

Program Planning Tips

By Rick Denison

A Program Planning Packet has been prepared for each Scouting unit in Capitol Area Council Districts. Pick up your 2017-2018 planning packet at your district's Program Planning Kick-off/Roundtable.

STRONG PACKS HAVE

- 1- **Annual Pack Program** planned a year in advance that is shared with every family as a calendar
 - a. Gather school dates; community event dates; charter organization dates; district and council dates; collect Family Talent Survey Sheets and review last year's pack program calendar.
 - b. Use this power point presentation with your pack leadership:
http://www.bsacac.org/my_files/15-16%20program%20planning%20packet/pack_annual_program_planning_conference_guide.ppsx

- 2- **Annual Pack Program Budget**
 - a. Basic expense includes: registration fees; Boys' Live; insurance; advancement/recognition; activities; day camp; resident camp; program materials; full uniforms; reserve fund.
 - b. Use this overview document to inform your pack leadership:
http://www.bsacac.org/my_files/15-16%20program%20planning%20packet/pack_annual_program_budget_guide.pdf
 - c. Use this excel document to set your pack budget: http://www.bsacac.org/my_files/15-16%20program%20planning%20packet/pack_program_planning_budget_worksheet.xlsx

- 3- **Trained Leaders**
 - a. Every Scout deserves a trained leader! Go to CAC training page for local offerings:
http://www.bsacac.org/training_events.php
 - b. Youth Protection Training is required and Position Specific Training is highly recommended for each adult in Scouting. Go to the National BSA training page for those courses:
<http://www.scouting.org/Training/Adult.aspx>

- 4- **Journey to Excellence**
 - a. Set your goal for the year to reach the GOLD level of recognition for your pack families
 - b. Use the JTE scorecard:
http://www.scouting.org/filestore/mission/pdf/2017_JTE_Pack_Scorecard.pdf

ADDITIONAL RESOURCES:

Click here for the 2017 – 2018 Capitol Area Council Planning Calendar:
http://www.bsacac.org/my_files/program_calendar_2017-2018_update1.pdf

[CLICK HERE FOR THE 2017 PROGRAM PLANNING PACKET](#)

Another great collection of resources to help you be successful in your volunteer role is located on the council website in the forms section of the CAC Website: <http://www.bsacac.org/resources/forms>