

**A Survey to See What Units are Doing to Collect Their Journey to
Excellence Data**

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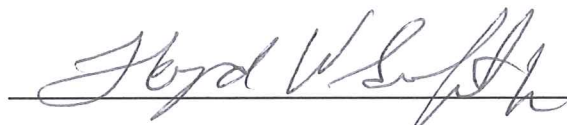
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Dr. Lloyd W. Swift, Jr., Advisor

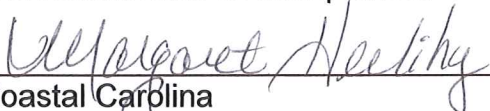
To the Doctoral Candidate Review Board:

I am submitting herewith a Dissertation written by Lucy A. Thorne, entitled "A Survey to See What Units are Doing to Collect Their Journey to Excellence Data". I have examined the final copy of the report for format and content, and recommend that it be accepted in partial fulfillment of the requirements for the Degree of Doctor of Commissioner Science.




Dr. Lloyd W. Swift, Jr.
Daniel Boone Council

We have read this Dissertation
and recommend its acceptance:

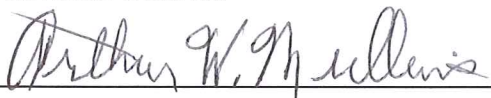


Coastal Carolina

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Indian Waters Council

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Accepted for the Piedmont-Appalachian
College of Commissioner College



Chairman,
Doctoral Candidate Review Board
and Blue Ridge Council

ABSTRACT

This is a survey that inquires what methods units are using to collect the information that is now required for the Journey to Excellence program. Of the 40 units surveyed, over half of the units were using various papers to track their results or nothing at all. Based on the results of the survey I designed a worksheet to assist units with tracking their data. Two samples of the worksheet, one for Cub Scouts and one for Boy Scouts, are included.

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CHAPTER I

INTRODUCTION

The concept of Journey to Excellence was introduced early in 2011. We received information about what would be covered in this new program that would be replacing the Quality Unit Program. During Roundtables and Commissioner meetings, the new program was unveiled. It quickly became apparent that Journey to Excellence covered a lot more information than the old Quality Unit program. I began to wonder how my units were going to keep up with all the components of this new program.

When first presented with Journey to Excellence, as a Unit Commissioner, I was both excited and worried. I was excited, because I intensely disliked the old Quality Unit program, and worried because I could foresee problems convincing my units to take on this new program. As I began discussing Journey to Excellence with the units, it quickly became apparent that while the units might be willing to entertain thoughts of a new program, they were not necessarily equipped to be able to track all the components of Journey to Excellence.

CHAPTER II

METHODS

During the winter of 2011, as I met with my units, I began to introduce the new program and the need to begin to collect and track the various pieces of information. To track the information became defined as knowing the count of each of the areas and where and how the unit was progressing. For example, to be able to 'track' Short-Term Camping for the Troop level, a unit would need to know how many one or two night campouts the Troop has participated in, and where they were in the overall scope of the program. Having four overnight campouts meant they were at the Bronze level, while having five campouts moved them to the Silver level.

In researching what National had posted on-line, it quickly became apparent that the form on National's web site was the final result, or end product. There was no easy way or place to be able to track the various items on a weekly or monthly basis. In addition, how were the units to know which pieces of information they were now going to have to account for?

The specific items which National has listed are located on the scouting.org website under Scouting's Journey to Excellence. The Pack, Troop, and Crew Score Cards for 2011 were referenced initially to determine which items needed to be tracked

for Journey to Excellence. I became curious as to how units were tracking specific criteria, such as advancements, camping, and service projects. The idea to create a survey to ask units what they did to track their information was born.

When considering what to ask in terms of survey questions, I decided to pick out three specific areas to reference when asking my questions – Advancement, Short-Term Camping, and Service Projects. As such I was specifically interested in how a unit was tracking their Scouts' progress; I quickly narrowed my questions to seven.

Four of my questions relate directly to how the units are collecting and tracking their data. One question simply asks if the unit is aiming for a specific level in Journey to Excellence. Another question asks if the unit had made Quality Unit in the past. The final question collects the demographic information. Later, after conducting 16 surveys, I added one more question at the beginning when I discovered that I had to explain what Journey to Excellence was in order to elicit responses for the survey. This led me to know how much I would have to explain about the Journey to Excellence program in order to administer the survey.

All of the surveys were administered at Camp Daniel Boone during June and July 2011. Individual units were approached during their week at Summer Camp and the adults were asked if they would participate. The selection criteria were that I only spoke with units in the campsites where I was a Camp Commissioner. Most of the surveys were completed in less than ten minutes. Refer to Appendix A for a copy of the survey.

The survey was administered verbally. The respondent was given a copy of the Troop Performance Score Card to refer to when asked the questions. All of the participants were asked the same questions and their answers were recorded.

CHAPTER III

RESULTS

I was able to interview 40 units. While most of the interviews were answered by one person, several were conducted with two or more people. Occasionally a youth or two would listen in. Only one survey's answers were unusable because the leaders were very new to the troop and had no idea how anything was done. They referred to themselves as 'Adults able to Count', as their only job while at camp was to count their boys several times daily to ensure no one was lost or missing.

The rest of the participants were willing to help a fellow Scouter working on a Commissioner College project. All statistical data reflects a total of 39 surveys.

As this project was conceived as a survey, the statistics presented here are of a simpler nature. Question AA was added about one-third of the way into the survey. It seemed that many people were not aware of or familiar with the Journey to Excellence program, what it was or how it worked. The question was added to determine just how many of the respondents were actually aware of the program. Of the 24 who were asked if they were familiar with Journey to Excellence, 50 percent indicated that they were familiar with the program, while the remaining half were either not familiar with or only sort of familiar with Journey to Excellence. (See Figure 1).

