



2023 – 2024

# Program Planning Guide

Live  
Scout  
Loud



DAN BEARD  
COUNCIL, BSA  
SERVING GREATER CINCINNATI  
& NORTHERN KENTUCKY





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# SCOUTING SAFELY



## The BSA's Commitment to Safety

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We want you to know that the safety of our youth, volunteers, staff, and employees is an important part of the Scouting experience. Youth develop traits of citizenship, character, fitness, and leadership during age-appropriate events when challenged to move beyond their normal comfort level and discover their abilities. This is appropriate when risks are identified and mitigated.

### Youth Protection

True youth protection can be achieved only through the focused commitment of everyone in Scouting. It is the mission of Youth Protection, volunteers and professionals, to work within the Boy Scouts of America to maintain a culture of Youth Protection awareness and safety at the national, council, district, and unit levels.

The Boy Scouts of America places the greatest importance on creating the most secure environment possible for our youth members. To maintain such an environment, the BSA developed numerous procedural and leadership selection policies:

#### Required Training – Login at [my.scouting.org](https://my.scouting.org) or Scan the QR Code

Youth Protection training is required for all BSA registered volunteers. Youth Protection training must be taken every two years. **If a volunteer's Youth Protection training expires, their registration will be expired, the registration fees will not be refunded.** In order to get reinstated, the leader must complete Youth Protection Training, submit a new leader application and pay the registration fees.



## Youth Protection Reporting Procedures for Volunteers

There are two types of Youth Protection–related reporting procedures all volunteers must follow:

When you witness or suspect any child has been abused or neglected, follow the below steps to report child abuse:

1. Ensure the child is in a safe environment.
2. In cases of child abuse or medical emergencies, call 911 immediately. In addition, if the suspected abuse is in the Scout’s home or family, you are required to contact the local child abuse hotline. The number for you county can be found at [www.danbeard.org/dan-beard-council-youth-protection](http://www.danbeard.org/dan-beard-council-youth-protection), or by scanning the QR Code.
3. Notify the Scout Executive.



When you witness a violation of the BSA’s Youth Protection policies, including those described within Scouting’s Barriers to Abuse, you must notify your local council Scout Executive so appropriate action can be taken for the safety of our Scouts.

## Guide to Safe Scouting

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The Guide to Safe Scouting is an overview of Scouting policies and procedures gleaned from a variety of sources. Unit leaders are expected to review the additional reference material cited prior to conducting such activities.

Scan the QR Codes below to access a variety of Safe Scouting resources available to you.



The Guide to Safe Scouting



Safe Scouting Forms



Health and Safety FAQ's

## Council and District Information

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For a list of contacts regarding certain subject matter, the best place to start is with your District Contact List. There are many volunteers who can help to answer questions related to training, advancement, Eagle Scouts, activities and more. Find your District Committee roster by scanning the QR Code below, or by selecting your district name by visiting from [www.danbeard.org/districts](http://www.danbeard.org/districts).

A full Council Directory of Staff Contacts can be found by scanning the QR Code, or by visiting [www.danbeard.org/about/staff-directory](http://www.danbeard.org/about/staff-directory).



District Committee Roster



Council Directory of Staff Contacts

**East Fork District • [www.danbeard.org/east-fork/](http://www.danbeard.org/east-fork/)**

Batavia Local School District, Bethel-Tate Local School District, Clermont Northeastern Local School District, Eastern Local School District, Fayetteville-Perry Local School District, Felicity Local School District, Georgetown Exempted Village School District, Goshen Local School District, Milford Exempted Village School District, New Richmond Exempted Village School District, Ripley Union Lewis Huntington Local School District, West Clermont Local School District, Western Brown Local School District and Williamsburg Local School District.

**Fort Ancient District • [www.danbeard.org/fort-ancient/](http://www.danbeard.org/fort-ancient/)**

Serving Clinton-Massie Local School District, Franklin City School District, Kings Local School District, Lebanon City School District, Little Miami School District, Mason City School District, Springboro Schools, and Wayne Local School District.

**Fort Hamilton District • [www.danbeard.org/fort-hamilton/](http://www.danbeard.org/fort-hamilton/)**

Edgewood City Schools, Fairfield City School District, Hamilton City School District, Lakota Local School District, Madison City Schools, Middletown City Schools, Monroe Local Schools, New Miami Local Schools, Ross Local School District, and Talawanda School District.

**Little Miami District • [www.danbeard.org/little-miami/](http://www.danbeard.org/little-miami/)**

Deer Park Community City School District, Forest Hills Local School District, Indian Hill Exempted Village School District, Lockland School District, Loveland City School District, Madeira City School District, Mariemont City School District, Princeton City School District, Reading Community City School District, and Sycamore Community School District.

**Queen City District • [www.danbeard.org/queen-city/](http://www.danbeard.org/queen-city/)**

Cincinnati Public Schools, North College Hill City School District, Norwood City School District, St. Bernard-Elmwood Place City Schools and Wyoming City Schools.

