



BOY SCOUTS OF AMERICA
THREE FIRES COUNCIL

Build the Adventure



Unit Coordinator Packet

**2019 Friends of Scouting Manual
Three Fires Council, Boy Scouts of America**



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THREE FIRES COUNCIL

Dear Unit Coordinator,

Thank you for volunteering to be your unit's Friends of Scouting Coordinator. Your role is very important to the success of the Friends of Scouting Campaign. This is the largest annual fundraiser for the Three Fires Council. All donations stay local to support our council, with 81% of every dollar supporting programs. To help you "Be Prepared", we have put together a small packet of information to help you be successful in your role.

This year we are excited to be bringing back individual and unit incentives, you can find more information in this packet. If you have questions, please contact your District's Family FOS Chair, a list of contacts can be found on the back page or contact the Norris Volunteer Service Center in Saint Charles, IL at 630-584-9250.

In the next week or so, you will be receiving a call from your unit presenter to schedule your units FOS presentation. Please work with your unit committee to schedule this date. To make sure that your unit is eligible for the Free Rank Advancement patches, this date must be turned in by December 14, 2018 and the presentation must take place by March 31, 2019. (other requirements do apply)

Thank you for your leadership,

Three Fires Council Development Team



WHY FAMILY FRIENDS OF SCOUTING?

How does your Unit benefit from the Three Fires Council operating budget? In the funding of the TFC, Boy Scouts of America, the question frequently arises - just what does this expenditure of Council budgeted money mean to our Pack, Troop or Crew?

A PARTIAL LIST OF THE SERVICES RECEIVED:

1. Processing of all membership records of the unit which includes Boy's Life Subscriptions and all requests directly related to the National Organization. Registration fees and magazine fees are sent direct to the National Organization, none of this money is used at a local level.
2. Providing the unit with District and Council activities to improve its own program. Some of these events are: Day Camp, Camporees, Pinewood Derby, Haunted Hike, Klondike Derby and High Adventure events for older Scouts and Venturers.
3. Maintaining a permanent record of advancement for each Scout and adult training records.
4. Training opportunities for all volunteer leaders. Training is accomplished through scheduled training courses and monthly roundtable meetings.
5. Recognition for leaders who complete training, volunteer for special projects and others who help in different capacities.
6. Maintaining a large supply of literature, forms, badges, certificates, etc.
7. The preparation, production, and distribution of information bulletins and a website that assists units and leaders in providing youth with a quality program.
8. Supplying customer service for thousands of unit leaders, parents, donors, the general public and others desiring information related to the program.
9. Providing liability insurance which protects both unit leaders as well as the chartered partner organization. The premium on this insurance costs several thousand dollars annually.
10. Maintaining and expanding a reservation system where all Scouting units can use facilities for both weekend camping and long-term summer camp at Freeland Leslie and the Camp Big Timber Scout camps.
11. The year-round operation of all camps and the Scout Service Center, a great place for gathering!
12. A staff of both professional and volunteer personnel to assist units that may be having problems such as: inadequate leadership, recruiting youth members, an ineffective unit committee, etc.



UNIT FAMILY CAMPAIGN COORDINATOR

(Pack, Troop, Crew, Post)

FOS UNIT COORDINATOR POSITION DESCRIPTION

- Works directly with the FOS Vice Chair and/or Presenter to ensure a presentation is scheduled during the best event and in a timely manner.
- Notifies all families of the Friends of Scouting presentation through letter, email, unit newsletter, and personal invitation. (Sample letters available on Council website at www.ThreeFiresCouncil.org)
- Organizes and distributes FOS cards at presentation.
- Ensures that all families and leaders are provided with the information and materials necessary to make a gift to the Friends of Scouting campaign.
- Notify and encourage families to check with their employers about matching their gift program.
- Attends District Training at the December Roundtable and commits to contribute to the FOS campaign.
- Makes sure cards are collected and turned in, with the assistance of the FOS Presenter, during the presentation.
- Within TWO weeks, will call, discuss, and collect from families not able to attend the presentation.
- Ensures that appropriate recognition is given to campaign contributors.



