

Scouting and Parish Ministry



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Acknowledgements & References

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- *Guide to Catholic Scouting*, National Catholic Committee on Scouting Executive Committee, April 2020
- *Renewing the Vision: A Framework for Catholic Youth Ministry*, USCCB 1997
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Introduction

For decades, pastors and their parishes have chartered Scouting America units within the Diocese of Springfield in Illinois. These units have created many fond memories of friendships, campouts, awards, and of overall fun and adventure along the way.

In the Catholic Church, Scouting America units can be a contributing partner to the development of character, values and conscience in our young people. Indeed, the twelfth point of the Scout Law, A Scout is Reverent, has traditionally been the point of connection for Scouts with our faith and parish life.

The purpose of this guide is to offer operational and programmatic guidance to pastors and administrators who choose to charter Scouting America units at their parishes so that our parish communities can be a strong source of encouragement and support for a Scout's Duty to God and so that our Scouting America units can be more fully integrated into the life and mission of the parish.

Why is this guide addressing Scouting America exclusively? A plethora of other youth-serving organizations exist for which many of the principles in this guide apply. What sets Scouting America units apart from most other youth-serving organizations is that the unit can only exist if the Scouting America organization partners with a civic organization such as a parish to mutually agree on having that unit. When a pastor or administrator signs a charter agreement with the local Scouting America council, that unit becomes an official ministry of the parish with all the rights and responsibilities that other parish ministries have in addition to the requirements that the Scouting America promulgate. Many of the other youth-serving organizations do not use this charter method and are, therefore, not parish organizations. A section on working with these non-parish organizations is including in this booklet.

As a parish ministry, pastors and administrators need to be mindful of unit activities both on and off parish property, the selection of unit leadership, and how the unit is integrated into the life and mission of the parish. This guide outlines these responsibilities in detail. The Office for Catechesis, which oversees the Diocesan Catholic Committee on Scouting, is available as a resource to assist with these responsibilities as well as for the adult leaders in the local units.

Yours In Scouting,



Kyle Holtgrave
Director for Catechesis
Office for Catechesis
Department for Catholic Education

Terms and Abbreviations

SCOUTING AMERICA - formerly Boy Scouts of America, one of the largest youth organizations in the United States. There are a variety of programs within Scouting American including:

- **Cub Scouts** - the Scouting America program for boys and girls who are in kindergarten through fifth grade, organized by grade into **Dens** and the collective group of dens is organized into a unit called a **Pack**
- **Scouts BSA** - the Scouting America program for boys and girls in sixth through twelfth grade (formerly known as Boy Scouts), organized in **Patrols** with the group of patrols organized into a unit referred to as a **Troop**
- **Venturing** - the Scouting America program for male and female teens ages 14 through 20 years of age, organized as a **Crew**
- **Sea Scouts** - the Scouting America program for male and female teens ages 14 through 20 years of age, organized as a **Ship**
- **Explorers** - the Scouting America program for youth ages 10 - 20 years old that partners with various trades and professions to help youth members learn more about these careers, organized into **Clubs** (junior high ages 10 - 14) or **Posts** (high school and young adults ages 14 - 20)

CHARTER - a signed agreement between the Scouting America and a charter organization such as a parish that enables the charter organization to use the Scouting program as part of its outreach to youth. A copy of the January 2021 edition of the Charter Agreement is included in Appendix A.

CHARTER ORGANIZATION - an organization such as a parish or Catholic school where a Scouting America unit is organized, sometimes stylized as "Chartered Organization" or "CO".

CHARTER ORGANIZATION REPRESENTATIVE (COR) - one of the "Key 3" leaders and is chosen by the institutional head to be the liaison between the parish and the unit and is a voting member of the local Boy Scout council and district.

COMMITTEE CHAIR - one of the "Key 3" leaders for a unit whose main duty is to coordinate the work of the unit committee.

DIOCESAN CATHOLIC COMMITTEE ON SCOUTING (DCCS) - the team that oversees the spiritual aspects of Scouting in Catholic Church in the diocese, <http://scouts.dio.org>.

INSTITUTIONAL HEAD - a term used by the Scouting America that identifies the head of the charter organization, usually the pastor or administrator of the parish, where the unit is chartered.

KEY 3 - the three essential leadership roles around which a unit committee is organized: charter organization representative, committee chair and unit leader.

NCCS - the National Catholic Committee on Scouting, www.nccs-bsa.org.

ORDER OF THE ARROW (OA) - an honor society within Scouts BSA, Venturing and Sea Scouts. Members are known as Arrow-men or Arrow-women. Activities of the OA are coordinated by the Scouting America's local councils or districts, not charter organizations.

RECHARTER - an annual process where the charter organization renews its commitment to the unit or units sponsored by that organization, typically completed before the end of each calendar year. All adults listed on the charter must have a valid Youth Protection Training (YPT) certificate through Scouting America for the unit to recharter.

RELIGIOUS EMBLEMS COORDINATOR (REC) - a leadership position in the unit's committee responsible for promoting religious activities and awards within the unit.

SCOUT - a youth member of a Scouting America unit.

SCOUTER - an adult member of Scouting America who must be approved by the charter organization to serve in that organization's unit(s) and be appropriately trained by both Scouting America and charter organization standards for his or her position.

UNIT - the Cub Scout Pack, Scouts BSA Troop, Venturing Crew or Sea Ship that has a signed charter with the charter organization. Each unit is a separate entity as identified in the charter, though youth and adult members may be members of more than one individual unit at a time.

UNIT COMMITTEE - the leadership team that coordinates the activities of the unit and is led by the committee chair. Parish programs should have an active committee in accordance with diocesan policy Bk3§504.8.

UNIT LEADER - is one of the "Key 3" leaders for a unit. The unit leader is the person who leads a Cub Scout Pack (Cub Master), a Scouts BSA Troop (Scout Master), Venturing Crew (Venturing Advisor) or Ship (Skipper).

YPT - Youth Protection Training that is mandatory for all adults in Boy Scouts of America. This training is provided online and must be renewed every two years. Scouters must complete YPT for both Scouting America AND the charter organization. If the institutional head is not a registered leader in the unit, the IH is exempt from the YPT requirement.

What Is Scouting?

The mission of Scouting America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and the Scout Law. The National Catholic Committee on Scouting's 2020 publication *Guide to Catholic Scouting* expounds on this mission statement by explaining that "Scouting provides educational / formation programs designed to develop personal traits of character, citizenship and fitness as part of a parish's youth ministry strategy." In summary, Scouting was founded to address and improve how children become mature and responsible adults in our communities and churches.

Scouting programs are based on the ideals expressed in the Scout Oath and the Scout Law:

Scout Oath

On my honor I will do my best to do my duty to God and my country and to obey the Scout Law; to help other people at all times; to keep myself physically strong, mentally awake, and morally straight.

Scout Law

A Scout is trustworthy, loyal, helpful, friendly, courteous, kind, obedient, cheerful, thrifty, brave, clean, and reverent.

Methods of Scouting

The methods of Scouting are designed to help accomplish the mission and goals of Scouting.

- Scouting Ideals – the Scout Oath and the Scout Law serve as a foundation on how act
- Dens/Patrols – these small Christian communities allow for leadership growth and the development of a team approach to activities and adventures
- Advancement – formal recognition builds self-confidence and acknowledges achievement
- Adult Association – leaders who are selected and trained to model, mentor and guide Scout behavior and growth serve as positive influences on young peoples' lives
- Activities and Outdoor Program – exposure to a wide variety of experiences, including outdoor adventures, help Scouts develop problem-solving skills and enhance skill development
- The Uniform – reinforces a Scout's identity and unit solidarity and also serves as a means for displaying some of the advancement goals the Scout has reached
- Personal Growth - Scouts grow as they participate in community service projects, do Good Turns for others daily, earn religious emblems and through personal conferences with adult leaders
- Leadership Development – as Scouts learn new activities, they teach other Scouts what they learn

These methods are used in each Scouting program in age-appropriate ways.

Family Program for Scouting

The Scout program is based on a sound understanding of the growth and development of young people. It is well thought out in its programs which are designed to meet the needs of

different developmental ages and interests. The various programs help young people honor their duty to God and to country and to keep themselves physically strong, mentally awake and morally straight, thereby growing into a mature, Godly and trusted citizens. These opportunities are open to both male and female Scouts.

Cub Scouts

For youth ages five to ten, Scouting America offers the Cub Scout program for parish sponsorship. This program involves groups organized by grade and gender into dens with a group of dens organized into packs. Age-appropriate activities are led by an adult den leader and Scout den chief. Activities center around skill areas and include indoor and outdoor fun and learning. Den meetings and activities culminate in a monthly pack meeting where dens have an opportunity to gather to see what the other dens in the pack have been doing and to recognize advancement. The entire family is welcome at these pack meetings and these meetings also give the parish an opportunity to connect with these families.

