

Recharter



Now



RE-CHARTER TRAINING 2020-2021



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Charter Renewal - Phases 1 & 2

Phase 1 - **Be Prepared** (September - October)

- Activities and Planning accomplished before *Internet Rechartering*

Phase 2 - **Do Your Best** (October - December)

- Enter Data during *Internet Rechartering*
- Collect Fees
- District Review



Charter Renewal - Phases 3 & 4

Phase 3 - **Do Your Duty** (November - December)

- Council Review and Posting of Charters
- Resolve Defective Recharter Packets

Phase 4 - **Raise the Colors** (December – February)

- Unit Leader Print Cards
- Charter Presentations



Availability and Due Date

- **Log On – October 1, 2020**
 - Log on for *Internet Recharter* 2-months prior to renewal date, December 1, 2020

- **DUE DATE – SUBMIT PRIOR TO December 1st**

- ALL units... ALL recharter documentation
 - **LATE** Charters...
NO Grace Period, NO Insurance, NO Advancement
- **District Recharter Turn-in Dates**
 - Ask you Unit Commissioner or District Professional
 - Probably Early to Mid October



New This Year...

ANNUAL MEMBERSHIP FEE

\$ **66** /YR

Participants in kindergarten through age 20.



\$ **42** /YR



Participants age 10 through 20.

\$ **42** /YR



All registered adult volunteers in unit and non-unit positions. (Volunteers with multiple registrations will continue to pay for only one position).



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New This Year...

NEW-MEMBER JOINING FEE

ONE-TIME

\$25

TO JOIN

Same flat fee no matter when you join during the year. (no prorating)
New members pay joining fee in addition to membership fee.

No joining fee for Exploring participants or for any youth previously registered in any BSA program. No joining fee for transfers from one program to another.



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New This Year...

UNIT RECHARTER FEE

\$75 /YR

For all new and
rechartering units.



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Be Prepared... Do This First

✓ Identify Key Personnel

- Identify & Train Unit Recharter Processor
- Identify Unit Commissioner
- Identify District Professional

✓ Review **Internet Rechartering Tutorial**; scouting.org/commissioners/internet-rechartering/



Be Prepared - October

- ✓ **Member Manager and Training Manager;**
my.scouting.org
 - Tutorials for My Dashboard, Training Manager, Member Manager, and more
 - **Member Manager**
 - Inventory all members and adult positions
 - Print youth & adult roster and membership cards
 - **Training Manager**
 - Review & update leader training records including YPT and Job Specific
 - Take Youth Protection Training and Job Specific Training



Be Prepared - October

- ✓ Complete **membership inventory** of all youth & adults. Identify dropped members, continuing members, and new members.
- ✓ Determine changes to **key unit leadership**. Identify replacements and/or additions.
- ✓ Determine leadership positions for ALL adults.
- ✓ Collect **Applications** for all NEW youth & adult members.



Be Prepared

- ✓ Collect **Background Disclosures** for all NEW adult members.

*Background Disclosure Forms

- Criminal background check only. **No consumer/credit check.**
- Signature form must be included with recharter or received prior at Council Service Center.
- Adults WILL NOT be registered without the signed form.



Be Prepared - October

- ✓ Confirm **ALL Adults** have current **Youth Protection Training (YPT)**.
- ✓ YPT completion date must be after January 1st, 2019



Do Your Best... The Process

- Unit receives **Access Code**
- Go to the Council website and select ***Internet Rechartering***
- **Immediately** Log into ***Internet Recharter*** and review roster
- Collect the current fee for every registered youth & adult (**See 2020-2021 Fees**)
 - Collect **Cash/Checks**



Do Your Best

- **Electronic Authorization**
 - Available for the COR
 - No signatures required if this option is chosen
- **3% Admin Fee Online Credit Card *Internet Recharter* payment.**

Suggest paying Council directly with check, unit account, or use e-check

- **Print recharter paperwork**
- If needed, **Obtain signatures** of Unit Leader & Executive Officer on applications/charter paperwork
- **Turn-in charter paperwork**
(member applications,, background authorizations, training verifications, correct fees or unit account authorization)



