PLAN THE IDEAL YEAR OF SCOUTING
CUB SCOUTS
2018-2019
Check out our website at www.hawkeyebsa.org for the most up-to-date information, activities and forms

Your Pack’s Annual Program Plan = Satisfied Cub Scouts and families = A lifelong love of Scouting!
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Visit Boys Scout of America National Website for more resources to help you plan your Annual Pack Program.  www.Scouting.org

This guide and all the resources within, can be found online at www.hawkeyebsa.org/journeytoexcellence
Youth Protection & Child Safety

The Boy Scouts of America is committed to providing a safe and secure environment for our youth members. Youth protection required sustained vigilance, and we work every day to protect children through mandatory policies and procedures at every level of our organization. We are also committed to continuous improvement in our approach to youth protection. The policy of the BSA is that Youth Protection training is required for all BSA registered volunteers, regardless of their position and all currently registered volunteers will be required to take the new BSA Youth Protection training by October 1, 2018.

YOUTH PROTECTION REQUIREMENTS:

Open Program – All aspects of the Scouting program are open to observation by parents and leaders. Parents are encouraged to attend all Scouting activities.

Privacy of Youth & Adults – Privacy for all youth and adults is safeguarded by the BSA policy. Adult leaders must respect the privacy of members and protect their own privacy, especially in situations such as changing clothes and taking showers at camp. No youth is permitted to sleep in the tent of an adult other than his or her own parent or guardian.

Two Deep Leadership – Scouting has a strict “two-deep” leadership policy which requires at least two adults to be present with youth at all times during Scouting activities. One-on-one contact between adults and youth members is not permitted, including texting and communications on social media.

Mandatory Reporting – All involved in Scouting are personally responsible to immediately report to law enforcement any belief or good faith suspicion that any child is or has been abused or exploited or endangered in any way. No person may abdicate this reporting responsibility to another person.

All incidents need to be reported to the Scout Executive, Sarah Dawson, who can be reached at the Scout Office at 660 32nd Ave. SW, Cedar Rapids, Iowa or 319-862-0541. In the event an evening or weekend report is necessary, she can be reached by calling 319-862-0544.

SCOUTS FIRST HELPLINE – Dedicated 24/7 Scouts First Helpline to report any suspected abuse or inappropriate behavior. 1-844-SCOUTS (1-844-726-8871)
Welcome!

Valued Volunteer,

Thank you for your personal commitment of time, talent, and resources to make the Scouting programs in our communities deeply impactful for thousands of youth. Your sacrifice of time, energy, and financial resources is critical to fulfilling our collective mission: To prepare young people to make moral and ethical decisions in their lifetime by instilling in them the values of the Scout Oath and Law.

We expect the Hawkeye Area Council to be the best Council in the BSA, constantly improving the quality of our Scouting program. Our Scouting families expect a program that offers fun and adventure all while teaching their son or daughter the importance of good citizenship and service to others.

This program planning guide is a critical resource to use in developing your Ideal Year of Scouting and in planning the program and activities that will keep your Scouts excited and active, earning advancements and progressing along the Scouting trail. There are also some very important policies and procedures to review, such as the new Youth Protection Training, meant to keep our youth in a safe and secure environment.

Use this guide to improve the quality of your unit programs, and if you have questions, don’t forget to contact your District Executive, who is always there to help answer questions and be an additional resource for training, advancement, program, camping, volunteer recruitment, and policies and procedures.

Thanks again for being an important member of the Scouting family, and an investor in the next generation of servant leaders who grow into men and women of unshakable character.

Yours in Scouting,

Todd Hendricks
Council President

Alan Kessler
Council Commissioner

Sarah Dawson
Scout Executive
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Scout Shop 319-261-3750

www.hawkeyebsa.org
www.fb.com/hawkeyebsa
www.fb.com/HHCSR172
https://www.facebook.com/chogun467
Why use this guide?

The units that plan, promote and execute their Ideal Year of Scouting, offer unparalleled experiences for more youth, and are recognized in the Journey to Excellence program.

How would you like:

- A stronger program for your youth?
- More parental involvement?
- More Scouts camping?
- Better retention?
- More funding with less time spent fundraising?
- To eliminate out-of-pocket expenses for your parents?
- Enough money to do all of your activities?
- Scouting to be simpler, easier and more fun?

You can provide a year-round, quality Scouting program by following the steps in this guide. Provide unparalleled experiences for more Scouts and earn the Journey to Excellence Award, along the way.

Journey to Excellence Recognition Program

The Journey to Excellence (JTE) is the tool we’ve adopted to measure the quality of the Scouting program in our council. A unit that plans their Ideal Year of Scouting, based on goals and standards set forth in the Journey to Excellence, can be confident they’re delivering a quality program, supported by a healthy unit with trained leaders.

How to Stay on the “Journey to Excellence”

- We all need to live and breathe the JTE. It makes Scouting stronger.
- Every time we are working on a Scouting project, activity, meeting, etc. we need to think back about how it relates to the JTE.
- This is important. We want you on board and we want you to be dedicated to the “Journey” as much as we are. You are an essential part of the council and can help us have the strongest Scouting program ever!
How to Use This Guide

“Achievement of anything starts with a vision.”

Use the criteria for the Journey to Excellence Award as your vision. There are separate criteria for Cub Scout Packs, Boy Scout Troops and Venturing Crews. Leaders and Scouts will find many items they need to plan their year in this guide.

During the summer of 2018, work through this book to set your goals and make your plans. By June 30, you should have a clear picture of the program you will offer from September 2018 through the summer of 2019.

If you get stuck along the way, remember to consult the website for more resources and contact information for those who can help you. Your Council and District Commissioner staff are dedicated to giving each unit the guidance and support they need to be successful. You can reach out to these experienced Scouters at Roundtables, training sessions and District and Council events. They are eager to help you be successful, so even if you don’t need their help planning, keep them informed of your plan so they may be your ally along the way.

www.hawkeyebsa.org/journeytoexcellence

The 6 Steps of the Ideal Year of Scouting:

1. **Plan:** Work your way through this guide and map out the advancements, activities, camping and training you’ll need for your Ideal Year of Scouting.

2. **Fund:** Determine the expenses from all the activities, advancements, camping and training your unit wants to do, then decide 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 youth and parents in the Scouting program.

4. **Train:** Plan to promote trainings to your current and new leaders; every Scout deserves a trained leader.

5. **Re-charter:** Submit your recharter paperwork at your December 6th Roundtable or to the Council office no later than December 15, 2018.

6. **Assess:** Use the Journey to Excellence worksheet to measure the success of your plan and your year of Scouting.
PLANNING THE PROGRAM
Work through the following steps.

a. Hold a pack brainstorming session to see what the youth want to do next year.
b. Hold a parents meeting to plan out the next 12 months.
c. Use the Den & Pack Meeting Resource Guide to make planning easier
d. Determine what advancement requirement each Scout will need to earn their next rank
e. Decide what activities the Scouts will do
f. Decide what camping opportunities to participate in
g. Plan to do at least one charter partner service project and Scouting for Food
h. Plan meeting dates – Pack and Dens

A calendar has been provided for you and it can be downloaded from www.hawkeyebsa.org/journeytoexcellence

FUND YOUR PROGRAM
Complete the budget planning worksheet to find the total cost of your program and how to fund it.
http://www.scouting.org/scoutsource/BoyScouts/ProgramPlanningTools.aspx

a. Determine expenses
b. Determine income
c. Determine how much popcorn your pack needs to sell to cover expenses.

GROW YOUR PROGRAM
Gain tips and resources for recruiting.

a. Use the 2018 Fall Membership Recruitment Guide to achieve your 2018 membership goal.

