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# IDEAL YEAR OF SCOUTING

## Troop Planning Guidebook

### HOW TO USE THIS GUIDE

Every great project starts with a **GREAT PLAN**. The same goes for Scouting. By following our proven Ideal Year of Scouting plan, you can expect to see:

- A stronger program for your troop at less personal cost to you
- Greater family involvement
- More Scouts camping and outdoor experiences
- Improved retention
- More troop funds with less time spent fundraising
- A simpler, easier and more enjoyable Scouting program!





# PROGRAM PLANNING

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## PLANNING & BUDGET

The first step on the Ideal Year of Scouting path helps you develop an annual program plan, a budget to go along with that plan, and a fundraising plan to reach your program goals.

The result is a well-managed, well-financed Scouting troop that spends time Scouting and not raising money.

### START HERE

#### PLANNING CONFERENCE:



Each Patrol should elect a Patrol Leader to serve on the Patrol Leaders' Council. Once your Patrol Leaders' Council is formed, the troop should hold a Program Planning Conference. This conference should serve as the starting point for creating your annual program plan. While drafting your annual program plan it's important not to get stuck on what you have "always" done, but what you would "like to do." Steps in annual program planning include

**Brainstorm:** Brainstorm ideas of things you would like to do as a troop. Include a wide range of activities from campouts to service projects. At this point, everything goes on the board - no evaluation happens at this point.

**Evaluate:** The troop committee evaluates each suggestion and goes back to the troop with the "approved list." Have your Scouts vote on their First, Second and Third choices.

**Draft the Plan:** Put together a draft of your annual program calendar. Assign potential activities for further research (cost, times, availability, etc.). Then finalize your plan including a budget and share with your Scouts and troop families. Be sure to plan your calendar around council and district events.

## FUNDING YOUR PROGRAM:

So you've got a great program plan in place but now how are you going to pay for it? **To get started download the Budget Planner at: [www.grandcanyonbsa.org/ideal-year-of-scouting](http://www.grandcanyonbsa.org/ideal-year-of-scouting)**

## 4 STEPS FOR A FUNDRAISING CAMPAIGN

1. Establish an annual plan and budget using the Unit Budget Planner.
2. Determine the expenses from all activities, advancements, and training your unit wants to do per Scout, then decide how much popcorn or camp cards your troop must sell to cover those expenses.
3. Set a unit fundraising sales goal and break down to a per-Scout-goal based on your budget.
4. Put together an exciting popcorn and Camp Cards kickoff. The Grand Canyon Council's Popcorn Kickoff for youth will take place late August - take advantage of this planned event!





# PAY YOUR WAY

## ANNUAL PRODUCT SALES

Hard work is a value that Scouting teaches and selling popcorn and Camp Cards are great opportunities for Scouts to learn the importance of earning their own way.

## POPCORN SALE

Selling popcorn helps pay for Scouting expenses like going to summer camp. But it's not just about selling, it's also about promoting Scouting! We're excited to partner with Trail's End Popcorn to deliver an unbeatable sale opportunity for our Scouts, who average \$200 an hour in storefront sales.

From the Trail's End app you can manage every transaction digitally to a robust Rewards program. We have the resources to make your sale better than ever!

## THE TRAIL'S END APP

Save time managing your popcorn sale with the Trail's End app

- Report real-time storefront and Online sales
- Track inventory by Scout
- Cash and credit card friendly

Get the latest popcorn resources, including sales guides and best practices at: [www.grandcanyonbsa.org/popcorn](http://www.grandcanyonbsa.org/popcorn)

## CAMP CARDS

Fund your Scouting adventures and beyond with our Camp Card fundraiser. Our new and improved Camp Card fundraiser is a great way to quickly and easily off-set Scouting costs like paying for summer camp and yearly membership dues.

