



# **Internet Recharter 2.0**

## **October 2022**

**John Arico**  
**Council Commissioner**





# Areas of Focus

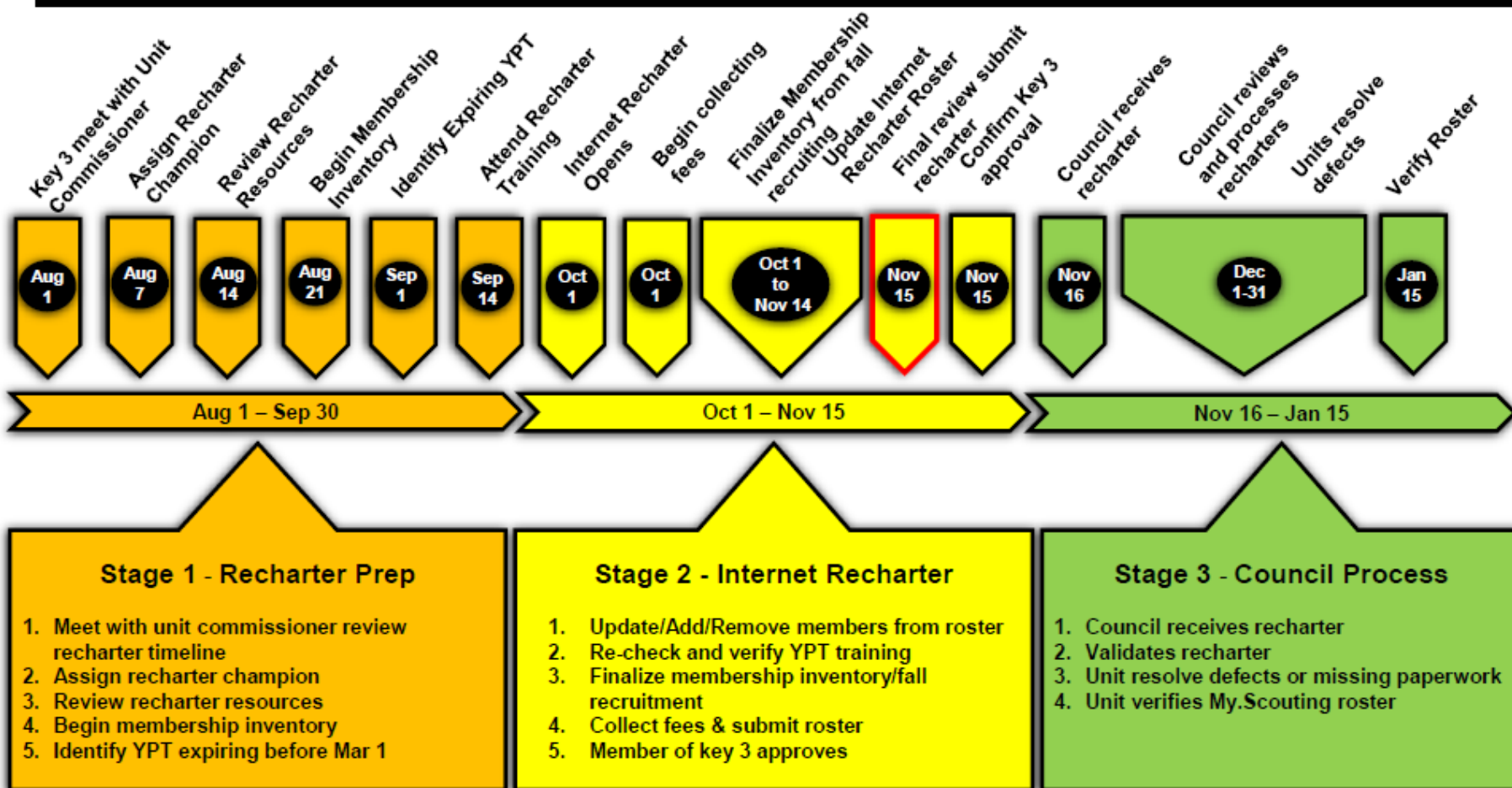
- Review of the Timeline
- 2022 Changes
- Tips to avoid a defective charter
- 2022 Recharter Fees
- Review Steps for using Internet Rechartering
- Available Resources





