

# Volunteer Scorecard

## William D. Boyce New-Unit Award

Complete these 12 steps.

**Date**

**Completed Step**

- |       |   |
|-------|---|
| _____ | 1. Be assigned a new-unit prospect. Determine if the organization's values are compatible with BSA values   |
| _____ | 2. Make an appointment with the head of the organization to talk about Scouting.  |
| _____ | 3. Promote the benefits of Scouting during a presentation to the head of the organization. This meeting should result in the organizational leader agreeing to charter a Scouting unit. |
| _____ | 4. The organization officially adopts the Scouting program and appoints a chartered organization representative.  |
| _____ | 5. The organization representative appoints an organizing committee of three to five individuals. A BSA unit commissioner and district trainer are assigned to the committee.           |
| _____ | 6. The unit leadership is selected, approved, and recruited by the organization.  |
| _____ | 7. The unit leadership is trained with fast start and new leader essentials.  |
| _____ | 8. The BSA district trainer helps the unit committee and unit leader plan three to six months of programs   |
| _____ | 9. The unit committee and unit leader hold an organizational meeting(s) to collect applications and fees  |
| _____ | 10. The unit leader completes the paperwork and transmits the fees to the local council office.   |
| _____ | 11. Boys attend the new unit's first meeting.   |
| _____ | 12. The BSA district trainer helps the unit commissioner conduct a charter presentation ceremony at a meeting of the organization.  |

# Certification of Completion

## William D. Boyce New-Unit Organizer Award

Organizer's name \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

District \_\_\_\_\_

Council \_\_\_\_\_

Position \_\_\_\_\_

### 1. Complete this section before proceeding.

The \_\_\_\_\_  
Organization name

Has been assigned to \_\_\_\_\_  
Organizer name

To organize a \_\_\_\_\_  
Pack, Troop/Team, Crew

\_\_\_\_\_  
District Chairman's signature Date assigned

### 2. Complete this section when all steps are completed and the unit is organized and officially registered.

\_\_\_\_\_ was organized by \_\_\_\_\_  
Unit type and number Organizer's name

and a charter was presented to \_\_\_\_\_  
Organization's name

on \_\_\_\_\_ by the \_\_\_\_\_ Council, BSA  
Date Council Name

\_\_\_\_\_  
Scout Executive's Designee District Chairman's signature

\_\_\_\_\_  
Date Date

### Council Record

Certificate prepared by \_\_\_\_\_  
Name

Knot Award presented by \_\_\_\_\_  
Name

Device presented: \_\_\_\_\_ Cub Scout \_\_\_\_\_ Boy Scout \_\_\_\_\_ Varsity \_\_\_\_\_ Venturing