THE ANNUAL CHARTER AGREEMENT BETWEEN:

_____ and the _____ Council, BSA
Name of organization

❑ Pack ❑ Troop ❑ Team ❑ Crew ❑ Ship No. _____

The Boy Scouts of America is an educational resource program. It charters community or religious organizations or groups to use Scouting as part of their service to their own members, as well as the community at large.

The BSA local council provides the support service necessary to help the chartered organization succeed in their use of the program. The responsibilities of both the BSA local council and the chartered group are described below.

The chartered organization agrees to

- Conduct the Scouting program according to its own policies and guidelines as well as those of the Boy Scouts of America.
- Include Scouting as part of its overall program for youth and families. Consider organizing a program to meet the developmental needs for every age level served.
- Appoint a chartered organization representative who is a member of the organization and will coordinate all unit operations within it. He or she will represent the organization to the Scouting district and serve as a voting member of the local council. **(The chartered organization head or chartered organization representative must approve all leader applications and verify that personal references and any previous experience working with youth in other organizations have been checked before submitting the application to the local council.)**
- Select a unit committee of parents and members of the chartered organization (minimum of three) who will screen and select unit leaders who meet the organization's standards as well as the leadership standards of the BSA. **(The committee chair must sign all leadership applications before submitting them to the chartered organization for approval.)**
- Provide adequate facilities for the Scouting unit(s) to meet on a regular schedule with time and place reserved.
- Encourage the unit to participate in outdoor experiences, which are vital elements of Scouting.

The council agrees to

- Respect the aims and objectives of the organization and offer the resources of Scouting to help in meeting those objectives.
- Make available year-round training, service, and program resources to the organization and its unit(s).
- Make available training and support for the chartered organization representative as the primary communication link between the organization and the BSA.
- Make available techniques and methods for selecting quality unit leaders.
- Provide primary general liability insurance to cover the chartered organization, its board, officers, chartered organization representative, employees and volunteers currently registered with Boy Scouts of America. Coverage is provided with respect to the claims arising out of an official Scouting activity with the exception that the coverage is excess over any insurance which may be available to the volunteer for loss arising from the ownership, maintenance, or use of a motor vehicle or watercraft. This insurance is only available while the vehicle or watercraft is in the actual use of a Scouting unit and being used for an official Scouting activity.
- The insurance provided unregistered Scouting volunteers through the BSA general liability insurance program is excess over any other insurance the volunteer might have to his or her benefit, usually a homeowner's, personal liability, or auto liability insurance.
- Provide camping facilities, a service center, and a full-time professional staff to assist the organization in every way possible.

Signed _____
For the chartered organization

Signed _____
For the BSA local council

Date _____

See other side for discussion guide.
Goldenrod—Chartered organization; White—Council

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BOY SCOUTS OF AMERICA®

Chartered Organization Discussion Between the Executive Officer and the Professional Scouter

The discussion between the professional Scouter and the executive officer of a chartered organization is an opportunity that should not be delegated to anyone else. This annual visit should be scheduled at least 90 days prior to the renewal date of the unit's charter. If problems in rechartering the unit are anticipated or there is significant corrective action to be taken, the discussion should be held early enough to allow time to take positive corrective action before the renewal deadline.

The meeting must be a face-to-face discussion, since the concept of working together is central to our mutual long-term success. Have a video player available to view the *Scouting: It Works for Your Youth* DVD, No. 522-915.

Agenda

1. **Review the brochure *Scouting: It Works for Your Youth,* No. 04-512A, together.** Discuss how the chartered organization and the local council are working together.
2. **Review highlights or concerns.**
   a. The chartered organization representative
      - Is the chartered organization representative carrying out his or her function well?

   b. Quality unit leadership
      - What is the training status of the unit leaders?
      - Is two-deep leadership in place?
      - If there are vacancies, the head of the chartered organization will need to approve quality leadership to fill them, including the verification of references.

   c. Unit committee
      - Is it meeting regularly?
      - Is the committee functioning well?

   d. Unit program
      - Is the unit a Centennial Quality Unit?
      - Discuss advancement, membership, summer activities, and *Boys' Life* magazine subscriptions.

   e. Chartered organization's mission
      - Does the unit support the aims and mission of the chartered organization?
      - Is there a need for an additional new unit in the chartered organization?

   f. Charter review process
      - Review charter renewal meeting agenda and charter presentation ceremony and set tentative dates.

See other side for charter agreement.