



November 15, 2024

Dear Unit Leader,

As 2024 comes to an end, it is time for our annual unit renewal process. As in previous years, there have been some significant changes to the process. This packet is designed to assist your work through the process as well as provide the council with needed information. This packet contains the following documents:

- Unit and Member Renewal instructions
- Camp Promotion visit sign up form
- Family Friends of Scouting sign up form
- Journey to Excellence scorecards
- Training Verification Forms
- Memorandum of Understanding/Charter Partner Agreements
- Signature Card form (for accessing unit accounts at council office)
- Order of the Arrow Election Form (if needed)

Please bring these items – completed, along with payment – to your District Recharter Day, **including a roster listing all unit participants.**

Recharter Turn in Times:

High Falls- Thursday, December 12th, 6:30-7:30 PM, Asbury First United Methodist Church, 1050 E Ave, Rochester

Erie Trails- Saturday, December 7th, at the Council Service Center (2320 Brighton-Henrietta Townline Road), 8:30 AM-12:00 PM

Western Gateway- Saturday, December 7th, 9:00 AM-2:00 PM by appointment, St. Charles Borromeo Church, 3003 Dewey Avenue, Rochester

Waters Edge- Thursday, December 5th 7:00pm at the Wayne Central Primary School, or Saturday December 7th from 9:00am-11:00am at the Marion United Methodist Church

Glacier Lakes- Saturday, December 14, 9:00 AM-2:00 PM Clifton Springs United Methodist Church, 1 E Main Street, Clifton Springs

It is vitally important that units take the time to go through this renewal process as well as ensure every active participant is registered. Please don't hesitate to reach out to your Unit Commissioner, District Executive, or the Council Office to get answers to any questions you may have. Thank you for all you do to make Scouting possible for the youth in our community.

Sincerely yours,

Tracy G. Jones
Director of Support Services
Seneca Waterways Council
Boy Scouts of America

Auto-Renewal Membership

For all youth and adult members of the BSA

Note: All registrations are for 12 months. For example, if your current registration expires on 12/31/2023, your renewed membership will start on 1/1/2024 and run through the entire calendar year until 12/31/2024. Membership renewal can be completed by either the individual, the family or the unit.

Auto Renewal Membership Family/Self Pay

- An email notification and a renewal link will be sent 60 days before membership expires.
- The link provided in the email will direct individuals to a renewal form on My.Scouting
- If registered in multiple positions, select the primary position. Renewing the primary position will automatically renew multiple positions.
- The individual pays with a credit card and submits the renewal.
- The unit will approve the membership renewal.

Auto Renewal Membership Unit Pay

- In Organization Manager, the unit selects the Unit Pay option.
- Unit Key 3s are notified each month about which members are due to renew that month.
- Using the Roster tab, the unit selects which members they are renewing.
- The unit can choose not to renew a member (opt-out). The unit can also change the Scout's Life subscription settings for each person.
- The unit pays with a credit card or establishes a securely stored electronic fund transfer payment (ACH) and submits the renewal.



Prepared. For Life.®

Membership Renewal Instructions For Units Paying at the Council Office

Created for Pack 86 - Western Gateway District by Pam Nelson



Organization Manager

Settings

Unit Renewal

Unit Pin

Unit Dashboard

Roster

Transfer in

Position Manager

Reports

Roster

Q Search

Transfer Renew Compose Print Edit Profile Export Roster Filter

Name Member ID Role Gender Renewal Status Opt Out Expiration Date

Name	Member ID	Role	Gender	Renewal Status	Opt Out	Expiration Date
[Redacted]	[Redacted]	Youth Member	M	Current	<input type="checkbox"/>	12/31/2024
[Redacted]	[Redacted]	Youth Member	M	Expired	<input type="checkbox"/>	02/29/2024
[Redacted]	[Redacted]	Youth Member	M	Eligible to Renew	<input type="checkbox"/>	08/31/2024
[Redacted]	[Redacted]	Youth Member	M	Current	<input type="checkbox"/>	12/31/2024
[Redacted]	[Redacted]	Youth Member	M	Expired	<input type="checkbox"/>	12/31/2023
[Redacted]	[Redacted]	Youth Member	M	Current	<input type="checkbox"/>	10/31/2024

Step 1:
Select Roster





Organization Manager

Settings

Unit Renewal

Unit Pin

Unit Dashboard

Roster

Transfer in

Position Manager

Reports

Roster

Search

Transfer Renew Compose Print Edit Profile Export Roster Filter

Name Member ID Role Gender Renewal Status Opt Out Expiration Date

Name	Member ID	Role	Gender	Renewal Status	Opt Out	Expiration Date
[Redacted]	[Redacted]	Youth Member	M	Current	<input type="checkbox"/>	12/31/2024
[Redacted]	[Redacted]	Youth Member	M	Expired	<input type="checkbox"/>	02/29/2024
[Redacted]	[Redacted]	Youth Member	M	Eligible to Renew	<input type="checkbox"/>	08/31/2024
[Redacted]	[Redacted]	Youth Member	M	Current	<input type="checkbox"/>	12/31/2024
[Redacted]	[Redacted]	Youth Member	M	Expired	<input type="checkbox"/>	12/31/2023
[Redacted]	[Redacted]	Youth Member	M	Current	<input type="checkbox"/>	10/31/2024

Step 3: Click Renew

Step 2: Select scouts that you would like to renew



Unit Paid Membership Renewal

[Redacted]
[Redacted]

**Step 4: Check/Uncheck
Scout Life Subscription**

Scout Life Subscription

Youth Member (M)
 Primary Position

Current Expiry Date: 08/31/2024
Future Expiry Date: 08/31/2025

← Back to roster

Create Renewal Orders

**Step 5: Click Create
Renewal Orders**

Organization Manager

- Settings
- Unit Renewal
- Unit Pin
- Unit Dashboard
- Roster
- Transfer In
- Position Manager
- Reports





Payment Summary

- Traditional Youth**
Quantity: 1 \$85.00
- Scout Life Domestic Rates**
Quantity: 1 \$15.00
- Council Fee**
Quantity: 1 \$20.00
- Administrative Fee**
Credit Card Processing Fee (3%) **\$3.60**

TOTAL AMOUNT DUE: \$123.60

AMOUNT PAID: \$0.00

Credit Card ACH Payment

CARD INFORMATION

* First Name:

Step 6: Before entering your payment information, please note that there is a 3% Administrative Fee for using a card. If you would rather pay at your Council Office, click the X on the payment screen and print your Unit Payment of Membership Renewal and take it to your Council Office. (See following steps)



- Settings
- Unit Renewal
- Unit Pin
- Unit Dashboard
- Roster
- Transfer in
- Position Manager
- Reports



Organization Manager

Settings

Unit Renewal

Unit Pin

Unit Dashboard

Roster

Transfer in

Position Manager

Reports

Roster

Search

Transfer Renew Compose Print Edit Profile Export Roster Filter

Name Member ID Role Gender Renewal Status Opt Out Expiration Date

Name	Member ID	Role	Gender	Renewal Status	Opt Out	Expiration Date
[Redacted]	[Redacted]	Youth Member	M	Current	<input type="checkbox"/>	12/31/2024
[Redacted]	[Redacted]	Youth Member	M	Expired	<input type="checkbox"/>	02/29/2024
[Redacted]	[Redacted]	Youth Member	M	Initiated	<input type="checkbox"/>	08/31/2024
[Redacted]	[Redacted]	Youth Member	M	Current	<input type="checkbox"/>	12/31/2024
[Redacted]	[Redacted]	Youth Member	M	Expired	<input type="checkbox"/>	12/31/2023
[Redacted]	[Redacted]	Youth Member	M	Current	<input type="checkbox"/>	10/31/2024

Filter by

The Scouts you selected to renew should now say Initiated.