**Trailblazer District • [www.danbeard.org/trailblazer/](http://www.danbeard.org/trailblazer/)**

All School Districts in Boone, Kenton, Campbell, Gallatin, Owen, Grant, and Pendleton Counties.

**Whitewater Trails District • [www.danbeard.org/whitewater-trails/](http://www.danbeard.org/whitewater-trails/)**

Finneytown Local School District, Mt. Healthy City School District, Northwest Local School District, Oak Hill Local School District, Southwest Local School District, Three Rivers Local School District, and Winton Woods Local School District.



East Fork District



Fort Ancient District



Fort Hamilton District



Little Miami District



Queen City District



Trailblazer District



Whitewater Trails District



## Advancement

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Advancement and recognition are a fundamental tradition of the Scouting program. As one of the methods that delivers the Aims of Scouting, advancement teaches Scouts self-confidence, responsibility, goal setting, and achievement. The path to Eagle is a journey, and one that takes both dedication and planning. Luckily, there are lots of resources available to help guide the youth and the unit along the way.

The Guide to Advancement is your one stop for everything you need to know about advancement. You can download it online. Scan the QR Code, or visit [www.danbeard.org/advancement-guidelines-and-highlights/](http://www.danbeard.org/advancement-guidelines-and-highlights/), to find information about Merit Badges, Counselors, and more.



## ScoutBook

Shouldn't keeping track of a Scout's progress be easy? The Boy Scouts of America thinks so!

Imagine doing it all wherever you are on the devices that you use every day. Well now, it is all possible with ScoutBook! ScoutBook is the revolutionary app that makes tracking advancement easier, faster, and more fun. From the first knot to final hours of service performed, the Scouting experience is a journey like no other. ScoutBook ensures not a moment is missed, tracking advancement, milestone achievements, and all the fun along the way.

With ScoutBook, you can:

- Track Advancements
- Upload Photos and Videos
- Send Messages to Leaders, Scouts, & Parents
- Plan Events and Track Activities
- Fun for All Ages!

To learn more about the features and uses of ScoutBook, visit [www.scoutbook.scouting.org](http://www.scoutbook.scouting.org) or scan the QR Code.



## How & Why to Use this Guide

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Units that plan, promote and execute their Ideal Year in Scouting, offer unparalleled experiences that retain their Scouts and families for years to come.

### What Are Your Goals?

A stronger program for Scouts at less personal cost to you

More parental involvement

More of your Scouts camping

Increased retention

More funding with less time spent on fundraising

To eliminate out-of-pocket expenses for your parents

Enough money to do all the activities

Scouting to be simpler, easier and more fun

### The Steps of the Ideal Year of Scouting

#### 1. Plan

Work your way through this guide and map out the advancements, activities, camping, training and parent involvement 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 boys and girls in the Scouting program, along with their parents to help make it all happen.

#### 4. Train

Plan to promote trainings to your current and new leaders every Scout deserves a trained leader.

#### 5. Assess

Use the Journey to Excellence worksheet to measure the success of your plan and your year

### Get Started

Start with the next few pages and follow the steps below:

1. Use the Den & Pack Meeting Resource Guide / Troop Program Features to make planning easier.
2. Determine what advancements each Scout will need for next rank.
3. Decide what activities the Scouts will do. What activities went well last year to do again? What could be dropped and replace with something new?
4. Plan to do at least one service project with your chartering organization and Scouting For Food!



Meeting Resource Guide



Troop Program Features

# Growing Adult Leadership & Developing a Succession Plan

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## Recruiting Adults

Along with recruiting youth we often times don't put enough emphasis into recruiting adult volunteers year-round and having a succession plan within your unit. In the following pages there is information to help identify and recruit adult volunteers into your Pack or Troop.

The most common complaint and struggle with Scout Units is not being able to find enough adult volunteers to help. Below please find some helpful pointers in assuring that your unit's health will remain strong for many years to come.



Parent Talent Survey

Have every parent fill out the Parent Talent Survey/Troop Survey

Have an assistant leader for each key position within the unit:

Cubmaster, Den Leaders, Scoutmaster, Patrol Advisors & Committee Chairs

Make sure Key Leadership positions are filled before summer starts

Ask every parent to volunteer for a role, even if it is just a small one, such as a parent helper for an event. Involving each family will bring more buy in to the program and setting this expectation will ensure great parent involvement for years to come.

Key Leader Positions Needed for the 2023-2024 Year:

1) \_\_\_\_\_

Prospect 1) \_\_\_\_\_

Prospect 2) \_\_\_\_\_

2) \_\_\_\_\_

Prospect 1) \_\_\_\_\_

Prospect 2) \_\_\_\_\_

3) \_\_\_\_\_

Prospect 1) \_\_\_\_\_

Prospect 2) \_\_\_\_\_

4) \_\_\_\_\_

Prospect 1) \_\_\_\_\_

Prospect 2) \_\_\_\_\_

## Assessing Your Unit

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One of the most important steps in planning a successful year-round Scout program is assessing the Scout Unit on how they did the year before. The Journey to excellence program is one way to easily do so. Below are some easy steps in assessing your Scout Unit's overall health and please refer back often to the Journey to Excellence Scorecard.

