

# Inviting Internationals to Your Council Camp

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Michigan Crossroads Council BSA

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The recent World Scout Jamboree enabled many more BSA youth and adults than ever before to experience a Scout camp where a large % of participants were from other countries. Some of those WSJ participants probably returned home thinking about the possibility of their council hosting a miniature WSJ and providing this type experience to other youth and adults in their councils. The Chief Okemos Council and its successor council the Michigan Crossroads Council (MCC), have been doing this for 22 years. We have held week-long Michigan International Camporees (MICs) in 1997, 2000, 2004, 2008, 2012, and 2016, with the next MIC planned for 2022. At each MIC, over 300 Scouts, leaders, and volunteer staff members from more than 20 different countries have traveled to the U.S. and interacted with BSA youth and adults. Bruce McCrea has been Camporee Chief for all 6 MICs and is serving as advisor for the MIC 2022 Camporee Chief. Chuck Thibodeau led an MIC host unit contingent in 2012 and 2016 and is the Assistant Camporee Chief for Troop Operations for MIC 2022. We are looking forward to sharing our experiences.

**I. ESSENTIAL REQUIREMENTS** - There are three essential requirements for a successful council-run week-long international camp, commitments, a camp, and contacts.

**COMMITMENTS** - You need enthusiastic commitments to your event from key volunteers with a variety of different skills, from your council's unit leaders, from your council executive board, and from your council professional staff to make an event like this happen. We have been extremely fortunate to have a number of highly qualified volunteers take on important leadership roles in MIC administration, physical arrangements, program, and troop operations, and troop and crew leaders make the commitment for their units to be host units. Without committed qualified volunteers to take on these roles, we would not have succeeded.

**CAMP** - The ideal location for a week-long international camp is your council's Cub or Scout resident camp. However, because summer school vacations in other northern hemisphere countries are much shorter than they are in the U.S., there is a narrow range of possible dates when you can hold an international camp like an MIC and attract the maximum number of international contingents. In some countries, schools are still open during the week that contains July 4. In other countries and in some states, schools reopen the first full week of August. That means it is important to schedule the two-week experience of an event like MIC in the period that begins with the second week of July and ends with the week that contains the last Monday in July. If you move your dates earlier or later, you limit the international contingents that can participate. (If we move the dates any later in Michigan, we also start limiting local Scout and Venturer participation because of band camps and sports camps.) The problem is that those weeks are prime Scout resident camp weeks, which your council is not likely to be interested in sacrificing for a week-long international camp. We were fortunate that the Chief Okemos Council was a relatively small council and ran five weeks of Scout resident camp. That allowed us to take over the council's summer camp for MIC the week after Scout resident camp ended, which was the week that contained the last Monday in July and fit within this window. Councils that run more than one resident camp might have more flexibility, but, for a number of councils, finding a location for a week-long international camp in this time period would be a problem. Northwoods Scout Reservation, the site of the first 6 MICs has been closed and sold. At the end of this document is a list of the criteria we used in evaluating the two Michigan Crossroads Council camps that were available as possible sites for MIC 2020, which was later postponed to 2022.

**CONTACTS** - You must have good international contacts. To recruit international contingents to our first Michigan International Camporee, Bruce started with Scout groups in other countries that his troop had visited and were interested in return visits to Michigan. He had a very good friend who had chaired the last four Connecticut International Camporees. Their council was not planning to continue that event, and his friend gave him their international contact list. Those two lists plus contacts he had made at past WSJs gave us a solid nucleus of international contingents. Once we had a reasonable number of international commitments from those sources, we created a web site showing the international contingents that were planning to come to our event and asked International Department BSA to request that our event be listed in the WOSM International Events list. The number of countries that were already planning to participate made our event more attractive for contingents from other countries. Possible sources of international contacts for councils doing this for the first time include units in your council that have traveled overseas, Scouters in your council who have made international contacts at WSJs and B-P Fellows events, and current and past International Camp Staff at your council's camps. Your council IR might contact IRs in other councils to see if they can add to the list of international contacts from these sources. Once you have run a successful event, international contingent want to return. The challenge is filling the international spaces the first time you run your event.

**II. STEPS TO FOLLOW IN INVITING INTERNATIONALS TO YOUR COUNCIL CAMP** – Once you are sure you have the necessary Commitment, Camp, and International Contacts, these are the steps we recommend you follow:

**Step 1 - Decide on the structure and organization of your event.**

**1a. Determine how many international contingents you want to have participate in your event, the age range and the size of those contingents, and whether you will require the international contingents to follow BSA YPT rules in traveling to and from your event.**

Our goal is to have at least 40% of MIC youth participants come from outside the U.S. and Canada. An MIC is organized into 12 campsite troops. The typical MIC campsite troop contains 40 youth and 10 adults. 16 Scouts/Venturers and 4 adults are from the Michigan host unit(s) in the campsite, either 16 Scouts/Venturers and 4 adults from one host unit or 8 Scouts/Venturers and 2 adults from each of two host units, 16 Scouts and 4 adults are from contingent(s) from outside the U.S. and Canada, and 8 Scouts/Venturers and 2 adults are from a troop or crew from some other part of the U.S. or a province of Canada. The campsite troop leaders divide the campsite troop into 4 international patrols of 10 Scouts each. Each patrol contains one or two buddy pairs from each contingent in the campsite, depending on the size of the contingent. That means we need to recruit 2 patrols from outside the U.S. and Canada for each campsite troop, a total of 24 patrols, each with 8 Scouts and 2 leaders, for our 12 campsite troops. We allow each international contingent to have one or two patrols, and, except for two countries that are grandfathered in, accept only one contingent from a country. Our MIC age range for youth participants, both BSA and international, is at least 12 years old or at least 11½ years old and have completed the 6<sup>th</sup> grade and not yet 18 years old. Some international contingents do not follow BSA YPT rules in traveling to and from Michigan. For example, contingents plan to bring coed youth and only male adult leaders or have leader and/or youth passport applications turned down so they end up with only one adult leader or one Scout. For international participants in an MIC, their MIC experience begins when they are met by their host units or arrive at the MIC site and ends when they leave their host units or the MIC site. Except for that period, they travel under the rules of their National Scout Association. During that period, their host unit provides all additional adults and youth necessary to satisfy BSA YPT requirements.

**1b. Decide if you will recruit troops and crews or individual youth and adults from your council**

MICs have always recruited host troops and crews instead of individual Scouts and leaders. The host unit is an important part of the MIC campsite troop discussed above and provides tents for their international contingents and group equipment for their campsite troop. MIC host units that have less than the 8 or 16 youth participants they committed to fill their extra spaces from neighboring troops and crews.

**1c. Decide if you will open your event to troops and crews from outside your council.**

An out-of-state or Canadian patrol has always been part of an MIC campsite troop, so we have recruited patrols of 8 youth and 2 adults from other states and Canadian provinces, with a limit of one patrol per state or province.

**1d. Decide if you will use your council's paid resident camp staff or an all-volunteer staff.**

An MIC is planned and organized by a committee of volunteers and is staffed entirely by volunteers, who each pay a staff fee to cover the cost of food and MIC identity items. MIC staff members come from all around the world. U.S. participants and staff benefit from working with international staff. In selecting our MIC staff, we make sure all BSA and state of Michigan standards are met. Using a volunteer staff that pays staff fees has allowed us to save money in our staff budget that we have used to subsidize international participation.

**1e. Plan to make international Scouting an important part of your event's program.**

At an MIC:

- At the opening ceremony, each country is announced in alphabetical order, their contingent enters the parade ground, they are greeted by their host unit, and two contingent members take their national flag to the row of flagpoles. Then the next country is announced. The final country to be announced is the U.S., and a BSA colorguard enters. Then the national flags are all raised at the same time.
- One of the program areas visited by campsite troops during the week is "Global Scouting." There patrols rotate around activities representative of Scouting in different countries organized and run by teams of MIC staff members from those countries
- One day, the international contingents in each campsite troop plan and prepare the evening meal for their campsite troop with food representative of their countries. MIC staff members are guests in the campsites for that meal.
- One evening is international performance night with each international contingent putting on a performance representative of their country in the camp amphitheater. This will be expanded to two evenings for MIC 2022.
- Saturday is International Festival Day/Visitors Day. Each contingent has a display table which, for many contingents, includes food samples, they run activities for Cubs and Webelos, and they repeat their amphitheater performances. That is the only time during the week an MIC is open to the public.