TRAIN YOUR LEADERS
Every Scout deserves a trained leader.

a. What it means to be a trained leader
b. Insure that all current and new leaders complete the new Youth Protection Training by October 1, 2018
c. Information on basic leader training (the bare minimum)
d. Information on supplemental training (fun, extra info)
e. Attend monthly Roundtable meetings which are held the 1st Thursday of the month (except July)

RE-CHARTERING
Each year, every unit in the Council must re-charter. This process works as a checks and balances system to ensure the Council has an accurate roster of youth and adults. Make sure your charter is submitted, with all signatures and payment, at your District’s December 6th roundtable or by December 15 to the Council office.

ASSESS YOUR SUCCESS
Fill out the Journey to Excellence form and submit with your re-charter paperwork.
www.hawkeyebsa.org/journeytoexcellence
HOW TO PLAN & SCHEDULE YOUR PACK’S ADVANCEMENTS, ACTIVITIES & MEETINGS

Packs can find the new pack meeting plans online at: http://www.scouting.org/Home/CubScouts/Leaders/CubmasterResources/PackMeetingPlans.aspx There is a plan for each month that corresponds with a point of the Scout Law. In addition, each plan has a theme to help make the pack meeting even more fun! The plans do not have to be used in a specific order, but some do have reminders to include activities from the required adventures to help the Scouts earn their rank. These guides are key to leading a successful program for the youth in each den. The materials have been developed to help bring to life the adventures promised in the Lion, Tiger, Wolf, Bear, and Webelos handbooks.

Use the calendar online to plan your pack’s schedule of activities and meetings. Also remember to check the calendar on the Hawkeye Area Council website www.hawkeyebsa.org/calendar for more important dates and events.

YOUR BLUE AND GOLD BANQUET

Usually done during Scout Week in February, this gathering is an ideal time to share the benefits of Scouting with families, provide an opportunity for them to give to the Councils fundraising campaign, and decide which summer camping opportunities they would like to attend. Your meeting or banquet could include the following activities:

- Award banquet or advancement ceremony for Scouts advancing in rank
- Friends of Scouting fundraising presentation by a Council or District representative
- Promotion of the upcoming summer’s Cub Camping programs
- Fun family friendly activities

If you have any questions regarding this information, please contact your District Executive.

<table>
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<tr>
<th>Pack and den meetings: Dens and the pack have regular meetings and activities</th>
<th>Hold eight pack meetings a year. Den or pack meetings have started by October 31</th>
<th>Achieve Bronze, plus dens meet at least twice a month during the school year.</th>
<th>Achieve Silver, plus earn the Summertime Pack Award.</th>
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| Planning and Budget: Have a program plan and budget that is regularly reviewed by the pack committee, and it follows BSA policies relating to fundraising. | Have an annual program plan and budget adopted by the pack committee. | Achieve Bronze, plus pack committee meets at least six times during the year to review program plans and finances. | Achieve Silver, plus pack conducts a planning meeting involving den leaders for the following program year. |
**Advancement**

| Advancement: Achieve a high percentage of Cub Scouts earning rank advancements. | 50% of Cub Scouts advance one rank during the year | 60% of Cub Scouts advance one rank during the year | 75% of Cub Scouts advance one rank during the year |

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**What is Advancement?**

Advancement is the process by which youth members of the Boy Scouts of America progress from rank to rank in the Scouting program. Advancement is simply a means to an end, not an end in itself. Everything done to advance and earn these ranks, from joining until leaving the program, should be designed to help the young person have an exciting and meaningful experience. Advancement is one of several methods designed to carry out the Aims and Mission of the Boy Scouts of America.

Education and fun are functions of the Scouting movement, and they must be the basis of the advancement program. A fundamental principle of advancement in Cub Scouting is the growth a young person achieves because of his/her participation in a unit program.

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**Advancement Checklist**

- Do the Cubmaster and pack committee give den leaders and families guidance in using the advancement program effectively?
- Do family members understand their part in the advancement program? Are they using required adventures, electives, and adventure loops and pins to suggest activities for the boy’s free time?
- Do den leaders talk to parents about boys who are not advancing?
- Do den leaders implement the core den meeting plans leading to advancement as outlined in the den leader guides and, when necessary, have advancement work completed at home?
- Are accurate advancement records kept in the dens and the pack?
- Do boys receive prompt recognition?
- Do pack advancement ceremonies create an incentive for advancement?
- Are wall charts and den doodles used in den and pack meetings?
- Does the pack have an advancement ladder or chart?
BOBCAT ADVANCEMENT REQUIREMENTS

Regardless of what age or grade a Cub Scout is in, he must earn the Bobcat rank before earning any other rank. The Bobcat requirements focus on the fundamentals of Cub Scouting that every Cub Scout must know. The Bobcat requirements are:

1. Learn and say the Scout Oath, with help if needed.
2. Learn and say the Scout Law, with help if needed.
5. Say the Cub Scout motto. Tell what it means.
7. With your parent or guardian, complete the exercises in the pamphlet How to Protect Your Children From Child Abuse: A Parent’s Guide and earn the Cyber Chip award for your age.*

*If your family does not have Internet access at home AND you do not have ready Internet access at school or another public place or via a mobile device, the Cyber Chip portion of this requirement may be waived by your parent or guardian.

How Advancement is Recorded

Advancement is not officially recognized until it has been submitted to the Council on an advancement report. Advancement reports may be picked up in any Council Service Center. Advancement can only be recognized for youth registered in the unit at the time it is processed.

Internet Advancement

Internet Advancement is a link available at the Hawkeye Area Council home page www.hawkeyebsa.org. Internet advancement allows you to enter youth advancements and awards and perform the following actions:

• Select members from your existing roster
• Review, update, or add ranks, and/or awards
• Access an online Review Unit Roster feature and the Unit Advancement Summary
• Print an Advancement Report with a Unit Award Summary to assist in purchasing.

Use the Advancement Planning worksheets that can be found at www.hawkeyebsa.org/journeytoexcellence to determine what rank each Scout needs to work towards.

Consult the Hawkeye Area Council Calendar to determine what activities are offered that fit your needs www.hawkeyebsa.org and click on Calendar.

Visit www.scouting.org/sitecore/content/Home/Awards_Central.aspx to see other awards that may be earned.

a. Emergency Preparedness Award
b. National Den Award
c. Religious Awards

Once you determine what advancements the Scouts will be working on, plan to enter advancements earned online once a month and honor the Scouts at monthly pack meetings. This ensures prompt recognition which keeps Scouts motivated and in the program.

You may want to consult your Unit Commissioner or your District Advancement Committee for ideas or input. Contacts can be found at www.hawkeyebsa.org and click on “Districts”.

Cub Scout
Requirements
After roaring success, Lions will move from pilot to full-time part of Cub Scouting

On the heels of a successful pilot that introduced new families to Scouting and raised retention rates, Lions, the BSA’s Cub Scout program for kindergarten-age youth, will become an official part of Cub Scouting in the fall of 2018. Now that the Lion program is an official part of Cub Scouting any unit in any Council has the green light to begin recruiting new Lions and their families.

Research shows that childhood development accelerates around ages four and five, about the time youth begin formal education. To supplement the learning and growth youth experience at home and in educational environment at that age, the Boy Scouts of America has developed a program for five-year-old kindergarten youth program called “Lion.”

The Lion program weaves traditional Scouting concepts of character development, leadership skills, personal fitness and citizenship into activities that are age-appropriate and fun for the youth and their parents.

The activities introduce the family to Cub Scouting, and provides an exciting way for the youth to explore the world around them. The program will fuel their imagination, creativity, and fun as they experience the growth Scouting can provide. At the end of the Lion year, they “graduate” to Tiger and advance through Cub Scouting.

Lions offers a great opportunity for your Pack to serve more families. Packs that participated in the Lions pilot program saw an 87 percent retention rate, steady growth and excellent parental involvement.