### What do your Scouts want from your unit?

Fun, Adventure, Excitement, New Opportunities!

### What do you probably want from your unit?

Fun, Rewarding, Chance to help youth, Chance for service, Efficient, Help from others, not take too much of your time, be and feel successful!

### What do your Scouts' parents want from your unit?

Growth, improved character, Cub Scout has fun and is happy, Safe, Well Organized, not too expensive, doesn't take too much time, opportunity for youth to do service.

### What does Scouting want from your unit?

Serve youth, use BSA methods and policies, be strong, healthy and growing.

### Journey to Excellence helps you get there.

It brings:

Advancements	Guidance in areas you might do better
Membership	Guidelines and Standards of good performance
Outdoor	Early warnings of potential problem areas
Retention	Recognition for your good performance
Service Projects	Benchmarking to get ideas and tips from other good units
Leadership	Framework for evaluating your Cub Scout Pack
Training	Assessment of how you're doing in the key areas found in great Cub Scout Packs
Budget	

The Journey to Excellence scorecards can be found by scanning the QR Code or by visiting [www.scouting.org/awards/journey-to-excellence](http://www.scouting.org/awards/journey-to-excellence).



## Leadership Training

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If you had a magic wand, would you use it to make the Scouting program better and more fun for youth, so they stayed in Scouting longer, so it had a larger impact on their lives? What if the same magic wand made leadership roles easier, more rewarding, and led to better retention among adult leaders? Would using that magic wand be a top priority? Well, such a magic wand does exist—in the form of the learning programs for leaders in the Boy Scouts of America.

### Access Your Training

Kick off a new year of Scouting with the training you need to be a successful unit leader. The BSA's Scouting U team continues to update available leader training in the Training Center available at [my.scouting.org](http://my.scouting.org). Now at [my.scouting.org](http://my.scouting.org), leaders can get trained for their volunteer role without leaving the house. Complete the courses at your own pace from a home computer or tablet. The Training Center is designed to provide content in short modules that you can quickly get refreshed on as you prepare to meet with your units.

Learn all about training at [www.danbeard.org/Training](http://www.danbeard.org/Training) and access tutorials about the new Learn Library at [www.scouting.org/training/adult/learning-library](http://www.scouting.org/training/adult/learning-library). Or, scan the QR Codes to the right..



Learn About Training



Access Learn Library Tutorials

### Scouting U

Scouting U is a one-day leader training program designed for YOU, the parents, volunteers, and leaders in Scouting. The day provides hundreds of unique classes and trainings that offer ideas and resources in areas to benefit your Pack, Troop, Team or Crew. Scouting U is offered once a year to assist ALL Scout volunteers in their Scouting positions. It's a one stop shop for everything you want to know about Scouting. Learn more at [www.danbeard.org/ScoutingU](http://www.danbeard.org/ScoutingU).



Learn About ScoutingU

### Wood Badge

Wood Badge is the ultimate leadership training program for the adult leaders of the Boy Scouts of America. Similar courses on the corporate side cost thousands of dollars per attendee and may not offer the same depth. Wood Badge is a modern format of training that delivers the latest in 12 leadership skills that will help you be the best leader possible.

These are skills that will become part of your everyday life. You will use these skills at home, church, and anywhere leadership is needed. The course is made to provide the highest quality course with the most experienced staff to a diverse audience. We promise you friendship, camaraderie, knowledge, personal awareness, and most of all fun. Learn more at [www.danbeard.org/WoodBadge](http://www.danbeard.org/WoodBadge).



Learn About Wood Badge

2023 Course:

September 8-10, 2023 (Friday to Sunday)

September 23-24, 2023 (Saturday to Sunday)

Orientation Meeting for Registered Participants: Saturday, August 5, 2023

Course Director: Nick Ratterman | [nicholasratman@yahoo.com](mailto:nicholasratman@yahoo.com)

# PLANNING YOUR YEAR



## Planning Your Program

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A good program for your Scouts takes planning and preparation. In order to have a successful program, ensure to both the parents and most importantly, the Scouts that they will have fun and learn new things. History shows that a common element of strong programs is a good annual program planned at least a year in advanced that is shared with all the families as a calendar.

### Unit Leader Tools

These are designed to give you some tools and resources to help you plan your program and fulfill your role in your unit. For a comprehensive list of resources available to assist you, visit out [www.danbeard.org/resources/Unit-leader-tools](http://www.danbeard.org/resources/Unit-leader-tools) or scan the QR Code.



### The Adventure Plan

Every adventure starts with an idea. Maybe it is a suggestion to the Patrol Leaders Council, or maybe it comes from the unit committee or maybe from the unit's adult leadership, but ideally it should be an adventure that the youth of the unit are excited about and committed to. Some adventures can be planned in a short period of time; some may take 18-24 months depending on the adventure. The Adventure Plan (TAP) provides a one-stop set of tools to help adult and youth leaders envision, plan, prepare and conduct safe, exciting and successful outdoor Adventures.