**Step 2 - Develop a budget and fee structure and have them approved by your council.**

When we began planning our first Michigan International Camporee, we decided that, because the goal of our camporee is to enable our Scouts and Venturers to meet Scouts from around the world, we would encourage international contingents to come by charging them a significantly lower price than we charge U.S. and Canadian Scouts. International contingents have much higher transportation costs than U.S. and Canadian Scouts, and the members of many international contingents have to pay \$160 each to apply for U.S. visas. We therefore decided to include as an MIC budget entry a camporee fee subsidy to these international Scouts. We ended up with a three tier fee structure for the 1997 MIC that we have used ever since.

A. \$0 (free) - One patrol of up to 8 Scouts, ages 12 through 17, and 2 adults from any WOSM member country outside the U.S. and Canada is invited to participate in the Michigan International Camporee with no camp fee. We provide them with tents, food, and camp identity items like the patch, neckerchief, slide, and program booklet. We also provide an opportunity for them to interact with their host troops and crews the week before the camporee. This is our way of letting them know that we really want them to come. They are responsible for their transportation to and from Michigan, for their passport and visa fees, and for admissions costs during hosting week, but there is no camp fee.

B. A fee that covers direct costs like food and camporee identity items, \$125 per person for MIC 2016. This is the fee we charge all camporee staff members, all U.S. and Canadian unit leaders, and members of a second patrol of up to 8 Scouts, ages 12 through 17, and 2 adults from any international contingent. (This option is only available for a Scout group that has participated in a past MIC.)

C. A fee for all U.S. and Canadian youth participants that enables our total revenue to more than cover our total cost, \$300 per person in 2016. All youth participants must be part of unit, district, or council contingents. We do not accept individual youth participants.

Because of changes in the MIC structure that will increase the costs of being a host unit in 2022, we expect that the MIC 2022 fee for BSA host unit youth for will be lower than the fee for other BSA and Scouts Canada youth.

**Step 3 - Invite those interested in leading contingents to your event and becoming staff members to submit applications.**

From International Department BSA's "Recommendations on Inviting Internationals to Your Council or Camp"

**Official Invitations** - When inviting international Scouts and leaders to your camp, you must determine whom you want to invite. Are you planning an international camporee or other large event or is your camp simply large enough to handle big crowds? Then, we suggest that you list your event or camp dates within the World Organization of the Scout Movement's (WOSM) International Events List. This list is published and sent to all National Scout Organizations (NSOs) twice a year, in May and December, and is also viewable on WOSM's website, [www.scout.org](http://www.scout.org). To add an event to the list, fill in the International Events form and send it to the International Department to provide the World Scout Bureau with the relevant information and approval. If you intend to be more selective with your invitations, send the International Department the list of specific groups or countries you would like to invite and your detailed invitation. Then, the International Department will officially send out your invitation.

3a. Develop a web site for your event. Provide all necessary information on the web site. Create online application forms for different categories of contingents and staff. For MIC, we have separate application forms for host unit contingents, out-of-state contingents, Canadian contingents, contingents from other countries, BSA staff, and staff from other countries. Include on the web site a statement that all participants in your event must be members of WOSM-affiliated National Scout Associations and be approved by their country's WOSM International Commissioner.

3b. Open your web site for applications. We tell international contingents that have participated in past MICs and we would like to have back that we will hold their country's space for them for 4 months before we consider other applicants from their country.

3c. Promote the event to your international contacts.

3d. Work through International Department BSA to have your event included in the WOSM International Events list following the procedure explained in **Official Invitations** on page 4.

3e. As international contingents and staff apply and are approved, add information about what countries are planning to participate to your web site.

#### **Step 4 – Have International Department BSA verify your applicants**

From International Department BSA’s “Recommendations on Inviting Internationals to Your Council or Camp”

**Verifications** - The International Department will work with your event organizer to verify that the international Scouts and leaders interested in attending your event or camp are registered and approved by their own NSO to attend your event. This may seem like an unnecessary step in your event planning, but it can be crucial to your event’s success. At a previous large-council event, only ¾ of the international leaders and service team members that applied were approved by their NSO. Contact the International Department to verify the registration and approval of your international attendees.

This is an essential part of the process in that it screens out contingent and staff applicants that are not part of WOSM-affiliated Scout associations or would not, in the view of their NSO, be good representatives of their country. If several months have passed and International Department has not received a reply, we encourage the applicant to contact their national Scout office. If we are informed by International Department that an applicant is not approved, we inform the applicant of that and tell them there is nothing else we can do.

#### **Step 5 – Support the applications for U.S. visas and U.S. entry for contingents and staff members from countries for which U.S. visas are required.**

From International Department BSA’s “Recommendations on Inviting Internationals to Your Council or Camp”

**Visa Assistance Letters** - Many times, the international Scouts and leaders invited to attend your event or camp require visa assistance letters to secure a visitors’ visa to enter the United States. The International Department can provide your council or High Adventure Base with a visa assistance letter template and accompanying visa interview tips to provide to your approved attendees. These letters do not guarantee that the international Scouts and leaders will secure a visa but provide proof to the U.S. Embassy that the event or camp invitation is genuine.

All the participants in your event from other countries will need to have valid passports issued by their countries. Many will also need U.S. visas, issued by a U.S. embassy or consulate, granting them permission to enter the U.S. Citizens of Canada, Bermuda, and 38 countries called “visa waiver countries” do not need a U.S. visa to enter the U.S. The list of visa waiver countries and the procedure they need to follow to enter the U.S. is at <https://travel.state.gov/content/travel/en/us-visas/tourism-visit/visa-waiver-program.html>

Citizens of all other countries need U.S. tourist visas. The basic information on obtaining a U.S. tourist visa is at <https://travel.state.gov/content/travel/en/us-visas/tourism-visit/visitor.html> Applicants for U.S. tourist visas must schedule interviews and pay a nonrefundable U.S. \$160 visa application fee. We encourage MIC participants to take with them to their interviews documents that show they have strong ties to their home country and will definitely return home after their time in the U.S. We also request from them a list of the full

name and date of birth of each contingent member as it appears on their passport and their passport number and include that information in a visa support letter for their contingent that we write on council stationary. We scan the draft letter and email it to them as an attachment, make any necessary corrections, print the final version of the letter, have it signed by our council Scout Executive and MIC chair, scan it, and email it to them as an attachment for them to print and take with them to their visa interviews. MIC has always had the strong support of Michigan's senior U.S. Senators, Senator Levin, and, after he retired, Senator Stabenow. We email the scan of each visa support letter and the date of the visa interview to a staff member in the Senator's Lansing office and they forward it with their endorsement directly to the embassy or consulate that will be conducting the visa interview a few days before the interview is scheduled to be held. Even with all this support, a number of MIC-related visa applications have been turned down. To prevent the need for last minute adjustments, we require that all visa interviews be completed by April 1 of the year of the event.

U.S. visas include a specified range of dates when the visa recipient can enter the U.S. When participants in your event receive their passports back with the visas included, have them check that date range and make sure it fits their plans.

When a citizen of another country with a U.S. visa enters the U.S., the date they enter the U.S. and the date by which they must leave the U.S. are added to their passport. We provide each international contingent leader and international staff member with an entry support letter similar to the visa support letter that shows their names, dates of birth, and passport numbers and the dates of our event and tell them to present that letter when they enter the U.S. and make sure that they are not given a required departure date that is before the end of our event. We also provide our phone numbers. This has resulted in a few phone calls asking us to confirm that an MIC international staff member traveling alone was actually coming to MIC.

### **Step 6 – Make sure that all participants in your event are covered by adequate health and accident insurance and have required immunizations.**

From International Department BSA's "Recommendations on Inviting Internationals to Your Council or Camp"

**Medical Insurance** - It is highly recommended that you require proof of an accredited Travelers Insurance plan for each international Scout and leader attending. This is due to potential medical needs during their stay. The international Scouts and leaders will not be familiar with our medical system and do not come prepared for our high medical costs. This insurance will protect them and, subsequently, your council or High Adventure Base from having a surprise medical bill.

Regarding AHMR forms, be sure to clarify any immunizations that are required to attend your event or camp. Tetanus, for example, is required on the AHMR, but many internationals will not have this immunization, so will need to be made aware that this immunization must be received before arriving to the event or camp (barring religious or other immunization exemptions).

