

# THE ANNUAL CHARTER AGREEMENT BETWEEN:

\_\_\_\_\_ and the \_\_\_\_\_ Council, BSA  
Chartered Organization Local Council

Pack No. \_\_\_\_\_ Troop No. \_\_\_\_\_ Team No. \_\_\_\_\_ Crew No. \_\_\_\_\_ Ship No. \_\_\_\_\_

(Please identify those units chartered by the Chartered Organization.)

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 Chartered Organization, as a duly constituted organization that serves youth, desires to use the program(s) of the BSA to further its mission respecting the youth it supports. The Local Council provides the support and service necessary to help the Chartered Organization succeed in its use of Scouting.

## The Chartered Organization agrees to:

- Use Scouting to further the Chartered Organization's aims and values for youth.
- 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](http://www.scouting.org/Membership/Charter_Orgs/resources.aspx).
- Be represented in the Local Council and the local Scouting district by a Chartered Organization Representative (COR), who will be appointed by the Chartered Organization. The COR will be the point of contact between the Chartered Organization and the Local Council; will serve as a voting member of district and council committees on which the COR serves; and will, with the Chartered Organization, select and approve volunteer leaders for submission to the Local Council for its consideration. The COR will work with the unit committees sponsored by the Chartered Organization.
- Support unit committee(s) made up of at least three persons for each unit.
- Assure that adults selected as unit leaders are suitable by, at a minimum, having the appropriate leaders of the Chartered Organization review and sign each application.
- Ensure appropriate facilities for the unit for its regular meetings to facilitate the aims of the Chartered Organization and Scouting.
- Encourage adult leaders to receive additional applicable training made available by the council.

## The Local Council agrees to:

- Respect the aims and objectives of the Chartered Organization and assist the Chartered Organization by making available Scouting resources.
- Make available to the Chartered Organization and its units and members program training, program resources, and other Scouting support services.
- Make available training and support for the Chartered Organization and for the COR, the primary link between the Chartered Organization, the Local Council, and the BSA. Track and require all unit leaders to attend BSA Youth Protection Training.
- Conduct criminal background checks on adult leaders approved by the Chartered Organization.
- Provide camping opportunities, administrative support, and professional staff to assist the Chartered Organization in developing a successful Scouting program.
- Provide primary general liability insurance to cover the Chartered Organization, its board, officers, COR, employees, and Scouting members and volunteers for authorized Scouting activities. Indemnify the Chartered Organization in accordance with the resolutions and policies of the National Executive Board of the Boy Scouts of America.

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
For the chartered organization

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
For the BSA local council

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
Chartered Organization Representative



## Annual Meeting With Chartered Organization

The annual meeting between the executive officer of a chartered organization and the district professional, or in appropriate cases his or her designee, should be scheduled at least 90 days prior to the renewal date of the unit's charter. If problems in renewing the unit's charter are anticipated or there is significant corrective action needed, 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, as the concept of working together is central to mutual long-term success. Be prepared by reviewing *Scouting: It Works for Your Youth*. The video can be downloaded from [www.scouting.org/Membership/Charter\\_Orgs.aspx](http://www.scouting.org/Membership/Charter_Orgs.aspx).

### Agenda

1. **Review *Scouting: It Works for Your Youth* 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
    - What level of Journey to Excellence award has the unit achieved and is more progress expected?
    - Discuss advancement, membership, summer activities, and *Boys' Life* magazine subscriptions.
  - e. Chartered organization's mission
    - How does the unit support the aims and mission of the chartered organization?
    - Is there an opportunity 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.
3. **Develop an action plan to address concerns.**

See other side for charter agreement.