Your unit Adventure may be as simple as an overnight backpacking trip or bike ride, or maybe it is a week-long or longer activity. This online planning guide is encouraged for all levels of Scouting from Cub Scouts to Venturing. Not all the steps outlined in this guide will apply to your unit's Adventure. What steps apply will depend on what type of Adventure your unit selects.

As you progress through the guide, you will find links to BSA guidelines, forms and on-line training sites essential for planning and conducting safe and exciting unit Adventures. More information on TAP can be found at [tap.scouting.org](http://tap.scouting.org).



## Utilizing Camp Facilities for Your Program

Whether you are part of a Scouting unit, a community organization, or a business, the Dan Beard Council camping facilities are a great place to hold your next event! The facilities at our camps can be rented by the day, prices are always reasonable, and many outdoor programs and activities can be provided for your group.

The Dan Beard Council is happy to offer use of our Council Camps, Equipment, and Programs throughout the year. Non-summer usage of DBC Camps includes reservations of campsites, shelters, and program centers, equipment rental, tours, use of the shooting ranges, COPE/Climbing, aquatics events, hiking, and much more!



Facilities and Reservations

## DBC Summer Camp

Dan Beard Council hosts Scouts at Camp Friedlander and Cub World Adventure Camp each summer. Camping at the Cub Scout level introduces boys and girls to the outdoors and helps them develop outdoor skills at an age-appropriate level that will be applied more thoroughly as a Scout in Scouts, BSA.

As Cub Scouts progress, the opportunities for outdoor adventures become more challenging. The upcoming Dan Beard Council summer camp opportunities at Cub World Adventure Camp can be found by scanning the QR Code or visiting [www.danbeard.org/cub-scout-camping/](http://www.danbeard.org/cub-scout-camping/).



Cub World Adventure Camp

Outdoor adventure is the promise made to boys and girls when they join Scouting. Young people yearn for outdoor programs that stir their imagination and interest. Camp Friedlander is designed to help troops deliver on that promise to their Scouts. Scouts BSA is designed to take place in the outdoors.

It is outside that Scouts share responsibilities and learn to live with one another. It's outside that skills and activities practiced at troop meetings come alive with purpose. Outside is the laboratory in which Scouts gain self-esteem, leadership skills, and an appreciation for the world around them. Scouts in Scouts BSA plan their own advancement and progress at their own pace. Choose from 120 interests ranging from game development to wilderness survival. Experts in these fields are ready to provide fun, real-world experiences.



Camp Friedlander

The upcoming summer camp opportunities at Camp Friedlander can be found at [www.danbeard.org/attend-camp-friedlander-summer-camp/](http://www.danbeard.org/attend-camp-friedlander-summer-camp/).

## Spook-O-Ree

The Spook-O-Ree is a family Halloween event for everyone! Take your pick of evenings and join the thousands of families that will venture out to Cub World for Halloween fun in a safe, family-friendly environment at a cost that fits just about any budget. The Spook-O-Ree is packed with activities including hayrides, storytelling, the haunted castle, midway games, the haunted trail, and more! Come as a pack, a den, or as a family. And everyone is invited, so bring your friends! For more information, please visit [www.danbeard.org/spookoree](http://www.danbeard.org/spookoree)



Spook-O-Ree

## Scouting for Food

Make sure your unit makes plans to participate in Dan Beard Council's annual service project in April 2024. This partnership with the Freestore Foodbank is a council-wide service project to collect food for those in need across the greater Cincinnati and Northern Kentucky region. For more information, scan the QR Code or visit [www.danbeard.org/scouting-for-food](http://www.danbeard.org/scouting-for-food).



Scouting for Food

## Service Hours Reporting

A service project is a special Good Turn that puts Scout spirit into action. Some Good Turns are big – saving a life, helping after floods or other disasters, recycling community trash, working on conservation projects. But Good Turns are often small, thoughtful acts – helping a child cross a busy street, going to the store for an elderly neighbor, cutting back brush that is blocking a sign, doing something special for a brother or sister, or welcoming a new student to your school. Anyone can get involved in a Good Turn.

As a unit, you can and should track your service hours. It will make you and your families feel good about the collective impact you are having in your community. Units should log service hours via ScoutBook, then clicking on "Activity Logs" or directly in Internet Advancement 2.0.



# CUB SCOUT ZONE



## Pack and Den Leader Resources

There are several Pack resources and forms that might assist you in your planning. Did you know there were Pack calendar planning templates, campfire program planners, family talent surveys to help with parent involvement, and more? We want to make sure that you are armed with all the information and resources you need to make the program easy, exciting, and fun for both you and the Scouts.

## Journey to Excellence

Journey to excellence helps to provide an outline of areas for you to understand, plan for, and achieve to help strengthen your Pack program for the youth and families participating. On the following pages, you will find some resources that explain how the program works. You can also get additional information by visiting [www.scouting.org/JTE](http://www.scouting.org/JTE), or by scanning the QR Code.



## Advancement

Advancement is one of the methods used to achieve Scouting's aims: character development, citizenship training, and personal fitness. The advancement program is designed to help the Cub Scout achieve these aims and aid in his or her personal growth. Learn all about Advancement at [www.danbeard.org/cub-scout-advancement](http://www.danbeard.org/cub-scout-advancement), or by scanning the QR Code.



