

## Scout Assistance Request Procedures and Guidelines

### Guidelines:

- **A Scout Assistance Application must be completed in full by parent/guardian and Unit Leader before consideration. Incomplete applications will be returned to the Unit's Leader.**
- Parents must complete the Comments section and Leaders the "Comments/Recommendation" section of the Application. These areas are strongly considered during the review process.
- Applications may be submitted and will be considered for any camp, activity or training of the Cherokee Area Council or one of its Districts.
- Requests to participate in camps or activities held by National or other Councils cannot be considered.
- Much of the funds available to provide financial assistance have restrictions for their use, either by program or geographic area.
- Providing assistance for Scouts (youth) will be primary. Assistance for required adult leadership training will be available, if necessary and only as funds are available.

### Assistance Funding Parameters:

- Registration: It is strongly suggested the parent/guardian/Scout pay the annual fee and insurance (\$34) as a "buy-in" to join Boy Scouts of America (National).
- Uniforms: A set percentage up to 50% (parent/guardian will pay any difference in cost)
- Handbooks: A set percentage up to 50% (parent/guardian will pay any difference in cost)
- Camps & Events: Assistance may range from 25% - 50% of the cost of the camp/event. Scout/family is asked to pay/earn a portion of the fee and will typically be asked to make the initial camp/event deposit with any assistance applied to the remainder of the balance.
- Assistance grants will be determined using all of the information requested/provided on the application, including income, number of siblings in Scouting, if the parent is a volunteer, and the Scout's/family's participation in the popcorn and camp card fundraisers.
- Falsification of information by a parent/guardian will disqualify the Scout from any current and future assistance considerations. Falsification of information by a Unit Leader may disqualify all Scouts from their Unit for assistance consideration.

### REGISTRATION:

A request for registration assistance must be attached with a new membership application or with the Unit's re-charter paperwork.

### UNIFORMS & HANDBOOKS:

**Uniform and handbook assistance approvals will be valid for 30 days upon notification**, after which, the monies will be released and made available for other requests. **Please recycle to your Unit any uniform parts purchased with assistance to assist other Scouts in need.**

### CAMPS & EVENTS:

The actual transfer of funds will not occur until the attendance of the individual receiving assistance has been confirmed. Assistance cannot be transferred to other Scouts.

# SCOUT ASSISTANCE FUND APPLICATION

(This form must be completed in full and submitted at least 90 days prior to events or camps)

The Cherokee Area Council has established a Scout Assistance Fund, recognizing there are Scouts and volunteer leaders who would be unable to participate without financial assistance. A limited amount of funds are available each year for registered members of the Cherokee Area Council.

A committee of volunteers has established review guidelines while keeping in mind that "A Scout is thrifty." Scouts are encouraged to earn part of their own fee(s). As a general rule the committee will award a maximum of 50% of fees for assistance.

The Scout Assistance Fund Application **must be completed in full and submitted by a unit leader at least 90 days prior** to any events or camps. Registration, uniform and handbook requests will be processed once a month. All applications will be given consideration. Approval letters will be mailed to the parent/guardian. Allocated funds are not transferable.

Funds are made available by Friends of Scouting gifts, Popcorn & Camp Card fundraisers, CFC & United Way designations/allocations, foundations, and a restricted assistance grant from the United Way of Bradley County.

**All personal information is kept confidential.**

## PARENT/GUARDIAN'S SECTION

PLEASE COMPLETE THE ENTIRE FORM

Assistance is requested for the following: \_\_\_ BSA Registration (*attach copy of BSA Application*)

\_\_\_ Uniform\* \_\_\_ Handbook (**Pick 1**) \_\_\_ Day Camp or \_\_\_ Twilight Camp or \_\_\_ Webelos Camp

\_\_\_ Summer Camp \_\_\_ Required Adult Training: BALOO Intro to Outdoor Leader Skills

District (circle one): John Ross Sequoyah Ocoee ScoutReach

Scout/Applicant Name: \_\_\_\_\_ Age: \_\_\_\_\_ Pack/Troop/Crew #: \_\_\_\_\_

Mail Address: \_\_\_\_\_ Years in Scouting: \_\_\_\_\_ or New

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Parent/Guardian's Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Number in household (under 18): \_\_\_\_\_ Number of children in BSA Program(s): \_\_\_\_\_

Single parent family? \_\_\_ Yes Has a member of your family received prior assistance? \_\_\_ Yes

### CURRENT MONTHLY HOUSEHOLD INCOME & OTHER FINANCIAL SUPPORT

Monthly Household Income: \$\_\_\_\_\_ Gov't Assistance: \_\_\_ Yes \_\_\_ No Food Stamps: \_\_\_ Yes \_\_\_ No

Child Support: (circle) Pay or Receive

Did Scout participate in Popcorn Sale or Camp Card fundraiser to assist with expenses? \_\_\_ Yes \_\_\_ No

Are you, as a parent/guardian, active in the Unit? Yes. How: \_\_\_\_\_

Please indicate why assistance is needed (**be specific**): \_\_\_\_\_

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**I understand that financial assistance is available for those who desire to fully participate and remain active in Scouting for at least one (1) full year. \*When I, or my Scout, am no longer active, I am to return the Uniform shirt and any accessories purchased with assistance funds to my Unit for use by others in need.**

Applicant or Parent/Guardian **Signature:** \_\_\_\_\_ Date: \_\_\_/\_\_\_/201\_\_

(Turn page OVER for Unit Leader's Section)

**Revised 5/2018**

**UNIT LEADER'S SECTION PLEASE PRINT & COMPLETE THE ENTIRE FORM**

Units are highly encouraged to participate in the Council's annual Family Friends of Scouting campaign and popcorn and camp coupon card sales as proceeds from these fundraisers provide funds for Scout assistance and allow Scouts to earn funds to help them pay part of their own way.

**Parent Section must be completed in full before an application will be considered.**

Did Unit participate in the Popcorn/Card Sale Fundraiser (past immediate sale)?  Yes  No

Did Unit conduct a Family Friends of Scouting campaign presentation this year?  Yes  No

Has Unit conducted other fundraiser(s) to allow Scout to raise needed funds?  Yes  No

**Is parent/guardian active in the Unit?** Yes. How: \_\_\_\_\_

Is Scout active in the Unit and projected to continue involvement over the next year?  Yes  No

**District** (circle one): John Ross Sequoyah Ocoee Scout Reach **Unit #** \_\_\_\_\_

Leader's Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Position: \_\_\_\_\_ Email: \_\_\_\_\_

Mail Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**UNIT LEADER** – Your comments/recommendation are considered greatly in the consideration of this request. Your comments will be held in strict confidence and will not be shared. Please be specific.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Based on your knowledge of this Scout and his family's financial situation, please indicate the percentage of assistance you would recommend to be considered:  25%  50%

Unit Leader Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/201\_\_

*Please return the completed application to:*

Scout Assistance Fund, 6031 Lee Highway, Chattanooga, TN 37421

Fax: (423) 899-4555 or Scan and Email to your District Executive

**For Office Use Only**

**\*\*\*\*\* ASSISTANCE APPROVAL \*\*\*\*\***

District Executive Approval: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/201\_\_

Reason If Not Approved: \_\_\_\_\_

Copies of this form are also available at [CherokeeAreaBSA.com](http://CherokeeAreaBSA.com)

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