



2023 PLANNING PLAYBOOK

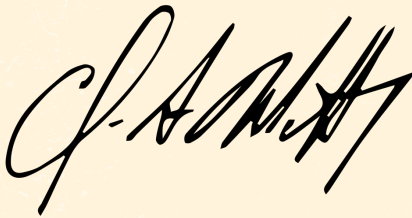
UPDATED MAY 12TH



MID-AMERICA COUNCIL, BSA
SERVING NEBRASKA, IOWA & SOUTH DAKOTA

WELCOME LETTER

Mid-America Council's mission to prepare young people for success in life happens through quality programs and units. At the council we work to support our leaders and families with engaged guidance and resources. This edition of the Planning Playbook brings you the resources to plan and fund your Scouting year. It also includes the frequently asked questions, tips, and tricks. Please use this playbook as a foundation of that support. Work with your unit commissioner and district professional to build a plan for the 2023-2024 Scouting year!



In this guide you will find:

- Program Calendar
- Calendaring Tips
- Budget Workbook
- And more



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Future Playbooks

Join Scout Night (coming May 1st)

Popcorn Playbook (coming June 1st)

Camping & Program (coming August 1st)

Recharter (coming October 2nd)

Family ICC (coming October 2nd)

Camp Card (coming December 1st)



Throughout this document, you will find additional resources with clickable links. If you are reading a printed version, go to <https://mac-bsa.org/scouting-tools/unitplanningplaybook/> to find a continuously updated digital copy.

COUNCIL SERVICE CENTERS & SCOUT SHOP

Durham Scout Center
12401 W. Maple Road
Omaha, NE 68164
Text or call
402-431-9272
mac@scouting.org

Gottschalk Scout Shop
12401 W. Maple Road
Omaha, NE 68164
402-431-0700

Sioux City Scout Office & Shop
4240 Hickory Lane – Ste 120
Sioux City, IA 51106
402-431-0444

COUNCIL FIELD STAFF

Metro Team

Amanda Lynn | District Executive
Iron Horse

Ryan LaViolette | District Executive
Black Hawk

Bryan Balvanz | District Executive
Wagon Wheel

Tina Douglas | Field Director
Metro Team

Rural Team

Tracy Yost | District Director
NE Nebraska

Becky Mahoney | District Director
Ohwahnasee

Dan Locke | Sr. District Executive
War Eagle

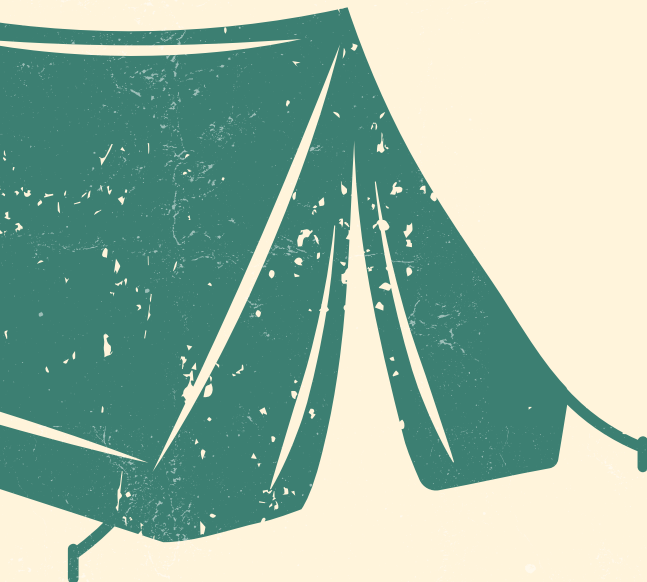
Zac Felch | Sr. District Executive
NW Iowa