# Timeline

## December Recharter Unit Timeline





# Changes in 2022

- Non-compliance with YPT will give unit an error
- Enabled printing of unit charter prior to submittal for review
- Council staff can view charter and assist unit's real time
- Improved payment processes, specifically related to ACH





# Changes in 2022 – cont.

- Improved recharter support for Exploring Post and Clubs
- Updated features to both register and identify multiples
- Improved recharter validation (e.g. min # of leaders, CBC or YPT)
- Email approval sent to units Key 3 and key 3 Delegate





# Minimum Leaders

- Cub Scouts
  - COR, CC, CM, 2 MC's and a DL
  - 2 MC's
    - Committee Member, or
    - Pack Trainer, or
    - New Member Coordinator
  - DL
    - Must have at least one den leader who may be:
      - Lion, Tiger, Wolf, Bear or Webelos leader





# Minimum Leaders — cont.

- Scouts BSA
  - COR, CC, SM, and 2 MC's
  - 2 MC's
    - Committee Member, or
    - New Member Coordinator





# Minimum number of Scouts

- Less than 5, but more than two – Must have Scout Executive approval
  - Communicate with your District Commissioner
    - Must have a documented plan to recruit
  - District Commissioner will communicate with Council Commissioner
  - Council Commissioner will obtain approvals







# DWC YPT Policy

Youth Protection Training certification cannot expire within a charter year.

The most stringent policy is what must be followed per National guidelines.





# Avoiding a Defective Charter

## Common Defects

- CBC missing
- YPT is missing or expired
- Adult application missing

## How to Avoid

- Ensure one is on file or submit with charter
- Review your YPT aging report in advance
- Take inventory prior to start of charter of all adults





# Avoiding a Defective Charter

## - cont

### Common Defects

- Missing signatures
- Missing Key 3 approval
- Incorrect payment amount

### How to Avoid

- Have all new members complete application online
- Agree in advance who will approve and when
- Double and triple check your math





# Avoiding a Defective Charter

## - cont

### Common Defects

- Youth turning 18
- Missing documents

### How to Avoid

- Must have a completed Adult application, YPT and CBC
- Be sure to load all documents such as CBC, application or proof of YPT





# 2022 Recharter Fees

- Unit Recharter Fee: \$100.00
- Member Fees:
  - Cubs, Scouts BSA, Venturing, and Sea Scouts, Kindergarten through 20 Years of Age: \$75.00
  - Exploring Program: \$45.00
  - Adult Volunteers: \$45.00
- Scout Life: \$15.00
- DWC Insurance Fee: \$10.08





# New Youth

Applications must be processed prior to completing rechartering.

Applications can be completed online or sent to Member Care.

Why? Youth will not be covered by BSA Insurance until charter is posted





# New Member Fee

- Amount Due: \$25.00
- Due if DWC incentive requirements were not met
  - Applications must have been done using the Online Application Process





# Internet Rechartering

Two Ways to Login in

- My.Scouting Account/Internet Advancement
- [Login | Internet Advancement \(scouting.org\)](#)



The Whole **Scouting Experience** Rolled  
Into One Great Free Web App

TRY NOW



Login to  
Internet Advancement



I'm not a robot



reCAPTCHA  
Privacy - Terms

LOGIN





# Main Screen

Roster

Activities

Profile

Reports

Forum

Scoutbook

Recharter

Internet Advancement

Roster

76

Currently viewing:

Pack 235

▼

My Organization

Pack 235 Divine Mercy Holy Name Society

FAMILY

Council: Three Harbors Council

District: Southern Shores District

Chartered Organization: Divine Mercy Holy Name Society

Pack Roster

Pending Items

History

Import File

Q

Search by Name or Member ID

Run Report

76

▼

Record Progress

▼

Show: Filtered

<input type="checkbox"/>	Name ↑↓	Member ID	Age ↑↓	Last Rank Approved ↑↓	Den ↑↓
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Prepared. For Life.™