Visit https://www.scouting.org/programs/cub-scouts/lion/ for all the program resources you need, including PowerPoints, videos, recruitment flyers, image link, FAQs, and more. All resources will be updated by the end of May 2018.
A boy who is 7 years old or is in the first grade is a Tiger, and his adventures are found in the Tiger Handbook.

A 7 year old or boy in the first grade joins Cub Scouting with his parent or adult guardian. This is unique relative to other ranks in Cub Scouting. Tigers and their adult partners are just that, partners. They attend meetings together, go on adventures like field trips together, and complete requirements together.

Like all other new Cub Scouts, a Tiger must first earn his Bobcat rank. After completing the requirements for Bobcat he may go on to complete the requirements for the Tiger rank and the many electives that are offered for his rank.

### Tiger Badge Requirements
(Effective December 2016)

1. Complete each of the six required adventures. (Specific requirements for these adventures can be found in this addendum.)
   - My Tiger Jungle
   - Games Tigers Play
   - Tiger Circles: Duty to God
   - Team Tiger
   - Tiger Bites
   - Tigers in the Wild

2. In addition to the six required adventures listed above, complete at least one elective adventure of your den’s or family’s choosing.

3. With your parent, guardian, or other caring adult, complete the exercises in the pamphlet How to Protect Your Children From Child Abuse: A Parent’s Guide.

4. Earn the Cyber Chip award for your age. (The Cyber Chip portion of this requirement may be waived by your parent or guardian if you do not have access to the internet.)

The adult partner acknowledges the completion of each achievement part by signing the boy’s handbook (Akela’s OK). The den leader also signs each boy’s handbook (Den Leader’s OK) and records progress in the den’s advancement records. The Tiger Scouts also keep track of their own advancement using the Adventure Tracking section in the back of their handbooks, and under the guidance of the den leader, they can also keep a record of their individual progress on a den advancement chart and den doodle.
Wolf Requirements

A boy who is 8 years old or is in the second grade is a Wolf, and his adventures are found in the Wolf Handbook.

Like all other new Cub Scouts, a Wolf must first earn his Bobcat rank. After completing the requirements for Bobcat he may go on to complete the requirements for the Wolf rank and the many electives that are offered for his rank.

The den meeting plans for the Wolf rank adventures are found in the Wolf Den Leader Guide along with other tips and hints for running a fun Cub Scout Program.

WOLF BADGE REQUIREMENTS
(EFFECTIVE DECEMBER 2016)

Rank advancement is awarded when each Scout has done the following:

1. Complete each of the six required adventures. (Specific requirements for these adventures can be found in this addendum.)
   - Call of the Wild
   - Council Fire (Duty to Country)
   - Duty to God Footsteps
   - Howling at the Moon
   - Paws on the Path
   - Running With the Pack

2. In addition to the six required adventures listed above, complete at least one elective adventure of your den’s or family’s choosing.

3. With your parent, guardian, or other caring adult, complete the exercises in the pamphlet How to Protect Your Children From Child Abuse: A Parent’s Guide.

4. Earn the Cyber Chip award for your age. (The Cyber Chip portion of this requirement may be waived by your parent or guardian if you do not have access to the internet.)

A parent, guardian, or other caring adult acknowledges the completion of each achievement part by signing the boy’s handbook (Akela’s OK). The den leader also signs each boy’s handbook (Den Leader’s OK) and records progress in the den’s advancement records. The Wolf Scouts also keep track of their own advancement using the Adventure Tracking section in the back of their handbooks, and under the guidance of the den leader, they can also keep a record of their individual progress on a den advancement chart and den doodle.

The pack should encourage each den to deliver a year-round program, drawing from both required adventures to support rank advancement and elective adventures to support program enrichment. Elective adventures may be earned during den activities, by a boy with the participation of his family, and during council and district sponsored program opportunities. There is no required order in which adventures must be earned. The sequence is left to the discretion of the den leader and Cubmaster.

After a boy earns the Wolf badge, he will continue to meet with his den, working on additional elective adventures until he completes second grade (or turns 9 years old) and becomes a Bear Scout.
Bear Requirements

A boy who is 9 years old or is in the third grade is a Bear, and his adventures are found in the Bear Handbook.

Like all other new Cub Scouts, a Bear must first earn his Bobcat rank. After completing the requirements for Bobcat he may go on to complete the requirements for the Wolf rank and the many electives that are offered for his rank.

The den meeting plans for the Bear rank adventures are found in the Bear Den Leader Guide along with other tips and hints for running a fun Cub Scout Program.

### Bear Badge Requirements
**(Effective December 2016)**

Rank advancement is awarded when each Scout has done the following:

1. Complete each of the six required adventures. (Specific requirements for these adventures can be found in this addendum.)
   - Bear Claws
   - Bear Necessities
   - Fellowship and Duty to God
   - Fur, Feathers, and Ferns
   - Baloo the Builder
   - Paws for Action

2. In addition to the six required adventures listed above, complete at least one elective adventure of your den’s or family’s choosing.

3. With your parent, guardian, or other caring adult, complete the exercises in the pamphlet How to Protect Your Children From Child Abuse: A Parent’s Guide.

4. Earn the Cyber Chip award for your age. (The Cyber Chip portion of this requirement may be waived by your parent or guardian if you do not have access to the internet.)

A parent, guardian, or other caring adult acknowledges the completion of each achievement part by signing the boy’s handbook (Akela’s OK). The den leader also signs each boy’s handbook (Den Leader’s OK) and records progress in the den’s advancement records. The Bear Scouts also keep track of their own advancement using the Adventure Tracking section in the back of their handbooks, and under the guidance of the den leader, they can also keep a record of their individual progress on a den advancement chart and den doodle.

The pack should encourage each den to deliver a year-round program, drawing from both required adventures to support rank advancement and elective adventures to support program enrichment. Elective adventures may be earned during den activities, by a boy with the participation of his family, and during council and district sponsored program opportunities. There is no required order in which adventures must be earned. The sequence is left to the discretion of the den leader and Cubmaster.

After a boy earns the Bear badge, he will continue to meet with his den, working on additional elective adventures until he completes third grade (or turns 10 years old) and becomes a Webelos Scout.
Webelos Requirements

A boy who is 10 years old or is in the fourth grade is a Webelos Scout, and his adventures are found in the Webelos Handbook.

Like all other new Cub Scouts, a Webelos must first earn his Bobcat rank. After completing the requirements for Bobcat he may go on to complete the requirements for the Wolf rank and the many electives that are offered for his rank.

The den meeting plans for the Webelos rank adventures are found in the Webelos Den Leader Guide along with other tips and hints for running a fun Cub Scout Program.

WEBELOS BADGE REQUIREMENTS
(EFFECTIVE DECEMBER 2016)

Rank advancement is awarded when each Scout has done the following:
1. Be an active member of your Webelos den for three months.
2. Complete each of the five required adventures. (Specific requirements for these adventures can be found in this addendum.)
   • Cast Iron Chef
   • Duty to God and You
   • First Responder
   • Stronger, Faster, Higher
   • Webelos Walkabout
3. In addition to the five required adventures listed above, complete at least one elective adventure of your den’s or family’s choosing (for a total of at least six adventures).
4. With your parent, guardian, or other caring adult, complete the exercises in the pamphlet How to Protect Your Children From Child Abuse: A Parent’s Guide.
5. Earn the Cyber Chip award for your age. (The Cyber Chip portion of this requirement may be waived by your parent or guardian if you do not have access to the internet.)

A parent, guardian, or other caring adult acknowledges the completion of each achievement part by signing the boy’s handbook (Akela’s OK). The den leader also signs each boy’s handbook (Den Leader’s OK) and records progress in the den’s advancement records. The Webelos Scouts also keep track of their own advancement using the Adventure Tracking section in the back of their handbooks, and under the guidance of the den leader, they can also keep a record of their individual progress on a den advancement chart and den doodle.

