



BOY SCOUTS OF AMERICA®  
HEART OF AMERICA COUNCIL

# IDEAL

## YEAR OF SCOUTING



2021-2022

**TROOP & CREW GUIDEBOOK**



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This guide and all Ideal Year of Scouting resources can be found online  
[www.hoac-bsa.org/IdealYearofScouting](http://www.hoac-bsa.org/IdealYearofScouting)







# HOW TO USE THIS GUIDE

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

- A stronger program for your unit at less personal cost to you
- Increased parental involvement
- More Scouts camping
- Better retention
- More funding with less time spent fundraising
- A simpler, easier and more enjoyable Scouting program

The Ideal Year of Scouting follows the BSA's Journey to Excellence recognition program. Think of Journey to Excellence or JTE as your scorecard for Scouting success. The Journey to Excellence scorecard is located on the next 2 pages and will help you identify, quantify, track and report key factors to make the program you deliver even better for your Scouts.

Over the next few pages we'll guide you through the Journey to Excellence criteria and set you on the path to your Ideal Year of Scouting. If you have questions or get stuck along the way don't worry...we've got you covered! This guide and additional online resources are available at: [www.hoac-bsa.org/IdealYearofScouting](http://www.hoac-bsa.org/IdealYearofScouting).

You can also contact us at 816.942.9333 and we'll connect you with a Scouting professional who can help you achieve your Ideal Year of Scouting.

## JOURNEY TO EXCELLENCE QUALIFICATIONS

Complete the Journey to Excellence Scorecard on the next page and submit with your recharter paperwork.



# JOURNEY TO EXCELLENCE - TROOPS

Item	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
Planning and Budget					Total Points: 200		
#1	<b>Planning and budget:</b> Have a program plan and budget that is regularly reviewed by the committee, following BSA policies related to fundraising. (Virtual/remote meetings are acceptable.)	Have an annual program plan and budget adopted by the troop committee.	Achieve Bronze, plus troop conducts a planning meeting involving youth leaders for the following program year.	Achieve Silver, plus troop committee meets at least six times during the year to review program plans and finances.	50	100	200
Membership					Total Points: 500		
#2	<b>Building Scouting:</b> Recruit new youth into the troop in order to grow membership.	Have a membership growth plan that includes a recruitment activity or use a personalized invitation method and have current pin on beascout.org.	Achieve Bronze, and either increase youth members or have at least 25 members.	Achieve Silver, and either increase youth members by 5% or have at least 35 members.	50	100	200
#3	<b>Retention:</b> Retain a significant percentage of youth members.	Reregister 75% of eligible members.	Reregister 80% of eligible members.	Reregister 85% of eligible members.	50	100	200
#4	<b>Webelos-to-Scout transition:</b> Have an effective plan to recruit Webelos Scouts into the troop.	With a pack or Webelos den, hold two joint activities (live or virtual).	Achieve Bronze, plus recruit two Webelos Scouts.	Achieve Bronze, plus provide at least one den chief to a pack and recruit five Webelos Scouts.	25	50	100
Program					Total Points: 900		
#5	<b>Advancement:</b> Achieve a high percentage of Scouts earning rank advancements.	40% of Scouts advance one rank during the year.	50% of Scouts advance one rank during the year.	60% of Scouts advance one rank during the year.	50	100	200
#6	<b>Short-term camping:</b> Conduct short-term or weekend campouts throughout the year. (Alternative home-centered approaches may be used.)	Conduct four short-term overnight campouts.	Conduct seven short-term overnight campouts.	Conduct nine short-term overnight campouts.	50	100	200
#7	<b>Long-term camping:</b> Participate in a long-term camp with a majority of the troop in attendance. (includes council-offered alternatives)	The troop participates in a long-term camp.	60% of Scouts attend a long-term camp.	70% of Scouts attend a long-term camp.	50	100	200
#8	<b>Service projects:</b> Participate in service projects, with at least one benefiting the chartered organization. (includes home engagements serving others)	Participate in three service projects and enter the hours on the JTE website.	Participate in four service projects and enter the hours on the JTE website.	Participate in five service projects and enter the hours on the JTE website.	25	50	100
#9	<b>Patrol method:</b> Use the patrol method to develop youth leaders. (Virtual/remote meetings are acceptable.)	The troop has patrols, and each has a patrol leader. There is an SPL, if more than one patrol. The PLC meets at least four times a year.	Achieve Bronze, plus PLC meets at least six times. The troop conducts patrol leader training.	Achieve Silver, plus PLC meets at least ten times. At least one Scout has attended an advanced training course, such as NYLT or Order of the Arrow Conference.	50	100	200
Volunteer Leadership					Total Points: 400		
#10	<b>Leadership and family engagement:</b> The troop is proactive in recruiting sufficient leaders and communicates regularly with parents. (Virtual/remote parents' meetings are acceptable.)	Have at least one registered assistant Scoutmaster.	Achieve Bronze, plus the troop holds two courts of honor, where troop plans are reviewed with parents.	Achieve Bronze, plus the troop holds three courts of honor, where troop plans are reviewed with parents.	50	100	200
#11	<b>Trained leadership:</b> Have trained and engaged leaders at all levels. All leaders are required to have youth protection training. (Online/remote training is acceptable except for Introduction to Outdoor Leader Skills.)	Scoutmaster or an assistant Scoutmaster has completed position-specific training.	Achieve Bronze, plus the Scoutmaster and 60% of assistants have completed position-specific training or, if new, will complete within three months of joining.	Achieve Silver, plus two-thirds of active committee members have completed position-specific training and at least one person has attended an advanced training course involving a total of at least five days.	50	100	200