Family Friends of Scouting Presentation Checklist for Unit Coordinator

December:

- Attend District Kickoff/Training and pick up Unit Friends of Scouting (FOS) packet
- Schedule Unit presentation between December and March with District Family FOS Chairman
- Brief Unit Committee on details of the Unit FOS presentation and their role

1 Month Prior:

- Notify all families of the Unit FOS presentation through letter, email, unit newsletter, and personal invitation (Sample letter available on Council website at www.ThreeFiresCouncil.org)
- Find one person in your unit, or yourself, to share the impact Scouting has had on them and their family at the Unit FOS presentation as part of the introduction of the District Presenter

2 Weeks Prior:

- Confirm presentation details with the District Presenter
 - They will confirm date, time, location, and make sure you have FOS packet
- Remind all families again of the Unit FOS presentation through letter, email, unit newsletter, and personal invitation (Sample letter available on Council website at www.ThreeFiresCouncil.org)
- Familiarize yourself again with the contents of the FOS packet and sort the FOS cards by family for the presentation

One week prior:

- Unit Coordinator secures any needed materials for the upcoming presentation

At the presentation:

- Unit Coordinator arrives 30 minutes early to greet the Friends of Scouting Presenter
 - Confirm FOS cards have been sorted by family (with all family cards stapled together) and ready to be distributed with brochures
 - Unit Coordinator gives a short personal testimonial, support Friends of Scouting with a lead gift, and provides a warm introduction of the Presenter
- Work with the Presenter to collect all cards and distribute recognition items

- Separate cards by donation method (Cash, Check, Credit Card, Pledge, Zero's) and hold onto absentee family cards
- Work with the Presenter to complete the unit receipt – you will get a copy
- Turn in 2 copies of unit receipt and all completed pledge cards to District Presenter

Day after:

- Unit coordinator sends letter/email to families not in attendance at presentation and thank you letter to the families that made a contribution (Sample letters available on Council website at www.ThreeFiresCouncil.org)

Week after:

- Collect remaining cards from families and turn them in to the District Family FOS Chair
- Ask for assistance from the District Family FOS Chair and District Executive with making follow up calls to unworked families from the unit

Two weeks after:

- All families have been contacted and all remaining cards have been collected
- All recognition items have been delivered



**TFC Friends of Scouting
Unit Incentive Program
2019**

Receive FREE Rank Advancements for One Year!!!

- 1. Recruit a Family FOS Unit Coordinator to attend training at December Roundtable.**
- 2. Confirm date of presentation by December 14, 2018**
- 3. Conduct the presentation by March 31, 2019.**

Drawing for \$ 100 Gift Certificate

**One Family per Unit
will have an opportunity to win \$100
toward a TFC Summer Camp/Day Camp/NYLT
camp experience in 2019.**

***Drawings will take place at the end of the presentation, a pledge card must be filled out and turned in to enter.**

\$100 TFC Camp Facility Credit

**To receive this incentive, your unit will need to meet or exceed
the Unit's Friends of Scouting goal.**

2019

FRIENDS OF SCOUTING



The Tip of the Iceberg

20% of the "Cost of Scouting" is above the waterline.

Examples include:

- National Charter Fees
- Uniforms
- Unit Dues
- Activity Fees, ect.

Below the line are many more costs most people don't know about.

Examples Include:

- Insurance
- \$300,000 per year to maintain our Camping Facilities
- Fulltime Staff of 35
- Outreach Programs that remove the financial barriers for youth to participate in Scouting
- And much more

President's Circle Members
\$100 per month and above
President's Circle Tie/Scarf



Two Scout Investment
of \$50 per month
Friends of Scouting Tumbler



One Scout Investments
of \$25 per month
Special Challenge Coin



Special Donor Council Strip
Gift of \$200

CAMPS IN OUR COUNCIL

Camp Big Timber and
Camp Freeland Leslie



Meaningful Investor
Special Static Cling Decal
(Meaningful gift of any level)

5,424



SCOUTS

used our properties and facilities for summer camps, weekend activities, outings, and training events last year.