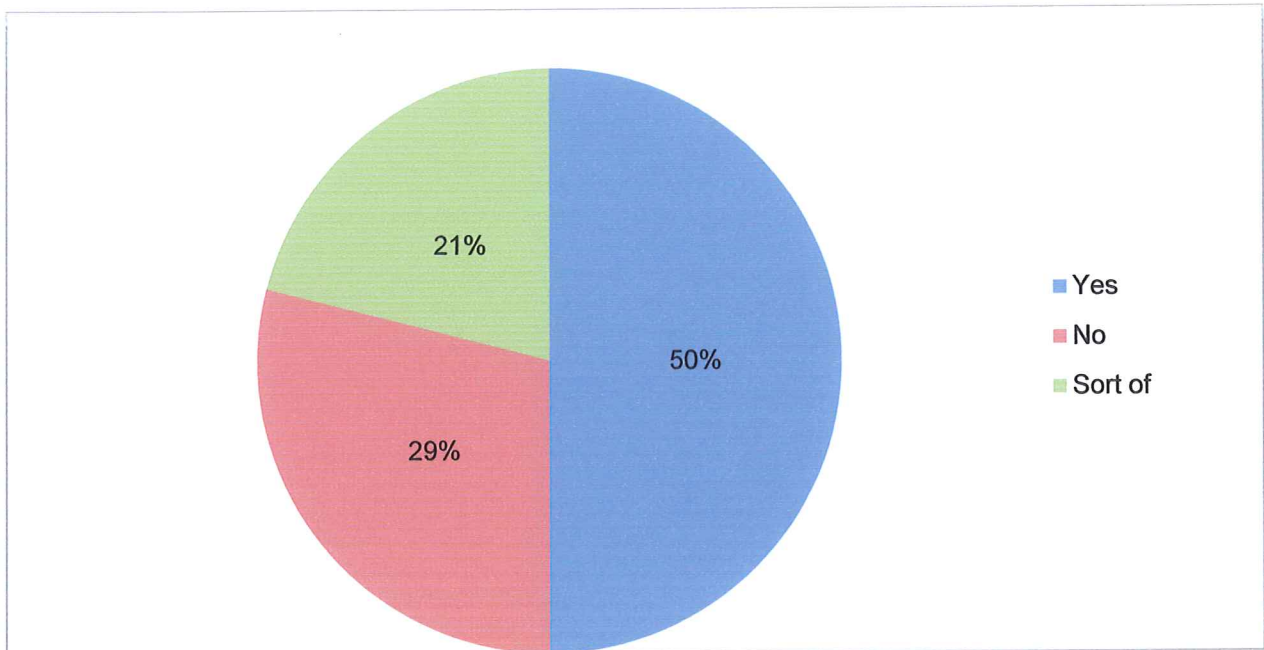


Figure I. Responses to Question AA "Are you familiar with Journey to Excellence?"

In looking at question A, "How do you track Journey to Excellence for your troop/pack/team/crew", a variety of responses were received. A total of 13 different responses were received. These included using TroopMaster, an Excel spreadsheet, a goal sheet, the BSA poster board sheet, several different people, and the we don't option. To make the results easier to process, they were grouped into four categories – computer only, computer and paper, paper only, and we don't. The computer only category comprised units that ONLY used some application on a computer. The computer and paper category includes units who use a computer application supplemented by paper of some sort posted on various walls. The paper only category

reflects units that ONLY used paper, either as wall mounted posters or lists in notebooks. The we don't category is as stated. There is no place that the information is recorded, they rely on a person or persons memory to keep up with the information. (See Figure 2).

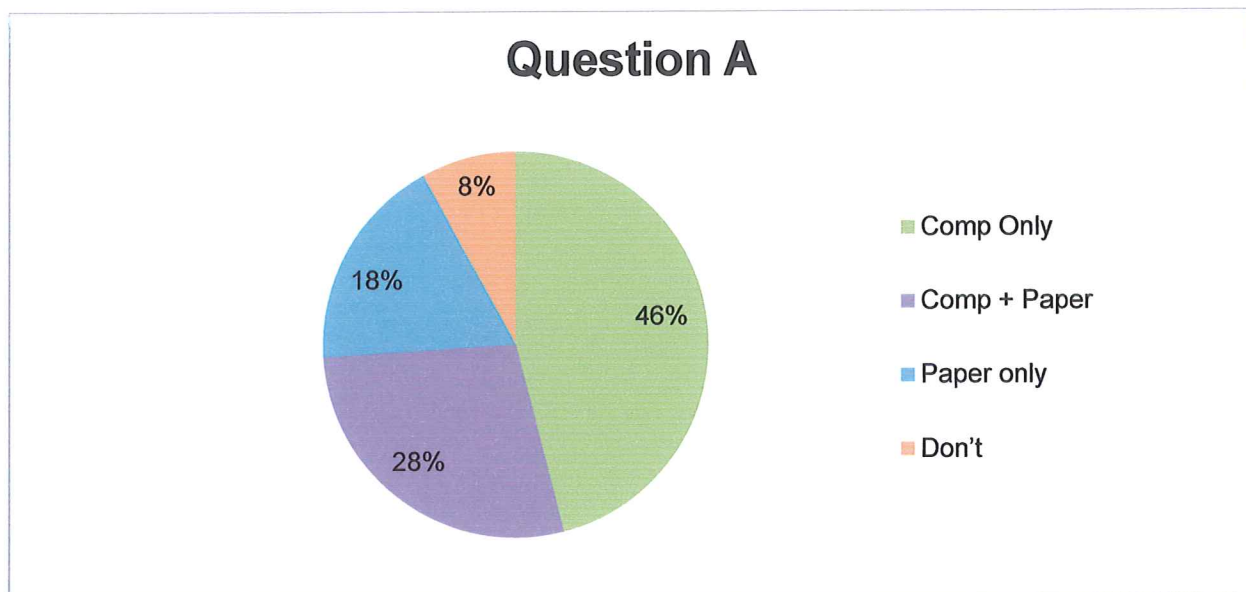


Figure 2. Responses to question A “How do you track your Journey to Excellence data?”

This question was primarily aimed at how the units tracked their progress, i.e. did they use a computer, some sort of paper, both a computer and paper, etc. Almost 75% of units reported using either a computer program alone or a computer program with poster boards or other papers posted on the wall. Eighteen percent of the units are currently only using pen and paper reporting.

Question B covered whether the units used adults or youth to track the Journey to Excellence. Sixty-seven percent of units use their adults to track the Journey to Excellence items. While no unit relies solely on its youth, 31% of units reported using both their adults and youth to help track their Journey to Excellence information. (See Figure 3).

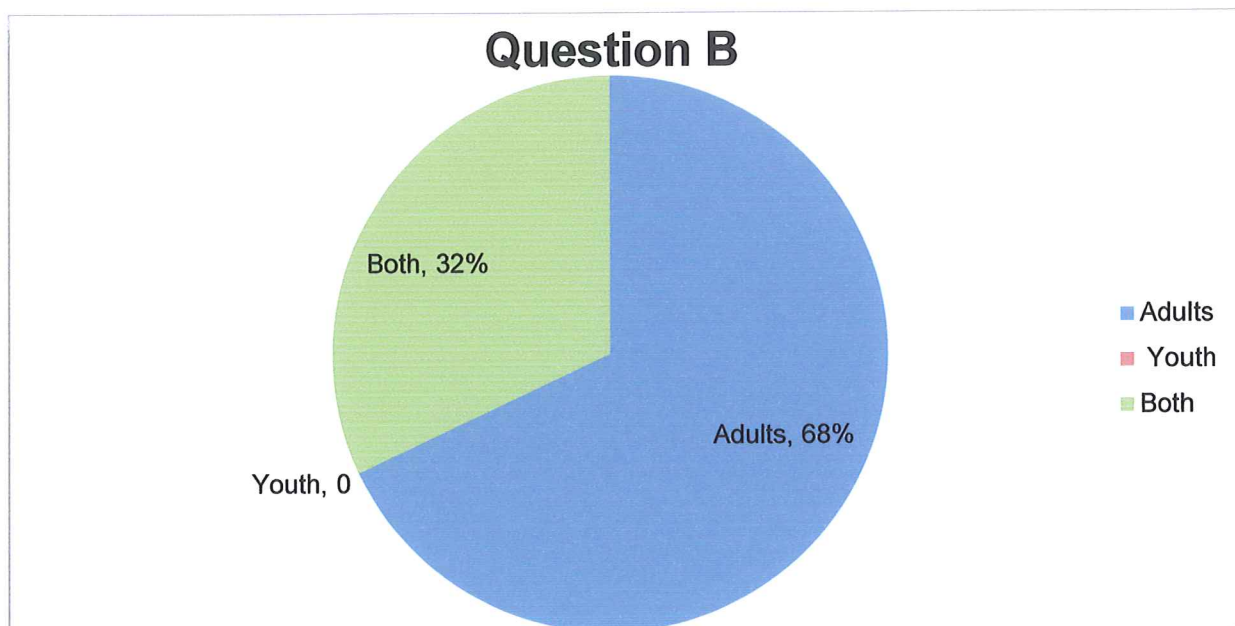


Figure 3. Responses to question C "Do you use adults or youth to track your Journey to Excellence information?"