The pack should encourage each den to deliver a year-round program, drawing from both required adventures to support rank advancement and elective adventures to support program enrichment. Elective adventures may be earned during den activities, by a boy with the participation of his family, and during council and district sponsored program opportunities. There is no required order in which adventures must be earned.

The sequence is left to the discretion of the den leader and Cubmaster.
Arrow of Light Requirement

A boy who is in the fourth or fifth grade is a Webelos Scout, and his adventures are found in the Webelos Handbook. Once a boy has completed his Webelos rank requirements or a new boy joins Cub Scouting in the fifth grade, he may work on Arrow of Light requirements. Like all other new Cub Scouts, a Arrow of Light Scout must first earn his Bobcat rank. After completing the requirements for Bobcat he may go on to complete the requirements for the Arrow of Light rank and the many electives that are offered for his rank.

All Cub Scouts, except for those boys who join Cub Scouting for the first time in fifth grade, must earn their Webelos rank prior to earning Arrow of Light. The requirements for Webelos and Arrow of Light may be worked on at the same time but the tenure requirements for each must be met and the awards must be earned and presented sequentially.

The den meeting plans for the Webelos rank adventures are found in the Webelos Den Leader Guide along with other tips and hints for running a fun Cub Scout Program.

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**ARROW OF LIGHT REQUIREMENTS (EFFECTIVE DECEMBER 2016)**

Rank advancement is awarded when each Scout has done the following:

1. Be active in your Webelos den for at least six months since completing the fourth grade or for at least six months since becoming 10 years old.

2. Complete each of the four required adventures. (Specific requirements for these adventures can be found in this addendum.)
   - Building a Better World
   - Duty to God in Action
   - Outdoorsman (formerly Camper)—Option A (including a campout) OR Option B (including an outdoor activity)
   - Scouting Adventure

3. In addition to the four required adventures listed above, complete at least one elective adventure of your den’s or family’s choosing (for a total of at least five adventures).

4. With your parent, guardian, or other caring adult, complete the exercises in the pamphlet *How to Protect Your Children From Child Abuse: A Parent’s Guide.*

5. Earn the Cyber Chip award for your age. (The Cyber Chip portion of this requirement may be waived by your parent or guardian if you do not have access to the internet.)

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A parent, guardian, or other caring adult acknowledges the completion of each achievement part by signing the boy’s handbook (Akela’s OK). The den leader also signs each boy’s handbook (Den Leader’s OK) and records progress in the den’s advancement records. The Webelos Scouts also keep track of their own advancement using the Adventure Tracking section in the back of their handbooks, and under the guidance of the den leader, they can also keep a record of their individual progress on a den advancement chart and den doodle.
Service Projects

Good Turn for America & Civic Service

The Journey to Excellence has standards set for Cub Scout Packs to help increase and encourage service in their community. In the past, this has been known as “Good Turn for America” but with the adoption of the Journey to Excellence program, the term has changed to “Journey to Excellence Service Hours.”

| Service Projects: Participate in Service Projects. | Participate in two service projects and enter the hours on the JTE website | Participate in three service projects and enter the hours on the JTE website | Achieve Silver, plus at least one of the service projects is conservation-oriented |

Scouting for Food

Scouting for Food is an annual council-wide service project aimed at addressing the issue of hunger in our communities. Check with your District Executive for your District’s date.

Adopt-a-School Program

The Boy Scouts of America Adopt-a-School program is a way for Scouts to give back to their elementary schools. Each quarter, the Scouts and their leaders conduct a service project benefiting their school. These projects are based on the needs of the school, which may consist of grounds beautification, building improvements, teacher appreciation, clean-up before or after school events, and help during festivals/carnivals. [http://adoptaschool.scouting.org/](http://adoptaschool.scouting.org/)

Ideas for Service Projects

Remember to check with your Pack’s chartered organization to see if they have any projects that the Pack can help with.

Other Ideas

- Place American flags on gravesites for Memorial Day.
- Assist agencies that provide food to those in need.
- Participate in caroling at a nursing home.
- Adopt a park.
- Send cards to servicemen and women.
- Plant trees.

How to Log Your Service Hours

You can now enter your pack’s service hours at [http://www.scouting.org/scoutsource/Awards/JourneyToExcellence.aspx](http://www.scouting.org/scoutsource/Awards/JourneyToExcellence.aspx)

- Look for the “Service Project” area of the screen. There you can find the link to log your hours, information for first time users, and ideas and tips for successful service project.
- To enter your service hours, click on “service hour’s website” link.
- Choose “New User Click Here” or enter in your existing username and password.
Council Cub Camping Opportunities

Camping & Outdoor Activities
The Journey to Excellence has standards set for Cub Scout Packs to increase their outdoor activity participation and attendance at day and overnight camps.

Outdoor Activities

| Outdoor Activities: Conduct outdoor activities and field trips. | Each den has the opportunity to participate in three outdoor activities or field trips during the year. | Each den has the opportunity to participate in four outdoor activities or fields trips during the year. | Each den has the opportunity to participate in five outdoor activities or field trips during the year. |

The pack has activities and field trips in the outdoors, which could include outdoor pack meetings, hikes, family campouts, parades, outdoor service projects, etc. All dens have the opportunity to participate.

Day/Overnight Camps

| Day/resident/family camp: Cub Scouts attend day camp, family camp, and/or resident camp | 33% of Cub Scouts participate in a camping experience or improvement over the prior year. | 50% or 33% and have improvement over the prior year. | 75%, or 50% and have improvement over the prior year. |

Cub Scouts attend an in-council or out-of-council Cub Scout day camp, family camp, and/or Cub Scout resident camp in 2018. STEM programs either as a day camp or resident camp are also included. All levels are total number of different Cub Scouts attend (A) divided by the total number of Cub Scouts registered in the pack as of June 30, 2018 (B). Total = A/B

Council Camps
We hope to see your den or pack at one (or more!) of the camps this summer. For specific program information visit our website at http://www.hawkeyebsa.org/Camping/CubScoutCamping/

Day Camp
Our 2018 Cub Scout Day Camp theme is Passport to Adventure. Day Camps are organized, 4-day programs for all Cub Scouts to experience the outdoors through games, advancement activities and more. These are offered in several locations.

Family Camp
At these camps families can enjoy a full day of fun, along with the excitement of an overnighter at an official Scout Camp. Activities may include BB guns, archery, hiking and other theme-related activities.

Marksmanship Day
On July 1st, Howard H. Cherry Scout Reservation is hosting a special safari adventure dedicated to youth shooting sports. This will be a full day of activities for youth going into 4th – 6th grade.
Wolf/Bear Resident Camp
These camps offer a three days and two nights at Howard H. Cherry Scout Reservation to Cub Scouts entering the 2nd or 3rd grade in the fall. Scouts enjoy hikes, BB gun, archery and other great outdoor activities.

Webelos Resident Camp
Webelos Camps give a Scout entering 4th and 5th grade, in the fall, the experience, knowledge and self-reliance he'll need to make the transition to long-term Scout camping. Webelos Scouts will witness the outdoor adventure of Scouting, while enjoying a program specifically tailored to them. This camp offers a three day, two night adventure at HHCSR.

Can’t wait until summer to hit the woods? Howard H. Cherry Scout Reservation is available to you year-round! That means your favorite summertime destinations can be enjoyed by your pack or family all year. For more information on please go to http://www.hawkeyebsa.org/Camping/HHCSRInfo or call 319-862-0541.