- Settings
- Unit Renewal
- Unit Pin
- Unit Dashboard
- Roster**
- Transfer In
- Position Manager
- Reports

Scouts that you have initiated renewal for will appear under your Membership Renewal Orders on your Roster page.

Unit Leader: [Redacted] **Trained** | Current: [Redacted] | U4/JUL/2024

Key 3 Delegate: [Redacted] | Current: [Redacted] | 01/31/2025

Den Leader: [Redacted] **Trained** | Current: [Redacted] | 01/31/2025

1 2 3 4 >

Membership Renewal Orders

Name	Order ID	Status	Updated	Position	YPT Expiration	Paid	Approved	Delete
[Redacted]	[Redacted]	Initiated	08/05/2024	Youth Member	N/A	No	Yes	[Trash Icon]
[Redacted]	[Redacted]	Initiated	08/05/2024	Youth Member	N/A	No	Yes	[Trash Icon]
[Redacted]	[Redacted]	Initiated	08/05/2024	Youth Member	N/A	No	Yes	[Trash Icon]

> Unit Paid Membership Renewal Batches





Pack 0086

- Organizer Manager
- Settings
- Unit Renewal
- Unit Pin
- Unit Dashboard
- Roster**
- Transfer in
- Position Manager

Step 7: Select your initiated renewal Scouts

Name	Member ID	Role	Opt Out	Expiration Date
[Redacted] R	[Redacted]	Youth Member	<input type="checkbox"/>	12/31/2024
[Redacted] R	[Redacted]	Youth Member	<input type="checkbox"/>	12/31/2024
[Redacted] R	[Redacted]	Youth Member	<input type="checkbox"/>	12/31/2024
[Redacted] R	[Redacted]	Youth Member	<input type="checkbox"/>	12/31/2024
[Redacted] R	[Redacted]	Den Leader Trained Committee Member Trained	<input type="checkbox"/>	12/31/2024 04/30/2024
[Redacted] R	[Redacted]	Youth Member	<input type="checkbox"/>	12/31/2024
[Redacted] <input checked="" type="checkbox"/>	[Redacted]	Youth Member	<input type="checkbox"/>	09/30/2024
[Redacted]	[Redacted]	Youth Member	<input type="checkbox"/>	08/31/2024

Print

- Membership Cards
- Unit Payment of Membership Renewal
- Youth Member Age Report
- Unit Advancement Details Report

Step 8: Click Print

Step 9: Click Unit Payment of Membership Renewal



Step 10:
When the
paperwork
downloads it
will prompt
you to save
the PDF.
Save and
print your
renewal
roster and
pay at your
Council
Office.

The screenshot shows a web application interface with a 'Downloading Paperwork' dialog box in the foreground. The dialog box has a title bar with 'X', a close button, and a refresh button. It features a circular progress indicator at 14% and a message: 'Your download will be ready soon...'. In the background, a 'Roster' table is visible with columns for 'Unit Pin', 'Position Manager', 'Expiration Date', and 'Status'. The table contains several rows of data, including 'Organization Rep.', 'Youth Member', and 'Committee Member'. A sidebar on the left contains navigation links: 'Organization Manager', 'Settings', 'Unit Renewal', 'Unit Pin', 'Unit Dashboard', 'Roster', 'Transfer in', 'Position Manager', and 'Reports'. The top navigation bar includes 'Export Roster', 'Filter', 'Opt Out', and 'Expiration Date'.

Unit Pin	Position Manager	Expiration Date	Status
[Redacted]	[Redacted]	12/31/2024	Current
[Redacted]	Organization Rep. +Trained	12/31/2024	Current
[Redacted]	Committee Member	12/31/2024	Current
[Redacted]	Youth Member	09/30/2024	Eligible to Renew
[Redacted]	Youth Member	08/31/2024	Eligible to Renew
[Redacted]	Committee Member +Trained	12/31/2024	Current

Step 11: AFTER your Council has processed the renewal and the Scout shows current, with a new expiration year, click on and expand Membership Renewal Orders and delete the renewal initiated status for the Scout.

MEMBERSHIP RENEWAL ORDERS

Member	Position	Status	YPT Expiration	Paid	Approved	Delete
[Redacted]	Youth Member	Current	N/A	No	Yes	[Trash Icon]
[Redacted]	Youth Member	Current	N/A	No	Yes	[Trash Icon]
[Redacted]	Den Leader	Eligible to Renew	N/A	No	Yes	[Trash Icon]
[Redacted]	Youth Member	Eligible to Renew	N/A	No	Yes	[Trash Icon]
[Redacted]	Youth Member	Opted Out	N/A	No	Yes	[Trash Icon]

CONNECT WITH US: [Facebook] [Twitter] [Instagram] [Pinterest] [YouTube]

Contact Terms & Conditions

MEMBERSHIP RENEWAL ORDERS

Name	Order ID	Status	Updated	Position	YPT Expiration	Paid	Approved	Delete
[Redacted]	[Redacted]	Initiated	08/05/2024	Youth Member	N/A	No	Yes	[Trash Icon]
[Redacted]	[Redacted]	Initiated	08/05/2024	Youth Member	N/A	No	Yes	[Trash Icon]
[Redacted]	[Redacted]	Initiated	08/05/2024	Youth Member	N/A	No	Yes	[Trash Icon]

Unit Paid Membership Renewal Batches

CONNECT WITH US: [Facebook] [Twitter] [Instagram] [Pinterest] [YouTube]

Contact Terms & Conditions



2025 Camp Presentation Signup

Attending summer camp is an essential part of the scouting program. Making sure every scout in your unit gets the opportunity to attend a summer camp experience will help keep them involved in scouting, provide advancement opportunities, and deliver a great outdoor program experience.

Camp Outreach Campaign: Our goal is to give every scout the chance to learn about the variety of summer camping opportunities in Seneca Waterways Council. Each unit should schedule a presentation between December 1, 2024, and April 30, 2025. A camp staff member or representative from the Council Camping Committee will contact the unit to plan your presentation. The ideal presentation is conducted at a function when most parents will be present, such as a Court of Awards, Blue & Gold banquet or unit picnic, though any Pack/Troop meeting will work out if parents are in attendance. Units often choose to schedule the camp presentation on the same night as your FOS presentation. Length of presentation can be changed to meet the preferences of the unit.

Please complete the fields below so we can best plan for the 2024 Camp outreach campaign.

Unit Presentation Date:

District: _____ Unit: _____ Presentation Date: _____
Event type: _____ Location: _____ Time: _____
Unit Contact Name: _____ Phone: _____ Email: _____

Thanks to the generosity and support of more than 2,000 families who participate in FOS each year, we provide financial aid in the form of camperships, for families who need it.