You can download great resources by scanning the below QR Codes – you can find Pack Committee Resources, Blue and Gold Resources, New Den Leader Information, Den Meeting Plans, and more!



The Guide to Advancement



Cub Leader Resource Library



Unit Resource and Form Library

# Cub Scout Summer Program Opportunities

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## Dan Beard Council Summer Camps

### Webelos Camp – All the fun of summer camp packed into four days of adventure!

Thanks to the success in 2022, the four-day and three-night camp is returning and will transform into a camp designed specifically for Webelos and AOL Scouts! The program is designed to help these Scouts achieve rank advancements, have fun, and experience more of camp than ever before! Some special activities planned, including:

- Archery, Hiking, and Fishing
- Swimming at Camp Friedlander
- A Special Closing Campfire Program
- And More!

### Adventure Camp

For those kids looking for the ultimate Cub Scout summer camp experience, this is it! This resident style camp is a threeday and two-night program with fun around every turn. Scouts will have a chance to realize their full potential while taking part in one-of-a kind activities. Experience all that Cub World has to offer. There are unique activities for all ages and camping ability. Webelos Scouts will spend their last night on Outpost, the highlight of the Cub World experience.

### Cub Scout Day Camp

Dan Beard Council has brought back Cub Scout Day Camps for 2022. Day Camp offers the fun of camp right in your own backyard. It is the perfect place to experience the best activities in Cub Scouts. Explore the outdoors of a local park with games, crafts, and challenges! These 5-day camps include activities such as archery, BB guns, fishing, hiking, STEM, and more.

For more information on all the Cub Scout camp offerings, please visit [www.danbeard.org/cub-scout-camping](http://www.danbeard.org/cub-scout-camping) or scan the QR Code.



Cub Scout  
Camp

### National Summertime Pack Award

To encourage a pack to continue being active when school is out for the summer, individual Scouts or entire Packs can be awarded the National Summertime Pack Award by doing one activity per month in June, July, and August. This is a great way to keep your Packs engaged this summer. Simple meetings such as hikes, summertime advancement ceremonies that are carefully planned can meet the requirements for the award as well as meet the guidelines of social distancing. For more information please visit [www.scouting.org/awards/awards-central/national-summertime](http://www.scouting.org/awards/awards-central/national-summertime) or scan the QR Code.



National  
Summertime  
Pack Award

# SCOUTS BSA ZONE



## Troop Leader Resources

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Troop Program Resources is designed to serve as a planning tool for troop leaders. Its aim is to provide resources that contribute to making parts of the troop meeting more meaningful, engaging, and fun. The ideas and examples contained in Troop Program Resources can be used by troop leaders and Scouts in various positions:

### Patrol Leaders' Council

For the Patrol Leaders' Council eager to plan an activity that fits well with a current theme, or will help add a whole lot of fun to the meeting, there's a large compilation of Troop Meeting Activities

### Scoutmaster, Assistant Scoutmasters, and Junior Leaders

For the Scoutmaster, Assistant Scoutmasters, and junior leaders who want to become more confident in their ability to present campcraft skills, there's a reference library of Campcraft Skill Videos

### Scoutmaster, Senior Patrol Leader, and Individual Patrols

For the Scoutmaster, Senior Patrol Leader, and individual patrols, there's information about presenting impressive Troop Meeting Ceremonies, along with a collection of ideas and examples.

### Scoutmaster and Adult Leaders

For the Scoutmaster and Adult Leaders, there's an extensive library of thought-provoking Leader's Minutes that will capture and hold the troop's attention towards the meeting's end.

Troop leaders are encouraged to apply and adapt the material on these pages, so that it conforms with their troop's style, and best meets their troop's individual needs. Visit [www.programresources.org](http://www.programresources.org) for lots more!



Troop Meeting Activities



Campcraft Skill Videos



Troop Meeting Ceremonies



Leader's Minutes Library

## National Outdoor Awards Program

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Do you enjoy camping under the stars, rafting on a whitewater river, or hitting the trail afoot, on a bike, or even on a horse? Can you pitch a tent, find your way, and bandage an ankle using only materials in your pack? Are you prepared to do any of these in rain, snow, sleet, or heat?

If so, the National Outdoor Awards are for you. There is nothing virtual about these awards—you can earn them only by demonstrating knowledge and experience in the outdoors.



So, if you are a member of Scouts BSA, Varsity Scout, Sea Scout, or Venture Scout, and think you are tough and disciplined enough to hike or ride the miles, camp the nights, run the rivers or lakes, or do the work to conserve the land, then read on and see if the National Outdoor badges or possibly the National Medal for Outdoor Achievement could be for you! Scan the QR Code or visit [www.danbeard.org/national-outdoor-awards-program](http://www.danbeard.org/national-outdoor-awards-program) to learn more.



## Annual Troop Program Planning Conference

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This is the step where your troop program comes alive. The success of this conference began when you, the Scoutmaster, prepared your senior patrol leader. Be alert throughout the conference to help the senior patrol leader. Don't wait for him to fail but be careful not to take over for him. Careful, non-intrusive coaching will help your senior patrol leader build confidence. Share your leadership with them.