Camping Awards
Below you will find a brief description of important camping awards. Detailed information can be found online www.scouting.org/scoutsource/CubScouts/Leaders/Awards.aspx or www.hawkeyebsa.org/journeytoexcellence

National Summertime Pack Award
• Individual Cub Scouts, their Dens and the Pack can all earn awards for participating in summertime activities. Cubs will gain a sense of accomplishment when receiving this award, and will look forward to activities next summer! Fill out the application and submit to the Council office in early September.
• Application for the award are online at www.hawkeyebsa.org/journeytoexcellence

Cub Scout Outdoor Activity Award
• Tiger Cubs, Wolf and Bear Cub Scouts, and Webelos Scouts have the opportunity to earn the Cub Scout Outdoor Activity Award. Scouts may earn the award in each program year as long as the requirements are completed each year. Leaders should encourage Scouts to build on skills and experiences from previous years when working on the award for a successive year.
• Requirements for the award are online at http://www.scouting.org/scoutsource/CubScouts/Leaders/Awards/CSOutdoorActivityAward.aspx

Conservation Good Turn
• The Conservation Good Turn is an opportunity for Cub Scout packs, Boy Scout troops, Varsity Scout teams, and Venturing crews to join with conservation or environmental organizations (federal, state, local, or private) to carry out a conservation Good Turn in their home communities.
• http://www.scouting.org/scoutsource/BoyScouts/Youth/ConservationGoodTurn.aspx
Fund Your Program

Budget planning is a large part of the unit’s program planning process. Providing a quality program to our Scouts is the top priority of every unit and it takes financial resources in order to accomplish this. It is important that each unit plans out the expenses for the year along with what fundraising will need to be accomplished in order to carry out the program.

You can find the Ideal Year of Scouting Budget Planner online at www.hawkeyebsa.org/journeytoexcellence.

The Pack Operating Budget Worksheet
To develop the pack budget, complete the worksheet with the unit leader and committee at the pack’s annual program planning conference, and then share it with the Cub Scouts’ parents. Be sure to keep parents involved and informed. The pack’s program calendar and budget information needs to be communicated regularly to families, especially at the start of the program year. By sharing the pack’s program plans and budgetary needs, you can help newly recruited Cub Scouts and their parents gain a greater understanding of just what fun is waiting for them during the pack’s entire program year.

Basic Expenses - Fees set by the National Office Boy Scouts of America are subject to change
- Registration Fees - $33/year per youth/adult
- Liability Insurance (Charter Fee) - $40/year per unit
- Accident Insurance - $3.00/year per youth/adult
- Boys Life - $12/year (optional)
- Activities
  - Meetings and activity costs
  - Summer camp, winter camp, day camp & resident camps
  - Advancements and Awards
  - Reserve funds
  - Program Supplies

Popcorn in the Hawkeye Area Council
The annual popcorn sale with Pecatonica River is the opportunity for units to provide funds for their program year. Each unit recruits an energetic volunteer to serve as their "Unit Popcorn Kernel." The job is to organize a fun incentive plan prior to the start of the new school season and lead the sale through the sales period. The plan inspires Scouts to meet or exceed a personal goal, maximizing the funds raised for your unit. The Hawkeye Area Council offers additional incentives to supplement your unit's incentives. Many units are able to hold one fundraiser and provide an “Ideal Year of Scouting” for the Scouts in their units.

We are powering up for the 2018 Popcorn campaign to be bigger, better, and bolder. Popcorn Training will be held August 8, 2018!
Should our unit have a checking or savings account?  
Yes. Unit funds should be deposited in a checking or savings account that requires two signatures on every check or withdrawal. The unit leader could be one of the signees, but it is recommended it be a committee person. It could be that the unit leaders have a petty cash fund (with the limit set by the committee) that is accounted for with receipts each month.

Does a unit need its own tax identification number? If so, where do we get it?  
Most units obtain their own tax ID number by completing IRS Form SS-4. There is no fee involved. The current form and instructions are available on the IRS website (www.irs.gov). Also, the IRS now allows you to provide the information over the phone and immediately receive a unit EIN. The IRS phone number is 800-829-4933.

All units need a tax ID number (also referred to as an EIN – Employer Identification Number). Units should NOT use the Social Security number of an adult leader. If they do, the IRS will attribute all banking transactions, unit purchases, etc. to that leader as an individual. Units may use the tax ID number of their chartered organization, if given permission. This may be especially useful for the unit if the organization is tax-exempt.

Who is responsible for the finances of the unit?  
The unit committee is responsible for the unit’s finances. A treasurer is assigned and the committee chair/committee should receive the bank statement for monthly reconciliation. All unit funds should pass through the bank account: this includes but is not limited to dues, money from unit fundraisers and product sales.

Should our unit consider insuring our unit equipment?  
Yes. It is suggested that your unit insure its equipment. Remember, the chartered organization owns the unit, and all funds used by the unit remain the responsibility of the chartered organization as long as the charter issued by the BSA remains in place. It is recommended that an inventory of the unit’s equipment be given annually to the chartered organization, and needs for insurance coverage discussed at that time. Frequently, unit equipment can be added to an existing policy of the charter organization at minimal cost.

Can our unit deposit funds with the local council?  
Yes. Most Councils allow units to deposit funds to their credit in the Council Service Center, thus making it convenient for units to make purchases without sending cash. A “unit account” is established for each unit that deposits funds with the Council. At a minimum – at least annually – the Council should provide a detailed statement of activities of your unit account for your unit to review.

When should our unit submit a BSA Unit Money-Earning Application?  
For all unit fundraising. All unit money-earning projects must be approved in advance by using the BSA’s Unit Money-Earning Application. Approval must be received by the chartered organization and the local Council.

Is our unit considered tax-exempt by the IRS?  
That depends on who charters your unit. The only time a unit can be considered “tax-exempt” is if its chartered organization is also tax-exempt and includes the unit.

The BSA National Council grants a charter to religious organizations, service clubs, businesses, and others who want to charter a Scout unit. A unit is actually “owned” by its chartered organization. Chartered organizations vary widely in tax status.
What is IRS Form 990-N and does our unit need to file one annually with the IRS?
Form 990-N is an abbreviated filing for small tax-exempt organizations with annual gross receipts of $50,000 or less. The BSA national office consulted with the IRS and outside counsel about whether this filing requirement applies to Cub Scout packs, Boy Scout troops, Venturing crews, and other units. In their opinion, most Scout units do not have to file Form 990-N. For most units, no filing is required.

The only exception is for the very small number of units that have filed for separate, federal tax-exempt status under Section 501(c) (3) of the Internal Revenue Code. Those units must file either Form 990-N (if their annual gross receipts were $50,000 or less) or the more detailed Form 990 or 990EZ (if annual gross receipts were more than $50,000).

Can our unit be covered under the BSA’s group exemption?
No. The IRS allows only local Councils (and Council trust funds) to be included under the BSA group exemption. Packs, Troops, and other Scout units cannot be included under the BSA group exemption because they “belong” to their chartered organization. (Note: Tax issues for Girl Scout troops are handled differently by the IRS because of how Girl Scout cookie sales are structured.)

IRS Form SS-4 asks for a “GEN”. What is that, and do we have one?
The “GEN” is the Group Exemption Number for the BSA. As discussed, only councils are covered under the BSA group exemption. Units cannot use this number. However, once your unit receives an EIN, the unit may still qualify for a number of state and sales tax exemptions as a nonprofit organization under your state laws. Check with your state; this varies widely across the country.

A volunteer suggested that our unit apply for its own tax-exempt status. Can we?
Units should not incorporate or apply for their own tax-exempt status. For one thing, units are not legal entities. Even if they were, this is an expensive and time-consuming process. Units are only permitted to raise funds through approved unit money-earning projects. Units could lose their charter if they tried to get their own tax-exempt status and solicit tax-deductible gifts.

