing.)

The National Executive Board also approved the option of a linked troop structure that would allow existing boy troops and future girl troops the opportunity to be linked through a shared chartered organization representative and troop committee.

FAQs and more at colbsa.org/family

WHAT IS HAPPENING?

Starting in 2018, families can choose Cub Scouts® for their sons AND daughters.

A Scouting® program for older girls will be delivered in 2019, allowing participants to earn the highest rank of Eagle Scout™

WHY THE CHANGE?

Families today are busier than ever and with less free time, families want convenience.

*In fact, **convenience beats cost as the #1 concern.***

Research shows that our programs are extremely appealing to today's busy families.


In a recent survey of parents not involved with Scouting...

890% are interested in a program like Cub Scouts for their daughters

87% are interested in a program like Boy Scouts® for their daughters



HOW WILL IT WORK?

 Cub Scout Pack

 All-Boy Den

 All-Girl Den

Cub Scouts

Ages 5-10 (or grades K-5)

All-Boy Cub Scout Pack



Boys and Girls Cub Scout Pack



All-Girl Cub Scout Pack



Scouts BSA

Scheduled Launch February 2019

Ages 11-17 (or grades 6-12)



Separate Troops for Boys & Girls

Chartered Organization

Troop Committee



All-Boy Troop

Chartered Organization

Troop Committee



Linked Troop

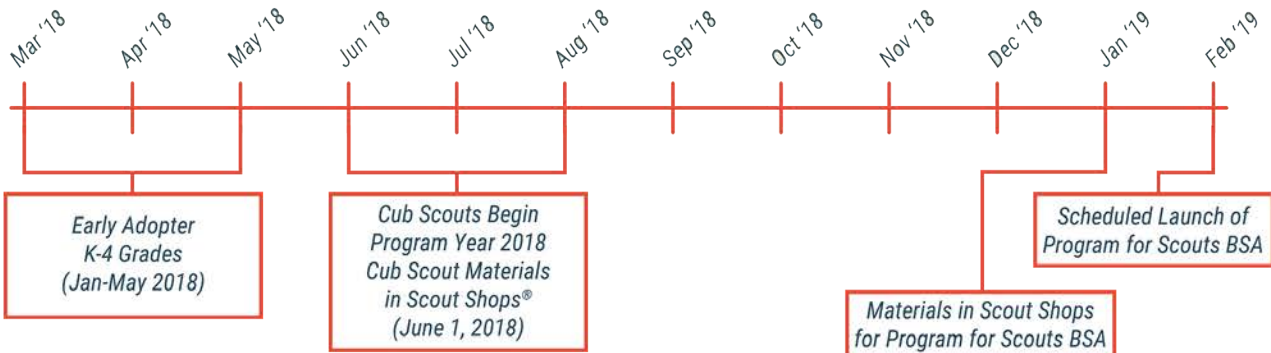
Chartered Organization

Troop Committee



All-Girl Troop

TIMELINE



Allows organizations to identify the options that work best for their communities

Allows flexibility for chartered partners

Allows us to introduce Scouting to more families

Allows boys and girls to learn and grow at the pace that is unique to their development

— YOUTH PROTECTION —

The Boy Scouts of America places the greatest importance on creating the most secure environment possible for our youth members. To maintain such an environment, the BSA has developed numerous procedural and leadership selection policies and provides parents and leaders with resources for all levels of the program.

Being a leader in the BSA is a privilege, not a right. The quality of the program and the safety of our youth members call for high-quality adult leaders. The adult application requests background information that should be checked by the unit committee or the chartered organization before accepting an applicant for unit leadership. Additionally, national criminal background checks are conducted on all adult leaders through the BSA. Additional background clearances are also required per Pennsylvania law (see colbsa.org/palaw).

Youth Protection Training is required for all registered volunteers in the Boy Scouts of America and must be taken every two years. New adult leaders cannot register unless they submit proof with their application that they have completed Youth Protection Training, which is available online at My.Scouting.org.

A new Youth Protection Training course has been developed and all new and currently registered adult leaders must complete the new course by October 1, 2018.



Steps to Reporting Child Abuse:

1. Ensure the child is in a safe environment. Call 911 in cases of medical emergencies.
2. Immediately report suspected child abuse to Pennsylvania ChildLine by calling 1-800-932-0313 or go to www.keepkidssafe.pa.gov.
3. Notify the council Scout executive or his/her designee.

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.

Find out more at scouting.org/youthprotection

— LEADERSHIP TRAINING —

Every Youth Deserves a Trained Leader!

Common sense tells us 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!



All adult leaders in Cradle of Liberty Council units must be position-specific trained, along with having current Youth Protection Training. This includes all Scoutmasters and assistant Scoutmasters, Cubmasters and assistant Cubmasters, den leaders and assistant den leaders, Venturing crew advisors and assistant advisors, Varsity coaches and assistant coaches, Sea Scouting mates and skippers, committee chairs, and committee members.

Many training sessions are available to complete online at My.Scouting.org. In-person training sessions are also available for position-specific courses, specialty courses and for more advanced training courses like Wood Badge. Check out the online training calendar for a course near you. **Find out more at colbsa.org/training**



— CUB SCOUT PROGRAM THEMES —

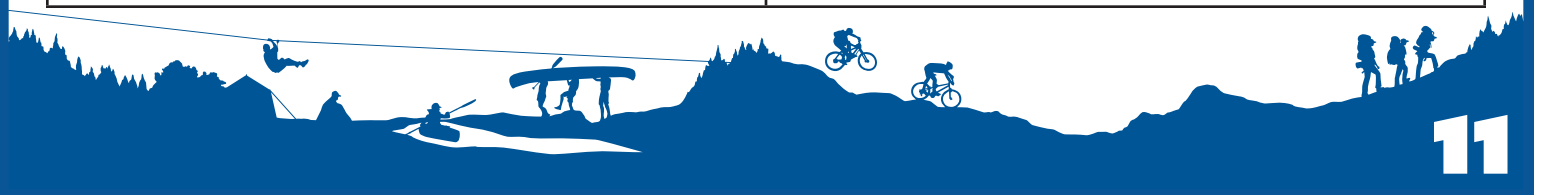
Download Pack Meeting Plans at colbsa.org/plan (under the Cub Scout tab)

Month/Year	Scout Law Theme
September 2018	Trustworthy
October 2018	Loyal
November 2018	Helpful
December 2018	Friendly
January 2019	Courteous
February 2019	Kind
March 2019	Obedient
April 2019	Cheerful
May 2019	Thrifty
June 2019	Brave
July 2019	Clean
August 2019	Reverent

— PROGRAM FEATURES FOR TROOPS & CREWS —

Download Program Features at colbsa.org/plan (under the Boy Scout & Venturing tabs)

