



The Trail to Adventure

VOLUME 8, ISSUE 1

PRESENTED BY
THE NATIONAL
OUTDOOR
PROGRAMS
SUPPORT
COMMITTEE AND
THE OUTDOOR
PROGRAMS/
PROPERTIES
TEAM

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National Outdoor Conference — September 25-29, 2019

Make the most of a trip to Philmont this fall! Curious? Read on!

The next National Outdoor Conference will take place at the Philmont Training Center. This is the largest gathering of BSA outdoor-minded volunteers and professionals and is the one event you will not want to miss! Highlights include dozens of exhibits, over 90 elective sessions on nearly every topic that touches outdoor programming, keynote presentations, backcountry excursions, fellowship and networking.

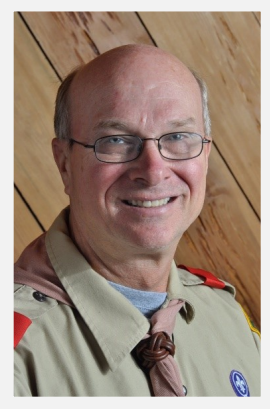
New for 2019 will be a selection of 3-day preconferences. Topics include food service, the new BSA chainsaw training, advanced photography, Certified Angler Instructor course, local council horsemanship programs and Fiscal Management 1.

The PTC Fall Conference, aka PTC Week 11, at Philmont features outdoor related sessions—see related article below. Complete information will be available when registration opens in May. See page 9 for highlights!

Philmont Training Center Fall Conference — September 15-21, 2019

Outdoor Programs training at its best, fall at beautiful Philmont Scout Ranch Including classes in Camp Cooking, Conservation, Certified Angling Instructor, Climbing Director, Wilderness First Aid, Shooting Sports, a Camp Ranger Trade School...and more! Sign up now at <https://www.philmontscoutranch.org/ptc/conferenceso/>





**Mark Rose,
National Outdoor
Programs Support
Chairman**



**Frank Reigelman,
Team Leader,
Outdoor Programs/
Properties**

National Leadership Notes

Volunteer Development

We do not often think about volunteer “development” in the context of outdoor programs, but the 2019 National Outdoor Conference overflows with volunteer development opportunities. With keynote speakers and over 90 electives, this is the best program in the BSA for volunteers to learn about program and administration across the spectrum of specialties (program, facilitates, health and safety and more). This conference has been a staple for several decades and has evolved from a mostly staff event to a nearly 50:50 mix of volunteers and professionals. In fact, many councils have discovered the unique team-building outcomes when a group of volunteers and professionals attend the conference.

Professional Development

The BSA is blessed to have many very dedicated outdoor program professionals. These key staff members pour heart and soul into countless programs, big and small, short-term, long-term and year round. The outdoor program team at the National Service Center is focusing on new opportunities for our BSA family of outdoor program professionals to obtain career development training, both in and outside of ScoutingU. Sometimes it is as simple as coordinating with internal resources and offering Fiscal Management 1 as a preconference at the 2019 National Outdoor Conference. Additionally, we are exploring opportunities with industry partners such as the American Camp Association, to create a menu of existing professional development courses that align with BSA programs and operations. We are also working with Scouting U to update Council Program and Property Administration and create new courses tailored for BSA program professionals. Finally, we are investigating Webcast opportunities that will be both informative and affordable. Watch for more information later this year.

Meet the Newest Member of the Outdoor Programs and Properties Team!

Thomas “Tom” Pendleton comes to us from the Greater New York Council in New York City where he served as the Director of Camping. He “began life in an orange t-shirt” as a member of the first group of tiger cubs in the Blue Ridge Mountains Council in Roanoke Virginia. He grew up in that council eventually earning his Eagle Scout award with three palms and was selected to the Vigil Honor of the Order of the Arrow. As a volunteer, he served as the SM of a National Youth Leadership training course and Woodbadge Staff. After graduating from James Madison University he taught high school math for 4 years before beginning a career with the Boy Scouts.



His Scouting career began after serving on the summer camp staff of the Blue Ridge Scout Reservation where he developed and led the first year camper program and later served as the Program Director, Camp Director and Reservation Director. Tom was hired after that first summer to be a district executive and has since served as a senior district executive, district director and field director. He then took a position with the Greater New York Councils as the Director of Camping where he managed the three iconic properties of William H. Pouch Scout Camp, Alpine Scout Camp and Ten Mile River Scout Camps. Tom has been a camp manager for over 15 years. Tom and his wife Laura have 2 sons Tyler (14) and Tayden (11).

