
THE TOGETHER PLAN



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The Together Plan

The organization of new units is the major source of membership growth in a council or district. The together plan is one of the ways of organizing new units to help achieve each council- and district-growth plan.

What Is a Together Plan?

A together plan is a systematic approach to simultaneously organizing a large number of units. The campaign approach can be as successful in generating new units as it is in raising money. The key event in the plan is a meeting of representatives from prospective chartered organizations. During this meeting, opportunities and responsibilities of a chartered organization are explained, and a meal is usually provided (breakfast, brunch, lunch, or dinner). Trained volunteers sit with each group to answer their questions and to encourage their acceptance of the challenge to provide Scouting as a ministry or community service outreach program for young people and their families. Enthusiasm builds as group after group announces its decision to use the Scouting program to reach its youth service goals.

The together plan requires carefully selected volunteers in order to succeed. In a single meeting, these volunteers accomplish the work normally completed by many individuals conducting numerous organization meetings throughout a whole year. The together plan takes the uncertainty out of new-unit organization, and establishes deadlines that must be met.

One together plan option is to include only community organizations with common interests or functions, such as all United Methodist churches, all Hispanic organizations, or all business corporations. This uses a community organization's influence to bring potential chartered organizations with similar concerns and goals to one place at one time. People often respond more readily to groups with like interests.

This pamphlet will show you how to organize a together plan event for your council or district. The resource material and sample letters will be helpful in developing the event. All material can be reproduced locally.

What's in a Name?

For years, we have referred to a new-unit campaign as "together we organize" or, simply, the "Together Plan." You might have heard of the Bishop's Dinner, the Lutheran Dinner, or the Service Club Together Plan. Venturing calls the together plan method an "impact plan." Some councils

call the campaign a Character Counts luncheon, Urban Emphasis dinner, or church conference. In short, councils should repackage the campaign in language that fits the local situation. Whatever the name, any plan will be a version of the new-unit campaign described in this book.

Ingredients for Success

The together plan can be an exciting and satisfying experience for all who participate in it. Frontline Scouters who give many hours to council and district efforts can get a real lift from seeing a whole year's new-unit organization efforts accomplished in one neat and concentrated event. People recruited for this event gain such personal satisfaction from seeing *their* new unit start and flourish that they are receptive to becoming regular members of the organizing team.

Keys to success include:

- Recruiting quality volunteers to make the plan work
- Using influential Scouting supporters to invite and persuade prospects to attend the event
- Identifying and recruiting an interesting person to give a testimony as keynote speaker
- Carefully preparing and faithfully following the work schedule
- Developing publicity to create public awareness of the value of the Scouting program and the need to expand the opportunities to join

Quality Volunteers

A together plan requires organization and people in order to be successful. New individuals may need to be recruited for this assignment. They must be selected early and trained for their responsibilities. Essential people include:

1. **A together plan chairman** who supervises volunteer recruiting, training, and report meetings, and is ultimately responsible for the completion of all assignments. The chairman also secures **an event sponsor**, who will pay for the meal and related expenses.
2. **An arrangements chairman** to ensure a top-notch location and provide support before and on the day of the event.

3. A **unit organizer** for each prospective chartered organization who will work with the organization to establish the new pack, troop, or crew, and be absolutely sure that a new unit is solidly under the care of a commissioner before the unit organizer leaves the unit. Organizers are recruited by the district or council membership committee.
4. A **commissioner (council/district)** who works with the together plan chairman in reviewing schedules and volunteer needs, assists with the together plan event, and provides unit commissioners to help ensure the success of each new unit.

Volunteer requirements will be determined by the number of prospects invited to the together plan event. There should be a unit organizer for each prospective chartered organization attending the meeting.

Preparation

Since the together plan event is a one-time attempt to recruit new chartered organizations, careful planning and

preparation are required. At least three months will be needed to plan meetings and to recruit and train volunteers. Other preparations begin even earlier.

The Work Schedule and Personnel Assignments chart can be used as a guide in preparing for your together plan event. The chart shows the minimum time required for each step in order to do a thorough job. Only scheduled checkpoints and deadlines are included in this chart; intermediate steps must be anticipated and carried out.