Families can apply for camperships online at: <https://247scouting.com/forms/397-2025Campership>

For Troops:

What Summer camp Did you Attend in 2024? _____
Where do you plan to attend in 2025? _____
If not attending any summer camp; Why not; Does your unit run any alternative program in the summer?

How did your troop decide where it would camp this year? Can you tell us a bit about factors impacting your troops' camping decision. _____

Contact the Council Camping Department with any questions.

Massawepie Camp Director- Matthew.Thurston@scouting.org; 585-241-8547

CSAC Camp Director- Sara.Hardy@scouting.org; 585-241-8522

Council Camping Director- Liane.Richardson@scouting.org; 585-241-8545



Scouting Needs Your Unit Support

Each year, Seneca Waterways Council invests almost \$280.00 per Scout to provide quality programs and services. The annual registration fee goes directly to the national office of Boy Scouts of America, and does not address the Council's costs in providing local Scouting programs, and the insurance premium offsets associated expenses. Vital funds are required for our Council to serve our large and diverse group of Scouts, for the purpose of developing young men and women into the leaders of tomorrow.

Scouting in Seneca Waterways exists because of the support we receive from our volunteers, our families and the community. It's only through such generosity that we can continue to deliver an exceptional Scouting program that prepares young people to make ethical and moral choices over their lifetimes.



Annual Friends of Scouting Family Campaign

A successful *Friends of Scouting* Family campaign will help ensure:



- Your unit leaders receive the training, materials and problem-solving support they need to keep your Scouts safe and make your unit successful.
 - Outstanding camping facilities and exceptional program opportunities.
 - The benefits of Scouting can be extended to more local youth than ever.
 - Expansion of age-appropriate development initiatives, including social and practical life skills, career preparation and STEM-based learning.
- Financial assistance to Scouts attending summer camp, and those that might not otherwise be able to fully participate in the Scouting experience.

How You Can Help:

District volunteers will visit units between December and May to share successes from the past year, plans for the future, and give all families the opportunity to support the Scouting program for the coming year.

We want to give every family the opportunity to personally invest in the program. Each unit should identify a *Friends of Scouting* Unit Coordinator and schedule a brief FOS presentation by a District

volunteer during a function when most parents will be present (such as Blue & Gold Banquet, Court of Honor, etc.)

We know that you value Scouting and its positive impact on your child. Your support will help ensure we can continue in our mission to deliver a values-based program of citizenship, character development, and a healthy lifestyle for our Scouts.

Become a partner with Seneca Waterways Council. *Your gift increases the chance that every young person in our community can benefit from Scouting*

Friends of Scouting Campaign: Unit Commitment

Unit Presentation Date:

Unit _____ District _____ Presentation Date _____

Event type _____ Address _____ Time _____

Unit FOS Coordinator:

Name _____ Phone _____ Email _____

The Unit Friends of Scouting (FOS) Coordinator is responsible for working with the district FOS representative in promoting FOS prior to and immediately after the unit presentation, as well as assisting in following up with any families who missed the presentation.



Contact your District Executive or District FOS Chairman for more information.

Troop _____ of _____ District
2024 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: Will have a program plan and budget that is regularly reviewed by the committee, following BSA policies related to fundraising. (In person meetings are preferred; virtual/remote meetings are acceptable.)	Will have an annual program plan and budget adopted by the troop committee.	Will achieve Bronze, plus troop will conduct planning meeting involving youth leaders for following program year.	Will achieve Silver, plus troop committee will meet at least six times during the year to review program plans and finances.	50	100	200
Membership					Total Points: 500		
#2	Building Scouts BSA: Will recruit new youth into the troop in order to grow membership that is representative of the diversity of the community.	Will have membership growth plan that includes a recruitment activity or will use a personalized invitation method and have current pin on beascout.org.	Will achieve Bronze, and either increase youth members by 5% or have at least 25 members.	Will achieve Silver, and either increase youth members by 10% or have at least 35 members.	50	100	200
#3	Retention: Will retain a significant percentage of youth members.	Will reregister 75% of eligible members.	Will reregister 80% of eligible members.	Will reregister 85% of eligible members.	50	100	200
#4	Webelos-to-Scout transition: Will have an effective plan to recruit Webelos Scouts into the troop.	With a pack or Webelos den, will hold two joint activities.	Will achieve Bronze, plus register two Webelos Scouts.	Will achieve Bronze, plus provide at least one den chief to a pack and register five Webelos Scouts.	25	50	100
Program					Total Points: 900		
#5	Advancement: Will achieve a high percentage of Scouts BSA members earning rank advancements.	40% of Scouts BSA members will advance one rank during the year.	50% of Scouts BSA members will advance one rank during the year.	60% of Scouts BSA members will advance one rank during the year.	50	100	200
#6	Short-term camping: Will conduct short-term or weekend campouts throughout the year.	Will conduct four short-term overnight campouts.	Will conduct seven short-term overnight campouts.	Will conduct nine short-term overnight campouts.	50	100	200
#7	Long-term camping: Will participate in a long-term camp with a majority of the troop in attendance.	The troop will participate in a long-term camp.	60% of Scouts will attend a long-term camp.	70% of Scouts will attend a long-term camp.	50	100	200
#8	Service projects: Participate in service projects, with at least one benefiting the chartered organization.	Will participate in three service projects and enter hours on Scoutbook/Internet Advancement.	Will participate in four service projects and enter hours on Scoutbook/Internet Advancement.	Will participate in five service projects and enter hours on Scoutbook/Internet Advancement.	25	50	100
#9	Patrol method: Will use the patrol method to develop youth leaders.	The troop will have patrols, and each will have a patrol leader. There will be an SPL, if more than one patrol. The PLC will meet at least four times a year.	Will achieve Bronze, plus PLC will meet at least six times. The troop will conduct 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 will have completed position-specific training.	Will achieve Bronze, plus the Scoutmaster and 60% of assistants will have completed position-specific training or, if new, will complete within three months of joining.	Will achieve Silver, plus two-thirds of active committee members will have completed position-specific training and at least one person will have attended an advanced training course involving a total of at least 5 days. Will register at least one new leader.	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 objectives.

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.



Scouting's Journey to Excellence

2024 Troop Planning, Performance, and Recognition

Journey to Excellence uses a balanced approach to measure performance. It guides program planning before the year begins, monitors activities for continuous improvement during the year, and recognizes performance at the end of the year. In planning your strategy, use actual numbers from the previous year to guide your planning. The period for measuring performance will be the calendar year.