2020-2021 Fees

- 12 Months

	National Fee	Council Fee	New-Member Fee	Total Fee (12-months)
○ Scout - New	\$66	\$6	\$25	\$97
○ Scout - Returning	\$66	\$6	-	\$72
○ Explorer New or Return	\$42	\$6	-	\$48
○ Adult - ALL	\$42	\$6	-	\$48
○ Unit Liability Insurance Fee--\$75 (unit charter fee)				
○ Boys' Life Magazine--\$12 (Optional)				

- NO Fee for Lion/Tiger Cub Adult Partners
- NO Fee for 'Multiple' Position Registrations



Required Unit Membership

- Executive Officer / Institutional Head (IH) can be any position in the unit (but must pay the registration fee for that position)
- Chartered Organization Representative (COR) can also be the Committee Chair (CC) or a Committee Member (MC)
- All other leader positions...one person - one job



Required Unit Membership

Cub Scouts



- **Institutional Head (IH)** - No Application or Fee
- **Charter Organization Representative (CR)**
- **Committee Chair (CC)**
- **Cubmaster (CM)**
- **At Least Two (2) Committee Members (MC)**
or 1-MC and 1-Pack Trainer (PT) or 1-New Member Coord (NM)
- **At Least One (1) Den Leader (LL, TL, DL, WL)**
- **At Least Five (5) Youth Members**
- **Must Have One (1) Lion/Tiger Adult Partner for every Lion/Tiger Cub**



Required Unit Membership

Cub Scouts

Lion/Tiger Adult Partners

- No fee or application required
- They may register in another leader position with fee, application, background, YPT.
- **If the Adult Partner's physical address is different from the Youth.**
 - Adult Application is Required
 - Youth Protection Training is Required
 - No Fee is charged



IMPORTANT !!!

Webelos Crossing Over

- Encourage that Webelos re-register with the Pack and then transfer to the Troop when the Arrow of Light (AOL) paperwork has been turned in to the Council.
- Make sure any Webelos crossing over have their **Arrow of Light** paperwork turned in at the Council **BEFORE** registering with a Troop.
- **If they register with a troop prior to turning in the AOL paperwork to the Council, they CANNOT earn the AOL - this is a mistake that cannot be undone!**



Required Unit Membership

Troops, Crews, & Sea Scouts



- **Institutional Head (IH)** - No Application or Fee
- **Charter Organization Representative (CR)**
- **Committee Chair (CC)**
- **Scoutmaster (SM), Crew Advisor (NL)
or Sea Scout Skipper (SK)**
- **At Least Two (2) Committee Members (MC)**
or 1-MC and 1-New Member Coord (NM)
- Minimum of **Five (5) Youth Members**



IMPORTANT !!!

Scouts / Sea Scouts & Venturers Age 18-20

- Considered a youth for program purposes
HOWEVER
- All Sea Scouts and Venturers age 18-20 must complete:
 - **Adult Application**
 - **Youth Protection Training**
 - **Undergo a Background Check and Include Disclosure Form**
- **Position Code**
 - Troops - Unit Participant (UP) – **only for those with an Eagle Extension**
 - Crew - Venturing Participant (VP)



Information Input

(online recharter will allow...but when synced with other systems, things get screwed up)

- No **spaces** in last names (DeCarlo not De Carlo)
- No **apostrophes** (OBrien not O'Brien)
- No **initials** for first names
- Use an initial for a middle name, no period after initial.
- Prefixes are Dr., Rev.
- Suffixes are Jr., III, etc.
- No need to enter Mr. or Mrs.



Information Input

- Change wrong contact information (Address, phone number, etc.)
- Change grades if wrong, BUT don't “update” to the next year’s grade.

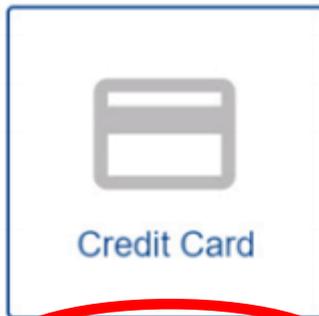
This happens automatically by BSA



Internet Rechartering

Electronic Options

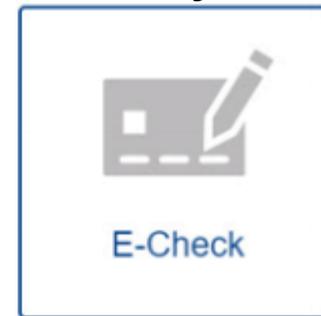
- Electronic Authorization
 - Available for the COR
 - No signatures required if this option is chosen
- Electronic Internet Recharter Payment



3% Administrative Fee



No Fee



No Fee

Suggest paying Council directly with check or unit account.