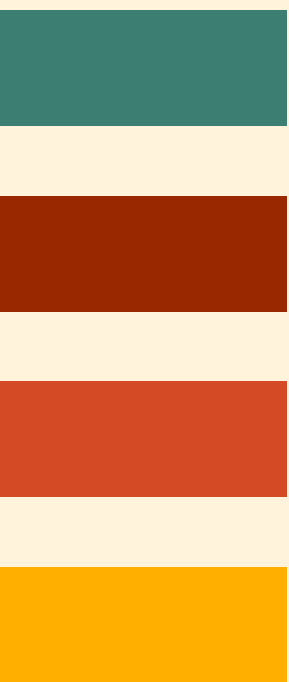
Vacant | District Executive
Trailblazer

Linsey Keseman | District Executive
NE Nebraska

Daryl Milius | Field Director
Rural Team

For a full staff listing, [click here](#)





PROGRAM PLANNING CALENDAR

The next several pages provide a monthly calendar beginning in August 2023 through July 2024 presented in a “snapshot” format. This quick reference look should be used to support planning and preparation for the upcoming program year. Rather than copying or printing these pages, consider pulling up the digital version by visiting mac-bsa.org.

When viewing this calendar digitally, click on any entry on the calendar to view full details for the event and to register

All information about meetings of the district (commissioner meetings, committee meetings, and roundtables) will be published at:

www.mac-bsa.org/our-council/events-calendar/

Each event is color coded based on a Scouting program.
See the key below:



= Cub Scout Activities



= All Scouts Event



= Scouts BSA Event



= Office & Scout Shop Closures

AUGUST 2023

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
					OA Summer Induction Weekend >	
					SCOUT NIGHT with Storm Chasers	
13	14	15	16	17	18	19
>						MAC on Ropes
Climbing Level 1 Training						Arrows to Aerospace Parade in Bellevue
20	21	22	23	24	25	26
27	28	29	30	31		

-  = Cub Scout Activities
-  = Scouts BSA Event
-  = All Scouts Event
-  = Office & Scout Shop Closures

SEPTEMBER 2023

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4 Labor Day	5	6	7	8	9
10	11	12	13	14	15 Wood Badge 2023 > IOLS & BALOO at Camp Cedars > Fall Camporee at LSSR (BH) >	16
17 > > >	18	19	20	21	22	23 First Camp & Family Weekend at Cedars
24	25	26	27	28	29 Fall Camporee at Scribner, NE > Fall Camporee in Anita, IA > Wood Badge 2023 >	30

-  = Cub Scout Activities
-  = Scouts BSA Event
-  = All Scouts Event
-  = Office & Scout Shop Closures

OCTOBER 2023

SUN	MON	TUE	WED	THU	FRI	SAT
1 > Wood Badge 2023	2	3	4	5	6 Webelos Woods at Camp Cedars >	7
8 >	9 Columbus Day	10	11	12	13 OA Fall Induction & Vigil Weekend >	14
15 >	16	17	18	19	20 Fall Camporee at Camp Cedars - Lumberjack Games >	21
22 >	23	24	25	26	27	28 Haunted Family Weekend at Camp Cedars
29	30	31				

-  = Cub Scout Activities
-  = Scouts BSA Event
-  = All Scouts Event
-  = Office & Scout Shop Closures

NOVEMBER 2023

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3 Webelos Woods in Manning, IA	4 Fall Club Adventure Day in Manning, IA
						Mid-America Council Indoor Training Conference
5	6	7	8	9	10	11 Museum Event at Sioux City
						Veterans Day
12	13	14	15	16	17	18
19	20	21	22	23 Thanksgiving	24	25
26	27	28	29	30		

-  = Cub Scout Activities
-  = Scouts BSA Event
-  = All Scouts Event
-  = Office & Scout Shop Closures





DECEMBER 2023

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2 OA Leadership Training & Winter Banquet Scouts BSA Merit Badge at Iowa Western Community College
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25 Christmas	26	27	28	29	30
31						

-  = Cub Scout Activities
-  = Scouts BSA Event
-  = All Scouts Event
-  = Office & Scout Shop Closures

JANUARY 2024

SUN	MON	TUE	WED	THU	FRI	SAT
	1 New Year's Day	2	3	4	5	6
7	8	9	10	11	12	13 Scout Saturday
14	15 Martin Luther King, Jr. Day	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