A parish may charter an all-boy pack, an all-girl pack, or have a pack that includes both boy and girl dens.

Scouts BSA

For youth ages 11 – 17, Scouting America has the Scouts BSA program which are organized into units known as troops. Traditionally known simply as “Boy Scouts,” Scouting America rebranded the name to Scouts BSA to be inclusive of female participants. Girl and boy units are chartered separately to a charter organization with separate leadership at the unit level. The charter organization may choose to manage these units with separate troop committees or a single committee. Troops are composed of either male or female youth members. Co-educational troops are not permitted.

Venturing and Sea Scouts

Venturing and Sea Scouts continue to charter as dual-gender units at the discretion of the charter organization. These programs are for youth ages 14 – 20 with Venturing crews organized around specific crew interest, such as high adventure or other specialized programming, and ships organized around watercraft activity. Ships and crews follow the same principles of other units, including the Scout Oath and the Scout Law.

Scouting America Units as Parish Organizations

Units Chartered by the Parish

An often-confusing detail about the status of Scouting America units is whether they are part of the parish or not. Units that are chartered by a parish or an institution within the parish are officially a part of that parish. As a part of the parish, these units must follow all the policies and guidelines that are in place from the diocese and the pastor/administrator that other parish organizations follow.

Units Chartered by Other Organizations Outside the Parish

There have been cases where a Scouting America unit has a tradition of using parish facilities for activities but may be chartered through a different organization. Units in this category are not parish organizations because they are chartered elsewhere. The pastor/administrator must approve any outside entity that uses parish property for activities. Approved units must have a Facility License Agreement and insurance as outlined in *Book 5: The Temporal Goods of the Church*, §801.2.1 and §801.3.1 of diocesan policies.

Other Youth-Serving Organizations

Not all youth-serving organizations use a charter or comparable method for incorporation. Entities in this category are not official parish entities and relate to the parish as an outside entity for administrative purposes. These organizations must have approval from the pastor to use parish property for activities. This approval is documented on the Facility License Agreement and insurance requirements as noted in the paragraph above.

Chartering a Scouting America Unit

Scouting and the various kindred youth-serving programs can be an outstanding opportunity for parishes to expand their catechetical and youth ministry outreach (diocesan policies, *Book 3: The Teaching Office of the Church*, §502.1). Parishes or parish organizations in the diocese that charter a Scouting America unit are expected to do the following:

Institutional Head

- Recognize that the unit chartered is a parish ministry and be listed as such
- Approve leaders who recognize the unit and their leadership role in that unit as a reflection of the parish and the Catholic Church
- Meet regularly with the charter organization representative to be familiar with the status and activities of the unit(s) chartered
- Monitor the unit's finances in accordance with diocesan policies

Charter Organization Representative

- Maintain regular, ongoing communication with the pastor (institutional head) on the status and activities of the unit and updating the unit committee on any questions or concerns the pastor has about the unit
- Seek guidance from the pastor and Diocesan Catholic Committee on Scouting on incorporating the teachings of the Catholic Church into the unit activities
- Screen and approve all members of the unit in accordance with diocesan policies and in consultation with the pastor
- Register the name, phone number and email address of the charter organization representative and religious emblems coordinator with the Diocesan Catholic Committee on Scouting annually
- Provide a certificate of insurance from the local Scouting America council listing the diocese and parish as additional insured to the Diocesan Catholic Committee on Scouting annually
- Complete the “NCCS COR Training” modules found on the my.scouting.org website



Committee Chair

- Work with the parish safe environment coordinator to ensure that all Scouters in the unit comply with diocesan safe environment training and Scouting America Youth Protection Training policies
- Ensure that other adults who wish to help the unit but are not registered Scouters comply with diocesan youth protection guidelines before volunteering
- Pursuant to Bk3§403.1 and Bk3§408.5 of diocesan policies, ensure all members of the unit adhere to a published code of conduct (see Appendix B)
- Maintain an up-to-date schedule of unit property in accordance with procedures from the diocesan Office for Insurance and Benefits, updating this list annually with the institutional head
- Monitor the financial status of the unit in accordance with diocesan policies
- Appoint a religious emblems coordinator as a regular leadership position on the unit committee



Religious Emblems Coordinator

- Serves as part of the unit's committee (position code REU)
- Work with the DCCS to provide opportunities for Scouts to earn Catholic religious emblems and awards
- Promote a Scout's Duty to God
- Assists Scouts in completing the application process for emblems



New Unit Development

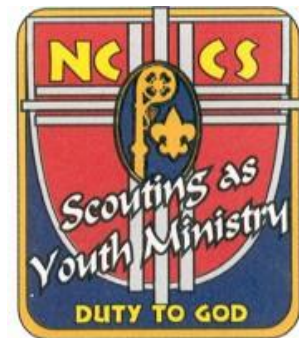
If a pastor/administrator is interested in chartering a Scouting America unit, please contact the Diocesan Catholic Committee on Scouting which is administered through the Office for Catechesis at the Catholic Pastoral Center, (217) 698-8500.

Membership Standards

Scouting America is dedicated to ensuring that both youth and adult members have the opportunity to join a local unit that aligns with his or her beliefs and with the experience he or she wants within the Scouting community. Furthermore, Scouting America allows chartered organizations to select adult leaders without regard to sexual orientation, continuing Scouting's long-standing policy of chartered organizations selecting their leaders. This policy allows Scouting's members and parents to select local units, chartered to organizations with similar beliefs, that best meet the needs of their families. This standard also respects the right of religious chartered organizations to continue to choose adult leaders whose beliefs are consistent with their own. For more information about these membership standards, see Appendix C.

Catholic Identity

The charter organization representative must ensure that anyone seeking membership in the parish unit understands that the unit functions as a part of the Catholic Church and all activities and standards of the unit must conform to the teachings of the Catholic Church.



A key leadership role to assist with Catholic identity is the unit's religious emblems coordinator. The charter organization representative must register themselves and the unit's religious emblems coordinator with the Diocesan Catholic Committee on Scouting annually so there is a communication link between the DCCS and the unit.

Units chartered by parishes in the diocese are expected to promote each Scout's Duty to God in accordance with the Declaration of Religious Principle found in article IX, section 1 of the Scouting America charter and bylaws (see Appendix C). The DCCS has information and resources to assist units and religious emblems coordinators with this task.

As a Catholic entity, members should be reminded that the unit will participate in Catholic events, including public worship. Clause 3 of the Declaration of Religious Principles reminds us that "[i]n no case where a unit is connected with a church or other distinctively religious organization shall members of other denominations or faiths be required, because of their membership in the unit, to take part in or observe a religious ceremony distinctly unique to that organization or church." If, during the vetting process of potential members, a potential member is not comfortable with the Catholic identity of that unit, that potential member should be referred to the local Scouting America council office for help finding a more suitable unit.

Safe Environment

All volunteers registered as part of a Scouting America unit chartered by the parish or parish organization must comply with diocesan Safe Environment policies as noted in *Book 2: The People of God*, sections 200 and 1200 in addition to all Scouting America policies and training requirements. **Clearance by Scouting America does not supersede or replace the requirements of the Diocese of Springfield in Illinois. Nor does compliance with diocesan standards**

supersede or replace requirements from Scouting America. Adults must comply with BOTH diocesan and Scouting America requirements.

Scouting America requires that all registered adults complete the online youth protection training module every two years. Scouting America conducts a background check on all adults via the application process when an adult is first brought on board as a Scouter.

The diocese requires that all adults complete the Youth Protection training provided by the Office for Safe Environment and have a background check updated every five years. The committee chair must provide a roster of adults associated with the unit to the parish safe environment coordinator annually during the unit's recharter process so compliance with diocesan safe environment policies can be monitored. The committee chair must also submit an updated roster to the parish safe environment coordinator whenever new adult volunteers are registered with the unit to verify safe environment compliance.

Adults who are not registered with Scouting America may still volunteer with units but are not considered Scouters. Please consult the *Guide to Safe Scouting* available from Scouting America for information about non-Scouters involvement in unit activities. Non-Scouters must still comply with diocesan safe environment standards to be able to volunteer with the unit.

Gender Identity

Gender dysphoria is a real psychological condition and people who seek to be Scouts or Scouters who present themselves as a member of the opposite sex must be treated with gentle and compassionate pastoral skill and concern. We must also be clear on the reality of human biology as a gift from God that we cannot change. Diocesan policies, *Book 2: The People of God*, §650.1, states, "[i]t is the policy of the Diocese of Springfield in Illinois that all Catholic agencies, including parishes, schools, institution, department, or other entities shall respect the biological sex which with a person is born and shall apply all policies and procedures in relation to that person according to that person's biological sex at birth." Scouters are also expected to conduct themselves in accord with their biological sex at all times and to perform their duties and tailor their interactions with others in accordance with this policy (c.f. Bk2§650.2).