Publicity

A together plan is newsworthy. It creates awareness of the positive program of the Boy Scouts of America, and of the widespread community support for the BSA. Therefore, your together plan event should receive good publicity through newspapers, television, radio and chartered-organization newsletters. The Work Schedule and Personnel Assignments chart identifies with asterisks the items that should be publicized.

Work Schedule and Personnel Assignments

This work schedule can be used by the together plan chairman and steering committee to plan and develop the together plan event. The time line reflects completion dates for each step. The recommendation to hold the event may occur at the staff planning conference as much as eighteen months prior to the event; adoption by the district committee and inclusion in council and district calendars could occur as much as twelve months in advance.

		Council/District Membership-Relationships Chairman	Together Plan Chairman	Commissioner (Council/District)	Unit Organizer	Arrangements Chairman
-150	Determine new-unit needs and identify prospective chartered organizations.	X		X		
-140	District/council relationships steering committee meets to determine volunteer requirements.	X		X		
-120*	Recruit together plan chairman.	X		X		
-120	Complete boy-fact surveys and potential chartered organization data.	X		X		
-100	Begin recruiting organizers and commissioners.	X	X	X		
-100	Appoint arrangements chairman.	X	X			
-90*	Secure together plan event sponsor and keynote speaker.	X	X			
-75*	Secure location for together plan event.	X	X			X
-45	Complete recruiting of organizers and trainers.	X	X	X		
-45	Send invitations to unit organizers for the training meeting.		X	X		
-45*	Send invitations to heads of potential chartered organizations for the together plan event.	X	X			
-45	Promote the organizer training meeting.	X	X	X	X	
-40*	Conduct a training meeting for organizers.	X	X	X		
-40	Continue to follow up with organizers on obtaining organization commitment to attend the event; try to secure commitments for new units prior to the event.	X	X	X		
-30	Send together plan reminder letters to heads of potential chartered organizations and their representatives.		X	X		
-20	Fill gaps in volunteer roster.		X	X	X	
-10	Make daily checks on organization responses to invitation.		X	X		
-7	Check final event arrangements.		X			X
-5*	Conduct saturation publicity campaign.	X	X			
-2	Make final attendance check.	X	X	X		X
0*	The together plan event.	X	X	X	X	X
+1	Send thank-you notes to organizers; present organizer pins (catalog No. 00097).	X	X	X		
+2	Send follow-up letters to heads of new chartered organizations.		X			
+2	Continue to follow up on organizers' progress.		X	X		
+25	Promote first report meeting.	X	X	X		
+30*	Conduct first report meeting.	X	X		X	
+35	Continue follow-up of organizers' progress.	X	X	X		
+55	Promote final report meeting—victory celebration.	X	X			
+60*	Conduct final report meeting—victory celebration.	X	X	X	X	
+61	Send thank-you notes.	X	X	X		

* To be publicized

Figure 1. Work Schedule

Duties of Together Plan Chairman

date	1.	Reviews schedule, new-unit needs, and volunteer requirements.
	2.	Leads organization committee in selecting and continually amending list of potential chartered organizations, securing boy-fact information, and preparing new-unit chart.
date	3.	Determines organizer needs and assists membership committee in continual recruiting and follow-up efforts.
date	4.	Selects the arrangements chairman.
date	5.	Works with arrangements chairman to secure meeting place, and maintains check on progress.
date	6.	Secures sponsor for event.
	7.	Plans the agenda for the training meeting.
date	8.	Promotes and attends the training meeting.
	9.	Works with organization committee to follow up with organizers not present at training meeting. Delivers organizers' kits and review of procedures.
	10.	Conducts daily checks on potential chartered organization responses to organizers' visits.
	11.	Checks with arrangements chairman to ensure that all preparations are complete for together plan event or meeting.
	12.	Plans agenda for together plan event or meeting.
date	13.	Participates in together plan event or meeting.
date	14.	Sends follow-up letter to group chairman of potential chartered organization.
	15.	Leads district organization committee members in follow-up of organizers' progress with each potential chartered organization.
	16.	Prepares agenda for first follow-up meeting.
date	17.	Conducts first report meeting.
	18.	Follows up with organizers.
	19.	Plans final report meeting and victory celebration.
date	20.	Conducts final report meeting and victory celebration.
date	21.	Works with membership committee in preparing and sending thank-you letters.