- ☐ **Bronze:** Earn at least 525 points by earning points in at least 7 objectives.
- ☐ **Silver:** Earn at least 750 points by earning points in at least 8 objectives.
- ☐ **Gold:** Earn at least 1,000 points by earning points in at least 8 objective and at least Bronze in #6 or #7.

Total points earned: \_\_\_\_\_

No. of objectives with points: \_\_\_\_\_

☐ Our troop has completed online rechartering by the deadline in order to maintain continuity of our program.

☐ We certify that these requirements have been completed:

Scoutmaster \_\_\_\_\_ Date \_\_\_\_\_

Committee chair \_\_\_\_\_ Date \_\_\_\_\_

Commissioner \_\_\_\_\_ Date \_\_\_\_\_

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





# JOURNEY TO EXCELLENCE - CREWS

Item	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
Planning and Budget					Total Points:		200
#1	<b>Planning and budget:</b> Have a program plan and budget that is regularly reviewed by the committee, following BSA policies relating to fundraising. (Virtual/remote meetings are acceptable.)	Have an annual program plan and budget adopted by the crew committee.	Achieve Bronze, plus crew conducts a planning meeting involving youth leaders for the following program year.	Achieve Silver, plus crew committee meets at least six times during the year to review program plans and finances.	50	100	200
Membership					Total Points:		500
#2	<b>Building Venturing:</b> Recruit new youth into the crew in order to grow membership.	Have a membership growth plan that includes a recruitment activity or use a personalized invitation method.	Achieve Bronze, and either increase youth members or have at least 10 members.	Achieve Silver, and either increase youth members by 10% or have at least 15 members with an increase over last year.	100	200	300
#3	<b>Retention:</b> Retain a significant percentage of youth members.	Reregister 50% of eligible members.	Reregister 60% of eligible members.	Reregister 75% of eligible members.	50	100	200
Program					Total Points:		800
#4	<b>Adventure:</b> Conduct regular activities including a Tier II or Tier III adventure. (Alternative activities to satisfy travel restrictions may be approved by the council.)	Conduct at least four activities including a Tier II or Tier III adventure.	Conduct at least five activities and at least 50% of youth participate in a Tier II or Tier III adventure.	Conduct at least six activities and at least 50% of youth participate in a Tier II or Tier III adventure.	50	100	200
#5	<b>Leadership:</b> Develop youth who will provide leadership to crew meetings and activities. (Virtual/remote meetings are acceptable.)	Have a president, vice president, secretary, and treasurer leading the crew.	Achieve Bronze, plus officers meet at least six times. The crew conducts officer training.	Achieve Silver level, plus each crew activity has a youth leader.	50	100	200
#6	<b>Personal growth:</b> Provide opportunities for achievement and self-actualization.	Crew members earn the Venturing rank.	Achieve Bronze, plus crew program includes at least three experiential training sessions.	Achieve Silver level, plus the crew has members earning the Discovery, Pathfinder or Summit ranks.	50	100	200
#7	<b>Service:</b> Participate in service projects, with at least one benefiting the chartered organization. (includes home engagements serving others)	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.	Participate in four service projects and enter the hours on the JTE website.	50	100	200
Adult Volunteer Leadership					Total Points:		500
#8	<b>Leadership recruitment:</b> Have a proactive approach in recruiting sufficient leaders and communicating with parents. (Virtual/remote parents' meetings are acceptable.)	Have a registered associate advisor.	Achieve Bronze, plus the crew holds a meeting where plans are reviewed with parents.	Achieve Silver, plus adult leadership is identified prior to the start of the next program year.	50	100	200
#9	<b>Trained leadership:</b> Have trained and engaged leaders at all levels. All leaders are required to have youth protection training. (Online/remote training is acceptable.)	Advisor or an associate Advisor has completed position-specific training.	Achieve Bronze, plus the advisor and all associates have completed position-specific training or, if new, will complete within three months of joining.	Achieve Silver, plus at least two committee members have completed crew committee training.	100	200	300