Insurance

Liability Insurance

The Scouting America provides liability insurance for Scouting America units as outlined in the Charter Agreement (Appendix A).

“The general liability policy issued to Scouting America provides primary coverage for all chartered organizations for liability arising out of their sponsorship of a traditional Scouting unit. Evanston Insurance Company provides the first \$1 million per occurrence coverage. Additional policies, all providing primary coverage to the chartered organization, have been purchased so that more than \$10 million in primary coverage is provided. There is no coverage for those who commit intentional or criminal acts. Liability insurance is purchased to provide financial protection in the event of accidents or injury that is neither expected nor intended.”

The charter organization representative must request a certificate of insurance that lists the parish and the Diocese of Springfield in Illinois as additional insured as part of the charter or rechartering process. A copy of the certificate must be filed with the Diocesan Catholic Committee on Scouting annually.

Unit Property

The unit’s committee chair ensures that there is an accurate list of unit property reported to the institutional head annually. If the unit owns any vehicles, boats, trailers or similar items, please contact the Office for Insurance and Benefits to ensure that these items are registered for insurance purposes. Additionally, should your unit plan any international travel, please contact the Office for Insurance and Benefits for instructions well in advance of the trip.

Personal Vehicles

Drivers must have an Information to Owners Using Private Vehicles form on file with the unit committee prior to transporting Scouts who are not family members for unit activities. All drivers must have a valid driver’s license in their possession, insurance coverage on the vehicle and youth protection training and background check from the diocese. Scouting America recommends that insurance coverage include at least \$100,000 combined single limits for vehicles that carry up to 9 passengers and \$1,000,000 combined single limits for vehicles that carry 10 or more passengers. The driver’s insurance is primary in case of an accident. A sample form is included at the end of this handbook.

Financial

Best Practices

Scouting America units are accountable to the institutional head (pastor) and must submit reports quarterly appraising him of the financial status of the unit. The institutional head must also be a signatory and have access to information on any financial accounts held by the unit. It is recommended that statements be mailed to the parish so the pastor can review these as needed and copies forwarded on to the unit for reconciliation.

The unit committee monitors the unit's financial status, auditing accounts annually and reporting the findings of these audits to the charter organization representative and institutional head.

Tax-Exempt Status

Scouting America units chartered by parishes in the diocese use the sales tax exemption number of the parish in accordance with *Book 5: The Temporal Goods of the Church*, §1000 of diocesan policies.

Debit and Credit Cards

As stated in *Book 5: The Temporal Goods of the Church*, §4301.1 of diocesan policies, if it is necessary, a parish, school or agency shall establish a credit card account. If this is done, the Pastor of the parish or administrator of the school or agency shall be the only authorized user of the card; with the advice of the parish finance council, there may be limited access to others. Debit cards shall not be used by parishes, schools or agencies. The parish, school or agency credit card shall only be used where it is not appropriate or convenient to issue a check. The parish, school or agency credit card shall never be used for personal expenses or for ATM transactions or for cash advances. The credit card balance shall be paid monthly on or before the due date as shown on the statement. Revolving credit is not allowed. Entities shall never provide credit card numbers to unknown individuals or organizations.

Establishing a credit account for a unit is strongly discouraged. If one is established, other policies in Bk5§4300 of diocesan policies must be followed.

Fundraising

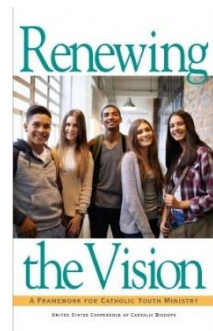
Fundraising should be done in collaboration with other parish entities to avoid "donor fatigue" in the parish.

Rules and Regulations of the Scouting America, Article IX, Section 2, Clause 3 states:

"Units may conduct money-earning projects only when the projects have been approved by the chartered organization and the local council and are consistent with the principles set forth in these Rules and Regulations."

Scouting and Youth Ministry

Shifting to programmatic guidance in this guide, ministering to young people is a vital aspect of the Catholic Church's life and mission. In their pastoral framework on youth ministry entitled *Renewing the Vision: A Framework for Catholic Youth Ministry* (USCCB 1997), the bishops in the United States teach us that "[m]inistry with adolescents (is) a concern for the entire church community, especially for leaders in parishes, schools, and dioceses" (p. 1).



There are three essential goals of youth ministry identified in *Renewing the Vision* (p. 9 - 18):

1. To empower young people to live as disciples of Jesus Christ in our world today
2. To draw young people to responsible participation in the life, mission and work of the faith community
3. To foster the personal and spiritual growth of each young person

The mission of Scouting America is to prepare young people to make ethical choices over their lifetimes by instilling in them the values of the Scout Oath and Law. The aims of Scouting are character development, citizenship training, and mental and physical fitness. The goals of Catholic youth ministry match very well with Scouting's three aims of character development, preparation for responsible citizenship and physical and mental fitness.

Goal 1: To empower young people to live as disciples of Jesus Christ in our world today

Character: Scouting's values, combined with the Gospel values taught by the Catholic Church, are the foundation for developing youths whose good character is based on the Gospel. The religious emblem programs offer a form of catechesis that is age- and grade-specific for each of the program phases of Scouting. Youth leadership positions in the Scout troop and Venturing crew offer opportunities for youths to put good Christian leadership into practice.

Goal 2: To draw young people to responsible participation in the life, mission and work of the Catholic faith community

Citizenship: The Scout unit is one type of community. The home, parish, and civic communities are others to which a Scout belongs. In Scouting programs and activities, they learn how to be responsible members of their various communities.

Goal 3: To foster the total personal and spiritual growth of each young person

Physical and mental fitness: Scouting promotes holistic fitness. Some activities and programs are designed to develop healthful habits of diet and exercise. The challenges of learning new skills and exploring careers and hobbies through the merit badge program or high adventure activities stimulate the intellectual capabilities of the Scout or Venturer. The spiritual values imparted through the religious emblems program, Scout retreats and the ideals of Scouting contribute to sound spiritual growth.

Parish Role in Scouting

“No boy can grow into the best kind of citizenship without recognizing his obligation to God” is a quote from Lord Baden-Powell, founder of the worldwide Scouting movement. Baden-Powell recognized that the spirituality was just as important as other aspects of life. For this reason, the Scout Law includes a reminder that a Scout is reverent. St. John Paul II’s *Theology of the Body* also reminds us that we are both body and soul (*Theology of the Body* 7) which means that our spirituality is as important as our physical and mental wellbeing.

These three aspects of wellbeing – physical, mental and spiritual – are found in the Scout Oath:

*On my honor I will do my best to do my duty to God and my country and to obey the Scout Law; to help other people at all times; to keep myself **physically strong, mentally awake, and morally straight.*** [emphasis added]



Parishes that charter a Scouting America unit should play an important part in helping Scouts attend to their spirituality through a Scout’s Duty to God. Parish youth and catechetical ministry efforts should be key partners in these efforts.

Parish Role in Spiritual Wellbeing

In the document *Renewing the Vision: A Framework for Catholic Youth Ministry* published by the United States Conference of Catholic Bishops, we learn that there are eight components of a comprehensive ministry with youth. These components contribute to the spiritual growth of young people. The components are advocacy, catechesis, community life, evangelization, justice and service, leadership development, pastoral care and prayer and worship. An active Scout unit in a parish can make connections with all eight components.

- Parishes that actively promote Scouting as well as participation in religious emblems and activities by celebrate these accomplishments are actively **advocating** for the young people in the parish, assuring them that they are a valued part of the faith community
- Parishes can support religious programs in Scouting because they are **catechetical** in nature, helping Scouts know and live their faith
- Scouts in their parishes, their units and especially while working toward religious awards, experience positive **community life** among their peers and with adult mentors
- Scouts who are involved in parish life have an opportunity to **evangelize** others - their classmates, fellow Scouts and even their families
- The religious programs engage youth in **service** to their parish and with the wider community
- Scouts who engage in the life of the parish as well as embark on the additional work involved for earning religious emblems and awards **develop leadership** skills
- Getting the parish community involved with the religious emblems and awards available to Scouts brings youth into relationship with caring, responsible adults who provide **pastoral care**, helping young people develop positive assets and avoid at-risk behaviors

- Scouts involved with the liturgical life of the parish as well as through religious emblems and activities encourage youth to develop a life in which *prayer and worship* are core elements

Scout Units Functioning as a Parish Ministry

Scouting is perhaps best understood as one of many approaches a parish uses to engage young people. *Renewing the Vision* reminds us that “no one strategy, activity, or program is adequate to the task of promoting the three goals for ministry with adolescents” (p. 19). Parish life should include multiple ways for a young person to be engaged. It takes a whole Church to raise a young person in the faith¹. Scouting along with other parish ministries for young people should work collaboratively so that young people are fully integrated into the life of the parish.