# Now the work begins!

- Roster Update
- YPT Check
- CBC Check
- Scouts Life
- Change Adult Leader Position
- Add New Members
- Delete Members
- Manage “Multiple” Registration Positions

**Internet Advancement** Recharter

Unit Type: Pack  
Unit Number: 235  
Tenure: 677 months  
Unit Expire Date: 12/31/2022  
Chartered Organization: Divine Mercy Holy Name Society  
District: Southern Shores District  
Council: Three Harbors Council  
Unit Term: 12 months  
Unit New Expire Date: 12/31/2023

Chartered Organization Name: Divine Mercy Holy Name Society  
Chartered Organization Address: 695 College Ave  
Chartered Organization City: South Milwaukee  
Chartered Organization State: WI  
Chartered Organization Zip: 53172-1252

PACK ROSTER REMOVED MEMBERS (1) PENDING MEMBERS (1)

Payment Logs \$ Refresh Roster Print Roster

Manage Members Upload Document Show: All Roster Search by Name or Member ID

	First Name	Last Name	Gender	DOB	Address	Member Type	Position	Member ID	YPT	CBC Auth	Scout Life	Total
<input type="checkbox"/>	ALVIN	ROSE	M	06/01/1962	7392 Sit Rd., South Milwaukee	Adult	Committee Chairman	76186	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 54.00
<input type="checkbox"/>	ARMANDO	SOTO	M	06/01/1986	Ap #787-8464 Orcl. Rd., South Milwaukee	Adult	Tiger Cub Adult	59414	--	--	<input type="checkbox"/>	\$ 0.00
<input type="checkbox"/>	BILLIE	BANKS	F	06/01/1981	260-7051 Porttitor Av., Cudahy	Adult	Tiger Cub Adult	13994970	--	--	<input checked="" type="checkbox"/>	\$ 15.00
<input type="checkbox"/>	BYRON	BREWER	M	06/01/1988	"P.O. Box 970, 474 Velit. Rd.", South Milwaukee	Adult	Tiger Cub Adult	137415042	--	--	<input type="checkbox"/>	\$ 0.00
<input type="checkbox"/>	CARMEN	ALEXANDER	F	06/01/1977	7076 Nibh Ave, Cudahy	Adult	Tiger Cub Adult	77586	--	--	<input type="checkbox"/>	\$ 0.00
<input type="checkbox"/>	CLARENCE	SULLIVAN	M	06/01/1983	"P.O. Box 650, 699 Eros St.", South Milwaukee	Adult	Cubmaster	13703465	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 54.00





# Changing a Leader Position

## Internet Advancement

Recharter



Currently viewing:



Pack 235



Unit Type: Pack

Unit Number: 235

Tenure: 677 months

Unit Expire Date: 12/31/2022

Chartered Organization: Divine Mercy Holy Name Society

District: Southern Shores District

Council: Three Harbors Council

Unit Term: 12 months

Unit New Expire Date: 12/31/2023

Chartered Organization Name: Divine Mercy Holy Name Society

Chartered Organization Address: 695 College Ave

Chartered Organization City: South Milwaukee

Chartered Organization State: WI

Chartered Organization Zip: 53172-1252

### Update Member Information



You are editing DEREK STONE's information

Member Type

Adult



Primary Position in Unit

Committee Member



Update Information

PACK ROSTER

REMOVED MEMBERS (1)

