

Pack 883 Campership Fund Program

General Guidelines

1. This Campership Fund is only for Active Scouts (not adults and not siblings) of Pack 883. An "Active" Scout is defined below.
2. This Campership Fund is to be used to pay for Pack outings, District Cub Scout Day Camp, Council Cub Scout Camping at Camp Oest, Pack recharter fees, Cub Scout uniforms, and other reasonable expenses that are approved by the Campership Fund Subcommittee and the Pack Committee.
3. If a Scout needs to use the Campership fund more than once, the Scout/parent must reapply each time.
4. Any monies in a Scout's camp fund (Martin's cards) must be used before any Campership Fund monies are applied.
5. **Each case will be given individual consideration.**
6. **PLEASE NOTE: All requests for assistance will be treated with total confidentiality. Only two people (the Campership Fund Program Subcommittee Chair and the Pack Treasurer) will know the identity of the family requesting assistance. The Campership Fund Program Subcommittee will go to great lengths to make sure your confidentiality is maintained.**

Definition of an "Active Scout"

1. Is a registered member of Pack 883
2. Regularly attends Den and Pack meetings
3. Materially participates in Pack fundraisers including the annual popcorn sale
4. Participates in Pack service projects (like Scouting for Food)
5. Regularly Participates in Pack outings and activities

Campership Fund Disbursement Process

1. The Pack Treasurer will account for all funds associated with the Campership Fund Program. Debits and credits will be recorded in a separate spreadsheet that will be provided to the Pack Committee at the monthly Committee Meetings. The Pack Treasurer will in no way identify the recipient of the Pack Funds in this report (including "scrubbing" entries in the Excel spreadsheet used as the Pack's check register – since this report is available to the Pack Committee).
2. The Campership Fund Program Subcommittee of the Pack Committee will consist of four individuals. These people will be selected and approved by the Pack Committee. There will also be at least one alternate for the Subcommittee, in case a member of the Subcommittee is unavailable (due to illness, business travel, etc.). The Subcommittee will consider all requests for financial assistance using a basic checklist to determine eligibility. This checklist will ultimately be kept on file with the Pack Treasurer. Again, every effort will be made to maintain the privacy of the family seeking funds from the Campership Fund Program. Only those members of the Campership Fund Subcommittee and the Treasurer will know the identity of the family receiving funds under this program.
3. A list of the members of the Campership Fund Program subcommittee will be kept on the Pack website and will be available to all Pack families at all times.

4. The initial Campership Fund Program Subcommittee will be made up of
 - Doug Hirth, Subcommittee Chair
 - Jen Metz
 - Jen Serio
 - Nancy Cromwell
 - Diane Wolf, Alternate
5. To request funds from the Campership Fund, families should complete the attached form and mail it, email it, or drop it off to the Subcommittee Chair **AT LEAST TEN (10) DAYS PRIOR TO THE DATE THE FUNDS ARE NEEDED.** The Subcommittee Chair will then schedule a meeting or conference call with the members of the Campership Fund Subcommittee. The Subcommittee Chair will use best efforts to schedule the meeting or conference call as quickly as possible following the request for funds. After a decision has been reached, the Subcommittee Chair will note the results of the Subcommittee's decision on the form, will submit the form to the Treasurer for payment (if appropriate) and recordkeeping, and will communicate the results in writing to the family requesting assistance.

Limitation of Funds

The amount of money given out in Campership Funds each year is limited to the amount that is included in the approved Pack 883 Operating Budget. However, the Pack Committee can increase the funding available to the Campership Funds Program during the year if needed.

Pack 883 Campership Request

Name of Scout(s): _____

Date of request: _____ Amount of Request: \$_____

How will you use the Campership Funds: _____

Describe your Pack and Den participation: _____

If applicable, describe any extenuating circumstances that prevent you from actively participating in the Pack:

For Campership Fund Subcommittee use only:

	Yes	No
Scout is a registered member of Pack 883		
Scout regularly attends Den and Pack meetings.		
Scout materially participates in Pack fundraisers including the annual popcorn sale		
Participates in Pack service projects (like Scouting for Food)		
Scout participates in Pack service projects.		
Regularly Participates in Pack outings and activities		

Application is _____ Approved _____ Denied

Campership Committee initials: _____

Treasurer has made transfer of funds on _____ date _____ initials

**APPLICATION DUE AT LEAST TEN (10) DAYS
PRIOR TO THE DATE FUNDS ARE NEEDED.**