Planning and Budget Measures	
1	The troop will have program plan and budget reviewed at all troop committee meetings. Troop will follow BSA policies relating to fundraising and fiscal management as found on Unit Money-Earning Application form and any other publication that the council has developed for fundraising and fiscal management. A meeting will be held with youth leaders where they are involved in developing plan for next program year. The troop's program plan should be shared with unit commissioner. Separate troops for males and females under the same chartered organization may have a shared unit committee. In-Person Committee meetings are preferred; virtual/remote meetings are acceptable.
Membership Measures	
2	The troop will have growth plan to serve diversity of our community and will conduct formal recruiting event. On December 31, 2024, the troop will have an increase in number of youth members as compared to the number registered on December 31, 2023. A membership growth plan template can be found at www.scouting.org/membership . The troop has an up-to-date pin on the "Be a Scout" website. Bronze may be achieved by developing and implementing a recruiting plan involving direct personal invitations for youth to join.
3	Number of youth members on most recent charter renewal (A) divided by number of youth registered at end of prior charter year (B) plus all new youth joining(C) minus any ageouts (D). Total = (A) / (B+C-D). Age-outs are youth too old to reregister as Scouts. Compare membership at 2024 reregistration with membership at 2023 reregistration.. For December charter expiration, use Jan. 2025 and Jan. 2024 recharter.
4	Hold at least two activities with a pack or Webelos den, and recruit new Webelos Scouts into the troop. Den chiefs are provided to one or more Cub Scout dens.
Program Measures	
5	Total number of Scouts BSA members advancing at least one rank (Scout, Tenderfoot, Second Class, First Class, Star, Life, Eagle) during the calendar year (A), divided by the number of youth registered at the end of the year (B). Advancement = (A) / (B). The troop is encouraged to use Scoutbook to track individual Scouts' advancements.
6	Conduct short-term (at least one overnight) campouts throughout the year.
7	Number of Scouts who attend any in-council or out-of-council long-term summer camp (of at least five nights), high-adventure experience, or jamboree, or serve on camp staff within the past year, divided by the Scout membership on June 30, 2024. Youth attending long-term specialty camps such as NYLT or STEM are also counted. Alternatives that spread the camping nights over multiple experiences may be included. Virtual alternatives are acceptable. These include virtual camping programs and other remote activities.
8	The troop will participate in service projects during the year and enter them on the Internet Advancement website or through Scoutbook. The projects may be completed as joint projects with other organizations. At least one project must benefit the chartered organization.
9	The troop is separated into patrols and each patrol has an elected patrol leader. If the troop has more than one patrol, there is an elected senior patrol leader. If the troop has more than one patrol, the PLC will meet at least four times each year. The troop will hold patrol leader training each year, and youth will have the opportunity to participate in advanced training. in-person PLC meetings are preferred, virtual/remote meetings are acceptable.
Volunteer Leadership Measures	
10	The troop will have Scoutmaster, ASM, and committee of at least three members. Ideally, chartered organization representative should not be dual registered as one of the committee members. Separate troops for males and females with same chartered organization may have shared unit committee. Troop will conduct courts of honor where youth are recognized and program plans shared with parents. Ideally, "new" leader has never been registered as an adult with the BSA before, but at least must not have been registered with the BSA within past three years.
11	All leaders have completed and are current with youth protection training. Scoutmaster and 60% of the assistants will have completed position-specific training or, if new, will complete within three months of joining. Two-thirds of active committee members (including chartered organization representative) will have completed position-specific training. For Gold, one leader must have attended an advanced training course involving a total of 5 days or more, such as Wood Badge, Summit or Philmont Training Center, at some point in their Scouting tenure.

Scoring the troop's performance: To determine the troop's performance level, you will use the above information to determine the points earned for each of the 11 criteria and then add those individual point scores to determine a composite score. Count only the highest point total achieved in any one criterion. Bronze level requires earning at least 525 points in at least 7 criteria, Silver level requires earning points in at least 8 criteria and 750 points, and Gold level requires earning points in at least 8 criteria, meeting at least bronze standards in either short-term or long-term camping, and earning at least 1,000 total points.

For more resources including workbooks and planning guides: www.Scouting.org/jte



JOURNEY TO EXCELLENCE

Pack _____ of _____ District
2024 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	Will conduct an Annual Program Planning event to develop a pack calendar following the steps outlined in the training module Annual Program Planning for Cub Scouting. Will use the Planning Your Annual Pack Budget and Pack Budget Worksheet (or similar) to develop a budget that supports your annual program plan.	Will create a pack program calendar and budget that will be adopted by the pack committee and will be distributed to all families in the pack.	Achieve Bronze, plus pack will conduct an Annual Program Planning event for the following program year.	Achieve Silver, plus will conduct an annual family orientation. 80% of families will be connected to their Scout in Scoutbook	50	100	200
Membership					Total Points: 500		
#2	Building Cub Scouting: Will recruit new youth into the pack in order to grow membership.	Will conduct at least one event that includes prospective families by October 31st. Pin on beascout.org will show current Pack information.	Achieve Bronze, plus will start at least one new den of Lions (Kindergarten) or a new den of Tigers (1st grade). Each new den must have a dedicated den leader and at least five youth.	Achieve Bronze, plus will start at least two new Lion dens, or two new Tiger dens, or one of each. Each new den must have a dedicated den leader and at least five youth.	50	100	200
#3	Retention: Will retain a significant percentage of youth members.	Will reregister 62% of eligible members.	Will reregister 70% of eligible members and will conduct a pack activity that features programing for parents and other family members.	Will achieve Silver, plus 50% of families will volunteer for at least one task.	50	100	200
#4	Scouts BSA transition: Will have a plan to transition 5th grade Arrow of Light Webelos into a Scouts BSA troop.	With a troop, will hold two joint activities or 75% of 5th graders will earn the Arrow of Light	60% of Arrow of Light Scouts join a Scouts BSA Troop.	80% of Arrow of Light Scouts join a Scouts BSA Troop.	25	50	100
Program					Total Points: 800		
#5	Advancement: Will achieve a high percentage of Cub Scouts achieving advancements.	90% of Cub Scouts will earn the Bobcat Adventure.	Will earn Bronze, plus 80% of Cub Scouts will earn six Adventures during the program year (June 1 to May 31)	Will earn Silver, plus 75% of Cub Scouts will earn their badge of rank by May 31.	100	200	300
#6	Activities: Will conduct special activities and outings.	Pack will organize one special event or activity for all families outside of a regular pack meeting	Pack will organize two special events or activities for families outside of a regular pack meeting. At least one of these events, or activities, will be conducted outside.	Will achieve Silver, plus will conduct pack derby (pinewood or rain gutter regatta) and a pack Blue and Gold celebration.	50	100	200
#7	Outdoor Activities: Cub Scouts will attend day camp, family camp, and/or resident camp. (Includes council-offered alternatives)	A minimum of one registered adult leader in the pack will have completed Basic Adult Leader Outdoor Orientation training, and 51% of Cub Scouts in the pack will participate in either a council organized Cub Scout activity or pack overnighiter.	Will attain a ratio of 1:20 registered adults who are Basic Adult Leader Outdoor Orientation-trained to Cub Scouts registered, and 60% of Cub Scouts in the pack will participate in either a council-organized Cub Scout activity or pack overnighiter.	Will achieve Silver, plus 60% of Cub Scouts in a pack will participate in an overnight camping experience OR 50% will participate with an improvement over the previous year.	50	100	200
#8	Service projects: Will participate in service projects. (Includes home engagements serving others)	Will participate in one service project and will enter the hours in Scoutbook or Internet Advancement.	Will achieve Bronze, plus an average of 30 minutes per participant during the service project.	Will achieve Silver, plus 50% of pack will participate at the service project. (Family members of Cub Scouts count for but not against %.)	25	50	100
Volunteer Leadership					Total Points: 400		
#9	Volunteer Opportunities: The pack will be proactive in providing volunteer opportunities and recruiting leadership.	Will develop a list of tasks to fulfill your pack program for the year based on the Annual Program Planning event and will provide families an opportunity to select vounteer tasks.	Will achieve Bronze, plus prior to new program year, returning dens will have den leaders recruited and new dens will have den leaders recruited by Oct 31 or within 30 days of den establishment.	Will achieve Silver, plus will develop a succession plan for Cubmaster and Committee Chair using the <i>Recruiting Cub Scout Leaders</i> brochure. Will register at least one "new" leader.	50	100	200
#10	Trained leadership: Will have trained and engaged leaders at all levels. All leaders are required to have youth protection training. (Online/remote training is acceptable.)	Cubmaster and Pack Committee Chair and 2 members of the committee will have completed position-specific training for their positions.	Will achieve Bronze, plus all den leaders will have completed the <i>Before Your First Meeting</i> online training modules by October 31st or within 30 days of registration.	Will achieve Silver, plus all den leaders will have completed position-specific training by December 31st or within 30 days of registration.	50	100	200

