

SCOUTS BSA RESIDENT CAMP LEADERS GUIDE



SUMMER 2025

WWW.MICHIGANSCOUTING.ORG

CAMP HIAWATHA

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A MESSAGE FROM THE CAMP LEADERSHIP

Camp Leaders

Thank you for choosing Camp Hiawatha as your destination for Summer Camp. Our traditions began over 50 years ago serving Scouts in Wisconsin & Michigan. With our rich tradition of excellence and dedicated staff, we have been providing an exceptional program and have become a home for many Units, Scouters, Scouts, and Staff. This year, we will maintain the excellence we are known for while going above and beyond with several new programs and services.

Our staff is delighted that your Unit has chosen to take part in this experience. We began this Summer before last Summer was even over. With hundreds of other camping options, we are glad you chose to spend your Summer with us; it is our goal to provide you and your Scouts with the experience of a lifetime. We have an exceptional group of staff and directors returning, along with some new faces, to ensure we exceed your expectations.

This Leader's Guide provides you with details about our programs, procedures, and services. Please read this guide to prepare your Unit for your adventure at Camp.

I am excited and pleased to serve as your Camp Director and I pledge to obtain our goal of ensuring every Scout and Leader that comes through our gates has their very own "Hiawatha Experience."

Thank you for choosing Camp Hiawatha – my team and I look forward to seeing you at camp!

SCOUTING AMERICA MISSION STATEMENT

It is the mission of Scouting America to prepare young people to make ethical choices over their lifetimes by instilling in them the values of the Scout Oath and Law

SCOUT OATH

On my honor I will do my best,
To do my duty to God and my country, and
To obey the Scout Law. To help other people
at all time, To keep myself physically strong,
mentally awake, and morally straight.

SCOUT LAW

A Scout is:

Trustworthy, Obedient, Loyal,
Cheerful, Helpful, Thrifty,
Friendly, Brave, Courteous,
Clean, Kind & Reverent

It is the policy of the Michigan Crossroads Council to ensure a camping experience without discrimination or harassment on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, national origin, genetic information, or any other characteristic protected by law. The Michigan Crossroads Council prohibits any such discrimination or harassment.

DATES, INCENTIVES, FEES, & PAYMENT SCHEDULE 2025

CAMP DATES

Session #1: July 13-19, 2025

Session #2: July 20-26, 2025

CAMP INCENTIVES

Register your unit to attend Camp BEFORE MARCH 15 and receive 2 FREE LEADERS.

YOUTH FEES

Camp Fee - Includes all Merit Badge Fees

DISCOUNT FEE	Per Scout – For units that register and pay in-full before June 15th	\$395
REGULAR FEE	Per Scout – For Scouts not paid in full After June 15th	\$445
2ND WEEK FOR ANY YOUTH	Good at any MCC Summer Resident Camp Program	\$240

ADULT FEES

FULL TIME ADULT		\$190
PART TIME ADULT	Pro-rated by the day	\$40/DAY

PAYMENTSCHEDULE

TIMEFRAME	REGISTRATION TYPE	AMOUNT DUE
January 15 – March 15	DEPOSIT	\$200
March 16 – April 15	Scout	\$100
	Full-Time Adult	\$100
	Scout	\$125
April 16 – May 15	Scout	\$170
May 16 – June 15*	Full-Time Adult	\$90
	Part-Time Adult	\$40/DAY AS SELECTED

*A \$50 late fee will be added to the amount due for all Scouts not paid-in-full by June 15, late fees do not apply to Arrow of Light Crossover or New Scouts

CAMP HIAWATHA BASICS

MERIT BADGE & CLASS REGISTRATION

Opens MAY 2 at 8am – First come, first served
Scout must have \$100 paid to register for classes

THE BASICS

- Units are asked to please bring your own tents; Camp Hiawatha is unable to provide tents to their units.
- No vehicles are allowed in camp during camp operation. Unit trailers and gear are transported to your campsite by your unit. See page 14 for details.
- As a patrol cooking camp, you will cook the majority of your meals in your campsite.
- We have a beautiful lake for your swimming experiences – we do not operate a swimming pool.
- Internet availability at camp is limited – please plan according.
- Units are encouraged to assist with camp-wide duties such as flag ceremonies, cleaning the shower building, and maintaining a respectable campsite.
- Advancement instruction starts on the times given in this book and end 10 minutes prior to the listed ending time (page 17). Unless otherwise noted, merit badges meet Monday, Tuesday, Thursday, and Friday. Wednesday is reserved for open programming.

CAMP PREPARATION SUGGESTIONS

Arrival

- Have all heavy gear in one vehicle so it can be taken to your campsite all at once.
- Have a copy of all medical forms in alphabetical order for camp to keep. If you mailed in the medical forms, they will be at the medical recheck station.

Advancement

- It is recommended that first year Scouts participate in the First Year Camper Program and one or two simple merit badges that will be listed as a category C on the advancement list once available.
- All Scouts should be given a copy of their advancement schedule. Leaders should also have copies for easy reference.
- Leaders should ensure each Scout has chosen programs according to their interests and ability.
- All Scouts should be made aware of their prerequisites.
- All Scouts are encouraged to read the merit badge pamphlet(s) before coming to camp.

CAMP POLICIES

PATROL COOKING PROCEDURES

Need to update breakfast pickup to 7:00 – 7:30

- Food will be provided by camp and can be picked up at the Commissary window at the camp service building.
- Additional items can be requested through the Commissary Director.
- Those with special dietary needs will be asked to meet with the Commissary Director on Sunday afternoon to review the menu.
- Those with special dietary needs must list them on their online registration.

Commissary Hours

6:45-7:30: Breakfast Pickup
8:45-9:00: Basket Return

11:30-12:00: Lunch Pickup
1:15-1:30: Basket Return

4:30-5:15: Dinner Pickup
6:45-7:00: Basket Return

CAMP OFFICE

- Staff are generally available to answer questions in this building from 7:30 AM - 8:00 PM EDT (except during mealtimes).
- Units are encouraged to sign up to perform camp-wide flag ceremonies during the check-in process.
- Lost & Found is located in the leader lounge.

HEALTH OFFICE

- Available 24 hours a day. If the Health Officer is not in the Health Office, report to the camp office for assistance.
- For medication disbursement, the Health Office will be open a half-hour before and after each meal, and 1 hour prior to taps. Individual arrangements can be made if necessary. Please ensure that your Scouts are responsible in this matter. We recommend that one Leader be responsible for ensuring the Scouts receive their medication when they are supposed to.

TRADING POST

- The Trading Post will be open at various times throughout the day. Look for hours when you arrive.
- Here you will find all the merchandise you need, including everything from hats and shirts to collectibles. You will also be able to purchase additional toiletries, cooking supplies, and other camping necessities.
- You will be able to purchase candy, soda, slushies, and any other food items.
- A camp patch will be given to each camper registered in camp.
- We recommend that each person brings an extra \$85 for purchases in the Trading Post

SHOWERS

- A shower building with individual rooms is available near the campsites.
- Campers need to bring all their own toiletries or purchase them at our Trading Post.

VEHICLES

- For the safety of the Scouts and Scouters, the speed limit on all camp roads is 10 mph.
- No vehicles are to remain in the campsite after 5:00 PM on Sunday.
- If you need a vehicle past the parking lot later than Sunday, obtain a vehicle pass at the Camp Office.
- No one is permitted to ride on a trailer or in the back of a truck bed. Remember, it is only a seat if it has a seat belt.

CAMP POLICIES

BICYCLES

- Each bicycle is permitted to have a maximum of one rider.
- Bikes must stay on camp roads, not trails (unless part of the mountain biking program).
- When not in use, bikes near the unit campsite will be stored off the road in a designated area.
- Bikes must ride on the right-hand side of the road and announce when passing someone else on a bike or walking.
- Absolutely no riding after dusk without a light.
- All riders will maintain safe speeds (10 MPH or less), yield to pedestrians, wear a buckled helmet while riding, and obey any signs.
- Any rule infractions will result in the individual losing their privilege to ride on camp property.

MAIL / EMAIL

- Please have mail addressed in the manner shown.
- You are encouraged to mail things several days early to ensure we receive it before checkout day.
- Due to lack of computer capabilities, we do not offer an email service for the Scouts. Leaders may bring their own computers to use in the commissioner building.
- If there is an emergency family issue, please call (906) 387-2714 and the Camp Director will ensure that the camper receives the message.

Mailing Address

Camp Hiawatha
Scout Name, Unit #, Campsite
E6350 Doe Lake Road
Munising, MI 49862

VISITORS

- All visitors must check in and out at the camp office.
- Visitors are not allowed between the hours of 10:00 PM and 7:30 AM EDT.
- Visitors should not bring pets.
- Persons with disabilities should notify camp prior to their arrival if accommodations are needed.
- Visitors over 21 will need to have a DHHS Central Registry Clearance – see details on page ##
- Guest meal tickets may be purchased for \$8 per meal in the camp office.

EMERGENCIES

- In the event of a camp-wide emergency, the camp siren may sound - at which time, all campers should report immediately to their campsites and gather around the flagpole. A member of the camp staff will come to your site with further instructions. The camp staff undergoes training in handling common types of emergencies.
- A camp-wide emergency situation will consist of any severe weather, wildfire, lost or missing campers, lost or missing swimmers, and any possible severe medical emergency. Anyone who becomes aware of an emergency situation, danger, or unauthorized visitor should immediately notify the nearest staff member who will contact the appropriate camp leadership.

CAMP POLICIES

CAMPSITE MAINTENANCE

- Day-to-day cleaning and ordinary maintenance of the campsite is the responsibility of the unit.
- The site should be policed regularly. The latrine and washstand should be scrubbed daily.
- Repairs to equipment, such as pumps, machinery, and wiring, will be made by a member of the Ranger staff. The need for such repairs should be made known promptly to your commissioner or to the ranger's staff.

DAMAGED CAMP EQUIPMENT

- Any damage to camp-owned equipment through abuse will be the responsibility of the unit.
- Replacement costs will be assessed to the unit based on the retail costs of the damaged item.
- Units will be responsible for paying for damaged equipment before leaving camp.

FIRES & FIREWOOD

- Units are prohibited from bringing firewood into camp because it can harbor many kinds of invasive pests and diseases harmful to our trees. The emerald ash borer is a direct threat to our ash trees at camp. Units are encouraged to gather downed wood at camp. (Firewood is supplied for free please be Thrifty.)
- Fireguard charts are furnished for each campsite and must be filled out upon check-in. Fireguard charts are to be hung on the campsite bulletin board and utilized daily for the duration of the week.
- Free firewood is provided in each campsite.

TENTS

- All units must provide their own tents.
- If you do not have a "No flames in tent" sign stenciled on your tents, you must display a "No flames in tent" sign in the campsite. We have a sign posted on each bulletin board.
- Please refer to the tenting requirements in the "Youth Protection & 2-Deep Leadership" section of this manual.



ARRIVAL & DEPARTURE

With many Scouts and Leaders arriving and checking in at the same time, we need your help. We want to make this the easiest, fastest, and most efficient check-in process you've ever experienced. Staff will be available in the parking lot and at various check-in points to assist wherever needed.

CHECK-IN PROCESS

1. Arrive between 1:00 and 3:00 PM (Eastern Daylight Time) on Sunday with your entire unit. If you will not be able to check-in during this period, please notify us in advance (906-387-2714).
2. A member of the staff will greet you in the parking lot and direct you to your campsite. Drive directly to your campsite. Your unit will have the afternoon to set up camp. Your site guide will meet you at your campsite to help you set up camp.
3. Health Lodge staff will come to your campsite. Be prepared to present a copy of everyone's medical form for camp to keep in alphabetical order.
4. Buddy Tags will also be handed out at the waterfront. If you have done your pre-camp swim checks, present your pre-camp swim check form at check in. If you have not done your pre-camp swim check, a swim check time will be assigned to you.
5. Please turn in Dietary Needs forms at check-in discuss menu with the Commissary director so we can make sure of dietary menu changes and discuss healthy food options for your camper. Alert Medical staff of what may display if eating restricted food items.
6. Leader check in: While your unit is setting up your campsite, send your Scoutmaster or another leader to the Leader's Lounge to check in your unit. Any monies due are required to be paid at this time.
7. The entire group proceeds to the Waterfront for an explanation of safety and proper conduct rules as well as their individual swim test, if needed.
8. Camp wide dinner will be served from the Commissary at 6:00 PM EDT. You will be able to bring the meal back to your campsite or eat in the parade grounds. More details will be provided at check in.
9. A Unit and Senior Patrol Leader's meeting will be at 5:00 PM EDT at the Doc Jewell Pavilion.
10. Emergency drill between 7 and 7:30pm followed by camp Tour.

If your unit needs to arrive early, please indicate this in your registration. Units that arrive early are on their own until check-in starts on Sunday.

CHECK-OUT PROCESS

1. All Units are expected to clean their campsite prior to check-out. This includes; cleaning all cooking gear, picnic tables, patrol boxes, latrines, shovels, and all wood tools.
2. Stack all poles used for camp gadgets in one pile. Borrowed poles should be returned to Scoutcraft.
3. Place all returnable items such as unused dish soap, sanitizer, egg cartons, syrup bottles, etc., into the food basket and return to the Commissary.
4. Pick up all trash in and around your campsite. Put all garbage by the campsite gateway for pickup.
5. Return any equipment borrowed from camp to the appropriate location.
6. Make sure campfire is dead out and campfire ring is clean and free of ashes and debris.
7. Settle your unit's account, pick up your patches, and turn in your Adult Leader and SPL evaluations at the Camp Office.
8. Pick up any participant's (refrigerated) medication in the Health Lodge.
9. Sign up for Summer Camp 2026.



WHILE AT CAMP HIAWATHA

DAILY PROGRAM SCHEDULE

7:00-7:30AM	Commissary Pick-up
7:30 – 8:30AM	Breakfast
8:45AM	Flag Raising Ceremony & Morning News
9:00 – 11:45AM	Advancement & Program Time
9:30 – 10:00AM	Leader's Meeting & Coffee (Leader's Lounge)
11:30 – 12:00PM	Commissary Pick-up
12:00 – 12:45PM	Lunch & Unit Free Time
1:00 – 5:00PM	Advancement & Open Program / Troop Time
4:30 – 5:00PM	Commissary Pick-up
6:00 – 6:45PM	Dinner
7:00 – 9:00PM	Evening Programs / Open Program Areas
8:45PM	Flag Lowering Ceremony at Parade Grounds
9:00PM	Flag Lowering Ceremony in Campsite
10:00PM	Quiet Time

OPEN PROGRAMS OVERVIEW

- In addition to scheduled merit badges, we offer a variety of open programs. These programs do not require advanced sign-up as Scouts are able to drop into these programs at any time they are occurring.
- Specific details regarding the various programs and options will be shared when you get to camp.
- Merit badge tours happen on Wednesday for Animal science, Pulp and paper, Exploration, 1st year camper 5-mile hike. So, plan accordingly.