**\*\*Registering your international attendees within the BSA is not permitted and will not cover them under the Council Accident & Sickness Plan or Unit Accident Plan!\*\***

Our draft MIC 2022 policy is "**HEALTH AND ACCIDENT INSURANCE AND IMMUNIZATIONS** - All MIC 2022 youth participants, leaders, and staff members must have health and accident insurance coverage during the time they are at MIC, have up-to-date immunizations as specified on the BSA Health and Medical Record Form and provide information on that coverage and those immunizations on that form. All MIC 2022 youth Inviting participants, leaders, and staff members from countries other than the USA must have health and accident insurance coverage that can be used in Michigan during the entire time they are in Michigan and provide documentation of that coverage prior to their departure for the United States."

**Step 7 – Make sure that your council has appropriate liability insurance to cover international Scouts, leaders, and staff in camps.**

From International Department BSA's "Recommendations on Inviting Internationals to Your Council or Camp"

**Liability Insurance** - As international Scouts and leaders are considered non-Scout groups for insurance purposes, be sure to contact the BSA's Risk Management Department at (972) 580-2228 to discuss Local Council Non-Scout Group liability insurance or, for High Adventure Bases, Event Liability Insurance. This is important in the event the international Scouts or leaders cause an incident that results in a third-party making a claim against the international attendees or the local council/High Adventure Base. **\*\*Registering your international attendees within the BSA is not permitted and will not cover them under the BSA's general liability policy!\*\***

Our Michigan Crossroads Council has Scouts Canada troops participate in Scout resident camp each summer and rents out camp facilities for activities such as high school band camps so we are already aware of this concern. Be sure to make liability insurance part of your planning.

**Step 8 – Decide how often your council will host this event**

The Santa Clara County Council in California held an International Rendezvous every other year from 1992 to 2008. An International Rendezvous was typically smaller than an MIC with fewer countries participating. We have held Michigan International Camporees once every four years. We believe there are three definite advantages to holding an international camp like MIC once every four years:

1. This schedule allows your key volunteers to rest and do other things for a couple of years before you begin intensive work on the next international camp.
2. It is much more likely that a leader who brings a contingent from another country to your international camp will return with another contingent to your next international camp if there is a four year gap between camps instead of two.
3. It makes the event more special for local Scouts and Venturers.

Placing MICs on even numbered years moved them off of National Jamboree and World Jamboree years.

**HOSTING INTERNATIONAL SCOUTS AND LEADERS IN PRIVATE HOMES**

From International Department BSA's "Recommendations on Inviting Internationals to Your Council or Camp"

**Home Hosting** We want to encourage International Scouting relationships; however, it is important to note that home hosting is not an official Scouting event. Therefore, homeowners that still choose to host Scouts/Leaders are liable for any incidents that occur in their home and will not be covered by BSA insurance.

This policy is new since MIC 2016. An MIC has always included a week of home hospitality for international contingents with their Michigan host units. The following section of this document is the current draft of our plan to retain the benefits of MIC hosting week without having international Scouts and leaders hosted in private homes. It is followed by the current draft of **MICHIGAN INTERNATIONAL CAMPOREE SAFE SCOUTING POLICIES.**

## **PROPOSED CHANGES IN THE MIC EXPERIENCE TO BOTH EXPAND THE EXPERIENCE FOR YOUTH PARTICIPANTS AND SATISFY THE BSA POLICY ON HOSTING SCOUTS IN PRIVATE HOMES**

September 29, 2019, revision

### **I. KEY ASPECTS OF THE HOSTING WEEK EXPERIENCE THAT WE WOULD LIKE TO RETAIN**

Below is a list of key aspects of the MIC Hosting Week experience at past MICs. It will be the goal of a new hosting week plan with international contingents housed in locations other than private homes during hosting week to retain as many of these aspects as possible.

**ATTRACTING INTERNATIONAL CONTINGENTS** - The two-week experience of spending one week living in Michigan Scout homes and a second week camping with both Michigan host Scouts and Scouts from other countries has been the key to attracting MIC international contingents. Some of them would not be interested in all the expense of international airfares and U.S. visa applications if MIC included only the week in camp.

**BENEFITS TO INTERNATIONAL CONTINGENT MEMBERS** - They experienced a real American family. Their host family discussed with them what things they would like to do during hosting week and what items they would like to purchase and take home with them and tried to help them accomplish those goals. Their host family did laundry for them before they left for camp and stored all the items they purchased to take home with them while they were in camp.

**BENEFITS TO YOUTH AND ADULTS OF MCC HOST UNITS AND THEIR FAMILIES** - Having international youth and adults live in your homes provided an opportunity to learn more about Scouting and life in general in another country and to make friends from around the world. Host unit picnics and similar events that invited local Cubs and their families expanded this opportunity even further.

**AN OPPORTUNITY FOR ALL INTERNATIONAL CONTINGENTS AND HOST UNIT FAMILIES TO SPEND A DAY TOGETHER DURING HOME STAY WEEK** - This has been a day at Lake Lansing Park in Haslett. Host unit families drove their international contingents to the park for the day. Daytime activities included fun and games and wading in the lake. Each campsite troop had an assigned area in the park for a group picnic meal often including grilling. In the early evening, international contingents put on their performances in the park bandshell. The park is located in the center of the state, so the drive to and from the park was a reasonable distance for all the host troops.

**PREPARATION FOR MIC WEEK** - Home stay week provided opportunities for host units and international contingents to prepare for MIC week. International contingent leaders worked with host unit leaders to purchase ingredients for the international meal they prepared in their MIC campsite and the food samples they prepared for MIC Visitors Day. At home stay week campsite troop meeting(s), MIC participants from host units and international contingents were formed into MIC campsite international patrols, and those patrols developed patrol names and patrol flags and engaged in team building activities. Home stay week swim checks were arranged for international contingents who were unable to complete them in their home country.

**POSITIVE PUBLICITY FOR SCOUTING** - Newspapers that serve communities where host units were located were more likely to cover the host unit's participation in MIC if the international Scouts and leaders were being housed in the community. The home stay week day at Lake Lansing Park with performances by the international contingents in the park bandshell in the evening provided an opportunity to involve the greater community including state of Michigan officials.

HAVING INTERNATIONAL CONTINGENTS SPEND THE WEEK BEFORE MIC WITH HOST UNITS REDUCED THE BURDEN ON THE MIC PLANNING COMMITTEE OF PLANNING ACTIVITIES FOR THAT WEEK - The only two MIC-wide activities that week were the day at Lake Lansing Park and the day at Cedar Point. Those two events were planned and run by the MIC Planning Team. All other activities that week were planned and organized by the host units, host families, and chartered partners.

HAVING INTERNATIONAL CONTINGENTS SPEND THE WEEK BEFORE MIC WITH HOST UNITS MEANT MIC DID NOT INCUR A COST OF HOUSING, FEEDING, AND TRANSPORTING THE INTERNATIONAL CONTINGENTS THAT WEEK - Host families and other host unit volunteers provided housing, meals, and transportation for members of the international contingents they were hosting. Using other methods to provide housing, meals, and transportation to members of MIC international contingents during the week before MIC will involve a much higher cost.

## **II. EXPANDING THE MIC EXPERIENCE FOR MIC YOUTH PARTICIPANTS**

At previous MICs, the pre-MIC communication between the different contingents that made up a campsite troop was between the adult leaders of the contingents. For MIC 2022, this will be expanded to include JOTA/JOTI/skype type communications between the members of each international patrol monitored by adult troop leaders. For MIC youth participants, the two part MIC experience of hosting week and camp week will become a three part experience of pre-MIC communications, MIC hosting week, and MIC camp week.

## **III. DRAFT PROPOSED PLAN FOR MIC 2022**

### **A. DATES AND LOCATION**

MIC 2022 will be held from Saturday, July 16, to Sunday, July 24, 2022 at Rota-Kiwan Scout Reservation, 6278 Texas Drive, Kalamazoo, Michigan. MIC 2022 hosting week be Monday, July 11, to Saturday, July 16.

