

# Do Your Best. Be Prepared.

## Program Year Planning



BOY SCOUTS OF AMERICA®



Preparados para el futuro.®

# BIG PICTURE TIMELINE

- ❖ EOPY/MAY: Annual Planning Meeting (June-May)
- ❖ BOPY/AUG: Revisit/Revise/Recruit
- ❖ MOPY/NOV-DEC: JTE Check-in
- ❖ Ongoing Monthly Planning: Two months at a time



# Annual Program Planning

- ❖ Have a date set in May, at the End Of The Program Year to plan forward.
  - Key events over the upcoming 12 months
    - Estimated cost/duration/location
    - Local (school/host nation/Troop), District, Council events deconflicted?
    - Private Organization Requirements fulfilled? When?
    - Local, District, Council contact lists updated?
  - Key roles filled or ready for transition
    - Who's moving out/in?
    - Each den/pack/troop 2-deep?
  - Financial Planning
    - What was spent last year? How much will be spent this year?
    - Advancements and Awards Inventory



# Monthly Planning

- ★ Have it on the calendar.
- ★ Invite families.
- ★ Invite feedback.
- ★ Review recent events.
- ★ Discuss details of upcoming events (current month and upcoming month)
- ★ Review financial picture.
- ★ Track deadlines for BSA, your private organization office, fundraisers, insurance, etc.
- ★ Share the meeting notes to keep leaders and/or families informed.



# Monthly Planning - Big Picture

- ★ What do you need to think about in the fall that will help you be ready for the winter?
  - Pinewood Derby Cars? PWD materials/decorations/awards?
  - Blue & Gold decorations/theme?
  - AOL gifts/certificates/emblems?
  - Troop shoulder loops/neckerchiefs/slides/handbooks for incoming Scouts?
  
- ★ What do you need to think about in the spring that will help you in the fall?
- ★ What do you need to think about in the winter that will help you in the spring?



# Monthly Planning Larger Picture

- Keep in mind National, Council, District, & Special Scouting events when communicating plans with families.
- Keep in mind families in multiple units - They can't be two places at once.
- Recognition: Cubs and Scouts should be regularly recognized/awarded in a timely manner.
- Recognition: Adults should be recognized for what they have earned in front of their units.
- Recognition: Volunteers should be recognized for their efforts in front of their units.



# Awards and Insignia

- Have a system and plan in place for record keeping (Scoutbook)
- Utilize the system consistently
- Have a plan for ordering awards and insignia
- Have a plan for organization and storage of awards and insignia
- Have a plan and time regularly and consistently throughout the year to recognize and award Cubs/Scouts for their achievements
- Same goes for uniforms - Official and Activity



# JTE - Journey to Excellence

- ➔ Healthy units aim for JTE Gold!
- ◆ Us the Metrics for planning your unit's future and for reviewing the recent year
- ◆ Meeting JTE Bronze still means you are putting together a great program
- ◆ Areas with no or low numbers are identified as areas for your unit to strengthen





# Remember: KISMIF

Keep

It

Simple.

Make

It

Fun.

Also: Have a purpose. Help  
Cubs/Scouts achieve  
something with their time.