✂ **Bronze:** Earn at least 525 points by earning points in at least 7 objectives. Total points earned: _____
 ✂ **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. 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 turned in to your unit commissioner or the Scout service center as directed by your council.

Scouting's Journey to Excellence

2024 Pack Planning, Performance, and Recognition

Journey to Excellence uses a balanced approach to measure performance. It guides program planning before the year begins, monitors activities for continuous improvement during the year, and recognizes performance at the end of the year. In planning your strategy, use actual numbers from the previous year to guide your performance improvement goal planning. The period for measuring performance will be the calendar year.

Planning and Budget Measures	
1	Program Plans and budget are reviewed with den leaders and parents at the start of the program year. Families are connected through Scoutbook. The Pack's program plan should be shared with your Commissioner. In-person meetings are a better way to accomplish the mission, but virtual meetings can be counted.
Membership Measures	
2	A recruitment is conducted by October 31, 2024. A "new" den has newly recruited members. A den of Tigers which last year was a Lion den is not a "new" den.
3	Number of youth members on the most recent charter renewal (A) divided by the number of youth registered at the end of the prior charter year (B) plus new members recruited during the year (C) minus any age-outs (D). Total = (A) / (B+C-D). Age-outs are youth who are too old to reregister as Cub Scouts. For (A) use the 2024 recharter membership and for (B) use the 2023 recharter membership. For more information, see Frequently Asked Question (FAQ) for Unit JTE.
4	Hold at least two joint activities with a troop or troops. Arrow of Light Scouts join a Troop. If the Pack has no Arrow of Light Scouts, this requirement is met at the Bronze level.
Program Measures	
5	All Cub Scouts earn Bobcat Adventure as their first required adventure. Den leaders and Pack leaders plan a program to ensure that all Cub Scouts have the opportunity to earn their badge of rank.
6	Pack has activities for members and families. Special activities (Pinewood Derby or raingutter regatta) are particularly effective program.
7	Cub Scouts attend council activity or Pack overnighter. Total different Cub Scouts attending (A) divided by total Cub Scouts registered as of 6/30/24. Total = (A)/(B). Ratio of 1:20: with 21 Cub Scouts, 2 adults; with 41 Cub Scouts, 3 adults, etc.
8	The Pack participates in a service project during the year and enters it through Scoutbook. Time averages adults and youth. Average = total time contributed by all participants (adults and youth) divided by number of participants. Participants do not need to be members.
Volunteer Leadership Measures	
9	Develop a list of tasks for the Pack that families can choose. For Gold, ideally, the "new" leader has never been registered. At least, the "new" leader must not have been registered for the past three years.
10	All leaders have completed youth protection training. <i>Bronze:</i> Cubmaster, Committee Chair, 2 Committee members completed position specific training. <i>Silver:</i> Bronze, plus all den leaders have completed "Before Your First Den Meeting" by 10/31 or within 30 days of joining. <i>Gold:</i> Silver, plus all den leaders have completed position specific training by 12/31 or within 30 days of joining.

Scoring the pack's performance: To determine the pack's performance level, you will use the above information to determine the points earned for each of the 10 criteria and then add those individual point scores to determine a composite score. Count only the highest point total achieved in any one criterion. Bronze level requires earning at least 525 points in at least 7 criteria, Silver level requires earning points in at least 8 criteria and 800 points, and Gold level requires earning points in at least 8 criteria and 1,050 points.

For more resources including workbooks and planning guides: www.Scouting.org/jte

Scouting's Journey to Excellence

2024 Crew Planning, Performance, and Recognition

Journey to Excellence uses a balanced approach to measure performance. It guides program planning before the year begins, monitors activities for continuous improvement during the year, and recognizes performance at the end of the year. In planning your strategy, use actual numbers from the previous year to guide your performance improvement goal planning. The period for measuring performance will be the calendar year.

Planning and Budget Measures	
1	The crew has a program plan and budget that is reviewed at all crew committee meetings, and the crew follows BSA policies relating to fundraising and fiscal management as found on the Unit Money-Earning Application form and any other publication that the council has developed for fundraising and fiscal management. A meeting is held with youth leaders where they are involved in developing the plan for the next program year. The crew's program plan should be shared with the unit commissioner. Committee meetings may be held remotely.
Membership Measures	
2	The crew has a growth plan to serve the diversity of our community and conducts a formal recruiting event. On December 31, 2024, the crew has an increase in the number of youth members as compared to the number registered on December 31, 2023. A membership growth plan template can be found at www.scouting.org/membership . Bronze may be achieved by developing and implementing a recruiting plan involving direct personal invitations for youth to join.
3	Number of youth members on the most recent charter renewal (A) divided by the number of youth registered at the end of the prior charter year (B) minus any age-outs (C). Total = (A) / (B-C). Age-outs are youth who are too old to reregister as Venturers. If the crew has a December charter, use the one expiring on December 31, 2023; otherwise use the one expiring during 2024.
Program Measures	
4	The crew conducts regular activities outside of meetings. At least one is a Tier II activity (may be less than four days, but requires planning and skill development) or a Tier III activity (at least 4 days and is mentally and physically challenging.)
5	The crew has youth leaders serving as president, vice president, secretary, and treasurer who are leading the activities of the crew. Crew officers hold regular meetings and receive training. Each crew activity has a youth leader.
6	Crew members complete the Venturing rank shortly after joining. Experiential training at meetings allows crew members to learn from hands-on experiences. The crew encourages achievement through the advanced Venturing ranks.
7	The crew participates in service projects during the year and enters them on the Service Hours website or through Scoutbook. The projects may be completed as joint projects with other organizations. At least one project must benefit the chartered organization.
Volunteer Leadership Measures	
8	The crew has an Advisor, an associate, and a committee of at least three members. Ideally, the chartered organization representative should not be dual registered as one of the committee members. The crew holds a meeting where program plans are shared with parents. Volunteer leaders are selected prior to the next program year.
9	All volunteer leaders have current youth protection training. Advisor and associates have completed position-specific training or, if new, will complete within three months of joining. Two committee members have completed Crew Committee Training.