### **B. THE 6 MONTHS BEFORE MIC 2022**

Host units will be required to submit their rosters of MIC youth and adult participants and have all payments for those participants up-to-date by the end of January 2022. The host unit contingent(s), out-of-state/Canadian contingent, and international contingent(s) in each of the 12 MIC campsite troops will be designated on February 1, 2022. Each of the 12 MIC campsite troops will be assigned a campsite commissioner who is willing to take a leadership role in planning and organizing campsite troop communications over the next 6 months. Those communications will include:

- Required monthly JOTA/JOTI/skype type communications between adult leaders of the host unit's MIC contingent, the out-of-state/Canadian contingent, and the international contingent(s). Topics will include the layout of the campsite the equipment for the campsite, the responsibilities each adult leader will have during the time in camp, the organization of the campsite troop into four international patrols each composed of 4 host unit youth, 2 out-of-state/Canadian youth, and 4 international youth, and deciding on and making arrangements for the host units to purchase ingredients for the international meal in their MIC campsite and the food samples their international contingents will prepare for MIC Visitors Day.

- Similar meetings between the host unit's hosting week planning team and the international contingent leaders to learn about any dietary concerns of international contingent members for hosting week meal planning, plan the schedule for Wednesday and Friday of hosting week, and make decisions about any group activities during that period and the admission costs for the international contingent(s).
- After international patrols are formed, required monthly JOTA/JOTI/skype type communications between the members of each international patrol monitored by adult troop leaders.
- After buddy pairs of international contingent members are assigned to host families, similar interactions between host families and their guests Scouts about special places they would like to visit or shop during hosting week.

### **C. INTERNATIONAL CONTINGENT TRAVEL TO AND FROM MICHIGAN**

International contingents will be responsible to arrange and pay for their transportation between their home country and specified locations in Michigan.

Arrival - Each international contingent will arrive at an agreed-on location near the Michigan community that is the home of their host unit on Monday, July 11, 2022. This location will typically be a train or bus station. However, a few MIC 2022 host units will be close enough to Detroit Metro Airport to pick up and drop off their international guests there.

Departure - International contingents will be expected to depart on Sunday morning, July 24. They will work with their host unit to decide whether they will depart directly from Rota-Kiwan Scout Reservation, the location of MIC, or return to their host community and depart from there later in the day.

If contingents using Detroit Metro Airport, Chicago's O'Hare Airport, or Toronto's Pearson Airport, want to work together to charter coaches to and from the airport, MIC will assist with that.

### **D. WHERE MIC CONTINGENTS AND STAFF MEMBERS FROM OUTSIDE THE USA AND CANADA WILL BE HOUSED DURING HOSTING WEEK**

Housing for MIC contingents from outside the USA and Canada during hosting week will be at a combination of MCC camps and facilities MCC will rent for hosting week such as former MCC camps, cabins at state parks, cabins at church camps, parts of schools and churches, etc., that are near enough to host units that the host units can plan, organize, and run hosting week activities similar to past MICs. The major difference will be that there would not be overnight stays in private homes by youth or adult members of MIC international contingents. A few international contingents will probably spend the nights during hosting week in cabins in Rota-Kiwan Scout Reservation where the MIC camp week will be held the following week. However, for most host units, Rota-Kiwan is too far from their home community for this to work.

### **E. REQUIREMENTS FOR FACILITIES HOUSING MIC INTERNATIONAL CONTINGENTS DURING HOSTING WEEK**

See **MICHIGAN INTERNATIONAL CAMPOREE SAFE SCOUTING POLICIES** on page 13 to 15 of this document.

### **F. CONDUCT DURING HOST WEEK**

See **MICHIGAN INTERNATIONAL CAMPOREE SAFE SCOUTING POLICIES** on page 13 to 15 of this document.

**G. DRAFT PLAN FOR HOSTING WEEK ACTIVITIES AND TRANSITION INTO MIC WEEK****MONDAY, JULY 11**

Members of each international contingents arrive in or near their host community and are transported by their host unit to the location where they will be staying. They eat dinner there with host unit families, and supplies are left with them for breakfasts and snacks. (Some host units will prepare hot breakfasts for their guests.)

**TUESDAY, JULY 12**

Day at Lake Lansing Park - Host unit families transport international contingents to Lake Lansing Park. Host units and their international contingents have campsite troop picnics/cookouts and fun activities during the day. Everyone receives their MIC camp store pre-orders and can purchase MIC camp store items. MIC Health Center staff receives all international BSA Health and Medical Record Forms and takes a quick look at them to see if there are problems. International performances take place in the park bandshell in the early evening.

**WEDNESDAY, JULY 13**

Day with host units and host unit families - Possible activities include an MIC campsite troop meeting with members of MIC campsite patrols doing activities together, a visit to a local attraction, swim checks if facilities and staff are available, shopping, and an evening potluck picnic for international contingents and families of members of the host unit, its chartered partner, and neighboring Cub packs.

**THURSDAY, JULY 14**

Day at an amusement park - This will very likely be Cedar Point as at past MICs but could be Michigan Adventure. There is the possibility of arranging for performances by international contingents in the park. Transportation would be by chartered buses. As in the past, this would be an optional activity for host unit leaders and families as long as there is one host unit adult in charge of each campsite group.

**FRIDAY, JULY 15**

Day with host unit families - This could involve additional shopping opportunities or sightseeing tailored to the interests of specific international guests. The troop trailer is loaded with all supplies needed for MIC. Host unit leaders drive the trailer to Rota-Kiwan. Trailers are placed in their MIC campsites and vehicles are shuttled to long term storage. Host unit leaders set up their tents and spend the night in their campsites. A few out-of-state/Canadian contingents arrive in the early evening and follow the same procedure. Any international contingents that are housed in Rota-Kiwan cabins during hosting week move their gear to their MIC campsites and set up tents and spend the night there so the cabins will be available to house MIC staff.

MIC Administration, Waterfront, Health Center, Dining Hall, and other Support Services staff arrive in camp, move into their cabins, and prepare for Saturday check-in.

**SATURDAY, JULY 16**

All staff members (BSA and international) not already in camp arrive in camp in the morning, check in with MIC Administration, move into their assigned staff housing, move their vehicles into long term storage, and are shuttled back to camp, complete Medical Recheck, and, if they plan to participate in swimming or boating and have not completed the swimming ability test, complete that. There are early evening meetings of the entire staff and of staff by staff area. Meals are served to staff in the Cub Scout dining hall.

Host unit contingents, their international contingents, and their out-of-state/Canadian contingents arrive at Rota-Kiwan in the afternoon with each campsite troop having a scheduled arrival time. They check in with MIC Administration. The personal equipment they bring with them is loaded into trailers and unloaded at the entrance to their campsites. All vehicles of adults who plan to spend the week in camp are shuttled to long term parking. Each campsite troop completes Medical Recheck and receives participant packets. They then set up their campsite.

Before departing for MIC, international contingent members leave all the items they have purchased and plan to take home with them with host unit families who will bring them to Rota-Kiwan on Saturday, July 23, during International Festival Day or on Sunday, July 24, when they pick up members of the host unit contingent.

Program area and Media staff set up their areas while this is going on.

The evening meal could be a campwide buffet or the first meal cooked in campsites.

### **SUNDAY MORNING AND AFTERNOON, JULY 17**

Campsite troops prepare breakfast and lunch in the campsites. All staff members eat those meals in the Cub Scout Dining Hall. Campsite troops continue campsite set-up and campsite international patrol team building. Each campsite troop is scheduled for waterfront orientation. If youth and adults who arrived Saturday plan to participate in swimming or boating and have not completed the swimming ability test, they complete that then.

### **SUNDAY EVENING, JULY 17, THROUGH SATURDAY, July 23**

Beginning with the Sunday evening, July 17, opening ceremony, the program from Sunday evening, July 17, through Saturday, July 23, will be very similar to the Sunday evening through Saturday program at past MICs.

### **SATURDAY, JULY 23**

For the international contingents that will travel directly from Rota-Kiwan to an airport or a location outside of Michigan, host unit families will bring with them to Visitors Day the items contingent members purchased during host week and will take home with them.

### **SUNDAY, JULY 24**

International contingents that will travel directly from Rota-Kiwan to an airport or a location outside of Michigan board charter coaches or are shuttled to the Kalamazoo bus or train station. International contingents that will return to their host communities before leaving Michigan depart with their host unit contingents.

