

# Live Scout Loud



DAN BEARD COUNCIL, BSA  
SERVING GREATER CINCINNATI & NORTHERN KENTUCKY

**Membership Renewal  
Unit Renewal  
(2024)**





# Agenda

- Introduction
- Membership Renewal
- Financial Aid
- Unit Renewal
- Resources
- Q&A

**THIS PRESENTATION  
IS INTENDED FOR  
USE AT ROUNDTABLES**





**“Charter Renewal”**  
**“Recharter”**  
**“Rechartering”**





# Membership Renewal



# Unit Renewal





# Membership Renewal

- **12** – Starting 8/01/2023, all memberships are individual twelve month terms.
- **60** – Members will get renewal notices by email starting sixty days (i.e., two months) prior to expiration date.
- **30/15** – Reminder email messages will occur at thirty days (i.e., one month) and fifteen days prior to expiration date as well.
- **60** – There is a sixty day (i.e., two months) lapse period from the date of expiration before the member will be dropped.
- **YES, it is possible for units to renew its own members.**

 60 Day* Notice	 Expiration Date	 60 Day* Lapse
6/01/2024	7/31/2024	9/30/2024
7/01/2024	8/31/2024	10/31/2024
8/01/2024	9/30/2024	11/30/2024
<b>09/01/2024</b>	<b>10/31/2024</b>	<b>12/31/2024</b>
10/01/2024	11/30/2024	1/31/2025
11/01/2024	12/31/2024	2/28/2025
12/01/2024	1/31/2025	3/31/2025
1/01/2025	2/28/2025	4/30/2025
2/01/2025	3/31/2025	5/31/2025
3/01/2025	4/30/2025	6/30/2025
4/01/2025	5/31/2025	7/31/2025
5/01/2025	6/30/2025	8/31/2025

\*System dates align with the first and last days of a month, so “60 Day” actually means two months and “30 Day” actually means one month.



# Membership Renewal – Timeline

## Be Prepared

Communication » Planning

- Units should perform monthly membership inventories to verify that registered leaders and parents/guardian(s) linked to Scouts have valid email addresses listed in the system.
- **Units should communicate with their members as to how the renewals and fee payments may differ from the reminder emails sent by National and how the unit is going to complete the renewals and collect payments.**

## Board of Review

Verification » Post

- The unit can approve its members once they have renewed their memberships.

## Do Your Best

Review » Submit

1. Members can renew and pay for their own memberships directly.
- AND/OR
2. Units can renew and pay for selected individual members (adults and/or Scouts).

## Finish Line

Crunch time » Hurry!

1. Units should review its roster regularly for members eligible to renew or expired, and membership renewals that need to be approved.
2. Ensure that your unit members are renewed before their expiration dates to prevent problems.

## Court of Honor

Success » Celebrate!

1. THANK YOUR LEADERS, other volunteers, and families for continuing their Scouting journeys with your unit.
2. Enjoy another great year of Scouting!

## Lapse

Expiration » Drop

1. There is a sixty day (i.e., two months) lapse period.
2. **Membership is suspended during the lapse period!** Adults cannot serve in leadership roles or access online Scouting tools. Scouts cannot participate or work on advancement requirements.
3. Members that have not renewed within the lapse period will be dropped from the roster and will need to submit a new application.



**9/01/2024** (T-60 Days)  
Membership Renewal Opens

**9/30/2024** (T-30 Days)  
Review Incomplete Renewals

**10/31/2024** (Expiration)  
Membership Renewal Due



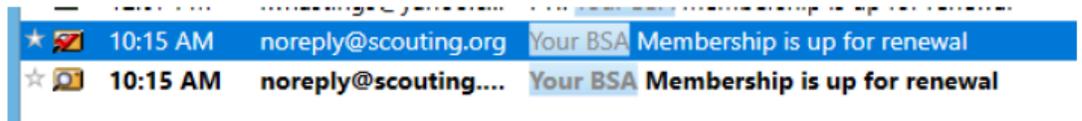


# Membership Renewal

- It is **CRITICAL** that email addresses are correct in the system for:
  - Registered adult members.
  - Parent/guardian(s) linked to youth members.
- Email messages will be sent from the My.Scouting.org system directly to the associated members from [noreply@scouting.org](mailto:noreply@scouting.org).
- Members may get multiple messages depending on their various positions.

