



# **MCS 302**

## **Supporting**

# **Unit and Membership Renewal**

# Course Objectives



**At the end of this training, a commissioner will be able to:**

- **Understand** the importance of setting expectations and milestones for unit and membership renewal
- **Identify** best practices to support units in the on-time renewal of members and units
- **Anticipate** potential problem areas and the consequences of failure

# Unit and Membership Renewal Support



- **Train commissioners in the renewal process**
- **Engage District Membership Committee**
- **Monitor membership information**

# Milestones



- **UC meets with unit Key 3 to review the unit renewal process.**
- **Unit Renewal Champion identified**
- **Leadership positions confirmed**
- **CBC authorizations confirmed**
- **Leader SYT confirmed**
- **Payment options decided**

# Unit Renewal





# Membership Renewal

## Memberships can be renewed in one of 3 ways

- **Self-pay or Family Pay** – a parent/guardian completes the renewal and pays for it
- **Unit Pay** – the unit completes the renewals of its members and pays for them
- **The unit pays for some members, while other members pay for themselves**



# Key Reports for the District

**Scouting America** Members Due to Renew Report

Council Circle Ten Council 571 [Export to CSV](#) [Export to PDF](#)  
Organization Name Chisholm Trail 50  
Report Generated By David Fornadel  
Date Report Generated 11/13/2025

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Territory	Council	District	Organization	Member ID	Effective Date	Expiry Date	First Name	Last Name	Position	Address	City	State	Zip	Phone	Email		Is Youth	Is Opted Out	Is Council Paid	P/G Address	P/G C
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**Scouting America** Member Opt-Out Report

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Council Circle Ten Council 571 [Export to CSV](#) [Export to PDF](#)  
District Northern Trail 21  
Organization Name Northern Trail 21  
Report Generated By Robert Bloberger  
Date Report Generated 11/13/2025

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Records: 27

Territory	Council	District	Organization	Member ID	Expiry Date	Position	First Name	Last Name	Street	City	State	Zip	Email
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# Key Reports



## Scouting America Non Renewed Membership Report

Council Circle Ten Council 571  
 Organization Name Chisholm Trail 50  
 Year-to-Date (YTD) From 01/01/2025 to 12/31/2025  
 Youth/Adults Filtering No filtering  
 Position Type Filtering Registered positions  
 Report Generated By David Fornadel  
 Date Report Generated 11/13/2025

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Records: 224

District	Organization	Member ID	First Name	Last Name	Address	Phone	Email	Position Name	Position Type	Order Status	Council Paid Flag	Expired
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## Scouting America Safeguarding Youth Training Aging Report

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Council Circle Ten Council 571  
 Organization Name Pack 0025, Plano Early Lions Club  
 Filters Applied N/A  
 Report Generated By David Fornadel  
 Date Report Generated 11/13/2025

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[Export to CSV \(Minimum\)](#)
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[FILTER](#)
 Group by: Org Structure [REFRESH](#) [RELOAD](#)

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Service Area	District	Unit ID	Program	Unit Number	Gender Accepted	Chartered Org Name	First Name	Middle Name	Last Name	Member ID	Position	Status
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# Key Reports



**Scouting America** Unit Renewal Status Report

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Territory Service Territory 08  
 Council Circle Ten Council 571  
 Organization Name Northern Trail 21  
 Units expiring from 09/12/2025 to 01/12/2026  
 Report Generated By Robert Bloberger  
 Date Report Generated 11/12/2025

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FILTER RELOAD

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Service Territory	Council	District	SubDistrict	Unit ID	Unit	Unit Number	Gender Accepted	Current Chartered Org	Current Effective Date	Current Expiry Date	Next Chartered Org	Next Effective Date	Next Expiry Date	New Separated Rechartered	Renewal Star
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**Scouting America** Unit Charter Status Report

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Council Circle Ten Council 571  
 Organization Name Northern Trail 21  
 Report Generated By Robert Bloberger  
 Date Report Generated 11/12/2025

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FILTER Group by: Expiration Status REFRESH RELOAD