-  = Cub Scout Activities
-  = Scouts BSA Event
-  = All Scouts Event
-  = Office & Scout Shop Closures

FEBRUARY 2024

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19 Washington's Birthday	20	21	22	23	24
25	26	27	28	29		

-  = Cub Scout Activities
-  = Scouts BSA Event
-  = All Scouts Event
-  = Office & Scout Shop Closures

MARCH

20 24

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29 Good Friday	30
31						



= Cub Scout Activities



= Scouts BSA Event



= All Scouts Event



= Office & Scout Shop Closures

APRIL

20 24

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2 Campership Application Deadline	3	4	5	6 Scouting For Food - Door Hanger Delivery
7 Campership Deadline	8	9	10	11	12	13 Scouting For Food - Donation Pick-Up
14	15	16	17	18	19	20
21	22	23	24	25	26	27 Mid-America Council Council Pinewood Derby
28	29	30				

-  = Cub Scout Activities
-  = Scouts BSA Event
-  = All Scouts Event
-  = Office & Scout Shop Closures

MAY

20 24

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
					MAC Outdoor Conference >	
5	6	7	8	9	10	11
>					OA Spring Induction Weekend >	
						Cub Family Weekend at Camp Cedars
12	13	14	15	16	17	18
>						
19	20	21	22	23	24	25
26	27	28	29	30	31	
	Memorial Day					

-  = Cub Scout Activities
-  = Scouts BSA Event
-  = All Scouts Event
-  = Office & Scout Shop Closures

JUNE

20 24

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
					Camp Amikaro 2024 >	
9	10	11	12	13	14	15
Camp Cedars 2024 >						
>					Camp Amikaro 2024 >	
16	17	18	19	20	21	22
Camp Cedars 2024 >						
>					Camp Amikaro 2024 >	
23	24	25	26	27	28	29
Camp Cedars 2024 >						
>						
30						


-  = Cub Scout Activities
-  = Scouts BSA Event
-  = All Scouts Event
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JULY


20
24

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4 Independence Day	5 Camp Amikaro 2024	6
7	8	9	10	11	12	13
Camp Cedars 2024						
					Camp Amikaro 2024	
14	15	16	17	18	19	20
Camp Cedars 2024						
					Camp Amikaro 2024	
21	22	23	24	25	26	27
28	29	30	31			

-  = Cub Scout Activities
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COUNCIL OUTDOOR INFORMATION



Outdoor programs and activities are an essential method to achieving the aims of the BSA. Overnight camping opportunities help prepare Cub Scouts and families for their Scouting journey as well as helps Scouts earn rank advancements, merit badges, and awards. It is recommended that packs plan at least two camping opportunities throughout the year in addition to a summer camp. Troops should plan monthly camping opportunities throughout the year in addition to a week-long resident camp.

CUB SCOUT CAMPING

In the Mid- America Council, we have several opportunities available for you to register as a pack, den, or individual family. Details and registrations can be found at www.gocubcamping.org.

CAMP AMIKARO

Camp Amikaro is the ultimate Cub Scout camping adventure. This 3-day, 2-night experience will include nightly campfire programs, activities such as STEM, shooting sports, nature, climbing, swimming, fishing and more.

DAY CAMPS

Day Camps are held throughout our local communities and range from 1-5 days. Most camps will include STEM, nature, shooting sports, crafts, and games.

FAMILY WEEKENDS

Family Weekends are held at our local camps and are a fun time for the whole family. This is a great opportunity to bring older or younger siblings out to camp or for new families to get a taste of the Cub Scout camping experience.

Activities typically include STEM, nature, shooting sports, fishing, climbing, crafts, and games.

NATIONAL SUMMERTIME PACK AWARD

Your scouts, dens, and pack can earn an award for your summertime outdoor activities. This award recognizes those who plan and participate in three outdoor activities during the summer months (one in each June, July, and August). To find out more and complete the application visit

<https://www.scouting.org/awards/awards-central/national-summertime/>



SCOUTS, BSA CAMPING

Scouts, BSA troops have many opportunities for camping within and outside of the Mid-America Council.