- The member will receive a payment receipt through email after the membership renewal process is completed.

## Email



## Scoutbook

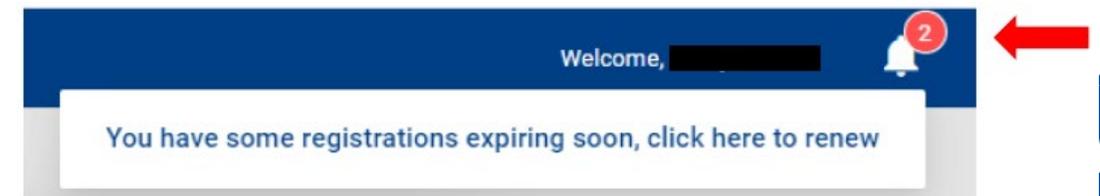
### Attention

It's time to renew your membership in Scouting as it expires on **6/30/2024**. To continue your involvement in your unit, and maintain access to Scouting resources, click on "Renew".

Cancel

Renew

## My.Scouting





# Membership Renewal



## MEMBERS PAY DIRECTLY

Members renew and pay for their own memberships and/or the memberships of Scout youth in their families without involving the unit.

Payment is made by the individual members/families either online or offline at the Scout Achievement Center (SAC).



## UNIT PAYS FOR MEMBERS

Units can select members (individual adults and/or Scouts) to renew and pay for when their memberships come due.

Unit funds are used to make payment online or offline at the Scout Achievement Center (SAC).



## UNIT PAYS WITH POPCORN MONEY

Units can select members (individual adults and/or Scouts) with memberships expiring on 10/31/2024, and pay for them offline at the at the Scout Achievement Center (SAC) using unit popcorn profit.





# Membership Renewal – Fees

	Cub Scout*	Scout BSA Youth	Sea Scout or Venturer (non-multiple under 18)	Explorer (non-multiple under 18)	Adult
National Registration Fee	\$85.00	\$85.00	\$85.00	\$50.00	\$65.00
Council Activity Fee	\$55.00	\$80.00	\$80.00	\$80.00	\$6.00**
Administrative Fee (3% for credit card)	\$3.30	\$4.95	\$4.95	\$3.90	\$2.13
<b>Total</b>	<b>\$144.20</b>	<b>\$169.95</b>	<b>\$169.95</b>	<b>\$133.90</b>	<b>\$73.13</b>
Scout Life Magazine (Optional)	\$15.45	\$15.45	\$15.45	\$15.45	\$15.45
<b>Total with Scout Life</b>	<b>\$159.65</b>	<b>\$185.40</b>	<b>\$185.40</b>	<b>\$149.35</b>	<b>\$88.58</b>
*Rebate for new Lion or Tiger, OR Lion renewing as a Tiger	(\$30.00)				**Council insurance fee
<b>Final Cost without Scout Life / with Scout Life</b>	<b>\$114.20 / \$129.65</b>				





# Membership Renewal – Council Activity Fee

- The Council Activity Fee was added to the online membership system on 7/01/2024.
- The following Council Activity fees will be charged based on program membership:
  - Cub Scouts = \$55\*  
\*Information was previously sent to Lions renewing as Tigers by email on how they will pay only \$25 for the Council Activity Fee. New Lions and Tigers will receive a coupon code to discount the Council Activity fee to \$25.
  - Scouts BSA = \$80
  - Venturing (non-multiple under age 18) = \$80
  - Sea Scouts (non-multiple under age 18) = \$80
  - Exploring (non-multiple under age 18) = \$80
  - Adult Volunteers = \$6 (Council insurance fee)
  - Families renewing more than three Scouts will need to register their youngest Scouts (any beyond the first two oldest) manually at the Scout Achievement Center (SAC) in order to receive the appropriate Council Activity Fee discount for the Scouts beyond the first two.
- Individual renewals will have auto-renew enabled by default.
- *Scout Life* magazine subscription will be selected by default.