PENDING MEMBERS

Payment Logs



Refresh Roster



Print Roster



Manage Members

Upload Document

Show: All Roster



Search by Name or Member ID

<input type="checkbox"/>		First Name ↑	Last Name ↑	Gender	DOB	Address	Member Type	Position ↑	Member ID	YPT	CBC Auth	Scout Life	Total	
<input type="checkbox"/>		ARMANDO	SOTO	M	06/01/1986	Ap #787-8464 Orcl. Rd., South Milwaukee	Adult	Tiger Cub Adult	59414	--	--	<input type="checkbox"/>	\$ 0.00	
<input type="checkbox"/>		BILLIE	BANKS	F	06/01/1981	260-7051 Porttitor Av., Cudahy	Adult	Tiger Cub Adult	13994970	--	--	<input checked="" type="checkbox"/>	\$ 15.00	
<input type="checkbox"/>		BYRON	BREWER	M	06/01/1988	"P.O. Box 970, 474 Velit. Rd.", South Milwaukee	Adult	Tiger Cub Adult	137415042	--	--	<input type="checkbox"/>	\$ 0.00	
<input type="checkbox"/>		CARMEN	ALEXANDER	F	06/01/1977	7076 Nibh Ave, Cudahy	Adult	Tiger Cub Adult	77586	--	--	<input type="checkbox"/>	\$ 0.00	
<input type="checkbox"/>		CLARENCE	SULLIVAN	M	06/01/1983	"P.O. Box 650, 699 Eros St.", South Milwaukee	Adult	Cubmaster	13703465			<input type="checkbox"/>	\$ 54.00	
<input type="checkbox"/>		DEREK	STONE	M	06/01/1966	7042 Emily St, Fontana	Adult	Committee Member	133570323			<input type="checkbox"/>	\$ 54.00	



# Uploading a Document



Unit Type: Pack

Unit Number: 235

Tenure: 677 months

Unit Expire Date: 12/31/2022

Chartered Organization: Divine Mercy Holy Name

District: Southern Shores District

Council: Three Harbors Council

Unit Term: 12 months

Unit New Expire Date: 12/31/2023

## Upload Document



CLARENCE SULLIVAN

Drag file here, or [browse](#).

CANCEL

SAVE

Chartered Organization Name: Divine Mercy Holy Name Society

Chartered Organization Address: 695 College Ave

Chartered Organization City: South Milwaukee

Chartered Organization State: WI

Chartered Organization Zip: 53172-1252

PACK ROSTER

REMOVED MEMBERS (1)


PENDING I

[Payment Logs](#)[Refresh Roster](#)[Print Roster](#)[Manage Members](#)[Upload Document](#)[Show: All Roster](#)[Search by Name or Member ID](#)

<input type="checkbox"/>	First Name ↑↓	Last Name ↑↓	Gender	DOB	Address	Member Type	Position ↑↓	Member ID	YPT	CBC Auth	Scout Life	Total	
<input type="checkbox"/>	ALVIN	ROSE	M	06/01/1962	7392 Sit Rd., South Milwaukee	Adult	Committee Chairman	76186	✓	✓	⏻	\$ 54.00	
<input type="checkbox"/>	ARMANDO	SOTO	M	06/01/1986	Ap #787-8464 Orci. Rd., South Milwaukee	Adult	Tiger Cub Adult	59414	--	--	⏻	\$ 0.00	
<input type="checkbox"/>	BILLIE	BANKS	F	06/01/1981	260-7051 Porttitor Av., Cudahy	Adult	Tiger Cub Adult	13994970	--	--	⏻	\$ 15.00	
<input type="checkbox"/>	BYRON	BREWER	M	06/01/1988	"P.O. Box 970, 474 Velit. Rd.", South Milwaukee	Adult	Tiger Cub Adult	137415042	--	--	⏻	\$ 0.00	
<input type="checkbox"/>	CARMEN	ALEXANDER	F	06/01/1977	7076 Nibh Ave, Cudahy	Adult	Tiger Cub Adult	77586	--	--	⏻	\$ 0.00	
<input checked="" type="checkbox"/>	CLARENCE	SULLIVAN	M	06/01/1983	"P.O. Box 650, 699 Eros St.", South Milwaukee	Adult	Cubmaster	13703465	ⓘ	✓	⏻	\$ 54.00	