CAMP CEDARS

Camp Cedars is the Mid-America Council's Scouts BSA Resident Camp. This week-long summer camp offers Scouts an opportunity to earn up to 6 merit badges in addition to other awards and experiences. Each summer, there are over 50 merit badges offered as well as additional programs like COPE, Equestrian, ATVs, and more. More information can be found at www.goscoutcamping.org

NATIONAL HIGH ADVENTURE BASES

Scouts and adults from throughout the Mid-America Council can join others and experience an adventure of a lifetime. Complete the online interest form to get connected with others from units attending a National High Adventure Base. Typically, units plan a High Adventure Base trip 18-24 months in advance. To find out more about all of the National High Adventure Bases, visit <https://www.scouting.org/outdoor-programs/national-high-adventure-bases/>

ORDER OF THE ARROW

For over 100 years, the Order of the Arrow (OA) has recognized Scouts and Scouters who best exemplify the Scout Oath and Law in their daily lives. Members are known for maintaining camping traditions and spirit, promoting year-round and long-term resident camping, and providing cheerful service to others. Our local lodge, Kit-Ke-Hak-O-Kut, hosts OA Service Weekends in May, August, and October annually. More information about the OA Lodge is online at <https://lodge97.org/>

NATIONAL SCOUT JAMBOREE

The BSA National Jamboree is a gathering of thousands of members of the Boy Scouts of America, usually held every four years. Scouts from all over the nation can attend the event which is held at the Summit Bechtel Reserve in West Virginia. The Mid-America Council sends a contingent to the Jamboree and scouts can register online at <https://scoutingevent.com/326-jambo>.

OTHER CAMPING & PROGRAM RESOURCES

UNIT YEAR-ROUND CAMPING

Packs- To go camping as a pack, outside of a council or district activity, one leader from your unit must have the Basic Adult Leader Outdoor Orientation (BALOO) training and be in attendance for the duration of the event. Upcoming BALOO training opportunities can be found on the council calendar. One leader from your unit must also have current Hazardous Weather training. Both trainings are recommended for all leaders.

If you would like to camp at a state park or other non-scouting facility, please contact our council office to see if that location is approved or to ask for an appraisal of a location. The Pack Overnight Campout Site Appraisal Form must be completed every two years.

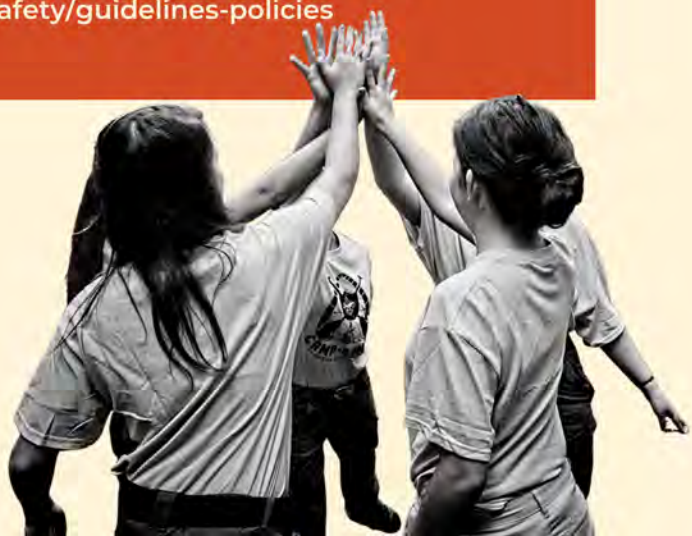
Troops- To go camping as a Troop, one leader must have current Hazardous Weather training. This training is recommended for all leaders.

CAMP & FACILITY RENTALS

Packs, troops, and even individual families can utilize our council camping facilities all year. We have several cabins and buildings at Camp Cedars, Camp Eagle, Little Sioux Scout Ranch, and Camp Wa-kon-da that are great for a winter lock-in, a fall fun day, or even a weekend campout. Facilities and activities include cooking spaces, restroom facilities, sleeping spaces (with bunk beds), fishing, hiking trails, indoor/ outdoor classrooms, and more. To find out more about camp rentals visit <https://camppreservation.com/326/Home>.