Month/Year	Program Feature
September 2018	Emergency Preparedness
October 2018	Wilderness Survival
November 2018	Special Needs Awareness
December 2018	Wildlife Management
January 2019	Safety
February 2019	Engineering
March 2019	Archery
April 2019	Project Planning
May 2019	Camping
June 2019	Multimedia
July 2019	Paddle Sports
August 2019	Math



— 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 youth member and his or her 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

PROGRAM PLANNING RESOURCES AND TOOLS: COLBSA.ORG/PLAN

STEP 1: PLAN YOUR PROGRAM

- Use meeting resources to make planning easier. Become familiar with the pack program planning resources and tools at colbsa.org/plan under the "Cub Scouts" tab.
- Determine what requirements each Scout will need for their next rank.
- Use this guide and the online council/district calendar to determine what council, district 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 district service project.
- 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.
- Utilize membership and marketing materials provided to your unit free of charge by the council.
- Plan to recruit adult leaders for all unit positions.
- Plan to recruit parents to help with the unit.
- Plan to recruit Lions (kindergarten boys and girls).

STEP 4: TRAIN YOUR LEADERS

- Train your leaders to deliver the best Scouting program.
- Ensure every 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 adults 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: Fall Fest at Musser Scout Reservation, Popcorn Sale in the fall, Blue and Gold Banquet in February, Pinewood Derby® in January or March, Friends of Scouting in January, February, or March; Camp Cards in the spring, and summertime activities: resident camp and 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. Our council provides two turn-key fundraising programs: Popcorn in the fall and Camp Cards 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.



Pack _____ of _____ District
2018 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, and it follows BSA policies relating to fundraising.	Have an annual program plan and budget adopted by the pack committee.	Achieve Bronze, plus pack committee meets at least six times during the year to review program plans and finances.	Achieve Silver, plus pack conducts a planning meeting involving den leaders for the following program year.	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 and register new members in the pack.	Achieve Bronze, and either increase youth members by 5% or have at least 40 members.	Achieve Silver, and either increase youth members by 10% 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 Boy Scout troop(s).	With a troop, hold two joint activities 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.	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.	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.	33% of Cub Scouts participate in a camping experience or 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.	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.	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.	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.



— 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:

1. Plan the pack's complete annual program.
2. Develop a budget that includes enough income to achieve the program.
3. 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.
4. Gain commitments from parents, leaders, and all Cub Scouts.

BASIC EXPENSES

1] National Registration Fees. When a youth joins, the unit normally asks the family to pay the full \$33 national registration fee (the same rate applies for registered adult Scouters), regardless of the number of months remaining in the unit's charter year. The unit sends the prorated amount to the council for the number of months left in the charter term (charters expire on December 31). Fees are figured on a monthly basis of \$2.75 per month. The council forwards the fee to the national organization. The balance of the youth's fee is kept in the unit treasury to supplement dues in paying the next full year's fee. This procedure ensures prompt registration at charter renewal.

2] Unit Liability Insurance Fee. Packs are required to pay an annual unit liability insurance fee of \$40. This fee is submitted with the pack's annual charter application and helps to defray the expenses for their general liability insurance.

3] Boys' Life. *Boys' Life* magazine, 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.) Every youth should subscribe to *Boys' Life* because of the quality reading and the articles related to your unit's monthly program. It is part of a youth's growth in Scouting, and research proves Scouts will stay in longer and advance farther if they read *Boys' Life*.

4] Unit Accident Insurance. Protecting leaders and parents from financial hardship due to high medical bills from an unfortunate accident is a must for all involved in Scouting. A \$2 fee per member is charged by the council to help cover the cost of this insurance and is collected annually when the unit recharter.

5] Advancement and Recognition. Every Cub Scout should earn and advance a rank and receive the patch for that rank each year. The Cub Scout advancement program is accomplished through seven defined and elective "Adventures." Tigers, Wolves, and Bears are recognized with belt loops and Webelos/Arrow of Light with pins. Other specialized awards and recognitions are also available.

6] 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 district or council activities are financed by the youth and his family over and above the dues programs. It is suggested that the complete cost of these outings be built into the unit's budget.

7] Cub Scout Day Camp, Cub Scout Resident Camp, Family Camping. Central to Cub Scouting is a summer camping experience. Local council opportunities abound for Cub Scouts and their families to have exciting, program-rich summer experiences.

8] 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 legally can own property.)

9] Training Expenses. Trained leaders are key to delivering a quality and safe program. Adult and youth leader training should be considered an integral annual pack expense.

10] 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 uniform!

11] 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 be intended for unexpected expenses. A new member's initial expenses may be met from the fund.

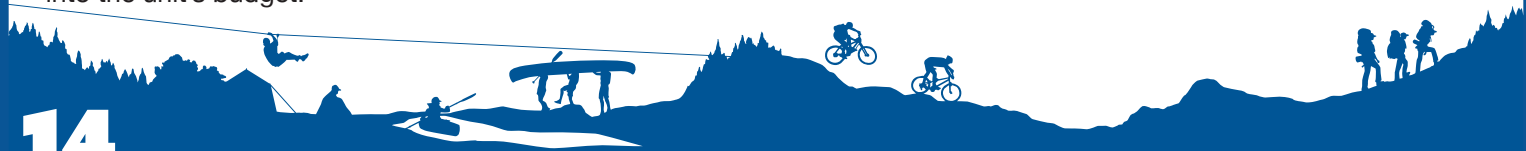
12] Other Expenses. These could include a gift to the World Friendship Fund, meeting refreshments, and/or contingency funds.

SOURCES OF INCOME

"One fundraiser per year." such as selling popcorn, 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 one fund-raising program at the beginning of the program year each fall. A spring fundraiser, like the Camp Card program, could be included.

Some Important Points:

- **Paying your own way.** This is a fundamental principle of the Boy Scouts of America. It is one of the reasons why no solicitations (requests for contributions from individuals or the community) are permitted by Cub Scout packs. Young people in Scouting are taught early on that if they want something in life, they need to earn it. This principle is among the reasons that adults who were Scouts are found to have higher incomes. The finance plan of any pack should include participation by a Cub Scout in a regular dues plan.
- An annual pack participation fee, too often completely contributed by parents, does little to teach a young person responsibility. The unit's entire budget must be provided for by the families, either through fundraising or other means such as dues or fees.
- Except for council-sponsored product sales, all other money-earning projects require the submission of the Unit Money-Earning Application, No. 34427, to the council.



— 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 the process remember your goal is to deliver a quality program to each youth member and his or her family. It should be fun, exciting and focused on the purposes of Boy 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 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. The sessions are:

1. Annual troop program planning conference with Scouts.
2. Monthly troop committee meetings.
3. Monthly meetings of the adult and youth leaders to plan the upcoming month's weekly meetings and outings.

