



## 2021 Recharter Plan

**What is Recharter?** Every October through December, all units (packs, troops, crews, and posts) are required to renew their membership with Scouting. Through this process, chartered organizations renew their partnership with the Three Fires Council, youth and adult members update their information and pay their annual registration fees, and Boys' Life magazine subscriptions are renewed. This is also where the unit pays the new annual program fee for each member. A representative of each unit completes this process via an online system known as Internet Rechartering Portal.

### Step 1 - Attend your District Roundtable in October or Another Distribution

All units should have 1 person in attendance. You will receive your recharter packet with details on how to successfully complete your unit recharter. Even if you have done recharter before, the expectation is that you attend this meeting (or another scheduled distribution), pick up your recharter packet, and review the process.

**October 1st** –Online Recharter System opens, and units can begin.

### Step 2 - By November 7 , Complete Steps 1 – 2 Online

Your unit's access code for internet recharter will be printed on your recharter packet. Use that code to create a new user account in the online system and proceed to complete steps 1 - 2 of the online portion of the recharter. This should only take 5 minutes. This will give you a current roster from the BSA's registration system.

### Step 3 - By November 14, Complete Steps 3 – 5 Online

This includes updating your roster of members, removing those no longer involved with your unit, adding new youth and adults not currently registered and collecting the 2021 membership fees for 10 months to match new recharter cycle:

**Youth: \$105 (\$55 BSA Registration + \$50 Council Program Fee)**

**Adult: \$55 (35 BSA Registration + \$20 Council Program Fee)**

***Don't Forget: \$25 Joining Fee for Brand New Youth Members***

At the end of the Internet Rechartering process (step 5), click the option to "Submit", which electronically sends your completed recharter to our council registration staff. Now you **MUST** print out the paper roster/recharter to complete the process.

### Step 4 - By November 21, (before holidays) have printed recharter signed and missing items collected.

If not signed electronically the Institution Head and Unit Leader must sign the recharter approving all adults and youth for membership. Any missing items such as applications will be outlined in red on the front page of the printed recharter and must be attached in hard copy form to the recharter. The 2nd to last page of the recharter will give you a list of adults who need youth protection training. If they show up on this list a "Hard Copy" of their certificate must be attached.

### Step 5 - By December 5, meet with a Unit Commissioner.

On or by December 5, Meet with a Unit Commissioner to submit your completed recharter (with all applications, signatures, **NEW background check disclosure forms**, and money). This may be done at your District turn-in. Districts will announce locations for turn in opportunities and to have questions answered.

**\*2022 Recharter cycle will be November 1, 2021 through October 31, 2022. The process will begin August of 2021.**