What does Scouting look like when the unit is fully incorporated into the life and ministry of a parish? Below are some “snapshots” of what this integration should look like.

- Mass is understood as the source and summit of our faith, with Scout activities planned around the celebration of the Eucharist
- Faith is shared and celebrated regularly in the unit by Scouters who are comfortable sharing their faith and by Scouts who know that they are part of a faith-based organization
- Scouters understand that they are youth ministers as well as Scout leaders, trained accordingly for both realities of the position and bringing an explicit intention of impacting the faith of young people
- Prayer is a strong, consistent part of the life of the Scouting unit, with developmentally appropriate prayer activities considered a normal part of the unit’s identity
- Service to the parish with age-appropriate projects are regular events for the unit
- Scouts are visibly active in other parish ministries, such as serving at Mass, assisting with hospitality and singing in the choir
- Scouts and Scouters actively participate in formation opportunities hosted by the parish and through the religious emblems and activities available to Scouts
- Scouts and Scouters are publicly recognized in the parish for their achievements in meaningful rituals and ceremonies

Parish ministry leaders can partner with the Diocesan Catholic Committee on Scouting to create a catechetical plan that helps the unit become more fully integrated into the parish by incorporating the eight components listed above as well as getting Scouts involved with the religious emblems and awards programs that are available through the National Catholic Committee on Scouting.

¹ Sr. Thea Bowman, FSPA, adapted this phrase from the Ghanaian proverb, “It takes a village to raise a child.”

Diocesan Catholic Committee on Scouting



The Diocesan Catholic Committee on Scouting is a group of Catholic lay people and clergy who give guidance, vitality and leadership to the spiritual programs that are available for members of Scouting America, Girl Scouts USA and kindred scouting movements in the Diocese of Springfield in Illinois.

The DCCS seeks to provide support to parishes who have Scout units by providing retreats, adult training, Catholic Camporees and other programming associated with a Scout's Duty to God. Central to the mission of the Diocesan Catholic Committee on Scouting are the religious emblems, awards and activities for Catholic Scouts to grow in their Catholic Faith and in the ideals of Scouting. The DCCS also has a program for recognizing the contributions of adults who are instrumental in helping Scouts and their units be attentive to their Duty to God.

The DCCS coordinates with the Abraham Lincoln Council, Greater St. Louis Area Council, Mississippi Valley Council and Prairielands Council of the Scouting America as well as administrative structures for other kindred organizations such as Girl Scouts of Central Illinois, Girl Scouts of Southern Illinois and the American Heritage Girls National Catholic Committee.

Members of the DCCS are made up of volunteers from each parish that is a charter organization for one or more Scouting America units in the diocese and other youth and adults who seek to advance the mission and goals of the committee.

In addition to the goals and objectives the National Catholic Committee sets forth for diocesan committees (see Appendix D), the DCCS shall:

- Maintain a roster of all Scouting America units chartered by parishes in the diocese
- Provide guidance on diocesan policies
- Publish regular communication on religious emblems, awards and activities for Scouts and Scouters
- Facilitate training for charter organization representatives, religious emblems coordinators and unit chaplain aides

The Office for Catechesis for the Diocese of Springfield in Illinois supports the work of the Diocesan Catholic Committee on Scouting and maintains a website at <http://dio.org/scouts>.

Religious Emblems

What does it mean to be a Catholic Scout? It means being a Scout that believes in Jesus Christ and upholding everything the Catholic Church believes and teaches. Scouts grow to understand their faith within Scouting through earning religious emblems and participating in other faith-based activities. The various religious emblems help Scouts grow stronger in their faith life by providing an opportunity to learn more about Catholicism and to grow closer to Christ. Earning religious emblems is an important cornerstone of faith development in Scouting because

earning an emblem involves study, activities, prayer and community that all help strengthen the Scout's spiritual foundation. Developing a deeper relationship with God coupled with a love and understanding of the Catholic Church will be a wonderful gift for young people through the rest of their lives.

The National Catholic Committee on Scouting has developed programs that help Scouts see their Duty to God and to the community as an organic whole that shares many features with the obligations of their membership in Scouting. The first religious emblem recognized by the Scouting America was the Ad Altare Dei emblem developed by the Archdiocese of Los Angeles. Originally a recognition earned by altar boys who were also Boy Scouts, it brought the idea of service at the altar to service in all areas of one's life. There are now emblems developed by the National Catholic Committee on Scouting for all phases of a Scout's career.

Religious emblems are awarded through the Diocesan Catholic Committee on Scouting and each emblem presents an opportunity for the parish clergy to support and confirm the growth in Catholic virtue and the importance of attending to both spiritual as well as material growth and knowledge in the Scout and with his or her family. Completion of each emblem and endorsement by the Scout's parish is recognized by Scouting America with the presentation of the youth religious emblem square knot. This knot is a silver square knot embroidered on a purple rectangle patch which is then worn on the uniform for the remainder of a scout's tenure in Scouting – even into adulthood.



A step-by-step guide for earning religious emblems is included in Appendix E of this guide.

Light of Christ

The Light of Christ emblem is for Tiger and Wolf Scouts. Christ said, "I am the light of the world: whoever follows me will not walk in darkness" (John 8:12). In baptism, we are instructed to keep the flame of faith alive and burning brightly in our hearts. The purpose of the Light of Christ program is to help Scouts grow in their relationship with Jesus Christ. With the help of parents, Scouts learn more about how we see Jesus as a real person and a friend.



Scouts learn about the Holy Family and how we become part of God's family through Baptism. Just as Mary and Joseph wanted Jesus to grow up learning about his faith, we, too, come to know our faith primarily in our families. To keep our light of Christ burning brightly, we also have to learn how to reconcile with each other and with God. As a family, we also sometimes share a special meal, such as celebrating a birthday or holiday. We celebrate a special meal when we gather as God's family, too. And these special meals, the Eucharist, are celebrated in a church.

Parents work with their Scout to complete the activities in the Light of Christ workbook. There is no special training required for adults to work with Scouts on the Light of Christ emblem. Workbooks are available at local Council service centers or online at www.scoutshop.org.

The Light of Christ emblem is a medal depicting the Paschal Candle being observed by a Scout along with a bar that bears the inscription, "Light of Christ".

Parvuli Dei

The Parvuli Dei emblem, which is Latin for “Children of God,” is for Bear and Webelos Scouts. As children of God, we need to be mindful that God is always present. The purpose of the emblem study program is to help Scouts explore a wide range of activities in order to discover the presence of God in our daily lives as members of our families and parishes and to develop a positive self-image through the contributions we make to the community.



Scouts begin by studying the story of Creation in the Book of Genesis and that each of us are created by God with unique gifts and talents that we can use to serve Him and others through the Church. Our Church community is also a special place where we serve others. When we share of ourselves, we all become more Christlike and share God’s love just as Jesus asks us to do.

Parents work with their Scout to complete the activities in the Parvuli Dei workbook. There is no special training required for adults to work with Scouts on the Parvuli Dei emblem. Workbooks are available at local Council service centers or online at www.scoutshop.org.

The Parvuli Dei emblem is a medal depicting the Holy Family with a dove and is suspended from a bar that bears the inscription “Parvuli Dei.”

Ad Altare Dei

The Ad Altare Dei is for Scouts BSA and Venturing Scouts who have completed the sixth grade and are prepared to make a serious commitment toward exploring how faith and Scout membership mirror and support each other. The purpose of the program is to help Scouts develop a fully Christian way of life within my faith community. The curriculum is based on the Seven Sacraments. These sacraments are our primary means toward spiritual growth.



A trained counselor guides the progress of the class as they work through each chapter of the workbook. Workbooks are available at local Council service centers or online at www.scoutshop.org. Training for adult counselors is offered through the Diocesan Catholic Committee on Scouting.

In a Scout’s own words:

“I had to ask myself: ‘Is my reverence for God something I save for Sundays?’ This program helped me to see Jesus Christ as a part of my day-to-day life. Only by knowing Christ and the meaning of being Christian can we live the divine life.”

Spiritual growth was an underlying goal in the Ad Altare Dei program. Spiritual growth and Scouting go hand in hand. The Ad Altare Dei program helped me to advance spiritually in Scouting and to live fully the Scout Oath and Law.

The Ad Altare Dei emblem is a bronzed cross, suspended from a ribbon of papal colors with red, white and blue stripes down the center of the ribbon. A bronze bar and pin at the top of the ribbon is inscribed with the phrase Ad Altare Dei. This Latin phrase means 'To the altar of God.'