# Multiple Registrations




**MY UNIT**

PACK 235 DIVINE MERCY HOLY NAME SOCIETY **FAMILY**

**Unit Type:** Pack

**Unit Number:** 235


**Tenure:** 677 months

**Unit Expire Date:** 12/31/2022 

**Chartered Organization:** Divine Mercy Holy Name Society




**District:** Southern Shores District

**Council:** Three Harbors Council

**Unit Term:** 12 months 

**Unit New Expire Date:** 12/31/2023

**PACK ROSTER** REMOVED MEMBERS (1) PENDING MEMBERS (1)

Manage Members  Upload Document  Show: All Roster 

Add New Member

Invite New Member

Mark As Multiple

Unmark As Multiple

Remove From Recharter

	First Name ↑↓	Last Name ↑↓	Gender	DOB
<input type="checkbox"/>	CARMEN	ALEXANDER	F	06/01/1977
<input type="checkbox"/>	CLARENCE	SULLIVAN	M	06/01/1983
<input type="checkbox"/>	DEREK	STONE	M	06/01/1966
<input type="checkbox"/>	FREDERICK	KENNEDY	M	06/01/1978
<input checked="" type="checkbox"/>	JIMMIE	WELCH	M	06/01/1981

- Place a checkmark on person you wish to designate as a multiple
- Click on “Manage Members”
- In the drop down select “Mark as Multiple”





# Validate Recharter and Pay

Internet Advancement

Recharter

Currently viewing: Pack 235

	South Milwaukee			
<input type="checkbox"/>		Committee Member	133570323	
<input type="checkbox"/>		Executive Officer	136159710	--
<input checked="" type="checkbox"/>		Den Leader	13713482	
<input type="checkbox"/>		Den Leader	12005451	

Validate recharter

Error

Recharter has the following issues:

Warning: You may proceed to payment, but the issue will need to be resolved in the future. Fix issues now to save council time and resources.

Error: You cannot proceed to payment until the issue is resolved.

Leaders do not have current YPT

>

CONTINUE EDITING

PROCEED TO PAYMENT

Validate Recharter and Pay



# Payment Screen

Two Features on this screen:

- Payment Summary
- Payment Method

Three Payment Options:

- Credit Card (3%fee)
- ACH (\$1 handling fee)
- Check (Mail payment to Council Office)

Council Address:

Daniel Webster Council  
1500 Bodwell Road  
Manchester, NH 03109

← Back to: Recharter Info

Complete Recharter Information

Payment and Confirmation

**BILLING INFORMATION**

First Name:  Last Name:

Unit: **104** Phone Number:

Country: **USA (US)** Address:

City:  State:

Zip Code:

**PAYMENT METHOD**

☒ Credit Card Pay with card (3% fee) **Credit Card payment**

Card Type:  Cardholder's Name:

Card Number:  Exp. Month:  Exp. Year:

CVV Number:

☒ ACH **ACH payment**

☒ Pay at Council **Pay at Council**

**RENEWAL ROSTER FEES**

	QUANTITY	PRICE	TOTAL: \$708.00
REGISTRATION			
Paid Youth	5	\$240.00	
Pre Paid Youth	0	\$0.00	
Multiple Youth	0	\$0.00	
Paid Youth SL	0	\$0.00	
Pre Paid Youth SL	0	\$0.00	
Paid Adults	0	\$270.00	
Pre Paid Adults	0	\$0.00	
Multiple Adults	0	\$0.00	
No Fee Adults	1	\$0.00	
Paid Adult SL	0	\$0.00	
Pre Paid Adult SL	0	\$0.00	
Charter Fee		\$70.00	
Paid Join Fee		\$0.00	
Council Fee		\$0.00	
Administrative Fee		\$27.00	
<b>TOTAL AMOUNT</b>			<b>\$708.00</b>

**Pay and Post Renewal**

During this process, you have ability to verify all fees and choose your payment option. The payment option is ACH (\$1 fee), Credit Card (3% fee) and Pay at Council, which a local processing fee may apply. If you pay at council, you will need to provide a form of payment to the local council in order to register your unit. Once you have chosen your payment option, click the Pay and Post Renewal button.





# Final Step

**Adobe Acrobat Sign**



## Boy Scouts of America Has Sent You \_\_\_\_\_ Charter to Sign

Boy Scouts of America (Boy Scouts of America) says:  
"Greetings! You've been designated to review and  
verify the charter renewal of the attached Boy  
Scouts of America unit. Please review the charter  
and sign at your earliest convenience."

