

Planning Your Pack's Annual Program Budget

What is the "Ideal Year of Scouting" plan? It is implementing the elements of a *complete annual Scouting program* for youth, committing as a unit to incorporate these elements, and then providing adequate funding for them. Even more, it is committing to the only proven fund-raising program that has consistently demonstrated its ability to raise enough dollars to fund the Ideal Year of Scouting.

If you like to raise money every month, plan your program as you go, limit your activities based on the unit's income, or not involve the youth members in the planning process, *then this format may not be for you!* Those leaders who want a meaningful, exciting, and comprehensive youth program that achieves the objectives of the Scouting program will find this format the ideal way to go.

The result is a well-managed, well-financed unit. Recognizing this, the BSA recommends the following recipe:

1. Plan your complete annual program.
2. Develop a budget that includes enough income to achieve the program.
3. Identify the amount of product (popcorn) that will need to be sold per youth member to reach the income goal.
4. Get commitments from parents and youth.

Basic Expenses

1] Registration Fees. Registration fees are paid to the National Council. These fees are only transmitted through your council and do not support the council at all! Instead, they pay for program research and development to improve Scouting programs.

Units are required to pay an annual charter fee of \$20. Here are the recommended basic expense items per boy member:

Registration \$10.00*

Boys' Life 12.00*

Accident and Liability Insurance**

*The same rate applies for registered adult Scouters.

2] Registration. When a boy joins, normally the unit asks him to pay the full \$10 national registration fee regardless of the number of months remaining in the unit's charter year. The unit sends to the council the prorated amount for those remaining months. Note that fees are figured on a monthly basis: one month, 85¢; two months, \$1.70; three months, \$2.55; four months, \$3.40; five months, \$4.25; six months, \$5.10; seven months, \$5.95; eight months, \$6.80; nine months, \$7.65; 10 months, \$8.50; 11 months, \$9.35; 12 months, \$10.

**Contact your local council.

The balance of the boy's fee is kept in the unit treasury to supplement his dues in paying the next full year's fee. This procedure ensures prompt registration at charter renewal.

3] Boys' Life. *Boys' Life* magazine, the official publication of the Boy Scouts of America, is available to all members at \$10.80, which is half the newsstand rate. (Prorated fees are available for youth who join a unit during the year.) Every boy should subscribe to *Boys' Life* because of the quality reading and the articles related to your unit's monthly program. It is part of a boy's growth in Scouting, and research proves he will stay in longer and advance farther if he reads *Boys' Life*.

4] Unit Accident and Liability Insurance. Protecting the leadership and parents from financial hardship due to high medical bills from an unfortunate accident is a must for all involved in Scouting. Specific details on these programs are available at the council service center. (Prorated fees are available for youth who join a unit during the year.)

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

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

7] Full Uniforms. Traditionally the individual pays for these expenses. We suggest that they become part of the total cost of the Scouting year. Using "individual youth accounts," units can determine a fund-raising goal for new Scouts who need uniforms, etc. The full Scouting-program includes the full uniform!

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

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

10] Summer Experience. Central to a complete Scouting year is a day camp experience. Local and national opportunities abound for Cub Scouts, Boy Scouts, and Venturers to have an exciting, program-rich summer experience.

11] Activities. Critical to the successful Ideal Year of Scouting is a complete program. Traditionally, such activities as Cub Scout pinewood derbies*, Boy Scout hikes, camping, or high-adventure trips are financed by the boy and his family over and above the dues programs. It is suggested that the complete cost of these outings be built into the unit's budget.

12] Other Expenses. These include meeting refreshments and contingency funds.

Sources of Income

"One fund-raiser per year" is a central theme of the Ideal Year of Scouting. Rather than "nickel and dime" families every week, we suggest that the total cost for the complete year be figured upfront. Ideally, all income would come from one fund-raising program at the beginning of the program year each fall. A spring fund-raiser could be included but with the proceeds being dedicated to each youth member's individual camping account.

Some Important Points:

Paying your own way. This is a fundamental principle of the Boy Scout of America. It is one of the reasons no solicitations (requests for contributions) are permitted by units. Young people in Scouting are taught early on that if they want something in life they need to earn it. It is among the reasons that adults who were Scouts are found to have higher incomes. *The unit's entire budget must be provided for by the families through either fund-raising or other means such as dues or fees.*

Individual youth accounts. Units using this method have traditionally had stronger programs with less turnover of youth. Individual Scout accounts, whereby the unit keeps track of how much a youth member or his family has raised toward his Ideal Year of Scouting goal, are critical to the success of this program.

Except for the council-sponsored popcorn sale, all other fund-raising projects require the submission of the Unit Money-Earning Application, No. 34427A, to the council service center. To ensure conformity with all Scouting standards on earning money, leaders should be familiar with the 10 guides listed on the back of the application and in the financial record books.