Light is Life

The Light is Life is a program developed for Scouts BSA and Venturers of the Eastern-rite Catholic Churches. Light is Life respects the cultural and ritual differences among the various Eastern Catholic Churches by bringing about in the Scout, through his Eastern Catholic Scouting experience, a deeper awareness of his share in faith-life. Then going forth, he will witness this life through maturity in communal worship and in Christian formation of his world.



The Light is Life emblem is a cross pattée inscribed with Greek letters suspended on a blue ribbon that is hung on a bar with the inscription, "Light is Life" across the top.

Pope Pius XII

Scouts BSA and Venturing Crew members high school age and older in the Pope Pius XII emblem program learn to explore where they are going in their lives and to engage in a process of discerning God's will for how they will live their lives by exploring a variety of vocations. A vocation is a call from God on how to use their gifts and talents in service to humanity and to God. Throughout the Pope Pius XII emblem program, participants examine a variety of career choices and different Church ministries that they might pursue in the future.



The goals of the Pope Pius XII Emblem program are:

- To examine how being a Christian affects daily life in a real world,
- To evaluate personal talents and abilities in light of a possible choice of life state, occupation and ministry,
- To discover how these life states, occupations and ministries help them to become more active in the Catholic Christian faith community,
- To share faith and the practice of religion among peers while they are receiving guidance and feedback attuned to the ideals of Scouting.

As with the Ad Altare Dei emblem, a trained facilitator guides the progress of the class as they work through each chapter of the workbook. Workbooks are available at local Council service centers or online at www.scoutshop.org. Training for adult facilitators is offered through the Diocesan Catholic Committee on Scouting.

The emblem is a bronze shield of the coats of arms of the Holy See and Vatican City suspended from a ribbon of the yellow and white papal colors. The shield is emblazoned with the words "Dignity," "Respect," and "Humility" and is hung from a pin inscribed with "Pius XII" across the top.

Religious Awards

Rosary Series

The Rosary Series focuses on the Mysteries of the Holy Rosary and How to Pray the Rosary. This is an opportunity for youth and adults to learn more about their faith and earn the patches. This activity can be worked on individually or as a group. Award criteria is based on age and completion is verified by the religious emblems coordinator in the unit. Awards include:

- Joyful Mysteries of the Rosary
- Luminous Mysteries of the Rosary
- Sorrowful Mysteries of the Rosary
- Glorious Mysteries of the Rosary
- Pray the Rosary



Marian Series

The Marian Series helps us learn more about Mary and her role in salvation history. The awards are patches that are earned after completing various requirements that are verified by the religious emblems coordinator in the unit. Awards include:

- Immaculate Conception
- Our Lady of Fatima
- Our Lady of Good Help
- Our Lady of Guadalupe
- Our Lady of Lourdes
- Our Lady of the Miraculous Medal
- Our Lady of Mount Carmel



American Saints Series

This religious activity honors those men and women who led heroic lives of faith. Their words, their deeds, and their devotion to prayer and to the sacraments, inspire all American Catholics. In the Church calendar for the United States, some have the rank of "Saint" and are venerated by the Universal Church. Some have the rank of "Blessed" and are venerated by the Local Church. Some have the rank of "Venerable" and, while on the way to becoming a "Saint", may be venerated by Catholics. Most of these men and women lived and worked in North America in what is now the United States. Some others never set foot in America, however they had a huge impact on the Catholic American landscape. All of them sought to follow Jesus.



The goal of this activity is to share the lives of several Saints so that the youth might relate to what these people have done and maybe look to these individuals as role models.

The availability of these patch awards change from time to time. Current awards available are available at <http://www.nccs-bsa.org/index.php/religious-activities/footsteps-of-american-saint-series>. Completion is verified by the religious emblems coordinator in the unit.

Modern Saints Series

This series honors more contemporary men and women from around the globe that have had a profound impact on many. The goal of these activities is to share the lives of several saints so that the youth might relate to what these people have done and maybe look to these individuals as role models. Completion is verified by the religious emblems coordinator in the unit. Patch awards include:

- Blessed Carlo Acutis
- Chiara Luce Badano
- Faustina Kowalska
- Pope John Paul II
- Maximilian Kolbe
- Blessed Pier Giorgio Frassati
- St. Teresa of Calcutta



Faith Series

This series provides a group of activities to help youth and adults to learn more about the universal faith-based practices and traditions used in living the Catholic faith. Completion is verified by the religious emblems coordinator in the unit. Patch awards include:

- Bishop, Shepherd of the Flock
- Corporal Works of Mercy
- Divine Mercy
- Eastern Catholic Awareness
- Eucharistic Adoration
- Human Dignity
- Spiritual Works of Mercy



International Awareness

The International Catholic Conference of Scouting provides an opportunity for its members to meet as friends in the Catholic Church. It links the Catholic Church and the Scouting Movement all over the world. It contributes to the complete education of young people through Scouting from the perspective of the Catholic faith. It develops and enhances the spiritual dimension of Scouting in the World Scout Movement. Awards include pins, patches and medallions based on age level. Completion is verified by the religious emblems coordinator in the unit.



- *Laudato Si*
- Venerable Jacques Sevin

Laudato Si helps Scouts learn how to care for our common home and understand that how we treat our home reflects how we care for each other. The activity about Venerable Jacques Sevin teaches Scouts about the "father of Catholic Scouting".

Heritage Series

Scouts can engage in the ever-popular Religious Activities in the Heritage Series, which includes some of our longest-standing activities as well as activities that honor holy men and women to which many American Catholics share a special devotion.

See the National Catholic Committee on Scouting website for the latest patches in this series: <https://nccs-bsa.org/religious-activities/archived-religious-activities/>

Adult Awards

Bronze Pelican

The Bronze Pelican is an award presented by the Diocesan Catholic Committee on Scouting to registered Scouters who have given unselfish service to Catholic Scouting as one of the Church's ministries to youth for a period of three or more years. Selection for this award is based on the nominee's service to Catholic Scouting in the parish, the local region or the entire diocese.



Some examples of unselfish service that may qualify for this award include:

- Serving as a leader for Catholic religious emblems program in the unit
- Helping Scouts complete Pray the Rosary patches or Footsteps of American Saints patches
- Supporting a Scout's Duty to God by leading or directly supporting other religious activities for Scouts such as vocations events, religious retreats, prayer events for Scouts, etc.
- Advocating for Catholic content in unit, district, and council program planning

An application and other criteria are on the DCCS website, <http://dio.org/scouts>.

St. George Emblem

The purpose of the St. George Emblem is to recognize the recipient's outstanding contribution to the spiritual development of Catholic youth in the program of the Boy Scouts of America. The National Catholic Committee on Scouting, acting through the local diocese, may award the St. George emblem to members of the laity and clergy, Scouters and non-Scouters alike, who have made significant and outstanding contributions to the spiritual development of Catholic youths through Scouting. The recipients of the emblem are to be sought after and selected by an active committee of the diocese.



General Scouting achievements do not qualify a person to receive the St. George emblem. Scouting America has district, council, regional and national awards for such recognition.

An application and other criteria are on the DCCS website, <http://dio.org/scouts>.

Unit Awards

National Catholic Unit Excellence Award

Units chartered by Catholic institutions can apply for the Pope Paul VI National Catholic Unit Excellence Award by completing an application that measures various benchmarks for excellence. Benchmarks include planning that includes Catholic activities, membership growth and retention, participation in the various religious emblems programs, promoting and participating in religious activities, service to the charter organization, promoting vocations, training for adult leaders, having a religious emblems coordinator, and being involved with the Diocesan Catholic Committee on Scouting.



Activity Award of Excellence

Each year, diocesan committees and Catholic units plan and provide activities that further the “Duty to God” tenet of Scouting. The activities can be general activities where Scouts of all ages are involved, or targeted activities such as an Ad Altare Dei retreat or activities designed for Cub Scouts.

NCCS established the Activity Award of Excellence to recognize these outstanding activities and to share information about these activities with other Diocesan/Eparchial Catholic Committees on Scouting and unit leaders so that they can use the information to plan and organize their own events.

Activities submitted for award consideration may include but are not limited to sample prayers, songs, skits and crafts, games, retreats, or a combination of any or all of these activities.

Contact the Diocesan Catholic Committee on Scouting for more details.

Priesthood Sunday

Priesthood Sunday, celebrated nationwide on the last Sunday of October each year, is a special day to honor Priesthood in the United States. It is a call for parishioners to honor Christ as Priest and the men who were called to be his priests on earth. It is also a day to honor all religious and to focus on the importance of vocations. Catholic packs, troops and crews are encouraged to make a special effort to involve the youth in programs of making appreciation cards to be presented after Mass on this day or at an event planned in your parish. Units that initiate a project can award the Duty to God patch from the NCCS.

