

IMPORTANT FINANCIAL INFORMATION FOR UNITS

When a charter is granted each year to a community organization allowing them to operate a Pack, Troop, Team, Post or Group, they sign that they will follow **ALL** the rules and regulations of the Boy Scouts of America. **This includes fund-raising rules.**

A unit may acquire funds **ONLY** in the following ways:

- 1) The Chartered Partner may give the unit funds. About a third of our chartered partners make an annual financial contribution to their Pack, Troop, or Post.
- 2) The unit may earn money by participating in the Council sponsored Scoutwalk and Popcorn Sale. Because these are council sponsored sales, a boy may wear his uniform.
- 3) The unit may earn money by sales or events they organize. Candy, light bulbs, Tom Wat, first aid kits are all examples. Car washes, spaghetti dinners, pizza sales are some other ideas. By BSA national rules, boys may not wear their uniform for any of these sales or activities.
- 4) Dues - units are encouraged to collect regular weekly, monthly, or annual dues. The amount is set by the unit. Be cautious not to overprice Scouting! We don't want any boy not to be able to participate because of the cost. This is why weekly or monthly dues are preferred.
- 5) Fees - boys and their families have to help pay their way by paying fees. For example, a unit may charge each boy \$10.00 for a weekend camp out for food or a pack going to an Islander's game may charge each person \$20.00 for their ticket.
- 6) Units **MAY NOT** solicit for money. Seeking donations of money or materials is not allowed. "A-Thons" (except the Council Scoutwalk) are solicitations and are, therefore, not allowed. Units are not 501c3 non profit agencies - the council is. Therefore, units may not accept United Way funds or other government or private grants or funding. Donations to units are not tax deductible.
- 7) Raffles, 50/50 drawings etc. are specifically prohibited in the Boy Scouts of America.

A unit may never start a fundraising activity without the approval of the council. To apply for approval, submit a Unit Money Earning Application (form #4427) prior to beginning the project. It must be signed by the Council and an approved copy returned to the unit.

Following are a few tips for units in dealing with financial matters:

- 1) **Be sensitive to a boy's financial status.** We never want to turn a boy away because he can't afford to be a Scout. Work with the family on payment plans. Camperships are available for all long term camps from the council. If you have a boy with serious problems, contact your District Executive to discuss ways help can be obtained.
- 2) Most troops offer their Scouts ways to earn money. For example, for the first 10 units of popcorn a boy sells, the profit goes into the general troop treasury. For every unit sold after that, 50% goes into a boy's "Scout Account". The unit keeps the money in a separate account, and it may be used toward the fee for camp outs, summer camps, the purchase of a uniform or camping equipment. Or a unit may place 100% of what a scout earns from Scoutwalk in his "Scout Account".

Troops are encouraged to keep "Scout Accounts". (A general policy is if a boy leaves the troop his "Scout Account" goes to the general treasury - MAKE SURE THIS POLICY IS IN WRITING AND CLEARLY EXPLAINED TO PARENTS.)

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- 3) All checking accounts should require two signatures. Generally, three people should be check signers with at least two signatures required. None of the three should be related. The Committee Chairman, Treasurer, and Unit Leaders are three good choices. Some unit leaders prefer to **not be** a check signer. In that case, the third person could be the Chartered Organization Representative or another committee member.
- 4) The committee should annually assign two non-check signers to do an informal audit of the last year's financial dealings.
- 5) Remember that **LEGALLY** the chartered organization owns all the unit's funds and property and has final authority on any decisions or policies.
- 6) It is suggested that units maintain at least \$250.00 in reserve funds at all times. However, some units maintain too large a reserve fund. Packs that **regularly** carry a bank balance of over \$1,500 and troops that **regularly** carry over \$2,500 ought to carefully reconsider their financial practices. We are in business basically to spend what we raise back on the boys.
- 7) Remember, your unit is a member of the council. Your active support of the council's financial situation is surely needed and appreciated. It is important that every unit participate in the Popcorn Sale, Scoutwalk and Family FOS program each year. Ultimately no unit can exist without the council, but the council can't exist without the full financial support of the units.
- 8) The \$7.00 per person registration fee paid annually goes 100% to the National Council. The council does not keep any of that fee. The National operation is financed from registration fees, supply division sales, and from a service fee each council pays annually to National. National does no fundraising.