



Cub Scout Pack

Policies and Procedures

Scout Accounts


The Pack leadership recognizes the extraordinary fundraising efforts of our Scouts and their families. We also recognize that not all families are able to participate equally in either fundraising efforts, or the activities of the Pack, creating an inequity in the use of Pack funds. This policy will allow the Scouts to realize a direct, equitable return on their fundraising efforts, by providing individual credit toward Scouting activities and supplies.

Policy

Credits into Accounts

The Pack Committee determines how each fundraiser will be divided between the Scout Accounts and the Pack general treasury.

If a Scout transfers in from another Pack which also uses Scout Accounts, any transferred funds will be credited entirely to his account.

Funds remain the property of Pack , and by extension, our Charter Organization. Scout Account funds are held in the same account as rest of Pack funds, but individual credit is tracked by the Pack Scout Account Coordinator. Scouts do not collect interest on the money in their Scout Accounts.

Debits from Accounts

Credit in a Scout's Scout Account may be used to pay for any activity for which the Pack is collecting money; including but not limited to, annual dues, event registration, summer camp, Pack apparel. Credit may be applied to any family member who is participating in the activity with the Scout.

Credit may also be used to reimburse purchases of APPROVED personal equipment that will be primarily used in conjunction with the Scout's participation in the Scouting program. Approved items are listed in Appendix A, and may be amended by approval of the Pack Committee. If an item is not listed in Appendix A, the Scout and/or his parent must receive approval from the Pack Committee, PRIOR to purchasing the item, in order to be eligible for reimbursement.

Siblings

Credit may be used from one brother's account to pay for an activity on behalf of the other brother. (i.e. pull from one brother's account to pay for a full family activity). In no case will any portion of one Scout's account be transferred to another Scout's account.

Leaving the Pack

Scouts who cross over to a Boy Scout Troop may transfer their Scout Account balance to the Scout Account at their Troop.

If a Scout's family is leaving the area and he transfers his membership to another Pack that also uses Scout Accounts, the Pack will transfer his Scout Account balance to his new Pack.

Those who otherwise leave the Pack forfeit the credit in their account to the Pack general treasury.

Procedure

Accounting

The Scout Account Coordinator provides the Pack Treasurer a regular reporting of the total liabilities in all combined Scout Accounts. The Pack Treasurer reports the current liability as part of the monthly financial report. The Pack will reserve a sufficient balance to cover the current liability.

Credits

The Pack Committee designates a specific portion of proceeds to be credited to Scout Accounts for each Committee approved fundraiser.

The coordinator for each fundraiser provides the Scout Account Coordinator a written list (digital or hardcopy) of the amount to be credited to each Scout's account at the conclusion of each fundraiser.

Event Registration / Payment Collection

The Scout Account Coordinator provides each event coordinator with a list showing the current credit for each Scout. This list will be available for families to review during event registration / payment collection.

The event coordinator will advise the Scout Account Coordinator of the amount that each Scout has requested to use from his account. The Scout Account Coordinator verifies the available credit and debits the respective accounts accordingly. The Scout Account Coordinator will advise the event coordinator in the event that credit was unavailable for any particular Scout.

Reimbursement

When a Scout purchases an APPROVED item (see Appendix A), his parent may deliver the receipt to the Scout Account Coordinator, who will secure a check from the Pack Treasurer and deliver it to the Scout's parent. Parents should keep a photo or photocopy of the receipt for their records.

In order to secure prior approval for items not listed on Appendix A, the Scout and/or his parent must present a reasonable description of the item (including price and intended place of purchase) to the Scout Account Coordinator, who will bring it before the Pack Committee for consideration.

Crossover / Unit Transfer

When a Scout has transferred to another unit (Boy Scout Troop or another Pack), the Scout Account Coordinator will request that the Pack Treasurer draft a check to the new unit for the amount of the Scout's account. In the event that several Scouts are crossing over to the same Boy Scout Troop, a single check will be written to the Troop. The Scout Account Coordinator will advise the Troop, and each Scout, in writing as to the amount that is being transferred on his behalf.

Forfeiture of Credit Upon Leaving the Pack

Credit remaining in the account of any Scout who is not being renewed on the annual charter will be forfeit to the Pack general treasury on first day of the new charter.



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Appendix A

The items listed below are approved by the Pack Committee for reimbursement from Scout Accounts.

Any items not listed below must receive approval of the Pack Committee BEFORE PURCHASE, in order to be eligible for reimbursement.

- Official Scout Uniform and Official Uniform Parts
- Sleeping bag
- Personal sleeping pad or personal-size air mattress
- Compass
- Flashlight, headlamp or battery-powered lantern
- Water bottle, canteen or hydration bag
- Personal size First Aid kit
- Rain Gear
- Pocketknife - small, folding knives only (No multi-tools, i.e. Leatherman-type tools). The Scout must have completed his Whitlin' Chip and present his card at time of reimbursement request.
- Any item purchased at the PA Dutch Council Scout Shop, or online at www.scoutstuff.org.