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Internet Rechartering

- Use *this year's access code*
- Log in as First-Time User
- www.hoac-bsa.org
 - Under “RESOURCES” tab
 - Select “Internet Rechartering”
- Supported browsers
 - Firefox, **Chrome** (Best), IE 10 & 11, Edge
 - MAC Computers not supported



Internet Rechartering

- Load Council information from **ScoutNet**
OR
 - Upload file from **PackMaster**
TroopMaster
Scoutbook
- Update roster
 - Update information
 - Renew Current Members
 - Add adult members
 - Add youth members
 - Update member data
 - Update positions
 - Ensure non-members are removed at re-charter



Internet Rechartering

- Update member **fees**
 - Assign “Multiple” status
 - Sign up members for *Boys’ Life*
- **Survey**: Why Scouts are not re-chartering
- After double checking *everything*, click **SUBMIT** information to council
- **PRINT paperwork** and turn-in hardcopy



Internet Rechartering

- **Obtain signatures**

- Paper
 - Charter Organization's Executive Officer (IH) or Charter Rep.
- OR – elect to use electronic authorization
 - Charter Organization's Representative (COR)

- **Note:** "Submit to Council" on **Internet** = NOT COMPLETED

- **Paperwork**

- Printed Recharter, New Applications, Background Auth, Fees, Take to your District Recharter Meeting
- OR – take to the Council Service Center

- **Fees** - Suggest paying directly with check, e-check or unit account.

- Paid at your District Recharter Meeting
- OR – at the Council Service Center



Charter Renewal Application

- ***Requires Signatures from:***
 - ***Executive Officer (IH) or Charter Representative. Can be signed on paper or online***



No Transfers!!!

Do not Transfer members during the Recharter Process. The transfer process will only work if the members old unit is paying their 2021 membership fees. This is not common.



THE ANNUAL UNIT CHARTER AGREEMENT BETWEEN:

Leawood Lion's Club and the Heart of America Council, BSA
Chartered Organization Local Council

Pack No. _____ Troop No. 50010 Team No. _____ Crew No. _____ Ship No. _____
(Please identify those units chartered by the Chartered Organization.)

The purpose of the Boy Scouts of America (BSA) program is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values and principles taught in the Scout Oath and Scout Law.

The Chartered Organization, as a duly constituted organization that serves youth, desires to use the program(s) of the BSA to further its mission respecting the youth it supports. The Local Council provides the support and service necessary to help the Chartered Organization succeed in its use of Scouting.

The Chartered Organization agrees to:

- Use Scouting to further the Chartered Organization's aims and values for youth.
- Chartered organizations must utilize the Scouting program to accomplish specific objectives related to one or more of the following:
 - o Youth character development
 - o Career skill development
 - o Community service
 - o Patriotism and military and veteran recognition
 - o Faith-based youth ministry
- Conduct the Scouting program consistent with BSA rules, regulations, and policies. They may be found on the My Scouting website and at the following location: www.scouting.org/Membership/Charter_Orgs/resources.aspx.
- Chartered organizations must not use the Scouting program to pursue any objectives related to political or social advocacy, including partisan politics, support or opposition to government action or controversial legal, political, or social issues or causes.
- Be represented in the Local Council and the local Scouting district by a Chartered Organization Representative (COR), who will be appointed by the Chartered Organization. The COR will be the point of contact between the Chartered Organization and the Local Council; will serve as a voting member of district and council committees on which the COR serves; and will, with the Chartered Organization, select and approve volunteer leaders for submission to the Local Council for its consideration. The COR will work with the unit committees sponsored by the Chartered Organization.
- Support unit committee(s) made up of at least three persons for each unit.