Note: By inserting target dates in the spaces provided, a combination job description and work schedule (fig. 1) can be developed. *Do the same for each of the job descriptions.*

Figure 2. Duties of Together Plan Chairman

Personnel Needed and Their Responsibilities

Campaign Chairman

1. Meets with staff adviser and commissioner (district/council) for together plan event to plan and review the prospects for committee recommendations.
2. Gives continuing leadership to recruiting of quality volunteer organizers and trainers; makes assignments.
3. Appoints arrangements chairman.
4. Secures together plan sponsor and keynote speaker.
5. Presides at campaign training meeting.
6. Sends invitations to heads of potential chartered organizations.
7. Presides at together plan event.
8. Sends thank-you letters to participants after the together plan event.
9. Continues to follow up on progress of new-unit organization.
10. Presides at final report meeting and victory celebration and presents recognition awards.

Commissioner (Council/District)

1. Meets with together plan chairman and staff adviser to review schedule, new-unit needs and prospects, volunteer requirements, and selection of quality volunteers, unit organizers, etc.
2. Recruits new unit commissioners to serve adequately the number of anticipated new units.
3. Promotes and assists with training meeting, together plan event, follow-up meetings, and victory celebration.
4. Ensures that all new units have ongoing quality commissioner service.

Unit Organizer

1. Attends together plan training meeting.
2. Visits head of prospective chartered organization to discuss concerns for children, youth, and families, and to gain a commitment to attend the together plan event with a minimum of three key people from the organization.
3. Meets delegation from prospective chartered organization at together plan event, and serves as their table host at the event.
4. Makes sure that all 12 steps in organizing a unit are completed.
5. Attends final report meeting and gives progress report.
6. Makes sure that the new unit is securely under the care of a commissioner before he or she leaves the unit.

Arrangements Chairman

1. Recruits a committee to handle all physical arrangements for a successful event.
2. Secures place for together plan event and makes sure adequate facilities are available to handle guests and ensure a successful meeting.
3. Arranges for food service and menu if the event includes a meal or refreshments.
4. Keeps records of responses by organizations and delegations to determine final attendance.
5. Arranges for decoration of meeting facilities to convey Scouting atmosphere.
6. Assists at dinner to assure that meeting runs smoothly. Attends to convenience and comfort of guests, meal service, and program needs (projector, videocassette recorder, lights, lectern, microphone, etc.).

Together Plan Letters

Together Plan Chairman's Business or Personal Letterhead

(Name)
(Address)
(City/State/Zip)

Dear (Name):

You have been chosen for an important assignment!

We believe you can give significant leadership in helping to organize a Scouting unit in your neighborhood. You were selected for this task by leaders in your community who know you.

We know that your time is valuable and we appreciate your willingness to give these few extra hours so that young people in your community may have the advantages that Scouting offers.

This is to remind you of our training date (meeting date), in the (location). Your efforts will be recognized at a gala together plan event on (date), (time), at (location).

Thanks for your help.

Cordially yours,

Together Plan Chairman

Together Plan Chairman's Business or Personal Letterhead

(Name)
(Address)
(City/State/Zip)

Dear (Name):

The young people of our community are important. Our religious institutions, homes, schools, and community organizations combine to influence their growth and development.

I accepted the chairmanship of an event designed to bring the fine influence of the program of the Boy Scouts of America to bear upon the lives of more of our young people. This great program for youth can reach them only through community groups and organizations such as yours.

We invite you to join other community leaders at a (dinner) meeting on (date), (time), at (location), to learn how your organization can become involved with the Boy Scouts of America and the young people in our community. A member of our committee will call on you soon to elaborate on the purpose of this meeting and to invite you to bring three or four persons from your organization with you as our guests.

An RSVP card is enclosed for your convenience. I look forward to meeting you.