Religious Activities

Saint George Trek

The Saint George Trek is The National Catholic Committee on Scouting’s high adventure Catholic leadership program for older Catholic Boy Scouts and Venture Crew members at Philmont Scout Ranch. The program brings Catholic high school youth from around the country together with selected priests, religious and seminarians for eleven days of backpacking in the context of a vocation retreat.

Because the program can only accommodate seventy youth, only two participants per diocese will be accepted on a first come, first served basis. Selection of participants is made by the Diocesan Catholic Committee on Scouting and is made based on demonstrated maturity, physical ability, leadership potential, an interest the life of the Church and an openness to the discernment of vocation.

Candidates should be emotionally mature adolescents who will be fifteen years of age on or before July 1 and no older than 18 years old. Commitment to the mission of the Catholic Committee on Scouting is essential.

Participants must also have the physical health and stamina to backpack on the mountain trails of Philmont. No exceptions can be made to these expectations and requirements.

A female crew is planned pending sufficient female registration.

The Saint George Trek is a one-time only experience for youth. Previous youth participants are not eligible.

More details are available at <http://www.nccs-bsa.org/index.php/st-george-trek>.

Scout Retreat

A Scout retreat is hosted as needed to help Scout achieve the requirements for some of the religious emblems as well as personal spiritual enrichment. Details are posted on the Diocesan Catholic Committee on Scouting website as well as in the DCCS email communication.

Camporees and Day Camps

Outings that focus on Duty to God are sponsored by the Diocesan Catholic Committee on Scouting from time to time. Camporees bring Scouts and their families outdoors for overnight adventures centered around faith-based activities. Day camps are hosted in local parishes to help Scouts earn various religious awards. Details about these events are posted on the Diocesan Catholic Committee on Scouting website as well as in the DCCS email communication.

World Youth Day Sunday

The United States Conference of Catholic Bishops (USCCB) has approved the nationwide liturgical celebration of World Youth Day Sunday, which was traditionally celebrated on Palm Sunday, with the new universal date, the feast of Christ the King. The National Catholic Committee on Scouting encourages Scouters to join parishes across the nation in acknowledging the many gifts of our young people during Sunday liturgies on that weekend. World Youth Day Sunday offers all those involved in youth ministry an opportunity to highlight the gifts and joys that young people bring to faith communities.

Celebrating Scout Sunday

The Scout Sunday tradition was started to make people in houses of worship aware of Scouting and to allow Scouts to live out their "Duty to God" by acknowledging their presence in the parish. The Scouting America annually celebrates its founding on February 8, 1910, so Scout Sunday is always the Sunday preceding February 8th, unless the 8th is a Sunday, in which case the 8th would be Scout Sunday.



Scout Sunday is an excellent opportunity to celebrate the accomplishments Scouts have achieved in earning religious awards and emblems. A sample prayer service is available on the Diocesan Catholic Committee on Scouting website, <http://dio.org/scouts>. This prayer service can be used at any time and is not limited to Scout Sunday.

Leader Training

Counselor/Facilitator Training

The Diocesan Catholic Committee on Scouting hosts training sessions for adults interested in being a counselor or facilitator for the Ad Altare Dei or Pope Pius XII religious emblems. These sessions are about two hours, and the training is valid for three years. Details are posted on the Diocesan Catholic Committee on Scouting website as well as in the DCCS email communication.

Charter Organization Representative Training

The National Catholic Committee on Scouting has developed an online training module to supplement the Boy Scouts of America's Charter Organizational Representative (COR) training. This Training Is MANDATORY for all charter organization representatives for units chartered by parishes in the diocese. The focus of this training is to enable CORs to use the Scouting program as a tool for a deeper Catholic youth ministry experience for the Scouts.

The NCCS COR Training is a four-module training available on <http://my.scouting.org>. There is no cost for the training, and it lasts about 40 minutes. The modules covered are:

Reaching Youth Through Scouting – 16 minutes

Scouting is youth ministry when the programs of Scouting America are used in conjunction with programs of the NCCS and seek to fulfill the three goals of Catholic youth ministry.

Your Role as a Catholic COR – 5 minutes

The COR are key to ensuring a Catholic program. This module will review the role of the Scouting America COR as part of the Catholic faith.

Catholic Scouting under BSA Standards – 6 minutes

This module will examine the Scouting America Rule and Regulations and address some of the concerns of Bishops and Pastors with fully implementing a Catholic program that fully participates in the life of the parish.

Chartering to a Catholic Institution – 11 minutes

This module helps the COR understand Scouting in the Catholic Church. This session will discuss the role of the Scouting America charter in the context of the role of the Parish as part of the Diocese and the role of the Bishop.

The course can also be accessed at <https://training.scouting.org/learning-plans/1127>

National Catholic Leadership Development

The National Catholic Committee on Scouting offers a special training course to diocesan committees who want to prepare Scouters to use Scouting as a form of youth ministry. The National Catholic Leadership Development is designed to help Scouters come to a better understanding of the role of religious faith in their lives. The program is designed to be experiential and not overly didactic. Through a series of guided reflections, both the individual and the group examine Scripture passages to ascertain how God is calling each to respond. The program has four component parts or dimensions. These are: the call to leadership, the call to holiness, the call to conversion, and the call to worship. Scouters who wish to participate in this leadership development retreat should contact the Diocesan Catholic Committee on Scouting.

Chaplain Aide Training

The chaplain aide is an approved youth leadership position in Scouts BSA troops. The responsibilities of this position include encouraging the spiritual growth and awareness of each member of the troop and assisting the troop chaplain and other adult committee members such as the Religious Emblems Coordinator. The Diocesan Catholic Committee on Scouting hosts training opportunities to help Chaplain Aides develop a deeper understanding for this leadership role in the unit. These trainings are typically held at Camporees or as needed throughout the diocese.

Religious Emblems Coordinator Training

Contact the Diocesan Catholic Committee on Scouting to schedule a short training session on the role of the Unit Religious Emblems Coordinator.

The Role of the Unit Religious Emblems Coordinator

The Religious Emblems Coordinator is responsible for connecting Scouts with the religious programs available in the parish and through the Diocesan Catholic Committee on Scouting.

Rationale for Having a REC

Lord Robert Baden-Powell, founder of the worldwide Scouting movement, stated, "[n]o man is much good unless he believes in God and obeys His laws. So every Scout should have a religion... Religion seems a very simple thing: First: Love and Serve God. Second: Love and serve your neighbor" (Scouting For Boys, 1908). The Religious Emblems Coordinator helps Scouts love God and neighbor as Baden-Powell envisioned.



Goals of the Religious Emblems Coordinator Position

- To reinforce Church and Scouting America values through religious emblems and other religious activities
- To encourage all members of the unit to earn religious awards
- To promote emblem awareness so all Scouts in the unit know about the emblems of their faith
- To actively participate in unit committee meetings
- To improve the relationship with the charter organization
- To serve as a communication link between the unit and the Diocesan Catholic Committee on Scouting
- To network with the district REC

Tasks

The unit's REC should familiarize him/herself with the various religious emblems and activities available to Catholic Scouts as well the religious emblems available for members of the unit who are not Catholic. One resource to help with this familiarization is the website hosted by the Diocesan Catholic Committee on Scouting, <http://scouts.dio.org>. There are also training opportunities provided by the local council and the DCCS. And flyers, brochures and other materials about religious awards and activities are available that can be sent home with Scouts and parents.

Scouting America has information about awards online: <https://www.scouting.org/awards/religious-awards/>.

The unit REC is not expected to lead or teach any of the religious activities. The role focuses on connecting Scouts with opportunities. While training as a counselor or facilitator is not mandatory for a unit REC, having a trained adult for these positions will be helpful for Scouts in the local area to earn awards. This training is provided by the Diocesan Catholic Committee on Scouting.

Involvement with the unit committee allows for opportunities to advance a Scout's Duty to God in unit activities. The unit REC should also update the unit committee on progress Scouts are

making toward various religious awards. Another task is to encourage the nomination of adults for recognition who have helped advance the spiritual aspect of the unit's activities.

The REC should work with the pastor to identify opportunities in the parish where Scouts can be actively involved and share these opportunities with the unit committee.

For Scouts BSA units, the REC can be involved with the Board of Review process to encourage the Scouts to earn a religious emblem as part of their advancement toward Eagle Scout.

The unit REC should subscribe to the monthly newsletter available from the Diocesan Catholic Committee on Scouting to stay up to date on religious activities available for Scouts as well as any changes to religious programs. The unit REC can also encourage members of the unit to get involved with DCCS activities.