A Camp Card costs only \$10 and is packed full of great deals from retailers like Big 5 Sporting Goods, Dicks Sporting Goods and more! Selling Camp Cards is easy and risk free and Scouts will keep 50% commission from every card they sell! Download our sales guide, tracking sheets, best practices and more today at:

[www.grandcanyonbsa.org/camp-cards](http://www.grandcanyonbsa.org/camp-cards)

*Next year custom Camp Cards may be developed, work with your District Executive to help secure local deals for your card!*

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**ARIZONA HIKING SHACK**  
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FREE BATH WITH 3+ NIGHT STAY  
BUY ONE Get One FREE

**BIG 5**  
\$5.00 OFF \$25 OR MORE

**DEL TACO**  
The Del Taco Taco, Get One FREE





# MEMBERSHIP

## BUILDING SCOUTING

The next step towards your Ideal Year of Scouting is recruitment. Recruiting new youth is the lifeblood of our organization and is essential to ensure the longevity of any Troop.

## RETENTION BEST PRACTICES

While recruiting new youth is essential, it is just as critical to retain current Scouts. The Scouting program transforms lives and the longer a Scout is in the program, the more impact it will have on their life. Troops should set a goal to re-register at least 85% of eligible youth members each year. Use the following tips to strengthen your retention efforts.

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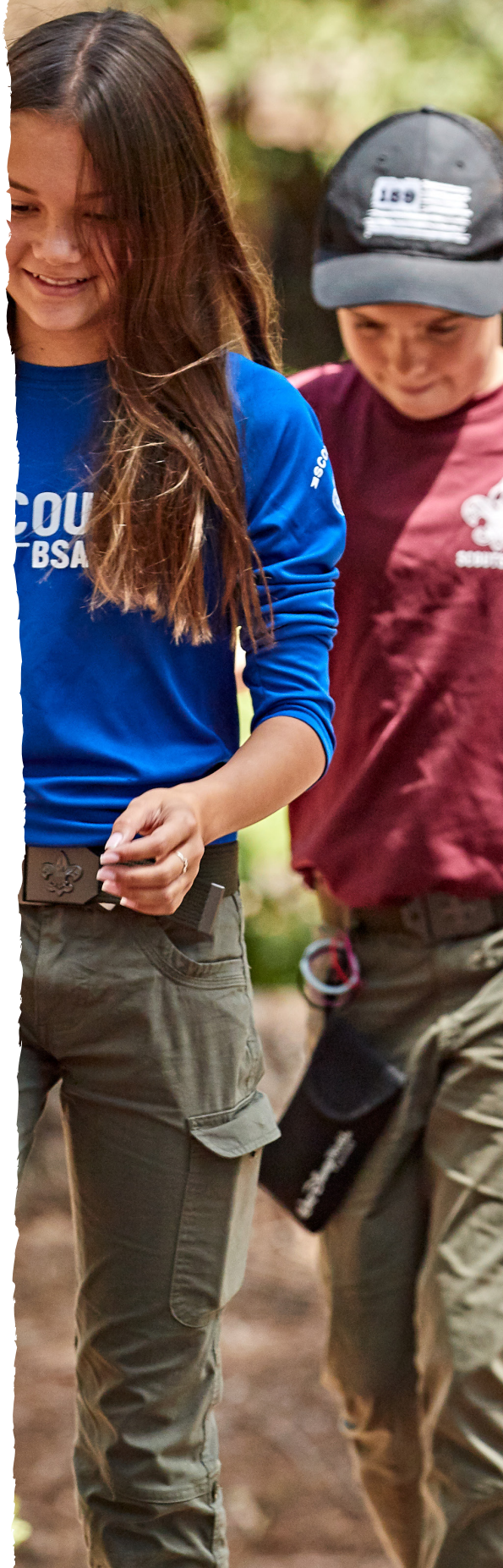
- Attend a Grand Canyon Council summer camp. Studies show Scouts that attend camp are more likely to stay involved in the program.
- Every new Scout should advance in rank, earning at least Tenderfoot within their first two months if you're in a troop. An appropriate troop goal is to earn First Class at the end of the first year.
- Adult leadership in your troop and crew should build an active relationship with the family of each Scout. Have conversations on a regular basis to discuss their Scouting career.
- Host a Regroup the Troop: The "Regroup the Troop" concept is an effort to get all returning Scouts and their parents reengaged before recharter, filling leadership vacancies.
- Attend a BSA High Adventure Base. The thrill of our High Adventure Bases runs far and wide across America, and nobody in the world is better at sharing those experiences than the BSA.