## **MICHIGAN INTERNATIONAL CAMPOREE SAFE SCOUTING POLICIES**

September 28, 2019, draft

### **A. The BSA Guide to Safe Scouting (G2SS) applies at all times during the two week MIC experience.**

### **B. Vetting MIC participants from other countries**

1. All MIC participants from other countries must be members of WOSM-affiliated National Scout Organizations
2. All leaders and assistant leaders of MIC contingents from other countries and all MIC staff members from other countries must be at least 18 years old at the time of MIC, approved by their country's WOSM International Commissioner, and currently certified in BSA Youth Protection Training.
3. The contingent leader of each MIC contingent from another country must be at least 21 years old at the time the contingent arrives in Michigan.
4. All MIC youth participants from other countries must be at least 12 years old and not yet 18 years old during the two week MIC experience.

### **C. MIC campsite troop organization**

1. When a Michigan Crossroads Council troop or crew or a combination of neighboring troops and crews decides to participate in an MIC, they commit to an MIC contingent composed of either 8 youth and 2 adult leaders or 16 youth and 4 adult leaders. They do not need to know who the participants will be, but they do need to commit to a contingent size. An MIC contingent can be formed by an individual troop or crew or by a combination of neighboring troops and crews working together. The contingent's leaders can invite Scouts and Venturers from other troops and crews that are not participating in the MIC to join their contingent to bring their total number of Scouts and Venturers up to 8 or 16.
2. A key part of the MIC experience is the pairing of international contingents with host contingents. If an MIC host contingent commits to a contingent of 8 Scouts/Venturers and 2 adult leaders, they will be paired with an international contingent of 8 Scouts and 2 leaders. If they commit to an MIC contingent of 16 Scouts/Venturers and 4 adult leaders, they will be paired with international contingents totalling 16 Scouts and 4 leaders. Their guest Scouts and leaders could come from the same country or from two or more different countries.

### **D. Travel by MIC international contingents to and from Michigan host communities**

1. MIC contingents from countries other than the U.S. and Canada are responsible for their own travel arrangements between their country and an agreed-upon airport, train station, or bus station near their host community. During that travel, they are expected to follow all Safe Scouting policies of their National Scout Organization.
2. Between the time they are met by their host unit and the time their host unit takes them to the agreed-upon airport, train station, or bus station for their departure from Michigan, they are expected to follow both all Safe Scouting policies of their National Scout Organization and all Safe Scouting policies of the BSA. When needed, their host unit will supply additional adult leaders to satisfy BSA policies

### **E. Housing for MIC international contingents during MIC hosting week.**

1. Contingents from countries other than the U.S. and Canada will be assigned host contingents and will be housed in facilities in or near the community of their host contingents that are not private homes. International contingents that bring 16 Scouts and 4 leaders might be separated into groups of 8 Scouts and 2 leaders that are assigned to different host contingents so that they can experience having Scouts from additional countries in their campsite troops.

2. There must be one or more facilities for host contingent(s) in each MIC campsite troop to house their international guest contingent(s) during MIC hosting week. Each of those facilities must be owned or leased by the Michigan Crossroads Council. A hosting facility can be one building or several nearby cabins with nearby bathroom and shower areas at a camp. In an MIC campsite troop with two host contingents each with 8 youth and 2 adults: If the two host contingents are in the same community or nearby communities, they may have the same hosting facility. If the two host contingents are in different communities, they may have different hosting facilities. Fees paid for the use of hosting facilities will be part of the MIC budget.
3. Each hosting facility must have separate sleeping rooms for male youth under 18, female youth under 18, male adults 18 and over, and female adults 18 and over. Each sleeping room will likely contain international contingent members from more than one country.
4. If a sleeping room does not have a bunk, cot, or mattress for each person sleeping there, the host unit will bring them in.
5. Once sleeping rooms are set up, no one may enter a youth sleeping room except youth who are housed there and adult leaders of that sex.
6. A hosting facility must have one or more common rooms for international youth and adults and host unit youth and adults to gather together.
7. A hosting facility must have separate bathroom facilities for males and females and either separate shower areas for male youth, female youth, male adults, and female adults or separate shower areas for males and females with individual shower stalls.
8. Male youth, female youth, male adults, and female adults must each have a way to walk between their sleeping room and their bathrooms and showers without walking through another sleeping room.
9. A hosting facility must have an area to prepare and serve breakfast and possibly other meals for the international contingents. Many host units will want that room to have enough tables and chairs to serve meals to host unit youth and adults in addition to international contingent members.
10. A hosting facility must have a way to keep the possessions of international contingent members secure at all times including times they are away from their hosting facility.
11. There must be at least one host unit registered male 21 or older and one host unit registered female 21 or older at each hosting facility at all times international contingent members are there including overnights. These positions may be rotated.

#### **F. Safe Scouting policies for activities during hosting week**

1. Each host unit or combination of host units in an MIC campsite troop must meet all G2SS requirements without counting international leaders for:
  - (a) activities planned and organized for all MIC host units and international contingents such as the day at Lake Lansing Park and the day at Cedar Point, and
  - (b) activities planned and organized by MIC host units for their international contingents, and members, families, and communities of the host units including welcome picnics, campsite troop meetings, and local sightseeing
2. For trips for international youth to locations they are interested in visiting and meals for international youth with host unit families, the G2SS rule "Two registered adult leaders 21 years of age or over are required at all Scouting activities, including meetings." may be satisfied with a combination of one registered BSA adult leader and one international contingent adult leader.

**G. Transportation for international contingent members during hosting week and to and from MIC**

1. All transportation of international contingents during their time with their host units will be provided by the host units with the exception of the Cedar Point trip. Each participant in the Cedar Point trip, U.S. and international, will be charged an amount that covers the transportation cost by charter bus between their host community and Cedar Point and the cost of their admission to Cedar Point,
2. If transportation between the host community and the site of MIC is by charter bus, the host unit may calculate the per person cost and charge international contingents for their share of that cost. If this is planned, international contingents should be made aware of it well before their departure for Michigan.
3. Anyone driving a vehicle transporting member(s) of an MIC international contingent must have a current BSA YPT certificate, have a valid driver's license that has not been suspended or revoked for any reason, be at least 18 years old, and be approved by the host unit committee.

**H. Arrangements for MIC international staff members who would like to participate in hosting week**

1. MIC will work to arrange housing for staff members from countries other than the U.S. and Canada who are interested in participating in hosting week.
2. This could be a different community than the community where Scouts and leaders from their contingent are staying.

**I. Tenting arrangements in MIC campsites will follow G2SS rules. Current rules that impact MIC are:**

1. Separate tenting arrangements must be provided for male and female adults as well as for male and female youth.
2. Youth sharing tents must be no more than two years apart in age.
3. Spouses may share tents.

**J. MIC Policies and Rules in Youth Protection, Alcohol, Smoking, Drugs, Pets, Visitors, Health and Medical Records, and Health and Accident Insurance**

1. A list of MIC 2022 POLICIES & RULES on Youth Protection, Alcohol, Smoking, Drugs, Pets, Visitors, Health and Medical Record Forms, and Health and Accident Insurance is posted on the MIC web site.
2. Every contingent application form will include the statement: "All members of our contingent will abide by the MIC 2022 POLICIES & RULES on Youth Protection, Alcohol, Smoking, Drugs, Pets, Visitors, Health and Medical Record Forms, Health and Accident Insurance as posted on the MIC web site."
3. Every staff application form will include the statement: "I agree to comply with the MIC 2022 POLICIES & RULES on Youth Protection, Alcohol, Smoking, Drugs, Pets, Visitors, Health and Medical Record Forms, Health and Accident Insurance as posted on the MIC web site."

That list of **MIC Policies and Rules in Youth Protection, Alcohol, Smoking, Drugs, Pets, Visitors, Health and Medical Records, and Health and Accident Insurance** is on the next two pages.

## **MIC 2022 POLICIES & RULES - Youth Protection, Alcohol, Smoking, Drugs, Pets, Visitors, Health and Medical Record Forms, Health and Accident Insurance**

September 27, 2019, revision

**YOUTH PROTECTION (SAFE FROM HARM)** - The Boy Scouts of America believes that its top priority is to protect the safety of children. BSA's "Youth Protection" program and WOSM's "Safe from Harm" program were created to achieve this goal. Part of the responsibility of MIC staff, unit leaders, and hosting week volunteers is to be alert to any activities or conditions that could threaten the safety of our youth. MIC international contingents will be expected to follow their national Scout association's "Safe from Harm" policies in their travel to and from Michigan. During the time they are in Michigan, both in hosting week and during the week of MIC, BSA Youth Protection rules will apply to everyone involved in MIC. MIC host units will make sure that both hosting week activities and their MIC campsite troop satisfy all BSA Youth Protection and Guide to Safe Scouting requirements.