- Assure that adults selected as unit leaders are suitable by, at a minimum, having the appropriate leaders of the Chartered Organization review and sign each application.
- Ensure appropriate facilities for the unit for its regular meetings to facilitate the aims of the Chartered Organization and Scouting.
- Encourage adult leaders to receive additional applicable training made available by the council.

The Local Council agrees to:

- Respect the aims and objectives of the Chartered Organization and assist the Chartered Organization by making available Scouting resources.
- Make available to the Chartered Organization and its units and members program training, program resources, and other Scouting support services.
- Make available training and support for the Chartered Organization and for the COR, the primary link between the Chartered Organization, the Local Council, and the BSA Track and require all unit leaders to attend BSA Youth Protection Training.
- Conduct criminal background checks on adult leaders approved by the Chartered Organization.
- Provide camping opportunities, administrative support, and professional staff to assist the Chartered Organization in developing a successful Scouting program.
- Provide primary general liability insurance to cover the Chartered Organization, its board, officers, COR, employees, and Scouting members and volunteers for authorized Scouting activities. Indemnify the Chartered Organization in accordance with the resolutions and policies of the National Executive Board of the Boy Scouts of America.

Signed Executive Officer Title _____ Date _____
For the chartered organization

Signed Council Professional Title _____ Date _____
For the BSA local council

Signed Chartered Organization Rep. Title _____ Date _____
Chartered Organization Representative

Annual Charter Agreement

- **Requires Signatures from:**
 - o **Executive Officer (IH)**
 - o **Charter Organization Rep. (COR)**



Pack _____ of _____ District
2019 Scouting's Journey to Excellence
"The BSA method for annual planning and continuous improvement"

Item	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
Planning and Budget					Total Points: 290		
#1	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 conducts a planning meeting involving den leaders for the following program year.	Achieve Silver, plus pack committee meets at least six times during the year to review program plans and finances.	50	100	200
Membership					Total Points: 590		
#2	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.	50	100	200
#3	Retention: Retain a significant percentage of youth members.	Reregister 60% of eligible members.	Reregister 65% of eligible members.	Reregister 75% of eligible members.	50	100	200
#4	Webelos-to-Scout transition: Have an effective plan to graduate Webelos Scouts into troops.	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.	25	50	100
Program					Total Points: 900		
#5	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.	100	200	300
#6	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 field trips during the year.	Each den has the opportunity to participate in five outdoor activities or field trips during the year.	50	100	200
#7	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 have 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.	50	100	200
#8	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.	25	50	100
#9	Pack and den meetings and activities: Dens and the pack have regular meetings and activities.	Hold eight pack meetings a year. Den or pack meetings have started by October 31.	Achieve Bronze, plus dens meet at least twice a month during the school year.	Achieve Silver, plus earn the Summertime Pack Award.	25	50	100
Volunteer Leadership					Total Points: 490		
#10	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.	50	100	200
#11	Trained leadership: Have trained and engaged leaders at all levels. All leaders are required to have youth protection training.	Cubmaster or an assistant Cubmaster or pack trainer has completed position-specific training.	Achieve Bronze, plus the Cubmaster and den leaders have completed position-specific training or, if new, will complete within three months of joining.	Achieve Silver, plus two-thirds of committee members have completed position-specific training.	50	100	200

- Bronze:** Earn at least 525 points by earning points in at least 7 objectives.
 - Silver:** Earn at least 800 points by earning points in at least 8 objectives.
 - Gold:** Earn at least 1,050 points by earning points in at least 8 objectives and at least Bronze in B6.
- Total points earned: _____
 No. of objectives with points: _____

- Our pack has completed online rechartering by the deadline in order to maintain continuity of our program.
- We certify that these requirements have been completed:

Cubmaster Unit Leader Date _____
 Committee chair Committee Chair Date _____
 Commissioner Unit Commissioner Date _____

This form should be submitted to the Scout service center or your unit commissioner, as directed by your council.



Journey to Excellence

- Complete **Journey to Excellence** form
 - Qualified for Bronze, Silver, or Gold ?
- Log your **Service Hours**
 - (Link on JTE site at www.Scouting.org)



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Questions?



Recharter
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