☐ **Bronze:** Earn at least 550 points by earning points in at least 6 objectives.

☐ **Silver:** Earn at least 800 points by earning points in at least 7 objectives.

☐ **Gold:** Earn at least 1,100 points by earning points in at least 7 objectives.

Total points earned: \_\_\_\_\_

No. of objectives with points: \_\_\_\_\_

☐ Our crew has completed online rechartering by the deadline in order to maintain continuity of our program.

☐ We certify that these requirements have been completed:

Advisor \_\_\_\_\_ Date \_\_\_\_\_

Crew President \_\_\_\_\_ Date \_\_\_\_\_

Commissioner \_\_\_\_\_ Date \_\_\_\_\_

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





# PROGRAM PLANNING

## PLANNING & BUDGET:

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

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

## PROGRAM PLANNING CONFERENCE:

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

- **Brainstorm:** Brainstorm ideas of things you would like to do as a troop or crew. Include a wide range of activities from campouts to service projects. At this point, everything goes on the board - no evaluation happens at this point.
- **Evaluate:** The troop or crew committee evaluates each suggestion and goes back to the troop with the "approved list." Have your Scouts vote on their First, Second and Third choices.
- **Draft the Plan:** Put together a draft of your annual program calendar. Assign potential activities for further research (cost, times, availability, etc.). Then finalize your plan including a budget and share with your Scouts and unit families. Be sure to plan your calendar around council and district events. Review the program planning calendar later in this guide for council events.

## FUNDING YOUR PROGRAM:

So you've got a great program plan in place...but now how are you going to pay for it? To get started download the Troop and Crew Budget Planners at [www.hoac-bsa.org/IdealYearofScouting](http://www.hoac-bsa.org/IdealYearofScouting).

Four Steps for a Successful Fundraising Campaign

1. Establish an annual plan and budget using the Unit Budget Planners
2. Determine the expenses from all activities, advancements, and training your unit wants to do, then decide how much popcorn or Scout Saver cards your unit must sell to cover those expenses.
3. Set a unit fundraising sales goal and break down to a per-Scout-goal based on your budget.
4. Put together an exciting popcorn and Scout Saver kickoff.



# PAY YOUR WAY

## ANNUAL PRODUCT SALES

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

### POPCORN SALE

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

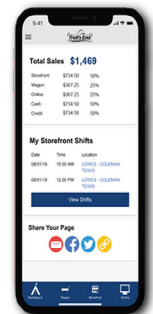
From the Trail's End app that can manage every transaction digitally to a robust Rewards program, we have the resources to make your sale better than ever!

#### THE TRAIL'S END APP

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

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

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



### SCOUT SAVER PROGRAM

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



#### SCOUT SAVER CARDS

Our Scout Saver cards are packed full of great deals from area retailers and are easier than ever for Scouts to sell. Just \$5 gives the buyer over \$50 in savings! For every card sold the Scout keeps \$2.50.

#### DIGITAL SAVER MEMBERSHIPS

The Digital Savings Membership program, powered by Entertainment, includes thousands of offers ranging from 2 for 1 to up to 50% off standard prices at businesses across the country. Scouts will receive \$6.50 for each membership sold.

Download our sales guide, tracking sheets, best practices and more today at [www.hoac-bsa.org/Scout-Saver](http://www.hoac-bsa.org/Scout-Saver).