## WEBELOS TO SCOUT TRANSITION

One of Scouting's greatest challenges is to make the next level of Scouting readily available for a Scout once they meet the joining requirements. It should be the goal of every troop to make sure all Webelos Scouts have a unit to join. Here are 5 tips to help aid in your troop's Webelos to Scout transition process.

1. Select Scouts to serve as den chiefs for each Webelos and Cub Scout den.
2. Work with pack leaders to plan and conduct Webelos overnight activities.
3. Arrange for Webelos dens to visit a troop meeting.
4. Have youth crossover to recharter with the troop.

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# PROGRAM

## PROGRAMMING

A major component of the Ideal Year of Scouting is program. Exciting programs are why youth join and stay in Scouting! It's our job as leaders to make sure adventure is at every turn.

## ADVANCEMENT

It's important to regularly recognize achievements and advancement for Scouts. This is what keeps Scouts in Scouting! Monthly submission of earned achievements is vital. As they start working on various ranks, especially the Eagle rank, it is vital for the Scout's record to be up-to-date, so the processing of their rank paperwork can occur in a timely manner.

Troops should plan to have at least 60% of their Scouts advance in rank each year.

## SUMMER CAMP

Camping is an integral part of the Scouting program. Whether you're searching for fun, learning, advancing or adventure, the Grand Canyon Council has an outdoor opportunity for all Scouts. Choose your own outdoor adventure at one of our premiere Scout camps.

## CAMP GERONIMO

Camp Geronimo is a traditional Scout Resident Camp, that has been in operation for more than 60 years.

At 5200 feet above sea level and surrounded by one of the world's largest Ponderosa Pine forests, Geronimo is tucked in at the base of the historic Mogollon Rim north of Payson.

Camp Geronimo is a place of fun and tradition, that 2nd and 3rd generations of scouts from some of our local scout units look forward to each summer. Camp Geronimo offers many traditional camp merit badges at our Sunday to Saturday camp.

Our schedule is packed full of different activities for your scouts, as well as for the adult leadership. We also boast a high adventure style program for older participants.



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# BSA High Adventure Base

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Your Scouts BSA Troop, or Venturing Crew can register to attend one of the BSA's 4 National High Adventure Bases: Philmont Scout Ranch, Florida Sea Base, Summit Bechtel Reserve, and the Northern Tier High Adventure Base. Learn more at:

[www.scouting.org/outdooradventures](http://www.scouting.org/outdooradventures)



## UNIT LEADERSHIP

Ensuring adequate volunteer support is the final step in the Ideal Year of Scouting. Volunteers make the Scouting program work and our movement relies on dedicated volunteers to promote its mission.

## LEADERSHIP RECRUITMENT

Your troop or crew could always use more volunteer help, right? But before you recruit a new leader, it is important to know what you need.

Use the Troop and Unit Succession Planning Worksheets to find out what volunteer positions are vacant. You should also plan your succession strategy to make sure you identify future leaders now instead of later.

New recruits will also want to know their responsibilities and your expectations for them. Ask your troop families what volunteer positions they would like to fill. Use the New Parent Survey to help identify potential volunteers.

## TRAINED LEADERSHIP

Every Scout deserves a trained leader. A trained leader is knowledgeable and more confident in the role being performed. Trained leaders exhibit a knowledge and confidence that is picked up by people around them. Trained leaders impact the quality of programs, leader tenure, youth tenure, safety, and a whole lot more. A trained leader is better prepared to make the Scouting program all it can be!





