



SUMMER CAMP PLANNING TIMELINE

- Site Fee Due (\$200) at the time of registration
- October / November: Camp adult leadership determined
- November: Individual Scout Savings Plan started - popcorn sales!

DURING THE FALL MONTHS

- Adult & Youth Leadership review Leader's Guide
- SPL informs PLC of Summer Camp plans
- Determine unit financial needs & fundraising plans
- Confirm 2-deep Leadership
- Begin transportation plans and determine equipment needs

6 MONTHS PRIOR (DEC - JAN)

- Make your \$60 per camper confirmation payment before 2/1
- 2nd payment (\$60 per scout) is due 3/1

3 MONTHS PRIOR (FEB - MAR - APR)

- Check on status of Health Forms for all Scouts and Leaders
- Schedule a "Camp Work Day" to make sure everything is ready
- Confirm transportation logistics: departures times, places, etc.

- Register for merit badges through the online portal (see schedule)
- Contact parents for Scouts not signed up for camp

1-2 MONTHS PRIOR (MAY - JUN)

- FINAL PAYMENT due 5/1: \$120 per adult; \$132.50 per scout
- Out-of-Council units should secure a copy of their Council's accident insurance
- Collect & copy all DHHS Central Registry Clearance Forms

- Distribute Health Forms
- 3rd payment (\$132.50 per scout) due 4/1
- Distribute DHHS Clearance forms to all campers & visitors over 21

2 WEEKS BEFORE DEPARTURE

- Camp Roster Sheet is checked to make sure everything is up-to-date

- Call camp with your final counts of youth & adults attending camp
- Scribe & SPL Complete Camp Roster Sheet

1 WEEK BEFORE DEPARTURE

- All camper Health Forms are completed, collected, and copied (originals will not be returned)
- Copies of proof of Youth Protection Training & BSA Registration are collected

- Ensure all campers are registered with the unit (youth & adults)
- Check on final transportation & physical arrangements
- Inventory unit equipment and set up tents for inspection
- Ensure Scout program needs & plans are complete



JUNE - AUGUST



BOY SCOUTS OF AMERICA
MICHIGAN CROSSROADS COUNCIL

WELCOME HOME! IT'S TIME FOR SUMMER CAMP!