WEDNESDAY OPEN PROGRAMS

Mid-week at Camp Hiawatha will be an open program day. Your Troop will be able to participate in open program offerings at all camp program areas. Scouts can also use this time to catch up on any advancements they'd like. Self-guided day trips/expeditions around the Munising area are also an option on Wednesday. Note that your unit is responsible to follow all youth protection guidelines in and outside of camp during these opportunities. The camp leadership and/or adventure staff will help you plan your experience, but your unit will be responsible for the leadership. A guided Sea Kayaking opportunity is also available on Wednesday, this activity has an extra charge and must be selected through the online registration system

EVENING PROGRAMS

SUNDAY

- **Adult Leader & SPL Meeting, 5:00 PM, Leader Lounge:** A first day orientation to prepare you for the rest of the week. Please send one adult leader and the SPL from your unit.
- **Camp-wide Tours, 7:30 PM:** An opportunity for new Scouts to become familiar with the layout of camp and returning Scouts to be introduced to changes from previous years.

MONDAY

- **SPL Meeting, 6:50 PM, Leader Lounge**
- **Star Gazing, 11:00 PM, Gilwell Field:** This is a mandatory activity for Astronomy merit badge, although all Scouts and Leaders can participate. Enjoy learning about the constellations, planets, and stars.
- **Opening Campfire, 8:30 PM:** Following dinner sit back and enjoy the staff welcoming you home with skits, songs, and special messages.
- **Star Gazing, 11:00 PM, Gilwell Field:** This is a mandatory activity for Astronomy merit badge, although all Scouts and Leaders can participate. Enjoy learning about the constellations, planets, and stars.

TUESDAY

- **Evening Flags, 7:30** followed by Vespers
- **OA Ice Cream Social, 8:30 PM, OA Building:** Join us for ice cream and learn about the Order of the Arrow. Brotherhood candidates, should sign up for an interview time prior to this event.
- **Outdoor Ethics' Workshop, 8:30,** Scoutcraft
- **Star Gazing, 11:00 PM, Gilwell Field:** This is a mandatory activity for Astronomy merit badge, although all Scouts and Leaders can participate. Enjoy learning about the constellations, planets, and stars.

WEDNESDAY

- **Open Programming:** Various program areas will be open. See evening activities list on page 18. Specific details will be shared at camp.
- **NRA Postal Shoot, 7:00 PM:** Scouts can shoot qualifying targets to earn NRA marksman awards.
- **Wilderness Survival Outpost, 7:30 PM:** Scouts will be heading to the outpost site to practice what they learned during their merit badge program.

THURSDAY

- **Open Programming:** Various program areas will be open. See evening activities list on page 18. Specific details will be shared at camp.
- **OA Brotherhood Hike & Ceremony, 7:00 PM:** All Order of the Arrow members are encouraged to attend.
- **Flag Retirement Ceremony, 7:30 at Council Fire Ring**
- **Star Gazing, 11:00 PM, Gilwell Field:** This is a mandatory activity for Astronomy merit badge, although all Scouts and Leaders can participate. Enjoy learning about the constellations, planets, and stars.

FRIDAY

- **Campwide Picnic, 6:00 PM:** Dinner will be served by the staff outside the commissary building.
- **Closing Campfire, 8:00 PM:** To finish off your last night with us, we will have some special entertainment and recognitions to share with you.

MERIT BADGE SCHEDULE

2025		Camp Hiawatha Merit Badge / Program Schedule										2025				
Adult Training		9:00	9:30	10:00	10:30	11:00	11:30	12/12:30	1:00	1:30	2:00	2:30	3:00	3:30	4:00	4:30
		Intro to Outdoor Leadership Skills										Wilderness First Aid (Monday & Tuesday)				
Aquatics	Lifesaving*		Open Waterfront				Swimming*				Small Boat Sailing		Swimming*		Open Waterfront	
	Canoeing		Kayaking					Small Boat Sailing		Kayaking		Canoeing		Motorboating		
	Motorboating		Rowing													
	Env. Science*		Weather		Pulp & Paper			Env. Science*		Weather		Pulp & Paper				Env. Science*
	Forestry		Soil & Water		Animal Science			Forestry		Soil & Water		Animal Science				
Ecology	Geology		Mammal Study		Bird Study			Geology		Mammal Study		Bird Study			Open Program	
	Astronomy		Reptile & Amph		Insect Studt			Astronomy		Reptile & Amph		Insect Studt				
	Section 2															
Handicraft	Art		Leatherwork		Composite Materials		Space Exploration		Art		Basketry		Open Creation Time			
	Sculpture		Woodcarving		Sculpture		Leatherwork		Sculpture		Space Exploration					
	Basketry				Pottery				Woodcarving				Leatherwork			
	Space Exploration					Basketry				Pottery		Composite Materials				
Adventure	Open Adventure/ Service Project Opportunities															
Scoutcraft	Communication*		Cycling*		First Aid*		Communication*		Exploration		Geocaching		Fishing			
	Geocaching		Orientation		Indian Lore		Camping*		First Aid*		Wilderness Survival	Demonstration				
	Pioneering		Exploration		Wilderness Survival		Orientation		Indian Lore		Pioneering	Activities				
Range and Target Activities	Archery		Archery		Open Archery		Archery		Archery		Archery	Open Archery				
	Rifle Shooting				Rifle Shooting		Shotgun Shooting		Shotgun Shooting		Shotgun Shooting	Open Rifle				
Work Shop	Woodwork		Metalwork				Welding		Auto. Maintenance							

All Programs run Monday/Tuesday & Thursday/Friday unless otherwise noted. Wednesday is set aside for other advancement or fun programs around camp.

All Sessions end 10 minutes prior to listed end time

*Eagle Required

ATV PROGRAM

Our ATV program allows Scouts 14 and older the opportunity to ride in one of those most beautiful places in the state! Riders will take part in an instructional class designed to teach participants how to properly handle their ATV in all sorts of riding conditions. After ground school and riding drills, riders will take part in a trail ride exploring the majesty of the Hiawatha National Forest. Riders will see rugged terrain, wooded land, and much more. This course will result in ASI ATV rider certification.

Space is limited. Proper dress is required including long pants (preferably jeans or another rugged material), long sleeves (shirt, jacket, etc), and boots. Helmets, goggles, and gloves will be supplied by camp. There is a \$65 fee to take part in this program.

- Please fill out the ATV Participation and Hold Harmless Agreement found on page 23-24 or https://scoutingevent.com/Download/272147903/OR/Hiawatha_ATV_Hold_Harmless.pdf and bring it to camp.
- There is a mandatory online course that all participants must complete prior to arrival to camp. Please bring proof of completion - <https://cbt.svia.org/login/index.php>
- The course is free, you do NOT need to pay for the \$25 state certificate



FIRST YEAR CAMPER PROGRAM

The Hiawatha Adventure is a special program for first year campers. This is a hands-on experience designed for Scouts attending summer camp for the first time.

PROGRAM NOTES

- The morning session will run from 9:00 AM to 12:00 PM on Monday, Tuesday, Thursday, & Friday. The afternoon session will run from 1:00 PM to 4:00 PM on Monday, Tuesday, Thursday, & Friday. Wednesday all groups will take a 5 Mile Hike 9:00 AM-1:00 PM.
- Participants will be working on skills toward Scout, Tenderfoot, Second class, and First class ranks. First year Scouts will be introduced to an experience reflecting on Sir Baden-Powell's first camp on Brown Sea Island. Most of the instruction periods will occur within the troop site, with field trips to various program areas. We will be asking for assistance from 1 Adult leader from your troop to help with this program.
- Scouts can take merit badges during the rest of the day they are not in a Program Session.
- The program is all inclusive and includes all program materials: hiking stove, length of rope, slushy mug with a free slushy, special camp T-shirt, unique patch, campcraft of the day project, and either a rocket for Space Exploration merit badge OR an arrow pen kit for Archery merit badge OR a knife pouch kit for Leatherwork merit badge OR a basket for Basketry merit badge.
- To give the best possible first year camper experience, space is limited. The ratio will be no more than 8 participants (size of an average patrol) per instructor. **The cost to participate in this program is an additional \$30.**
- Register for this program online just like you would a merit badge.



MERIT BADGE PRE-REQUISITES

MERIT BADGE/ACTIVITY	PREREQUISITES	COMMENTS
Animal Science (C)	None	None
Archery (B)	None	Practice, limited to 16 Scouts per session.
Art (C)	None	None
Astronomy (A)	None	Req. 6b, 8 can be completed at home, Req. 6b, 8 are weather dependent at camp.
Basketry (C)	None	None
Bird Study (C)	None	Bring a notebook for Field Journal.
Camping (B)	Req. 4b, 5e, 7b, 8c, 9a, 9b	Most of the written work can be done at home.
Canoeing (B)	Be a swimmer (SR)	None
Communications	Req. 5	Req. 5 attend a government meeting.
Composite Materials (B)	Req. 4	None
Cycling (A)	None	Req. 6d is weather dependent at camp. Cost is \$25 limited to 25 Scouts per session.
Environmental Science (A)	Req. 3e	Recommend Req. 4 completed at home, be sure to bring your journal to camp along with your report.
Exploration (A)	None	Scouts will need to bring backpack to class.
First Aid (B)	Req. 1, 5 (bring kit to camp)	Req. 7a (CPR) can be completed at home.
Fishing	None	None
Forestry (B)	None	Req. 8 can be completed at home. Bring your report to camp.
Geocaching (B)	Req. 7, 8	Bring in notes of completion.
Geology (B)	Req. 4	Bring a notebook for sketching.
Indian Lore (C)	None	None
Insect Study (C)	Req. 9	Req. 5, 10 can be completed at home.
Kayaking (B)	Be a swimmer (SR)	None
Leatherwork (C)	None	None
Lifesaving (B)	Be a swimmer (SR), Req. 2 Swimming Merit Badge (SR)	Alternative to Emergency Preparedness.
Log Rolling (C)	None	Waterfront Activity. Not a Merit Badge.
Mammal Study (C)	None	Req. 3 can be completed at home.
Metalwork (A)	None	None
Motor Boating (B)	Be a swimmer (SR)	None
Orienteering (B)	None	Req. 7 can be started at home.
Pioneering (B)	None	Practice knots.
Pottery (B)	None	Req. 7 can be completed at home.

MERIT BADGE/ACTIVITY	PREREQUISITES	COMMENTS
Pulp & Paper (C)	None	Req. 7 can be completed at home
Reptile and Amphibian Study (C)	Req. 8	Bring journal to camp
Rifle Shooting (A)	None	Recommend Req. 1f Practice, limited to 16 Scouts per session
Rowing (B)	Be a swimmer (SR)	None
Sculpture (C)	None	None
Shotgun Shooting (A)	None	Practice, limited to 8 Scouts per session
Small-Boat Sailing (B)	Be a swimmer (SR)	Req. 1b (CPR) can be completed at home
Snorkeling (C)	Be a swimmer (SR)	Not a Merit Badge. Must bring your own mask set or purchase from the trading post. Full face masks are prohibited.
Soil and Water Conservation (B)	None	Req. 7 can be completed at home.
Space Exploration (C)	None	Do not bring your own rocket or engines.
Stand up Paddleboarding (A)	Be a swimmer (SR)	Not a merit badge.
Swimming (C)	Be a swimmer (SR)	Alternative to Hiking or Cycling.
Weather (C)	Req. 2 & 9	Req. 10 can be completed at home.
Wilderness Survival (B)	Req. 5 (bring your kit to camp)	Involves spending a night in an improvised shelter.
Wood Carving (B)	Totin' Chip (SR)	Pocket knives with blades over 3.5" prohibited.

BOLD: Eagle Required

**Welding
Wood working**

**NEW Communications
Automobile maintenance**

New Fishing

FOR LEADERS

LEADER PROGRAMS

With everything in store for the “big kid” campers, there should be no reason why you shouldn’t have even more fun than the Scouts! We offer introduction to outdoor leader skills, CPR Certification and wilderness first aid training.

LEADER MEETINGS

Held daily in the Leader Lounge at 9:30 AM, these meetings will consist of the camp leadership giving you a run-down of all the day’s program information.

Only one leader is required to attend these meetings.

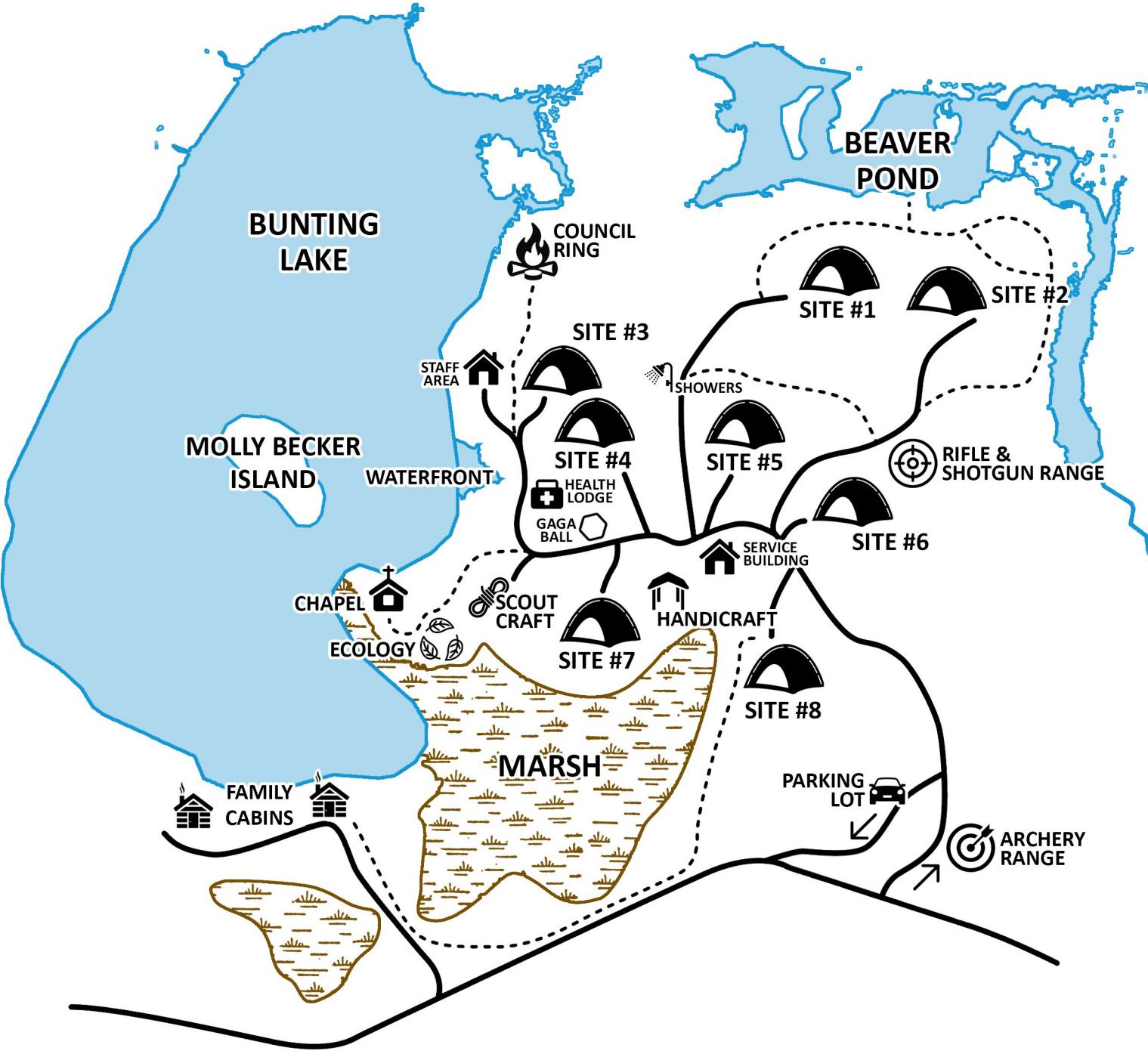
HELP US HELP YOU

We understand that your own unit’s interests are the number one priority, but we welcome your assistance. We ask that you help contribute to the camp with any special skills that you have. Help is always appreciated within program areas, guarding on the Waterfront, and service projects.