AGE-APPROPRIATE GUIDELINES

Age-and rank- appropriate guidelines have been developed based on many factors for both the Cub Scouts and Scouts, BSA programs. 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. For the most up to date guidelines visit <http://www.scouting.org/health-and-safety/guidelines-policies>



OTHER CAMPING & PROGRAM RESOURCES

GUIDE TO SAFE SCOUTING

The Guide to Safe Scouting is the unit leaders' guide to current policies and procedures. In situations not specifically covered in this guide, activity planners should evaluate the risk or potential risk of harm, and respond with action plans based on common sense, community standards, the Scout motto, and safety policies and practices commonly prescribed for the activity by experienced providers and practitioners. The motto of "ask for forgiveness, not permission" does not apply to Scouting. To view the most up-to-date version of the Guide to Safe Scouting, visit www.scouting.org/health-and-safety/gss/

SAFE CHECKLIST

Scouts and their parents expect all Boy Scouts of America activities to be conducted safely. To ensure the safety of participants, the Boy Scouts of America expects leaders to use the four points of SAFE when delivering the Scouting program. To find more information, visit <https://www.scouting.org/health-and-safety/safe/>

YOUTH PROTECTION & ADULT SUPERVISION

True youth protection can be achieved only through the focused commitment of everyone in Scouting. Two registered adult leaders 21 years of age or over are required at all Scouting activities, including meetings. Starting on September 1, 2023, all adults staying overnight in connection with a Scouting activity must be currently registered members of the BSA. Due to the nature of the Cub Scout Program, Cub Scout parents or legal guardians taking part in an overnight Cub Scout program with their own child are not required to register as leaders. Youth Protection Training is a free, online training that can be taken at my.scouting.org and is encouraged for all parents/ guardians attending Cub Scouts programs regardless of their registration status.

ACTION ITEM:

Get outdoors and plan a campout for your unit. Either join one of these opportunities or plan your own.



UNIT

PLANNING

UNIT PLANNING

We have seen it time and time again, the units who plan and communicate are the units who thrive! There are 6 Steps for Units to have an Ideal Scouting Year.

1

PLAN

Work your way through this playbook and map out your year. We will focus on your calendar and budget.

2

FUND

Determine the expenses from all the activities, advancements, camping, training, etc. This will help you determine how much fundraising your unit must do to cover those expenses.

3

GROW

When you have a good plan, communicate it to your current and potential Scouts to engage more families in the Scouting program.

4

TRAIN

Using the council calendar included, promote trainings to your current and new leaders; every Scout deserves a trained leader. Plus, it helps the leader, too!

5

RECHARTER

Re-register your unit in October/November of 2023 with any new youth and leaders. You'll want to ensure this is done on time to not have any lapses in registration.

6

ASSESS

Use the Promise to Parents recommendations to measure the success of your plan and your year.

To help you with this, please ensure you schedule a meeting with your District Executive. Be sure to gather information about your units to share with him/her. They will be able to help you with struggles and answer any questions. Let your District Executive know how they can assist in continuing your success.

ACTION ITEM:

Schedule your Planning Meeting with your District Executive by June 30th

UNIT PLANNING

BE PREPARED

What is the planning playbook all about? The goal of this document is to help our units plan their program year. A lot of factors go into effective planning but here are a few key steps to make your planning process go smoothly.

AFTER ACTION REVIEW:

As a committee, reflect on your current program year. How did this year go? What went well? What do you want to change or add? Having this information as you plan for the next year is great.

YEARLY ACTIVITIES:

What does the unit plan to do this year? Of course, you'll have your normal meetings, and you should plan for some cost with those as well but what will you do above and beyond? Plan your camp outs, a visit to the zoo, a trip to the local pool in the summer, council activities, etc. Have a brainstorming session with your scouts; what do THEY want to do? Make sure to use the Council Calendar in this playbook to help plan activities! Our council program team offers tons of fun activities throughout the year for Scouts and their families. If you know your plans for the year, you can plan for their cost.