Question C asked what kind of paperwork do you use to track Journey to Excellence. This question is an amplification of Question A. This question varies from

Question A in that it is looking to see what the units use to track their progress – an Excel spreadsheet, wall-mounted poster boards, etc. The wide variety of computer programs such as TroopMaster, Excel, Microsoft Word, etc. lead to my grouping like processes together. The use of a computer program or paper or both lead to the responses being similar in nature to Question A. It quickly became apparent listing all of the computer programs and styles of paper would make for unmanageable results. Hence the need to group by general process instead of specific process. The responses included using TroopMaster, an Excel spreadsheet, and check lists on paper. These results were grouped into four categories – computer alone, computer and paper, paper only, and we don't.

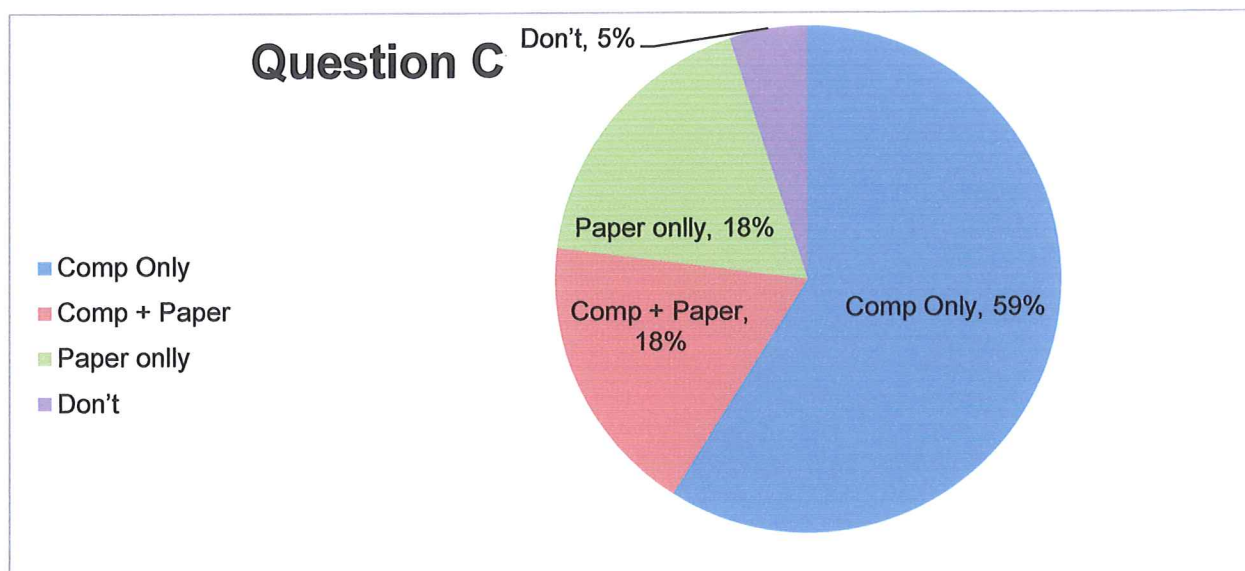


Figure 4. Responses to question C "What do you use to track your Journey to Excellence?"

Seventy-seven percent of units reported using a computer program alone or in conjunction with wall-mounted papers to track their progress. Eighteen percent of the units are currently only using the pen and paper reporting method. (See Figure 4).

Question D asked how often the units did their record upkeep. Upkeep was defined as the actual process of putting the information of what was earned or camped into the computer program or onto some sort of paper. Responses here included doing upkeep weekly, monthly, bi-monthly, quarterly, as needed, and none.

Fifty-three percent of the units indicated that they performed their upkeep either weekly or monthly. Forty-two percent performed their upkeep on an as needed basis. This was defined as when the boy earned a rank we record it; when we go camping we record it. Only five percent indicated that they performed their upkeep bi-monthly or quarterly only. (See Figure 5).

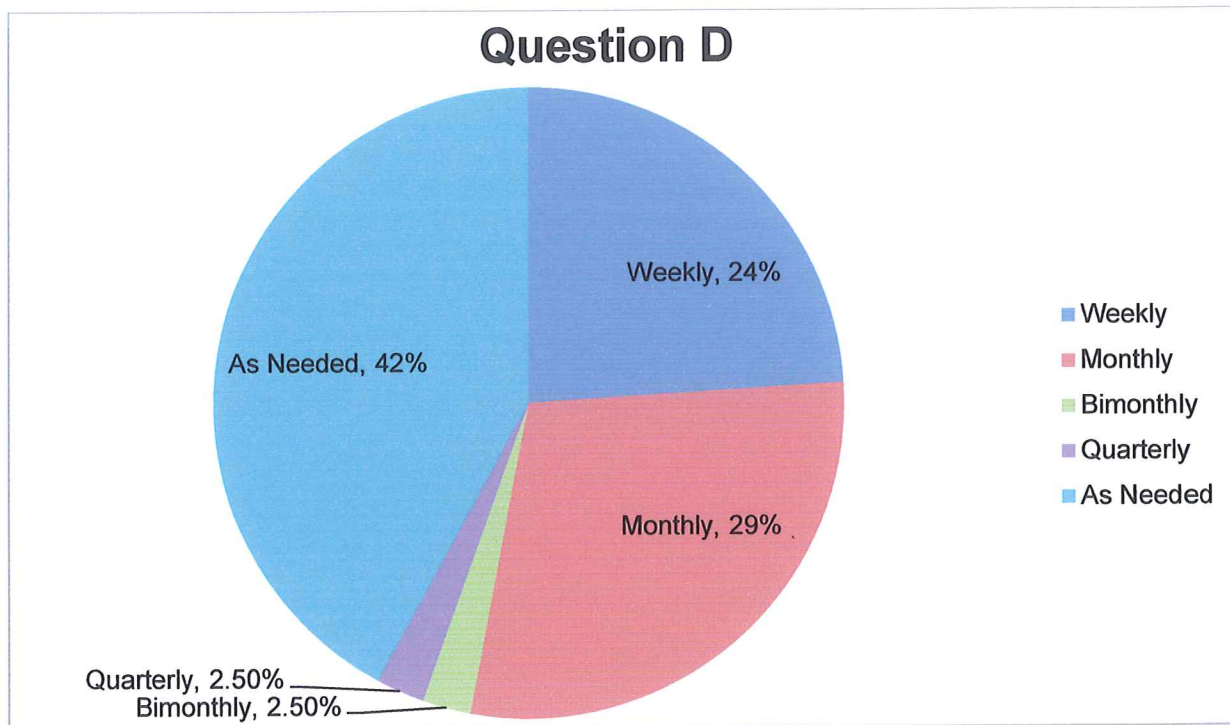


Figure 5. Responses to question D “How often do you do your records upkeep?”