CAMP HIAWATHA

E6350 DOE LAKE ROAD
MUNISING, MI 49862



SCOUTS BSA RESIDENT CAMP LEADERS GUIDE



SUMMER 2025

WWW.MICHIGANSCOUTING.ORG



DEAR UNIT LEADERS:

Welcome to a summer of FUN at our Michigan Scout Camps! Our summer camp staff eagerly looks forward to serving you, as you prepare your Unit for the opportunities of adventure offered by all four of our Scouts BSA Resident Camp locations. Summer camp is one of the highlights of a unit's year-round program, and our MCC Camps provide a superior outdoor program experience to all units who camp with us. The leadership lessons, character development, and vocational exploration youth will discover have their greatest impact in the outdoor classroom. Traditions found only in our Michigan Camping System crystallize these experiences and transform them into lifelong memories. It is only here that the pictures in the handbook come to life as youth seek the promised adventure of Scouting. We know your stay with us will be full of adventure and create memories to last a lifetime.

Our 2024 summer camp feedback surveys were very clear: the Michigan Crossroads Council attracts units to our camps because of our extensive, high-quality program offerings, service-oriented staff, A+ rated food service, outstanding facilities, and responsive camp leadership teams. Our enthusiastic Staff is highly trained, motivated, and eager to assist your Unit with a program that promises to give your Scouts the ultimate summer camping experience. Our Staff will do everything possible to exceed your Unit's needs and expectations; our programs are individually tailored to meet the requirements and expectations of all Scouts attending summer camp. You and your Scouts plan your week; we make it happen. If there is any assistance we can provide before your arrival, please share it with us. We are proud of the team and culture of service that we have put together to serve you!

The summer camp experience is an opportunity for your unit to build upon and use the skills that your Scouts have

been building all year. The primary purpose of camp is for Scouts to have FUN! While advancing in rank and earning merit badges are undoubtedly important aspects of the camping experience, we must ensure that our Scouts can engage in many programs that they will enjoy. Utilize the facilities and programs offered at our Michigan Scout Camps to enrich your Unit's summer camp experience; but do not limit your Unit's experience to only the programs offered by the camp staff. Incorporate your own Unit adventures, STEM activities, hike the backcountry trails, have a unit campfire, and take advantage of the time in the great outdoors!

Start preparing for your experience at our Michigan Camps now! Our Camps provide the canvas for you to create your real-life adventure that you will remember for a lifetime. To further assist your Unit's summer camp planning this Leader's Guide consists of two sections:

Section 1: Your Specific Camp / Program

Section 2: Camping Administration (applicable at all camp properties)

We have made every effort to capture all pertinent information. However, please do not hesitate to contact us if your question(s) are not answered. We look forward to greeting you this summer at one of our amazing Camps. We hope that during your week with us each Scout will have the opportunity to experience something new and learn a skill or two that will be useful in their future life, and that each unit will benefit from the great outdoor Scouting experience that our Camps provide. Thank you for choosing to come to camp with us! Have a terrific summer! We look forward to welcoming you "home!"

In Scouting,



Dianna Marsh
Director of Camping Services



Andrew T. Wright
Camping Operations Director



Gregg Zdan
Senior Camping Director

SCOUTING AMERICA MISSION STATEMENT

It is the mission of Scouting America to prepare young people to make ethical choices over their lifetimes by instilling in them the values of the Scout Oath and Law

SCOUT OATH

On my honor I will do my best,
To do my duty to God and my country, and
To obey the Scout Law. To help other people
at all time, To keep myself physically strong,
mentally awake, and morally straight.

SCOUT LAW

A Scout is:

Trustworthy, Obedient, Loyal,
Cheerful, Helpful, Thrifty,
Friendly, Brave, Courteous,
Clean, Kind & Reverent

It is the policy of the Michigan Crossroads Council to ensure a camping experience without discrimination or harassment on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, national orig in, genetic information, or any other characteristic protected by law. The Michigan Crossroads Council prohibits any such discrimination or harassment.

2025 PRE CAMP COMMUNICATION PROMOTION SCHEDULE

Unit Leaders – WE’VE HEARD YOU! Overwhelming feedback last season let us know that we met your needs for pre-camp communications. Please find the 2025 Pre-Camp Communication schedule below to provide you, our customer, with the best promotion and interactive events:

MAY 2025:

Pre-Camp Leader’s Meeting - An IN-PERSON final meeting before your arrival to camp. Bring your summer camp adult leadership and your SPL/ASPL for a light dinner and to get your last-minute questions answered & make sure your unit is prepared for camp. Each camp will also stream live, virtually for those individuals who cannot join us in-person.

April 29 - Grand Rapids Area
April 28 - Grayling / Gaylord Area
April 30 - Detroit Area
May 1 - Great Lakes Bay Area
May 3 - Munising Area

Exact locations to be determined. For information or to register for at Pre-Camp meeting visit: <https://scoutingevent.com/272-precamp2025>.

SUPPLEMENTAL COMMUNICATION:

We will send out monthly emails with camp content, reminders, and links to all the emails that we have collected through your summer camp registration. Make sure you include additional emails to your registration contact.

Sign up for additional camp update emails

<https://michiganscouting.org/camping/sbsa-survey/>



AS ALWAYS, PLEASE CONTACT US WHENEVER YOU NEED! We are here to SERVE YOU!

SUMMER CAMP VIDEO RESOURCE LIBRARY

In an effort to better assist our units with their Scouts BSA Resident Camp planning, the Camping Department of the Michigan Crossroads Council is PLEASED to roll-out our BRAND NEW Summer Camp Video Resources Library.

This library rids the need of relying on the camps to provide you with the information your unit needs to be successful and gives you the power to reach your parent audience AND get answers to your frequently asked questions in the following areas in real time: <https://michiganscouting.org/summervideoresources/>

- General Camp Information
- Summer Camp Unit Support
- Health & Safety
- BlackPug (scoutingevent.com) Usage
- Financial Assistance
- Food Service

To access the over 40 short resource videos, visit:



CAMP APP FOR ADULT LEADERS



Launched in 2022, the Michigan Crossroads Council manages “Camp Apps” for its four Scout BSA Resident Camps at no cost to our customers! The Apps are designed to be used by unit leaders attending events at camp to access camp events, weather, and maps, as well as provide feedback on camp facilities and staff. It also gives unit leaders direct contact links for camp leadership.

The Apps contain a notification mechanism that allows camp staff to push out notification to all Camp App users about emergencies (weather, etc.), changes in programming, trading post sales, upcoming events, safety features, and more!

The Apps are not just designed for summer camping use. During the Summer Camp season, the Camp Apps will have links to the Leaders’ Guides, Camp Menus, Schedules of events, and other useful information that a Unit Leader would like to have at their fingertips. All year long the Camp Apps provide links to various maps, resources, upcoming events, camp contacts, and weather forecasts. In addition, there is a Feedback section that allows you to report Facility issues and give feedback on camp staff performance.

For more information on the Camp App – or to download – please visit: <https://michiganscouting.org/campapp/>



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CONTACT & QUICK LINKS

NAME	POSITION	CAMP	PHONE	EMAIL
Dianna Marsh	Council Director of Camping		517-940-4314	dianna.marsh@scouting.org
Gregg Zdan	Senior Camp Director		734-716-6204	gregory.zdan@scouting.org
Andrew Wright	Camping Operations Director		989-225-7586	andrew.wright@scouting.org
Rebecca Alberda	Camping Administrator		616-785-2662 x3004	rebecca.alberda@scouting.org
Cheryl Burrows	Camping Director	Camp Rotary	810-625-6059	cheryl.burrows@scouting.org
Dan Hill	Camping Director	Cole Canoe Base	517-940-4125	daniel.hill@scouting.org
Marie Becvar	Camping Director	D-Bar-A Summer Camp & Gerber Scout Reservation	360-770-9021	marie.becvar@scouting.org
Joe Smith	Assistant Camp Director	D-Bar-A Summer Camp	810-216-7001	joe.smith@scouting.org
Erick Kestila	Camping Director	Camp Hiawatha	906-280-3023	erick.kestila@scouting.org

**For general questions please contact our Camping hotline:
(517) 816-7755 or camp.michigan@scouting.org.**

QUICK WEBSITE LINKS

Michigan Crossroads Council Website

<https://michiganscouting.org/>

Camping Landing Page

<https://michiganscouting.org/camping/>

Summer Camp Registration Pages

Cole: <https://scoutingevent.com/272-CCBSBSA25>

Rotary: <https://scoutingevent.com/272-CRSBSA25>

Gerber: <https://scoutingevent.com/272-GSRBSA25>

D-A: <https://scoutingevent.com/272-DBASRSBSA25>

Hiawatha: <https://scoutingevent.com/272-Hiawatha2025>

Health Forms

https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf

DHHS Clearance Forms:

https://www.michigan.gov/documents/lara/bchs-camps_001_request_for_central_registry_clearance_4_21_21_723669_7.pdf



QUICK REFERENCES

IMPORTANT DATES

JULY 1 – DECEMBER 31, 2024

Pre-Registration Period

JANUARY 1 – MAY 31, 2025

Registration Period

JANUARY 1, 2025

Camp Scholarship Applications Open
(see page 10)

JANUARY 1, 2025

1st Payment Opens (see page 13)

FEBRUARY 1, 2025

1st Payment DUE

FEBRUARY 2, 2025

2nd Payment Opens

MARCH 1, 2025

2nd Payment DUE

MARCH 2, 2025

3rd Payment Opens

MARCH 15-16 & 22-23, 2025

Merit Badge Enrollment Opens
(see page 13 for specific camp dates)

APRIL 1, 2025

Camp Scholarship Applications DUE

APRIL 1, 2025

3rd Payment DUE

APRIL 2, 2025

4th (Final) Payment Opens

MAY 1, 2025

4th (Final) Payment DUE

JUNE 1, 2025

Finalize DHHS forms and any adult registration applications that need to be submitted to the Council in order to ensure that they will be processed and posted before summer camp begins

CAMP CONTACT INFORMATION



CAMP ROTARY

3201 S. Clare Avenue, Clare, MI 48617
Phone: (989) 386-7943

COLE CANOE BASE

1356 E. Greenwood Road, Alger, MI 48610
Phone: (989) 873-1516

D-BAR-A SCOUT RANCH

880 E. Sutton Road, Metamora, MI 48455
Phone: (810) 245-2250

GERBER SCOUT RESERVATION

1733 Owasippe Road, Twin Lake, MI 49457
Phone: (231) 894-4928

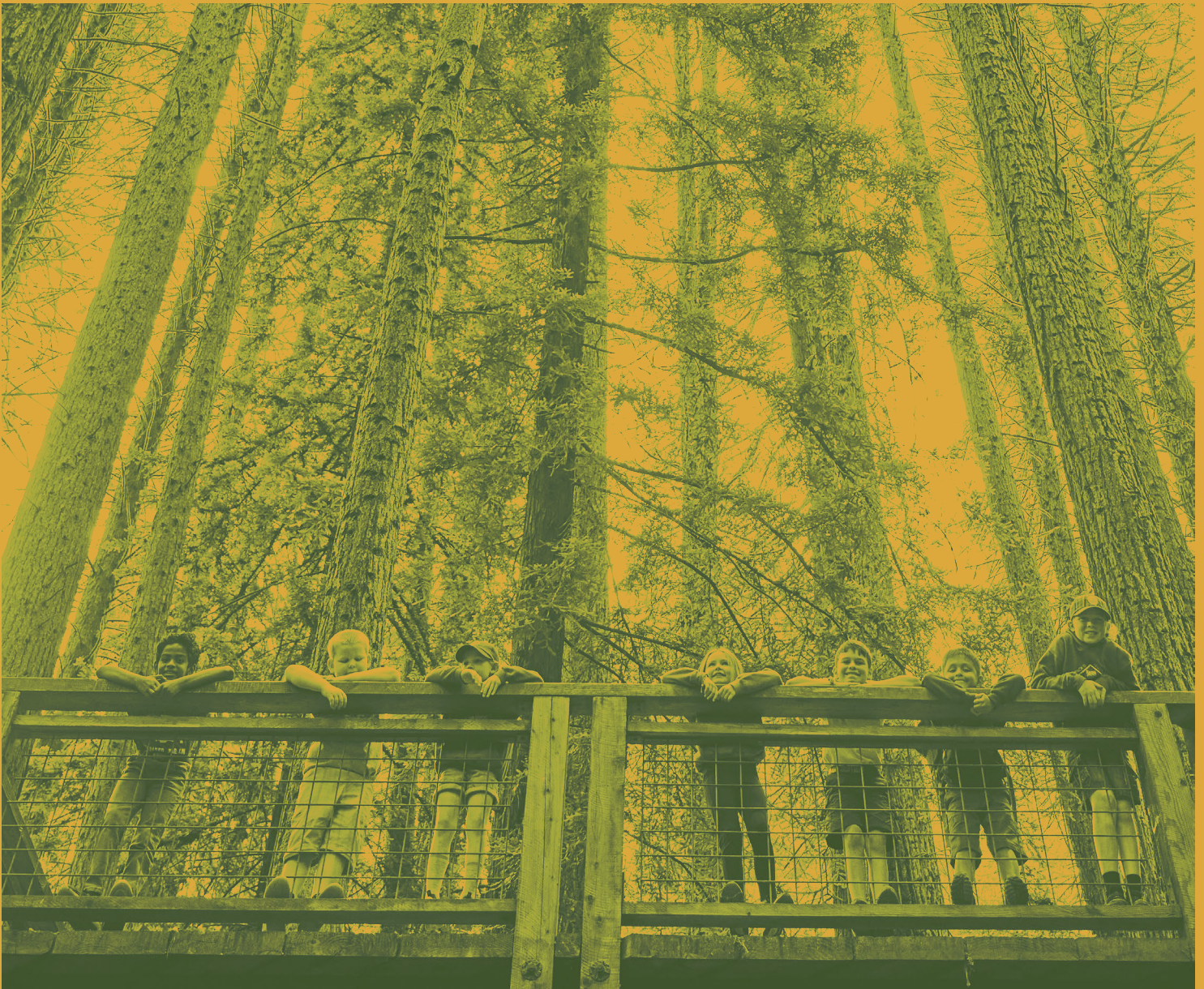
CAMP HIAWATHA

E6350 Doe Lake Road, Munising, MI 49862
Phone: (906) 387-2714

MICHIGAN CROSSROADS COUNCIL – HQ

14258 Michigan Street, Eagle, MI 48822
Phone: (517) 940-4210

PLANNING YOUR SUMMER CAMP ADVENTURE



MCC CAMP FEES

YOUTH FEES

Camp Fee - Includes all Merit Badge Fees

DISCOUNT FEE	Per Scout – For units that register and pay in-full before June 15th	\$395
REGULAR FEE	Per Scout – For Scouts not paid in full After June 15th	\$445
2ND WEEK FOR ANY YOUTH	Good at any MCC Summer Resident Camp Program	\$240

ADULT FEES

FULL TIME ADULT		\$190
PART TIME ADULT	Pro-rated by the day	\$40/DAY

PAYMENTSCHEDULE

TIMEFRAME	REGISTRATION TYPE	AMOUNT DUE
January 15 – March 15	DEPOSIT	\$200
March 16 – April 15	Scout	\$100
	Full-Time Adult	\$100
	Scout	\$125
April 16 – May 15	Scout	\$170
May 16 – June 15*	Full-Time Adult	\$90
	Part-Time Adult	\$40/DAY AS SELECTED

*A \$50 late fee will be added to the amount due for all Scouts not paid-in-full by June 15, late fees do not apply to Arrow of Light Crossover or New Scouts

CAMP SCHOLARSHIPS

The Michigan Crossroads Council provides limited assistance on an individual basis to those Scouts who could not otherwise attend summer camp due to financial hardship. Camp Scholarships will be administered by the Michigan Crossroads Council and forms are available online. Completed Camp Scholarship forms are due by April 1st. Scouts who apply for a Camp Scholarship are still responsible for half of the regular camp fee and must adhere to the Payment Schedule.