In new role as Program Specialist, Tom will give leadership to all resident camp National Camping Schools, the National Camping School Subcommittee and the national BSA Fishing Subcommittee.

Fiix Users Group—Join Now!

Click [here](#)
to join



This new Workplace open group is for all Fiix users! Join today and watch for tips from other users, post your questions and help the entire Fiix family get the most of this exciting computer maintenance management system (CMMS).

Does your council offer aquatic adventures?



Keep up with all the latest BSA Aquatics news, read the latest [Aquatics Newsletter](#) and PASS IT ON! The current issue includes updated information regarding Aquatics standards changes, new training programs from the American Red Cross, updates regarding the National On-Water Standards and more!

Scouts BSA Girls at Summer Camp FAQs and Livestream Webinar

2019 is an exciting year for summer camp as we introduce our camps to the newest members of Scouts BSA. For many Scouts, this will be their first impression of the BSA's outdoor programs and facilities. It is an exciting opportunity but one that should be handled with care and intentionality. In February, the BSA held a Livestream webinar to help councils get prepared for this summer. You can watch this webcast at <https://livestream.com/bsa/ScoutsBSASummerCamp>.

In addition, here are some FAQs regarding hosting Scouts BSA Girls at Summer Camp:

Question: Can Scouts BSA girl troops be combined with Scouts BSA boy troops into a “camp unit”?

Answer: No. Program integrity requires single gender units. For details on unit leadership requirements, review the Barriers to Abuse.

Question: Does a camp need to supply two deep leadership (21+ and female leaders) at every camp program area?

Answer: Summer camp is the event / program and is an extension of the unit's program. As such, each unit must come to camp with adequate and appropriate leadership as outlined in the Barriers to Abuse. While the age and composition or two-deep leadership was updated, this is not a change. Your camp would need to supply or require units to supply leadership for activities such as outposts, excursions, treks, or hikes that might take place during programming.

Question: Are there guidelines for swimwear?

Answer: Appropriate attire is required for all activities. BSA's National Aquatics Subcommittee recommends:

Swimsuits should be comfortable, functional and modest. For males, swim trunks or board shorts are appropriate. Modest tankinis or one-piece swimsuits for females. Inappropriate swimwear includes swim briefs or swim bottoms short enough to allow exposure and bikinis.

Question: Can we create a provisional troop for Scouts BSA girl and boy campers?

Answer: No, program integrity requires single gender units. Female provisional campers would be in a provisional Scouts BSA girl troop, and boy provisional campers would be in a provisional Scouts BSA boy troop.

Question: Can linked Scouts BSA girl and boy troops share a campsite?

Answer: Yes, if your camp layout and amenities meet all the requirements of the Barriers to Abuse, including privacy and separate accommodations.

Question: Can any Scouts BSA member attend camp on their own?

Answer: Yes, as part of a provisional unit at camp.

Question: Can a parent bring their daughter to camp with their son's troop?

Answer: No. Program integrity requires single gender units.

Question: Can councils hold separate weeks for female Scouts BSA troops and male Scouts BSA troops, or must they incorporate them into each week?

Answer: This is a local council operational decision.

Question: Can councils designate separate camping sites, or must all sites be available?

Answer: This is a local council operational decision.

Question: How do we allow new Scouts BSA troops access to camp sites and weeks when a lot of councils give the troops the ability to sign up for next year's camp while at this year's camp?

Answer: This is a local council operational decision, but whatever the decision, ensure that all new Scouts BSA troops are informed. This is the same practice we've had for new troops for decades. We encourage you to attend the session at the 2019 National Annual Meeting and/or the Outdoor Conference in September, where some best practices will be shared.

National Camping School



We are now in the midst of National Camping School season. The purpose of National Camping School is to provide adults with a learning experience and training related to the operation of council camp. The key staff members will, in turn, train and supervise other staff personnel in your council camping program.

Just a reminder that your successful operation of your council summer camp is contingent upon your staff being prepared. In some cases this training comes at National Camping School.

We do our best to offer schools across the country to meet the needs of your council. For a complete list of the schools, go to the National Camping School website www.scouting.org/outdoor-programs/national-camping-school/

This is a reminder that you must be registered for the school at least two weeks prior in order to avoid the late registration fee. Hope to see you at NCS!



NCS February 2019—Tokyo, Japan

Note: Some sections have required prerequisites that must be met prior to attending National Camping School. Please refer to the [NCS 2019 brochure](#) for more information.