# SERVICE PROJECTS

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## COMMUNITY SERVICE

Giving back is an essential part of the Scouting experience. Nothing your Scout troop can do raises more goodwill and community awareness more than a service project. These “good turns” are some of our best marketing tools and they send the message that Scouts are here and they’re making life better for others.

Service is one of the most important values we have in Scouting. The Scout Oath calls on us all to “help other people at all times.” The Scout Law says a Scout is Helpful, Friendly, Courteous, and Kind. These may be the most important ideals a young person takes away from their time in our program, no matter how long they stay in Scouting.

## SCOUTING FOR FOOD

As Scouts, most of us know how fortunate we are to have a warm meal every night — whether around the campfire or at the kitchen table. And we know that not everyone is so lucky. That’s what “Scouting for Food,” the annual food-collection drive, is all about.

Be on the lookout for sign-ups, collection details and more at:

[www.grandcanyonbsa.org/food/](http://www.grandcanyonbsa.org/food/)

## SAMPLE SERVICE PROJECTS

- Place American flags on graves for Memorial Day
- Participate in Scouting for Food
- Send cards to service men and women
- Plant trees
- Organize a “clean-up day”

## RECORDING SERVICE HOURS

Tracking service hours is now easier than ever! Simply enter service hours in the Activities module in Scoutbook.

Learn more at: [www.grandcanyonbsa.org/ideal-year-of-scouting](http://www.grandcanyonbsa.org/ideal-year-of-scouting)



# TROOP BUDGET PLANNING

Program Expenses		Annual Cost per Scout/ Unit	Number of Scouts / Adults	Total Unit Cost
Registration & Program Fee	# youth	\$99.00		\$0.00
Registration & Program Fee	# adults	\$75.00		
Charter Fee	Yearly flat fee	\$60.00		\$60.00
Boys' Life Subscriptions	1/household	\$24.00		\$0.00
Advancement	Ideally 100% of youth included in badges and ranks	\$12.00		\$0.00
Camping Trips	<u>Location</u>			
Camping Trip # 1				\$0.00
Camping Trip # 2				\$0.00
Camping Trip # 3				\$0.00
Camping Trip # 4				\$0.00
Camping Trip # 5				\$0.00
Camping Trip # 6				\$0.00
District Event(s)				
Fall Camporee				\$0.00
Spring Camporee				\$0.00
Winter Klondike				\$0.00
Youth Summer Camp				\$0.00
Leader Camp Fees				\$0.00
Special Activities				\$0.00
Field Trips				\$0.00
Leader Recognition	Thank-yous, Veteran Awards, etc.			\$0.00
Adult Leader Training	(LST, OLS)			\$0.00
Youth Leader Training	SPL, PL			\$0.00
Troop equipment purchases	(Tents, stoves, lanterns, etc.)			\$0.00
Troop equipment maintenance	(Tents, stoves, lanterns, etc.)			\$0.00
Webelos Transition Recognition Items	Handbook, Troop Neckerchief, etc			\$0.00
Total Budgeted Program Expenses				\$60.00
Income				
Annual Dues	Monthly amount 10-12 times			\$0.00
Surplus from prior year				\$0.00
Other Income	Parent payment, etc.			\$0.00
Income Sub Total				\$0.00
Fundraising needed				(\$60.00)
Optional High Adventure Opportunities				
Philmont, Sea Base, Jamboree, etc.				
Troop sponsored events				



# PLANNING WORKSHEET

## TROOP SUCCESSION PLANNING WORKSHEET



POSITION	CURRENT	NEXT	NEXT	COMMENT
CHARTER ORGANIZATION REPRESENTATIVE				
SCOUTMASTER				
ASSISTANT SCOUTMASTER				
ASSISTANT SCOUTMASTER				
COMMITTEE CHAIR				
SECRETARY				
TREASURER				
ADANCEMENT				
MEMBERSHIP / RECRUITING				
QUARTERMASTER				
COMMITTEE MEMBER				
COMMITTEE MEMBER				
COMMITTEE MEMBER				

# MY PLANNING NOTES: <sup>p</sup>