Cordially yours,

Together Plan Chairman

Together Plan Organizers' Training Meeting

	Time
1. District Membership Chairman (or council vice president for Relationships) introduces together plan chairman.	5 min.
2. Welcome —Together Plan Chairman Introduce all present. Have each fill out roster card—name, address, telephone.	10 min.
3. Distribute <i>New Unit Organization Process</i> —Professional Scouter, No. 34196B	
4. Review the 12 steps in organizing a unit.	40 min.
5. How Scouting is organized —Professional Scouter Explain what the council and district do. Display large map of council and district.	10 min.
6. Our opportunities for serving youth —Together Plan Chairman Review boy-fact survey results. Display map showing locations of potential chartered organizations.	5 min.
7. The together plan event and how it works —Together Plan Chairman	5 min.
8. What to do before the together plan event —Presentation by together plan chairman	15 min.
<p>Visit the head of the prospective chartered organization. Market the Scouting program. Discuss how Scouting can meet the youth-service needs of the prospective chartered organization.</p> <p>Convince the head of the prospective chartered organization to accept the invitation to attend the together plan event with three other members of the organization.</p> <p>Answer questions.</p> <p>Leave a reply card to be mailed by (date).</p> <p>On the day of the together plan event, call the head of the prospective chartered organization and arrange to sit with his or her group at a reserved table at the event.</p>	

9. **Take-home materials for organizers and prospective chartered organization** 10 min.
- Distribute organizer's kit, which includes
- Sample invitation to head of prospective chartered organization
 - Responsibilities of organizers
 - Tickets to together plan event (6)
 - Reply card for prospective chartered organization
 - Organizer's reply card
 - *Scouting ... A Resource Program for Your Organization*, No. 4-111
- District or council membership chairman's name, address, and telephone number—
and a reminder to contact this chairman as prospective chartered organizations are
committed to the plan
- Together plan event agenda
 - Table discussion guides (4)
 - Commitment cards
 - New-Unit applications (2), No. 28-402
 - *Foundations for Selecting Unit Leaders*, No. 4-516; and *Selecting Quality Leaders*,
No. 18-981
 - Individual membership applications (10) Cub Scout, No. 28-102; Boy Scout,
No. 28-209; or Venturer, No. 28-303
 - Adult Applications (6), No. 28-501
 - Follow-up letter to chairman of organizing group
10. **Group discussion**—Together Plan Chairman 10 min.
11. **Closing announcements** 5 min.
- Announce campaign event date, time, and location
Say thank-you to attendees

Total: 1 hr., 55 min.

Together Plan Chairman

The following representatives of _____

will join me at the Together Plan Dinner at 6:30 p.m. on Thursday, January 5
in the Middletown High School cafeteria.

	Name	Address	Phone
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

Signature _____

Address _____

Figure 7. Reply Card for Potential Chartered Organization

Together Plan Chairman

I have personally visited _____ of _____
prospective chartered organization.

They will (will not) participate in our together plan event.

They will have _____ representatives at our Together Plan Dinner.

Date _____ Signature _____
organizer

Figure 8. Organizer's Reply Card

Responsibilities of Organizers

Before the together plan event

1. Become familiar with all the literature in your kit.
2. Visit the head of the prospective chartered organization with a district executive, if possible, and sell the opportunity of serving youth through a Scouting unit. A letter from the together plan chairman will precede your visit.
3. Though the head of the prospective chartered organization may not yet be convinced that the organization can operate a unit, get him or her to accept your invitation to attend the together plan event with three other members of the organization. Ask the head of the chartered organization to contact the other representatives personally.
4. Leave a reply card, to be mailed by (date).
5. Send in your report on this visit immediately, using the organizer's reply card.
6. On (date), call or visit the head of the prospective chartered organization to offer assistance and to make sure the reply card has been mailed.
7. On the day of the together plan event, call the head of the prospective chartered organization and arrange to meet the group and sit with them at their reserved table.

At the together plan event

8. During the table discussion, continue selling the group on operating a unit. Once the commitment is made, review the unit organization plan in detail, and set up a definite schedule for following it. Complete the Table Discussion Guide (fig. 12).
9. Be sure the group understands that the responsibility for organizing the unit is now theirs, but that you, as council representative, will assist them in organizing the unit, along with the commissioner and training committee.
10. Have group chairmen present their reports at the end of the meeting.

After the together plan event

11. Follow up on the progress of your prospective chartered organization through the unit organization plan, assisting until the unit is installed with public ceremony. Ask for the organization chairman's help, if needed.
12. Report progress at first and second "victory dinner" meetings.
13. Make sure that the new unit is securely under the care of a commissioner before you leave the unit.

