

Troop 818 Financial Outing Plan Checklist

Policy: One of the values of Troop 818 is that only the Scouts that attend an outing pay for an outing. We strive to break even on outings and avoid cost overages. For this reason, Troop 818 has established the following process to ensure we remain thrifty and good stewards of troop funds.

Procedure:

1. Approval is required from the Scoutmaster and Committee Chair prior to obligating funds for an outing.
2. Factors to consider- outing type, seasonality (outings near Christmas and Mothers Day are lightly attended) Outfitter's cost, and the number of scouts needed to attend to break even
3. Price point? Consider if less than desired number of scouts go, what is the highest price point we want to charge the scouts that will attend
4. Refund/Cancellations- final date to call in headcount to avoid paying for fewer scouts attending.
5. Sign up Genius or Evite created by the leader of outing with specifics included on refunds and pertinent dates to back out of attending. Refund information (is there any?) must be specified on the signup.
6. Sign-up should be created and sent no later than two weeks prior to the outing, sooner if needed to meet deadlines for headcount.
7. Gas for drivers, as well as any food stops, should be mentioned and included in the cost of the outing.

Non Prepaid Outings: (no deposit required)

1. The outing plan should be submitted to the Troop Committee 3 weeks prior.
2. Cost including gas and all expenses needs to be approved at the Troop Committee.
3. Include Anitha on the thread or advise her in person on details so she can be prepared to collect the accurate amount.

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Gas Reimbursement:

We will continue to reimburse drivers who take more than one scout. Sometimes this is determined on the day of departure. We can plan to have the leader have cash available upon return to the church, or utilize Venmo or reimbursement in Scout Funds.

Reimbursement Equation:

Take the total estimated outing mileage.

Divide by 20 MPG, which gives you the total number of gallons used.

Multiply by the average current cost of gas per gallon (google).

That gives you the reimbursement per driver.

Double the amount if pulling the trailer.

Potentially cut the amount in half, or not at all, if the driver only brings his/her scout.

Round up to the driver's benefit whenever possible.

Example:

Outing is 200 miles, divided by 20mpg = 10 gallons of gas x \$4.54 per gallon = \$45.40 per driver. And \$90.80 if pulling the trailer.

Through amazing fundraising results of years past the Troop has maintained funds that allow us to prepay for outings and camps, without asking for all the money upfront. It also allows current fundraising efforts to have 100% of the earned funds go directly to the scout. We want to continue to be cautious stewards of the funds to allow these opportunities to continue.