NUMBER OF SCOUTS:

Who do you have currently AND how many do you expect to have after recruitment in the fall? Having a good goal helps you with your budget. Make this a realistic number!

COST:

Okay, we know what we are doing but what does it cost to make it happen? The best way to figure cost is to try to find a "per scout" cost. That way, even if every Scout can't attend, you know what to charge the ones who can. Don't forget to include cost for den meeting activities, registration, advancements, pack meetings, etc.

POPCORN GOAL:

One great way to pay for the costs is to sell popcorn! Units in MAC earn 50% commission for popcorn! That can really go a long way in paying for your year of Scouting! If you know it will cost \$5K for your unit to scout for an entire year, then you'd just need to sell \$10K in popcorn and you are funded.

OOPS!:

So you planned your year and just knew you'd hit your popcorn goal but it didn't quite happen? That's okay! Regroup and replan!

ACTION ITEM:

Plan your unit's brainstorming session and encourage all families to attend. Use that in your committee planning meeting.

PLAN YOUR CALENDAR

We all know the saying, “Those who fail to plan, plan to fail.” These plans do not need to be perfect, but they do need to exist! One of the biggest pieces of your plan is your unit calendar. There are many ways to calendar but at the core you need: what are you doing, when (date and time), and where? As you are planning you can have a written draft or a digital draft but once finalized, you should have a nice digital copy that can be distributed via email or printed off.

Here is a sample calendar on the council provided template:

2023-2024 CALENDAR											
August				September							
Date	Activities	Time	Location	Date	Activities	Time	Location				
14-Aug	Den Meetings	6:30PM	Rex Elementary	8-Sep	Popcorn Starts!						
21-Aug	Sign Up Night	6:30PM	Rex Elementary	11-Sep	Den Meetings						
28-Aug	Pack Meeting	6:30PM	Rex Elementary	18-Sep	Den Meetings						
30-Aug	Parent Orientation	7:00PM	Rex Elementary	25-Sep	Pack Meeting						
October				November							
Date	Activities	Time	Location	Date	Activities	Time	Location				
2-Oct	Den Meetings	6:30PM	Rex Elementary	6-Nov	Den Meetings						
9-Oct	Den Meetings	6:30PM	Rex Elementary	13-Nov	Den Meetings						
14-Oct	Fall Camp Out	All Wkend	Camp Cedars	20-Nov	Pack Meeting						
23-Oct	Pack Meeting	6:30PM	Rex Elementary								
23-Oct	Popcorn Turn In	6:30PM	Rex Elementary								
28-Oct	Haunted Weekend	9:00AM	Little Sioux Scout Ranch								

This is just one way to calendar. However you do it, just do it! Planning for your year is how you ensure the success of your unit!

One question new leaders, and even tenured ones, ask is, “What should be on my calendar?” While that is greatly up to your unit, here are some major dates that we often see on unit calendars along with when they are typically scheduled. This is not an exhaustive list. If you need more details or have questions, please reach out to your district team.