PROGRAM PLANNING RESOURCES AND TOOLS: COLBSA.ORG/PLAN

STEP 1: PLAN YOUR PROGRAM

- Use meeting resources to make planning easier. Become familiar with the pack program planning resources and tools at colbsa.org/plan under the "Boy Scouts" tab.
- Determine what requirements each Scout will need for their next rank.
- Use this guide and the online council/district calendar to determine what council, district 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 district service project.
- Plan the meeting dates and troop events.

STEP 2: FUND YOUR PROGRAM

- Determine expenses to operate the Boy Scout troop.
- 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 conduct a troop open house and/or recruitment event.
- Utilize membership and marketing materials provided to your unit free of charge by the council.
- Plan to recruit adult leaders for all unit positions.
- Plan to participate with your local Cub Scout pack(s) to ensure a successful Webelos-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 adults 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 troop committee, including the Scoutmaster, assistant Scoutmasters 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 or not 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 and district calendar and mark dates on your program schedule for district and 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: Boy Scout Summer Camp, Klondike Derbies, Friends of Scouting in January, February, or March, Popcorn in the fall and Camp Cards in the spring, service projects, and weekend camping activities.

7] SCHEDULE COMMITTEE & PATROL LEADER COUNCIL MEETINGS

Select dates and schedule monthly meetings of your committee and PLC 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 BOY SCOUT THEME

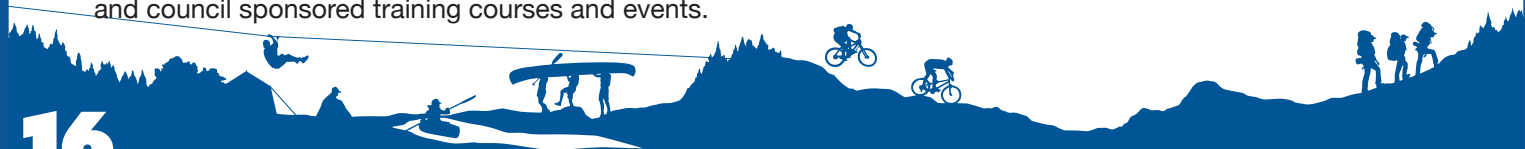
Each month should include a theme that troop meetings, activities, advancement and outings are centered around.

9] DETERMINE THE TROOP BUDGET

Create a wish-list of activities and use the troop budget worksheet on how to fund it. Our council provides two turn-key fundraising programs: Popcorn in the fall and Camp Cards 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 troop knows exactly what is happening.



Troop _____ of _____ District
2018 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, and it follows BSA policies related to fundraising.	Have an annual program plan and budget adopted by the troop committee.	Achieve Bronze, plus troop committee meets at least six times during the year to review program plans and finances.	Achieve Silver, plus troop conducts a planning meeting involving youth leaders for the following program year.	50	100	200
Membership					Total Points: 500		
#2	Building Boy Scouting: Recruit new youth into the troop in order to grow membership.	Have a membership growth plan that includes a recruitment activity and register new members in the troop.	Achieve Bronze, and either increase youth members by 5% or have at least 25 members.	Achieve Silver, and either increase youth members by 10% 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.	Achieve Bronze, plus recruit two Webelos Scouts.	Achieve Bronze, 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 Boy Scouts earning rank advancements.	40% of Boy Scouts advance one rank during the year.	50% of Boy Scouts advance one rank during the year.	60% of Boy Scouts advance one rank during the year.	50	100	200
#6	Short-term camping: Conduct short-term or weekend campouts throughout the year.	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.	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.	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.	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.	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 Bronze, 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.	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 least 5 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.



— 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. The result is a well-managed, well-financed unit.

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

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 service projects that the troop can participate in to bring income to the unit.
5. Get commitments from parents and youth.

BASIC EXPENSES

1] National Registration Fees. When a youth joins, the unit normally asks the family to pay the full \$33 national registration fee (the same rate applies for registered adult Scouters), regardless of the number of months remaining in the unit's charter year. The unit sends the prorated amount to the council for the number of months left in the charter term (charters expire on December 31). Fees are figured on a monthly basis of \$2.75 per month. The council forwards the fee to the national organization. The balance of the youth's fee is kept in the unit treasury to supplement dues in paying the next full year's fee. This procedure ensures prompt registration at charter renewal.

2] Unit Liability Insurance Fee. Troops are required to pay an annual unit liability insurance fee of \$40. This fee is submitted with the troop's annual charter application and helps to defray the expenses for their general liability insurance.

3] Boys' Life. *Boys' Life* magazine, 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.) Every youth should subscribe to *Boys' Life* because of the quality reading and the articles related to your unit's monthly program. It is part of a youth's growth in Scouting, and research proves Scouts will stay in longer and advance farther if they read *Boys' Life*.

4] Unit Accident Insurance. Protecting leaders and parents from financial hardship due to high medical bills from an unfortunate accident is a must for all involved in Scouting. A \$2 fee per member is charged by the council to help cover the cost of this insurance and is collected annually when the unit recharter.

5] Advancement and Recognition. Every youth member should earn and advance a rank each year. (Boy Scouts can do even more.) The Boy Scout advancement program has a number of options that include achievements, rank advancement, and merit badges.

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

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

8] 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.)

9] Training Expenses. Trained leaders are key to delivering a quality and safe program. Adult and youth leader training should be considered an integral annual pack expense.

10] Full Uniforms. 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!

11] 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 be intended for unexpected expenses. A new member's initial expenses may be met from the fund.

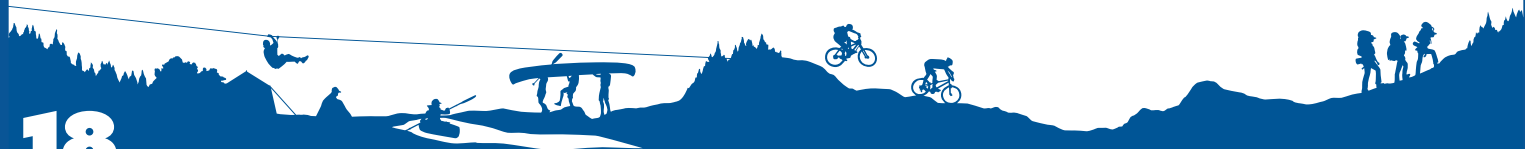
12] Other Expenses. These could include a gift to the World Friendship Fund, meeting refreshments, and/or contingency funds.

SOURCES OF INCOME

"One fundraiser per year," such as selling popcorn, 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 one fund-raising program at the beginning of the program year each fall. A spring fundraiser, like the Camp Card program, could be included.