Ranger Toolbox



Skillsoft eLearning

Scouting U has made a series of eLearning modules geared specifically for Camp Rangers available on the Scouting University – Employee Learn Center.

Camp Rangers can access these online modules by logging on to:

- > MyBSA
 - > Resources
 - > Scouting U Employee Learn Center
 - > Camp Ranger Basic

The next course will take place November 3-8, 2019 at Camp Naish, Kansas City, KS. New Rangers must have a scouting.org email and register through MyBSA.

2020 Camp Ranger Basic Schedule

- ◆ January 19-24, 2020—Bert Adams Scout Camp, Covington, GA
- ◆ February 2-7, 2020—Philmont Training Center, Cimarron, NM
- ◆ March 15-20, 2020—Yawgoog Scout Reservation, Rockville, RI

Camp Ranger Trade School

There will be a ground breaking conference at Philmont Training Center September 15-21, 2019. The new ***Camp Ranger Trade School*** is a week-long conference designed specifically for Camp Rangers to gain hands-on trade skills. The school will offer two and half days each on carpentry and plumbing. Working alongside Philmont's maintenance team, participants will perform work on actual Philmont construction and repairs. Space is limited to 20 participants.



RANGER CONTINUING EDUCATION HOURS

THE REST OF THE STORY

This new path to ongoing training is very flexible. Camp Rangers, working with their supervisor, can customize a training plan that best suits both the individual and the council. The training can be technical, administrative, or personal development. Below are some examples of options to satisfy CEH requirements:

- Technical licensing to operate plant and equipment such as pools, water systems or waste treatment plants.
- Community College courses of a technical, business or management nature, including project management.
- Scouting University Courses that build soft skills and leadership skills.
- Online courses of a technical, mathematics or business nature.
- BSA seminars that offer sessions on properties, BSA policy or council business such as the National Outdoor Conference, Regional outdoor conferences or other BSA workshops that offer knowledge and skills training related to the position.
- Trade-based courses offered by BSA.
- BSA program training, including aquatics, climbing, COPE, etc.
- The Philmont Training Center Properties Course offered by Outdoor Programs/Properties annually.
- Other courses that pertain to the specific requirements of the council as agreed upon by the Scout Executive/designee.

Hosting Ranger Continuing Ed at Your Camp

One of the key components to the new Camp Ranger Basic program is the annual continuing education requirement to obtain “12 learning hours” of job-related training. As outlined above, there are many options to obtain the CEH’s.

A new option will be trainings hosted by local council camps. A session will be offered at the National Outdoor Conference—essentially a train the trainer for host camps. In order to host a CEH course, at least one of the course facilitators must attend this session in September at the National Outdoor Conference. There will be other opportunities in the future, but this is the formal launch of this new option.

Managing Performance from Scouting U

Do you manage others? The Managing Performance course will take you through the cycle of performance management starting with **Goal Planning**, followed by **Coaching** (Using the BSA's new C.O.A.C.H. curriculum), **Employee Relations**, and **Performance Evaluation**. This is not a class about theory, it's about the real-world application of the performance cycle.

For the schedule and other questions about the course contact Skylar Henderson at skylar.henderson@scouting.org 972-580-2394 or Erik Petersen at erik.petersen@scouting.org 972-580-2295.



NCAP Clarification—SQ 402 and SQ 406

An error was made in the published 2019 NCAP requirements. The following are the corrected versions:

SQ-402-B-2— Staff first-aid training. At least 50 percent of staff must be currently certified in American Red Cross CPR/AED or American Red Cross BLS for healthcare providers or approved equivalent. At least 50 percent of staff must be currently certified in American Red Cross Standard First Aid or approved equivalent. The total ratio of trained staff (or volunteers) to campers must not be less than 1 to 25.

In *SQ 406-B-2*—Staff first-aid training. At least 50 percent of staff must be currently certified in American Red Cross CPR/AED or American Red Cross BLS for healthcare providers or approved equivalent and be currently certified in American Red Cross Standard First Aid or approved equivalent.

[See pages 16 and 17 for the NCAP Spotlight](#)

Health & Safety Moment: *Pre-Medical Screening*

With new, and familiar participants traveling to camp also brings new and all too familiar illnesses that can spread quickly. It is best to make sure participants know when to pack, and when to stay home. What system do you have in place to ensure each participant is both fit and well before coming to camp? Take a look at the [Pre-Event Medical Screening](#) safety moment to help prevent the spread of communicable diseases.