- **Unit Meetings:** Make sure you lay out the dates for all your unit meetings. Don't forget to include parent meetings, committee meetings, etc.
- **District Meetings:** To ensure you stay up to date on everything in your district, plan to attend your district's monthly Roundtable! It doesn't need to be the same leaders each month, but having unit representation is key.
- **Service Projects:** Include a service project or two with your charter partner or local school. If you don't know what to do, reach out to them. They'll have plenty of ideas for you. These can happen whenever your unit has time or they have a need.
- **Unit Activities:** You know, the really fun part of Scouting. There are a lot of extras you can do, here are just a few that we see often.
 - **Unit Pinewood Derby:** This super fun event is typically held in February, March, or April. Some units will include a workshop or two in the months before to help families prepare their cars.
 - **Camp Outs:** Some units have these monthly, some just a few times a year. Whatever works for your families is fine by us – just make sure you're planning them.
 - **Special Outings:** This can include smaller trips like a visit to the local fire or police station or bigger trips like an overnight at the zoo.
- **Council and District Activities:** You can use the calendar in the guide to help plan these events. These include Day Camps, Summer Camp, Council Pinewood Derby, Family Weekends, Scouting for Food, and so much more.
- **Popcorn Sale:** Don't forget to include not only the council wide popcorn dates but your unit specific popcorn dates.
- **Blue and Gold:** This is where you celebrate and sometimes rank up each Scout. This is a huge Scout Party. These are typically held in February but ranking up can happen as late as May. Often you will also have your Family Investment in Character Campaign Presentation these nights. Make sure you communicate this date to your district team.
- **Membership Dates:** Ensuring you have your membership planned figured out early is the key to gaining more youth AND more adults! Some dates to keep on your radar are:
 - **Open House/Back to School Dates:** These will typically occur in August or September and is an opportunity for your unit to have a booth to welcome potential families and invite them to your sign up night.
 - **Recruitment Night:** also known as Sign Up Night. This is where new families come to sign up and get important information like the Calendar we are currently planning. These typically happen a week or so after your Open House/BTS nights.
 - **Troops:** Having your own recruitment night is just as important but do not forget to help your local packs with theirs.

Although you should plan your whole year, your Calendar isn't set in stone. Do not be afraid to make changes as needed, as long as you communicate those changes to your families. Some units will even do a calendar review quarterly to help make sure they are on track.

ACTION ITEM:

Complete your calendar and hand it in to your district executive. Also, make sure you bring plenty of copies to your recruitment nights.

BUDGET SECTION

In conjunction with your calendaring, you will be planning your budget. Below is a snippet of the council provided template:

August			Attendance				Unit Budget Review		
Date	Activities	Cost	Estimate	Actual		Difference	Date	Notes	
			\$ -		\$ -				
			\$ -		\$ -				
			\$ -		\$ -				
			\$ -		\$ -				
			\$ -		\$ -				
			\$ -		\$ -				
	Monthly Program Totals:	\$ -	\$ -		\$ -	\$ -			

September			Attendance				Unit Budget Review		
Date	Activities	Cost	Estimate	Actual		Difference	Date	Notes	
			\$ -		\$ -				
			\$ -		\$ -				
			\$ -		\$ -				
			\$ -		\$ -				
			\$ -		\$ -				
			\$ -		\$ -				
	Monthly Program Totals:	\$ -	\$ -		\$ -	\$ -			

As your year is planned out, you will add any activities with fees to your budget sheet. This will allow you to breakdown cost per Scout, estimate how many Scouts, and make any notes after the fact. At the end of this budget sheet, you will see additional fees to include.

Registration Budget (Per Registrant)					
			Total		
\$150	Youth Registration Fee		Planned Youth Participants	\$ -	Total Youth Registration Fees
\$50	Adult Registration Fee		Planned Adult Participants	\$ -	Total Adult Registration Fees
\$100	Unit Recharter Fee				
\$15	Scouts' Life Subscriptions	2	Subscribers (Qty.)	\$30	\$130 Total Registration Fees
Unit Programming Budget (Per Youth Registrant)					
	Advancements		Rank Book		Other Expenses
	Program Estimates				
Funding Your Program					
Council Fundraising Opportunities					
Camp Card Sales (Unit Total)			Unit Expense Summary		
	Est. Number of Cards Sold (Earn \$2.50/Card)		\$130	Total Estimated Registration	
Estimated Revenue	\$ -		\$0	Total Estimated Unit Activity Costs & Expenses	
Popcorn Sales				Other Unit Expenses (Input Total)	
Popcorn Goal			\$130	Total Unit Estimated Expenses	
Estimated Revenue	\$ -		Unit Income Summary		
Per scout Goal	0%		\$0	Estimated Camp Card Revenue	
Program Budget (Over/Under) Target	\$ -		\$0	Estimated Popcorn Revenue	
				Other Unit Revenue (Input Total)	
			\$0	Total Unit Estimated Revenue	
			-\$130	Budget Surplus/Deficit	

These fees will need to be included per Scout, on top of the other fees built into your budget. Under the “Funding Your Program” header, you will see a summary based on the numbers you have input throughout the document. You do not have to use this template, but please ensure you include all necessary fees.