All MIC 2022 adult leaders and staff members, both U.S. and international, and all adult volunteers involved in hosting week activities **must** be currently certified in BSA Youth Protection Training during the two week MIC experience. (Residents of other countries can complete this training online at BSA's web site without registering with BSA.) Both host unit leaders and international contingent leaders will be responsible for youth protection compliance during hosting week. The BSA has developed **Scouting's Barriers to Abuse** to create safer environments for young people involved in Scout activities. During the 9 days in camp at MIC, all MIC 2022 unit leaders and staff members, both U.S. and international, must have read, understand, and comply with these policies and report any suspected violations to the camp director as soon as possible.

(**Scouting's Barriers to Abuse** = a link to <https://www.scouting.org/health-and-safety/gss/gss01/#a>)

**YOUTH PROTECTION REPORTING POLICY** - Part of the responsibility of MIC staff, unit leaders, and hosting week volunteers is to be alert to any activities or conditions that could threaten the safety of our youth. Any suspicion or belief that any child is or has been physically, emotionally or sexually abused, exploited or exposed to any form of violence, threat, pornography or obscene material should be reported to the local authorities AND to the Scout executive. During the week of MIC, the Camp Director serves as the designee for the Scout executive. The Michigan Department of Human Services hot line # is 855-444-3911. This toll-free number allows you to report abuse or neglect of any child or adult any time day or night.

**ALCOHOL** - Beer and other alcoholic beverages are prohibited in Boy Scouts of America camps such as Rota-Kiwan Scout Reservation, the site of the Michigan International Camporee, and at all locations where international contingents are housed during hosting week. All MIC participants, adults as well as youth, will be required to follow that rule. Furthermore, the minimum legal age for drinking beer and other alcoholic beverages in Michigan is 21. All MIC participants from other countries who are under the age of 21 will be required to make a commitment to obey that law during the entire time they are in Michigan. This includes hosting week as well as the week in camp. We realize that customs are different in other countries and many MIC participants who are of legal drinking age in their home country would like to participate in the same activities that they do at home. However, the ultimate responsibility for all our guest Scouts and leaders lies with the Michigan Crossroads Council and the Boy Scouts of America, and a situation in which police would discover underage drinking among participants in the Michigan International Camporee, with the resulting publicity, could jeopardize similar events in the future.

**SMOKING** - In Michigan, the minimum age to legally purchase cigarettes is 18. Since all our international contingent youth participants will be under 18, we expect that they will obey that law and that there will be no smoking by international contingent youth participants during their time in Michigan. Rota-Kiwan Scout Reservation, the site of MIC, is designated as a no-smoking area. Smoking is not permitted at any time in campsites, parking lots, program areas, trails, buildings etc. MIC participants who are 18 and over and want to smoke will be directed to acceptable locations for smoking just off camp property out of sight of all camporee participants. All locations where international contingents are housed during hosting week are designated as a no-smoking area.

**DRUGS** - All drugs that are illegal in the state of Michigan and all prescription drugs that were obtained without a prescription are prohibited both at MIC and during hosting week. BSA rules prohibit marijuana, including medical marijuana, at all BSA camps and activities.

**PETS** - Pets, other than those required for assistance, are not allowed in camp at Rota-Kiwan at any time during MIC. This includes arrival day, departure day, and Visitors Day.

**VISITORS** - Because of the unique nature of the MIC experience, visitors are not permitted in camp during the week of MIC. The one exception is Visitors Day on Saturday, July 23, from 11 AM to 4 PM. All visitors to facilities housing international contingents during hosting week must be pre-approved by host unit leaders and the leaders of the international contingents that are housed at that facility.

**BSA ANNUAL HEALTH AND MEDICAL RECORD FORM** - All MIC 2022 youth participants, leaders, and staff members must provide to MIC a BSA Annual Health and Medical Record form with Part A: Informed Consent, Release Agreement, and Authorization, Part B: General Information/Health History, and Part C: Pre-Participation Physical all completed since August 1, 2021. International contingents must make photocopies of these forms and bring two complete sets with them. One set will be kept with their contingent leaders during their entire time in Michigan. The other set will be provided to MIC staff on the Tuesday of hosting week.

**HEALTH AND ACCIDENT INSURANCE AND IMMUNIZATIONS** - All MIC 2022 youth participants, leaders, and staff members must have health and accident insurance coverage during the time they are at MIC, have up-to-date immunizations as specified on the BSA Health and Medical Record Form and provide information on that coverage and those immunizations on that form. All MIC 2022 youth participants, leaders, and staff members from countries other than the USA must have health and accident insurance coverage that can be used in Michigan during the entire time they are in Michigan and provide documentation of that coverage prior to their departure for the United States.

# MIC 2020 SITE VISIT FACILITIES AND EQUIPMENT CHECKLIST

A. SECURABLE AREA - An MIC is a closed camp. With the exception of reporters and a few other invited guests, it is only open to visitors during the Saturday 11:00 AM to 4:00 PM Visitors Day. The MIC Security Team needs to be able to monitor entrance and exit.

B. REASONABLE WALKING DISTANCES – A key goal of an MIC is to have the maximum possible interaction between the Michigan Scouts and the Scouts from all around the world. This is achieved by having short walking distances between campsites and between campsites and program and activity areas. Some Scout resident camps allow the use of bicycles. Because of the large number of participants at an MIC with the increased potential for bicycle accidents and the difficulty of obtaining bicycles for the approximately 300 international Scouts, leaders, and staff, bicycles are prohibited at MICs. That makes it even more important that all the campsites, the staff housing, and program and activity areas are within a reasonable walking distance of each other.

C. CAMPSITES - A typical MIC campsite troop includes about 50 youth and adults. At past MICs, there have been 12 campsite troops. That number has worked well. Each MIC campsite needs space for tents for the 45-55 person campsite troop, with separate tenting for adult males, adult females, youth males, and youth females. In many ways, an MIC campsite is similar to a National Jamboree campsite. If an existing campsite in an MCC camp has areas where two MIC campsite troops could set up their campsites with access for each troop to the entrance and water supply without walking through the other troop's area, that would be fine.

MIC staff must be able to move at least two troop trailers into each MIC campsite the day before MIC contingents arrive and move them out at the end of MIC.

Each MIC campsite also needs space for the campsite troop to set up a camp kitchen where meals for the campsite's 45 to 55 youth and adults can be prepared and at least 3 picnic tables where the meals can be prepared and eaten.

There needs to be an entrance area where the troop can build a campsite gateway.

Each MIC campsite must have a latrine with a water source and space to place a portajohn. If the campsite does not have adequate latrine facilities for the number of males and females in the campsite, additional portajohns will be needed.

All MIC campsites need road access for food delivery, trash pickup, and portajohn servicing and space with road access for the units in the campsite troop to place two troop trailers.

At least half the campsites need to have access to an area where intertroop campfires can be held.

D. STAFF HOUSING – Past MICs have required cabin space for approximately 170 staff members. To satisfy youth protection requirements, there must be separate housing for male staff under 18, male staff 18 and older, female staff under 18, and female staff 18 and older. In addition, MIC has provided space for 25 campers and trailers. This housing capacity will be required for future MICs. It will need to be increased if MIC is expanded. Staff cabins should either contain toilets, washrooms, and showers, or be close to toilets, washrooms, and showers. Staff housing areas must be separate from the campsites that are used by MIC campsite troops, and should not share washstands, latrines, etc., with those campsites. All staff housing should be within walking distance of MIC program and activity areas and the dining hall. It would be possible to use wall tents for some staff.

E. A DINING HALL FOR PREPARING AND SERVING MEALS FOR STAFF AND CAMPWIDE MEALS - An MIC has an all-volunteer staff of about 200. There needs to be a dining hall for all these staff members to eat breakfast and dinner and all staff members except program staff to eat lunch. The supply of plates, cups, glasses, and utensils and the dishwashing equipment in the Northwoods dining hall have enabled MIC to feed its staffs without using disposables. Several MIC evening meals are campwide buffets, prepared and served by the same facility and eaten outside. For that reason, an MIC requires exclusive use of a camp dining hall with the refrigerator, freezer, preparation, and cooking facilities to prepare meals for up to 900 and seating capacity for 200, and that dining hall needs to be within walking distance of MIC campsites, program and activity areas, and staff housing and within the Visitors Day securable area discussed below.