WHAT IS IT?

The National Outdoor Conference is Scouting's largest gathering of volunteers and professionals charged with delivering the world's greatest outdoor program for youth! It's four days of elective sessions, outstanding keynote speakers, outdoor vendor exhibits, clean mountain air, backcountry excursions, special program opportunities, great music, and fellowship with Scouting's top outdoor leaders. Join fellow Scouters and outdoor enthusiasts from across the country to learn new methods, share ideas, and check out the latest in outdoor gear and programs. This is the place to be if you are involved in any way with outdoor programs.

WHERE IS IT?

Philmont Scout Ranch, Cimarron, New Mexico—the world's largest camp

WHEN IS IT?

Wednesday, September 25 through Sunday, September 29, 2019; on-site registration opens at 1 p.m. on Wednesday followed by the conference exhibit venue from 2 to 6:30 p.m. A traditional Philmont barbecue will be served in the exhibit area, giving participants a chance to maximize their time with the vendors.

WHO SHOULD ATTEND?

Anyone and everyone involved in national, region, area, council, district, and unit outdoor program delivery. That means Scout executives, directors of support services, program directors, rangers, camp directors, council presidents, and council program vice presidents. Anyone who chairs a committee on council and district camping, conservation, aquatics, COPE/climbing, or shooting sports should also plan to be there, as should properties chairpersons and other volunteers or professionals responsible for delivery of outdoor programs.

2019 National Outdoor Conference

SPONSORED BY DIAMOND BRAND

Preconference Sessions: Several preconference sessions are available Sept 22-24th prior to the National Outdoor Conference.

- Chain Saw Training (*Newly released!*)
- Advanced Photography
- Certified Angler Instructor Train the Trainer
- Marketing Boot Camp
- Secrets of a Successful Camp Kitchen
- Fiscal Management 1
- Horsemanship Programs

National Outdoor Conference Sept 25-29

Conference Electives: Over 90 different electives will be offered! You will have the opportunity to select 12 different sessions, as well as participate in general sessions.

Elective Trails:

- Enterprise Risk Management
- Facility Management
- Human Resources
- Management and Administration
- Program Administration
- National Adventures
- Marketing and Promotions

Sessions are instructed by subject matter experts from across the BSA! The latest policies, program information and best practices from around the country will be shared.

Keynote Speakers



Mike Surbaugh, Boy Scouts of America
Chief Scout Executive



Tom Rosenberg, American Camp Association
President/Chief Executive Officer



Deborah Gilboa, MD
Parenting and Youth Development Expert

Explore Philmont! Saturday afternoon will provide time to explore Philmont's renown landmarks.

Exhibitor Fair! Opens Wednesday and will give participants ample time to investigate all of the products and services showcased by a wide variety of companies.



BSA FISHING - An Ageless Activity for Delivering the Promise

Baden Powell loved fishing which he incorporated throughout the development of Scouting. Angling was among BSA's original merit badges and each year remains in the top 10 of non-required merit badges. Well over 2,000,000 Scouts have earned Fishing Merit Badges and Fly Fishing is now one of the few growth merit badges. A Boys' Life Survey indicates that 83% of Boy's Life subscribers like to fish and fishing is one of the top activities enticing Cub Scouts to join. Therefore, why is fishing often taken for granted at most Scout Camps with only a minor focus? Those camps that make fishing a priority reap the rewards with **recruitment** growth, **retention** enhancement, and **reactivation** when Scouts have great fishing experiences. The investment in a proper camp or unit fishing program is very reasonable compared to most other programs and delivers high rewards.

The National Fishing Sub-Committee received a grant from Recreation Boating & Fishing Foundation (RBFF) to grow the Certified Angling Instructor (CAI) program. We have now trained over 1,300 Scouters as CAIs and the impact they are making is remarkable. CAIs have provided much needed council support, serving as advocates for fishing, and helping to establish council fishing committees. This year our National Fishing Sub-Committee's top objective will be encouraging councils to form a fishing committee. If your council does not have one, please consider this opportunity for enhanced programs.

What is a BSA Certified Angling Instructor?