** Scouts who apply for a Camp Scholarship may not also receive the Sibling Discount - Sibling Discount will be administered at time of registration.*

ONLINE RESERVATION & PAYMENT SCHEDULE

All MCC Summer Camp Registrations can be made at
<https://michiganscouting.org/scouts-bsa-camp-registration/>



PROGRAM PAYMENTS & REFUND POLICY

STATEMENT

The Michigan Crossroads Council provides Council programs, high adventure camps and other camping experiences to the Scouts and leaders in its service area. These opportunities require Council staff to send deposits to the sponsoring camp, acquire needed supplies and produce mailings to campers and others so the Council sponsored experiences are rewarding and convenient for the Scouts and leaders in our Council.

Fees are usually paid in advance of the event and to ensure the Council can provide the best service to the Scouts the following refund policies will apply. Participants are not considered registered for any event/activity until payment in full has been received.

EVENT REGISTRATION FEES

Event fees are final except in a limited number of circumstances (see listing below) where a refund may be granted. Refunds may be given only if the following circumstances are brought to a Council employee's attention.

Individuals/Groups that cancel their event registration 30 days or more prior to the event date will receive a refund of the total registration fee less a 15% administrative service charge. No refunds will be given for cancellations made less than 30 days prior to the event date. Any/all refund requests must be made within 30 days of the event date.

RESIDENT CAMP REGISTRATION FEES

For Cub Scout and Scouts BSA Summer Resident Camp registrations the cancellation fee is based on 15% of the total event registration fee and not the amount of fees paid at the time of cancellation.

Alternately, Scouts BSA Summer Camp fees may be transferred to another Scout or leader attending. No prorated fees will be given to Scouts wishing to attend a partial week at Scouts BSA Summer Camp.

1. The registered participant has an illness or physical ailment preventing participation in the event and has a signed statement from a medical doctor or healthcare practitioner. The written order must be provided to the Michigan Crossroads Council, 14258 Michigan Street, PO Box 129, Eagle, MI 48822.
2. In the event of the death of an immediate family member (parent, grandparent, brother, sister or anyone else living in the house with the participant). The Council will consider other deaths, which may affect the participant, on a case-by-case basis.
3. Only an employee of the Michigan Crossroads Council may authorize a refund for a Council sponsored event.
4. Any refund of monies for the event is then based on the total event registration fee at the time of cancellation minus the deposit and any money sent to another agency or company for the event. The remaining money is refundable as long as the participant meets the above requirements. Any money that has been sent to another agency or company is considered issued and not refundable.

5. Any event that does not have a deposit, but has an event fee, will be assessed a 15% service charge before any refund is issued. This 15% service charge applies to all non-Council cancellations - including medical, death in the family, family hardship, etc. All remaining money is refundable. Again, the participant must meet the above requirements.
6. Processing these refunds for summer camp may not take place until after the camping season due to the review process. Once approved please allow 30 days for the refund to be processed. Any/all refund requests must be made prior to May 31st for Scouts BSA Summer Resident Camp; or must be made within 30 days of the start of the event date for Cub Scout Resident Camp.

DEPOSITS

1. Deposits are non-refundable. The following will apply for any deposit made for a Council sponsored program.
2. Deposits are not refundable. Any cancellation, once the deposit has been sent to the Council, will be forfeited. Deposits may be transferable to another participant that takes the entire slot for that event.

LATE FEES

The Michigan Crossroads Council and all approved event committees have the opportunity to set late fees or discounts for events. Late fees will be announced with the original posting for the event. Late fees paid to the Council are not refundable.

WAITING LISTS

At times the Council maintains a waiting list. If the participant is not selected to attend the event, all waiting list money will be refunded at 100%, including deposit money.

CANCELLATION BY THE COUNCIL

If the Michigan Crossroads Council or National Scouting America or any agency that has contracted with the Council cancels an event, the Council will issue a full 100% refund (including any Deposit Money).

These policies only affect the Michigan Crossroads Council, Scouting America; its committees and districts. This policy is not transferable to charter partners or individual units (Packs, Troops, Teams, Crews and Posts) of the Council.

EXAMPLES

- A Scout cannot attend an event. Cost of event is \$20. The refund would be \$20 - \$3 (15% service charge) = \$17 refund if notification was made at least 30 days prior to event. No refunds made for notifications made less than 30 days prior to the event date, however, the Scouts' event fee may be transferred to another Scout.

All Refund Requests must be submitted, in writing, within 15 days of the end of the event. Refunds submitted outside of this timeframe will not be considered.

ONLINE CAMP REGISTRATION

For Summer Camp 2025, the Michigan Crossroads Council will continue to use the Black Pug registration platform which utilizes a more user-friendly process and better manages our summer camp attendance. Under this system there are two registration periods, a “Pre- Registration” period and a regular “Registration” period.

As soon as you are ready to sign up for summer camp, a representative from your unit should make an online registration through the MCC web site to register your unit for 2025 Scouts BSA Resident Camp at Camp Rotary, Cole Canoe Base, D-bar-A Scout Ranch, or Gerber Scout Reservation; visit the following link for summer camp availability:

<https://michiganscouting.org/camping/scoutsbsa-summer-camp/>

Once you have selected your week of camp, click on the green **Look Up-Register Xgreen** button and follow the instructions. At the time of registration you will be asked for your contact information, an estimate of the number of campers that may attend, your campsite preference, and to provide your \$200 camp deposit (payable by credit/debit card or electronic check). The person listed with your summer camp reservation will be the person receiving all Summer Camp 2025 electronic communications. We STRONGLY encourage you to add at least one (1) email in the “additional contacts” area of your registration!

If you signed up for Summer Camp 2025 at camp this past summer, this step will be completed for you. For Summer Camp 2025 details (registration & payment dates) please review the following link:

<https://michiganscouting.org/scouts-bsa-camp-registration-2025/>

This will get your unit signed up for the 2025 Camp Season!

Once your unit has registered, your unit's representative will receive e-mail communications about the registration process and other camp news. Units can access their Summer Camp 2025 registration by clicking on the “Lookup Registration” link found on the Summer Camp Registration Page.



PRE-REGISTRATION PERIOD (JULY 1 - DECEMBER 31, 2024)

For Units that register during Summer Camp 2025 a \$200 deposit will be required. In addition to the deposit, an estimate of Youth & Adult attendance is also required. 2 Adults and 5 Youth [7 slots] is the minimum registration requirement. Female participants will require a minimum of one female leader.

REGISTRATION PERIOD (JANUARY 1 - MAY 31, 2025)

For Units that register during this period, Units will not need to pay a deposit but will need to specify the number of participant (youth & adult) slots needed for summer camp. 2 Adults and 3 Youth [5 slots] is the minimum registration requirement. Female participants will require a minimum of one female leader.

ONLINE CAMP REGISTRATION



Any unit may make a registration for any available session of any MCC Scouts BSA Resident Summer Camp for 2025. A registration fee equal to \$60 per slot reserved will be due at that time. **The unit is now financially responsible for the number of slots requested and is subject to the Council Program Payment & Refund Policy.**

Individual names do not have to be specified at this time but can be if the unit chooses to do so. Names will be required, however, before Merit Badge selection can be made.

Units may add new slots (if space is available) or reduce the number of existing slots (subject to the MCC Payment & Refund Policy) until the end of the Registration Period (May 31st). Units may make changes to existing slots until midnight on the Friday before their arrival at camp.

ESTIMATE CONFIRMATION (JANUARY 1 - FEBRUARY 1, 2025)

Units that made their reservation during the Pre-Registration period are required to confirm their estimated numbers (based on camp availability) and the camp fee due will be equal to \$60 per confirmed participant slot. Units that do not confirm their estimate and pay the \$60 per slot by February 3rd may lose their summer camp reservation. Do not confirm a slot unless you have a committed participant - Arrow of Light Crossovers can be registered at a later date.

2ND PAYMENT DUE (MARCH 1, 2025)

For existing reservations, an additional \$60 participant payment is now due for each slot reserved at this time (\$120 total due for each slot reserved). The camp fee due for new reservations at this time will be equal to \$120 per participant slot.

MERIT BADGE REGISTRATION OPENS (SEE SCHEDULE BELOW)

After the 2nd payment [March 1] has been made, Merit Badges for participants can be made beginning on the dates listed below. In order to select Merit Badges, payments totaling \$120 per Scout must be paid by the dates listed below.

- Gerber Scout Reservation – March 15, 2025 – 8:00 AM
- Camp Rotary – March 16, 2025 – 8:00 AM
- Cole Canoe Base – March 22, 2025 – 8:00 AM
- D-A Scout Ranch – March 23, 2025 – 8:00 AM

3RD PAYMENT (APRIL 1, 2025)

For existing reservations, an additional payment is now due in line with the camp payment matrix (found on the next page) for each youth slot reserved. The camp fee due for new reservations at this time will be equal to \$252.50 per MCC Youth Camper and \$262.50 per Non-MCC Youth Camper slot. If this payment is missed (paid after April 1st), the total camp fees paid must equal the full camp fee of \$385.00 per MCC Youth Camper and \$405.00 per Non-MCC Youth Camper.

FINAL PAYMENT & REGISTRATION INFORMATION DUE (MAY 1, 2025)

Unit must finalize Merit Badge registration and all attendee data is required at this time.

Full payments for all camp fees for all participants are now due. Payments made after May 1, 2025 for existing reservations will have a \$50 late fee per participant added (except for Arrow of Light Crossovers).

Units may make changes to existing slots until midnight on Friday before their arrival at camp. Any changes to the number of slots after May 31st will be administered at camp during your financial check-in or by calling camp prior to your arrival.

MANAGING YOUR ONLINE REGISTRATION

Units will maintain the ability to make changes to their registration up until the Friday before their arrival to camp. Units will maintain access to their registration for seven (7) years for reporting purposes. If at any point you have questions about or need assistance with your registration, please contact your Camp Director.

ACCESSING YOUR REGISTRATION:

To access your online summer camp registration, follow the steps below.

1. Go to the registration website for your selected camp:

CAMP ROTARY:

<https://scoutingevent.com/272-CRSBSA25>

COLE CANOE BASE:

<https://scoutingevent.com/272-CCBSBSA25>

D-BAR-A SCOUT RANCH:

<https://scoutingevent.com/272-DBASRSBSA25>

GERBER SCOUT RESERVATION:

<https://scoutingevent.com/272-GSRBSA25>

CAMP HIAWATHA:

<https://scoutingevent.com/272-Hiawatha2025>

2. Click on “Lookup” and then “Lookup Registration” in the top right corner of the screen.

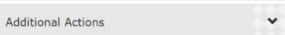
3. Log in to your registration using your email address and reservation number.



ADDING A PARTICIPANT / CHANGING A PARTICIPANT TYPE

NOTE: Units will only be able to add participants if there is space in the session. If a session is full, please contact your Camp Director.

To add an additional participant, or to change a participant type (i.e. Full-Time Adult to Youth Camper), follow the steps below –

1. Log in to your registration using the steps provided in “Accessing Your Registration”

2. Click on 

3. Click on  Add Participants or  Change Participant Type as applicable

4. If adding participants, follow the instructions on the screen and then proceed to checkout

a. The participant will not be added until paid for through the checkout screen

5. If changing a participant type:

a. Select the type of participant to change to from the drop-down menu

b. Select the check box next to the participant(s) you will be changing

c. Click 

CANCELLING A PARTICIPANT

Because cancellations have a financial component associated with them, all cancellations need to be executed by the Camp Director. If your unit needs to cancel a participant slot – please contact your Camp Director.

Units may adjust their reservation numbers without penalty until February 1st. **After February 1st, the unit is now financially responsible for the number of slots requested and subject to the Council Program Payment & Refund Policy.**

Units may cancel participant slots until May 31st. Cancellations occurring between February 1st and May 31st will be subject to a 15% cancellation fee equal to the total amount of the camp fee (i.e. if camp costs \$415.00, the cancellation fee is \$62.25). No refunds will be given after May 31st except as laid out in the Refund Policy (see page 11).

PARENT PORTAL

Parent portal allows the registration contact to provide the parents in your unit with access credentials so they can make payments and complete data entry for their Scouts. As the registration contact, you may be registering an entire unit of Scouts for Summer Camp and the council requires a certain amount of information from each Scout (such as name, rank, dietary restrictions, etc.). If you don't use Parent Portal, then you have two options: enter all this information yourself, or allow your parents full access to the registration by giving each one your registration number and email address. The latter opens up privacy concerns because each parent can see the information for all the other Scouts. By using Parent Portal, you are shifting the data entry and payment responsibilities to the parents while also only allowing a parent to see their own Scout's information.

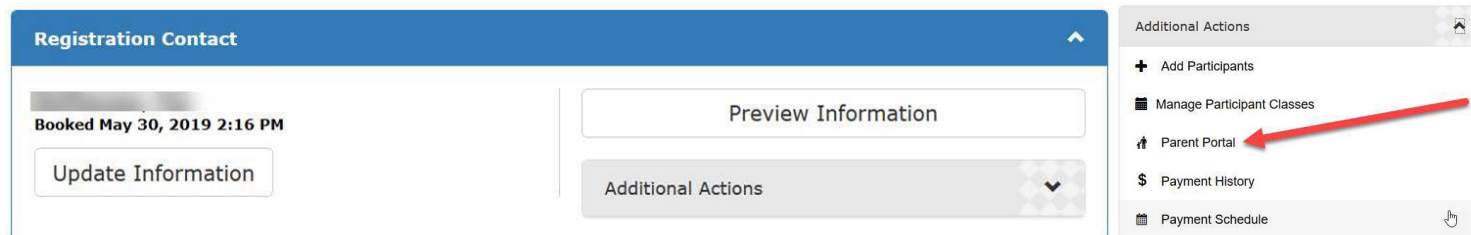
If your unit chooses to use Parent Portal your unit contact's access will remain identical, as if you were not using the feature. You will still be able to access the registration and make changes to attendees or add new attendees.