Appendix A: The BSA Charter

The Annual Unit Charter Agreement outlines roles and expectations for both Scouting America and the charter organization. The language of the January 2021 version of the agreement is included below for reference. This agreement is renewed annually.

The Annual Unit Charter Agreement Between:

[NAME OF CHARTER ORGANIZATION] and the [NAME OF LOCAL COUNCIL] Council,
BSA

Pack No. _____ Troop No. _____ Crew No. _____ Ship No. _____
(please specify those units chartered by the chartered organization)

The purpose of the Scouting America program is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values and principles taught in the Scout Oath and Scout Law.

The Chartered Organization, as a duly constituted organization that serves youth, desires to use the program(s) of the BSA to further its mission respecting the youth it supports. The Local Council provides the support and service necessary to help the charter organization succeed in its use of Scouting.

The Local BSA Council

As outlined in the charter agreement, the local council provides support in the following ways.

- Provide primary general liability insurance to cover the charter organization, its board, officers, charter organization representative, employees, and adult volunteers authorized for Scouting activities
"The general liability policy issued to Scouting America provides primary coverage for all chartered organizations for liability arising out of their sponsorship of a traditional Scouting unit. Evanston Insurance Company provides the first \$1 million per occurrence coverage. Additional policies, all providing primary coverage to the chartered organization, have been purchased so that more than \$10 million in primary coverage is provided. There is no coverage for those who commit intentional or criminal acts. Liability insurance is purchased to provide financial protection in the event of accidents or injury that is neither expected nor intended."
- Indemnify the charter organization in accordance with the resolutions and policies of the National Executive Board of the Scouting America
- Respect the aims and objectives of the charter organization and assist the charter organization by making available Scouting resources
- Assure that adults selected as leaders as unit leaders are willing to accept Scouting's values and meet any other requirements of membership, having the appropriate number of leaders for the unit and review and sign each application
- The local council will conduct criminal background checks on adult leaders
- Make available to the charter organization and members program training, program resources, and other Scouting support services

- Make available training and support for the charter organization and for the charter organization representative, the primary link between the charter organization, the local council, and the BSA
- Track and require all unit leaders to complete the Scouting America Youth Protection Training located on my.scouting.org
- Provide camping opportunities, administrative support, and professional staff to assist the unit in developing a successful Scouting program
- Provide unit money earning opportunities for the unit to support their annual program
- Support the unit with recruitment strategies, resources and materials to grow the Scouting America movement

Charter Organizations

As outlined in the charter agreement from Scouting America, the charter organization agrees to:

- Use Scouting to further the charter organization's aims and values for youth.
- Charter organizations must utilize the Scouting program to accomplish specific objectives related to one or more of the following: youth character development, faith-based youth ministry, career skill development, community service, patriotism and military and veteran recognition.
- Conduct the Scouting program consistent with BSA rules, regulations, and policies. Located on the My.Scouting website and online at: www.scouting.org/about/membership-standards/.
- Charter organization representatives are also automatic voting members of the council and district selected by their respective charter organization *BSA Rules & Regs, Article IV*
- Encourage adult leaders to receive additional applicable training made available by the council.
- Be a good steward of unit resources and adhere to Scouting America Fiscal Policies. i.e. Unit Money Earning projects
- Actively participate in the local councils annual giving campaign and product sales to ensure quality Scouting throughout the community. (ex. Friends of Scouting campaign, popcorn, camp card, etc.)
- Encourage the unit to maintain accurate and timely registration records of all its youth and adult members. Utilizing Scouting America online registration tools like membership leads, online applications, and online recharter (no leader is registered w/o YPT)
- Units must not use the Scouting program to pursue any objectives related to political or social advocacy, including partisan politics, support or opposition to government action, or controversial legal, political, or social issues or causes.
- Maintain and support the unit committee made up of at least three persons for each unit.
- Ensure appropriate facilities for the unit for its regular meetings to facilitate the aims and methods of Scouting America.
- Coordinate with the local council to provide annual recruitment opportunities to grow the Scouting America movement as well as publicize Scouting America through inhouse publications

Signatures

The agreement is signed by the institutional head, charter organization representative, the committee chair and a representative of the local council.

Resources

The charter organization must use the Scouting program to accomplish their objectives in a manner consistent with the Bylaws, Rules and Regulations, guidelines, policies, and other publications available on the Scouting America national website located at www.scouting.org/about/membership-standards/.

- The Charter and Bylaws of Scouting America
- The Mission of the Scouting America
- The Rules and Regulations of Scouting of America
- The Scout Oath and the Scout Law, including Duty to God
- Scouting America youth protection policies and guidelines, included mandatory reporting
- The Guide to Safe Scouting
- The Sweet Sixteen of Scouting America Safety
- Scouter Code of Conduct
- Incident Reporting: www.scouting.org/health-and-safety/incident-report/

Charter organizations must not use this charter organization affiliation of the Scouting brand as a means to imply Scouting's endorsement of the objectives or their organization except with respect to youth development consistent with the goals and objectives of the Scouting program. Scouting units should utilize the Scouting America Brand Center for all branding guidelines, images, and logos. The Scouting America Brand Center can be located at www.scoutingwire.org.

Charter organizations must not use the Scouting program to obtain financial support or assistance except as authorized for the chartered unit.

Scout Mission

The mission of Scouting America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Scout Law.

Scout Oath

On my honor I will do my best to do my duty to God and my country and to obey the Scout Law; to help other people at all times; to keep myself physically strong, mentally awake, and morally straight.

Scout Law

A Scout is trustworthy, loyal, helpful, friendly, courteous, kind, obedient, cheerful, thrifty, brave, clean, and reverent.

Appendix B: Code of Conduct

The purpose of having a code of conduct in a parish sponsored unit is to explicitly state membership expectations in that unit. As a Catholic entity, members of the unit, at a minimum, must be expected to:

- Respect his or her individual dignity, self-worth and value in God's eyes
- Respect the dignity, self-worth and value in God's eyes of other persons
- Respect the physical property and possessions of other persons and institutions
- Report violations of the code of conduct

Specific violations of the code include, but are not limited to, the following:

- Possession or use of alcohol or any controlled substance or look-alike substances (sacramental wine for use in the liturgy is excluded from this policy)
- Sexual harassment or other sexual activity
- Theft
- Destruction of property
- Any other act defined as criminal under law
- Leaving the activity or activity area without permission
- Absence without permission from a designated sleeping area
- Wearing of obscene, alcohol/drug related or tobacco related clothing
- Violation of directives given by supervisors or officially designated chaperones

The unit code of conduct should also state that, as a Catholic unit, unit activities will be conducted within the framework of the teachings of the Catholic Church.

In addition to the points above, a code of conduct should include the following language:

[Unit Number], as an organization chartered by _____ Parish in [city], Illinois, follows the policies of the Parish and of the Diocese of Springfield in Illinois as well as the rules and policies of the Scouting America (BSA) as described in the Guide to Safe Scouting and other sources promulgated by local and national BSA authorities. By participating in this unit, I understand and agree that the teachings of the Catholic Church will be the guiding principles for unit standards of conduct and for the type of activities in which the unit engages.

Other parish policies and expectations can be included with the code of conduct.

A signed copy of the code of conduct should be kept in the unit's administrative files overseen by the committee chair.

Appendix C: Charter and Bylaws

Article IX. Policies - Section 1.

Quoted from the September 2020 Charter and Bylaws of the Boy Scouts of America

Declaration of Religious Principle

Clause 1. The Boy Scouts of America maintains that no member can grow into the best kind of citizen without recognizing an obligation to God. In the first part of the Scout Oath the member declares, "On my honor I will do my best to do my duty to God and my country and to obey the Scout Law." The recognition of God as the ruling and leading power in the universe and the grateful acknowledgment of His favors and blessings are necessary to the best type of citizenship and are wholesome precepts in the education of the growing members. No matter what the religious faith of the members may be, this fundamental need of good citizenship should be kept before them. The Boy Scouts of America, therefore, recognizes the religious element in the training of the member, but it is absolutely nonsectarian in its attitude toward that religious training. Its policy is that the home and the organization or group with which the member is connected shall give definite attention to religious life.

Activities

Clause 2. The activities of the Boy Scouts of America shall be carried on under conditions which show respect to the convictions of others in matters of custom and religion, as required by the twelfth point of the Scout Law, reading, "Reverent. A Scout is reverent toward God. He is faithful in his religious duties. He respects the beliefs of others."

Freedom

Clause 3. In no case where a unit is connected with a church or other distinctively religious organization shall members of other denominations or faiths be required, because of their membership in the unit, to take part in or observe a religious ceremony distinctly unique to that organization or church. However, **no church or religious organization holding a valid charter shall be required to accept as an adult leader any person whose espoused personal beliefs are in conflict with the chartered organization's religious principles.** [emphasis added]

Leaders

Clause 4. Only persons willing to subscribe to these declarations of principles shall be entitled to certificates of leadership in carrying out the Scouting program.