A volunteer that helps **Recruit**, **Retain** and **Reactivate** Scouts at all levels using fishing to "hook them" into a lifetime of outdoor activities, thus delivering the promise. A CAI is a volunteer committed to improving their Council, District or Unit Fishing Programs. A CAI will:

- ◆ Develop quality-fishing programs for units, districts, councils, and scout camps.
- ◆ Increase attendance at your summer camp with active fishing and fly fishing programs.
- ◆ Provide quality equipment to your camp or Units at *Value Pricing*.
- ◆ Provide training and resources to Scout leaders and Camp Staff.
- ◆ Develop competent Merit Badge Counselors.
- ◆ Teach Scouts how to enjoy the sports of fishing and fly fishing.

How do you become a BSA Certified Angling Instructor?

To become a CAI, you need to attend a weekend CAI Course. Contact your Regional Fishing Chairman www.bsafishing.org to answer any questions, find an existing course, or schedule a course in your Council. The BSA Fishing Committee has designated the CAI Course as a train-the-trainer course (BSA Training PAS Code: CS61 / Patch Code from BSA National Supply: 620739). All course instructors focus on providing enhancements to BSA fishing programs and serving our Scouts.

We also offer fishing as "The Gateway for Girls to Scouting". RBFF reported that females were the fastest growing segment of new anglers in 2017 with age demographics showing 6-28 years dominate. Fishing manufacturers have been focusing on female fishing gear, supporting this trend. Additionally, family fishing is showing huge growth. The Hispanic population, also family focused, goes fishing 30% more often than the overall average. Both Females and Hispanics are prime recruiting targets for BSA, and fishing is a valuable tool for attracting them.

Submitted by: Ben Jelsema – Chairman, BSA National Fishing Sub-Committee

Revamp Camp—Healthy Camps

The BSA Toolkit is located at <http://bit.ly/BSAcamp toolkit>

To view the trading post promotion video on the toolkit, please click [here](#) and the video will appear at the top of the page. Ideas to help promote a fun and healthy dining hall:

Upbeat Music

- o Visit the camp toolkit for suggested playlists

Centralized, Attractive Salad Bar

- o Place in a centralized location to draw attention
- o Consider allowing Scouts to go to salad bar first (may cut down on wait times in serving line)
- o Adequately stock salad bar with fruits, veggies, proteins and grains

Fruits & Vegetables First in Line

- o Scouts tend to fill up on fruits and veggies if they are first on the serving line (protein and grains to follow)

Bug Juice

- o Try cutting back or completely eliminating in an effort to help reduce dehydration rates and reduce intake of empty calories

Posters and Other Marketing Material

- o Place in high traffic areas and at eye level
- o Most marketing materials available online for a year

Trading Post—Best Practices

Strategic Placement of Products

For the trading post, place healthier options at eye level and unhealthy options in the upper or lower corners of coolers and shelves

§ Make unhealthy options inconvenient for Scouts

§ Don't forget impulse buys and where they are located

If you would like a PRO Wellness dietitian to approve your camp's menus, please email them to us at compass@pennstatehealth.psu.edu. We will sign up to 20, 2-week menu cycles. Please send these prior to May 1st so we have adequate time to send them back to you.

FREE signed menus are on the BSA toolkit to check out and request with RD certification and signature.

- o Also included are vegan and allergen-free menus



Healthy Trading Posts!

Camp managers are sometimes reluctant to change the product mix at camp trading post for fear that the margin will be impacted. After three summers of study,

Revamp Camp has consistently found that your CAN replace high sugar and highly processed items with healthier options.

How is this Possible?

- Switch to 100% fruit juice slushies
- Limit sweetened beverages on hot days
- Product placement is key
- Offer free fruit
- Intentionally price healthier options lower than other options

Revamp Camp does not prohibit traditional trading post snack items, instead, the program promotes alternatives.

See the [toolkit](#) for more ideas.



Important Notice for Councils Running Shooting Sports Programs

2019 National Camping School Shooting Sports Pre-Class Requirements

The Boy Scouts of America and the NRA have worked together for over 50 years to provide BSA youth with the best safety and marksmanship programs. In the past 8 years, the NRA has supported the BSA with a discounted materials program and quality instructor programs for BSA Shooting Sports Directors. The BSA Rifle, Shotgun, Muzzle Loading Rifle, Pistol instructor and student programs have grown to over 20,000 NRA certified instructors. *You must be a certified NRA instructor for Rifle and Shotgun prior to attending a shooting sports director section of National Camping School.*

NRA Instructor Course Pre-Requisites: As of July 2018 All BSA shooting sports candidates **MUST** take a basic student class in their discipline before attending the instructor class. **Therefore, before you can attend and be certified as a NRA Rifle and Shotgun instructor at one of the following trainings, you MUST already have taken and passed NRA Basic Rifle and Shotgun classes.** The BSA and NRA offer these courses at discounted prices across the country or you can attend any commercial NRA Basic Rifle and Shotgun classes. The next page lists the BSA locations this year.