Summary

	BSA Non-Unit Adult Reg Jennifer Valid until	\$60.00
	Council Fee Jennifer Valid until	\$10.00
	Administrative Fee	\$2.55
<input checked="" type="checkbox"/>	Scout Life Domestic Rates ⓘ Jennifer Valid until	\$15.00
<b>TOTAL AMOUNT DUE</b>		<b>\$87.55</b>

Payment Details

**CARD INFORMATION**

\* Cardholder Name:

Example Only • Not Actual Fees





# Membership Renewal – Lions renewing as Tigers

[Updated 8/21/2024]

The cost of Scouting memberships for first grade is \$110 (\$25 activity fee plus the national fee of \$85). There has, however, been a slight change to how membership fees can be collected:

- If your Pack or you as an individual renews in person at the Scout Achievement Center, the \$25 activity fee will be collected along with the national registration fee.
- If you choose to renew online, due to limitations of the national office's online system, you will be charged \$55. To make up for this overage, each Tiger Scout who renews online will be mailed a \$30 refund check to the address on file. **It was previously shared that there would be a Scout Shop credit issued. This is no longer the process.**





# Financial Aid

## PROGRAM INFORMATION

The Dan Beard Council (DBC) is committed to making Scouting available to all youth. In support of that commitment, the council may pay up to \$40 of the cost of registration if families cannot afford. The dollar amount requested must be the difference between the fees and what the youth, unit, and/or chartered organization can afford.

## ASSISTANCE AVAILABILITY

To help ensure there are sufficient funds to help all youth enjoy Scouting, we encourage units to participate in the Annual Popcorn Sale, Coffee Sale and Camp Cards. Please note, as a limited amount of funds is available each year, we cannot guarantee that every youth that applies for this program will receive assistance.





# Membership Renewal – Financial Aid

The application can be found at: [www.DanBeard.org/FIA](http://www.DanBeard.org/FIA)

The application should be submitted to your Membership Executive, and must be approved by the DBC. Once approved, you can reduce the amount of the membership renewal check by the amount of the grant.

Membership Renewals that include financial aid must be completed in-person at the Scout Achievement Center (SAC).

**Add a note to the printout of the amount due explaining who is receiving how much financial assistance.**

DAN BEARD COUNCIL, BSA  
SERVING GREATER CINCINNATI & NORTHERN KENTUCKY

**liveScout loud**

### Request for Financial Assistance

It is the belief of the Dan Beard Council that Scouting programs should be available to all youth. Thanks to strong community and Scouting family support, some funds for financial assistance are available to assist with fees for council events and member registrations. As funds are limited, financial assistance is based on need.

The council cannot cover subscription to Scout Life magazine, and alternatives should be sought before requesting assistance. For assistance with camp fees individuals should use the separate Campership Application.

It is a good idea to discuss the use of this form with your District Executive before submission, Please use a separate form for each request. All requests are kept confidential.

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#### Scout Information

NAME: \_\_\_\_\_

UNIT TYPE:    Pack    Troop    Crew    Post    UNIT #: \_\_\_\_\_ DISTRICT: \_\_\_\_\_

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#### Unit Leader Information

(For notification)

UNIT LEADER NAME: \_\_\_\_\_

UNIT LEADER PHONE: \_\_\_\_\_ UNIT LEADER EMAIL: \_\_\_\_\_

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#### Statement of Need

FEE AMOUNT: \_\_\_\_\_ AMOUNT ABLE TO PAY: \$ \_\_\_\_\_ (Please consider an investment towards your Scout's program, as able)

REQUESTED AMOUNT: \$ \_\_\_\_\_ (Dan Beard Council will consider amounts up to \$40 per Scout, while funds last)

NEED (Reason assistance is needed): \_\_\_\_\_

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Has the Scout participated in any of the following (check all that apply):     Popcorn sale     Coffee Sale     Camp Card Sales

Many chartering organizations are willing and able to assist with registration fees for Scouts. Has the chartering organization been approached?  
 Yes     No