Some Important Points:

- **Paying your own way.** This is a fundamental principle of the Boy Scouts of America. It is one of the reasons why no solicitations (requests for contributions from individuals or the community) are permitted by Boy Scout troops. Young people in Scouting are taught early on that if they want something in life, they need to earn it. This principle is among the reasons that adults who were Scouts are found to have higher incomes. The finance plan of any troop should include participation by a Scout in a regular dues plan.
- An annual troop participation fee, too often completely contributed by parents, does little to teach a young person responsibility. The unit's entire budget must be provided for by the families, either through fundraising or other means such as dues or fees.
- Except for council-sponsored product sales, all other money-earning projects require the submission of the Unit Money-Earning Application, No. 34427, to the council.



— 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

PROGRAM PLANNING RESOURCES AND TOOLS: COLBSA.ORG/PLAN

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.

BRAINSTORMING GUIDELINES

- Put up poster boards, flip chart paper, etc. where everyone can see it
- Encourage as many ideas as possible
- Don't judge ideas (as good or bad) during brainstorming
- Don't 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
- Don't worry about the words you're using to express an idea - Simply try to describe the picture you're 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'll 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. We begin to appreciate more fully what we are capable of and how creative we are. By causing us to stretch beyond our usual way of thinking, brainstorming makes it hard for us to snap back to where we were before, because we've grown.



STEPS TO 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's chartered organization.

4] YOUTH PROTECTION TRAINING FOR YOUTH

"Personal Safety Awareness" is Youth Protection Training for members of the crew. Plan to present the training annually and include the presentation date in your activity plan.

5] YOUTH OFFICERS

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

6] CREW SUPER ACTIVITY

Each Crew should participate in at least one annual "Super Activity" of at least three days and three nights.

7] ANNUAL PROGRAM PLANNING MEETING

Include the meeting when your crew calendar is set for the year, and where Venturers are able to give input to the crew's plans.

8] FRIENDS OF SCOUTING (FOS) PRESENTATION

Include the date of your Friends of Scouting presentation. Often this may be a Court of Honor or parents meeting.

9] DETERMINE THE CREW BUDGET

Create a wish-list of activities and use the crew budget worksheet on how to fund it. Our council provides two turn-key fundraising programs: Popcorn in the fall and Camp Cards 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

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

11] 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 _____ of _____ District
2018 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, and it follows BSA policies relating to fundraising.	Have an annual program plan and budget adopted by the crew committee.	Achieve Bronze, plus crew committee meets at least six times during the year to review program plans and finances.	Achieve Silver, plus crew conducts a planning meeting involving youth leaders for the following program year.	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 and register new members in the crew.	Achieve Bronze, and either increase youth members by 5% 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.	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.	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 award.	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 awards.	50	100	200
#7	Service: Participate in service projects, with at least one benefiting the chartered organization.	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.	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.	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 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. The result is a well-managed, well-financed unit.

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

1. Plan your crew'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 service projects that the troop can participate in to bring income to the unit.
5. Get commitments from parents and youth.

BASIC EXPENSES

1] National Registration Fees. When a youth joins, the unit normally asks the family to pay the full \$33 national registration fee (the same rate applies for registered adult Scouters), regardless of the number of months remaining in the unit's charter year. The unit sends the prorated amount to the council for the number of months left in the charter term (charters expire on December 31). Fees are figured on a monthly basis of \$2.75 per month. The council forwards the fee to the national organization. The balance of the youth's fee is kept in the unit treasury to supplement dues in paying the next full year's fee. This procedure ensures prompt registration at charter renewal.

2] Unit Liability Insurance Fee. Crews are required to pay an annual unit liability insurance fee of \$40. This fee is submitted with the crew's annual charter application and helps to defray the expenses for their general liability insurance.

3] Boys' Life. *Boys' Life* magazine, 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] Unit Accident Insurance. Protecting leaders and parents from financial hardship due to high medical bills from an unfortunate accident is a must for all involved in Scouting. A \$2 fee per member is charged by the council to help cover the cost of this insurance and is collected annually when the unit recharter.

5] Advancement and Recognition. The Venturing advancement program has a number of options that include advancement tracks and other awards.

6] 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 his or her family over and above the dues programs. It is suggested that the complete cost of these outings be built into the unit's budget.

7] Summer Camp and High Adventure. Central to Scouting is a summer camp experience. Local and national opportunities abound for Venturers to have an exciting,

program-rich summer experience.

8] 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.)

9] Training Expenses. Trained leaders are key to delivering a quality and safe program. Adult and youth leader training should be considered an integral annual pack expense.

10] Full Uniforms. 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!

11] 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 be intended for unexpected expenses. A new member's initial expenses may be met from the fund.

12] Other Expenses. These could include a gift to the World Friendship Fund, meeting refreshments, and/or contingency funds.

SOURCES OF INCOME

"One fundraiser per year," such as selling popcorn, 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 one fund-raising program at the beginning of the program year each fall. A spring fundraiser, like the Camp Card program, could be included.

Some Important Points:

- **Paying your own way.** This is a fundamental principle of the Boy Scouts of America. It is one of the reasons why no solicitations (requests for contributions from individuals or the community) are permitted by Venturing crews. Young people in Scouting are taught early on that if they want something in life, they need to earn it. This principle is among the reasons that adults who were Scouts are found to have higher incomes. The finance plan of any crew should include participation by a Venturer in a regular dues plan.
- An annual crew participation fee, too often completely contributed by parents, does little to teach a young person responsibility. The unit's entire budget must be provided for by the families, either through fundraising or other means such as dues or fees.
- Except for council-sponsored product sales, all other money-earning projects require the submission of the Unit Money-Earning Application, No. 34427, to the council.



Sample Crew Budget		
Annual Cost Per Venturer/Unit	No. of Venturers/ Adults	Unit Cost
35.00	20	\$ 700.00
12.00	5	\$ 60.00
40.00	1	\$ 40.00
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
15.00	15	\$ 225.00
50.00	5	\$ 250.00
20.00	2	\$ 40.00
50.00	2	\$ 100.00
50.00	1	\$ 50.00
		\$ 5,120.00
52.00	25	\$ 1,300.00
500.00	1	\$ 500.00
		\$ -
		\$ 1,800.00
		\$ 3,320.00

12,857.00	x	25%	=	\$	3,214.25
12,857.00	/	25	=	\$	514.28
Unit Goal		No. of Members			Member Goal
Camp Fees Budget					
400.00	x	25	=	\$	10,000.00
				\$	750.00

Date budget completed:	7/1/12
Unit No.:	555
District:	Somewhere
Projected No. of Venturers:	25

600.00	12	\$	7,200.00
--------	----	----	----------

Crew Operating Budget

PROGRAM EXPENSES:

Registration and insurance fees	Total youth + adults @ \$35 ea
Boys' Life	Total subscriptions @ \$12 ea
Unit charter fee	Yearly flat fee @ \$40
Awards	Bronze, Gold, Silver, Ranger @ \$15 ea.
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 ea.
Training	ILSC, Powder Horn, Kodiak, NYLT, NAYLE, etc.
Crew equipment purchases	Tents, cook stoves, etc
Advisor camp fees	
Advisor recognition	Thank yous, veterans awards, etc.