We can’t solicit gifts for our unit?
No. Simply put, units are not permitted to solicit any gifts. Both the Charter and Bylaws and the Rules and Regulations of the BSA make this very clear; only local councils may solicit, individuals, corporations, United Ways, or foundations for gifts in support of Scouting. Units, unit leaders, and youth members may not solicit gifts in the name of Scouting or in support of unit needs and activities (except in unusual circumstances where the unit has received permission to do so from the local council). Units are also prohibited from soliciting gifts on their websites.

Does that mean people can’t make gifts to our units?
Units are not supposed to solicit gifts, but they can receive gifts. Anyone can contribute to a unit-and many donors don’t need or care about charitable deductions. Obviously, defining a “solicited gift” is not always easy. But we rely on our unit leaders to set good examples and honor the intent and spirit of these important guidelines. We know it’s hard to stop people from being generous, especially toward Scouting.

Can gifts go to the local council to benefit our unit, then “pass through” the council to us?
No. Your unit “belongs” to your chartered organization, not to your local council. IRS guidelines prohibit any charity from accepting gifts that are “passed through” to a person or unrelated entity. A council could accept a gift in the name of your unit and hold it in a unit account. The unit could then “draw down” on the account for camp fees, uniform and supply needs, etc. (This is how colleges handle student scholarships.) But be sure to first ask your local council if it has the staff and time to do this. This is entirely the council’s decision. A council accepting a gift in the name of the unit does not necessarily extend tax benefits to the donor.
My local company has employee voluntarism grants and will contribute to charities where I volunteer my time. Can these gifts go to our unit?

Employee incentive awards and voluntarism grants usually cannot go to a unit due to the company’s giving restrictions. Corporate donations often can go only to charities that are “501(c) (3) charities,” and many units are not chartered by tax-exempt charities. Also, many companies won’t make gifts to religious organizations. If a unit is “tax-exempt,” it’s often because it’s chartered to a church, synagogue, etc., so it couldn’t receive corporate funds either. Of course, corporate awards and grants may go to any local council for use at the discretion of the council.

Are purchases by my unit exempt from sales and use tax?
State and local laws vary widely on this topic. The unit may qualify for a number of state and sales tax exemptions as a nonprofit organization under your state laws. Check with the state where you are making the purchase; this varies widely across the country. In some cases, the council may be issued certificates of sales tax exemption; others require only that verbal verification be made to the merchant at the time of purchase that the purchases will be used to benefit the programs of Scouting, while still others allow no exemptions for any not-for-profits.

Questions? Need more information? Please contact the Council Service Center.
UNIT MONEY-EARNING APPLICATION

Applications are not required for council-coordinated money-earning projects such as popcorn sales or Scout show ticket sales.

Please submit this application to your council service center at least two weeks in advance of the proposed date of your money-earning project. Read the 10 guides on the other side of this form. They will help you in answering the questions below.

☐ Pack
☐ Troop
☐ No. ________ Chartered Organization __________________________

☐ Team
☐ Crew

Community __________________________ District __________________________

Submits the following plans for its money-earning project and requests permission to carry them out.

What is your unit’s money-earning plan?

____________________________________________________________________

____________________________________________________________________

About how much does your unit expect to earn from this project? ___________ How will this money be used? ___________

____________________________________________________________________

Does your chartered organization give full approval for this plan?

____________________________________________________________________

What are the proposed dates?

____________________________________________________________________

Are tickets or a product to be sold? Please specify.

____________________________________________________________________

Will your members be in uniform while carrying out this project? (See items 3–6 on other side.) __________________________

____________________________________________________________________

Have you checked with neighboring units to avoid any overlapping of territory while working? __________________________

Is your product or service in direct conflict with that offered by local merchants? __________________________

Are any contracts to be signed? ______ If so, by whom? __________________________

Give details. __________________________________________________________

Is your unit on the budget plan? __________________________ How much are the dues? __________________________

How much does your unit have in its treasury?

____________________________

Signed __________________________ Signed __________________________

(Chartered Organization Representative) (Unit Leader)

Signed __________________________

(Chairman, Unit Committee) (Address of Chairman)

FOR USE OF DISTRICT OR COUNCIL FINANCE COMMITTEE:

Telephone __________________________

Approved by __________________________

Date __________________________

Approved subject to the following conditions __________________________
GUIDES TO UNIT MONEY-EARNING PROJECTS

A unit’s money-earning methods should reflect Scouting’s basic values. Whenever your unit is planning a money-earning project, this checklist can serve as your guide. If your answer is “Yes” to all the questions that follow, it is likely the project conforms to Scouting’s standards and will be approved.

1. **Do you really need a fund-raising project?**

   There should be a real need for raising money based on your unit’s program. Units should not engage in money-earning projects merely because someone has offered an attractive plan. Remember that individual youth members are expected to earn their own way. The need should be beyond normal budget items covered by dues.

2. **If any contracts are to be signed, will they be signed by an individual, without reference to the Boy Scouts of America and without binding the local council, the Boy Scouts of America, or the chartered organization?**

   Before any person in your unit signs a contract, he must make sure the venture is legitimate and worthy. If a contract is signed, he is personally responsible. He may not sign on behalf of the local council or the Boy Scouts of America, nor may he bind the chartered organization without its written authorization. If you are not sure, check with your district executive for help.

3. **Will your fund-raiser prevent promoters from trading on the name and goodwill of the Boy Scouts of America?**

   Because of Scouting’s good reputation, customers rarely question the quality or price of a product. The nationwide network of Scouting units must not become a beehive of commercial interest.

4. **Will the fund-raising activity uphold the good name of the BSA? Does it avoid games of chance, gambling, etc.?**

   Selling raffle tickets or other games of chance is a direct violation of the BSA Rules and Regulations, which forbid gambling. The product must not detract from the ideals and principles of the BSA.

5. **If a commercial product is to be sold, will it be sold on its own merits and without reference to the needs of Scouting?**

   All commercial products must sell on their own merits, not the benefit received by the Boy Scouts. The principle of value received is critical in choosing what to sell.

6. **If a commercial product is to be sold, will the fund-raising activity comply with BSA policy on wearing the uniform?**

   The official uniform is intended to be worn primarily for use in connection with Scouting activities. However, council executive boards may approve use of the uniform for any fund-raising activity. Typically, council popcorn sales or Scout show ticket sales are approved uniform fund-raisers.

7. **Will the fund-raising project avoid soliciting money or gifts?**

   The BSA Rules and Regulations state, “Youth members shall not be permitted to serve as solicitors of money for their chartered organizations, for the local council, or in support of other organizations. Adult and youth members shall not be permitted to serve as solicitors of money in support of personal or unit participation in local, national, or international events.”

   For example: Boy Scouts/Cub Scouts and leaders should not identify themselves as Boy Scouts/Cub Scouts or as a troop/pack participate in The Salvation Army’s Christmas Bell Ringing program. This would be raising money for another organization. At no time are units permitted to solicit contributions for unit programs.

8. **Does the fund-raising activity avoid competition with other units, your chartered organization, your local council, and the United Way?**

   Check with your chartered organization representative and your district executive to make certain that your chartered organization and the council agree on the dates and type of fund-raiser.

The local council is responsible for upholding the Charter and By-laws and the Rules and Regulations of the BSA. To ensure compliance, all unit fund-raisers MUST OBTAIN WRITTEN APPROVAL from the local council NO LESS THAN 14 DAYS before the fund-raising activity.
Friends of Scouting

The Hawkeye Area Council operates as a 501(c)(3) non-profit organization, supporting all units in the Council Service area.

Funding for the Scouting Program also comes from a campaign that the Council operates each year, Friends of Scouting (F.O.S.). This campaign is an opportunity for communities, businesses and families to support the Scouting movement for over 5,600 youth in 7 counties in Eastern Iowa. The annual F.O.S. drive raises approximately 30% of the operating budget each year. On average, $200 per youth is needed to provide programs for one year. Financial contributions to this campaign from Scouting families and outside organizations ensure that the Council can continue to serve units, Scouts and families.