142,134



HOURS

of community service contributed by Scouts and leaders annual y.

14,791



YOUTH

were served by our Council last year



387

Scouts in our Council earned **EAGLE SCOUT** rank last year.



Parent Letter

**To be emailed or mailed to all families in the unit by Unit Champion 1-2 weeks prior to presentation.*

To the parents of (UNIT AND NUMBER):

A Scout is Prepared. As such, I want to prepare you for a special presentation. On (*DATE or EVENT*) we have our Friends of Scouting (FOS) presentation. This is the one time each year when parents are asked to financially support the Three Fires Council. I am oftentimes asked "Why should I contribute to FOS?", so I wanted to send information to you ahead of time so that you understand what Friends of Scouting supports and why it's important.

As a (*PACK/TROOP*) we ask you to pay (*PACK OR TROOP DUES*) that covers a National Registration fee, Boys Life fee and supports our local (*PACK/TROOP*). Friends of Scouting dollars go to "behind the scenes" expenses that support our unit that we never "see", but are incurred by our local Council. These expenses are things like:

- Operating costs for Camps Big Timber and Freeland Leslie
- District and Council programs such as Pinewood Derby, Cubscicle, Klondike, Merit Badge Days, Haunted Hike, and more
- Important items such as Adult Leader Training and Accident and Sickness Insurance coverage for all registered youth and leaders, and Camperships for Scouts whose families would not otherwise be able to afford to send their child to camp or join Scouting.

Contributions vary from \$25.00 all the way up to \$5,000 (and more). It takes about \$200 per Scout per year to support the services and programs provided by the Three Fires Council. A target amount of \$200 will cover all expenses incurred by our Council for your Scout this year. If you can afford more, fantastic! Your donation will help support Scouts who are less fortunate. If you cannot give at that amount, I hope that you will give whatever is meaningful to you. Please consider the benefits received by your child and other youth when making your decision.

In 2018, only 12% of families participated in FOS. We hope to have 100% participation this year, but we need your help!

At the presentation you will receive a Friends of Scouting pledge form. I ask that you be prepared at that time to make a donation or pledge. You can write a check for the full amount, spread it out over the year, or even make a pledge via the web.

I am ready to make my pledge to FOS and believe that supporting Friends of Scouting is important. I ask you to thoughtfully consider helping us reach our goal of 100% participation. Thank you in advance for your consideration and your support of FOS.

FOS Unit Coordinator



Follow Up Letter to Parents

*To be emailed or mailed to all families in the unit by Unit Coordinator within a week of the presentation

To the parents of (UNIT AND NUMBER):

On DATE we held a Friends of Scouting presentation. I want to thank all of the parents who made a donation to support the Three Fires Council. Your support allows the Council to keep Scouting strong and affordable not only now but into the future.

We raised \$\$\$\$\$ and collected ##### pledge cards. However, some of you were unable to make the presentation or did not turn in your card that night. We need your help!!

Friends of Scouting dollars go toward “behind the scenes” expenses that our local Council incurs during the year that we take advantage of; Expenses such as: operating costs for Camp Big Timber and Freeland Leslie, District and Council programs and activities, like Pinewood Derby, Cubscicle, Klondike, Day Camps, Merit Badge Days, Camp Staff, Adult Leader Training, and accident and sickness insurance coverage for all registered youth and leaders. FOS Donations also provide Camperships for Scouts whose families would not otherwise be able to afford to send their child to camp or join Scouting.

I do want to encourage all of the parents who have not made a pledge to do so. Please use the attached pledge card to make a donation. You can also donate online at <http://www.threefirescouncil.org>.

Thanks for your support!

Unit Coordinator