# TROOP BUDGET PLANNING



Program Expenses		Annual Cost per Scout/Unit	Number of Scouts / Adults	Total Unit Cost
Registration & Program Fee	# youth	\$105.00		\$0.00
Registration & Program Fee	# adults	\$81.00		
Charter Fee	Yearly flat fee	\$75.00		\$75.00
Scout Life Subscriptions	1/household	\$24.00		\$0.00
Advancement	Ideally 100% of youth included in badges and ranks	\$18.00		\$0.00
Camping Trips	<u>Location</u>			
Camping Trip # 1				\$0.00
Camping Trip # 2				\$0.00
Camping Trip # 3				\$0.00
Camping Trip # 4				\$0.00
Camping Trip # 5				\$0.00
Camping Trip # 6				\$0.00
District Event(s)				
Fall Camporee				\$0.00
Spring Camporee				\$0.00
Winter Klondike				\$0.00
Youth Summer Camp				\$0.00
Leader Camp Fees				\$0.00
Special Activities				\$0.00
Field Trips				\$0.00
Leader Recognition				\$0.00
Adult Leader Training	(LST, OLS)			\$0.00
Youth Leader Training	SPL, PL			\$0.00
Troop equipment purchases	(Tents, stoves, lanterns, etc.)			\$0.00
Troop equipment maintenance	(Tents, stoves, lanterns, etc.)			\$0.00
Webelos Transition Recognition Items	Handbook, Troop Neckerchief, etc			\$0.00
Total Budgeted Program Expenses				\$75.00
Income				
Annual Dues	Monthly amount 10-12 times			\$0.00
Surplus from prior year				\$0.00
Other Income	Parent payment, etc.			\$0.00
Income Sub Total				\$0.00
Fundraising needed				(\$75.00)
Optional High Adventure Opportunities				
Philmont, Sea Base, Jamboree, etc.				
Troop sponsored events				



# CREW BUDGET PLANNING



Program Expenses		Annual Cost per Scout/Unit	Number of Scouts / Adults	Total Unit Cost
Registration & Program Fee	# youth	\$105.00		\$0.00
Registration & Program Fee	# adults	\$81.00		
Charter Fee	Yearly flat fee	\$75.00		\$75.00
Scout Life Subscriptions	1/household	\$24.00		\$0.00
Advancement	Ideally 100% of youth included in badges and ranks	\$12.00		\$0.00
Camping Trips	<u>Location</u>			
Camping Trip # 1				\$0.00
Camping Trip # 2				\$0.00
Camping Trip # 3				\$0.00
Camping Trip # 4				\$0.00
Camping Trip # 5				\$0.00
Camping Trip # 6				\$0.00
District Event(s)				
Fall Camporee				\$0.00
Spring Camporee				\$0.00
Winter Klondike				\$0.00
Youth Summer Camp				\$0.00
Leader Camp Fees				\$0.00
Special Activities				\$0.00
Field Trips				\$0.00
Leader Recognition				\$0.00
Adult Leader Training				\$0.00
Youth Leader Training				\$0.00
Crew equipment purchases	(Tents, stoves, lanterns, etc.)			\$0.00
Crew equipment maintenance	(Tents, stoves, lanterns, etc.)			\$0.00
Total Budgeted Program Expenses				\$75.00
Income				
Annual Dues	Monthly amount 10-12 times			\$0.00
Surplus from prior year				\$0.00
Other Income	Parent payment, etc.			\$0.00
Income Sub Total				\$0.00
Fundraising needed				(\$75.00)
Optional High Adventure Opportunities				
Philmont, Sea Base, Jamboree, etc.				
Troop sponsored events				



# MEMBERSHIP

## BUILDING SCOUTING

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

### Unit Open House

The Unit Open House allows a troop or crew to open its doors to prospective families. It provides a forum to show off Scouting activities and the unit's accomplishments. Hosting a Unit Open House is a six-step process that has been proven across the nation.

1. Present a school rally to fifth and sixth grade students. Have them complete the High Adventure Survey.
2. Email or mail the parents of interested students a personal invitation to the Unit Open House.
3. Follow the invitation with a telephone call to the parents.
4. Create a Unit Open House Facebook Event and target area families.
5. Host the Unit Open House for them and their parents.
6. Organize a unit or district activity to involve new Scouts right away.

When thinking of different recruitment ideas for your unit, create a unit information sheet to include meeting dates, times, and locations; a troop or crew calendar; a list of leaders' contact information; other information about events and activities.

Go to [www.hoac-bsa.org/IdealYearofScouting](http://www.hoac-bsa.org/IdealYearofScouting) for Unit Open House resources including High Adventure Surveys, New Parent Surveys and more.

### Your Role in School Night for Scouting

School Night for Scouting is the council's annual fall recruitment drive. A School Night or Join Scouting Night will be held at every elementary school within the Heart of America Council. Contact your "feeder packs" to assist with School Night.

