



2022 Recharter Plan- Exploring

What is Recharter? Every August through October, all 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 fee and insurance fee. A representative of each unit completes this process via an online system known as Internet Rechartering Portal.

Action Item 1 – Meet with your District Executive, or Unit Commissioner in August

You will receive your recharter packet with details on how to successfully complete your unit recharter.

August 1st – Internet Rechartering Portal opens, and units can begin.

Action Item 2- By Labor Day, Complete Steps 1 – 2 Online

Your unit's access code for internet recharter will be printed on your recharter packet. Use that code to log in as a "New User" in the online system and proceed to complete steps 1 – 2. This should only take 5 minutes. This will give you a current roster from the BSA's registration system. This also verifies your access code is correct.

Action Item 3 - By September 15, Complete Steps 3 – 5 Online

Update your roster of members by removing those no longer involved with your unit. Add new youth and adults not currently registered. Collect applications for new unit members and the 2022 National Membership fees and Local Council fees:

Youth: \$57 (\$45 BSA Registration + \$12 Council Fee)

Adult: \$57 (\$45 BSA Registration + \$12 Council Fee)

National Charter Fee: \$75

At the end of the Internet Rechartering process (step 5), click the option to "Submit to Council", which electronically sends your completed recharter to our council staff. Now you **MUST** print out the entire Unit Charter Renewal Report Package, not the E-Z Form, to complete the process. If your Charter Renewal Report shows "Draft Mode," you must go back online to step 5 and click "Submit to Council."

Action Item 4 - By September 24, finalize recharter roster and collect missing items

If not signed electronically, the Executive Officer and Post Advisor must sign the recharter approving all adult and youth membership. Any missing items, such as applications, will be noted in red on the first page of the printed recharter and must be submitted with the recharter packet. The 2nd to last page of the recharter will give you a list of adults who need the Additional Disclosure & Background Check Authorization form. Please submit the hard copy with the recharter packet.

Action Item 5 - By October 2, meet with a Unit Commissioner.

On or by October 2, meet with a Unit Commissioner or your District Executive to submit your completed recharter with all applications, signatures, Additional Disclosures & Background Check Authorization forms, and payment.