To become a BSA Shooting Sports Director:

Step 1: Attend NRA Basic Rifle and Shotgun courses in your local area.

Step 2: Attend NRA Rifle and Shotgun Instructor course (full class list available [here](#))

Step 3: Attend National Camping School Shooting Sports Director course (to serve as a shooting sports director).

A schedule of available classes is available online [here](#). To register for a NRA-BSA sponsored instructor trainings, please contact your local BSA council. Registration takes place on the national camping school registration link. Questions? Email Shooting.Sports@scouting.org

Youth Protection: Preventing Youth on Youth Abuse Training

Include Unit Leaders This Summer at Your Camp



Understanding and Preventing Youth-on-Youth Abuse for Unit Leaders and Staff, No. 430-149 was updated in late 2018 to include unit leaders (all positions) and staff. This new and broad approach is now appropriate for ALL staff – day camp, junior leader courses such as NYLT as well as seasonal camp staff.

According to Michael Johnson, the BSA's Youth Protection Advisor, "expanding this important message to unit leaders, the BSA further reinforces the importance of being aware of youth-on-youth behavior in unit meetings, weekend outings and resident camp settings. By delivering this training to all unit leaders, a camp-wide atmosphere is created, where all persons in a leadership role can help address youth protection in a proactive manner." Bullying, harassment, physical, mental and inappropriate behavior have no place in Scouting.

NCAP standards (RP-153) recommend this training be offered every session at camp. Click on these hyperlinks for the [facilitators guide](#) and [PowerPoint](#). Completing this training can be recorded in my.scouting training profile using code CS95.

Health & Safety Moment:

Incident Reporting Helps

So, a communicable disease has come to your camp. Now what? You should contact your Scout Executive and report the incident as soon as possible. Engaging with resources can help keep your camp from shutting down or offer you guidance if it does. Check out this safety moment for [incident reporting](#), and also visit the how-to page [here](#).



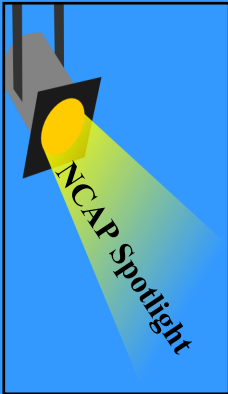
BSA FAMILY ADVENTURE CAMP

Click the logo to go to the Family Adventure home page or paste this link in your browser:

<http://philmontscoutranch.org/PTC/PhilmontFamilyAdventure.aspx>



Check it out!



NCAP SPOTLIGHT

Are your camps ready for the summer?

As camps around the country are getting ready to operate their summer programs, assessment teams are getting trained to visit your camp and do your NCAP assessment. At least one training is held in each Area. If you, or people you know are interested in being a part of a camp assessment, contact your Area Assessment Chairman for more information.