### Who Attends the Conference?

The troop's annual planning conference is attended by the Scoutmaster, assistant Scoutmaster for the new-Scout patrol, assistant Scoutmaster for the Venture patrol, senior patrol leader, assistant senior patrol leader, patrol leaders, and troop guide.

### Physical Arrangements

Careful planning should ensure that this planning conference is a first-class experience for your youth leaders. Pick a location that would be special to your Scouts, possibly one offering opportunities for other activities, such as swimming, boating, etc. You can make it a weekend experience, although the conference is easily completed in a day.

Whichever you do, don't involve the youth leaders in a lot of housekeeping chores that distract them from the primary purpose of planning the troop program. Consider using other troop adults to cook and clean up; let your patrol leaders' council concentrate on the task at hand. Make sure the facilities are suited for a conference. Is ventilation good? Is there sufficient lighting? Are the chairs comfortable? Are there tables to work on? Is there a way to hang calendars on the wall?

Setting up the conference facility should have been previously assigned to members of the patrol leader's council. A checkup by the senior patrol leader prior to the conference ensures that nothing is forgotten. Follow the agenda. When directing a session, your senior patrol leader should be aware that it's easy to get sidetracked. If the group starts to drift away from the agenda, a gentle nudge from you may be in order to put them back on course.

## Conference Ground Rules

Remember the below conference ground rules:

1. The Senior Patrol Leader presides
2. Every event and program are voted on
3. The majority rules. (Note: No time limits have been placed on the agenda but working sessions should last no longer than 45 minutes without a break.)

## Additional Resources

It's been said that the weekly troop meeting is the glue that holds a Scout troop together. From beginning to end, there should always be something happening creating a focus, capturing and maintaining the Scouts' attention, and providing the grounds for rewarding experiences. There should be a period set aside to learn new things that are useful and relevant, moments that are amusing and entertaining, and opportunities to put skills into action in ways that are challenging and fun.

Troop members should leave the meeting feeling invigorated, feeling good about Scouting, and feeling good about themselves. Scan the QR Code or visit [www.troopleader.scouting.org/program-features/](http://www.troopleader.scouting.org/program-features/) for program features.



## High Adventure Bases

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The thrill of our High Adventure Bases runs far and wide across America, and nobody in the world is better at sharing those experiences than the Scouts. Nobody. Learn more at any one of the High Adventure Base websites.



### Florida Sea Base

[www.bsaseabase.org](http://www.bsaseabase.org)

Sailing  
Kayaking  
Snorkeling  
Scuba Diving  
Fishing



### Northern Tier

[www.ntier.org](http://www.ntier.org)

Wilderness  
International  
Canoeing  
Fishing  
Winter Expeditions



### The Summit

[www.summitbsa.org](http://www.summitbsa.org)

High Adventure  
Summer Camp  
Rock Climbing  
Zip Lining  
Shooting Sports



### Philmont Scout Ranch

[www.philmontscoutranch.org](http://www.philmontscoutranch.org)

Backpacking  
Rock Climbing  
Shooting Sports  
Horseback Riding  
Living History

## Scouts BSA Summer Program Opportunities

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### Camp Friedlander Summer Camp

Camp Friedlander is the premier Scouts BSA Summer Camp program with a wide variety of merit badge options, activities for younger and older Scouts, training opportunities for adult leaders, and some of the best camping facilities in the country. Each summer, thousands of Scouts from across the nation (and the world!) make Camp Friedlander their summer camp home for a fun week of learning, achievement, leadership, and Scouting at its best.

You can find registration links for all weeks of camp, as well as information on Unit Registration, Individual Registration, Merit Badge Registration, Camp Financials (Fees, Payment Schedule, Discounts, Refunds), and Camp Forms and Communications at [www.danbeard.org/attend-camp-friedlander-summer-camp/](http://www.danbeard.org/attend-camp-friedlander-summer-camp/) or by scanning the QR Code.



### National Youth Leadership Training

National Youth Leadership Training (NYLT) is an exciting and powerful program designed to provide members of the Boy Scouts of America with leadership skills and experience they can use to lead themselves and others. This week-long outdoor experience represents a month in the model life of a typical Scout unit.

Courses will be held at Camp Michaels. To learn more about training, visit "" or scan the QR Code.

NYLT Course 1 June 11-16 – Male & Female linked Troop model

NYLT Course 2 June 18-23 – Male Troops

NYLT Course 3 June 25-30 – Male Troops

NYLT Course 4 October 6-8 and October 20-22 – Male & Female linked Troop model

# VENTURING & SEA SCOUT ZONE



## Venturing Program Resources

Let's talk about one of the key elements of all successful crews and an indicator of a potentially successful year. Of course, that would be the crew's annual program plan and planning conference. Research conducted by Eli Lilly in Indianapolis, Indiana, showed that a common element of strong units is they all have a good annual program planned a year in advance that is then shared with all families in the form of a calendar. The important result of a shared annual program calendar is that your crew will attract more families and Venturers will stay involved longer.