Your registration contact has the ability to activate or lock other features as part of Parent Portal.

The registration contact can do the following:

- Only allow certain parents access to Parent Portal. This is done simply by only handing out login credentials to those parents that you wish to have access.
- Choose how often the (the registration contact) receive a summary email of changes made by parents. This can be done daily, biweekly, or weekly.
- Prevent parents from making payment or seeing event fees - use this feature if you want parents to be able to enter information on their Scout, but not make payments.
- Allow class selection - use this feature if you want the Scout/parent to make their own class selections online.

To turn on Parent Portal, or to learn more about it, click on the "Parent Portal" icon under "Additional Actions" in the Registration Contact Blue Box on your registration page.



For a guided video on how to use Parent Portal, please visit the link below:

<https://vimeo.com/1033540643>

For a guided video on how parents can utilize Parent Portal, please visit the link below:

<https://vimeo.com/1033540643>

PLANNING FOR CAMP

WHY IS PLANNING IMPORTANT?

Coming to summer camp is a highlight adventure in a Scout's life. Your planning before you even get to camp is the difference between a good experience and a great one. In order for Scouts to feel good about their advancement in camp, they need help in planning what they will do to earn it. Some Scouts will come to camp and sign up for eight or ten merit badges, making it impossible for them to achieve their goals. Some of the badges need to be started at home before the Scout arrives at camp. Help your Scouts achieve their goals by working with them before camp begins.

You will also need to plan to have all the adults you need at camp. Unit leadership must be two-deep. It doesn't have to be the same two people all week, but you will want to begin your planning as soon as possible. This section will help you and your unit committee plan your week at camp and help give your Scouts a great experience.

TIMETABLE

During the fall months:

	Site Fee Due (\$200.00) at the time of reservation
	October/November: Camp adult leadership determined
	November: Individual Scouts' savings plan started - popcorn sales!

Six (6) months prior to camp / (December - January)

	Scoutmaster, unit committee, and youth leaders review their guide books
	Senior Patrol Leader gives final instructions to the Patrol Leader's Council
	Scoutmaster & youth leaders begin program planning for camp; review Leaders Guide
	Determine financial needs and plans
	Begin transportation plans
	Two-deep leadership confirmed for the week
	Equipment needs determined by the Quartermaster and unit committee

Three (3) months prior to camp / (February - March - April)

	First payment per Scout & Adult reserved is due on/before February 1, 2025 in conjunction with payment matrix on page 35
	2nd payment per Scout due (March 1, 2025) in conjunction with payment matrix on page 35 - Scout registration is first-come, first-served
	Online merit badge sign-up opens on March 15, 2025 at 8:00 am - Scouts must be registered (\$120 paid) to sign up - review specific camp merit badge registration start dates on page 34
	Individual commitments for camp are secured for each Scout's family; parents of Scouts not signed up are contacted
	Distribute Scouting America Health Form (and Camp Rotary Release of Campers Form if applicable) to Scouts
	3rd Payment per Scout due (April 1, 2025) in conjunction with payment matrix on page 35
	<i>Secure all Michigan Registry Clearance Forms for all 21+ adults attending camp - including visitors</i>

One (1) to two (2) months before departure / (May - June)

	Check on status of medical exams for all Scouts and leaders
	Unit committee and leaders should schedule a "camp work day" making sure everything for camp is ready
	Confirm transportation arrangements: departure times, places, etc.
	Balance due for all youth, full-time adults, and part-time adults (\$40 per day) in conjunction with payment matrix on page 35 - late fee assessed after this date
	Out-of-council units need to secure a copy of their Council's Accident Insurance
	ALL Michigan Registry Clearance forms are collected & copies made. A new DHHS form is REQUIRED YEARLY. Previous years letters are NO LONGER valid.

Two (2) WEEKS before departure

	Call camp with your final counts for youth and adults (including part time) attending camp.
	Scribe and SPL complete camp roster sheet
	Check to make sure all of your Scouts (including Webelos crossovers) and adults are registered with the unit
	Check on final transportation and physical arrangements
	Inventory all unit equipment
	Set-up and inspect your unit tents!
	Program needs and plans are completed

One (1) WEEK before departure

	Camp Roster is checked to make sure everything is up-to-date
	Collect required youth documentation & check for completion as applicable: Scouting America Health Form: parts A, B, & C Immunization Exemption (if applicable) Camper Release Forms (for Camp Rotary units ONLY) Pre-Requisite Verification Slips
	Collect required adult documentation & check for completion as applicable: Scouting America Health Form: parts A, B, & C Immunization Exemption (if applicable) Proof of Scouting America Membership (<u>with the unit you are attending camp with</u>) Proof of Youth Protection Training completion DHHS Central Registry Clearance Letter (<u>dated for this year</u>)
	Ensure all unit documentation is completed and printed: Unit Roster – on MCC roster sheet; not printed off from your registration Copy of Council's Accident Insurance (Out-of-Council units ONLY) Pre-camp Swim Check Verification (if applicable) Copies of each Scouts' Merit Badge Schedules from your scoutingevent.com registration: Scout Summary Report Class Summary Report Period Summary Report

****Failure to have a completed camp roster and having missing health forms/camper release forms/Michigan DHHS Clearance forms/copies of adult leadership's Scouting America membership will cause your unit to experience lengthy delays in the check-in process.***

PLANNING FOR CAMP

SECURING UNIT LEADERSHIP FOR YOUR TRIP TO CAMP

The ideal method for Scout camping is found in the unit camping successfully under its own leadership. The Unit Committee is responsible for providing leadership to insure a camping experience for all Scouts in the unit. National policy requires at least two (2) adult leaders in all Scout activities. The main unit leader in camp must be 21 years old or older and a registered Scouter. Here's the sequence to provide leadership:

- FIRST:** Registered Scoutmaster
- SECOND:** Registered Assistant Scoutmasters
- THIRD:** Registered Unit Committee members
- FOURTH:** Other registered leadership such as the Chartered Organization Representative, a parent of a Scout in the unit, a member of the Chartered Organization, etc.

Don't say "We can't find a leader," until you've really tried. Remember, it is required and usually easier to secure two leaders instead of one! For additional details, get the publication, "Selecting Quality Leaders" from the Council Service Center.

Procedure for securing Leaders

1. Call a meeting of the unit committee.
2. Discuss qualifications of a good leader.
3. List names of possible leaders.
4. Appoint a sub-committee to get the leaders.
5. Make an appointment with the prospects.
6. Call on the prospects

HOST A PARENTS' NIGHT FOR SCOUTS IN YOUR UNIT ATTENDING SUMMER CAMP

Why a parents' night for camping? Your Scouts will go to camp when their parents are informed of the purpose and advantages of Scout Camping. Parents will be on your team, urging their sons to go when you have answered their questions about Health, Safety, Food, Fees, Leadership, Program, etc. Help parents feel responsible for making the camping program a success.

Preparation for Parents' Night:

When the Unit Committee meets to discuss summer camp plans, select the campsite and date - then register online. Determine unit camp leadership. Then plan your Parents' Night using this guide. You need to get the word around, telling the parents why they should come to the meeting.

1. Our unit is going to camp on (date).
2. Come and learn about the camp program, fees, leadership and the purposes and advantage of camp life to your Scout as a working member of their patrol and unit while in camp.
3. Have your Scouts "talk up" the meeting weeks in advance.
4. Prepare and mail an attractive, informative invitation at least two weeks in advance. Mention special features such as a slide show, camp pictures, speakers, fun, etc. Follow up with personal phone calls



PLANNING FOR CAMP

The Unit Committee's Responsibility:

- Plan the program and get the interest of parents through good promotion.
- Perhaps a potluck or a pancake supper planned by the Scouts would be the best format.
- Parents will help decorate and even wash dishes if they understand that it's part of their "fair share" of the camping effort.
- Friendship, a willingness to serve, and a full turnout are assured when everyone becomes a part of the planning and helps to make the plan work.
- Too often an opportunity to sell parents on your program is spoiled through inadequate planning. Be thorough, be brief, show evidence that your committee means business and knows what it is doing. In a word, be sure your meeting has some polish and enthusiasm.
- Remember that the unit committee obligates itself to provide the opportunity for at least fifteen days and nights of camping for every Scout during the year.

Unit Committee Follow-Up:

- Immediately after the Parents' Night, members of the Unit Committee should visit absentee parents and enlist their support and cooperation.
- As new Scouts join the unit, parents should be personally contacted and the unit camping plans explained by a member of the committee.
- Be sure every Scout and every family is using some type of earning and savings plan resulting in the Scout attending summer camp.

SUGGESTED PARENTS' NIGHT AGENDA

Purpose: To review the unit's plans for outdoor program with parents and promote Scout attendance at Summer Camp. This should be held in January or February.

Pre-opening: Camping exhibits and demonstrations by the Patrol Leaders Council.

Meeting:

1. Opening ceremony by the SPL.
2. Welcome and purpose of meeting by Unit Committee Chairman.
3. Camp promotional program by the Order of the Arrow or other selected summer camp representative
4. The Unit's plans for summer camp by the Scoutmaster.
 - a. Camp selection and why this camp fits the unit's needs this year.
 - b. Camping dates and campsite.
 - c. Camp leadership: exact needs and what is already in place.
 - d. Camp savings plan: suggest ways of earning money & saving for camp.
 - e. How to register, fee schedule and payment due dates.
 - f. **State of Michigan Registry Clearance Rules for Campers & Visitors - PLEASE MAKE SURE YOUR UNIT FAMILY MEMBERS KNOW ABOUT THE MICHIGAN REGISTRY CLEARANCE REQUIREMENTS.** If family members (21+ years old) arrive without MI Registry Clearance, our only option is to page a cleared member of the unit to the Camp Office to escort your visitors during their stay at camp for the day.
5. Question and answer period by the summer camp representative and Scoutmaster.
6. Closing ceremony by the Patrol Leaders' Council.



PLANNING FOR CAMP



SCOUT'S PERSONAL SAVINGS PLAN

Help Scouts Save for Summer Camp

1. In early fall, introduce a chart to the unit and tell members how important it is. Suggest it as a patrol chart so Scouts can sign up by patrol.
2. Urge patrol leaders to sign up first. Put patrol members' names on the chart and get everyone in the patrol to save for camp. "Sign-up" means a Scout has saved at least \$5.00 or more before March 1. (A prize may be offered for the first 100% patrol signed up.)
3. Ask the Senior Patrol Leader or assistant Scoutmaster to bring the chart to the attention of the whole unit on a regular basis.
4. Adults in the unit should find out which Scouts are not signed up and try to get them committed.
5. The unit finance and records committeeman or the unit scribe should collect camp fees on a regular basis. These funds should be kept in trust by the committeeman or scribe.
6. Determine the amount of money each square represents on the chart and on the personal saving record card. Either the unit finance and records committeeman or the scribe may initial the chart with a marking pen for each payment on both the Scout's half of the record card and the unit's copy. The two Personal Savings Record card halves may be punched if desired.
7. If a Scout saves part of the camp fee and, due to an emergency, cannot attend camp, the unit should refund the money to them or give them a choice of camping equipment equal to the amount.
8. Check out our Financial Assistance Videos on the Summer Camp Video Resources page-
<https://michiganscouting.org/summervideoresources/>

*** SCOUTS HAVE THE OPPORTUNITY TO SELL POPCORN ONLINE YEAR-ROUND ***



SUGGESTED INDIVIDUAL EQUIPMENT CHECKLIST:

All personal gear should be marked with the owner's name and unit number

✓	CLOTHING
	Complete Scouting America Uniform
	Hiking boots or shoes (closed toed shoes ONLY)
	Lightweight jacket
	Sweatshirt
	Raincoat or poncho
	Scout Hat
	Extra shirts
	Extra shorts/pants
	Pajamas/sleep clothes
	Handkerchiefs
	6 pairs extra socks
	6 changes underwear
	Tennis shoes (closed toed shoes ONLY)
✓	TOILETRY KIT
	Wash cloths
	Hand towel
	Body towel
	Soap
	Shampoo
	Toothbrush
	Toothpaste
	Comb/brush
	Deodorant
	Sunscreen
	Bug Spray
✓	AQUATIC ITEMS
	Swimsuit (pack on top)
	Beach Towel
	Goggles/swim mask
✓	BEDDING
	TENT (if applicable by camp)
	Pillow
	Sleeping Bag
	Extra Blanket (if desired)
	Ground/sleeping pad

✓	DAY ITEMS
	Daypack/backpack
	Wallet
	Notebook
	Pencils/pens
	Scout Handbook
	Merit Badge Book(s)
	Canteen/Water Bottle
	Camera
✓	EXTRAS
	Medication (in original container)
	Fishing Equipment
	Merit Badge Pre-requisites
	Musical Instrument
	Song Book
	Personal First Aid Kit
	Money (\$) for Trading Post
	Pocket Knife (with Totin' Chip)
	Matches/Lighter
	Compass
	Flashlight
	Batteries

This list is to be used as a guideline, needs will vary between Scouts.

While doing aquatics activities, swimsuits must be modest. For males, tight fitting swim briefs or swim bottoms short enough to allow exposure are not allowed - no speedos. For females, bikinis are not allowed; modest tankinis or one-piece swimsuits are appropriate.

Scouts may bring cell phones to camp for Merit Badge use, photographs, etc. but will **NOT** be allowed to use them if they disrupt class or are used inappropriately.

Scouts should not bring pagers, 2-way devices, or personal computers!

For safety reasons, sandals are only to be worn in the shower or at the beach. Closed toed shoes MUST be worn when traveling through camp!

Every Unit at camp should take a few minutes to determine if it has everything necessary for a quality program. Please refer to the "Suggested Unit Equipment Checklist" on your Camp Registration Page for a suggested list of items to take to camp and consult the Scoutmaster's Handbook for a more detailed list.

HEALTH & SAFETY



HEALTH FORMS



Effective January 1, 2010 the only health form that we are allowed to accept is the Scouting America Annual Health & Medical Record. Please visit the following link for the current health form: <http://www.scouting.org/scoutsource/HealthandSafety/ahmr.aspx>

Parts A, B (both sides), and C MUST be completed including ALL required signatures for all campers - regardless of how long they will be in camp for. Sports physicals and/or any other physical forms will not be accepted. Participants arriving without the proper health form will be expected to complete the proper form at their expense to be able to remain in camp - no exceptions!

Adults without Part C will not be permitted access to camp - no exceptions! Adult leaders will also be required to go through a health check with the unit at check-in.

Any camper arriving to camp, who does not possess a valid BSA Health Form, will not be admitted onto camp property. **There will be no refunds for anyone who is not admitted to camp due to an invalid health form.**

All health forms must be renewed annually for both youth and adults. The BSA Health Form is valid until the last day of the month one year after it was issued (i.e. if your health form is dated June 6, 2021 - it is valid until June 30, 2022).

Per State of Michigan policy, all Health Forms must be kept on file at Camp - HEALTH FORMS WILL NOT BE RETURNED - please bring a photocopy to camp - we are not able to provide a copy of your Health Form to you.