Your prospective chartered organization is _____

Type of unit _____

Head of prospective chartered organization _____

Address _____ Telephone no. _____

Scouting data on this organization _____

Reminder Letter

NATIONAL MANUFACTURING COMPANY
OFFICE OF THE PRESIDENT

Mr. John J. Mills, Commander
Washington Post, American Legion
Middletown, OK 73480

Dear Commander Mills:

Just a reminder. You have a date Thursday evening, January 5 for the Scouting
“growth program” Together Plan Dinner.

It will be held at 6:30 p.m. in the Middletown High School cafeteria.

A table has been reserved for members of your organization. The program is short
and will be worthwhile. It is designed to help you understand the value of Scouting to
your organization and to the youth of our community.

We look forward to seeing you.

Cordially,

Together Plan Chairman

DINNER PROGRAM

6:30 p.m., Thursday, January 5

Middletown High School Cafeteria

PRESIDING—Together Plan Chairman

5 min. INVOCATION—Clergyman
PLEDGE OF ALLEGIANCE AND SCOUT OATH—Scout

45 min. DINNER

10 min. GREETINGS AND INTRODUCTIONS—Together Plan Chairman

10 min. “THE PARTNERSHIP,” VENTURES I VIDEOTAPE—District Executive
or Volunteer

10 min. HOW SCOUTING CAN MEET YOUR NEEDS—Keynote Speaker

5 min. UNIT ORGANIZATION PLAN—Professional Scouter or Volunteer

25 min. GROUP DISCUSSIONS ON UNIT ORGANIZATION—Introduced by District
Membership Chairman

15 min. REPORTS FROM REPRESENTATIVES OF PROSPECTIVE CHARTERED
ORGANIZATIONS TO TOGETHER PLAN CHAIRMAN
Table standards of organizations that will operate units are brought
to speakers’ table along with commitment cards.

5 min. WE’RE WELL ON OUR WAY—Together Plan Chairman
Stress importance of follow-up. Boys benefit only after units
begin meeting.

2 hrs. 10 min.

Table Discussion Guide

(Organizer presiding, assisted by commissioner)

- A. Have the group select a chairman who would be willing to lead the organization project and be a potential unit committee chairman.
- B. Discuss the pamphlet New Troop Organizer Kit, No. 18-990.*
- C. Complete as much of the “ownership” phase as possible tonight, using New Troop Organizer Kit as a guide. (It is possible that some of the items have been completed prior to this meeting.)
- D. Fill out the following Report on Table Discussion.**

Report on Table Discussion

Organization _____

Address _____ Telephone _____

We elected _____ as our group chairman.

Address _____ Telephone _____

Listed below are the items we completed tonight and the dates we will complete the remaining items.

OWNERSHIP

- _____ Secure commitment from head of prospective chartered organization.
- _____ Program adopted—action by governing body (if appropriate)—Chartered organization representative and organizing committee appointed; meet and receive instruction.
- _____ Troop committee appointed.

LEADERSHIP

- _____ Orientation meetings held for parents.
- _____ Leaders selected; meet with committee and register.
- _____ Leaders’ training in program planning.
- _____ Program planned.

MEMBERSHIP

- _____ Boys recruited.
- _____ Troop meets—organized.
- _____ Charter application completed.
- _____ Troop installed and charter presented.

The following people were present at the table tonight and will continue on the troop organizing committee:

Name _____ Address _____ Phone _____

Name _____ Address _____ Phone _____

Name _____ Address _____ Phone _____

Organizer _____ Commissioner _____

* If packs are being organized, use New Pack Organization Kit, No. 13-610.

** Copies to campaign chairman, unit organizer, and chairman of organizing group.

NATIONAL MANUFACTURING COMPANY
OFFICE OF THE PRESIDENT

Mr. Arne Peterson
654 Michigan Avenue
Middletown, OK 73480

Dear Arne:

It was a great inspiration to be a part of the Together Plan Dinner at Middletown High School on Thursday evening.

The attendance, the caliber of the individuals, and their interest were outstanding. It was clearly a banner night for the future of our youth; and to each of you who did so much to make this meeting possible, many thanks and congratulations.

As an organizer, you now have the responsibility for assisting your assigned organization in forming its Boy Scout troop* that will serve our youth for many years to come. We are counting on you to follow through with this organization, assisting in following the plan of formation so that the troop* will be chartered at an early date. The commissioner teamed with you will assist you until the unit charter is presented.

