





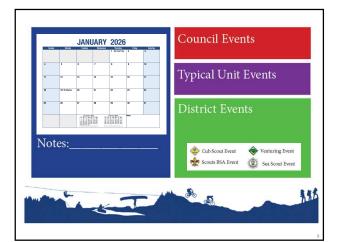
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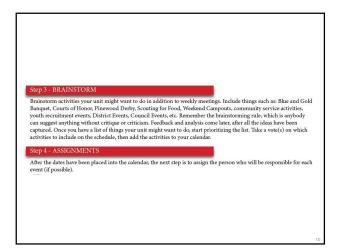
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Program Planning Conference - Steps for Success! The program planning conference is a unit meeting to plan and schedule your next year of program along with creating the plan to pay for these activities. Start the meeting by outlining the importance of having a strong annual plan and state any rules you will follow during the meeting. While this meeting is similar for all units, please remember that in Troops and Crews the youth are the ones who should be leading this meeting. Training videos are available in myacouting org or at www.lba.org/unit-program-planning-and-finance/. PRE-WORK Before the scheduled face-to-face conference, the committee chair and unit leaders gather the following information: - Rey school and community event dates - Personal dates that may affect your unit's activities - Personal dates that may affect your unit's activities - Personal dates that may affect your unit's activities - Personal dates that may affect your unit's activities - Unit priorities and goals To maximize the efficiency of your planning, the following people should attend the conference: - Chartered Organization Representative - All unit committee members & unit leaders - For Troops & Crews: Touth Leadership Step 1 - COLLECT Take the dates you collected prior to the meeting and put them into your master calendar—including meeting dates—either on a hard copy or by plugging the information into an electronic calendar on a computer. Step 2 - REVIEW Review what the unit did last year. Ask questions like, what events went well, what events didn't go well? Did we earn the National Summertime Award? How did we do with weekly attendance? Did we participate in day camp, summer camp, or high adventure? Did we sell popcorn and camp cards? Feel free to ask as many questions as you want, but do not spend too much time on this, as the key issue is planning the upcoming year. Just use this research to help guide what you might want to keep, replace, or improve.



Step 5 – Finance and Funding

Expense Categories:

Unit Expenses:

- · Things that the unit typically pays for
- Advancement, Unit Gear, Pinewood Derby Cars, etc.

Family Expenses:

- · Things that the family typically bears the cost of
- Cub Haunted, Uniform, Weekend Campouts, Summer Camp, etc.

IMPORTANT! Your funding plan needs to fund BOTH!



Scout Accounts are important because

INCENTIVES MATTER!

Example 1:

Our Pack charges dues of \$225 which covers all Pack activities for the year. These dues are paid in mid-Novembe as part of the re-charter process. Families participate in our Popcorn Sale from Aug to Oct. From the commissior earned, our Pack keeps just 20% and 80% goes into the Scout's account in Scoutbook. The family can use these funds for anything Scouting related including paying the \$225 Pack dues, registration fees for events like Cub Haunted, and purchasing their uniform.

Example 2:

Our Troop sells Christmas trees. Scouts work 3 shifts but can work more if available. Our Troop keeps about 30% of the commission to cover unit expenses. Based on the number of shifts they work; the rest goes into the Scout's Accounts in Scouthook. Scouts can use these funds to pay for anything Scouting related including uniforms, weekend campouts, Summer Camp, and NYLT. We also encourage our Scouts to participate in the Council Popcorn and Camp Card sale as a way to fund their Scout Adventures.

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Step 6 - PUBLISH YOUR PLAN

Review your plan to ensure you have captured everything your unit wants to do in the upcoming year. Include your unit's funding plan with the expectations of each Scout/family. Publish your plan and get it to each family. Sharing the annual plan with your families could be the most important step in retaining your Scouts and building tenure. Create a printable flyer that can be given to new and prospective families.



Annual program planning is an ongoing process.

Review the plan regularly to make sure you are still on track

Additional resources including examples can be found at www.lbsa.org.

For Scouts BSA, Sea Scout, & Venturing Units:

The process of this meeting is the same but please remember that in Troops, Crews, and Ships the youth are the ones who are holding and leading this meeting.

There are training videos on our website 1bsa.org





Cub Scout Recruitment Bootcamps n Scouting is the most important thing we can do. Every fall,

Inviting new families to join Scouting is the most important thing we can do. Every fall, a sign-up night is held at each elementary school across the nation. These sign-up nights are heavily advertised and are the main way that most families sign-up to participate in Scouting. The Unit New Member Coordinator is a member of the Unit committee that organizes these sign-up nights, inviting new families to join and ensuring they feel welcome.

 $\textbf{LEADERS!} \ \textbf{Attend} \ \textbf{a} \ \textbf{Recruitment} \ \textbf{Bootcamp} \ \textbf{to} \ \textbf{learn} \ \textbf{how} \ \textbf{we} \ \textbf{will} \ \textbf{help} \ \textbf{your} \ \textbf{Pack} \ \textbf{be} \ \textbf{successful!}$

Location	Date	rime	Location
Anniston	July 17th	6:30pm	TBA
Birmingham	July 17th	6:30pm	Birmingham Scout Office
Cullman	July 17th	6:30pm	TBA
Huntsville	July 17th	6:30pm	TBA

 $Order your free \ marketing \ materials \ online \ at \ \underline{1bsa.org/membership-growth} \ , \ and \ we'll \ deliver \ them \ to \ you \ at \ Bootcamp!$





















