



Registration Assistance Procedures

Program Information

Crossroads of America Council is committed to making Scouting available to all children. In support of that commitment, the council aims to pay the portion of the national Scouting America registration fee and/or local council fee that youth cannot afford as funding allows. The dollar amount requested is the difference between the national Scouting America registration fee, local council fee, and what the youth, unit, and/or chartered organization can afford to provide. Units are encouraged to include assistance funds in their budget to ensure that council resources are available to those with the most need.

Assistance Availability

To help ensure there are always sufficient funds to help low-income youth enjoy the benefits of Scouting, all units are encouraged to participate in the fall popcorn sale and annual fundraising campaign. Note - fund availability is not guaranteed. A limited amount of funds are available each year.

Governance

All membership fees paid by the council must first be approved by the Scout executive following written guidelines established by the executive board. Council-paid fees must be a budgeted expense item approved annually by board resolution.

Process

- Individual Application for Registration Assistance must be fully completed and signed by parent/guardian of the youth participating in or joining a Scouting unit.
- Individual Application for Registration Assistance must be reviewed and signed by the unit leader or committee chair.
- Individual Application for Registration Assistance as well as completed Scouting America membership application (for new youth members) must be submitted together to the district executive for review, approval, and processing. Funds indicated on the Individual Application for Registration Assistance should be deposited at Crossroads Outfitters in the registration holding account (=6HREG) and a receipt attached to the Individual Application for Registration Assistance.
- District executive contacts the chartered organization's executive officer or chartered organization representative to notify them of the request(s) for assistance, amount required, and obtain the organization's approval to proceed on the Approval for Registration Assistance form.
- District executive submits the Approval for Registration Assistance and associated Individual Application for Registration Assistance (and membership application) forms to their division manager. The division manager reviews the forms and verifies all information and signatures are correct before signing and moving to the final stage of verification approval.
- The vice president of growth and engagement ensures that all steps have been taken and that all information is true for the request of assistance by signing the Approval for Registration Assistance. The forms are submitted to the council registrar for processing. The district executive is notified electronically by the council registrar that the application or renewal has been processed.
- The district executive notifies the chartered organization, unit leadership, and parent / guardian of the Scout(s) requesting assistance of the final outcome.