F. A FACILITY FOR STORING AND PACKING FOOD FOR DELIVERY TO CAMPSITES AND PROGRAM AREAS - Food for MIC campsite troops for all breakfasts and several dinners is delivered to the campsites for the campsite troops to prepare there. Lunches for MIC campsite troops and MIC program staff are delivered to program areas. An MIC requires a building dedicated to the preparation of these food issues which needs to have at least 1200 cubic feet of refrigerator space, 600 cubic feet of freezer space, 800 square feet of shelf space, 200 square feet of pallet storage, and an area of 1200 square feet for packing meals. It needs to have a clean room with counters and a sink for repackaging food. It needs to have easy access for delivery vehicles to be loaded.

G. DELIVERY OF FOOD TO CAMPSITES AND PROGRAM AREAS - There need to be two large coolers and two 18 gallon tubs per campsite to use for food delivery. There needs to be one food delivery vehicle for each two campsites. At past MICs, these were mostly private vehicles that became camp vehicles for MIC week.

H. AMPHITHEATER - At an MIC, the amphitheater is used for the international night performances, the Catholic mass, the interfaith service, and the closing show. It needs seating capacity for at least 850 people, a large stage (preferred) or large flat area that can be used for the performances, sound and lighting equipment, a building or large tents near the stage that can be used as changing areas, and a projection system and screen for the closing show. The Northwoods amphitheater with its seating capacity of 850 campers, 30'x40' stage with Lake Arrowhead as a backdrop, modern sound booth, and 12' x 12' projection screen has been ideal. If the area does not have nearby toilet facilities, portajohns need to be provided.

I. PARADE GROUND/ACTIVITY FIELD - At an MIC, the parade ground/activity field is used for the opening and closing flag ceremonies, for the Team Games program area during the week, and for Visitors Day on Saturday. It needs to be a flat mowed field that is at least the size of a football field. It should have enough flagpoles along one of the longer sides so there is one for every participating country. There needs to be a small portable stage and power available to that stage for use during the opening and closing ceremonies and Visitors Day. There must be enough large sturdy tables available so that each contingent has one for its Visitors Day presentation. It needs to be close enough to the campsites that campsite troops can bring their canopies to the parade ground for Visitors Day. Water and toilet facilities need to be available. If the area does not have nearby toilet facilities, portajohns need to be provided. To avoid the need for Central Registry Clearance for every adult who comes to MIC Visitors Day, the parade ground/activity field needs to be a securable area and to have direct securable access from the Visitors Day parking area

J. RELIGIOUS OBSERVANCES - There should be a smaller area, perhaps a camp chapel, for individual meditations and services for religions with fewer MIC participants.

K. CAMP STORE/TRADING POST - An MIC requires a securable building or securable room(s) within a building to use as the camp store. (The term "trading post" to mean a camp store is not used outside North America, so it is not used at an MIC.) The MIC camp store must be within the securable area used for Visitors Day.

The camp store must have a cash register, facilities to accept credit cards, and a safe.

It must be within a reasonable walking distance of the MIC campsites, dining hall, and activity areas.

There must be a secure storage area for camp store stock within the building or in an adjacent building.

There should be space on the camp store or a nearby building for sales of snacks, drinks, and ice cream. It must have the necessary equipment to keep some food items refrigerated and other food items frozen.

L. DAILY PROGRAM AREAS - An MIC has a number of different daily program areas that are in use every weekday morning and afternoon and several evenings as well. Northwoods did not have a climbing wall, a ropes course, horses, etc. If any of those are available in the new location and qualified volunteer staff can be recruited to run them, they could become MIC daily program areas or activities within MIC daily program areas. Daily program areas must be located close enough to each other and to the campsites that there is not a long time required for a campsite troop to walk from one program area to the next one on their schedule.

The two most important MIC daily program areas and ones that should definitely be retained in a new MIC location are Waterfront and Shooting Sports. Those areas also have the longest list of facilities and equipment needs of the current MIC daily program areas. However, there are also needs for other program areas. The facilities and equipment needs for MIC daily program areas are listed below. Campsite troops spend two-hour time blocks at daily program areas and eat their lunches there. Because of that, if a program area does not have nearby access to drinking water, drinking water needs to be provided, if a program area does not have a nearby toilet facility, a portajohn needs to be provided, and, if a program area does not have a nearby hand washing facility, one needs to be provided.

SHOOTING SPORTS - The MIC Shooting Sports program area requires exclusive use of an established camp shooting sports facility with rifle range, shotgun range, archery range, and target paintball range and locations to set up a safe air rifle range and a black powder demonstration. In a typical program period, 50 MIC participants are rotating through air rifle, archery, and target paintball while another 50 participants are rotating through rifle, shotgun, and black powder. Those 2 groups of activities could be at different locations. The shooting sports facilities currently at Northwoods are about the minimum of what is needed. They include a rifle range which provides rifle shooting for 16 campers or 32 campers in buddy pairs under a covered shooting pavilion, a shotgun range which can accommodate 6 campers or 12 campers in buddy pairs, the ability to accommodate black powder shooting in either the rifle or shotgun range, a paintball range which offers action paintball target course with 8 shooting stations in 8 buddy pairs, and an archery range which offers both field range for up to 12 campers and a walkabout action archery range for 2 buddy triples. It would be very useful to have an onsite refill station (valving and bulk CO2 tank) for paintball. At MIC 2012, around 12 rifles, 10 shotguns, 10 air rifles, 10 paintball guns, 14 bows, and 120 arrows were used. If that equipment is not already at the shooting sports facility used for future MICs, it will need to be brought in for the week.

WATERFRONT - The MIC Waterfront program area requires exclusive use of an established camp waterfront facility, with a tower that has good sight lines to all the swimming, boating, and rafting areas, and a reliable communications system between the waterfront and the rest of camp, especially the security team and the health lodge. Two MIC campsite troops with a total of about 100 Scouts and leaders are scheduled for the main waterfront each two-hour program period. The main waterfront must have swimming areas for the three different ability groups and a capacity for at least 100 swimmers at a time plus a boating area.. Additional swimming capacity would be very useful for MIC open program area periods, especially on hot days.

There must be adequate waterfront equipment to meet the needs of MIC participants. At past MICs, approximately 10 rowboats with oars, 15 canoes with paddles, 4 sailboats, 1 Blob, and 125 lifejackets have been used. Those numbers will need to be increased if MIC expands. Because the typical MIC participant is older than the typical participant in Scout resident camp, most of the lifejackets need to be adult sizes. There must be enough rescue equipment for the entire lifeguard staff, with the 1:10 lifeguard to swimmer ratio as a minimum, and extra gear on hand for additional lifeguards. An MIC requires a mix of reach poles, ring buoys and rescue tubes and other rescue gear as needed to provide 100% coverage of all swim areas. If any necessary waterfront equipment is not already at the waterfront facility used for future MICs, it will need to be brought in for the week.

Plastic Barrel Rafting was a very popular program area at MIC 2012 and 2016. If facilities permit, it should be continued. Plastic Barrel Rafting requires a secondary access point on the same lake as the main waterfront or an access point on a different lake for the approximately 50 participants in the activity and additional life jackets for that activity plus 24 thirty gallon plastic barrels, ropes, and spars.

OTHER PROGRAM AREAS - These needs will depend on what program areas are selected by future MIC planning teams. The other Daily Program Areas at MIC 2016 were:

- Fishing - requires access to a lake with decent fishing plus a covered area out of the wind for fly tying
- Global Scouting - Patrols of campsite troops rotate around activities planned and organized by teams of staff members from other countries - requires an open area with equipment needs determined by the activities that are selected
- Handicraft - requires covered workbenches for 60 people, a large number of electrical outlets, a water source for cleaning, and a secure place to store equipment.
- Initiative Games - requires an open area with equipment needs determined by the activities that are selected
- Native America Activities - requires covered picnic tables for 60 people
- Team Games - requires the activity field described above, with equipment brought in for the games
- Camp Service Project which satisfies Messengers of Peace - requires a place to meet and tools for the service project activity

Climbing wall, ropes courses, and/or horses that could become new program areas and replace some of the above.