Scoring the crew's performance: To determine the crew's performance level, you will use the above information to determine the points earned for each of the 9 criteria and then add those individual point scores to determine a composite score. Count only the highest point total achieved in any one criterion. Bronze level requires earning at least 550 points in at least 6 criteria, Silver level requires earning points in at least 7 criteria and 800 points, and Gold level requires earning points in at least 7 criteria and 1,100 points.

For more resources including workbooks and planning guides: www.Scouting.org/jte



JOURNEY TO EXCELLENCE

Crew of District
2024 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: Will have a program plan and budget that is regularly reviewed by the committee, and it follows BSA policies relating to fundraising. (Virtual/remote meetings are acceptable.)	Will have an annual program plan and budget adopted by the crew officers and crew committee.	Will achieve Bronze, plus crew will conduct a planning meeting run by youth leaders for the following program year.	Will achieve Silver, plus officers and crew committee will meet at least six times during the year to review program plans and finances.	50	100	200
Membership					Total Points: 500		
#2	Building Venturing: Will recruit new youth into the crew in order to grow membership.	Will have a membership growth plan that includes a recruitment activity or will use a personalized invitation method.	Will achieve Bronze, and either will increase youth members or will have at least 10 members.	Will 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: Will retain a significant percentage of youth members.	Will reregister 50% of eligible members.	Will reregister 60% of eligible members.	Will reregister 75% of eligible members.	50	100	200
Program					Total Points: 800		
#4	Adventure: Will conduct regular activities including a Tier II or Tier III adventure.	Will conduct at least four activities including a Tier II or Tier III adventure.	Will conduct at least five activities and at least 50% of youth will participate in a Tier II or Tier III adventure.	Will conduct at least six activities and at least 50% of youth will participate in a Tier II or Tier III adventure.	50	100	200
#5	Leadership: Will develop youth who will provide leadership to crew meetings and activities.	Will have a president, vice president, secretary, and treasurer leading the crew.	Will achieve Bronze, plus officers will meet at least six times. Crew will conduct officer training.	Will achieve Silver level, plus each crew activity will have a youth leader.	50	100	200
#6	Personal growth: Will provide opportunities for achievement and self-actualization.	Crew members will earn the Venturing rank.	Will achieve Bronze, plus crew program will include at least three experiential training sessions.	Will achieve Silver level, plus the crew will have members earning the Discovery, Pathfinder or Summit ranks.	50	100	200
#7	Service: Will participate in service projects. At least one benefits chartered organization.	Will participate in two service projects and enter hours in Scoutbook/Internet Advancement.	Will participate in three service projects and enter hours in Scoutbook/Internet Advancement.	Will participate in four service projects and enter hours in Scoutbook/Internet Advancement.	50	100	200
Volunteer Leadership					Total Points: 500		
#8	Leadership recruitment: Will have a pro-active approach in recruiting sufficient leaders and communicating with parents.	Will have registered Advisor, Assoc. Advisor, Committee Chair, at least two other Committee members	Will achieve Bronze, plus crew will hold meeting where plans are reviewed with parents.	Will achieve Silver, plus adult leadership will be identified prior to the start of the next program year. Will recruit at least one new leader.	50	100	200
#9	Trained leadership: Will have trained and engaged leaders at all levels. All leaders are required to have youth protection training. (Online/remote training is acceptable.)	Advisor or an Associate Advisor will have completed position-specific training.	Will achieve Bronze, plus the advisor and all associates will have completed position-specific training or, if new, will complete within three months of joining.	Will achieve Silver, plus at least two committee members will have completed crew committee training. At least one leader will have completed an advanced training course of at least 5 days.	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 turned in to your unit commissioner or the Scout service center as directed by your council.

Scouting's Journey to Excellence

2024 Ship Planning, Performance, and Recognition

Journey to Excellence uses a balanced approach to measure performance. It guides program planning before the year begins, monitors activities for continuous improvement during the year, and recognizes performance at the end of the year. In planning your strategy, use actual numbers from the previous year to guide your performance improvement goal planning. The period for measuring performance will be the calendar year.

Planning and Budget Measures	
1	The Ship will have a program plan and budget that is reviewed at all Ship committee meetings, and the Ship will follow BSA policies relating to fundraising and fiscal management as found on the Unit Money-Earning Application form and any other publication that the council has developed for fundraising and fiscal management. A meeting will be held with youth leaders where they develop plan for the next program year. The Ship's program plan should be shared with the Unit Commissioner. Committee meetings may be held remotely.
Membership Measures	
2	The Ship will have growth plan to serve diversity of community and conduct formal recruiting event. Have active pin in BeaScout.org. On De-cember 31, 2024, Ship has increase in number of youth members as compared to the number registered on December 31, 2024. A membership growth plan template can be found at www.scouting.org/membership .
3	Number of youth members on most recent charter renewal (A) divided by number of youth registered at end of prior charter year (B) plus new members recruited (C) minus any age-outs (D). Total = (A) / (B+C-D). Age-outs are youth who are too old to reregister as Sea Scouts. Compare members at 2024 recharter with members at 2023 recharter. For December charter expiration, use Jan, 2025 and Jan.2024 recharter.
Program Measures	
4	The Ship will have regular activities (not including normal Ship meetings). Number of youth participating in at least one super activity/ long cruise, divided by the number of Sea Scouts registered in the ship on June 30, 2024.
5	The Ship will have elected youth leaders as Boatswain, Boatswain's Mate, Yeoman, and Purser who are leading the activities of the Ship. Officers will hold regular Quarterdeck meetings and will receive training. Each ship activity will have a youth leader.
6	Ship members will earn the Apprentice Rank shortly after joining. Meetings allow Ship members to participate in fitness and citizenship activities. The Ship encourages achievement through the advanced Sea Scout ranks.
7	The Ship will participate in at least two service projects during the year and enters them on the internet advancement website or through Scoutbook. The projects may be completed as joint projects with other organizations. At least one project must benefit the chartered organization.
Volunteer Leadership Measures	
8	The Ship will have Skipper, Mate, and a Committee of at least three members. Ideally, the Chartered Organization Representative should not be dual registered as one of the Committee members. The Ship will hold a meeting where program plans are shared with parents. Volunteer leaders will be selected prior to the next program year.
9	Skipper and Mates will have had an orientation and will have completed youth protection training. Skipper and Mates (paid or multiple registration) will have completed position-specific training or, if new, will complete within three months of joining. Two Committee members will have completed Committee training.

Scoring the ship's performance: To determine the ship's performance level, you will use the above information to determine the points earned for each of the 9 criteria and then add those individual point scores to determine a composite score. Count only the highest point total achieved in any one criterion. Bronze level requires earning at least 550 points in at least 6 criteria, Silver level requires earning points in at least 7 criteria and 800 points, and Gold level requires earning points in at least 7 criteria and 1,100 points.