TOTAL UNIT BUDGETED PROGRAM EXPENSES:

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
	/	
Sales goal		No. of Venturers
		Venturer goal

*Resident camp

*Total youth @ \$400 ea.

\$ 750.00

Additional sales that would cover summer camp costs

Additional camp sales goal per Venturer

UNIT DETAIL:

Advisor:	_____
Assistant advisor:	_____
Committee chair:	_____
Treasurer:	_____
Fundraiser chair:	_____

Date budget completed: _____

Unit No.: _____

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.

DOWNLOAD EXCEL VERSION AT: COLBSA.ORG/PLAN



Ship _____ of _____ District
2018 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, and it follows BSA policies relating to fundraising.	Have an annual program plan and budget adopted by the ship committee.	Achieve Bronze, plus ship committee meets at least six times during the year to review program plans and finances.	Achieve Silver, plus ship conducts a planning meeting involving youth leaders for the following program year.	50	100	200
Membership					Total Points:		500
#2	Building Sea Scouting: Recruit new youth into the ship in order to grow membership.	Have a membership growth plan that includes a recruitment activity and register new members in the ship.	Achieve Bronze, and either increase youth members by 5% 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	Activities: Conduct regular activities including a super activity or long cruise.	Conduct at least four activities including a super activity or long cruise.	Conduct at least five activities and at least 50% of youth participate in super activity or long cruise.	Conduct at least six activities and at least 50% of youth participate in a super activity or long cruise.	50	100	200
#5	Leadership: Develop youth who will provide leadership to ship meetings and activities.	Have an elected boatswain, boatswain's mate, yeoman, and purser leading the ship.	Achieve Bronze, plus officers have Quarterdeck meetings at least six times. The ship conducts Quarterdeck training.	Achieve Silver, plus each ship activity has a youth leader.	50	100	200
#6	Advancement: Provide opportunities for advancement and personal development.	Ship members participate in advancement by earning the Apprentice Rank.	Achieve Bronze, plus ship has organized programs addressing fitness and citizenship.	Achieve Silver, plus the ship has members earning the Ordinary, Able or Quartermaster Ranks.	50	100	200
#7	Service: Participate in service projects, with at least one benefiting the chartered organization.	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.	Have a registered mate to assist the Skipper.	Achieve Bronze, plus the ship 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.	Skipper or a mate has completed position-specific training.	Achieve Bronze, plus the skipper and all mates 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 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 ship has completed online rechartering by the deadline in order to maintain continuity of our program.

We certify that these requirements have been completed:

Skipper _____ Date _____

Boatswain _____ Date _____

Commissioner _____ Date _____

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



BOY SCOUTS OF AMERICA SCOUTER CODE OF CONDUCT

On my honor, I promise to do my best to comply with this Boy Scouts of America Scouter Code of Conduct while serving in my capacity as an adult leader:

1. I have completed or will complete my registration with the Boy Scouts of America, answering all questions truthfully and honestly.
2. I will do my best to live up to the Scout Oath and Scout Law, obey all laws, and hold others in Scouting accountable to those standards. I will exercise sound judgment and demonstrate good leadership and use the Scouting program for its intended purpose consistent with the mission of the Boy Scouts of America.
3. I will make the protection of youth a personal priority. I will complete and remain current with Youth Protection training requirements. I will be familiar with and follow:
 - a. BSA Youth Protection policies and guidelines, including mandatory reporting: www.scouting.org/training/youth-protection/
 - b. *The Guide to Safe Scouting*: www.scouting.org/health-and-safety/gss
 - c. The Sweet Sixteen of BSA Safety: www.scouting.org/health-and-safety/gss/sweet16
4. When transporting Scouts, I will obey all laws, comply with Youth Protection guidelines, and follow safe driving practices.
5. I will respect and abide by the Rules and Regulations of the Boy Scouts of America, BSA policies, and BSA-provided training, including but not limited to those relating to:
 - a. Unauthorized fundraising activities
 - b. Advocacy on social and political issues, including prohibited use of the BSA uniform and brand
 - c. Bullying, hazing, harassment, and unlawful discrimination of any kind
6. I will not discuss or engage in any form of sexual conduct while engaged in Scouting activities. I will refer Scouts with questions regarding these topics to talk to their parents or spiritual advisor.
7. I confirm that I have fully disclosed and will disclose in the future any of the following:
 - a. Any criminal suspicion, charges, or convictions of a crime or offense involving abuse, violence, sexual misconduct, or any misconduct involving minors or juveniles
 - b. Any investigation or court order involving domestic violence, child abuse, or similar matter
 - c. Any criminal charges or convictions for offenses involving controlled substances, driving while intoxicated, firearms, or dangerous weapons
8. I will not possess, distribute, transport, consume, or use any of the following items prohibited by law or in violation of any Scouting rules, regulations, and policies:
 - a. Alcoholic beverages or controlled substances, including marijuana
 - b. Concealed or unconcealed firearms, fireworks, or explosives
 - c. Pornography or materials containing words or images inconsistent with Scouting values
9. If I am taking prescription medications with the potential of impairing my functioning or judgment, I will not engage in activities that would put Scouts at risk, including driving or operating equipment.
10. I will take steps to prevent or report any violation of this code of conduct by others in connection with Scouting activities.



— MEMBERSHIP RECRUITING —

The goal of the council membership committee, comprised of volunteers and professionals from our districts, is to help units grow in membership, retain members, assist in the Webelos-to-Scout transition, build new units, and foster community relationships. This is an awesome responsibility to keep Scouting thriving and cannot be accomplished alone. With the help of our chartered organizations, community resources, unit leaders and district/council volunteers, we are on the path to achieve our goals. Youth membership in the Cradle of Liberty Council is growing and will continue to grow as we work together to offer every eligible youth the opportunity to join our great programs.

MORE INFO & RESOURCES: COLBSA.ORG/RECRUIT - MEMBERSHIP@COLBSA.ORG

**MAKE SURE TO GET THE LATEST
RECRUITMENT GUIDES!**



DOES YOUR UNIT HAVE A NEW MEMBER COORDINATOR?

Sustaining strong membership in a unit depends not only on having new members join the unit, but also on engaging youth and their families in the unit experiences so that **they feel welcomed and want to stay**. The role of the New Member Coordinator is to ensure that both keys to success take place. The New Member Coordinator (NMC) position has been designed to:

- Be a FUN and engaging position.
- Form relationships with new members and their families.
- Use a team approach by encouraging more than one NMC in a unit, allowing them to tailor their work to individual interests/expertise, as well as to recognize the particular needs of the unit.
- Fit every type of unit, every age level and every program.
- Be recruited and supported by key unit leadership.
- Be provided with training both online and face-to-face.
- Be mentored by the district membership chair and become part of the district membership team.
- Be visible and easily identifiable at unit gatherings by their welcoming smiles and their BSA "Welcome" logo that they display and wear on an activity shirt, on a hat or vest or in some cases, a pin on a field uniform.