Other Helps

Additional information concerning unit budget plans, the treasurer's job, camp savings, forms, and records can be found in these publications: *Pack Record Book*, No. 33819A; and *Cub Scout Leader Book*, No. 332201B. It is recommended that units use one of the commercial software programs developed for Scouting units, such as Packmaster. These tools are great for keeping track of individual youth accounts. They are usually advertised in the back of *Scouting* magazine.

There is also a budget and program planner available on your council's Web site, along with sample materials for creating calendar and budget materials to share with families.

Budget Worksheet

To develop your unit budget, complete the attached worksheet with the unit leader and committee, then share it with the Scouts' parents. Be sure to keep parents involved and informed. Program calendar and budget information needs to be communicated regularly to families, and especially at the start of the program year.

How Scouting Dollars Serve

The world of Scouting reaches into the lives of America's youth through fun-filled educational activities. Scouting's program affects boys 6-17 and young adults to college age. A positive influence on character, citizenship, and fitness is the result. It takes people to provide the support necessary to keep Scouting strong—helping youth. Scouting will continue to teach values and ideals worth supporting...

Who Pays for Scouting?

The cost of Scouting is shared by five groups—the youth member, the member's unit, the chartered organization, your local council, and the national organization.

Youth members and their parents pay their share. The member buys the uniform, handbook, and personal equipment, and pays camp fees. Members also pay dues to help offset the expenses of operating the unit.

The unit pays for activities and the supplies and equipment needed to support the Cub Scout pack, Boy Scout troop, Varsity Scout team, or Venture crew. These funds come from member dues and various money-earning projects that have been approved by the local council.

Scouting is unique because it enters into a relationship with chartered organizations. These chartered organizations are locally established groups from our community that share Scouting's interest in youth. They provide meeting places and volunteer leadership for our Scouts.

Your local council pays its share through local financial resources provided by the United Way, foundations, trust funds, special events, special projects, and "friends of Scouting."

The registration fee, *Boys' Life* subscription fees, and a small share of the price of the uniform and equipment help support the national organization that makes Scouting available.

What is FOS?

Friends of Scouting (FOS), is an annual fund-raising campaign that gives Scouters and interested people in the community an opportunity to contribute to the financial support of the council. For the convenience of sustaining members and friends of Scouting, a pledge may be made and paid at specified intervals throughout the year. Through FOS, contributors can influence the expansion of the council program.



What is the local council?

The local council is a geographic area where an executive board of volunteers conducts business affairs and administers the program. These administrative leaders build a budget to provide Cub Scouting, Boy Scouting, and Venturing to youth in the area.

Why do units have money-earning projects?

Each Scouting unit is responsible for some operating expenses. Because the basic dues are minimal, expenses for some large or special items are covered by money-earning projects. Most units have money-earning projects to provide tents, camping equipment, insurance, and in some cases even to pay part of the camp fees for members. The chartered organization and the council should approve the Unit Money-Earning Application, No. 34427, in advance.

Why do you spend your time asking for money for Scouting?

The motivation to provide the opportunity for all boys to join the program in their own neighborhood is not inconsistent with Scouting's mission statement:

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 Law.

Do's & Don'ts of Unit Fund-Raising

The most important aspects of unit fund-raising are for each boy to feel a responsibility to assist in raising the money and also for him to be successful in doing so. To that end, the National Council has created a number of policies that specifically state what units should consider when organizing their fund-raising plans.

Acceptable Fund-Raising Policies

1. Units can participate in fund-raising service projects such as car washes, bake sales, recycled product collection, pancake breakfasts, and selling tickets to a council show.
2. Units may sell commercial products as long as the price of the product reflects its fair market value. Those commercial products must not be sold by Scouts wearing BSA uniforms.
3. Units (Scouts) can sell products in BSA uniform as long as the sales efforts are designated as "council-wide product sales." The council's annual popcorn sale would be a good example.
4. Units (Scouts) may secure sponsors for council and district activities as long as they are approved by the council executive board.
5. Units may conduct money-earning projects (including obtaining equipment) only when projects have been approved by the chartering organization and the local council.
6. A unit money-earning application must be completed by the unit committee and submitted to the local council 21 days prior to the fund-raiser.

Unacceptable Fund-Raising Policies

1. Any fund-raising project that involves games of chance, lotteries, raffles, bingo, or any other form of gambling is not permitted.
2. Any fund-raising projects that are in the nature of pyramid sales or multi-level marketing are not permitted.
3. Solicitation of funds from local businesses or door-to-door solicitation is not permitted. Units cannot ask for money in the name of the Boy Scouts.
4. Fund-raising in the name of the Boy Scouts in support of other organizations is not permitted. Example: A pack or troop may not ring the bell for the Salvation Army's fund-raising campaign.
5. Units may not sign contracts directly involving or obligating the National Council, Boy Scouts of America.
6. Units may not enter into a contract or business relationship that uses any logo, insignia, common usage terms, or descriptive marks relating to Scouting.
7. Units may not directly or indirectly endorse any commercial product.