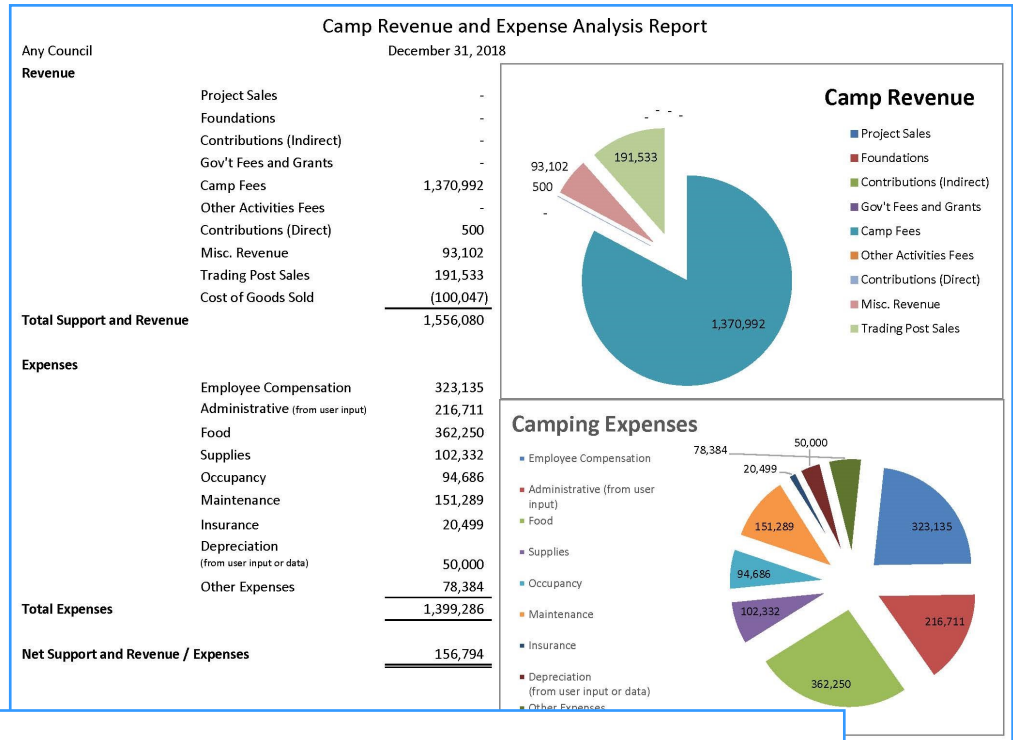
Remember that Declarations of Readiness are due to the team leader of the assessment team by May 15th. This process is designed to help answer questions or concerns about the assessment before the team arrives at camp. If you have waivers, they need to be presented to the team at this time. One common misconception is that you must have everything ready for the assessment at this time. That is not accurate. You should however provide as much information as you have ready to the team by the May 15, and then provide the remaining information at the time of the onsite assessment. The Declaration of Readiness helps both parties identify potential challenges, so they can work together to address them before and during the assessment.

Day camps, family camps and all council properties must also have an annual self-assessment and submit an NCAP Scoresheet. Don't forget to submit your self-assessment score sheets.

Camp Revenue and Expense Analysis Report Available in PeopleSoft

Any Council		Data for Camp Revenue and Expense Analysis Report						Boy Scouts of America
Please note this report pulls data from all three funds: Operating - Fund 1, Capital - Fund 2, Endowment - Fund 3		December 31, 2018						
		Current Period			Year to Date			Current Year
		Budget	Actual	Over/Under	Budget	Actual	Over/Under	Budget
Support and Revenue								
	Project Sales	-	-	-	-	-	-	-
	Foundations	-	-	-	10,000	-	(10,000)	10,000
	Contributions (Indirect)	-	-	-	-	-	-	-
	Government Fees and Grants	-	-	-	-	-	-	-
	Camp Fees	1,542	5,018	3,477	1,203,225	1,370,992	167,767	1,203,225
	Other Activities Fees	-	-	-	-	-	-	-
	Trading Post Sales	-	46	46	144,500	191,533	47,033	144,500
	Cost of Goods Sold	-	-	-	(93,925)	(100,047)	(6,122)	(93,925)
	Contributions (Direct)	-	-	-	-	500	500	-
	Misc. Revenue	13,500	69,265	55,765	23,500	93,102	69,602	23,500
	Total Support and Revenue	15,042	74,329	59,288	1,287,300	1,556,080	268,780	1,287,300
Expenses								
	Employee compensation:	6,169	4,922	(1,247)	350,193	323,135	(27,058)	350,193
	Other Expenses	2,559	8,697	6,138	69,100	78,384	9,284	69,100
	Supplies-Food and Commissary	-	223	223	351,250	362,250	11,000	351,250
	Program Expenses	21	915	894	90,100	102,332	12,232	90,100
	Occupancy	14,000	7,826	(6,174)	169,000	94,686	(74,314)	169,000
	Rental and maintenance of equi	-	129	129	9,750	151,289	141,539	9,750
	Insurance	1,792	1,746	(46)	21,500	20,499	(1,001)	21,500
	Depreciation and amortization	-	-	-	-	-	-	-
	Total Expenses	24,540	24,458	(82)	1,060,893	1,132,575	71,682	1,060,893
	Surplus (Deficit) UR Revenue/Expense	(9,498)	49,871	59,369	226,407	423,505	197,098	226,407
Support and Revenue					Expenses			
Project Sales include contributions to support a specific portion of the camp budget, paid with cash or gifts-					Employee Compensation includes seasonal employees wages and taxes and benefits related to their			

Did you know that there is an excellent budget tool available in PeopleSoft? The NCAP report allows managers to recognize ALL camp expenses, including staff and depreciation. See your accounting specialist to produce a report for your camp. See the sample reports on these pages.