Attention Unit Leader: If you have not discussed  
approval with the Chartered Organization  
Representative or received consent to proceed, do  
not sign the document."

[Click here to review and sign \\_\\_\\_\\_\\_ Charter.](#)

You are one of a group of signers who can sign this  
document. Only one of you needs to sign. The group  
includes:

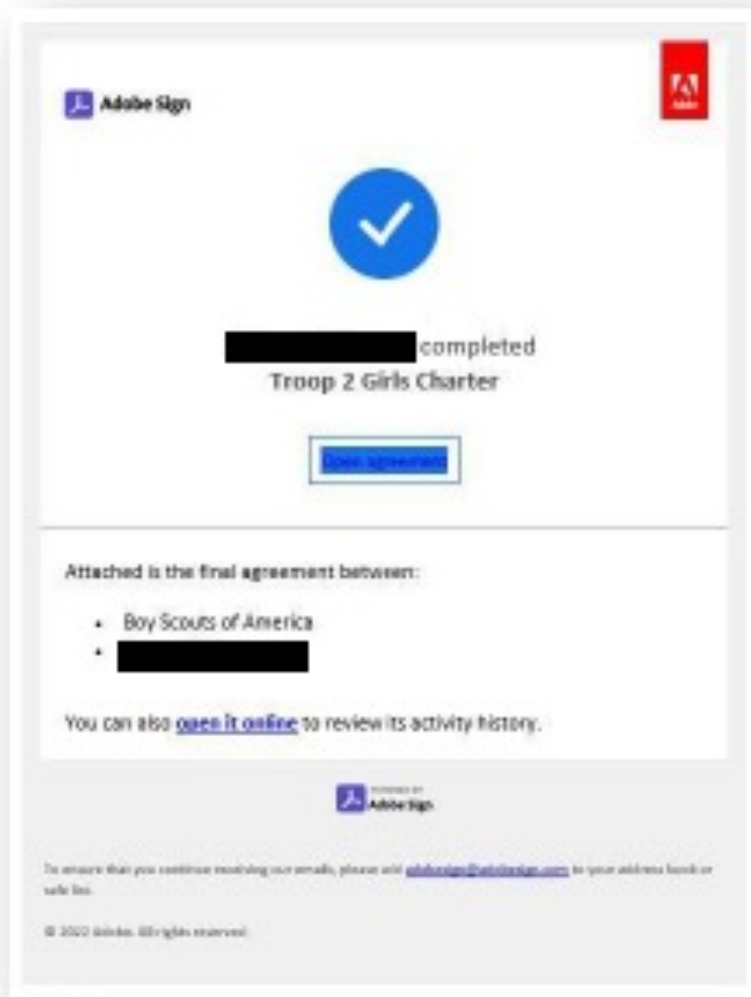
After you sign \_\_\_\_\_ Charter, all parties  
will receive a final PDF copy by email.

To ensure that you continue receiving our emails, please add [adobe@adobe.com](mailto:adobe@adobe.com) to your address book or safe list.