Question E asked if the unit was aiming for a specific award level for the year. There were two answers for this question – no, not really, and yes. If the respondent answered yes, they were then asked which level they were aiming for. The graph of Part 1 indicates whether or not the units were aiming for a specific award level. Initially, 61.5 percent indicated that they were not really aiming for a specific award level while 38.5 percent of units are aiming for a specific award level. (See figure 6). The graph for Part 2 looks only at the units which were aiming for a particular award level. Of the 15 units who indicated that they were aiming for a specific level, 20 percent of these

indicated they were aiming for the Bronze level, 27 percent were aiming for the Silver level, and 53 percent were aiming for Gold. (See figure 7).

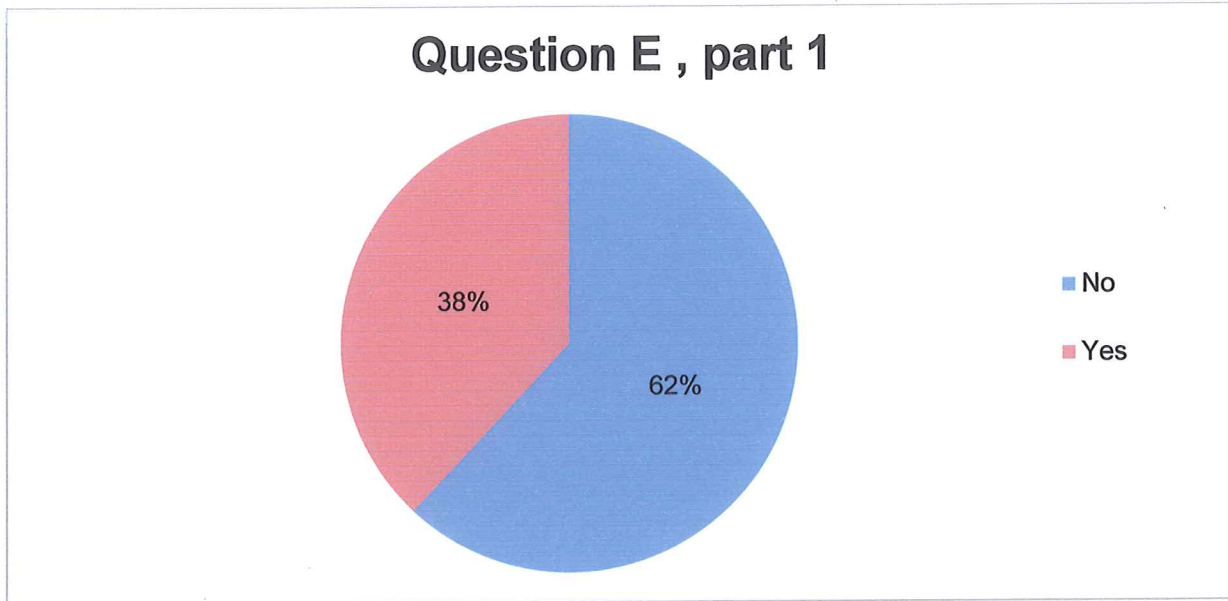


Figure 6. Responses to question E, part 1 “Are you aiming for a specific level this year?”

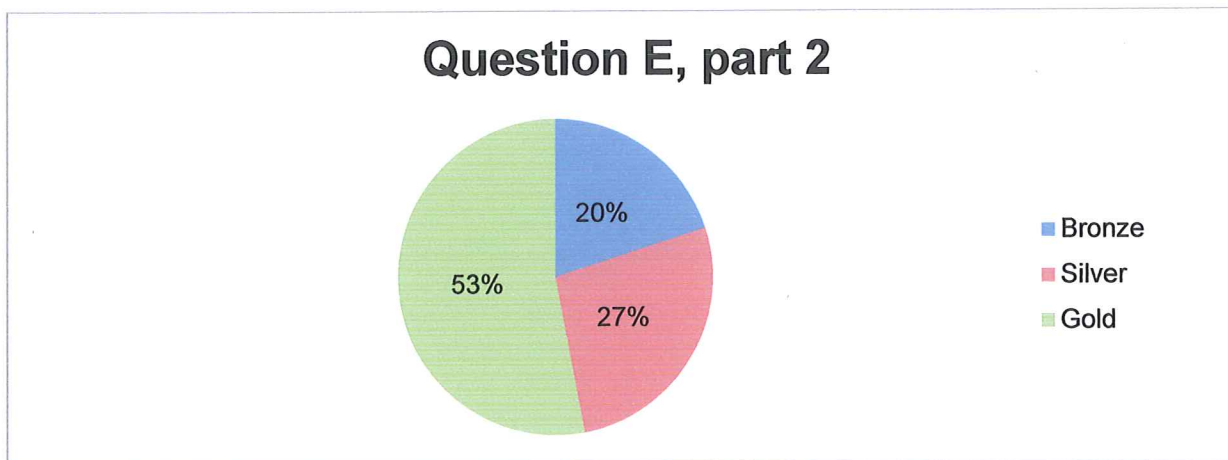


Figure 7. Responses to question E, part 2 “If yes, which level are you aiming for?”

Question F asked if the units had made Quality Unit in the past. Of the responding units, fully 90 percent had made Quality Unit one or more times in the past. Only 10 percent indicated that they had not made Quality Unit in the past. (See figure 8). Many units had made Quality Unit in successive years, while others made Quality Unit one year but not the next, thus alternating the years. Several of the units who had not made Quality Unit indicated that they were new units thus not having enough time in the program to be able to meet the requirements, or that they were in the process of rebuilding their unit after dropping several youth who had aged out or moved.

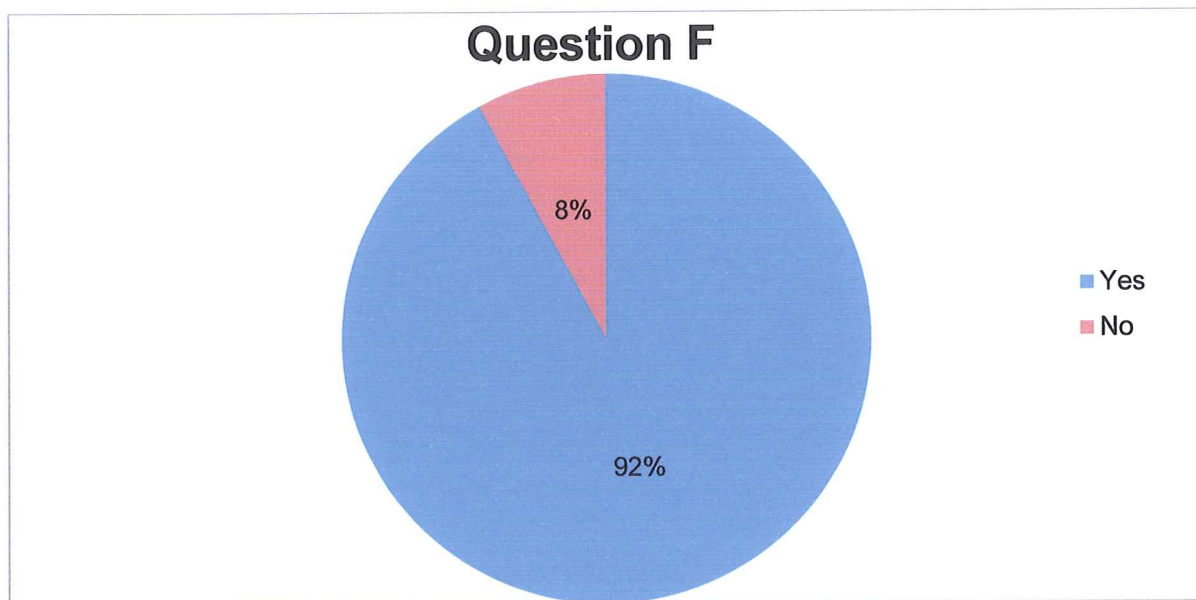


Figure 8. Responses to question F "Have you made Quality Unit in the past?"