Troops should also be in attendance at School Night to welcome age appropriate students to the unit.





## RETENTION BEST PRACTICES

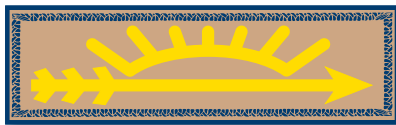
While recruiting new youth is essential, it is just as critical to retain current Scouts. The Scouting program transforms lives and the longer a Scout is in the program, the more impact it has on their life. Units should set a goal to re-register at least 85% of eligible youth members each year. Use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

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

## WEBELOS TO SCOUT TRANSITION

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

1. Select Scouts to serve as den chiefs for each Webelos and Cub Scout den.
2. Work with pack leaders to plan and conduct Webelos overnight activities.
3. Arrange for Webelos dens to visit a troop meeting.
4. Work with the Cubmaster in planning a meaningful crossover ceremony at the pack's blue and gold banquet.
5. Have youth crossover in November/December and recharter with the unit.







# PROGRAM

## PROGRAMMING

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

## ADVANCEMENT

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

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

## SUMMER CAMP

Camping is an integral part of the Scouting program. Whether you're searching for fun, learning, advancing or adventure, the Heart of America Council has an outdoor opportunity for all Scouts. Choose your own outdoor adventure at one of our two premiere Scout camps, the H. Roe Bartle or Theodore Naish Scout Reservation.

### H. ROE BARTLE SCOUT RESERVATION

Experience a 10-day, 9-night outdoor adventure in the Ozark Hills on Truman Lake in Osceola, Missouri.

Program Features: Traditional Merit Badge Programs • Swimming  
• Water Skiing • Action Archery • Outpost Programs • C.O.P.E. • Sailing  
• Tribe of Mic-O-Say • Ice Climbing

### THEODORE NAISH SCOUT RESERVATION

Experience a 7-day, 6-night outdoor adventure in the rolling hills of Kansas overlooking the Kaw River in Bonner Springs, KS.

Program Features: Traditional Merit Badge Programs • Swimming  
• Snorkeling • C.O.P.E. • Tomahawk Throwing • Outpost Programs  
• Order of the Arrow • Golf

Learn more at [www.scoutcamping.org](http://www.scoutcamping.org)



# SERVICE PROJECTS

## COMMUNITY SERVICE

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

Plan to participate in at least 5 service projects each year and make sure you record your project and hours online at [www.scouting.org/jte](http://www.scouting.org/jte).

## PAY IT FORWARD

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

## SCOUTING FOR FOOD

As Scouts, most of us know how fortunate we are to have a warm meal every night — whether around the campfire or at the kitchen table. And we know that not everyone is so lucky. That’s what “Scouting for Food,” the annual food-collection drive, is all about. Our council is proud to bring the “Scouting for Food” tradition back to our hometowns. We’re re-launching “Scouting for Food” this November across Kansas City. Be on the lookout for sign-ups, collection details and more soon.

## RECORDING SERVICE HOURS

Tracking service hours is now easier than ever! Simply enter service hours in the Activities module in Internet Advancement and Scoutbook. Any service hours recorded in Internet Advancement now feed directly into Journey To Excellence (JTE).

\*units will no longer need to record their hours in the Good Turn For America platform.

Learn more at [www.hoac-bsa.org/IdealYearofScouting](http://www.hoac-bsa.org/IdealYearofScouting)







# LEADERSHIP

## UNIT LEADERSHIP

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

## LEADERSHIP RECRUITMENT

Your troop or crew could always use more volunteer help, right? But before you recruit a new leader, it is important to know what you need. Use the Troop and Unit Succession Planning Worksheets to find out what volunteer positions are vacant. You should also plan your succession strategy to make sure you identify future leaders now instead of later.

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

Download New Parent Survey at [www.hoac-bsa.org/IdealYearofScouting](http://www.hoac-bsa.org/IdealYearofScouting).

## TRAINED LEADERSHIP

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

Visit [www.hoac-bsa.org/training](http://www.hoac-bsa.org/training) for the list of required trainings or to complete online training.





# YOUTH PROTECTION

## SAFETY IS OUR TOP PRIORITY

The BSA is committed to providing a safe and secure environment for our youth members. Youth protection requires sustained vigilance, and we work every day to protect children through mandatory policies and procedures at every level of our organization. We are also committed to continuous improvement in our approach to youth protection.