The F.O.S. presentation explains to parents how our Council is financed and educates them about our wonderful programs.

Be a Friend of Scouting

Without your unit’s part in the Friends of Scouting campaign, our Council simply could not provide quality camps, services and programs to our youth. So as your committee plans your calendar for the upcoming Scouting year, please schedule a brief Friends of Scouting presentation during the months of September 2018 – March 2019.

When your date has been set please contact your District Executive or your District Family Friends of Scouting Chair.

The Council also provides unit and family recognition items if your Pack achieves their Friends of Scouting goal by May 31, 2019.
**2018-2019 Membership Plan**

| Building Cub Scouting: Recruit new youth into the pack in order to grow membership. | Conduct a formal recruitment program by October 31 and register new members in the pack | Achieve Bronze, and either increase youth members by 5% or have at least 40 members | Achieve Silver, and either increase youth members by 10% or have at least 60 members |
| Leadership recruitment: The pack is proactive in recruiting sufficient leaders. | Have a registered Assistant Cubmaster | Achieve Bronze, and prior to recruiting event, the committee identifies pack and den leadership for the next year | Achieve Silver, plus every den has a registered leader by October 31 |
| Webelos to Scout transition: Have an effective plan to graduate Webelos Scouts into Boy Scout Troop(s). | With a troop, hold two joint activities or 75% of second year Webelos have completed “The Scouting Adventure” | 60% of eligible Webelos register with a troop. | 80% of eligible Webelos register with a troop. |

**GROWING YOUR UNIT**

The main premise that leaders need to keep in mind about a Scouting unit is this – the unit is either growing and has a bright future, or it is declining and will not be in operation at some time in the future (growing or dying).

Every youth needs Scouting: life-changing, life-directing inner character traits, decision-making ability, leadership skills, habits of service to God and others. Every youth deserves to experience good in life and to help others find it too. Scouting can make that impact.

In the past, Scouting was the “go to” activity of choice for many families. Today, there are many activities for youth to choose from. Many of them are seasonal and operate only during certain months. Families select the activities based on the time of year. Since Scouting is promoted as a year-round program, many parents think that if they miss the sign up in the fall, their youth won’t be able to join until next year.

We need to promote Scouting as a year-round program and the idea that families can join at any time during the year. As leaders, we need to be prepared to welcome new Scouts during different months of the year.

For many years, we were able to rely on unlimited school access. Schools are now under pressure to perform and for their students to score higher on standardized testing. Things that are deemed to be a distraction to learning are being eliminated and in some schools, that may include promoting Scouting.

For families to be aware of what Scouting is about, we need to be in “marketing and promotion” mode throughout the year. Having a presence at summer festivals, county fairs, sporting events and other venues is critical to spreading the word about the Scouting program.
Family Scouting – Offering Iconic Boy Scouts of America Programs to Boys and Girls

What Is Happening?

- Starting in 2018, families can choose Cub Scouts for their sons and daughters.
- A Scouting program for older girls will be delivered in 2019.

Why the Change?

- Families today are busier than ever and with less free time, families want convenience.
- A recent survey of parents not involved with Scouting:
  - 90% are interested in programs like Cub Scouts for their daughters
  - 87% are interested in a program like Boy Scouts for their daughters

Cub Scouts (Ages 5-10 or Grades K-5)

- All Boy Cub Scout Pack
- Boys & Girls Cub Scout Pack
- All Girl Cub Scout Pack
# Adult Participation Form

## CUB SCOUT PACK ADULT PARTICIPATION FORM

For over 85 years parents have made Cub Scouting an enriching experience for their children. We need your help to provide the best Cub Scout program for your son. Your involvement ensures that our Pack will be a Centennial Quality Pack. By volunteering for 100 points you will aid in ensuring that your child receives a “Journey to Excellence Unit” patch for his uniform and get a great Scouting program. Thank you for your support.

## # POINTS POSITION DESCRIPTION

<table>
<thead>
<tr>
<th>Points</th>
<th>Position Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td><strong>CUBMASTER</strong> – attend basic training, monthly committee meeting, monthly Pack meeting. <em>Complete adult registration form, youth protection &amp; pay registration fee.</em></td>
</tr>
<tr>
<td>100</td>
<td><strong>DEN LEADER OR ASSISTANT</strong> – attend basic training, monthly committee meeting, monthly Pack meeting and weekly den meetings. <em>Complete adult registration form, youth protection &amp; pay registration fee.</em></td>
</tr>
<tr>
<td>100</td>
<td><strong>TITLED COMMITTEE PERSON</strong> - attend basic training, monthly committee meeting, monthly Pack meeting and perform titled job (i.e. treas., sec., etc.). <em>Complete adult registration form, youth protection &amp; pay registration fee.</em></td>
</tr>
<tr>
<td>80</td>
<td><strong>COMMITTEE MEMBER AT LARGE</strong> – attend basic training, attend at least four (4) monthly committee meetings, monthly Pack meetings and serve on at least one (1) Pack subcommittee. <em>Complete adult registration form, youth protection &amp; pay registration fee.</em></td>
</tr>
</tbody>
</table>

**SUBCOMMITTEE MEMBER** – attend specific committee meeting(s) for specific event(s). Assist in organization and task work for event. *No registration or fee.* Choose specific events from list below.

<table>
<thead>
<tr>
<th>Points</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>60</td>
<td><strong>DAY CAMP LEADER VOLUNTEER</strong> – July one (1) week. Attend Day Camp training, register and supervise eight (8) Scouts through one (1) week of activities during the day.</td>
</tr>
<tr>
<td>40</td>
<td><strong>BLUE &amp; GOLD BANQUET COMMITTEE</strong> – January and February.</td>
</tr>
<tr>
<td>40</td>
<td><strong>PINEWOOD DERBY COMMITTEE</strong> – February &amp; March (car race)</td>
</tr>
<tr>
<td>40</td>
<td><strong>PARADE COMMITTEE</strong> – Holiday parades throughout the year.</td>
</tr>
<tr>
<td>40</td>
<td><strong>POPCORN SALES COMMITTEE</strong> – September through December.</td>
</tr>
<tr>
<td>20</td>
<td><strong>SCOUTING FOR FOOD COMMITTEE</strong> – Fall.</td>
</tr>
<tr>
<td>20</td>
<td><strong>FOOD SERVICE</strong> – Serve food or attend concessions at selected dinners.</td>
</tr>
<tr>
<td>20</td>
<td><strong>BOOTH &amp; EXHIBITS</strong> – Volunteer two (2) hours in a booth at an exhibition.</td>
</tr>
<tr>
<td>20</td>
<td><strong>SPORTING EVENTS</strong> – Volunteer to organize and supervise a Pack athletic competition.</td>
</tr>
</tbody>
</table>

**I PLEDGE MY SUPPORT TO CUB SCOUTING AND THIS PACK.**

**PARENT SIGNATURE _____________________________ DATE __________________**

**PHONE _______________ EMAIL __________________________________________**

**TOTAL POINTS _____ SCOUT’S NAME __________________________________________**

If a situation arises and you can no longer help, please contact your Den Leader or Cubmaster.
Parent and Family Talent Survey

Please help us discover your areas of interest by answering the following as completely as possible. Each parent should fill out a separate form.

