



Annual Program Planning

WD Boyce Council, BSA



Program Planning

- **WD Boyce Website**
 - [Program Planning](#)
- **Provide your District Commissioner or District Executive with a copy of your plan by July 31st**
 - Unit Budget
 - Unit Calendar
 - Unit Leadership Inventory

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Program Planning – How To



Always start by engaging the Scouts and the Families – good ideas from many people.



Review the material on the WD Boyce website for Program Planning – “A Guide to Program Planning” under the “Programs” tab



Schedule some dedicated time with your Committee and/or PLC



Use the Unit Program Plan excel files as starters and work your way from Left to Right in the tabs.





Brainstorm ideas



What activities did you like last year and want to duplicate?



What new things did you discover from others or hear about?



Don't forget Service project ideas



Factor in Council/District Activities – things you don't have to plan as much

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Unit Adult Leadership

Review

Review your succession planning

- Don't just assume people are returning
- Look ahead for potential gaps

Validate

Validate that you have the right numbers in positions required for Recharter

Look ahead

Look ahead for Adult Leader Training – Woodbadge, University of Scouting, BALOO and IOLS.

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Budget

Now that you have your activities picked – start fleshing out your budget

If you have a budgeting tool that works, the excel file is not required

Plug in your activities.

Don't forget Leader Recognition and Training





Wrap it up

- **You have a budget – calculate your fundraising needs**
- **Communicate, Communicate, Communicate! Let the families know now and throughout the year the plan.**
- **Send your plan to your Commissioner or DE – Budget, Calendar, and Leader Inventory**
 - Drop it off in hard copy
 - Send an email
 - Upload it to the Portal -
<https://www.dropbox.com/request/lxdFnvwnofZaqzldv8Pe>

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Questions?

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