

Internet Charter Renewal

Middle Tennessee Council



December 2023, January 2024, & February 2024



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Internet Charter Renewal

- Charter Renewal Timeline
- Membership Fees
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- Membership Inventory
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Charter Renewal Timeline

- **September**
 - Begin membership inventory
 - Validate adult youth protection training
 - Communicate recharter information & fees with parents
- **October - November**
 - Internet charter renewal opens
 - Update, add, remove members from roster
 - Re-check and verify YPT
 - Collect fees, finalize membership & submit roster
- **December - Finalize and submit**
 - Council receive & validates recharter
 - Unit resolve defects or missing paperwork
 - Unit verifies My.Scouting roster



Annual Membership Fees

- **\$82** for Cub Scouts, Scouts BSA, Venturing and Sea Scouting
- **\$62** for all adult volunteers
- **\$25** one-time joining fee for new program participants in Cub Scouts, Scouts BSA, Venturing, and Sea Scouting
- **\$25** for Merit Badge Counselors (not already registered as leaders)
- **\$100** for a unit charter/affiliation fee
- **\$15** for Scout Life magazine



Keys to a Successful Recharter

- Start preparing early with membership and YPT inventories
- Begin collecting membership fees as early as possible
- Select a recharter champion to guide the unit along
- Review all available online resources

<https://www.scouting.org/resources/internet-rechartering>

- Allow sufficient time for council to process charter
- Avoid the typical defects
- Work closely with your unit commissioner or the district executive





Youth Protection Training

All registered adults must take Youth Protection Training (YPT) at least every two years. If a volunteer's YPT is not current at charter renewal the volunteer cannot be registered. Units should not wait until it is time to renew the unit's charter to make sure all YPT is current. Unit Key 3s should regularly review their unit's YPT status.

How to generate the Youth Protection Training Aging (Expired) Report

1. Log into your My.scouting.org account and click on "MENU" at the top of the page on the left
2. Scroll down then click on the unit and select "YPT Reports"
3. Select "EXPORT to PDF or CSV" then click on "CONFIRM"
4. The exported roster will show up as a link to download or will open in a new window
5. Save the file
6. Review for any adults with YPT expiring soon and contact them to retake YPT before submitting your final recharter paperwork





Membership Inventory

The Committee Chair or recharter champion should log into their my.scouting.org account and download a copy of their unit's roster. Comparing the local unit roster against the official membership file will reveal any adults and youth who are not officially registered in the BSA. An application should be collected from any member on the unit roster that is not on the official membership file.

A committee member should contact every family to:

- Verify members re-registering with the unit, noting what unit is their primary registration if in multiple units
- Verify Scout Life subscription
- Communicate fees and unit payment due date
- Once the membership inventory is completed, retain the roster - needed during the data input process

Membership Inventory Report

1. My.scouting.org account and click on "MENU" on the top left of the page
2. Scroll down then click on the unit and select "ROSTER"
3. Select "EXPORT ROSTER" then click on "EXPORT TO CSV" and click on "CONFIRM"
4. The exported roster file will show up in a pop up box click on it
5. Save as an Excel file



Membership Renewal Updates

August 1, 2023

- New members will pay the full annual membership fee to **join** Scouting and will renew their membership on their anniversary month
- Youth and adult membership renewals will be for a 12 - month membership cycle
- Existing members will renew their membership during charter renewal until March of 2024
- Elimination of membership proration fees

March 1, 2024

- Membership renewals will no longer be tied to the unit charter process
- Units will still renew their charters but separate from their membership
 - **Unit still has option to pay for members**
- Each member will receive email renewal notice reminders beginning 60 days before the anniversary month
- COR and council will approve the leadership, the unit will approve the charter and will submit the annual charter renewal fee of \$100



Charter Renewal Updates

Renewals through February 2024

- Charter renewal will remain unchanged for units through February 2024
- Units will process charter renewal with the same method and process as last year

February 2024

- **1 month grace period instead of 2 months**
- Renew charters by the end of March before new process begins
- Units and members will still have a February expiration date

March 2024

- Units will renew their charters but separate from their membership under new system
- System will validate the unit leadership and verify the unit has the minimum required youth and adults
- COR and council will approve the leadership
- Unit will approve the charter and will submit the annual unit charter renewal fee



Memberships Fees & Tracking

- Units will have access to reporting in My.Scouting for members due to renew, members renewed, and members dropped (opt-out)
- Units and members will receive notifications via email for members to be renewed and members who renewed
- Units will be able to choose to pay renewals for all members, this option will block the online payment by the parent
- Units will be able to opt out of a member so as not to pay for someone who has quit
- Fees can be paid online with a credit card or directly to the council
- Renewal status will show on the unit roster
- My.Scouting emails will be used for notifications



Charter Renewal Resources

Recharter Webpage - <https://www.scouting.org/commissioners/internet-rechartering>

- Internet Recharter 2.0 App - <https://advancements.scouting.org>
- Recharter Guidebook Information – (3) Resources available
- Internet Recharter App User Guide
- Charter Renewal Training Video
- Summary of Recent Updates, Changes, and Enhancements
- Demo tool (similar to a ‘sandbox’)
- Internet Recharter Responses to Forum-Related Questions/Discussions helpdesk



Your Unit Commissioner, District Commissioner, Council Registrar or Council Recharter Lead



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