

Rainbow Council - Pack 256

Management of Scout Accounts

The purpose for this document is to ensure written understanding on the Unit Committee approved use of Scout Accounts and the monies/balances contained within those accounts. It is noted that not all units within Scouting America treat Scout Accounts in the same manner. Some units do not use them at all. Therefore this is specific to Rainbow Council Pack 256.

Scout Account Defined

Every scout in Pack 256 will have a Scout Account. This is the standardized method that Pack 256 uses for tracking monetary balances per scout. A negative balance in the scout account indicates the scout parent owes Pack 256 the displayed amount. A positive balance indicates that the scout has the displayed amount available to him/her for approved scouting expenditure(s). The balance of each scout account is conveniently located directly in Scoutbook. Parents seeking education on locating this information may approach any Pack 256 leader for assistance.

Uses of Scout Account Monies

Any positive balance within a scout account is available to the scout for "Scouting specific expenses". Common examples of the expense(s) includes:

- Pack/National/Council Annual Dues
- Day Camp Registration Fees
- Resident Camp Registration Fees
- Purchases made within the local Scout Store (Lockport or other surrounding area location)
- Purchases made using the online Scout Store
- Religious Emblems
- Uniform Purchase
- Class B purchases
- Parent, sibling, or extra orders for Pack Class B wear

- Traditionally, but not always, when new Class B's are provided, the cost for the scout's shirt only is covered by the Pack. Any additional orders may come from scout account use if there is positive balance available.
- Scouting camping gear
 - Tents
 - Tarps
 - Sleeping bags

Scout account monies are strictly prohibited from any non-scouting related expenditure. Questions on whether a purchase qualifies as "Scouting Expenditure" must be brought to the Pack Committee **prior** to the point of sale. Expenses incurred prior to approval may not be approved for coverage using the scout account.

Management of Scout Accounts

Pack 256 has a specific volunteer role, "Pack Treasurer". This person monitors the contents of all scout accounts at all times. The physical dollars listed within these accounts is held within the Pack financial account with our affiliated banking institution. Any expenses or deposits to a scout account is completed through this Pack Treasurer. Balances of the Pack Account are monitored by the Pack Committee through monthly reporting.

Adding Funds into Scout Accounts

The most common method of adding funds into a scout account is through fundraising, i.e. annual popcorn sale through Trails End. After making a minimum sale target (set each year by Pack Committee and Programming), the individual scout is eligible for additional sale commissions to get added to his/her personal account for later use. Again, these specific amounts are set forth yearly and are likely subject to change each year. Other means for adding money include but are not limited to:

- Directly depositing money; for example, relatives providing money for scout accounts via Birthday/holiday gifting.
- Additional fundraising apart from annual popcorn sales
- Siblings leaving Pack 256 for a Troop and money passing from the older scout sibling to a younger scout sibling within Pack 256 at the scout/parent choice.

Accessing Funds from Scout Account

Some expenses are automatically deducted from a scouts account ledger seen in Scoutbook. These automatic expenses are typically reserved to Pack/Council/National Annual Dues and some select Pack activities. Also, if a scout does not meet the minimum annual fundraising target, the deficit balance owed will be recorded within the scout account.

- Example: The minimum goal for fundraising is \$100 for each scout. A scout does not meet the minimum sales target and “owes” the Pack. The Scout has a \$50 balance currently in his/her account. The treasurer would list the required \$100 within the scouts account. This brings the current balance for the scout account then to -\$50. Any negative balances must be paid to the Pack.

When an expense is not automatically taken from the scout account in this manner. The parent requesting the coverage must ensure that the sought expense(s) is covered as a “scouting expenditure” and then submit the receipt for the expense directly to the Pack Treasurer. The Pack Treasurer will then issue a check (or Zelle Transfer, etc.) to reimburse the parent for the expense. No reimbursement will be made to any party without the proper submission of a receipt displaying the expense made.

Transferring Funds to Another Unit

Pack 256 believes that any personal monies a scout earns through efforts fundraising should follow that scout through their scouting experience. Therefore, upon crossover to a Troop or transferring to another scouting unit, the scout account positive balance will follow the scout to their new unit.

- NO checks or monies will be handed to scouts, parents, or other such persons.
- ALL transfers of funds must be completed via Pack 256 Treasurer to the new unit's Treasurer. If the Treasurer of the new unit is not easily identified through Pack 256, the parent of the scout is responsible for obtaining this person's contact information within the new unit they are transferring to.
- It is up to the scout parent to secure information from the new unit on how these funds will be managed or handled within that unit.

Scouts leaving Scouting America

While Pack 256 acknowledges scouts efforts through fundraising for personal scout accounts. We do hold that all monies within scout accounts are ultimately unit funds. Any funds in a scout account for a scout that is leaving Scouting America will be forfeited.

Updated by:	Update Summary	Committee Approval Date
Michael Roszyk	Initial Composition	