CHAPTER IV

CREATING THE WORKSHEET

In looking at the National Journey to Excellence Score Cards, and trying to decide a way to make the program as easy to work for my units as possible, I decided that a preliminary worksheet might work to gather the information. I envisioned one form that could be mounted on the wall for the entire unit, youth included, to access.

A printed copy of the Troop's Score Card became the starting point. Each point on the Score Card had to be shown on the worksheet. I also envisioned that units should be able to see how they were progressing. If a unit had three weekend campouts, and they were getting ready for summer camp, I wanted them to be able to see where they were with regards to that section. If by June, a unit only has three campouts then they are potentially behind. If six weekend campouts were required to make Bronze, I felt it was important for the units to be able to visually see that they still needed three more campouts in order to make the Bronze level requirements.

In developing the preliminary worksheet, I decided early on that I wanted check off boxes, fill in the blank boxes, and other such spaces for units to be able to fill in. For example, I wanted the units to be able to log each weekend that they had been camping. I also wanted the units to have a visual progression throughout the year.

Each point on the Score Card was then broken down. What was required to make each level for each item was separated out. A preliminary chart was sketched

out. If four items were required to make the Bronze level, then there were four slots or boxes placed on the worksheet. Additional boxes were included for each item that had additional indicators for Silver and Gold. If National indicated that further information was also needed, additional blocks were included. This was necessary for the Service Projects because the Projects needed to be logged into the Journey to Excellence website. I wanted to include a box to indicate the date the project had been logged. Originally, I included space to log which people had participated in campouts and who had made rank. In reworking the worksheet, these spaces were later eliminated.

We traditionally say that Scout units are boy lead. If our boys are truly responsible for their units, then I felt that they could also begin to assume some of the responsibility for Journey to Excellence. We advocate that our youth advance at their own pace, that they choose whether or not to go camping, and that they choose to participate in earning their way to pay for summer camp. If Scouts is truly to be a boy lead, adult guided organization, then we need to teach our boys that they can also learn to ask if tour permits are submitted, if their leaders are trained, and why the unit only has two courts of honor a year.

After working out a preliminary sample on paper, I proceeded to transfer my sample to a spreadsheet on the computer. It rapidly became apparent that in order to be able to read the end result, that the worksheet would have to be in landscape orientation, and probably on 11x17 inch paper.

I started with a basic empty spreadsheet. Each item was given its own line. The objectives were listed exactly as National had them listed. Refer to Appendixes E and F for the worksheets. If specific formulas were indicated, such as how to figure the advancement percentage, that was also listed, but not as a self-computed box – just the formula, i.e. # Advancements divided by # of Boys at Recharter time equals the Advancement percentage. Then the required amount of each item was listed with regards to Bronze, Silver, and Gold levels. Specific items were given more room to document information if needed. Item number four, Trained Leadership, was given a slot for the Scoutmaster, Assistant Scoutmaster, Committee Chair, Charter Organization Representative, and Committee Members. This matches National's specification that troops have a Scoutmaster, Assistant Scoutmaster and a committee of at least three members in order to have trained leadership. They also indicated what the criteria for Bronze, Silver, and Gold levels were. I provided room in the Bronze columns to list the Scoutmaster, Assistant Scoutmaster, Committee chair, Committee members, and Charter Organization Representative and the three pieces of training that each member needed to make the Bronze level. Rather than intentionally putting people on the spot by name, I used positions with a blank box to fill in the date each training was completed.

When working in all of the various criteria for each item, I decided early on to keep the different levels vertically aligned together. I felt that having all the requirements for each level listed together vertically was important for the units to have

a visual idea of their progression. Later after printing several samples to check my work, I added color to the sheet. The respective areas were color coded Bronze, Silver, and Gold for added emphasis.

Chapter V

CONCLUSION

When this project was first conceived, there was only a vague idea about how units kept up with their paperwork, or lack thereof. Would the new Journey to Excellence program help or hinder units? How would the units react to the new program with its much larger amount of information to keep up with? What process or processes would the units use to track the newly required information?

Given the newness of Journey to Excellence, I decided to conduct a survey to ascertain exactly what units were doing. Did they use a computer program or wall-mounted posters? I created a series of questions that I felt would give me an idea of what and how the units were doing. I was able to interview 40 units while I was on staff at summer camp in 2011. I learned that many units use a combination of a computer program in conjunction with various wall-mounted papers, while only a few units did little or nothing to track their progress.

After reviewing the results, I began to wonder if the tracking of the information could be handled on one or two pieces of paper that could be mounted on a wall. I began to envision a form that could be used to key in all of the information required by Journey to Excellence; a worksheet that could be used by a unit to have all of the information in one place. I printed a copy of the final score card from National's website

to use as a template. I then developed a worksheet that incorporated all of the required data from National with room to fill in the blanks or check off boxes as requirements were met. Units would be able to post this worksheet and have a visual representation of how they were progressing.

REFERENCES

Journey to Excellence Troop Score Card - 2011

www.scouting.org/filestore/mission/2011_JTE_Troop_Requirements.pdf

Journey to Excellence Pack Score Card - 2011

www.scouting.org/filestore/mission/2011_JTE_Pack_Requirements.pdf

APPENDIX A
QUESTIONNAIRE

AA) Are you familiar with Journey to Excellence?

A) How do you track Journey to Excellence for your Troop/Pack/Crew/Team?

B) Do your adults or youth track Journey to Excellence?

C) What kind of paperwork do you use to track Journey to Excellence?

D) How often do you do your upkeep?

E) Are you aiming for a specific award level this year? If so, which one?

F) Did you make Quality Unit in the past? Which years?

G) Name – unit – position – council – address – phone number – email address –
physical location of interview – date – time (for follow-ups if necessary)

APPENDIX B
SUMMARIZED DATA

Question A

Computer Only		Computer and Paper		Paper Only		Don't	
Responses	%	Responses	%	Responses	%	Responses	%
18	46	11	28	7	18	3	8

Question B

Adults		Youth		Both		Neither	
Responses	%	Responses	%	Responses	%	Responses	%
26	67	0	0	12	31	1	3

Question C

Computer Only		Computer and Paper		Paper Only		Don't	
Responses	%	Responses	%	Responses	%	Responses	%
23	59	17	18	17	18	2	5

Question D

Weekly		Monthly		Bi-monthly		Quarterly		As Needed		Don't	
Responses	%	Responses	%	Responses	%	Responses	%	Responses	%	Responses	%
9	23	11	28	1	2.5	1	2.5	16	41	2	5

