

# KERNEL CHECKLIST

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Contact District Kernel as Needed for Assistance

- Attend Fall Product Training/Kickoff – (July 22, 2021)
- Plan Annual Scout Program (With Committee)
- Recruit Your Fun-raiser Squad
- Review Commission Structure and Prizes
- Determine Additional Unit Prizes
- Set Budget for Program
- Determine Per-Scout Sales Goal
- Secure Storefronts for Show & Sell
- Plan Your Unit Kickoff Event
- Update Scout Roster (With Membership Chair)
- Direct Scouts to Self-Register for Online Sales
- Create / Publish a Unit Timeline for Sale
- Establish Guidelines for Popcorn and Nut Pick Up / Returns and Money
- Confirm Show & Sell Locations and Times
- Prepare / Update COVID-19 and Safety Guidelines
- Place Unit Show & Sell Popcorn and Nut Order (August 3, 2021)
- Host Unit Kickoff Event (With the Help of Your Squad) – Distribute Handouts
- Schedule Scouts for Show & Sell Time Slots
- Share Tips and Ideas for Selling Popcorn and Nuts
- Provide Selling Incentives and Games for Scouts
- Coordinate Helpers to Volunteer / Pick Up at District Warehouse (Volunteer/Pick Up – August 25/26, 2021)
- Encourage Scout and Parent Participation
- Share Selling and Marketing Strategies
- Hold Show & Sell / Wagon Draggin' / Drive Through Sales
- Report Show & Sell / Wagon Draggin' Sales / Drive Through sales to District Kernel Weekly (Beginning 08/29/21)
- Help Scouts Share Their Online Profile
- Remit Show & Sell Payment to Council – October 15, 2021 (Product Returns October 17, 2021)
- Gather Take Orders and Money from Scouts
- Place Final Product Order (October 19, 2021)
- Order Prizes / Submit Top Sellers to Council
- Coordinate Helpers to Volunteer / Pick Up at District Warehouse (Volunteer/Pick Up – November 9/10, 2021)
- Distribute Take Order Sales to Scouts
- Remit Product Payments to Council – November 19, 2021
- Celebrate!