Two other key elements of successful units identified in that study were training and having just the right leader to start with. Here's how a crew program planning process works. A month or two before the scheduled face-to-face conference, crew Advisor, committee chair, and crew leader meet to begin preparation. Visit [www.danbeard.org/venturing-program-planning](http://www.danbeard.org/venturing-program-planning), or scan the QR Codes to the right, to get all of the preparation steps.

### Activity Interest Survey

Use this survey to help develop the crew's annual program plan of activities!

### Activity Planner Sheet

This tool comes in handy for planning a well-organized activity.

### Planning Your Crew's Annual Program Budget

These fillable electronic forms make Crew budgeting straightforward.

### Program Capability Inventory

Use this resource to help get more adult volunteers involved with your unit, and to get those who are already involved even more engaged.

### Crew Annual Program Planning Conference

Use this site to help guide your crew through its annual program planning conference.



Activity Interest Survey



Activity Planner Sheet



Annual Budget Planning



Annual Program Planning

## Sea Scout Program Resources

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There are many reasons why young adults should be interested in Sea Scouts. Being on the water and learning to operate a boat powered by wind is a traditional rewarding experience. For thousands of years, sailing and water transportation was the most important methods of travel for trade, business, culture, war, and practically every other major advancement. Sea Scouting is a co-educational program for young adults between the ages of 14 and 21. Young adults that are 13 years old and have completed the eighth grade are also eligible to join.

Sea Scouting is organized to promote better citizenship and to improve members' boating skills and knowledge through instruction and practice in water safety, boating skills, outdoor, social, and service experiences, and knowledge of our maritime heritage. Sea Scouting happens on, in and under the water. We are also involved in recreational boating, marine science, and/or maritime careers. Sea Scouting offers the challenge and excitement of the sea including sailing, navigation, safety, communications, mechanics, weather, piloting, and much more. Sea Scouting is an adventure on both land and sea.

Prior sailing experience is not necessary or required. Beginners are welcome! Feel free to navigate the Dan Beard or National sites to learn more about what Sea Scouts do!



Dan Beard Website



Sea Scout National Website

## Sea Scout Leader Resources

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### The Program Toolbox

The Program Toolbox is an initiative driven by dedicated volunteers to create and share program support materials with other Sea Scout Ships.

### Sea Scout Manual Resource Center

The updated Sea Scout Manual provides guidance and information in four main areas: Ship Organization and Uniform, Ship Operation, Advancement and Recognition, and Safety and Seamanship.

### Sample Activities

The ship activities that follow have been successful across the country. Use these suggestions as you develop your own ship program.

### Sample Activity Planner

This tool comes in handy for planning a well-organized activity.



Program Toolbox



Manual Resource Center



Sample Activities



Sample Activity Planner

# FUNDING THE YEAR



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 financial resources help to accomplish this. It is vital that each unit plans expenses for the year and what fundraising is needed in order to carry out the program.

## Basic Expenses

\$75/year per youth, \$45/year per adult  
\$25 One-time Joining Fee  
Unit Recharter Fee  
\$100/year per unit  
Local Accident & Sickness Insurance  
\$5.50/year per youth and adult  
Scout Life magazine subscription \$15/year  
Activities  
Advancements  
Reserve Fund

Troop/Den/Pack Dues  
How much will each meeting and extra activity cost?  
Summer, Winter, Day, and Resident Camps  
Does the unit pay for part or all of these activities, or does the individual youth?  
What type of awards and approximately how many does the unit plan to hand out?  
Does the unit charge a due to help cover costs?  
Does the unit have adequate funds in reserve for unforeseen expenses?

The Dan Beard Council provides youth with fundraising opportunities to help pay for the unit's expenses along with awards, camps, registration fees, boys life, and much more. Teaching our youth that they can earn their own way is just one of the many values that the Scouting teaches our Youth. Last year through the popcorn sale and spring product sales local units put hundreds of thousands into unit accounts to help provide quality program.

## Unit Budgeting

The activities a pack, troop, or crew is able to participate in depends on both what funds are available as well as the plan on how those funds are used. It is important to plan out your unit's budget in advance to match the plans of your unit's program calendar. There are several components that go into managing a unit's account and budget throughout the year. The Unit Budgeting Guide can be found by scanning the QR Code or by visiting [www.danbeard.org/unit-budget-planning/](http://www.danbeard.org/unit-budget-planning/).



Unit Budgeting Guide

## Unit Accounts

As a service to its units and customers, the Dan Beard Council accepts advanced deposits to be held by the council in a custodial account in the name of the unit. The unit account can be used for supplies, registration, Scout Life, camp registration fees, or activity fees. Funds from the unit account can be used in the Dan Beard Scout Shop.

If you wish to use the unit account service, you may simply bring a check, cash, or credit card (2% processing fee will apply) in the amount you want to have deposited into the account and a list of names of the people in your unit you wish to have able to use the money in the account. Only those listed will be able to use the account. Only the Committee Chairman, Chartered Organization Representative, Cubmaster, Scoutmaster, or Post Advisor may change the names on the account and this should be done in writing. Additional information about unit accounts is also available on the Unit Budget Planning page.