How will they assist? \_\_\_\_\_

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#### Requested By

_____ Printed Name	_____ Relationship to Scout
_____ Signature	_____ Date

Revised 8/2024





# Unit Renewal

- **60** – The Unit Renewal option becomes available to units on 9/01/2024, sixty days (i.e., two months) prior to the unit charter expiration date of 10/31/2024. Key 3 + COR Delegate will get renewal notices by email.
- **30** – Units should complete their renewals within the first thirty days after becoming eligible and must be completed prior to the unit charter expiration date (10/31/2024).
- **60** – There is a sixty day (i.e., two months) lapse period from the unit expiration date and then the unit will be dropped.
- It is critical that units begin preparing for Unit Renewal NOW:
  - Unit must have the required number of leadership positions filled:
    - Cub Scouts = 6
    - Scouts BSA = 5
  - Leaders must have current paid membership.
  - Leaders must have successfully completed background check and Youth Protection Training (YPT).
  - Leaders must have valid email addresses listed in the system.
  - Unit must have at least five registered Scouts of appropriate age/grade for the program.
  - Units with female Scouts must have at least one registered adult female leader.





# Unit Renewal – Timeline

## Be Prepared

Communication » Planning

- Determine a **Unit Renewal Champion** (should be one of the Key 3 or COR Delegate).
- Verify login for **My.Scouting.org**.
- Verify that the required positions are filled (Cubs=6; Others=5).
- Verify that listed leaders have completed background check (lead time is six weeks for new registrations) and have completed or renewed Youth Protection Training (YPT) to be valid through 11/30/2024.
- Leaders must have valid email addresses listed.
- Unit must have at least five registered Scouts.
- Print and review the **Unit Charter Agreement**.

## Board of Review

Verification » Post

### Do Your Best

Review » Submit

1. Unit Renewal Champion logs into My.Scouting.org and submits online **Unit Renewal** request. Print a copy for the unit's records.
2. Unit submits payment (\$100) for the renewal.
3. Unit prints the **Unit Charter Agreement**, has it signed by the Unit Leader, COR, and Unit Commissioner, and then submits it to the Council.

**9/01/2024**  
Unit Renewal Opens

1. Council Registrar verifies Unit Renewal request, payment, and signed Unit Charter Agreement; any missing items or other issues must be resolved.
2. Council Registrar approves the Unit Renewal request.

- Council Registrar updates the Unit Renewal tracking sheet for reporting purposes.

### Finish Line

Crunch time » Hurry!

- Do not delay in getting the Unit Renewal submitted as there could be delays in processing.
- Submit the online renewal request regardless of the Unit Charter Agreement status.

**9/30/2024**  
Renewal Items Due to Council

## Court of Honor

Success » Celebrate!

### Lapse

Expiration » Drop

- There is a 60 day (i.e., 2 month) lapse period; the unit is considered suspended during this time.
- Units with an incomplete Unit Renewal will drop from the Council roster on 1/01/2025.
- Members of dropped units become “Members without a unit” and will need to be assigned to a new unit.
- Individual membership is valid for twelve months from the month in which registration started.

**10/31/2024**  
Unit Renewal Due





# Unit Renewal

## REQUIRED for Unit Renewal:

- Minimum number of positions filled (Cubs=6; Others=5).
- Leaders must be 18+ years old, and have successfully completed the background and YPT.
- Unit has five registered Scouts of appropriate age/grade.
- Unit Renewal request (online) and fee payment have been submitted.

 *Keep it simple and focus on what is needed for completing the Unit Renewal quickly.*

The Unit Charter Agreement also needs to be printed, signed, and submitted, but this does not prevent the Unit Renewal process from being completed online.

## NOT required for Unit Renewal:

- Membership Roster
- Journey to Excellence (JTE)
- Detailed Assessment
- Friends of Scouting (FOS) presentation scheduled

 *JTE and Detailed Assessments are still currently encouraged as part of Unit Service, but are no longer associated with the Unit Renewal process.*