M. LARGE COVERED AREA WITH LIGHTS AND POWER FOR SOCIAL TIMES SUCH AS THE PATCH TRADING EVENINGS - If the camp dining hall is large enough, it can serve this purpose. If not, an area needs to be developed.

N. MEDIA TEAM (CAMP NEWSPAPER, WEB SITE, PHOTO AND VIDEO EDITING) - The MIC Media team needs a dry indoor area (2 or more rooms would be good) with multiple electric outlets to provide a work area to assemble newspapers, photo shows, and videos and update the web site. The Media rooms must have access to wifi and be securable so printers, computers, scanners, etc. can be stored there. At past MICs, Media staff members have used personal laptop computers and cameras. However, either the camp or MIC has supplied a printer, and a printer will be needed for future MICs.

O. INTERNET CAFÉ - the Internet café needs a securable indoor area with multiple electric outlets, wifi, tables and chairs, and at least five to ten working computers. It can be near the Media Team area but cannot be in the same room.

P. HAM RADIO - If Ham Radio is included, it needs to be in a separate location than the Internet Café. There needs to be an adjacent area where one or more antennas can be erected with guy lines blocked off for safety reasons. At MIC 2012 and 2016, ham radio was one of the activity rotations of the Handcraft program area. If this is to be continued, the ham radio area needs to be near Handicraft.

Q. THE HEALTH LODGE - An MIC must have its own securable building or room(s) within a building to use as a health lodge. The Health Lodge must have a securable refrigerator to store medications and four dedicated vehicles, two minivans and two golf carts. It must be near the campsites and activity areas.

R. ADMINISTRATION - MIC Administration needs a separate securable room with at least two desks, a safe, counter space, electrical outlets, a printer, and wifi. It must be near the campsites and activity areas.

S. PARKING - A location for long-term parking for MIC staff and unit leaders that is either offsite or in a part of camp that is not being used for MIC makes it much easier for the MIC Security Team to monitor who is at MIC at any point in time, means the MIC site is not "cluttered" with staff and unit leader vehicles, and makes the parking spaces that are onsite available for Visitors Day parking. Visitors Day parking needs to be in a securable area with securable access to the Trading Post and the Activity Field where Visitors Day activities are taking place.

T. BUSES - Most host units and their international contingents travel to and from MIC by charter school buses with scheduled arrival and departure times. There needs to be space available to unload and load those buses.

U. COMMUNICATIONS WITHIN THE CAMP - There need to be at least four base radios plus three handheld radios at the Health Lodge, two at Waterfront, and one at each of the Shooting Sports areas (air rifle, archery, rifle, shotgun, and target paintball)

V. THE SECURITY TEAM - The Security Team needs four gold carts and four larger vehicles. Some personal vehicles were used at past MICs. They also need one of the base radios plus 10-12 handheld radios.

W. THE RANGERS CREW - The Rangers Crew needs 4 tractors, 2 pickups, 4 open trailers, and 2 covered trailers for moving and storing equipment and supplies for program areas, evening and weekend activities, and campsite troops. They also need at least 26 ten gallon water igloos so they can keep all the program areas supplied with ice water during the week and have adequate ice water available at campwide meals and events.

X. SHOWER FACILITIES - There must be at least one shower for every 20 people in camp. An MIC should therefore have a minimum of 45 showers, with more if the event expands. With the many male and female participants of different ages, these should be individual shower stalls.

Y. MINIMUM VEHICLE USAGE WHILE PARTICIPANTS ARE WALKING CAMP ROADS AND ABILITY TO CREATE ONE WAY TRAFFIC FLOW - There will be about 800 MIC 2020 participants and staff walking the dirt roads of the camp. The goal is to minimize vehicle usage while these participants are walking camp roads, and, if possible, create a one way traffic flow.

#### Y. TRANSITION BETWEEN OUTDOOR ADVENTURES SUMMER PROGRAMS AND MIC 2020

The dates for the 2020 Michigan International Camporee are Sunday, July 19, to Sunday, July 26

A few key MIC volunteer staff members need to arrive at the camp on Wednesday or Thursday, July 15 or 16, to prepare for the rest of the staff and the participants. They can probably work around a resident camp operation. The rest of the staff along with campsite adult and youth troop leaders and their trailers will arrive on Saturday, July 18. Most won't arrive until early Saturday afternoon. At that time, staff members will move into staff housing and begin working to set up their areas. Campsite troop adult and youth leaders will move into their campsites and begin setting them up. Private vehicles will be moved into dead storage. MIC participants will arrive on Sunday, July 19. Because both D-Bar-A and RotaKiwan are closer to MIC host units than Northwoods, these arrivals will probably be earlier than in the past. MIC campsite troops are scheduled for arrival times so there are not large backups in check-in. Check-in and campsite setup continue through Sunday afternoon. Then a campwide meal buffet at the dining hall is followed by the Opening Ceremony and group photos at the parade ground. Monday, July 20, through Friday, July 24, campsite troops will visit program areas during the day, and evening activities will vary from intertroop campfires to large amphitheater shows. Saturday, July 25, activities will be International Festival Day/Visitors Day, the Interfaith Service, the Closing Flag Ceremony, and the Closing Amphitheater Show. Saturday breakfast is the last cooked meal in the campsites, so campsite kitchens are broken down, cleaned, and packed while International Festival Day/Visitors Day is going on. Participants will depart Sunday morning. Packing and cleaning require three days after participants depart. However, the key parts of this, except perhaps the Trading Post, can be completed in time for Outdoor Adventures camp programs to resume Sunday afternoon. MIC also needs the camp for a pre-MIC planning weekend for all Michigan staff and host unit leaders in late April.

One of the big concerns about moving MIC into and out of a camp in the middle of a resident camp season is moving MCC resident camp staff members out of and back into their staff housing. If it would be possible to house most or all of the MIC staff in different locations than resident camp staff, this would make the transition from resident camp to MIC and then back to resident camp much smoother. Most or all of the resident camp staff not involved with MIC would simply take the week of MIC off, leaving anything they don't need that week in their staff housing, and return the following week. What are the possibilities? How would this affect the ability of MIC to walk from their housing to program, activity, and dining areas?

IV. LOCATION OF NEW MIC SITE RELATIVE TO URBAN AREAS - While the facilities and equipment available on the campsite used for future MICs are of key importance, we should also consider how close the new MIC site is to urban population centers. Being nearer and more accessible to urban areas would benefit future MICs in several ways:

A. VISITORS DAY ATTENDANCE - We want as many current and potential Cubs, Scouts, leaders, and families and members of the general public as possible to experience the global nature of Scouting by attending MIC Visitors Day. The nearer and more accessible the future MIC site is to Michigan's urban areas, the more likely this is to happen.

B. TV AND NEWSPAPER COVERAGE - As recently as 2008, the Bay City Times sent a reporter to Northwoods to cover MIC and featured MIC in a large article with photos. Unfortunately, newspapers and TV stations are not sending reporters that far anymore. The nearer MIC is to one or more urban centers the more likely it is that MIC will attract newspaper and TV coverage.

C. AVAILABILITY OF PUBLIC TRANSPORTATION - There is no public transportation (bus, train, or plane) available anywhere near Northwood. The availability of public transportation reasonably close to the future site of MIC could be helpful for MIC out-of-state patrols and for MIC staff members from other states and other countries.

There are 3 heavily subsidized Amtrak routes from Chicago into Michigan. The Wolverine Service runs three times a day in each direction. Its Michigan stops include Kalamazoo (near Rota-Kiwan), Battle Creek, Jackson, Ann Arbor, Dearborn, Detroit, and Pontiac. The Blue Water runs once a day in each direction, to Chicago in the morning and from Chicago in the afternoon. Its Michigan stops include Kalamazoo (near Rota-Kiwan), Battle Creek, East Lansing, Flint, Lapeer (near D-Bar-A), and Port Huron.

A few out-of-state patrols that participated in past MICs investigated the possibility of traveling by train to and from MIC. There was no train station near enough to Northwoods to make this worth considering. Travel to MIC by train could now become possible via Chicago's Union Station. Out-of-state patrols and out-of-state and international staff members would also have the option of flying to and from O'Hare Airport in Chicago and taking the train between Chicago and the MIC site.

There are Greyhound bus stations not far from the two MCC camps being considered as a future home for MICs. They would work well for international staff members who fly to and from an east coast airport in New York City or Washington D.C. and take the Greyhound bus to and from Michigan and MIC.