

THE ANNUAL UNIT CHARTER AGREEMENT BETWEEN:

Pack No. _____ Troop No. _____ Team No. _____ Crew No. _____ Ship No. _____
(Please identify all units you represent)

and

The Narragansett Council, BSA

The purpose of the Boy Scouts of America (BSA) program is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values and principles taught in the Scout Oath and Scout Law.

The Unit agrees to:

- Use Scouting to further develop youth's aims and values.
- Conduct the Scouting program consistent with BSA rules, regulations, and policies. They may be found on the My.Scouting website and at the following location: www.scouting.org/Membership/Charter_Orgs/resources.aspx.
- Encourage adult leaders to receive additional applicable training made available by the council.
- If a unit trailer is owned, the unit will properly maintain, register, and have the appropriate inspections conducted in a timely manner.
- The unit will carry insurance to protect all unit owned equipment as it is not covered by the Council property insurance policy.
- Will not create or use any unit social media pages privately.
- Review and agree to the Fiscal Policies and Procedures for BSA Units.
- The unit agrees to appoint a Chartered Organization Representative (COR) Delegate to communicate with the local Council Chartered Organization Representative.

The Local Council agrees to:

- Make available to the unit and members; program training, program resources, and other Scouting support services.
- Make available; training and support for the COR Delegate, the primary link between the Chartered Organization Representative and the Narragansett Council.
- Track and require all unit leaders to attend BSA Youth Protection Training.
- Conduct criminal background checks on adult leaders approved by the Chartered Organization Representative.
- Provide camping opportunities, administrative support, and professional staff to assist the unit in developing a successful Scouting program.

Signed _____ Title Chartered Organization Executive Officer Date _____

Signed _____ Title _ Chartered Organization Representative _____ Date _____

Signed _____ Title _ Chartered Organization Representative Delegate _ Date _____

Signed _____ Title _ Unit Serving Executive _____ Date _____

Boy Scouts of America

FISCAL POLICIES AND PROCEDURES FOR BSA UNITS

Frequently Asked Questions

Should our unit have a checking account?

Yes, unit funds should be deposited in a checking account that requires two signatures.

Does a unit need its own tax identification number? If so, where do we get it?

Yes, council chartered units should obtain their own tax ID number by completing IRS Form SS-4, which requires the designation of a responsible party (www.irs.gov). For most Scouting units, the Committee Chair is an appropriate responsible party.

Who is responsible for the finances of the unit?

The unit committee is responsible, but the assets belong to the chartered organization.

Should our unit consider insuring our unit equipment?

Yes, The unit should consider insuring the unit equipment as it is not covered by the Council property insurance policy.

Can our unit deposit funds with the local council?

Yes, units can deposit funds to their credit in the Scout Shop.

What happens to the unit funds and equipment should the unit dissolve?

The unit committee shall apply unit funds and property to the payment of unit obligations and shall turn over the surplus, if any, to the chartered organization.

When should our unit submit a BSA Unit Money-Earning Application?

For all unit fund raising. Approval must be given by the council.

Is our unit considered tax-exempt by the IRS?

No and it is not the recommendation of the council that you apply for tax-exempt status as a 501(c)(3).

A volunteer suggested that our unit apply for its own tax-exempt status. Can we?

No, units should not incorporate or apply for their own tax-exempt status. Units are not legal entities.

Can our unit be covered under the BSA's group exemption?

No. The IRS only allows local councils (and council trust funds) to be included under the BSA.

We can't solicit gifts for our unit?

No, units are not permitted to solicit any gifts.

Does that mean people can't make gifts to our unit?

Anyone can contribute, but the donor would not receive a charitable deduction.

Can my unit credit amounts from fundraising to an individual toward their expenses?

Expenses must be reasonable and related to Scouting for youth to "earn their own way."

Revised: August 2021 - This is not tax or legal advice.

Role of the Scouting Liaison

Parish priests and unit leadership are asked to work together to select a Scouting Liaison.

It is recommended that this person is the previous Chartered Organization Representative.

The Chartered Organization Liaison:

- Serves as a member of the unit committee(s) and is a registered member of the unit(s)
- Serves as a liaison between the parish and the unit(s)
- Coordinates the use of parish facilities by Scouting, ensures the Facility Use Agreement is being followed.
- Ensures that all Scout leaders have completed the Safe Environment Training
- Coordinates the promotion of Scouting programs for parish families through newsletters, flyers, social media, etc.
- Suggests and coordinates an annual unit service project or “Good Turn” for the parish
- Informs Scout families about parish news and activities
- Keeps parish leaders informed of Scouting programs and accomplishments
- As part of “A Scout is reverent”, coordinates unit involvement in an annual Scout Sunday (usually the first Sunday in the month of February)
- Helps coordinate the religious awards program for Scouts who wish to complete those awards