If the progress in the formation of the unit slows, or if the members of our executive staff or our committee can be of any assistance to you in this project, be sure to call upon us. Together we will organize these additional units so that more of our boys can participate in the Scouting program.

Again, my sincere thanks for your splendid cooperation.

Very sincerely yours,

Together Plan Chairman

P.S. Remember our report meeting on February 12 at the school and our victory dinner at the cafeteria on March 16. I'll be expecting you.

* Substitute Cub Scout pack or Venturing crew where appropriate.

OFFICE OF SUPERINTENDENT OF SCHOOLS
MIDDLETOWN, OKLAHOMA

Mr. John Doe
909 Lincoln Avenue
Middletown, OK 73480

Dear Mr. Doe:

Congratulations on being selected as the chairman of the organizing committee that is going to form a (Cub Scout pack/Boy Scout troop) in the First United Methodist Church.

Our evening together on January 5 was a memorable one in the history of our district. It was a great inspiration to be a part of this fine group of 81 representatives of 17 organizations, meeting together with the common interest of making the Scouting program available to more and more of our boys.

Our district membership committee stands ready to assist you in carrying out your responsibility. We plan to have our organizer and other Scouters meet with you at the remaining meetings on your organization schedule so that you can make your (Cub Scout pack/Boy Scout troop) a reality at an early date.

Sincerely yours,

Chairman
Membership Committee Central District

NATIONAL MANUFACTURING COMPANY
OFFICE OF THE PRESIDENT

Mr. Sam Ross
495 River Street
Middletown, OK 73480

Dear Mr. Ross:

It was extremely gratifying to receive the reports last evening at our victory celebration. There is a real sense of satisfaction in knowing that the efforts of individuals like yourself have resulted in 37 new Cub Scout packs and Boy Scout troops to date, and that more than 500 new members can now enjoy the Scouting program.

I know you feel satisfaction, too. You have been instrumental in guiding the development of a Boy Scout troop in your own organization that will serve boys for many years.

And so the assignment you undertook is now completed. If you enjoyed the challenge and have experienced the kind of satisfaction that I think you have, may I suggest that you might like to remain on the team and provide Scouting for still more boys. I know you will be contacted soon about a future assignment, and I'd like to encourage you to "stay aboard."

Again, may I say thank you for the splendid cooperation you gave me, and for the opportunity you have provided the boys of our community.

Cordially yours,

Together Plan Chairman

Together Plan Event Checklist

FOR ORGANIZERS' TRAINING MEETING

Display items:

- District map of chartered organizations
- Suitable room decorations, pictures, charts, etc.

Registration: Roster list or cards

Ventures series videotape, No. AV-034

Organizer's kit: Sample invitation to prospective chartered organization

Together Plan event tickets (6)

Reply card for potential chartered organizations

Organizer's reply card

Responsibilities of Organizers

Scouting ... A Resource Program for Your Organization, No. 4-111

Together Plan event program

Table discussion guides (4)

New-unit charter applications (2)

Adult leader applications

Foundations for Selecting Unit Leaders, No. 4-516

Selecting Quality Leaders, No. 18-981

Commitment cards

Individual Cub Scout or Boy Scout applications for membership

Follow-up letter to chairman of organizing group

FOR TOGETHER PLAN EVENT

Display items:

- Council map
- District map
- Placard (and stand) with institution's name, for each table
- Flags, posters, photos, Scouting exhibits to dress up the meeting

Demonstration items:

- Set of cards to outline unit organization
- Large district new-unit chart
- Ventures: I The Partnership* videotape (No. AV-034)
- VCR and monitor (large screen if possible)

Literature for each potential chartered organization group discussion:

Table discussion guide

Scouting ... A Resource Program for Your Organization (4), No. 4-111

If a Cub Scout pack is being organized, use:

- New Pack Organization Kit (3), No. 13-610
- Foundations for Selecting Unit Leaders*, No. 4-516

If a Boy Scout troop is being organized, use:

- New Troop Organizer Kit (3), No. 18-990
- Selecting Quality Leaders* (3), No. 18-981
- Foundations for Selecting Unit Leaders*, No. 4-516



BOY SCOUTS OF AMERICA
1325 West Walnut Hill Lane
P.O. Box 152079
Irving, Texas 75015-2079
<http://www.scouting.org>

#32990B



Figure 16. Checklist for Together Plan