



Purpose

The Troop 595 scout account program was established as a method of allowing scouts to accumulate money through fundraising and deposits and to spend that money for scouting-related expenses. Scout accounts allow our scouts to “earn their way” in scouting. By tracking their earnings and expenses, our scouts learn to be thrifty and learn personal management by building and maintaining their accounts.

Scout accounts also allow the troop to easily collect the money necessary to provide food, lodging and activity fees associated with our monthly outings.

Individual scout accounts and family scout accounts are bookkeeping accounts maintained by our troop 595 treasurer. They are not separate bank accounts.

“Paying your own way is a fundamental principal of the Boy Scouts of America.... Young people in scouting are taught early on that if they want something, they need to earn it. The finance plan of any unit should include participation by the scouts”
– BSA National Council

Goals of the Scout Account Program

- To encourage greater participation in fundraising activities
- To encourage volunteer parents and leaders to organize fundraisers
- To fairly and consistently divide and retain money earned by individual scouts
- To allow scholarships to be retained and spent on scouting activities
- To teach self-reliance – that success comes from hard work, not taking from others
- To teach life skills of personal management through life experience, not lectures
- To motivate Scouts to attend events paid by money the scout earned

Troop 595 Scout Accounts and Family Scout Accounts

1. Establishment and Modification of Scout Accounts and Family Scout Accounts

- 1.1 Scout accounts may be established for an individual scout (scout account) or as a combined account that contains the accumulated earnings or deposits of several related scouts (family scout account).
- 1.2 A family scout account shall be established or modified when:
 - a. Two or more scout accounts are combined at the request of a common parent or common guardian.
 - b. A new scout joins the troop and is assigned to an existing scout account at the request of a common parent or common guardian.



- 1.3 A family scout account may be divided into several scout accounts at the request of a common parent or guardian.

2. Adding Money to Scout Accounts and Family Scout Accounts

- 2.1 At the time a fundraising activity is approved, the troop committee shall determine if the fundraising activity will result in deposits to scout accounts or family scout accounts, and how the fundraiser money will be divided. The troop committee may consider several factors in making this determination. For example:
 - a. Number of hours worked at a fundraiser
 - b. Amount of sales or number of tickets sold
 - c. Budget requirements of the troop general fund
- 2.2 The troop committee shall establish the percentage of money earned through each fundraising activity that will be applied to an account. The balance of funds raised will be credited to the troop general fund unless otherwise directed by the troop committee.
- 2.3 Scouts, parents, cub scout pack 595 or other benefactors may add money to individual scout accounts or family scout accounts at any time.
- 2.4 The troop treasurer may transfer money from the troop general account to a scout account or family scout account to correct bookkeeping or accounting errors.

3. Accounting and Reporting of Scout Account and Family Account Funds

- 3.1 The troop committee shall establish and maintain accounting procedures that properly credits and accounts for money contained in individual scout accounts and family scout accounts.
- 3.2 The troop committee shall receive a report not less frequently than four times per year (once per quarter) describing the transactions into and out of each account. The report shall describe in detail funds applied to individual and family accounts, the sources of these funds, payments for scout activities made from each account and other withdrawals made from each account.
- 3.3 Money credited to scout and family accounts shall be held in a bank account maintained for the sole benefit of Troop 595.



4. Withdrawing Money from Scout Accounts and Family Scout Accounts

- 4.1 The troop committee will automatically withdraw funds from individual scout accounts or family scout accounts to pay charter renewal registration fees, troop dues and Mikano Lodge Order of the Arrow annual dues. These automatic withdrawals will be made in the month of January.
- 4.2 The troop outing coordinator, or leader acting in that capacity, shall direct the troop treasurer to transfer money out of scout accounts and family scout accounts and into the troop general account upon receiving notice (usually, but not limited to a permission slip) indicating that a scout will attend a troop or patrol activity that involves the expenditure of troop money.
- 4.3 Scouts, parents or guardians may request reimbursement from their scout account when they purchase items to be used for scouting related activities. For example:
 - a. Camping equipment such as a sleeping bag or air mattress
 - b. Scout uniform and accessories
 - c. Scouting books
 - d. Material for merit badge completion
 - e. Miscellaneous fees or costs directly associated with rank advancement or merit badge completion or scouting events
- 4.3.1 To receive reimbursement, scouts, parents or guardians should furnish purchase information in writing showing the cost of the purchase and additional information in the format of who (made the purchase), what (did they buy) where (did they buy it), when (did they buy it) and why (did they make the purchase). This documentation shall be forwarded to the troop treasurer.
- 4.3.2 Any leader who is not related to the scout or is not the guardian of a scout may approve a scout account reimbursement.
- 4.4 Scouts or their parent or guardian may request reimbursement equal to the amount of their individual scout account upon leaving troop 595. Reimbursement upon leaving troop 595 must be approved by the troop committee. Reimbursement may occur when:
 - a. The scout leaves scouting and requests that his registration as a member of the Boy Scouts of America be terminated.
 - b. The scout transfers to a different troop or crew or other scouting unit.



4.5 A common parent or guardian may request reimbursement of a portion of the money in a family scout account when one or more scouts assigned to that account transfers to a different troop or crew or other scouting unit.

4.5.1 Reimbursement upon leaving troop 595 must be approved by the troop committee.

4.6 The troop committee may transfer money from a scout account or family scout account to pay for expenses incurred as the direct result of malicious behavior by the scout.

4.7 The troop treasurer may transfer money from a scout account or family scout account to the troop general account to correct bookkeeping or accounting errors.

5 Transparency of Records and Record Retention

5.1 The troop committee shall publish and distribute quarterly records that reflect all transactions associated with all scout accounts and family scout accounts.

5.2 Upon the request of a scout assigned to a scout or family account, or upon the request of any parent or guardian of the scout, the troop committee shall furnish a record that reflects scout account or family scout account transactions for a period up to one year.

(end of document)