IS YOUR UNIT ON THE MAP?

If there was one simple action you could take to amplify your local recruiting efforts, would you take it? Obviously that question is a no-brainer and the answer should be a big ol' YES! Even better, it only takes a few seconds to complete.

Updating your unit's pin with current information on BeAScout is the easiest way unit leaders can help prospective Scouts and their families get in touch with a unit in our council. This quick process hardly takes a minute, yet it translates to significant gains to your unit's membership.



How significant? Once schools start up and parents are looking to involve their kids in activities, BeAScout will receive more than 600,000 visits from people interested in learning more about Scouting, and you won't want to miss the opportunity to show off your unit. If every unit completed this simple task, thousands of new youth across the nation would be introduced to the fun, character-building adventures only Scouting can provide.

It's important to note that a unit will not receive leads if their pin is not updated and Unit Mode is not turned on. Additionally, units won't be able to take advantage of receiving online applications directly from BeAScout (by turning on the Apply Now function) without updating their pins.

Sharing the correct and most up-to-date local Scouting information on BeAScout is a great opportunity for Scout units to highlight what makes their unit unique, express how excited they are about Scouting, and to show to prospective Scout families the benefits of Scouting.

How to Update Your Unit's BeAScout Pin:

1. The unit leader (Cubmaster, Scoutmaster, crew advisor, along with the unit committee chair and the chartered organization rep) must update the BeAScout pin by logging into their my.Scouting Tools account.
2. From the top left menu, select Legacy Web Tools and then BeAScout.
3. Set your unit's pin status to Active.
4. Select Unit Mode in the Unit Pin Mode drop-down menu.
5. Enter your unit's current information and save!

RECRUITMENT RESOURCES

Council Marketing Toolkit:

Looking ahead to fall recruitment and the new "Scout Me In" campaign, the Cradle of Liberty Council is busy working to update our online marketing portal to allow units to create and order (free of charge) their own customized fliers, posters, postcards, and bookmarks. We are adding new materials and assets to the portal as they become available to us. Units will also be able to use the toolkit to order yard signs, promotional give-aways, and other items. Visit colbsa.org/recruit for more information and to register for your account.

Promotional Items:

Are you planning to have a table at a community or school event? Want to make a professional first impression with new families? Branded materials are available for your unit to reserve subject to availability. Materials include:

- 6' x 2' Banners
- 6' Teardrop Banners
- Table Covers (suitable for 6' or 8' tables)
- 10' x 10' Pop-Up Tents

Visit colbsa.org/recruit to check availability and reserve items.



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



OLDER SCOUTS, SEA SCOUTS, VENTURERS

("Older Scouts" 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)				Webeles 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).

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



OLDER SCOUTS, SEA SCOUTS, VENTURERS

("Older Scouts" 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.					
Snowmobiles						Venturers Only
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)					✓	✓
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	✓	✓	✓	✓	✓	✓
Swimming	✓	✓	✓	✓	✓	✓
Snorkeling in Confined Water	✓	✓	✓	✓	✓	✓
Water Parks, Slides, and Floating Attractions	Appropriate Age Varies by Feature					



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	✓	✓	✓	✓	✓	✓



BOY SCOUTS OF AMERICA®
CRADLE OF LIBERTY COUNCIL

Looking for more ways to support Scouting?

Recruiting Volunteers

To Help with Office Projects

Do you have a couple hours each week or month where you could volunteer at the Cradle of Liberty Office?

Come support our mission

by completing important projects such as mailings, flyers, putting together packets & more.

A Scout Is

Trustworthy Loyal Helpful Friendly Courteous Kind
Obedient Cheerful Thrifty Brave Clean Reverent



Contact Us For Information & The Opportunity To Volunteer

1485 Valley Forge Rd Wayne, PA 19087



30

(484) 654-9213

tracy.launders@scouting.org



Service Day

September 15, 2018

Musser Scout Reservation

1125 Miller Road, Pennsburg, PA 18073

All Scout age youth and all adults are invited!



Rain or Shine!
Projects include:

- Trail work
- Campsite cleanup
- Building picnic tables
- Painting
- Lean-To roofing
- Electrical, Carpentry
- Cabin renovation
- and Much More!

Checkin at Camp Hart
Dining Hall

8 am - 8:30 am

Project Assignments

8:30 am - 8:45 am

Service Projects

9 am - 1 pm

Lunch and Door Prizes
at Camp Hart
Dining Hall

1:15 pm - 2:30 pm

Participants Receive

Free Service Day T-shirt

Free Service Day Patch

Free Lunch at Camp Hart

Participants Can Win

door prizes at lunch including
camp merchandise and
camperships!

Register your expected
number of youth and
adults today! Bring your
Roster to Camp.



BOY SCOUTS OF AMERICA®
CRADLE OF LIBERTY COUNCIL

Reserve Your Spot Now!
colbsa.org/CSD

484-654-9218

31

Cub Adventures at Musser Scout Reservation Where adventure await your Cub Scout Family

and

Community Day Camps Adventures in your Backyard

Both will be rocketing to NEW adventures
June, July and August of 2019

visit colbsa.org/summercamp to learn more
and register your family for an out of this world
experience today.



BOY SCOUTS OF AMERICA
CRADLE OF LIBERTY COUNCIL



Fall Fest

Musser Scout Reservation

1125 Camp Rd, Pennsburg, PA 18073, US

October 20, 21, 27, 28 2018

November 3, 4, 10, 11 2018

Activities include:

Join us for a fun-filled,
family-oriented day of fall
related activities!

- Giant Lawn Games
- BMX Bikes
- Apple Chuckin'
- BBs
- Archery
- Bouldering Wall
- Crafts
- Slingshots
- Scout Skills
- Science
- And More!



Lunch will be provided.
Check-in starts at 8:15 AM
Opening Ceremony at 8:50 AM
Day Ends at 4:30 PM



- Cost (includes lunch):
- \$25 Cub Scout or Non-Cub Scout participant
 - \$8 non-participant (lunch only)
 - Free for new Cub Scouts!

Register at
colbsa.org/fallfest

or call 484-654-9213



BOY SCOUTS OF AMERICA
CRADLE OF LIBERTY COUNCIL

33
8/10/2018

NATIONAL YOUTH LEADERSHIP TRAINING



National Youth Leadership Training is an exciting, action-packed program designed for councils to provide youth members with leadership skills and experience they can use in their home troops and in other situations demanding leadership of self and others.

