



# ***To Boeing Employees***

**Report Your Volunteered Scouting Service Hours and  
Earn Mount Baker Trading Post Credit for 2019.  
Credits can be used to send Scouts to camp!**

***Plan effective January 1, 2019 through Dec 31, 2019***

Mount Baker Council Executive Board announces the reintroduction of the Boeing Incentive Plan to recognize the efforts of Boeing employees who report hours volunteered in Scouting.

## **Purposes – why do we offer this incentive plan?**

- 1.To encourage Boeing employees to take the time to record their volunteered Scouting service hours.
- 2.To help get more Scouts to camp.
- 3.To help fund our council's capital projects at Fire Mountain Scout Camp.

## **What do you earn?**

For every 10 hours of service reported on the Boeing website, a \$10 Trading Post Credit will be issued to the account of the unit with which you are affiliated. These trading post credits can then be used for advancement, training courses, materials, registration or other unit needs. These Trading Post credits can also be used to help get Cub Scouts, Boy Scouts or Venturers to Mount Baker Council Camps.

Boeing Scouters not affiliated with a unit may designate a unit to be benefitted. This plan keeps the Council in compliance with IRS rules regarding benefits to individuals. Credits are only available for volunteer hour matching and not for monetary donation matching.

## **Getting your Trading Post Credits Applied**

Trading Post credits will be applied to a unit's Trading Post account. They can also be applied to the unit's Mount Baker Council camp statement to benefit every scout. Trading Post credits will not be mailed out. For more information contact Brian Lechner at [brian.lechner@scouting.org](mailto:brian.lechner@scouting.org) or (425) 338-0380.

## **Overview of the Boeing Company's Employee Volunteer Gift Match Program**

In June of 2010, Boeing introduced a volunteer gift match program that focuses on the One Boeing Volunteer Campaign. This matching plan was revised in 2018 and Boeing now awards monetary contributions to nonprofit organizations where employees volunteer at least 10 hours in one year. The volunteered hours match is \$100 for every 10 hours up to an annual maximum of \$10,000.

**NOTE:** Please enter in 10-hour increments! Entering from 11-19 hours will count in Boeing's system as only 10 hours of volunteered time.

## **How does the Mount Baker Council use the matching dollars?**

In the past these funds helped pay off the Council debt, increased the Endowment fund, and funded capital projects at Fire Mountain Scout Camp. For every \$100 received we will continue to use those funds toward the Council's Capital Campaign for improvements at Fire Mountain Scout Camp.

## Boeing Website Instructions to Request a Gift Match for Volunteered Hours

How to log volunteer hours in new Boeing Community Engagement Portal:

1. Go to TotalAccess
2. Select the "Life & Community" pull-down menu
3. At the right under "Community," select "Community Giving – GIVE"
4. At the bottom of the page, select the middle option: "Boeing Community Engagement Portal"
5. Log in either through the Single-Sign-On with your badge or "Basic Log on" (this will ask you to set up a password)
6. After logging in and agreeing to terms (first time), at the top of the page select "Volunteer"
7. In the black banner near the top, select "Log Hours"
8. Enter your hours (in 10-hour increments), event name, and date.
  - a. Note, the date only allows for single-day or regular repeating events. You cannot select a date range as before. I simply selected a starting date and entered my hours from that date until the current date
9. Enter country, state, and city
10. Select "Select an Organization" and choose "Search for an Organization"
11. Search for "Mount Baker Council, Boy Scouts of America" or for Registration ID "91-1622046"
  - a. For future entries, you will not have to search, as it should appear in "Your Favorites"
12. Select "Add More Details"
13. You will get a message saying, "Your hours have been logged! You can add additional information." Select "Ok"
14. Select the "Description" drop-down and enter additional description in the field (if necessary)
15. If applicable, select the "Board Memberships" drop-down and enter appropriate information
16. Select "Done"
17. YOU ARE NOT DONE YET! A pop-up window will appear
18. Select the appropriate "Designation" from the drop-down menu
19. Scroll to the bottom, under "Select Your Hours," check the box on the right
  - a. YOU MUST CHECK THE BOX IN ORDER FOR YOUR MATCHING TO BE REQUESTED
20. Select "Submit"
21. You should receive a pop-up with the message "USD XXX.XX application has been saved," select "OK"

### Payout Schedule

Gift match requests must be submitted by the employee and confirmed by the nonprofit no later than the deadline dates listed below to be considered for each quarter's payment processing.

#### Submission Deadline

March 24  
June 23  
September 23  
December 23

#### Payment Processing

April  
July  
October  
January

**Mount Baker Council**  
Boy Scouts of America



For details please contact Brian Lechner at the Everett Scout Service Center  
at (425) 338-0380 or at [brian.lechner@scouting.org](mailto:brian.lechner@scouting.org)