Our policies, procedures, and training have evolved to learn from the past while also borrowing from best practices developed by leading experts in this field. Today, the youth protection practices of the Boy Scouts of America are the gold standard among youth-serving organizations.

## BSA YOUTH PROTECTION SAFEGUARDS

- Mandatory Youth Protection Training
- Mandatory Background Checks
- Banned One-On-One Interactions
- Mandatory Law Enforcement Reporting
- Volunteer Screening Database

These safeguards are key parts of our multilayered approach to help keep kids safe. These measures were created by respected experts in the fields of child safety, law enforcement, and child psychology, and are among the strongest safeguards found in any youth-serving organization.

It is critical that every adult in our program – whether they are a uniformed leader or a parent of a Scout – knows and follows BSA's Youth Protection policies.

## YOUTH PROTECTION BEGINS WITH YOU!

To complete Youth Protection Training:

1. Go to [My.Scouting.org](https://my.scouting.org)
2. If a new user, create an account or Login
3. Click Menu > My Dashboard
4. Find the My Training page
5. Complete the course and print your certificate



# PLANNING WORKSHEET

## TROOP SUCCESSION PLANNING WORKSHEET



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



# PLANNING WORKSHEET

## CREW SUCCESSION PLANNING WORKSHEET



POSITION	CURRENT	NEXT	NEXT	COMMENT
CHARTER ORGANIZATION REPRESENTATIVE				
ADVISOR				
ASSISTANT ADVISOR				
ASSISTANT ADVISOR				
CREW PRESIDENT				
SECRETARY				
TREASURER				
ADANCEMENT				
MEMBERSHIP / RECRUITING				
QUARTERMASTER				
COMMITTEE MEMBER				
COMMITTEE MEMBER				
COMMITTEE MEMBER				



# SCOUTBOOK

## WHAT IS SCOUTBOOK?

Scoutbook is a user friendly app developed to help to simplify Scouting by making advancement tools, record keeping, and tracking a Scouts progress accessible at your fingertips! The best part? It is entirely FREE for all users!

## FOR LEADERS

Scoutbook provides access to valuable tools and resources that will help with the day-to-day management of a unit, giving every leader more of what they need most: TIME!

## FOR PARENTS

With hectic family schedules, staying informed and connected with what your Scout is doing is critical for any parent on-the-go.

## FOR SCOUTS

With customizable profiles and interactive features, Scoutbook puts the excitement of advancement into the hands of the Scout. They can share their success with friends and family as they progress through the program!

## GETTING STARTED

If you don't have a Scoutbook account yet, visit [Scoutbook.com](https://Scoutbook.com) to create one now. If your unit hasn't signed up for their Scoutbook account yet, don't worry, you can still log on and create an account for your Scout.



SCOUTBOOK

Send Messages Directly To Your Scouts and Their Parents All From Within Scoutbook

CREATE A FREE ACCOUNT TODAY AT [SCOUTBOOK.COM](https://Scoutbook.com)



## WHAT CAN SCOUTBOOK DO?

- Track a Scout's advancement
- Track logs like service hours, hiking, and camping
- View parent and/or Scout profiles
- Upload photos
- Send messages to leaders, Scouts, and parents
- Provide parent access to your Scouts' accounts







# PROGRAM RESOURCES

## SUPPORTING YOUR PROGRAM

One of the most critical components of the Ideal Year of Scouting is making sure you have an annual program plan. If you are still looking for a few fun events for the whole Scouting family then look no further. Visit [www.hoac-bsa.org/activities](http://www.hoac-bsa.org/activities) for upcoming activities or go to [www.hoac-bsa.org/IdealYearofScouting](http://www.hoac-bsa.org/IdealYearofScouting) to download our 2021-2022 Program Planning Calendar.

## CONTACT US



### Heart of America Council Service Center

10210 Holmes Road  
Kansas City, MO 64131  
816.942.9333  
[www.hoac-bsa.org](http://www.hoac-bsa.org)  
Hours of Operation: 8:30 am - 5:00 pm (M-F)



### Kansas City Scout Shop

10210 Holmes Road  
Kansas City, MO 64131  
816.942.7757

Hours of Operation:  
9:00 am - 6:00 pm (M-W-F)  
9:00 am - 7:00 pm (T-TH)  
10:00 am - 4:00 pm (SAT)



### Theodore Naish Scout Reservation

1100 Martinek Lane  
Kansas City, KS 66111  
913.422.1035



### H. Roe Bartle Scout Reservation

5525 NE Scout Camp Road  
Osceola, MO 64776  
417.646.8115