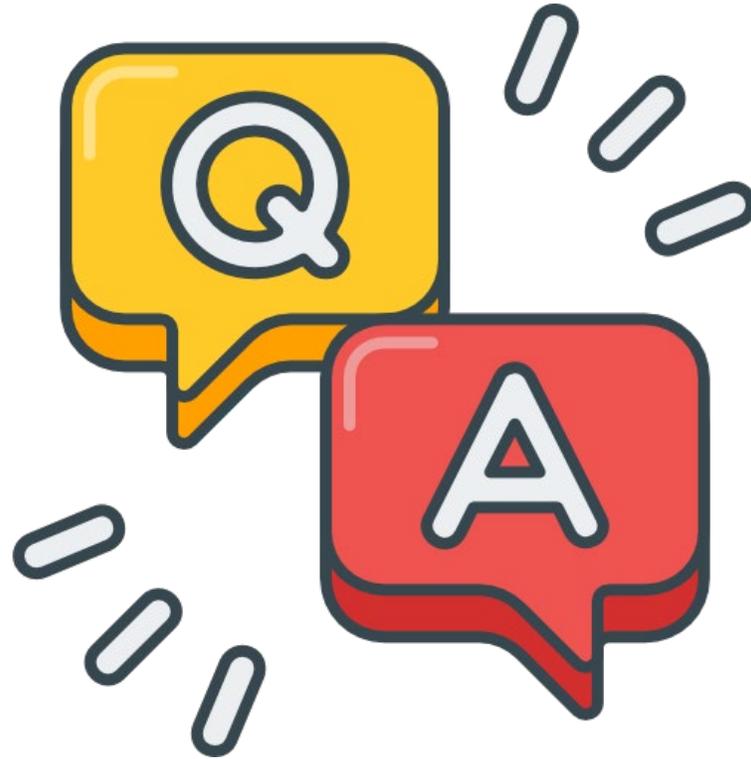


# I need help!

1. **Review the Membership Renewal and Unit Renewal pages at <https://danbeard.org/renewals>**, including the FAQ and Resources listed at the bottom of the pages. These are all updated regularly to contain the latest information.
2. **Attend Roundtable.** Commissioners and other District volunteers regularly attend District Roundtables and will be able to answer your questions.
3. **Contact your Unit Commissioner.** Find their name and contact information at <https://my.scouting.org> > Organization Manager > Unit Dashboard > Unit Summary > Commissioners > click on the name of the Commissioner listed. If you do not have a Unit Commissioner, then contact your District Commissioner at <https://danbeard.org/resources/commissioners/commissioner-team/>.
4. Contact your District Executive for Council financial aid information.

If the above options are unable to answer your questions or provide the necessary assistance, then you will be directed to somebody who can!





# Appendix

## View Membership Renewal Status in My.Scouting.org



Sign out as Unit Manager

Settings

Unit Renewal

Unit Pin

Unit Dashboard

Roster

Transfer in

Position Manager

Reports  **3**

The Chartered Organization Report returns a list of chartered organizations within the structure of the district or council.

### EAGLE EXTENSION REPORT

Run

The Eagle Extension Report returns a list of all Youth Member who have been granted an Eagle Extension.

### EXPLORER POST SPECIAL INTEREST REPORT

Run

A report of all active Explorer Posts, showing Community Organization, membership and their special Interest code.

### FUNCTIONAL ROLE ASSIGNMENT REPORT

Run

Listing all functional roles assigned by unit. Can be sorted by role.

### MEMBER OPTED-OUT REPORT

Run

This Report lists all members who have Opted to not renew.

### MEMBERS DUE TO RENEW **4**

Run

This report lists all members due to renew within 2 months or who are lapsed.

### MEMBERS WHO HAVE RENEWED

Run

This report will list all members, youth and adult, who have renewed this year. You can adjust the date range as needed.

### MEMBERSHIP TOTALS REPORT

Run

The Membership Totals Report returns a detail list of each active unit within the structure of the district or council. By unit, the reports give you demographic data such as the number of youth and adults, male and female along with the chartered organization and charter expiration date.

**Note that you can click on the Reports option to generate a report of upcoming membership dates:**

- 1. Sign in to My.Scouting.org,**
- 2. Click Organization Manager,**
- 3. Click Reports**
- 4. Select the desired report.**

Scoutbook Plus Help: For help and tutorials in using Scoutbook Plus, click [here](#). To keep up to date with the latest improvements, click [here](#).