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Records: 39

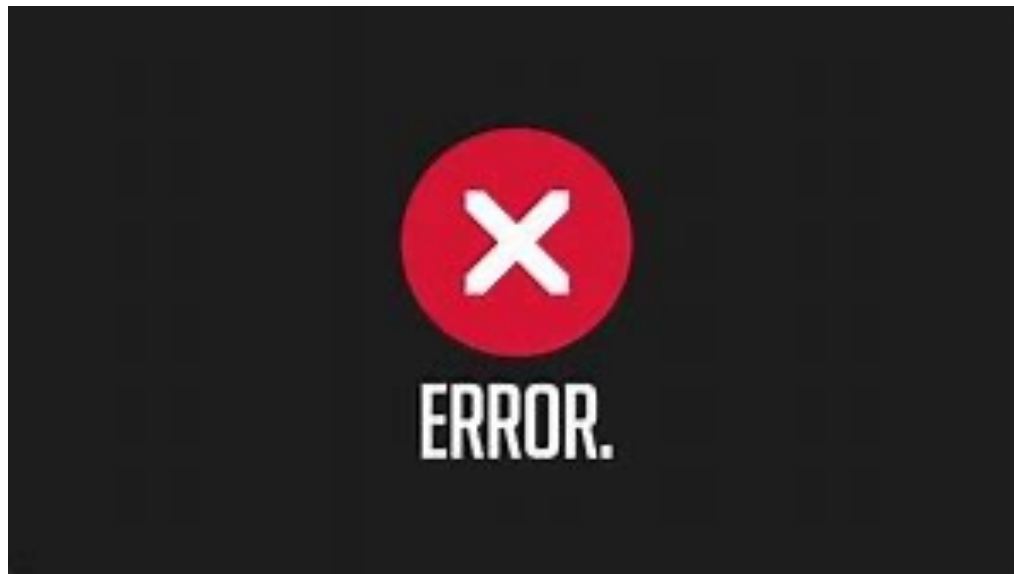
Expiration Status	Territory Name	Council Name	District Name	Unit Type	Unit Number	Gender Accepted	Chartered Organization	Members	Expiration Date	Charter Status
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Unit Charters Dropped (Count: 1)

# Charter Renewal Issues



## What are Common Unit Issues?





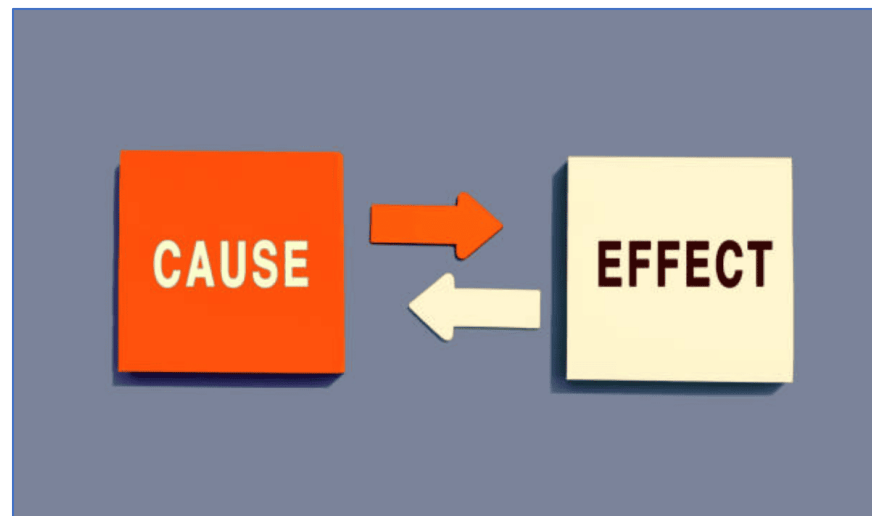
# Internet Recharter Validation Codes

- *Leaders do not have current Safeguarding Youth Training – **Error***
- *Unit does not have the required number of leadership positions – **Error***
- *Leaders do not have completed CBC Authorizations – **Warning***
- *Unit has no youth changes from the previous charter – **Warning***
- *Leaders are less than 18 years old – **Error***
- *Youth do not meet the age/grade requirement for the program – **Warning***



# Potential Consequences

**What are the potential consequences of not completing Unit Renewal accurately and on time?**



# Renewal FAQ Activity



# Charter Presentation



## Suggest Charter Presentation Ceremonies



# Charter Renewal Resources



## Unit and Membership Renewal Webpage

- Scouting America registration and renewal
- Unit and Membership Renewal Process
- Scoutbook plus Updates
- Frequently Asked Questions
- Webinars
- Slide decks which can be used for training
- Chartered Org & Facility Use Agreements

<https://www.scouting.org/resources/unit-and-membership-renewal/>





# Summary

- **District commissioner should take charge and monitor the unit renewal process**
- **Planning, preparing, tracking, review and following up are key**



# Questions? Comments!