For more resources including workbooks and planning guides: www.Scouting.org/jte



2024 Scouting's Journey to Excellence
"The BSA method for Ship 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: Will have a program plan and budget that is regularly reviewed by the committee, and it follows BSA policies relating to fundraising. (Virtual/remote meetings are acceptable.)	Will have an annual program plan and budget adopted by the ship committee.	Achieve Bronze, plus ship will conduct a planning meeting involving youth leaders for the following program year.	Achieve Silver, plus ship committee will meet at least six times during the year to review program plans and finances.	50	100	200
Membership					Total Points: 500		
#2	Building Sea Scouting: Will recruit new youth into the ship in order to grow membership.	Will have a membership growth plan that includes recruitment activity or will use a personalized invitation method. Have active pin in BeaScout.org	Achieve Bronze, and either will increase youth members or will have at least 10 members.	Achieve Silver, and either will increase youth members by 10% or will have at least 15 members with an increase over last year.	100	200	300
#3	Retention: Will retain a significant percentage of youth members.	Will reregister 50% of eligible members.	Will reregister 60% of eligible members.	Will reregister 75% of eligible members.	50	100	200
Program					Total Points: 800		
#4	Activities: Will conduct regular activities including a super activity or long cruise.	Will conduct at least four activities including a super activity or long cruise.	Will conduct at least five activities and at least 50% of youth participate in super activity or long cruise.	Will conduct at least six activities and at least 50% of youth participate in a super activity or long cruise.	50	100	200
#5	Leadership: Will develop youth who will provide leadership to ship meetings and activities.	Will have an elected boatswain, boatswain's mate, yeoman, and purser leading the ship.	Will achieve Bronze, plus officers will have Quarterdeck meetings at least six times. The ship conducts Quarterdeck training.	Achieve Silver, plus each ship activity will have a youth leader.	50	100	200
#6	Advancement: Will provide opportunities for advancement and personal development.	Ship members will participate in advancement by earning the Apprentice Rank.	Achieve Bronze, plus ship will have organized programs addressing fitness and citizenship.	Achieve Silver, plus the ship will have members earning the Ordinary, Able or Quartermaster Ranks or Star, Life or Eagle Scout Ranks.	50	100	200
#7	Service: Will participate in service projects, with at least one benefiting chartered organization.	Will participate in two service projects and enter hours.	Will participate in three service projects and enter the hours.	Will participate in four service projects and enter the hours.	50	100	200
Volunteer Leadership					Total Points: 500		
#8	Leadership recruitment: Will have a pro-active approach in recruiting sufficient leaders and will communicate with parents.	Will have a registered Mate to assist the Skipper.	Achieve Bronze, plus ship will hold a meeting where plans are reviewed with parents.	Achieve Silver, plus adult leadership will have been identified prior to start of the next program year.	50	100	200
#9	Trained leadership: Will have trained and engaged leaders at all levels. All leaders are required to have youth protection training. (Online/remote training is acceptable.)	Skipper or a Mate will have completed position-specific training.	Achieve Bronze, plus the Skipper and all Mates will have completed position-specific training or, if new, will complete within three months of joining.	Achieve Silver, plus at least two committee members will have completed committee training. One leader has completed advanced training of at least 5 days.	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 turned in to your unit commissioner or the Scout service center as directed by your council.

Seneca Waterways Council

Temporary Training Waiver Request for Required Training Position

To Enable 2024 Unit Charter Renewal of _____ in the _____ District

In 2014, the Executive Board of Seneca Waterways Council BSA passed a resolution requiring that **Scoutmaster and Cubmasters** must complete basic training for their role by the end of 2017. This has since been expanded to require that **all** registered leaders complete basic training for their positions.

_____ has not completed this required position specific training and is not anticipating completing training by December 31, 2024. This scouter is renewing in the following position: _____ and is deficient in _____ training.

Reason requesting waiver: New Unit Leader (3 months or less)
 Unable to Attend Training (specify why) _____
 Other (specify reason) _____

Plan to complete training in 2025: _____

With the commitment of the above-named Scouter and the approval of the Unit Committee Chair, Chartering Organization Representative or Institutional Head of the Chartering Organization, and Unit Commissioner, this request for a training waiver can be submitted with the unit's charter renewal for the approval of the District Commissioner and District Executive. No extensions will be issued beyond 2025 for this training.

Scouter: _____
Signature Date

Committee Chair: _____
Signature Date

Chartered Organization Rep
or Institutional Head: _____
Signature Date

Unit Commissioner: _____
Signature Date

District Commissioner: _____
Signature Date

District Executive: _____
Signature Date

Council Approval: _____
Director of Field Services Date



THE ANNUAL UNIT CHARTER AGREEMENT AMONG:

[redacted] (the "Organization"),
Boy Scouts of America ("BSA"), the [redacted] Council (the "Local Council"),
BSA Pack No. [] Troop No. [] Crew No. [] Ship No. [] (the "Scouting Unit")

(Please identify those units chartered by the Charter Organization.)

The purpose of the Boy Scouts of America (BSA) program is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values and principles taught in the Scout Oath and Scout Law.

The Charter Organization, as a duly constituted organization that serves youth, desires to use the program(s) of the BSA to further its mission respecting the youth it supports. The Local Council provides the support and service necessary to help the Charter Organization succeed in its use of Scouting. This Annual Unit Charter Agreement is entered into as of [redacted] (date) by and among the Charter Organization, BSA, Local Council and the Scouting Unit for a term of one year, beginning [redacted], 202[], and ending [redacted], 202[].

I. The Local Council agrees to:

A. Scouting Resources

1. Provide commercial general liability insurance, described on page 3, to cover the Charter Organization, its board, officers, Charter Organization Representative (COR), employees, and adult volunteers for authorized Scouting activities.
2. Provide program training, program resources, recruitment strategies, resources, and materials to help the Unit grow its membership and provide Scouting to the Unit's local community.
3. Provide camping opportunities, administrative support, and professional staff to assist the Unit in developing a successful Scouting program.
4. Provide and facilitate unit-level money-earning (i.e., fundraising) opportunities to support the Unit's activities.

B. Adult Leadership

1. Submit criminal background checks in accordance with BSA policies and procedures, on all adult leaders and volunteers prior to approving any application to serve. The background check shall comply with all applicable federal and state laws and further comply with any standards that may be developed in accordance with any applicable court order. The Local Council's final Registration of the adult leader or volunteer (a) cannot be accomplished until the requisite background check is completed, and (b) will constitute the Local Council's confirmation that the requisite background check has been completed, by indication of the council designees' signature.
2. Require and track all unit leaders to complete BSA Youth Protection Training.

II. The Charter Organization agrees to:

A. Generally

1. Conduct the Scouting program consistent with BSA rules, regulations, and policies located on the My.Scouting website and online at: www.scouting.org/about/membership-standards/.
2. Coordinate with the Local Council to provide annual recruitment opportunities to grow the BSA movement as well as publicize BSA through in-house publications.
3. Refrain from using the Scouting brand as a means to imply BSA's endorsement of the objectives of the Charter Organization, except with respect to youth development, consistent with the goals and objectives of the Scouting program. Refrain from soliciting financial support except as authorized for the benefit of the Unit or the Local Council.
4. Select a Charter Organization Representative (COR) to serve as a voting member of the council.