TETANUS SHOTS

For the benefit of individual health, as well as that of the community in general, it is Scouting America national policy that members of the organization adhere to the joint recommendations of the Advisory Committee on Immunization Practices, the American Academy of Pediatrics, and the American Academy of Family Physicians with regard to obtaining age-appropriate immunizations.

When attending Scouting America programs or activities that require an annual health and medical record or specialty physical exam to be completed, it is required to have current tetanus immunization!

Exceptions to tetanus immunization will be accepted for medical, religious, or philosophical reasons. Those who choose not to receive the tetanus immunization are required to fill out a form releasing Scouting America from liability. This form must be attached to your medical form upon your arrival to camp. A copy of this form can be found at the following link: <https://filestore.scouting.org/filestore/pdf/680-451.pdf>

Scouts and adult leaders who arrive to camp without an up-to-date tetanus vaccination or signed vaccination exemption form MUST go and receive one in town at their own expense. Failure to have an up-to-date tetanus vaccination can result in removal from camp.

MENTAL, EMOTIONAL, AND SOCIAL HEALTH (MESH)

Our MESH initiative is in conjunction with the National Camp Accreditation Program and curriculum via the American Camp Association. We aim to craft community, culture, creativity, and a summer of fun. The tools and structure to support mental health outcomes are created through the lens of an emotionally safe environment for people at every level in every program. We encourage a team-based and growth mindset. Our Mental Health outcomes are centered on the balance of a healthy mind and body. We exercise this by teaching through our activities the importance of perseverance, leadership, vulnerability, and compassion.

As a part of our Health Services we have a designated seasonal staff member who supports MESH needs for Campers and Staff in conjunction with our Health Officers. This role is to support the mental, emotional, and social health of all participants and staff. They can relate effectively to diverse groups of people, assist our staff in responding to urgent and/or elevated behavioral or emotional situations, build trusting relationships with participants and staff, and assist in staff training. We utilize our health forms to inquire about mental health issues prior to attending camp to help identify specific support systems.

The following hotline numbers are available to all staff and campers:

ORGANIZATION	CONTACT TYPE	CONTACT NUMBER
Michigan Suicide & Crisis Lifeline	CALL	988
Crisis Text Line	TEXT	SIGNS to 741741
National Alliance on Mental Illness	CALL & TEXT	C: 1-800-950-6264 T: 62640
National Mental Health Hotline	CALL	1-866-903-3787
CAMP ROTARY – CLARE COUNTY		
Community Mental Health for Central Michigan Crisis Hotline	CALL	1-800-317-0708
COLE CANOE BASE – OGEMAW COUNTY		
The Coalition of HOPE Crisis Line	CALL	1-844-865-5569
D-BAR-A SCOUT RANCH – LAPEER COUNTY		
Lapeer County Community Mental Health	CALL	1-810-667-0500
Hope Hotline	CALL	1-800-334-4673
GERBER SCOUT RESERVATION – MUSKEGON COUNTY		
Health West	CALL	231-722-4357
CAMP HIAWATHA – ALGER COUNTY		
DialHelp	CALL & TEXT	C: 1-800-562-7622 T: 35NEEDS to 906-356-3337



YOUTH PROTECTION & 2-DEEP LEADERSHIP

The Scouting America believes that its top priority is to protect the safety of children. Scouting America has developed “Barriers to Abuse Within Scouting” that create safer environments for young people involved in Scouting activities. All Scout leaders must comply with these policies. Violations of these policies put Scouts at risk and will result in disciplinary action, including expulsion from camp and revocation of membership. All camp staff members are required to understand these policies and report any suspected violations as directed by the Camp Director.

TWO-DEEP LEADERSHIP ON ALL OUTINGS REQUIRED.

A minimum of two registered adult leaders, or one registered leader and a participating Scout's parent, or another adult is required for all trips and outings. One of these adults must be 21 years of age or older.

ADULT SUPERVISION/COED ACTIVITIES:

Male and female adult leaders must be present for all overnight coed Scouting trips and outings, even those including parent and child. Both male and female adult leaders must be 21 years of age or older, and one must be a registered member of Scouting America.

Scouting America now requires that **ALL** adults who wish to overnight as part of their camp stay **MUST** be a registered member of Scouting America and **THIS REGISTRATION MUST BE WITH THE UNIT THEY ARE ATTENDING CAMP WITH!** Any adults who wish to stay on any Michigan Crossroads Council property overnight, that cannot show proper registration with Scouting America, must leave the property - no refund!

ONE-ON-ONE CONTACT BETWEEN ADULTS AND YOUTH MEMBERS IS PROHIBITED.

In situations requiring a personal conference, such as a Scoutmaster conference, the meeting is to be conducted with the knowledge and in view of other adults and/or youth.

TWO-DEEP LEADERSHIP AND NO ONE-ON-ONE CONTACT BETWEEN ADULTS AND YOUTH MEMBERS INCLUDES DIGITAL COMMUNICATION.

Leaders may not have one-on-one private online communications or engage one-on-one in other digital activities (games, social media, etc.) with youth members. Leaders should copy a parent and another leader in digital and online communication, ensuring no one-on-one contact exists in text, social media, or other forms of online or digital communication.

AGE-APPROPRIATE AND SEPARATE ACCOMMODATIONS FOR ADULTS AND SCOUTS ARE REQUIRED.

TENTING:

- Separate tenting arrangements must be provided for male and female adults as well as for male and female youth.
- Youth sharing tents must be no more than two years apart in age.
- In Cub Scouting, parents and guardians may share a tent with their family.
- In all other programs, youth and adults tent separately.
- No adult may share a tent with a person of the opposite sex unless he or she is that adult's spouse; spouses may share tents.

LODGING / CABIN ACCOMMODATIONS:

Whenever possible, separate cabins or lodging should be provided for male and female adults as well as for male and female youth. Where separate accommodations cannot be provided due to group size or limited availability, modifications may be made. Where completely separate accommodations are not available, additional supervision is required.

- If adults and youth of the same gender occupy single-room accommodations, there must be a minimum of two adults and four youth, with all adults being Youth Protection trained.
- Physical separation by other means, including temporary barriers or space, should be used only when no other arrangements are possible.
- These modifications are limited to single-gender accommodations.

SHOWER FACILITIES:

Whenever possible, separate shower and latrine facilities should be provided for male/female adults and male/female youth. If separate facilities are not available, separate shower times should be scheduled and posted.

THE BUDDY SYSTEM SHOULD BE USED AT ALL TIMES.

The buddy system is a safety measure for all Scouting activities. Buddies should know and be comfortable with each other. Self-selection with no more than two years age or significant differences in maturity should be strongly encouraged. When necessary, a buddy team may consist of three Scouts – a buddy pair cannot be mixed gender and must be a group of 3. No youth should be forced into or made to feel uncomfortable by a buddy assignment.

PRIVACY OF YOUTH IS RESPECTED.

Adult leaders and youth must respect each other's privacy, especially in situations such as changing clothes and taking showers at camp. Adults may enter youth changing or showering areas only to the extent that health and safety requires. Adults must protect their own privacy in similar situations.

YOUTH PROTECTION & 2-DEEP LEADERSHIP

INAPPROPRIATE USE OF SMART PHONES, CAMERAS, IMAGING, OR DIGITAL DEVICES IS PROHIBITED.

Although most Scouts and leaders use cameras and other imaging devices responsibly, it is easy to unintentionally or inadvertently invade the privacy of other individuals with such devices. The use of any device capable of recording or transmitting visual images in or near shower houses, restrooms, or other areas where privacy is expected is inappropriate.

NO SECRET ORGANIZATIONS.

Scouting America does not recognize any secret organizations as part of its program. All aspects of the Scouting program are open to observation by parents and leaders.

YOUTH LEADERSHIP IS MONITORED BY ADULT LEADERS.

Adult leaders must monitor and guide the leadership techniques used by youth leaders and ensure Scouting America policies are followed.

DISCIPLINE MUST BE CONSTRUCTIVE.

Discipline used in Scouting must be constructive and reflect Scouting's values. Corporal punishment is never permitted. Disciplinary activities involving isolation, humiliation, or ridicule are prohibited. Examples of positive discipline include verbal praise and high fives.

APPROPRIATE ATTIRE IS REQUIRED FOR ALL ACTIVITIES.

Proper clothing for activities is required. Certain activities will require the use of long pants and/or long sleeves. Please check your camp specific appendix for merit badge and program clothing requirements. For questions on summer camp dress code, please refer to page 28.

NO HAZING.

Hazing and initiations are prohibited and may not be included as part of any Scouting activity.

NO BULLYING.

Verbal, physical, and cyberbullying are prohibited in Scouting.

MANDATORY REPORTING OF CHILD ABUSE.

All persons involved in Scouting must report to local authorities any good-faith suspicion or belief that any child is or has been physically or sexually abused, physically or emotionally neglected, exposed to any form of violence or threat, exposed to any form of sexual exploitation including the possession, manufacture, or distribution of child pornography, online solicitation, enticement, or showing of obscene material. This duty cannot be delegated to any other person.

Immediately notify the Camp Director of this report, or of any violation of Scouting America's Youth Protection policies, so he or she may take appropriate action for the safety of our Scouts, make appropriate notifications, and follow up with investigating agencies.

State-by-state mandatory reporting information:
www.childwelfare.gov

ALL ADULT LEADERS AND YOUTH MEMBERS HAVE RESPONSIBILITY.

Everyone is responsible for acting in accordance with the Scout Oath and Scout Law. Physical violence, sexual activity, emotional abuse, spiritual abuse, unauthorized weapons, hazing, discrimination, harassment, initiation rites, bullying, cyberbullying, theft, verbal insults, drugs, alcohol, and pornography have no place in the Scouting program and may result in revocation of membership. For more information, please see Scouting America's Guide to Safe Scouting and Youth Protection resources.

UNITS ARE RESPONSIBLE TO ENFORCE YOUTH PROTECTION POLICIES.

Adult leaders in Scouting units are responsible for monitoring the behavior of youth members and other leaders and interceding when necessary. If youth members misbehave, their parents should be informed and asked for assistance.

INCIDENTS REQUIRING AN IMMEDIATE REPORT TO THE CAMP DIRECTOR.

The following must be reported to the Camp Director for action immediately:

- Any threat or use of a weapon
- Any negative behavior associated with race, color, national origin, religion, sexual orientation, or disability
- Any reports to authorities where Scouting America's Mandatory Reporting of Child Abuse policy or your state's mandatory reporting of child abuse laws apply
- Any abuse of a child that meets state reporting mandates for bullying or harassment
- Any mention or threats of suicide

If someone is at immediate risk of harm, call 911.

If a Scout is bullied because of race, color, national origin, religion, sexual orientation, or disability, and local help is not working to solve the problem, contact Scouting America's Member Care Contact Center at 972-580-2489, or send an email to youth.protection@scouting.org.

SUMMER CAMP CAMPER DRESS CODE

The Michigan Crossroads Council encourages our campers to dress comfortably while they are at camp. Campers should use their best judgement to dress appropriately and not wear anything that would make other campers feel uncomfortable. When packing for camp, the following dress code items should be adhered to:

- **Clothing** should not include profanity or images that do not support the Scout Oath and Law
- **Proper** undergarments should be worn
- **Pants and shorts** must
 - Completely cover undergarments
 - Not allow for exposure of the buttocks
 - Stay up without the use of hands
- **All shirts** must
 - Have wide straps or cover the shoulders - no "spaghetti straps"
 - Not be see-through or expose the side of the body
 - Be worn at all times outside of the aquatics area or shower house
- **Closed-toed shoes** must be worn at all times except while in the aquatics area, shower house, or as deemed safe by the Camp Director. At no time should a camper be **barefoot** unless in the designated Aquatics areas, the shower, or in their tent. For the safety of our campers, the MCC strongly discourages the wearing of Crocs, Hey Dudes, and similar style footwear. Specific camp programs, including but not limited to Climbing & Industrial Arts, will require sturdy footwear – please contact your Camp Director for more details.
- **Swimwear** must be modest
 - For males, tight fitting swim briefs or swim bottoms short enough to allow for exposure are not allowed - no speedos
 - For females, bikinis are not allowed, modest tankinis or one-piece swimsuits are appropriate



SPECIAL DIETARY NEEDS

The Michigan Crossroads Council defines a special dietary need as one of the following:

1. A known food allergy
2. A diet based on a pre-existing medical condition
3. A diet based on religious principles

Persons with diets that do not fall under the above categories do not qualify for special diet services while at camp. Please consult with the Camp Director for further information & guidance.

Our camps continually strive to make your dining experience a positive one during your stay with us. Great care is made to ensure quality, quantity, & variety in each meal we prepare.

However there are also people who require special attention to their diet. We make it a practice to accommodate as best we can those who have special dietary needs. This can be done by contacting the Camp Director at least **2 weeks** prior to your arrival at camp.

While every effort will be made to accommodate the special dietary needs of you and your Scouts, you may need to bring supplemental food items to camp that we cannot provide locally.

Campers who require special diets should note so on their registration. In order to make your final payment for camp, you will need to list any dietary restrictions on each camper's registration.

! Dietary Restrictions ?

Dietary Restrictions

If the camper has no dietary restriction, simply type "NONE" in the box.

If the camper does have dietary restrictions, type them here. Dietary restrictions include:

- Food allergies (i.e. eggs, milk, soy, banana, etc.)
- Diets based on a medical condition (i.e. gluten free, vegetarian, vegan, etc.)
- Diets based on religious principles (i.e. Kosher, Halal, etc.)

MCC has worked with both our food service provider and local businesses to do our best to accommodate our campers that have special dietary needs. In the event that we cannot accommodate a special dietary request, campers with a highly regulated diet will sometimes need to bring their own food to camp with them.

The Michigan Crossroads Council operates "nut free" dining facilities.

MICHIGAN & SCOUTING AMERICA/MCC CAMPS

POLICIES

RULES & REGULATIONS



STATE OF MICHIGAN REGULATIONS FOR 2025

DHHS CENTRAL REGISTRY CLEARANCE REQUIREMENT

All campers and visitors over the age of 21 are required to comply

The State of Michigan requires all adults (21 and older) that are on camp property to go through a Central Registry Clearance with the Department of Health & Human Services of Michigan (DHHS). Although the rule states that this pertains to "staff", the state defines "staff" as either a paid employee OR a volunteer who has responsibility for the direct care or supervision of campers or who has unsupervised contact with campers. The State of Michigan requires us to document that EVERY individual aged 21 and older on camp property be cleared by the Central Registry / State of Michigan.

All campers and visitors are required to get a new letter **ANNUALLY!** Previous year's letters are NOT valid.

Both CAMPERS and VISITORS 21+ years of age who plan to attend OR visit any MCC Summer Camp this summer must:

1. APPLY: Submit a [State of Michigan Request for Central Registry Clearance Form](#) – there is no cost associated with this process.

DO NOT REQUEST TO MAIL YOUR RESULTS TO THE CAMP!!! Results **must** be mailed or emailed to the individual requesting clearance.

2. OBTAIN AND COPY: Upon approval, the individual seeking clearance will receive a form letter, DHHS 1910, from the State of Michigan showing that they have been cleared. The individual will need to make a **copy** of this letter for **each** camp they plan to attend / visit during the summer season.