The course centers around the concepts of what a leader must BE, what he must KNOW, and what he 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 Quest for the Meaning of Leadership.

PARTICIPANTS WILL LEARN

Communication Skills / Ethical Decision Making
Goal Setting / Team Development / Resolving Conflict
Teaching Others / Skills about how to create a vision of success
How to set goals and make plans / How to solve problems

DATES

June 24 - 29

July 8 - 13

July 22 - 27

August 5 - 10

October 5 - 7 and 12 - 14

(Must attend both weekends)

December 26 - 31

LOCATION

Nelson Training Center, Musser Scout Reservation

Resica Falls Scout Reservation (Summer Camp)

Resica Falls Scout Reservation (Summer Camp)

Nelson Training Center, Musser Scout Reservation

Nelson Training Center, Musser Scout Reservation

Nelson Training Center, Musser Scout Reservation



WOOD BADGE



What is Wood Badge?

Wood Badge is an exciting, fun, and action-packed leadership skills course, designed to inspire and train adult leaders, and prepare them to better guide and mentor youth, while serving others in their units, district, council, and Scouting as a whole.

Who Can Take the Course?

Cub Scout, Boy Scout, Sea Scout, and Venturing adult leaders, as well as District and Council-level volunteers, professional Scouters, and Council staff members can participate in one of only 10 Centennial Wood Badge courses offered in the country - an all-new experience, still Scouting's premier adult training program!

2019 Course Details

Musser Scout Reservation

Friday, August 16 7:30am to
Sunday, August 18 5:30pm

Saturday, September 7 8:00am to
Sunday, September 7 4:30pm

Must Attend Both Weekends



Cost

TBD

More Information & Sign-up Details

Head over to www.colbsa.org/training/woodbadge for more details about the course, as well as information about signing-up today.

Questions? **Mark Furey, Course Director** at markfurey@yahoo.com or
(215) 514-8194



BSA SAFETY MOMENT USING A SAFETY MOMENT IN SCOUTING ACTIVITIES

SUMMARY

What do nuclear power plants, construction sites, aircraft carriers, and many hospitals have in common with Scouting? All constantly look for ways to eliminate hazards that could be life altering or fatal. One tool used by many safety-conscious groups is the safety moment or safety briefing that starts each meeting or activity with a pause to discuss a hazard or risk that can be prevented. The safety moment focuses the attention of the group on safety and how to achieve it. That's the “why” of the safety moment. Let's address the who, what, when, where, and how next.

GENERAL INFORMATION

Who can deliver a safety moment? Anyone who is willing to be prepared and to step up. Ideally, each Scout or Scouter (with some preparation) could step up and make a difference within his or her unit or group.

When and **where** should a safety briefing be delivered? At the beginning of a meeting or just before an activity—especially one that has some risk such as shooting, climbing, or aquatic activities.

What makes a great safety moment? Almost anything that focuses or educates the audience on a safety topic. The BSA publishes several [safety moments](#), and new topics are being developed on a regular basis. Other topics can include the use of [checklists](#) or safety tools such as [PAUSE](#) or focus on something such as hydration, safe driving, or simply the location of fire extinguishers or evacuation routes. The *Guide to Safe Scouting*, the [Scouting Safely website](#), and the Health and Safety newsletters are also great sources of ideas. If you have information that's accurate, don't shy away from discussing injuries or other incidents that occurred during a recent outing as long as the focus is on learning and prevention. Make it simple and easy to understand, and help the learners know how to apply the message.

How should the message be delivered? All messages should be delivered using facts and simple language and should be appropriate to the audience. Using a handout, slides, or a demonstration will help assure that those who hear the message understand it and know how to apply it. The message should be delivered in just a few minutes. Don't belabor the point or make it difficult.

ADDITIONAL RESOURCES

Guide to Safe Scouting—www.scouting.org/HealthandSafety/GSS.aspx

Safety Moments—www.scouting.org/HealthandSafety/Safety_Moments.aspx

Scouting PAUSE—www.scouting.org/filestore/healthsafety/pdf/680-046.pdf

Checklists—www.scouting.org/HealthandSafety/GSS/gssax.aspx

Health and Safety newsletters—www.scouting.org/HealthandSafety.aspx





SAVE the DATE!!!

Scouting U and

Cub Scout Pow Wow

Saturday February 2, 2019

Valley Forge Military Academy



Scouting U and Cub Scout Pow Wow are supplemental training opportunities for all adult Scouters. It is the only time during the year where you can find, all in one place, the widest variety of training opportunities in all program areas: Cub Scouting, Boy Scouting and Venturing, as well as sessions for district and council volunteers. Whether you are new to the program or a veteran of years, Scouting U and Cub Scout Pow Wow provide interesting courses in all areas of Scouting.

Proposed Courses for 2019 are:

- Meal Planning Tips for Patrols and Banquets
- Everything you wanted to know about Flag etiquette and more.
- Pack meeting games for the whole family
- Leather working for Cubs through Boy Scouts
- Basic Knots for Cubs
- How to navigate BSA's On-line training center
- High Adventure for Venturers and Older Scouts
- BSA Membership -- More than just numbers
- Eagle Project ideas -- a year in review
- Cold Weather Camping, and Health and Safety
- COLBSA Risk Management
- Scouting with Severe Allergies
- NYLT Trained? How about a Kodiak Adventure?
- Lightweight backpacking and camp gadgets.
- Weird Science. Adding STEM to your Program
- Boy Scouting here we come! Webelos to Scout Transition
- And MORE!!!



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COUNCIL

— UNIT FUNDRAISING GUIDELINES —

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.

The council is responsible for upholding the Charter and Bylaws and the Rules and Regulations of the BSA. **To ensure compliance, all unit fundraisers must obtain written approval from the local council no less than 14 days before committing to the fundraising activity.** Complete the *Unit Money-Earning Application* (available at colbsa.org/plan) and submit to the council office for approval. Applications are not required for council-coordinated fundraisers such as popcorn or camp cards.

1. Do you really need a fundraising 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/she must make sure the venture is legitimate and worthy. If a contract is signed, he/she is personally responsible. He/she may not sign on behalf of the local council or the Boy Scouts of America, nor may he/she bind the chartered organization without its written authorization. If you are not sure, check with your district professional for help.

3. Will your fundraiser 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 fundraising 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 fundraising 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 fundraising activity. Council popcorn or camp card sales are approved uniform fundraisers.

7. Will the fundraising 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 fundraising 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 professional to make certain that your chartered organization and the council agree on the dates and type of fundraiser.



— UNIT FISCAL POLICIES FAQs —

Should our unit have a checking account?

Yes. Unit funds should be deposited in a checking account that requires two signatures on every check unless the chartered organization requires other procedures.

Does a unit need its own tax identification number? If so, where do we get it?

