

# TROOP #95 SCOUT FINANCIAL POLICY AND GUIDELINES

As of August 26, 2001

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- I. Scout Account Deposits
  - A. A Scout's account will be credited with all cash given for that Scout.
  - B. A Scout account will be credited for a Scout's participation in a Troop activity fundraiser (i.e. pancakes, hotdogs, etc.). The amount of credit to a Scout account will be determined by the Troop Committee based upon the Scout's participation in the fundraiser. The net profit from a Troop activity fundraiser will be divided 20% to the Troop and 80% to the Scouts who participate in the fundraiser.
  - C. A Scout account will be credited for a Scout's participation in a Troop product sales fundraiser (i.e. wreath, candy, etc.). The amount of credit to a Scout account will be determined by the Troop Committee based upon the amount of fundraiser product sold by each Scout. The net profit from a Troop activity fundraiser will be divided 20% to the Troop and 80% to the Scouts who participate in the fundraiser.
  
- II. Troop Account Deposits
  - A. 20% of the net profit from a Troop activity fundraiser (i.e. pancakes, hotdogs, etc.) will be deposited into the Troop account.
  - B. 20% of the net profit from a Troop product fundraiser (i.e. wreath, candy, etc.) will be deposited into the Troop account.
  - C. All the net profit from the Troops participation in Scout Council fundraisers such as popcorn sales or Scout-O-Rama coupon sales will be deposited into the Troop account.
  - D. All cash donations made directly to the Troop will be deposited into the Troop account.
  - E. All financial support provided by the Mankato Moose Lodge #1414 will be deposited into the Troop account.
  - F. Any interest earned on the Troop or Scout Accounts will be deposited into the Troop account.
  
- III. Scout Account Charges and Reimbursements
  - A. Scout accounts will be charged and the Troop account credited for a Scouts participation in Troop scouting activities (skiing, bowling, Klondike Derby) and Troop camping activities, including food, (Cuyuna, Expo, Camporees, weekend camps). The amount of expense charged to Scout accounts will be determined by Troop leadership prior to each activity. Participation and camping expenses for Adult Leaders are paid by the Troop.
  - B. Scout accounts will be charged and the Troop account credited for the annual Scout registration fee. The annual registration fee for Adult leaders is paid by the Troop. Scout accounts will be charged and the Troop account credited for the annual Order of the Arrow registration fee for Scout members and their parent members where applicable. The annual registration fee for adult Order of the Arrow members is not paid by the Troop. A Scout must have enough funds in their Scout account at the time of registration to cover registration or the Scout will not be registered.
  - C. Scout accounts will be charged and the Troop account credited for the purchase of Troop T-shirts, sweatshirts or other items sold by the Troop.
  - D. Upon presentation of proper receipts and upon Scoutmaster approval, Scouts will be reimbursed from their Scout account for purchases made at the Scout office, for items ordered from the Official BSA catalog, or for "like" items purchased at non BSA sources.

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- E. Upon presentation of proper receipts and upon Scoutmaster approval, Scouts will be reimbursed from their Scout account for expenses incurred for participation in local, state or national Scouting activities or events. Reimbursement will be made after participation in the activity or event.
  - F. Upon presentation of proper receipts and upon Scoutmaster approval, Scouts will be reimbursed from their Scout account for expenses incurred for an Eagle Scout award ceremony. (i.e. supplies, food, hall rental)
  - G. Scouts who transfer to another Scout organization may request transfer of their Scout account balance to the new Scout organization. Troop #95 will write a check to the new Scout organization.
  - H. Scouts will forfeit their Scout account to the Troop account if they are not re-chartered for the new Scout year or if removed from the Troop for just cause approved by the Troop committee.
  - I. Scout account balances are private information to be shared only with the individual Scout, his parents, the Troop Treasurer, Troop Committee chair and Scoutmaster.
  - J. Scout account expenditures may not exceed the balance available in a Scout account.
  - K. Requests for use of Scout account funds outside the above guidelines must have prior approval by the Troop Committee.
  - L. *Any Scout who has maintained an active status with the troop, will be paid out any remaining funds in their Scout Account upon reaching their 18<sup>th</sup> birthday. The determination of whether a scout has maintained "active status", will be made by the Scoutmaster based upon attendance and participation in the last 12 months in Troop meetings and activities.*
- IV. Troop Account Charges and Reimbursements
- A. Upon presentation of proper receipts and upon Scoutmaster approval, parents or leaders will be reimbursed from the Troop account for the purchase of food for a Troop camp or activity.
  - B. Upon presentation of proper receipts and upon Scoutmaster approval, parents or leaders will be reimbursed from the Troop account for purchases made on behalf of the Troop. Any purchases exceeding \$100 must have prior approval by the Troop Committee.
  - C. Upon presentation of proper receipts and upon Scoutmaster approval, parents or leaders will be reimbursed from the Troop account for expenses incurred for the benefit of the Troop such as gas, rentals, etc. Expenses exceeding \$100 must have prior approval by the Troop Committee.
  - D. Upon presentation of proper receipts and upon Scoutmaster approval, parents or leaders will be reimbursed from the Troop account for expenses incurred in the operation of Troop fundraisers.
  - E. The Troop will be responsible for all other expenses incurred by the Troop such as telephone expense, supplies, awards, etc.
  - F. The Troop will maintain a fund balance at the Council Scout office for the purpose of purchasing badges and awards or for Scout activity or camping registration fees.
  - G. All other expenses or reimbursements not detailed above require approval of the Troop Committee.