Clause 5. Rules and Regulations approved by the Executive Board or Executive Committee shall be considered no less important to the Corporation merely because they are not specifically set forth in the Bylaws.

Appendix D: Goals for Diocesan Catholic Committees

National Catholic Committee Suggested Goals for Diocesan Committees

Diocesan Committee

1. Be an active committee that promotes church-related Scouting programs
2. Work closely with Scouting America and diocesan personnel to provide programs as recommended by the NCCS
3. Meet at least quarterly
4. Have representation at the annual Philmont Catholic Conference, the NCCS Biennial Conference and at NCCS regional Catholic conferences
5. Evaluate the activities and accomplishments of the committee annually and set new goals for the coming year

Training

1. Maintain an active training team
2. Conduct at least one NCCS Scouter Development (now known as National Catholic Leadership Development) annually for adults in the youth ministry of Scouting for Catholics
3. Regularly train Catholic adult leaders who work with youth for their roles as youth workers in Scouting

Membership

1. Foster cooperation with the local council to expand the use of the Scouting program to a greater number of parishes
2. Promote Scouting in all of the ethnic and racial groups that make up the local multi-cultural Catholic faith community
3. Promote Scouting to people with disabilities
4. Encourage youth representation on the committee
5. Promote the Pope Paul VI Award

Religious Emblems

1. Make every unit aware of the religious programs for all faiths
2. Have at least three youth per unit annually complete an emblem and receive recognition
3. Have a trained religious emblems counselor in each parish
4. Conduct an annual religious emblems counselor training course
5. Promote an annual recognition function where the bishop affirms Scouters' efforts and adult recognitions are presented

Religious Activities

1. Provide one Catholic retreat for Scouts and Venturers annually
2. Develop and promote Cub Scout religious activities
3. Distribute and promote the use of the book *A Scout is Reverent* at Scout functions

4. Promote at least one good turn service project annually by each unit for the parish and/or its community

Vocations

1. Encourage and cooperate with the diocesan vocation director to sponsor at least one vocations project, event or day annually
2. Encourage the use of the chaplain aide, not only to foster spirituality in the lives of Scouts, but also as a means of promoting vocations
3. Cooperate with the diocese in making available to Catholic Scouts and Scouters literature and information about the programs offered by the diocesan vocation office

Communications

1. Promote the activities of the DCCS through diocesan news, Scouting America council newsletters and other media
2. Provide the NCCS Marketing and Public Relations Committee details of any Scouting event, recognition, etc. in the diocese that might be of national interest

Chaplaincy

1. Make every effort to provide chaplain service for summer camps, weekend camporees and other appropriate occasions
2. Provide chaplains with the resources to fulfill and enhance their roles in Christian leadership

Pope Paul VI National Unit Recognition

1. Promote this program in all Catholic units, striving for 25% of the Catholic-chartered units to achieve this recognition annually

Adult Recognition

1. Promote an annual recognition where the bishop affirms Scouters' efforts and adult recognitions are presented

Youth Members

1. Have youth members on each diocesan and/or council Catholic committee on Scouting

Appendix E: Guide for Earning a Religious Emblem

The steps outlined here are for the specific emblems noted. Scouts who are seeking a religious award from a different faith tradition should consult with their local faith community.

Light of Christ & Parvuli Dei

- Identify the program that is age-appropriate for the Scout (NOTE: A Scout DOES NOT have to complete one emblem before earning another – each program is independent)
- Obtain the work booklet from the local Scout supply center or from www.scoutshop.org
- Parents review the program guidelines and requirements in the workbook with their Scout, there is no leader guide or additional training needed for these emblems
- The Religious Emblems Coordinator updates the unit committee that work is in progress
- Once all the work is completed in the booklet, the Scout and his/her parent sign the application page and turn the booklet over to the unit REC for review
- The unit REC verifies that the workbook is complete, signs the application and submits the workbook to the Cubmaster and Pastor for signatures
- Once all required signatures are obtained, the application page is submitted with an order form and payment for the emblem to the Diocesan Catholic Committee on Scouting (order form is available on <http://dio.org/scouts>)
- Once the emblem is received from the DCCS, it should be presented to the Scout in a meaningful ceremony

Ad Altare Dei & Pope Pius XII

- Obtain the work booklet from the local Scout supply center or from www.scoutshop.org
- Identify a trained counselor or facilitator who will work with the Scouts
- Complete the Application to Begin Work on the Ad Altare Dei or Pope Pius XII Religious Emblem page (do not remove this page from the booklet yet)
- For the Ad Altare Dei, the counselor submits a copy of the “Intent to Begin an Ad Altare Dei Program” form to the Diocesan Catholic Committee on Scouting
- Work with the counselor/facilitator to complete all the requirements in each chapter
- Update the unit leader and REC after the completion of each chapter
- After completing all assignments, the counselor contacts the DCCS to schedule a board of review
- Once the board of review is complete and the application page signed, the application is submitted to the DCCS along with an order form and payment for the emblem to the Diocesan Catholic Committee on Scouting (order form is available on <http://scouts.dio.org>)
- Once the emblem is received from the DCCS, it should be presented to the Scout in a meaningful ceremony

Information to Owners Using Private Vehicles

For All Parish Activity Trips

Vehicle Owner: _____	
Vehicle Make, Model & Year: _____	
Driver's Name: _____	License State and #: _____
Insurance Company: _____	Policy #: _____
Policy Expiration Date: _____	Vehicle Plate Number: _____

I hereby volunteer to drive my private vehicle to transport minors on an activity trip to: _____ on behalf of a Boys Scouts of America unit chartered to a parish in the **Diocese of Springfield in Illinois** (hereafter "the diocese") on _____.

I understand that by thus volunteering, I am acting as an agent of the diocese and must be at least 25 years of age. I also understand that in case of an accident my private insurance carrier assumes primary liability.

X _____ Date X _____ Date
 Driver Scouting America Unit Leader

Please attach a copy of your driver's license and of the insurance card for this vehicle

List of passengers and emergency phone #:	
1. _____	4. _____
2. _____	5. _____
3. _____	6. _____

Unit Leader: keep a copy of this form on file for 1 year after the safe return of all participants. If there is an accident, retain this form indefinitely. In case of accident, immediately notify the Office for Insurance of the details: (217) 698-8500. The driver must also report the accident to the appropriate authorities and their own insurance company.

NOTE: 11-15 passenger vans are not permitted for transporting youth due to safety concerns per diocesan policy Bk3§206.1.4.

Unit Leader, please verify that the driver has a valid license, insurance and diocesan youth protection training. NOTE: Please verify and attach copies of valid driver's license and insurance card for every event.		
<input type="checkbox"/> Valid License	<input type="checkbox"/> Auto Insurance Policy	<input type="checkbox"/> Youth Protection Verified

Checklist of Unit Responsibilities

Upon Appointment

- Charter Organization Representative completes the “NCCS COR Training” modules found on the my.scouting.org website

Annually

- Charter Organization Representative and Religious Emblems Coordinator are registered with the Diocesan Catholic Committee on Scouting by the Charter Organization Representative
- Certificate of insurance filed with the Diocesan Catholic Committee on Scouting by the Charter Organization Representative
- Schedule of unit property is updated with the Pastor by the Committee Chair
- A Religious Emblems Coordinator is appointed by the Committee Chair
- Scouter compliance with diocesan safe environment training and Scouting America Youth Protection Training policies is verified by the Committee Chair
- Unit bank accounts are audited by the Committee Chair and Charter Organization Representative

Quarterly

- Charter Organization Representative meets with the Pastor to review the financial status of the unit(s)

As Needed

- Leaders are approved in accordance with diocesan policies by the Pastor or his designee
- Pastor and Charter Organization Representative meet regularly so the Pastor can be familiar with the status and activities of all parish units and so the COR can update the unit committee on any questions or concerns the Pastor has about the unit
- Charter Organization Representative seeks guidance from the Pastor and Diocesan Catholic Committee on Scouting on incorporating the teachings of the Catholic Church into the unit activities
- Committee Chair ensures that other adults who wish to help the unit but are not registered Scouters comply with diocesan youth protection guidelines before volunteering
- Committee Chair ensure all members of the unit adhere to a published code of conduct
- Committee Chair monitors the financial status of the unit in accordance with diocesan policies
- Religious Emblems Coordinator works with the Diocesan Catholic Committee on Scouting to provide opportunities for Scouts to earn Catholic religious emblems and awards, promote a Scout’s Duty to God and assists Scouts in completing the application process for emblems