User Input - Camp Revenue and Expense Analysis Report

Information provided on this page will be calculated and shown to you as part of your report. You will find this information on your report on the Administrative and Depreciation lines.

Administrative Costs	Annual Salary	Annual Benefits	Weeks in Camp	Cost
Executive Staff 1	36,500.00	8,000.00	52.00	47,420.00
Executive Staff 2	70,000.00	8,000.00	35.00	56,033.65
Executive Staff 3				-
Executive Staff 4				-
Executive Staff 5				-
Executive Staff 6				-
Executive Staff 7				-
Executive Staff 8				-
Executive Staff 9				-
Executive Staff 10				-
Total Exec Staff				103,453.65

Use this section to calculate the cost of executive staff time spent in camp. Annual salary and benefits and taxes are in the calculation, divided by 52 weeks and multiplied by the number of weeks in camp.

Office Support	% Rate	Cost	Admin. Total-->
Default Rate	10.0%	113,257.51	216,711.17
Total Expense	1,132,575.13		

Depreciation	Project Scope	Council Input	Depr. Total-->
	Total	Option	
	-	50,000.00	50,000.00

Admin. Total is Cost of executive staff plus the Office Support.

In support of its camps your council has administrative expenses like personnel costs, occupancy costs at your service center, copier leases, non-camp depreciation, travel, etc., that must be allocated. To calculate this amount, a formula has been set up with a 15% default rate that you can adjust. The formula multiplies the total expenses you find on line 28 of the data input page under Year to Date by the % Rate. You can change the Default Rate to one that represents your council's support amount. For example, you can change the % Rate from 15.0% to 12.5% by deleting the 15.0 and typing in the 12.5 in the green box.

Your depreciation will appear here as pulled from line 27 of the data input page if you are reporting your camp depreciation to the camp's project code. If this number is blank, you need to calculate depreciation and input it into the highlighted "Council Input Option" box.

Attention Climbers and COPE Directors, Instructors and Enthusiasts!

In our endeavors to make COPE and Climbing for Scouts the safest programs possible, we monitor incidents and accident reports annually. A high number of the incidents in COPE and Climbing result from inattentive, ineffective or nonexistent belay. For readers outside the COPE and Climbing enthusiast group, a belay system is an equipment system and corresponding techniques used to control a life safety rope connected to a participant where the rope may be taken in, let out, and secured in order to arrest a fall. Included are top roped belay, top belay, fireman's belay, static (self-transferred) belays, and team belay systems. Belay system components may include rope, connectors such as carabiners, shear reduction devices, belay devices, and descent control devices.

An example of several of the incident or accident reports pertaining to belay includes "Participant had no belay as he rappelled", "The youth belaying did not belay as fast as the climber climbed, and slack developed and the climber fell and hit the ground.", "When the climber fell, the belayer was pulled forward and his hands felt hot from the rope friction, so he let go of the rope and the climber fell the rest of the way to the ground."

Many of the incidents and accidents could have been prevented with the presence of a backup belayer or a backup belay system. A backup belayer stands down rope from the friction device a few feet away from the belayer. He or she can apply tension on the friction device the same way as the belayer can in order to arrest a fall. There is a very good description of how to back up belay in 'Belay On', Scouting's COPE and Climbing Instruction manual. The National Camp Accreditation Program Standards already say that you must have a backup belayer whenever possible, but our wording suggests that there are a lot of options for deciding it is not possible. There is also a large gap in getting the information about back up belayers out to units who take youth climbing and teach the Climbing merit badge.

We have proposed the wording for the next year in the place of the existing wording in the National Camp Accreditation Program Standards in the interpretation section for belayers to read **"Backup belayers are required. In rare instances, for example, where there is not enough space for a backup belayer, an alternate backup safety measure shall be employed including but not limited to using trained staff to perform the belay operation OR using an assisted-braking belay device. Staff, directors and instructors should still use backup belayers when the space and / or staffing exist."** and similar sections of this wording in the document Climb on Safely, in 'Belay On', and in the Climbing Merit badge.

We have proposed that when the next Climbing merit badge book is printed, that the requirement "Perform 3 back up belays assisting the belayer", be added to requirement 9. That is a lot of documents to get changed, but we ask that you be diligent and vigilant to incorporate backup belayers or a backed-up system of belay before and after these wording changes are made.

Continue to implement the safest program to Scouts in COPE and Climbing, and to generate excitement about the outdoors through these programs.

Rhonda Wright, COPE and Climbing Subcommittee Chairperson

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A service of the National Outdoor Programs Committee