## Unit Money Earning Application

The unit leadership in chartered organizations may participate in approved fundraising projects, provided BSA Rules and Regulations and guidelines are followed. This will help ensure the quality of the product or service and the safety of all participants and avoid the commercialization of the BSA. Every unit planning to conduct a fundraising activity (outside of the pre-approved popcorn & camp card sales) activity must submit a Unit Money-Earning Application (Form No. 34427) for approval by the chartered organization and the local council prior to holding the activity.

The form is available at [www.danbeard.org/unit-budget-planning/](http://www.danbeard.org/unit-budget-planning/) or by scanning the QR Code.



## 2023 Family Friends of Scouting

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Funding for the Scouting Program, local events, camp facilities, trainings, and more comes in large part from our annual fundraising campaign called Friends of Scouting (F.O.S). This campaign is the one opportunity each year for communities, businesses, and families to support the Scouting movement to help ensure the delivery of a quality Scouting program to over 10,000 youth in Southwest Ohio and Northern Kentucky.

Your annual membership fee goes directly to the National Council, so all the local raised funds are what support our local Scout council each year. These dollars are invested into our local programs to provide new equipment, camp facilities, planning of large events, supplies, and resources for units to use throughout the year. Friends of Scouting makes up approximately 44% of the operating budget each year. All gifts stay local and help to support local Scouting programs and facilities. On average, it takes about \$250 per Scout to provide the Scouting program for one year.

The family portion of the campaign is when families within Scouting have an opportunity to help support the program that their son or daughter is a part of by making a financial contribution. Together, we make a huge impact! That support goes a long way in helping us deliver the program we set out to give to the youth in our communities. We ask that each unit help do their part by scheduling a family FOS presentation. At this short 5-8-minute presentation, a local volunteer will visit your unit, help to share the impact of Scouting here in the Dan Beard Council, and ask if families will consider supporting the cause. Presentations are typically made during the months of January, February, and March.

# Fall Popcorn Sale

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## Key Points

Runs from August 14 through November 10

Great commissions

Prizes and incentives for youth

Earn your way through Scouting

Over 70% of sales reinvested back into Scouting for:

- Unit and Scout activity annual expenses

- To invest in tools to grow your sale (free banners, credit card readers, point-of-sale app, and more)

- To reinvest in local Scouting Camp equipment, facilities, and resources for your unit to use.

## 2023 Popcorn Dates

May 1: Unit Enrollment Starts

July 18: Popcorn Rally SAC

July 19: Popcorn Rally West Chester

August 1: Popcorn Rally NKY

August 14: Initial Popcorn Order Due

August 26: Popcorn Festival

August 31: Popcorn Sort

September 1: Popcorn Distribution

September 6-7: Product Replenishment Days

September 13-14: Product Replenishment Days

September 20-21: Product Replenishment Days

September 27-28: Product Replenishment Days

October 4-5: Product Replenishment Days

October 11-12: Product Replenishment Days

October 18-19: Product Replenishment Days

October 21: Return Day

October 22: Final Order Due

November 9: Popcorn Sort

November 10: Popcorn Distribution

December 4: Final Payments Due

Scan the QR Code to commit to the 2023 Popcorn Sale!



# GROWING YOUR UNIT



## Recruiting Youth

Oftentimes in Scouting when you hear the word recruitment you think of just Cub Scout recruitment in the fall. Now this is our biggest organized recruiting event that we have as a council but there are many more steps to ensure success amongst your Cub Scout Pack and Scouts, BSA Troop. Recruitment is a year-round activity. Below are some key dates/events that will help grow your unit.

## 2023 Join Scout Night

For more information regarding Join Scout Night Training, scan the QR Code or visit [www.danbeard.org/join-scout-night/](http://www.danbeard.org/join-scout-night/).



## Webelos To Scout Transition Timeline

**August:** Troops should get names, address & phone numbers of 2nd year Webelos.

**September:** Troops should contact Webelos Dens and introduce their Troop. • Troops should include Webelos on their Troop newsletter mailing list.

**October:** Webelos attend a campout with a Scouts, BSA Troop(s).

**November:** Scouts, BSA Troops should be attending Webelos meetings and talking to the youth about how a Scouts, BSA Troop functions.

**December:** Webelos should be attending a Scouts, BSA Troop meeting.

**January:** Webelos and Scouts, BSA Troops should be getting applications filled out and finalizing plans with youth crossing over into their Troop.

**February:** Troops should be participating in a “bridging over” ceremony at the Blue and Gold banquet.

**March:** Troops should have an activity planned so new Scouts get involved and comfortable in their new Scouts, BSA Troop.

**April:** Scouts, BSA Troops should be conducting a summer camp orientation.

**Summer:** Ensure all new Scouts attend summer camp with the Troop.



# I CAN SCOUT

The Place To Be. The Power To Do.

Kayaking | Archery | Rock Climbing | Camping | Mountain Biking



 FIND A UNIT

**liveScoutloud**



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BeaScout.org | 513-577-7700

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