Question E

No		Yes	
Responses	%	Responses	%
24	61.5	15	38.5

Of the Yes Responses from Question E

Bronze		Silver		Gold	
Responses	%	Responses	%	Responses	%
3	20	4	27	8	53

Question F

Yes		No	
Responses	%	Responses	%
35	90	4	10

APPENDIX C

JOURNEY TO EXCELLENCE

TROOP PERFORMANCE SCORE CARD

Scouting's Journey to Excellence
2011 Troop Performance Recognition Program

Item Number	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
1	Advancement: Increase the percentage of Boy Scouts earning rank advancements.	Have 55% of Boy Scouts advance one rank or have a 2 percentage points increase.	Have 60% of Boy Scouts advance, or 55% advance and have a 2 percentage points increase.	Have 65% of Boy Scouts advance, or 60% and have a 2 percentage points increase.	75	150	300
2	Retention: Improve retention rate.	Retain and re-register 76% of eligible members, or have a 2 percentage points increase.	Retain and re-register 80% of members, or retain and re-register 76% and have a 2 percentage points increase.	Retain and re-register 85% of members, or retain and re-register 80% and have a 2 percentage points increase.	75	150	300
3	Building Boy Scouting: Have an increase in membership or be larger than the average size troop.	Have a net gain of one member over last year, or have at least 14 members.	Increase youth members by 5%.	Increase youth members by 10%.	75	150	300
4	Trained leadership: Have a trained and engaged troop committee.	Have a Scoutmaster, an assistant Scoutmaster, and a committee with at least three members. The entire committee has completed <u>This Is Scouting, Fast Start training, and Youth Protection training</u> or, if new leaders, within three months of joining.	Bronze level, plus all must have completed <u>Leader-Specific Training</u> or, if new leaders, within six months of joining.	Silver level, plus hold youth officer elections and installation before November 15.	75	150	300
5	Short-term camping: The troop conducts short-term or weekend campouts throughout the year.	Conduct four short-term overnight campouts.	Conduct eight short-term overnight campouts.	Conduct ten short-term overnight campouts.	50	100	200
6	Long-term camping: The troop participates in a long-term camp.	The troop participates in a long-term camp.	60% of Scouts attend a long-term camp.	70% of Scouts attend a long-term camp.	50	100	200
7	Patrol method: The troop uses the patrol method.	The troop has patrols, and each has a patrol leader. There is an SPL if more than one patrol. The PLC meets four times a year. The troop holds patrol leader training.	PLC meets six times a year, including an annual planning meeting.	PLC meets ten times a year, including an annual planning meeting, and one Scout attends NYLT.	50	100	200
8	Service projects: The troop participates in service projects, with one benefiting your chartering organization. The projects and hours are entered on the Journey to Excellence website.	Participate in four service projects.	Participate in five service projects.	Participate in six service projects.	50	100	200
9	Webelos-to-Scout transition: Have a Webelos-to-Scout transition plan.	With a pack or Webelos den, hold two joint activities, one of which is a Webelos parent orientation and camp promotion meeting.	Recruit two Webelos Scouts.	Recruit five Webelos Scouts.	50	100	200
10	Budget: The troop has a budget that is continually reviewed by the committee and follows BSA policies relating to fundraising and fiscal management.	Have a written budget reviewed at committee meetings and that follows BSA policies.	Earn the Bronze level, plus Scouts participate in the budget planning process.	Earn the Bronze and Silver levels, plus budget is completed by August 31 for the next program year.	25	50	100
11	Courts of honor/parents meetings: Scouts are recognized for their badges at courts of honor.	Scouts are recognized for badges or cards at least twice a year at courts of honor, where troop plans are reviewed with parents.	Three courts of honor are held with families attending.	Four courts of honor are held with families attending.	25	50	100
12	Reregister on-time	Complete reregistration, obtain all signatures, and submit paperwork to the council office prior to the expiration of your charter.			50		
13	Annual assessment: Completion of this form.	Conduct an annual troop assessment using this form, and submit it completed and signed with the charter renewal forms.			50		

Points _____

To earn Bronze: Complete 11 of 13 requirements, plus earn 700 points (from Bronze, Silver, or Gold points list).

To earn Silver: Complete 11 of 13 requirements, plus earn 1,000 points (from Bronze, Silver, or Gold points list).

To earn Gold: Complete 11 of 13 requirements, plus earn 1,600 points (from Bronze, Silver, or Gold points list).

Total points _____

We certify on our honor as Scout leaders that these requirements have been completed.

Troop # _____

Scoutmaster _____ Committee chair _____

Commissioner _____ Level achieved _____ Did not achieve _____

This form should be turned in to the Scout service center with your charter renewal paperwork.



Scouting's Journey to Excellence

2011 Troop Performance Recognition Program

Journey to Excellence, the new performance recognition program, changes the basic way we measure and recognize success in the Boy Scouts of America by moving away from measuring process and moving to measuring performance. Below provides specific information to help you understand the criteria and exactly what data will be used to determine the three levels of performance. In planning your strategy, use actual numbers from the previous year to guide your performance improvement goal planning. In each area, the troop may qualify by meeting a specific standard or by showing measured improvement.

1	Total number of Boy Scouts advancing at least one rank (Tenderfoot, Second Class, First Class, Star, Life, Eagle) since your last charter renewal date (A), divided by the number of boys you started your charter renewal year with (B1) plus all new boys who joined or transferred into the troop at any time during the current year (B2). Advancement = $A / (B1 + B2)$.
2	Number of youth members on this year's recharter (C) divided by the number of youth members on last year's recharter (D) plus any additional youth members (E) minus any transfer outs or age outs (F). Total = $(C) / (D+E-F)$.
3	At charter renewal time, have an increase in the number of youth members over the number of youth members on the previous year's charter renewal.
4	Have a troop committee. All SM, SA, 10, and MC (paid or multiple registration) have completed This Is Scouting, Fast Start training, and Youth Protection training or, if new leaders, complete within three months of joining.
5	Conduct short-term (at least one overnight) campouts throughout the year.
6	Boy Scouts attend any in-council or out-of-council long-term summer camp (of at least three days and nights), high-adventure experience, jamboree, or serve on camp staff within the past year, divided by the Boy Scout membership on 6/30/2011.
7	The troop is separated into patrols and each patrol has an elected patrol leader. If the troop has more than one patrol, there is an elected senior patrol leader. If the troop has more than one patrol, the PLC meets at least four time each year. The troop holds patrol leader training each year.
8	The troop participates in at least four service projects during the year and enters them on the Journey to Excellence website. The projects may be completed as joint projects with other organizations. At least one project must benefit the chartered organization.
9	Hold at least two activities with a pack or Webelos den, one of which is a new parent orientation and camp promotion meeting, and recruit new Webelos Scouts into the troop.
10	The troop has a written budget that is reviewed at all troop committee meetings, and the troop follows BSA policies relating to fundraising and fiscal management as found on the Unit Money-Earning Application form, the troop treasurer's book, and any other publication that the council has developed for fundraising and fiscal management.
11	The troop holds at least two courts of honor, where parents are invited and Scouts are recognized for badges. The troop's program plans are reviewed with the parents.
12	Complete the troop's charter renewal paperwork, including all required signatures, and submit completed forms to the council service center before the end of the charter year.
13	Complete this form, including all required signatures, and submit to the council service center with the charter renewal paperwork.

Scoring the troop's performance: To determine the troop's performance level, you will use the above information to determine the points earned for each of the 13 individual criteria and then add those individual point scores to determine a composite score. Count only the highest point total achieved in any one requirement. Bronze level requires earning 11 of the 13 criteria plus 700 points, Silver level requires earning the Bronze level and 1,000 points, and Gold level requires earning the Bronze level and 1,600 points.