B. Management and Leadership

1. Reasonably support the Scouting Unit Committee, comprised of at least three members for each Unit.
2. Review and select all adult leaders, subject to the approval of the Local Council, and ensure they are willing to accept Scouting's values and meet all other requirements of membership.
3. Administer the assets of the Unit, including all funds, real property, and personal property (e.g., trailers) that are acquired by the Unit either for the benefit of Scouting or in the name of Scouting and administer the assets for the benefit of the Unit.
4. Authorize the unit to open a separate bank account for the Unit using the Charter Organization EIN and provide the Unit with policies and procedures for financial reporting and asset management.
5. Follow all Guide to Safe Scouting requirements to ensure the adequate review and inspection of trailers, and other assets.

C. Use of Facilities

1. Work with the Unit to secure safe facilities for regular meetings.

III. The Scouting Unit agrees to:

A. Registration and Administration

1. Organize and maintain an active Unit Committee comprised of at least three members for each Unit. Ensure that the Unit has two deep leadership at all times.
2. Ensure all adult leaders have an approved criminal background check and have completed BSA Youth Protection Training prior to participation in any Scouting activity.
3. Encourage adult leaders to receive position-specific or other appropriate training made available by the local council or BSA.
4. Ensure timely registration of all youth and adult members. Use BSA's online registration tools, such as membership leads, online applications, and online re-charter.
5. Coordinate with the Local Council to provide annual joining opportunities to grow the BSA Movement.

B. Program

1. Conduct the Scouting program consistent with BSA Bylaws, Rules & Regulations, handbooks, policies, brand guidelines, etc. See www.scouting.org/about/membership-standards/.
2. Abstain from using the Scouting program to pursue any objectives related to political or social advocacy, including partisan politics, support or opposition to government action, or controversial legal, political, or social issues or causes.

C. Use of Facilities

1. Return facilities to their original condition, subject to reasonable wear and tear, at the end of all Scouting Activities, which includes placing any garbage/waste in appropriate receptacles, returning any items stored on premises to the designated storage area, and removing all other personal belongings.

D. Assets and Equipment

1. Be a good steward of the Unit's resources and comply with the BSA's Fiscal Policies and Procedures.
2. Apply for and undertake Unit Money Earning Projects in accordance with BSA's and the Local Council's guidelines.
3. Actively participate in the Local Council's annual giving campaign and product sales fundraisers (e.g., Friends of Scouting campaign, popcorn, and Camp Card sales).
4. Follow all Charter Organization policies and procedures regarding the management of funds. For Unit specific bank accounts, Units will submit reporting as prescribed by the Charter Organization.

IV. The BSA agrees to:

A. Insurance:

The Boy Scouts of America agrees to provide Commercial General Liability (GL) and Excess Commercial Automobile Liability (AL) to cover losses or claims asserted or sustained by any Scout, Scouting Unit, member, visitor, volunteer, or any other person, arising out of or in any way connected, directly or indirectly, with Scouting. This insurance covers the Charter Organization, along with its Officers, Directors, Trustees, Employees, or Charter Organization Representatives (collectively, "Protected Parties"). At a minimum, such insurance:

1. GL coverage shall be written on an occurrence basis, with limits of \$7,500,000 each occurrence and \$20,000,000 annual aggregate for the policy year ending March 1, 2025. BSA provides additional excess GL coverage above the primary and first excess policies. GL coverage limits are subject to change upon renewal.
2. AL shall be written on a per occurrence basis, with a \$5,000,000 limit per occurrence as excess of the Charter Organization's primary AL insurance and any other excess insurance available from other sources; provided however, that the underlying primary AL insurance, and other excess (if any), shall be no less than \$1,000,000.
3. As set forth in the GL policy, shall provide coverage for:
 - a. Bodily injury, sickness or disease including illness or death of any person.
 - b. Bodily injury, with no exclusion for physical or sexual abuse, misconduct, or molestation.
 - c. Personal or advertising injury.
 - d. Damages caused by physical damage or destruction of tangible property.
 - e. Contractual liability covering the BSA's obligation to defend, indemnify, and hold harmless the Protected Parties.
 - f. Punitive or Exemplary Damages coverage equal to that which is provided to BSA entities.
4. Shall name the Protected Parties as Additional Insureds on all primary and excess policies.
5. Shall include a Waiver of Subrogation in favor of the Protected Parties.

B. Trademark License:

BSA grants together to the **Organization** and the Scouting Unit a non-exclusive, royalty-free license to use the trademarks, logos, seals, insignia, words, phrases, and other designations, descriptive marks, and pictorial representations relating to BSA’s Scouting programs (collectively the “BSA Marks”) solely in connection with (i) marketing and operation of the Scouting Unit, (ii) promotion of BSA’s Scouting programs in the geographic market that the **Organization** serves, and (iii) other purposes consistent with this Agreement. Each the Organization and the Scouting Unit agree to (a) refrain from using the BSA Marks for any commercial purpose without the express written authorization from BSA and (b) comply with such guidelines and specifications that BSA may promulgate from time to time, including, but not limited to, those set forth in the BSA Brand Guidelines and Guide to Awards and Insignia documents regarding the style, appearance, and usage of any BSA Marks.

Charter Organization

Charter Organization Representative

Unit Committee Chair

Local BSA Council

Title

Title

Title

Title

Date

Date

Date

Date

Roger Krone^{**}

President & Chief Executive Officer
Boy Scouts of America

Resources

Charter organizations must use the Scouting program to accomplish their objectives in a manner consistent with the Bylaws, Rules and Regulations, guidelines, policies, and other publications available on the BSA national website located at www.scouting.org/about/membership-standards/

- The Charter and Bylaws of the Boy Scouts of America
- The Mission of the Boy Scouts of America
- The Rules and Regulations of the Boy Scouts of America
- The Scout Oath and the Scout Law, including Duty to God
- BSA youth protection policies and guidelines, including mandatory reporting
- The Guide to Safe Scouting
- The SAFE Checklist
- Scouter Code of Conduct
- Incident Reporting <https://www.scouting.org/health-and-safety/incident-report/>

**** BSA’s endorsement of this Agreement relates solely to the Insurance and Trademark License provisions set forth in §IV of this Agreement.**

***** This is a BSA-approved form as of the month and year reflected in the bottom margin of this Agreement. Once signed by all other parties to this Agreement, and provided no more recent form agreement has been approved by BSA as of the date those signatures are applied, Mr. Krone’s pre-printed electronic signature on this Agreement will be recognized as valid and binding on BSA as of the same date with respect to the Indemnification and Insurance provisions and to the Trademark License provisions.**

Scout 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.

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.

PRE-PAID CHARGE ACCOUNT SIGNATURE CARD

TYPE OF UNIT: _____

UNIT: _____

DISTRICT: _____

Authorizes the adult leaders named below to use the unit's pre-paid charge account. We will notify the Service Center of the Seneca Waterways Council #397, Boy Scouts of America, in writing of any changes in the authorization.

SIGNATURE

PRINT NAME

We authorize the Council to deduct short term registration and Scout Life Magazine fees from this account for all additional youth and adults registered during the charter year. (If nothing is checked, it will default to **YES**.)

YES **NO**

COMMITTEE CHAIR SIGNATURE: _____



Unit Election Request Form

District _____

Troop/Crew/Ship and Number _____

Date of request _____

Unit Contact Information _____

Return to: Seneca Waterways Council, OA

2320 Brighton-Henrietta Town Line Road, Rochester, NY, 14623