# Final Step

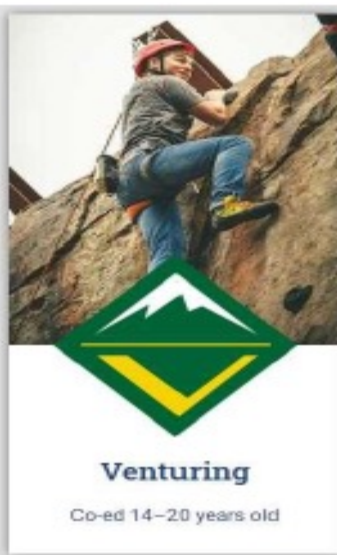




# Available Resources

## Internet Rechartering 2.0 User Guide

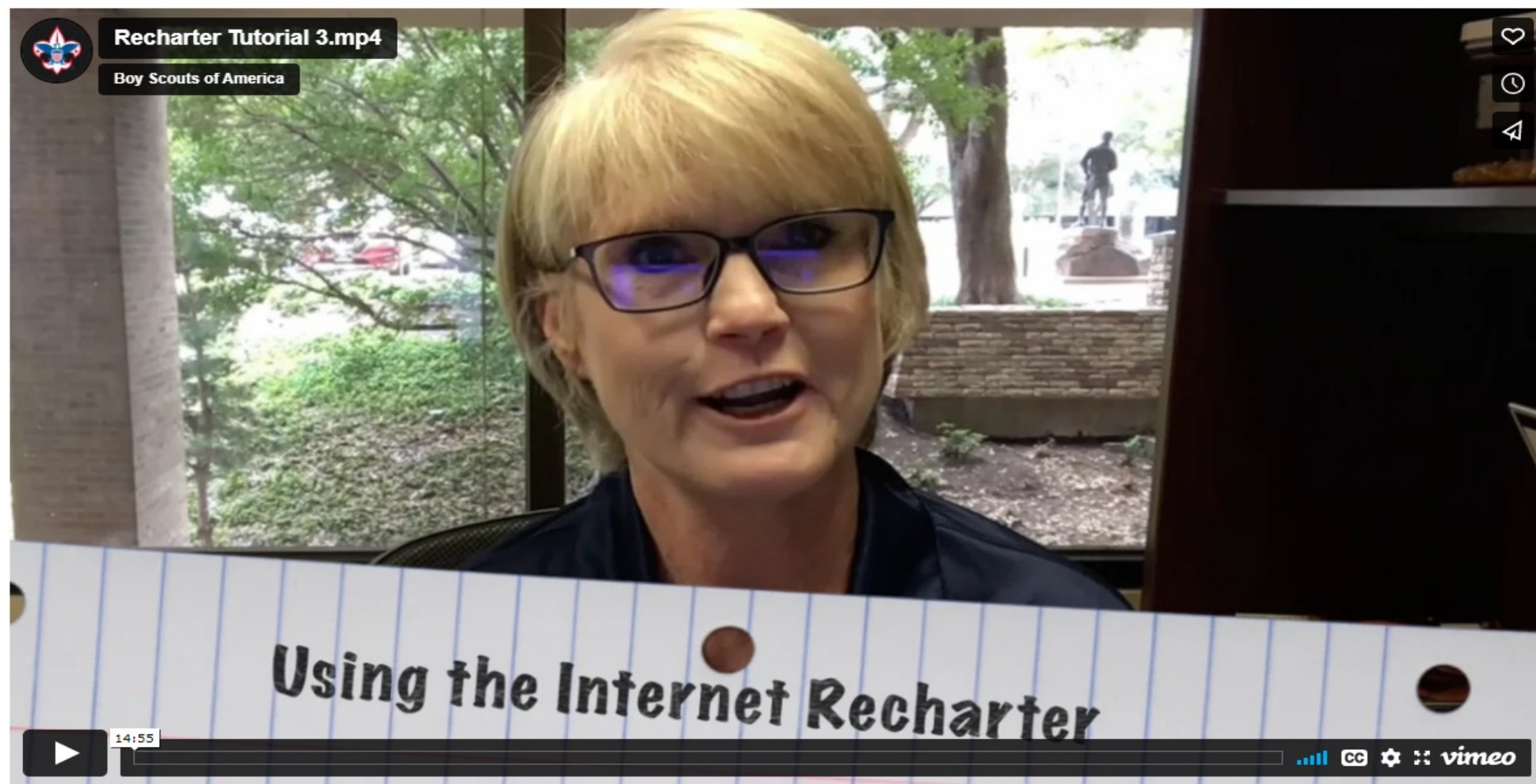
updated 9/12/2022





# Available Resources

## Training Video (Updated from 2021)





# DWC Website

[Rechartering - Daniel Webster Council \(nhscouting.org\)](http://nhscouting.org)

Here you will find:

- Rechartering portal
- User guide
- Frequently asked questions
- Criminal Background Check Form
- Recharter timeline
- BSA infographic related to Fees
- Videos on how the recharter system works
- And much more





Thank you for making a  
difference!