My Organization

Pack Church **FAMILY**  
**Council:** Dan Beard Council, BSA  
**District:** Little Miami  
**Chartered Organization:** Church

Roster Pending Items History

Transfer Member Import

Search by Name or Member ID

Add Den Unit Quick Entry Run Report 2 Record Progress Group/Edit Den Show: Filtered

Name Member ID Type Age Last Rank Approved Den Position Renewal Status Opt Out Expiration Date

Show Roster

- Type
- Youths
  - Adults
  - Den Chiefs
- Status
- Opted Out
  - Renewed
  - Expired
  - Eligible to Renew
  - Current

Display

- Group By Dens
- Select All / Deselect All
- Tigers 3
- Wolves 2
- Bears 4
- Webelos 15
- Aol 12
- Unassigned

SHOW RESULTS

<input type="checkbox"/>		YOUTH	7	Tiger	Wolf 2	Wolf Member	Eligible to Renew	<input type="checkbox"/>	08/31/2024
<input type="checkbox"/>		YOUTH	10	Webelos	Aol 12	Arrow Of Light Member	Current	<input type="checkbox"/>	10/31/2024
<input type="checkbox"/>		YOUTH	7	Tiger	Wolf 2	Wolf Member	Renewed	<input type="checkbox"/>	Future

Total 64 Items

1 2 3 4 5 6 7

10 / page

## View Membership Renewal Status in Scoutbook Plus

1. Log into **Scoutbook Plus** at <https://advancements.scouting.org>.
2. Choose unit in the yellow dropbox in the top right corner of the screen.
3. Click **Roster** on left vertical menu bar.
4. Click **Show:Filtered** on the right side of the gray menu bar to change what is shown on the roster.
5. Click the SHOW RESULT button.
6. Review **Renewal Status** and **Expiration Date** columns to determine which members need to be renewed and when.



5



Key 3 Delegate

Member ID

Youth Protection Training expires:

Print Certificate



Vigil

About (hobbies, scouting experience)...

2

0/200

## Parents / Guardians For



Family Member



## Activity Logs:



CAMPING



HIKING



SERVICE HOURS

## PERSONAL INFORMATION

Prefix

First Name

Last Name

Suffix

Preferred Name



Middle Name

Date of Birth:

Gender: M

Please contact your council office for any changes to your personal information that are not editable.

## ADDRESS INFORMATION

Home

Business

Vacation

Primary

Country  
USA

Address Line 1

Address Line 2

City  
CincinnatiState  
OH-OHIO

Zip Code

Hey, it seems you don't have your Scout Life Subscription, [buy it here](#).