The answer depends on the chartered organization. Most units obtain their own tax ID number by completing IRS Form SS-4. The current form and instructions are available on the IRS website (www.irs.gov). The chartered organization should be the “responsible party.” Contact your chartered organization for written permission.

Who is responsible for the finances of the unit?

The unit committee is responsible for the unit’s finances, but the assets belong to the chartered organization.

Should our unit consider insuring our unit equipment?

Yes. It is suggested that your unit insure its equipment. Remember, the chartered organization owns the assets.

Can our unit deposit funds with the local council?

Yes. Our council allows units to deposit funds in custodial accounts (aka unit accounts) to use for purchases in the Scout Shop and pay for district/council activity and summer camp fees.

What happens to the unit funds and equipment should the unit dissolve?

The unit committee shall apply unit funds and property to the payment of unit obligations and shall turn over the surplus, if any, to the chartered organization or the council, as may be agreed upon, pending reorganization of the unit or for the promotion of the program of the Boy Scouts of America (BSA).

When should our unit submit a BSA Unit Money-Earning Application?

For all unit fundraising, with the exception of council popcorn and camp card sales. Approval must be given in advance by the chartered organization and the council (see previous page for details).

Is our unit considered tax-exempt by the IRS?

Chartered organizations vary widely in tax status, but the tax status of your unit is the same as that of your chartered organization if the chartered organization includes the unit in its tax status.

Does our unit need to file annually an electronic postcard 990-N with the IRS?

The BSA national office consulted with outside counsel. In their opinion, most units do not have to file. The only exception is for the very small number of units that have filed for separate federal tax exempt status under Section 501(c)(3) of the Internal Revenue Code (which is not recommended).

Can our unit be covered under the BSA’s group exemption?

No. The IRS only allows local councils (and council trust funds) to be included under the BSA group exemption.

Can our unit be exempt from state sales taxes?

Units cannot use the council’s tax exempt status to make tax-free purchases. If your chartered organization is tax-exempt, obtain their state tax exemption certificate for unit purchases. For Scout Shop purchases, use a unit custodial account, or a unit check or debit card after a state sales tax exemption certificate from your chartered organization (provided it is tax-exempt) is submitted to the Scout Shop.

A volunteer suggested that our unit apply for its own tax-exempt status. Can we?

Units should not incorporate or apply for their own tax-exempt status. Units are not legal entities.

Can we solicit gifts for our unit?

No. Simply put, units are not permitted to solicit any gifts.

Does that mean people can’t make gifts to our unit?

Anyone can contribute to a Scout unit—and many donors don’t need or care about charitable deductions.

Can gifts go to the local council to benefit our unit, then “pass through” the council to us?

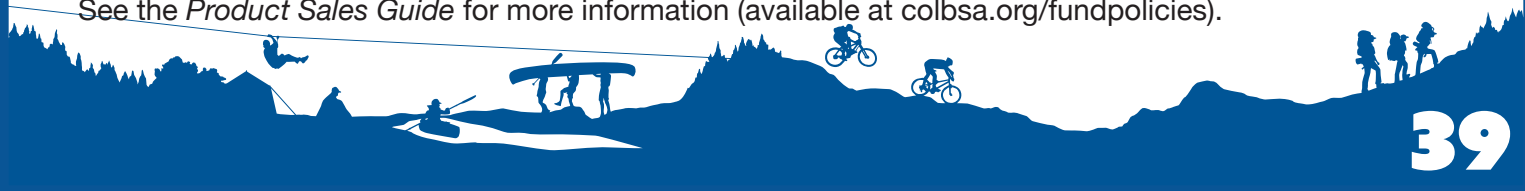
No. Your unit “belongs” to your chartered organization, not to your local council.

My local company has employee volunteerism grants. Can these gifts go to our unit?

Employee incentive awards and volunteerism grants usually cannot go to a unit, due to the company’s giving restrictions. Corporate donations often can only go to charities that are 501(c)(3).

Can my unit credit amounts from fundraising to an individual toward their expenses?

See the *Product Sales Guide* for more information (available at colbsa.org/fundpolicies).



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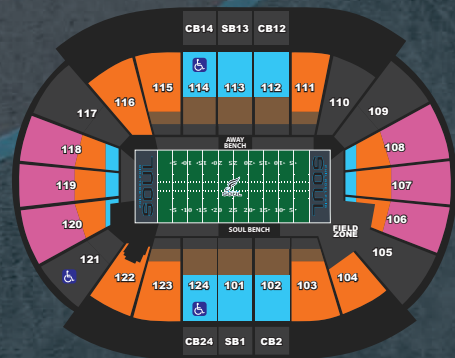
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MAY 2019



World Orienteering Day

at the American Swedish Historical Museum in FDR Park

Looking for a fun way to get Scouts outdoors for fresh air and exercise while working towards a distinctive merit badge?

Join the American Swedish Historical Museum and the Delaware Valley Orienteering Association to learn about the unique sport of Orienteering and accomplish requirements for this badge. Orienteering is a sport that originated in Sweden and utilizes navigation skills to race from point to point throughout a set course. Scouts will learn the history of Orienteering, view an exhibition of the modern compass, and learn basic compass and map reading skills before they set off to complete a course through FDR park. Space is limited, so register early!

Scouts will complete the following requirements towards the Orienteering Merit Badge: 2, 3a, 3b, 4a, 4b, 4c, 4d, 4e, 4f, 7a

Dates:

Wed, May 15, 2019, 4:30-6:30 pm or
Sun, May 19, 2019, 2-4 pm.

Location:

American Swedish Historical Museum.

Cost:

\$10 per Scout.

To register:

Contact Lauren Burnham, Education & Public Programs Manager, at lburnham@americanswedish.org or call (215) 389-1776 ext 106.

ASHM also offers other fun and unique badge programs available all year round. Please check out our website for full program descriptions and registration information.

Lenape and Swedes on the Delaware (Indian Lore Badge: 1, 2, 3C, 3D, 4A, 5A).

Amazing World of Art (Art Badge 1A, 1B, 1C, 2, 3, 4B, 4C, 4D, 4F, 5B, 6, 7).

Cool Collections (Collections Badge: 1, 2, 3, 5, 6, 7, 8).



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ELMWOOD PARK ZOO

SCOUT PROGRAMS

Elmwood Park Zoo's variety of workshops for Scouts provides them with opportunities to complete most or all of the necessary requirements for several conservation, nature, and animal-related badges. Each workshop promises hands-on fun and learning with planned activities and up-close experiences with the zoo's animals. Groups can also add fun activities, such as **animal feedings**, visits to **Treetop Adventures**, and **ZooSnooze overnight camp outs** to their visits. Contact the Education Department at 610.277.3825 x235 or x236 or education@elmwoodparkzoo.org to book your program.



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