Performance measures already being considered for inclusion in the 2012 council performance recognition program will involve collecting feedback and improved scores on customer satisfaction surveys sent to parents, youth members, and the charter partners.



APPENDIX D

JOURNEY TO EXCELLENCE

PACK PERFORMANCE SCORE CARD

Scouting's Journey to Excellence
2011 Pack Performance Recognition Program

Item Number	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
1	Advancement: Increase the percentage of Cub Scouts earning rank advancements.	Have 55% of Cub Scouts advance one rank or have a 2 percentage points increase.	Have 75% of Cub Scouts advance, or 55% advance and have a 2 percentage points increase.	Have 90% of Cub Scouts advance, or 75% advance and have a 2 percentage points increase.	100	200	400
2	Retention: Improve retention rate.	Retain and re-register 68% of eligible members or have a 2 percentage points increase.	Retain and re-register 75% of members, or retain and re-register 68% and have a 2 percentage points increase.	Retain and re-register 80% of members, or retain and re-register 75% and have a 2 percentage points increase.	100	200	400
3	Building Cub Scouting: Have an increase in membership or be larger than the average size pack.	Have a net gain of one member over last year, or have at least 19 members.	Increase youth members by 5%.	Increase youth members by 10%.	75	150	300
4	Outdoor activities: The pack has activities in the outdoors.	Have three outdoor activities during the year.	Have four outdoor activities during the year.	Have five outdoor activities during the year.	75	150	300
5	Trained leadership: Have a trained and engaged pack committee.	Have a Cubmaster and a committee with at least three members. All dens have leaders. The entire committee has completed <u>This Is Scouting, Fast Start training, and Youth Protection training</u> or, if new, complete within three months of joining. Den or pack meetings have started by October 31.	Bronze level, plus all must have completed <u>Leader-Specific Training</u> or, if new, complete within six months of joining.	Silver level, plus pack participates in <u>BALOO</u> training and in <u>OWLS</u> training.	50	100	200
6	Day/resident camp: The pack participates in Cub Scout day camp or Cub Scout resident camp.	The pack participates in Cub Scout day camp or Cub Scout resident camp.	25% attend Cub Scout day camp or Cub Scout resident camp.	40% attend Cub Scout day camp or Cub Scout resident camp.	50	100	200
7	Service projects: The pack participates in service projects, with one benefitting your chartering organization. The projects and hours are entered on the Journey to Excellence website.	Participate in two service projects.	Participate in three service projects.	Participate in four service projects.	50	100	200
8	Leadership planning: Next year's leaders are identified early.	By May 31, the pack committee recruits/confirms pack and den leadership for the next year.	Earn the Bronze level, plus the pack holds its fall recruitment by September 30.	Earn the Bronze and Silver levels, plus every leadership position is filled by October 15.	50	100	200
9	Webelos-to-Scout transition: Have a Webelos-to-Scout transition plan with a troop or troops.	With a troop, hold two joint activities, one of which is a parent orientation and camp promotion meeting.	60% of Webelos register with a troop.	80% of Webelos register with a troop.	50	100	200
10	Budget: The pack has a budget that is continually reviewed by the committee and follows BSA policies relating to fundraising and fiscal management.	Have a written budget reviewed at committee meetings and that follows BSA policies.	Earn the Bronze level, plus Cub Scouts' ideas are used in the budget planning process.	Earn the Bronze and Silver levels, plus budget is completed by August 31 for the next program year.	25	50	100
11	Pack and den meetings: Packs and dens have regular meetings.	Hold nine pack meetings a year, with one meeting reviewing program plans and asking for parental involvement. Dens meet twice a month.	Meet the Bronze level plus, pack committee meets at least six times a year.	Meet the Bronze level plus, pack committee meets at least ten times a year.	25	50	100
12	Reregister on-time	Complete reregistration, obtain all signatures, and submit paperwork to the council office prior to the expiration of your charter.			25		
13	Annual assessment: Completion of this form.	Conduct an annual pack assessment using this form, and submit it completed and signed with the charter renewal forms.			25		

Points

To earn Bronze: Complete 10 of 13 requirements, plus earn 700 points (from Bronze, Silver, or Gold points list).

To earn Silver: Complete 10 of 13 requirements, plus earn 1,000 points (from Bronze, Silver, or Gold points list).

To earn Gold: Complete 10 of 13 requirements, plus earn 1,600 points (from Bronze, Silver, or Gold points list).

Total points _____

We certify on our honor as Scout leaders that these requirements have been completed.

Pack # _____

Cubmaster _____ Committee chair _____

Commissioner _____ Level achieved _____ Did not achieve _____

This form should be turned in to the Scout service center with your charter renewal paperwork.



Scouting's Journey to Excellence

2011 Pack Performance Recognition Program

Journey to Excellence, the new performance recognition program, changes the basic way we measure and recognize success in the Boy Scouts of America by moving away from measuring process and moving to measuring performance. Below provides specific information to help you understand the criteria and exactly what data will be used to determine the three levels of performance. In planning your strategy, use actual numbers from the previous year to guide your performance improvement goal planning. In each area, the pack may qualify by meeting a specific standard or by showing measured improvement.

1	Total number of Cub Scouts advancing at least one rank (Bobcat, Tiger, Wolf, Bear, Webelos, Arrow of Light) since your last charter renewal date (A), divided by the number of boys you started your charter renewal year with (B1) plus all new boys who joined or transferred into the pack at any time during the current year (B2). $\text{Advancement} = A / (B1 + B2)$.
2	Number of youth members on this year's recharter (C) divided by the number of youth members on last year's recharter (D) plus any additional youth members (E) minus any transfer outs or age outs (F). $\text{Total} = (C) / (D+E-F)$.
3	At charter renewal time, have an increase in the number of youth members over the number of youth members on the previous year's charter renewal.
4	The pack has activities in the outdoors, which could include outdoor pack meetings, hikes, pack campouts, parades, outdoor service projects, etc.
5	Have a pack committee. All CM, CA, MC, TL, DL, DA, WL, and WA (paid or multiple registration) have completed This Is Scouting, Fast Start training, and Youth Protection training or, if new, complete within three months of joining. Den or pack meetings have started by 10/31/2011.
6	Cub Scouts attend an in-council/out-of-council Cub Scout day camp and/or Cub Scout resident camp in 2011. Silver and Gold levels are total number of Cub Scouts attending (G) divided by total number of Cub Scouts registered as of 6/30/2011 (H). $\text{Total} = G / H$.
7	The pack participates in at least two service projects during the year and enters them on the Journey to Excellence website. The projects may be completed as joint projects with other organizations. At least one project must benefit the chartered organization.
8	The pack recruits or confirms the next year's leadership, including CM, DLs, and WLs, by 5/31/2011. The pack holds its fall recruitment event by 9/30/2011.
9	Hold at least two joint activities with a troop or troops, one of which is a new parent orientation and camp promotion meeting, and have graduating boys register with a troop. If pack has no Webelos Scouts, this requirement is met at the Bronze level.
10	The pack has a written budget that is reviewed at all pack committee meetings, and the pack follows BSA policies relating to fundraising and fiscal management as found on the Unit Money-Earning Application form, the pack treasurer's book, and any other publication that the council has developed for fundraising and fiscal management.
11	Have at least nine pack meetings within the past 12 months, with one of those meetings being to review the pack's program plans and asking for parental involvement in the pack. All dens meet at least twice each month during the program year.
12	Complete the pack's charter renewal paperwork, including all required signatures, and submit completed forms to the council service center before the end of the charter year.
13	Complete this form, including all required signatures, and submit to the council service center with the charter renewal paperwork.