3. SUBMIT: For Campers – a copy of each camper's DHHS Clearance Letter must be submitted to the camp office upon their arrival to camp. For **full-time** campers, this will need to be turned in during the Unit's check-in process. For **part-time** campers, this can either be turned in during the Unit's check-in process or can be presented by the individual when they check in to camp.

Campers who cannot provide a DHHS Clearance Letter will not be granted access to the property – no refunds will be given to individuals who cannot access camp due to not having a Clearance Letter.

For Visitors – a copy of each visitor's DHHS Clearance Letter must be submitted to the camp office upon check-in. Visitors who cannot submit a DHHS Clearance Letter must agree to be always escorted by a cleared individual while on the property OR will not be granted access to the property.

Units will be responsible for providing escorts to Uncleared individuals from their unit – camps will not provide an escort for any visitors.

To ensure that your Unit family & friends who will be visiting you this summer do not get turned away or delayed, please notify your unit families of this State of Michigan rule.

DOWNLOAD THE DHHS FORM AT

<https://bit.ly/3VG9XFw>

ADULTS ATTENDING CAMP FROM OUT OF STATE should contact their Camp Director for more specific instructions.



STATE OF MICHIGAN LAWS/ADMINISTRATIVE RULES

Public Act 116 of 1973 provides for the licensing of children's camps. Administrative rules require written procedures on the following items be provided to every staff member and leader:

Rule 113 No camper shall be deprived of food or sleep, be placed alone without staff supervision, observation and interaction, or be subjected to ridicule, threat, corporal punishment, hazing or excessive physical exercise.

Rule 115 It is mandatory that any staff member or volunteer report to their director any actual or suspected case of child abuse or neglect immediately. The Director shall immediately contact the Camp Director, who shall by phone report to the Centralized Intake at 855-444-3911 and file a written report within 72 hours. "This is the responsibility of all staff members and volunteer leaders."

The camp staff members shall ensure confidentiality of the information and only involve those necessary according to the reporting procedures. In addition, If the alleged abuse occurred at camp, the camp director shall ensure the alleged perpetrator is separated from the campers until the incident is resolved, until the threat is removed, or as long as necessary to protect the safety and welfare of the campers.

Rule 119 Each staff member and volunteer leader must be alert at all times to each camper's physical state. Any observed change should be reported to the Camp Director for the appropriate action. This can most easily be done during swim checks (cuts, bruises, etc.) and at meal times for behavioral patterns.

Rule 123 The camp shall hold all prescription and nonprescription drugs and medications in locked storage unless medically contraindicated.

Rule 400.1111 A camp shall ensure that the ratio of adult staff members to campers at any one time is as follows:

1. For campers below the age of 13, during their awake hours there shall be 1 adult staff member for every 10 campers or a fraction thereof beyond the first 10.
2. For campers below the age of 13, during their sleeping hours there shall be 1 adult staff member for every 14 campers or a fraction thereof beyond the first 14.

3. For campers 13 years of age or older, there shall be 1 adult staff member for every 14 campers or a fraction thereof beyond the first 14.
4. For campers with disabilities, during their awake hours there shall be 1 adult staff member for every 3 campers or a fraction thereof beyond the first 3.
5. For campers with disabilities, during their sleeping hours there shall be 1 adult staff member for every 6 campers or a fraction thereof beyond the first 6.
6. The minimum number of staff on duty and in camp is 2 adult staff members

In a camp that has more than 50 campers, the camp director shall not be included in determining the staff member-camper ratio and shall not serve full-time as the health officer or as an aquatics supervisor.

MCL 722.113f Child care organization receiving notice of high-risk special investigation; notification to parent or legal guardian;

1. There is also a written notification that is required. See Statute "MCL 722.113f(2): Except as provided in subsection (5), within 24 hours after a child care organization receives notice that a high-risk special investigation is being conducted by the department, the child care organization shall make a good-faith effort to make oral notification to each parent or legal guardian of 1 or more of the following:
 - a) Children who were under the child care organization's care at the site and the time the incident being investigated occurred.
 - b) If the individual being investigated is still present at the child care organization at the time of the investigation, children who have or will come into contact with the individual being investigated as long as that individual is present at the child care organization.
2. The child care organization shall send written notification within 1 business day after the initial good-faith attempt under subsection (1) at oral notification. For the purpose of this subsection, written notification shall be given by 1 of the following:
 - (a) Mail service.
 - (b) Facsimile transmission.
 - (c) Electronic mail.

CAMP BEHAVIORAL POLICIES

YOUTH AND/OR ADULT VIOLENT BEHAVIOR

The directors and staff at our camps are coached in preventative measures when it comes to youth and/or adult violent behavior. We are not trained, nor do we have the ability, to handle situations relating to violent behavior. If these types of situations should arise at camp, we will immediately contact local authorities for professional assistance. The youth and/or adult will be sent home to seek professional guidance - no refund. Please keep us apprised of any discipline/behavior problems you may experience during the week. The Michigan Crossroads Council maintains a zero-tolerance policy for violent behavior.

DISCIPLINE POLICY:

Our campers' safety is our first and foremost priority. Actions taken by any camper that puts another's safety at risk, such as Youth Protection violations, allegations of abuse, self-harm, verbal or physical assault, and other actions clearly defined in Scouting's Barriers to Abuse and the Guide to Safe Scouting will result in immediate action by the camp administration. This action will include a discussion with the Unit Leader at camp and may result in expulsion from camp based on the degree of the action.

EXPULSION POLICY – REMOVING A CAMPER FROM CAMP:

If, in our judgement, any camper's behavior places the well-being of others at risk of injury, we will act quickly and decisively to resolve the situation:

- Closer supervision
- Redirection to more appropriate activities
- Removal from tense situations
- Firm and consistent limit-setting
- Provision of alternative outlets for the expression of feelings

The camper code of conduct states that Scouts and Adult Leaders that visit our camp properties for their summer camp experience will adhere to the rules, policies, and procedures of the specific camp they are attending, the Michigan Crossroads Council, and Scouting America.

By signing you or your Scout up for a summer camp experience, you are agreeing to adhere to these rules, policies, and procedures.

If we are unable to achieve positive change, our goal is to connect the camper with the professional supports needed for their success, while maintaining a safe environment. If inappropriate or unsafe behavior has not been resolved within a reasonable amount of time, despite our efforts, expulsion from Camp may be appropriate.

In the event that a camper will need to be removed from camp, our staff will work as a team with unit leadership and the parents/guardians of youth campers for the best care plan for them. A teamwork approach is the only way to correct repeated inappropriate behavior. Parents patience, support, and follow through are not only appreciated, but also necessary. Expulsion from the program will be considered in extreme situations, or when dictated by Scouting's Barriers to Abuse and/or the Guide to Safe Scouting. This includes, but is not limited to, physical altercations, discriminatory language, and failure to follow camp, council, or national policies and procedures.

When a parent signs a camper up for camp, they agree to be available (or to have another designated guardian available) to pick up their camper should the need arise. Expulsion from camp will be facilitated by the Camp Administration through the Unit Leader.



NATIONAL CAMP ACCREDITATION PROGRAM



The National Office of Scouting America states that the purpose of the National Camp Accreditation Program (NCAP) is to help councils elevate camps to new levels of excellence in delivering Scouting's promise to youth. Councils will engage in a rigorous review of camps and properties, continuous improvement, and correction or elimination of substandard practices.

NCAP achieves this purpose through the following:

- National Camp Standards
- Application and Authorization to Operate Review
- Camp Strategic Analysis
- Continuous Camp Improvement Program
- Annual Camp Assessment Process

Only camps that successfully complete all five aspects of the NCAP are Scouting America accredited camps.

Our camps are inspected during the first week of operation by a team of trained "Visitation Specialists" to ensure that our camps & programs meet Scouting America National Standards. The State of Michigan / Department of Human Services, the Health Department, the State of Michigan Licensing & Regulatory Affairs Department, and other departments concerned with the safety and well being of our campers also make routine inspections of our properties and programs.

Per standard AO-802, all Michigan Crossroads Council Camps continue to earn and operate as BSA NCAP Accredited Camps.

BSA/MCC CAMP POLICIES

YOUTH PROTECTION REPORTING POLICY

Any suspicion or belief that any child is or has been physically, emotionally or sexually abused, exploited or exposed to any form of violence, threat, pornography or obscene material should be reported to the local authorities AND to the Scout Executive. At summer camp, the Camp Director serves as the designee for the Scout Executive.

State of Michigan policies on youth protection can be found on page 32 of this guide.

The Michigan Department of Health and Human Services hot line number is 855-444-3911. This toll-free number allows you to report abuse or neglect of any child or adult any time day or night.

DRUGS & ALCOHOL

The Michigan Crossroads Council and Scouting America are committed to providing a safe, healthy, and productive camp and camping experience. Accordingly, the possession or use of, or being under the influence of, illegal drugs (as classified under federal, state or local laws), including marijuana, and / or the possession of drug paraphernalia, will not be tolerated on any properties (including camps) of the Michigan Crossroads Council or Scouting America.

Smoking is only permitted in the designated smoking area, away from campers and guests. Cigarettes, cigars, pipes, e-cigs, vapes, snuff, chew, and other tobacco products/ nicotine delivery devices are not permitted outside of the designated smoking area.

Possession, consumption, or being under the influence of alcohol, including beer, will not be tolerated on the properties of the Michigan Crossroads Council or Scouting America.

Violation of this policy will result in immediate removal from camp (with no refund) and may also result in legal prosecution.

While the proper use of prescribed medication by a patient under the care of a physician is permitted, such prescription medications must be dispensed by the Camp Health Director or the designated Unit Leader in your site in accordance with the rules of Scouting America.

Michigan Crossroads Council Camps are "Drug & Alcohol Free Zones."

For purposes of this policy, marijuana is an illegal drug and is not a prescribed medication.

ILLEGAL, IMMORAL, AND/OR UNACCEPTABLE ACTS

As a character building organization caring for other people's children in camp, illegal, immoral or other activities generally considered unacceptable by society have no place in Scouting America. This includes all forms of hazing and unit initiations.

LIVING QUARTERS

The Michigan Crossroads Council and the Boy Scouts of America reserve the right to enter quarters (not limited to but including tents) during reasonable hours, when necessary, in order to provide for efficient service, repairs, improvements, maintenance, fire safety inspections, or enforcement of Michigan Crossroads Council and Scouting America regulations and policies.

SUMMER CAMP CAMPER DRESS CODE

The Michigan Crossroads Council encourages our campers to dress comfortably while they are at camp. Campers should use their best judgment to dress appropriately and not wear anything that would make other campers feel uncomfortable. When packing for camp, the following dress code items should be adhered to:

- **Clothing** should not include profanity or images that do not support the Scout Oath and Law
- Proper **undergarments** should be worn
- **Pants and shorts** must
 - Completely cover undergarments
 - Not allow for exposure of the buttocks
 - Stay up without the use of hands
- **All shirts** must
 - Have wide straps or cover the shoulders - no "spaghetti straps"
 - Not be see-through or expose the side of the body
 - Be worn at all times outside of the aquatics area or shower house
- **Closed-toed shoes** must be worn at all times except while in the aquatics area, shower house, or as deemed safe by the Camp Director. At no time should a camper be **barefoot** unless in the designated Aquatics areas, the shower, or in their tent. For the safety of our campers, the MCC strongly discourages the wearing of Crocs, Hey Dudes, and similar style footwear. Specific camp programs, including but not limited to Climbing & Industrial Arts, will require sturdy footwear – please contact your Camp Director for more details.
- **Swimwear** must be modest
 - For males, tight fitting swim briefs or swim bottoms short enough to allow for exposure are not allowed - no speedos
 - For females, bikinis are not allowed, modest tankinis or one-piece swimsuits are appropriate



PERSONAL EQUIPMENT, FIREARMS, FIREWORKS, AND AMMUNITION

Michigan Crossroads Council policy DOES NOT allow for any of the following personal items / safety equipment to be brought onto camp property:

Firearms*:	Rifles, shotguns, pistols (including off-duty law enforcement), bows, crossbows, etc.
Shooting Sports*:	Wrist rockets, slingshots, tomahawks, throwing knives, etc.
Ammunition*:	Bullets, slugs, shot-shells, BBs, arrows, etc. (Ammunition is never allowed outside of the range area in any form)
Fireworks*:	Poppers, firecrackers, fountains, mortars, etc.
Climbing:	Harnesses, helmets, gloves, carabiners, belay devices, rope, etc.
Aquatics:	Lif jackets, personal watercraft + paddles & oars, lifesaving equipment, etc.
Skilled Trades:	Welding jacket, welding gloves, welding helmets, hand tools, etc.

*Violations will result in immediate removal from camp - no refund. The MCC maintains a “zero-tolerance” policy on firearms, shooting sports, ammunition, and fireworks violations.

All of our MCC Camps provide adequate equipment to serve your unit’s shooting sports, climbing, and other program needs. All personal equipment should be left at home and not brought with you to camp.

Campers that have any of the above listed items (including service pistols) will be given the opportunity to turn them in to the Camp Office upon Sunday check-in. There, they will be stored under lock and key until the end of the week. You **MAY NOT** lock any personal equipment in your vehicle (including service pistols). Personal equipment will then be returned to you upon your departure from camp. Personal equipment will **NOT** be allowed to be used on camp property. Failure to turn in personal equipment will result in your immediate removal from camp - no refund!

TRANSPORTATION

The Michigan Crossroads Council is not able to transport individuals to “off the property” activities (except for pre-approved and licensed “Trek Programs” as defined by NCAP and the State of Michigan) or appointments, including non-emergency medical situations. The unit is responsible for all “off property transportation” and is to make sure that those providing that transportation are doing it in accordance with all rules and regulations established by the National Council of Scouting America and the State of Michigan. Units must make sure that the vehicles being used to transport Scouts are in excellent working order, the driver is currently licensed, and all appropriate insurances are in effect.

Camp vehicles are NOT available for the transport of Scouts or Leaders. If a camper needs gear transported during the week, prior arrangements must be made with the Camp Office.

All riders are to use seat belts at all times and are not to distract drivers at any time. All emergency situations are dealt with as is appropriate.



FINAL REMINDERS

- All persons who wish to attend Michigan Crossroads Council camps must be registered with Scouting America.
- The person in charge of your unit must be currently registered as a Scouter who has been a proved by the unit's Chartering Organization and be at least 21 years old.
- Units must have 2 deep leadership at all times.
- All unit reservations are made to best accommodate our customers and the space available in each campsite. Depending on the Unit reservations for your week at camp, your campsite may be home to more than one unit. Sharing a campsite can provide your Scouts with an excellent opportunity to make new friends and share in the many duties and activities available at camp during your week at camp. **Each MCC Camp reserves the right to make final campsite assignments or re-assignments.**
- **No pets** are allowed in any area of camp beyond the parking lot - Please make sure your visitors are aware of this policy. This rule does not pertain to registered service animals with accompanying paperwork. **At our MCC camps, a service animal is a dog that is trained to do work for, and to assist, an individual with a disability. Emotional support and other therapy animals are not considered service animals under ADA Title II and Title III.**
- Closed-toed footwear must be worn in camp at all times except while in the designated aquatic areas, shower, or bed. This includes traveling to or from the Aquatics area or a shower house.
- Anyone arriving at or leaving camp must sign in or out at the Camp Office.
- No flames or open fires are permitted in tents at any time.
- It is a violation of law to tamper with smoke detectors in camp buildings and structures.
- The Scout uniform is the proper dress for dinner & evening flag. It is strongly encouraged at all other times.
- Scoutmasters are responsible for discipline of the Scouts in their units.
- Scouts are not allowed in restricted areas without permission of the staff member on duty. Restricted areas include the Aquatics, COPE & Climbing, and Shooting Sports program areas - other areas as indicated by each camp.
- Flammable liquid stoves and lanterns must be used and filled only by adult leaders. Liquid fuels must be stored in accordance with each camp's Chemical Fuel Policy.
- Other rules deemed necessary by each individual Camp Director.