## CONTACT INFORMATION

EMAIL

Primary

Email Address\*  
@gmail.com

Add Email Address +

PHONE

4

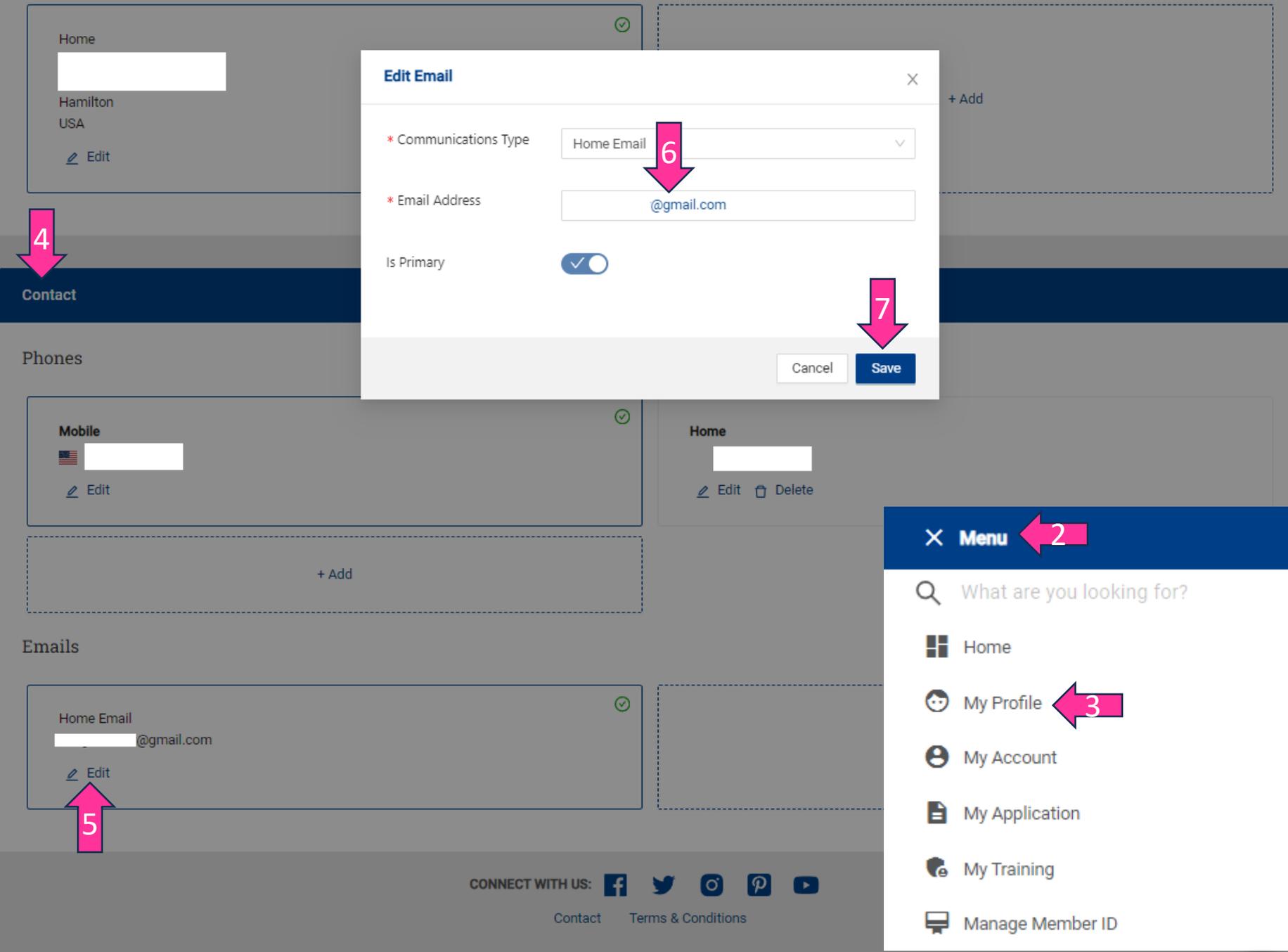
Save Changes

## Update an Email Address in Scoutbook Plus

1. From the Roster in **Scoutbook Plus**, click on a name.
2. If the name was for a youth, their information page will load; click on the name of the Parent/Guardian listed and their profile page will load. If the name was that of an adult, their profile page will load directly.
3. Scroll down to the **CONTACT INFORMATION** section and update the **Primary Email Address**.
4. Click the **Save Changes** button in the bottom right corner of the page.
5. Return to the **Roster** page.

## Update your Email Address in My.Scouting.org

1. Log into **my.Scouting** at <https://my.scouting.org>.
2. Click **Menu** in the upper left corner of the page.
3. Click **My Profile**.
4. Scroll down to the **Contact** section at the very bottom of the profile page.
5. Find the **Primary** email address (noted by the ) and then click the **Edit** link to update the email address.
6. In the *Edit Email* popup, input the updated **Email Address**
7. Click the **Save** button.



The screenshot shows the 'My.Scouting.org' profile page with several sections: Home, Contact, Phones, and Emails. A 'Contact' section at the bottom contains a 'Home Email' entry with an '@gmail.com' address and a checkmark icon, and an 'Edit' link. An 'Edit Email' popup is open, showing the 'Communications Type' as 'Home Email', the 'Email Address' as '@gmail.com', and the 'Is Primary' toggle as checked. The 'Save' button is highlighted. A 'Menu' overlay is visible in the bottom right, listing options like Home, My Profile, My Account, My Application, My Training, and Manage Member ID. Red arrows with numbers 2 through 7 point to the Menu, My Profile, Edit link, Email Address field, Save button, and Contact section respectively.

**Home**  
Hamilton  
USA  
[Edit](#)

**Contact**

**Phones**

**Mobile**  
USA  
[Edit](#)

**Home**  
[Edit](#) [Delete](#)

**Emails**

**Home Email**  
@gmail.com  
[Edit](#)

**CONNECT WITH US:** [f](#) [t](#) [i](#) [p](#) [v](#)

[Contact](#) [Terms & Conditions](#)

**Menu**

What are you looking for?

- Home
- My Profile
- My Account
- My Application
- My Training
- Manage Member ID

# Resources



<https://danbeard.org/renewals/>



<https://danbeard.org/commissioners/>