FEES TO INCLUDE:

- Registration Fees for Youth and Adults
- Advancement
- Handbook
- Activities/Program Materials
- Training
- Camp
- Charter Fees
- Scout Life
- Other

ACTION ITEM:

Complete your budget and hand it in to your District Executive. Also, make sure you are able to communicate to new families what the cost will be to join your unit.



MID-AMERICA COUNCIL FEES

YOUTH

\$25 JOINING FEE

**For New Scouts ONLY*

Includes: Handbook, Welcome Packet,
& Scout Life

MAC Annual Membership \$150 per year

\$150 per year prorated
monthly based on joining.
Add \$15 a year for Scout Life
January 1st.

Monthly Subscription \$16 per month

\$16 charged on or around the
15th of each month.
Scout life included during
subscription period.

ADULT

**\$5/Month or \$50 when
paid at recharter**

Fees based on recharter processed by November 30

How does the MAC Program Fee support local Scouting Units?

- Secondary accident & sickness insurance
- Maintenance of camp properties
- Unit support (training, processing, registration, recruitment materials & support)
- Scout Centers & shops
- Subsidize activity/camp fees

Fundraising efforts that provide:

- Camp buildings
- Membership assistance
- Scoutreach
- Camperships

UNIT MANPOWER

Planning your calendar and budget is part of a successful Scouting year but the other very important part is making sure you have the leaders to make it happen. While there are minimum positions needed to recharter, you want to strive to go above and beyond that. Often additional leaders are needed to make all of your plans happen. Over the Spring and Summer, start transitioning any leadership that will be taking over in the Fall. Ensure all Key 3 members (Charter Representative, Cub Master/Scout Master, and Unit Committee Chair) are connected to the District Committee and District Executive. To make transitions as smooth as possible, start them early!

TIPS FOR RECRUITING ADULT LEADERS:

- **Get them Early!:** Have them fill out an application during your recruitment night. If they volunteer as a committee member or Den Leader, they can get started right away!
- **100 Point Form:** There are many examples of the 100 point form but here is one from MAC. The idea is that every adult/family volunteers for 100 points. Cubmaster, Committee Chair, etc are 100 points because they have quite the lift. Other committee positions may be 20-40 points based on length of time planning, how detailed, etc. The idea is that if every adult/family volunteers for 100 points, the leadership position are evenly spread and the unit is more fun for everyone!
- **Training:** Get them trained! Leaders who have been trained are more confident in the job they are doing and are willing to continue to volunteer.
- **Personal Ask:** It's easy to say no when a whole group is asked to volunteer but if you have personal asks, someone may be more inclined to say yes to a position.
- **Have a New Member Coordinator:** Not only is the NMC position huge is helping new families feel welcome, they can help see who would be a great unit leader!

ACTION ITEM:

During your Planning Meeting with your District Executive, make sure to bring up any upcoming vacancies that you need help recruiting. Let your District Executive know of any succession plans your unit already has in place. If you haven't asked an adult in your unit to volunteer for something lately, ask!

CHECKLIST FOR THE IDEAL SCOUTING YEAR

- ☐ Bookmark this guidebook on your browser
- ☐ Attend Unit Program Planning Workshop
- ☐ Review the materials, including this guide
- ☐ Schedule a brainstorming session with the Scouts
- ☐ School unit committee meeting to plan your calendar and budget
- ☐ Visit with District Executive about your plans
- ☐ Get leaders trained as needed
- ☐ Make copies of our Unit Calendar for new and current families
- ☐ Commit to the Popcorn Campaign (if participating)
- ☐ Keep reviewing and updating our Calendar and Budget throughout the year
- ☐ Have a FANTASTIC year of Scouting!

As always, if you have any questions or need additional information, please reach out to your District Executive or MAC@Scouting.org





MID-AMERICA
COUNCIL, BSA