YOUR UNIT

PROGRAM

AT CAMP



PLANNING FOR CAMP

The program of each camp is based on the needs, desires and interests of units and individuals as expressed in the Unit Program Schedule. Each unit will have its own program highlights prepared prior to arrival at camp. When you and your Scouts arrive at camp, you'll find a staff that is ready, willing, and able to assist you with your week's program. The staff is there, not to lead your unit - that's your privilege as a Scout leader - but to provide assistance in the form of counseling merit badges, providing backup service, and to give the Scouts a role model.

Time and again, research has shown that Scouts remain in the Scouting program when their Units take the extra time to plan a strong outdoor program. We know from experience that Units who plan their summer experience before they arrive are the ones that leave camp the most satisfied.

Your unit should plan to take full advantage of your week at camp. Patrol structure should be used to help the Scouts get used to democratic leadership. In order to ensure that your Scouts have the opportunity to take and complete the merit badges of their choice, you'll need to coordinate with them and guide them **before** they get to camp.

While at camp, don't forget that you have a voice in how camp is being run. All of our Michigan Crossroads Council camps offer Leaders Roundtables where your comments will be greatly appreciated. Don't wait until Saturday and your evaluation to tell us your needs. Ask during the week, and you'll be pleased when the staff is eager to help you.

Please make the information in this guide available to all Scouts and Leaders attending camp - as well as any parents whose child will be in attendance. By allowing everyone involved to have the same information, communication and understanding between all parties becomes much easier! **Be Prepared!**

As a thank you for your thorough comprehension of this material, please see the Business Manager at 4pm on Thursday for a special gift.



DEVELOPING YOUR UNIT'S PROGRAM

Planning your program should start now. It is not necessary to plan everything down to the minute. A brief outline is what you need at this time:

- a. Become familiar with this Leader's Guide AND the Program Specific Guide for your Camp
- b. Discuss all program possibilities with your Patrol Leader's Council.
- c. Know the needs and wishes of the Scouts in your unit. Have your patrol leaders make a list of the needs of each Scout in their patrols and the activities they would like to do as a patrol or as a unit. They should report back to the Patrol Leaders' Council.
- d. At the next Patrol Leaders' Council meeting, develop your program based on your needs and desires.
- e. Remember, your unit program must be flexible for you to share the facilities with other units in camp.

The camp program is the combination of all the factors of living in the camp community. Since each unit's program will be different, the needs and interests are different. There are four general patterns within the unit's program that should be in evidence. They are:

1. Activities in which all members of the unit take part.
2. Activities that are best carried out on a patrol basis.
3. Informal activities more suitable for a few Scouts to do together.
4. Special interests a Scout might follow on their own.

There will be many activities in camp for which adult leaders and unit leadership will accept sole responsibility. They may seek information or help from the staff or a commissioner, but it is important that each unit establish its own identity and gain experience in the building and administration of its own program. It isn't Scout camping unless the patrol is the functioning group in the administration of the unit program in camp. The balanced program - the total living experience in camp - must revolve around the Scout and their personal interests with their friends, in their patrol, in their unit, and in their camp community.

It is the responsibility of adult leaders, unit leaders, and the Patrol Leaders' Council to establish the program and schedule for the unit. Within this program and schedule, adequate time for the four general patterns listed above should be allowed. The unit is a source of authority and the framework within which the complete program is planned as far as the Scout is concerned.

ADVANCEMENT

ADVANCEMENT IN CAMP

Summer camp holds many opportunities for advancement, particularly in areas related to the outdoors. The camp staff includes many experts who will assist Scouts in advancement. Scout advancement requirements and procedures, of course, must be followed at camp as they would be in any other setting.

All advancement in Scouting occurs in four parts. This does not change at summer camp. These parts are:

1. **The Scout learns** in meetings, on hikes, while camping, and on their own.
2. **The Scout is evaluated.** The unit leader's council may name patrol leaders, qualified youth leaders, unit instructors, and/or unit leaders of the unit committee to test Scouts on advancement.
3. **The Scout is reviewed.** Boards of review for all progress awards are conducted by at least three members of the unit committee. The rank of Eagle requires a special review by at least three members of the unit committee and a member of the district advancement committee. This is not held in camp.

Procedure at camp:

- a. The progress award review is set up by the Scout Leader and conducted as outlined under #3.
 - b. The review is held by the unit committee and the council advancement report is properly filled out. This form is then sent to the Council Service Center.
 - c. The Camp Director or his designee will issue rank cards to the Scoutmaster upon request.
4. **The Scout gets their badge.** Merit Badges and Rank awards will not be available in the Trading Post but may be purchased at the Council Service Center. An advancement report will be needed when purchasing the awards and badges.

ADVANCEMENT PLANNING

To have a successful advancement program at camp, your Scouts should start planning before camp. Each Scout, with a leader's assistance, should decide which merit badges and/or rank requirements they will work on at camp. Remember, it's usually better to begin two badges and complete them than to start five badges and finish none of them.

We urge that you work with each Scout as much as possible in the pre-camp preparations. Leaders who will be teaching parts of merit badges should also prepare themselves and any materials they may need. Some Star and Life service work is available at camp; contact the Camp Director, Ranger, or Quartermaster. The Scoutmaster must approve this work in advance.



TRACKING ADVANCEMENT AT SUMMER CAMP

All Michigan Crossroads Council Camps will be utilizing the online registration system for registering, tracking progress during camp, and reporting completions and partials to units after their week of camp.

The camp administration team will work diligently to ensure that merit badge tracking data is updated each evening by 11pm. Please understand that power outages, server crashes, and unscheduled website maintenance may prevent this from occurring.

If you have questions regarding your Scouts progress for the week that you cannot obtain from the online tracking sheets, please speak with the Merit Badge Counselor or the Camp Program Director.

Merit Badge sign-ups and completion:

- The Scout or the Unit will sign-up for desired merit badge(s) in the online registration system before arriving at camp
- The Unit should bring two printouts of the units merit badge schedule with each scout on it when they arrive at camp on check-in day: one for the Scout to have, and one for the Unit to utilize
- The Unit Leader in charge will be given a list of all Scouts and their accompanying merit badges during check-in; they will need to sign this list as "approved", taking place of the "Unit Leader Authorization" section of the blue card
- The camp retains the aforementioned list as the leader approval for each scout to participate in those listed merit badges
- During the week each Scout is checked as present or absent each day
- Each requirement is listed on the class roster and is checked-off daily if completed
- At the end of the week the Scout is listed as complete or partial (with all requirements listed needing to complete)
- The unit is given a final report upon leaving camp with all information on each scouts completed badges or partial requirements needed - **this report is used instead of the use of blue cards**
- The unit will have access to go back to the registration system and print blue cards for each scout after they return from camp. (see "Printing Blue Cards" on **page 45**)
- It is important that the unit prints these cards for each scout immediately after camp to ensure that the Scout has all records for rank advancement and will be ready to contact a counselor to complete and sign-off on remaining requirements
- The blue card will print all of the scout's info and the requirements checked off - the system will not print a partial blue card
- If needed the unit has the ability to print reports up to seven years after camp
- Also note that our registration system already provides a **Scoutbook** and **Troopmaster** export feature

ONLINE

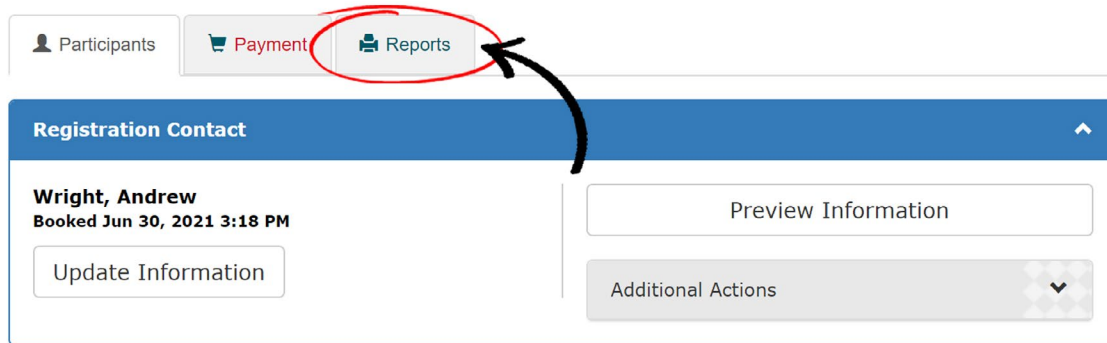
BLUE CARDS

& REPORTS



PRINTING REPORTS

The Michigan Crossroads Council is pleased to be able to offer our Scouts BSA Resident Summer Camp Unit Leaders with a full array of available reports, both before, during, and after your summer camp experience at your MCC Scouts BSA Resident Camp this summer. Please be reminded of the following reports available through your Scouts BSA Resident Summer Camp Reservation via the MCC website. After logging into your Scouts BSA Resident Summer Camp reservation, click on the “Reports” tab at the top of the page:



You will then see the following reports listing available to you:

Payment Allocations: This report is especially important in the months leading up to your summer camp experience because it shows the payment status for each attendee.

Participant Payment Detail: This report shows how payments were allocated to each individual participant.

Class Schedule: The class schedule report will generate 1 daily schedule per scout. The class schedule report is helpful in providing scouts with a printed copy of their schedule for each day.

Scout Summary: The scout summary report is designed for units to see a list by scout, and what merit badges those scouts are taking during each session of camp. The scout summary report is helpful for unit leaders in keeping track of where their scouts should be at any given class time.

Class Summary: The class summary report is designed for units to see a list of all classes being taken by their scouts. The class summary report is helpful for unit leaders that want to see how many and which scouts are taking each class offered.

Period Summary: The period summary report is designed for units to see a list of class times and the classes that their scouts are taking during each time period. The period summary report is helpful for unit leaders keeping track of where their scouts are in camp during each class session.

Trading Post Packing List: This report prints a packing list of the pre-ordered T-shirts that were ordered as part of your registration.

Scoutmaster QR Codes: This is a Scoutmaster report designed for summer camp. It prints the QR codes used to access each Scout's schedule on a cell phone or tablet.

Unit Advancement Detail: This report allows the unit to print off a list of all completed requirements in grid form, which is useful for updating in Scoutbook or another online advancement tracking system.

Class Prerequisites by Participant: This report creates one page for each attendee showing their prerequisites that will need to be completed before coming to camp.

Unit Advancement Summary: This report allows the unit to print off a compact list of all completed requirements, which is useful for updating in Scoutbook or another online advancement tracking system.

Blue Cards - Plain Paper: This allows the unit to print their own Blue Cards three to a page using standard 8.5 x 11 paper.

Badges – Incomplete: This report is for Scouts who have partially completed a merit badge. It is used to give the Scouts a record of their completion progress.

Customer Invoice: This report generates a printable Customer Invoice showing all charges and payments for the registration.

Units that wish to print any of these reports can do so by logging into their reservation and clicking on the reports tab at the top of the screen. Once on the “Reports” screen, simply click on the button for the report you would like to generate and then click “preview report”.

Please review these reports and be sure to take advantage of this awesome resource to enhance your summer camp experience!

PRINTING BLUE CARDS

The Michigan Crossroads Council utilizes the built in electronic blue card reports in the Blackpug registration system. What does this mean for your Unit?


- Your camp will not accept a physical blue card - all blue cards will be processed through your Unit's online registration
- Your Unit WILL NOT need to fill out blue cards prior to or after arriving to camp
- Your Unit WILL NOT need to turn in a physical blue card at camp
- Your Unit WILL NOT receive blue cards at the end of the week
- Your Unit WILL be able to print blue cards off of their registration up to 7 years after the event

For more details on this process, please refer to the "printing blue cards" section below.

PRINTING BLUE CARDS


Blue cards will be available for your Unit to print immediately upon your return home. Blue cards print on a full 8.5" x 11" piece of paper. It is recommended that your unit prints its blue cards on blue card stock.

To print blue cards for your unit, follow the steps below:

1. Go to the registration website for your selected camp and click "lookup registration" at the top of the page:
Camp Rotary - <https://scoutingevent.com/272-CRSBSA25>
Cole Canoe Base - <https://scoutingevent.com/272-CCBSBSA25>
D-bar-A Scout Ranch - <https://scoutingevent.com/272-DBASRSBSA25>
Gerber Scout Reservation - <https://scoutingevent.com/272-GSRSBSA25>
2. Log in to your event using your email address and reservation number
3. Click on  Reports at the top of your registration page
4. For merit badge completion data, click Unit Advancement Detail
5. To print blue cards, click Blue Cards - Plain Paper

Your camp will NOT print blue cards for your unit!

PARTIALS AT CAMP

For Scouts that receive a "partial" in a merit badge class, a blue card will not be printed. Scouts that receive a partial should follow the steps listed under "Printing Blue Cards" and then select  to print off a partial completion report, which will include:

- Date of requirement completion
- List of requirements yet to be completed
- Merit Badge revision date

This slip can then be used at another camp or with another merit badge counselor to complete the badge.


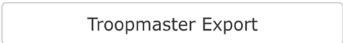

Scouts can continue working from the same merit badge revision date that they started and have until their 18th birthday to complete a merit badge.

Scouts or units should NOT contact Summer Camp Counselors or staff after summer camp concludes. Merit Badge partials should be completed with a unit merit badge counselor, or at a MCC Merit Badge event. Check michiganscouting.org/events for upcoming programs. Questions related to merit badge records should be directed to the Camp Director.


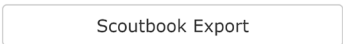
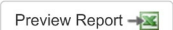
SCOUTBOOK AND TROOPMASTER EXPORTS

The Blackpug registration system is set up to easily export and upload your Unit's summer camp advancement records into Scoutbook and Troopmaster. Please refer to the appropriate section below to assist you in the export process.

SCOUTBOOK EXPORT

1. Go to the registration website for your selected camp and click "lookup registration" at the top of the page – refer to page 45 for the correct registration link
2. Log into your event using your email address and reservation number
3. Click on  Reports at the top of your registration page
4. Scroll to the bottom of the page and click on 
 - a. Follow the instructions listed under the "Scoutbook Export" button to ensure proper download
 - b. Follow the instructions at [this link](#) to import into the Scoutbook system
5. Click on  to download onto your computer

TROOPMASTER EXPORT

1. Go to the registration website for your selected camp and click "lookup registration" at the top of the page – refer to page 45 for the correct registration link
2. Log into your event using your email address and reservation number
3. Click on  Reports at the top of your registration page
4. Scroll to the bottom of the page and click on 
5. Click on  to download onto your computer



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