My hobbies are: ________________________________________________________________

I can play and teach these sports: ________________________________________________

My job, business, or profession is: ______________________________________________

My Scouting experience:  ___Cub Scout  ___Boy Scout  ___Venturer  ___Explorer  ___Girl Scouts  ___Other

Highest rank attained____________________________________________________________

I can help in these areas (Check all that apply):

___Carpentry  ___Computer work  ___Swimming  ___Drawing/art
___Games  ___Radio/electricity  ___Nature  ___Dramatic arts/skits
___Sports  ___Cooking/banquets  ___Outdoor activities  ___Sewing
___Crafts  ___Transportation  ___Fishing  ___Bookkeeping
___Medical or First Aid  ___I can sing  ___I can play these instruments
___Bicycling  ___Bowling  ___Camping  ___Fundraising
___I have a van  ___I have a truck  ___I have a trailer  ___I have a workshop.
___I am certified in CPR  ___I am a certified lifeguard  ___I have other special certifications
___I can make contacts for special trips and activities.  ___I have access to a cottage or camping property
___I can help Scouts with Scouting skills. (knot tying, fire building, cooking, etc.)
___I can, or know others who can, help with our Scout’ sports or academics program
___I am involved in these community organizations____________________________________
___I can give other help:__________________________________________________________

Adult's Name_________________________________________Scout's Name________________

Mailing Address______________________________________City/State/ZIP________________

Cell Phone____________________________________Home Phone________________________

Work Phone____________________________________Fax Number________________________

E-mail1__________________________________________E-mail2__________________________
Every Scout Deserves a Trained Leader
Trained Scout Leaders provide a quality, fun-filled program for youth! Training helps a leader to be aware of the resources available to them and therefore be more effective in delivering an unparalleled program to the youth.

NEW Youth Protection Training Resources Available: https://www.scouting.org/training/youth-protection/

Over the decades, the Boy Scouts of America has been a leader in developing training and policies designed to keep young people safe. Over time, these policies have become standard with organizations across the nation. Now, the Boy Scouts of America is releasing fully updated training to further strengthen our ability to protect youth.

Updated Youth Protection Training, including insights from experts and survivors and the latest strategies for recognizing and preventing major forms of abuse. *This is the designated Youth Protection Training for all adults. All volunteers must take the new training by October 1, 2018, no matter when they took the previous training.*

Changes include:

- An expanded ScoutsFirst Helpline to aid volunteers and families in addressing potentially dangerous situations.
- Unlimited counseling and support for healing to anyone who has ever been abused in Scouting.
- Youth Protection Training for youth members available in 2019.

In addition to updated training, we recently announced new policies to ensure compliance with mandatory training requirements, including:

- As of January 1, 2018, no new leader can be registered without first completing youth protection training.
- As of January 1, 2018, no council, regional, or national leader will be allowed to renew their registration if they are not current on their Youth Protection Training.
- As of September 1, 2017, no unit may re-charter without all leaders being current on their Youth Protection Training. Registrars no longer have the ability to approve charters without full compliance.
- Effective June 1, 2018, adults accompanying a Scouting unit who are present at the activity for 72 total hours or more must be registered as a leader, including completion of a criminal background check and Youth Protection Training. The 72 hours need not be consecutive.

With these changes, and many more outlined in the documents listed below, as well as the overview video, we will continue to build a safe environment for our youth.

How to Guide for Taking Youth Protection Training

Other Resources

Bullying

The idea that a Scout should treat others as he or she wants to be treated—a Scout is kind—is woven throughout the programs and literature of the Boy Scouts of America. When a Scout follows the principles of the Scout Oath and Scout Law, bullying and hazing situations should never occur. The fact sheets found online at: https://www.scouting.org/training/youth-protection/bullying/ will help with bullying awareness and direct you to resources provided by the BSA and other entities we work with to protect children.

A Scout Is Kind Newsletter
Bullying—What is Bullying?
Bullying Prevention Guide
Creating a Bullying-Free Culture in Scouting
What to Do if Your Child Is Being Bullied
Prevention of Cyberbullying in Scouting
Reporting Suspected or Observed Bullying
Providing Support to Scouts Who Are Bullied
The Bully
Prevention of Bullying in Scouting—Unit Discussions
Myths About Bullying

Visit www.scouting.org/Training/Adult/Supplemental.aspx and scroll down to view the online PowerPoint and correlating training information document.

It Happened to Me

It Happened to Me is a video presentation produced by the Boy Scouts of America for viewing by Cub Scouts and their parents. The situations of possible peril presented in the video are intended to be ambiguous, allowing parents to be as specific as they wish in discussing personal safety rules with their children. The intent of the video is to develop communication between parent and child about personal safety decisions made by the child—but with help from parents or other trusted adults.
Rechartering

| Retention: Retain a significant percentage of youth members. | Reregister 60% of eligible members | Reregister 65% of eligible members | Reregister 75% of eligible members. |

Use this recharter timeline to help you stay ahead of the game.

**August-September**

- **By September Roundtable** Provide the coordinator above with your unit recharter contact, the person who will “own” the recharter process for 2019. Please supply the following information: Unit type and number, name of contact, best phone number, and email.

- Compare your unit roster with the youth and adult rosters available from the BSA Internet Advancement online program. Plan to go through this with your unit commissioner at the October Roundtable. (Step One)

- If your members are not in the BSA online reports, they have not been registered. Have a membership application completed immediately and submitted to the council office with dues to match the month that the member joined your unit. **Do not wait until recharter!**

- **In September:** As a unit, determine what it will cost to renew a member on your 2019 charter. This includes: BSA annual dues, Hawkeye Area Council Insurance Fee, Boy’s Life (optional), and any amount of unit fees. These fees might include costs associated with activities, materials, and awards. **Collect the fees in October make them due by 10-31-18.** You need some wiggle room for members who are slow pay.

- Confirm who will hold leadership positions in 2019. Fill Vacancies **NOW** and have them complete the necessary training.

**October 4- District Roundtable**

- Turn in any missing youth or adult membership application for Council processing. Adults must have a copy of a current Youth Protection Training certificate. Tip- keep a copy of the certificate in your unit files.

- You will receive your re-charter paperwork packet at October Roundtable.

- An official membership inventory will be taken with a unit commissioner at the October Roundtable.

**October actions in your unit**

- Ask every youth and their parent to confirm that they will be renewing their membership.

- Ask every adult to confirm that they will be renewing their membership and inquire if they will be changing their leadership position.

- Double check the following information for everyone: mailing address, phone number, and email address.

- Verify that all youth protection training is up to date.
November

- **The online BSA Internet Recharter system will be LIVE on November 1st.**
- Login ASAP so the District can see you are moving forward.
- Login to complete the data entry, print the reports, gather the signatures, and other items specified on the checklist included on the last page of this handbook.
- Be ahead of the game and turn in your completed paperwork at the November 1st Roundtable
- Districts will hold a workshop before the November Roundtable to help you with the online portion of recharter. If you want or need help you can always stop in the Council Office or contact Tracy Schloss at Tracy@troop42.com 319-551-2505.

December 6th Roundtable

- Turn in all of the components of your completed recharter to help your district reach the 100% ON Time completion goal.

These positions are required for Rechartering:

Institutional Head
(IIH) Charter Representative (CR)
Committee Chair
(CC)
Committee Member (MC)
(Minimum 2) Cubmaster (CM)

**One Den Leader must be registered in at least one of these positions however it is recommended that ALL Den Leaders be registered.**  Tiger Den Leader (TL)  Den Leader (DL)  Webelos Den Leader (WL)

Access

Use the Journey to Excellence to assess the health of your pack. The Journey to Excellence Program was designed for any size pack to find success if they planned accordingly.

During the re-charter period, you will work through the worksheet to determine if your pack earned the Journey to Excellence or if it made improvements over last year’s program.

We hope this worksheet will help you easily determine your standing in the Journey to Excellence. Remember, the Bronze, Silver and Gold levels are national awards. Go to [www.scouting.org/jte](http://www.scouting.org/jte) for instructions for completing the worksheet.

Important Local and National BSA Forms

Most forms are available at [www.hawkeyebsa.org](http://www.hawkeyebsa.org) or [www.scouting.org/forms](http://www.scouting.org/forms)