Scoring the pack's performance: To determine the pack's performance level, you will use the above information to determine the points earned for each of the 13 individual criteria and then add those individual point scores to determine a composite score. Count only the highest point total achieved in any one requirement. Bronze level requires earning 10 of the 13 criteria plus 700 points, Silver level requires earning the Bronze level and 1,000 points, and Gold level requires earning the Bronze level and 1,600 points.

Performance measures already being considered for inclusion in the 2012 council performance recognition program will involve collecting feedback and improved scores on customer satisfaction surveys sent to parents, youth members, and charter partners.



APPENDIX E
TROOP WORKSHEET

2011 Journey to Excellence Troop Worksheet

Created by Lucy Thorne

11/8/2011

Item	Objective				Bronze					Silver				Gold	
1	Advancement: increase the percentage of BoyScouts earning rank advancement	# of Boys @ Recharter 2011 _____	# of Boys Advance in 2011 _____	Advance / Recharter	55%					60%				60%	
2	Retention: improve retention rate	# of Boys @ Recharter 2011 _____	# of Boys @ Recharter 2011 _____	2011 boys / (2011 boys + new - transfers)	76%					80%				85%	
3	Building Boy Scouts: have an increase in membership or be larger than the average size troop	# of Boys @ Recharter 2011 _____	# of new Scouts _____	new / 2011	net gain of 1					increase youth by 5%				increase youth by 10%	
4	Trained Leadership: have a trained and engaged troop committee				Youth Protection	This is Scouting	Fast Start			Leader Spacific				Youth Officer Elections	
				Scout Master	Date _____	Date _____				Date _____					
				ASM	Date _____	Date _____				Date _____				Date _____	
				Committee Chair	Date _____										
				Committee Member	Date _____										
				Committee Member	Date _____										
				Committee Member	Date _____										
				Committee Member	Date _____										
				Committee Member	Date _____										
				Charter Org Rep	Date _____										
5	Short Term Camping: the Troop conducts short term or weekend campouts through out the year				Date _____	Date _____	Date _____	Date _____	Date _____	Date _____	Date _____	Date _____	Date _____	Date _____	Date _____
6	Long Term Camping: the troop participates in long term camping, summer camp, high adventure, jamboree, or camp staff				Troop goes to camp	(at least 1 member)	# at camp _____			60% at camp				70% at camp	

7	Patrol Method: the Troop uses the patrol method				Troop has patrols	Patrols have PL's	SPL if more than 1 patrol	Patrol leader training						One Scout attends NYLT		Date
			Patrol leader Conference		Date	Date	Date	Date	Date	Date				Date	Date	Date
8	Service Projects: troop participates in service projects and logs them into JTE website. 1 project must be for charter org			Projects	Date	Date	Date	Date	Date					Date		
	Projects and hours are entered into Journey to Excellence website			Date Logged	Date	Date	Date	Date	Date					Date		
9	Webelos to Scout Transition: have Webelos to Scout plan			Joint Activity	Date	Web Parent Camp Promo	Date				Recruit 2 Webelos			Recruit 5 Webelos		
10	Budget: Troop has a budget that is reviewed by committee and follows BSA policy				Troop has a budget that is reviewed at committee mtgs						Budget & Scouts participate in planning			Bronze & Silver and completed by Aug 31		
11	Courts of Honor/Parent meeting: Scouts are recognised for their rank and badges			Date	Date					Date				Date		
12	Reregister on Time	Do your unit's Recharter on line and turn in the Council's copy on time														
13 Annual Assessment		Conduct an Annual Assessment using this form and turn it in signed with recharter														

APPENDIX F
PACK WORKSHEET

2011 Journey to Excellence Pack Worksheet					Created by Lucy Thorne					11/8/2011				
Item	Objective				Bronze					Silver				Gold
1	Advancement: increase the percentage of Cub Scouts earning rank advancement	# of Boys @ Recharter 2011 _____	# of Boys Advance in 2011 _____	Advance / Recharter	55%					75%				90%
2	Retention: improve retention rate	# of Boys @ Recharter 2011 _____	# of Boys @ Recharter 2012 _____	2012 boys / (2011 boys + new - transfers)	68%					75%				80%
3	Building Cub Scouts: have an increase in membership or be larger than the average size pack	# of Boys @ Recharter 2011 _____	# of new Scouts _____	new / 2011	net gain of 1					increase youth by 5%				increase youth by 10%
4	Outdoor Activities: the Pack has activities in the outdoors				Date _____	Date _____	Date _____			Date _____				Date _____
5	Trained Leadership: have a trained and engaged Pack committee				Youth Protection	Fast Start	This is Scouting		Cub Job Specific		Troop Committee Challenge			Baloo and OWLS Training
				Cub Master	Date _____	Date _____	Date _____		Date _____					Date _____
				Tiger Leader	Date _____	Date _____	Date _____		Date _____					by someone in the Pack
				Wolf Leader	Date _____	Date _____	Date _____		Date _____					
				Bear Leader	Date _____	Date _____	Date _____		Date _____					
				Webelo 1 Leader	Date _____	Date _____	Date _____		Date _____					
				Webelo 2 Leader	Date _____	Date _____	Date _____		Date _____					
				Committee Chair	Date _____	Date _____	Date _____				Date _____			
				Committee Member	Date _____	Date _____	Date _____				Date _____			
				Committee Member	Date _____	Date _____	Date _____				Date _____			
				Charter Org Rep	Date _____	Date _____	Date _____				Date _____			

6	Day/Resident Camp: the Pack participates in Cub Scout Day Camp or Cub Scout Resident Camp				Pack participates in Day/Resident Camp	(at least 1 member)	# at camp				25% attend Day/Resident Camp				40% attend Day/Resident Camp	
7	Service Projects: Pack participates in service projects and logs them into JTE website. 1 project must be for charter org			Projects	Date	Date				Date					Date	
				Date Logged	Date	Date				Date					Date	
8	Leadership Planning: next year's leaders are identified early				By May 31 committee recruits/ confirms	pack/den leadership for next year					Bronze + pack holds fall recruitment by Sep 30				Silver + all leadership positions filled by Oct 15	
9	Webelos to Scout Transition: have Webelos to Scout plan w/ a troop or troops			Joint Activity	Date	Web Parent Camp Promo	Date				60% of Webelos register w/ a troop				80% of Webelos register w/ a Troop	
10	Budget: Pack has a budget that is reviewed by committee and follows BSA policy				Pack has a budget						Budget & Cubs participate in planning				Bronze & Silver and completed by Aug 31	
11	Pack & Den meetings: packs and dens have regular meetings	Pack Mtgs	Date	Date	Date	Date	Date	Date		Committee mtgs	Date	Date	Date		Date	Date
			Date	Date	Date						Date	Date	Date		Date	Date
12	Reregister on Time	Do your unit's Recharter on line and turn in the Council's copy on time														
13	Annual Assesment: complete the form	Fill out and turn in the Journey to Excellence Score Card from Scouting.org with your recharter paperwork														