



W. D. BOYCE COUNCIL
Boy Scouts of America
Serving Youth in Central Illinois

W. D. BOYCE RECHARTER PACKET

Recharter Turn-In Deadline

All units need to complete their recharter and turn in all correctly completed material by

December 3rd, 2022

Your unit recharter is not complete until you have verified and submitted the Internet Recharter 2.0 with new applications, disclosure forms, YPT certificates, AND submitted the Annual Charter Agreement and fees.

To begin:

1. As close as possible to October 15, 2022, the “Recharter Lead” (Key 3 or Key 3 Delegate) should gather Recharter material and go to the Rechartering page on the council website:

<http://www.wdboyce.org/recharter>

2. Review the Rechartering Packet and Forms – Fill and print those items needed (Several documents are PDF-fillable for your convenience.)
3. Sign-in to Internet Advancement (The link can be found on the W. D. Boyce Recharter web page.)
4. Review each person’s role and personal information and update as necessary.
5. Review the Checklist below for reminders

***Unchanged this year: Council Program fee for a Participant is \$28/year. (Scout, youth or adult participant, but not adult leader.) Please see fee scale (in this packet) for national adult and youth changes.**

Please remember that all adults **must** complete the newest version **Youth Protection Training** every 2 years. New adults must present a YPT certificate and disclosure form with any new application. You may access YPT training at my.scouting.org.

ANY UNIT WHICH HAS NOT SUCCESSFULLY SUBMITTED A RECHARTER WILL BE CONSIDERED DROPPED WITH NO LIABILITY OR ACCIDENT INSURANCE COVERAGE.

For Internet Recharter 2.0 help please review the FAQs and User’s Guide at www.scouting.org/commissioners/internet-rechartering before contacting a volunteer. If you still require help, please reach out to the commissioners. Your first call should **not** be to the council staff.

2022 Unit Recharter Checklist

- Youth members - Add new, remove from recharter & update any existing youth
 - If you have hard copy applications -Youth Applications must be properly filled out and signed then uploaded to the Internet Recharter 2.0 site under that individual
- Adult Members - Add new, remove from recharter & update any existing adults (Note that family units must contain 1 female leader over 21 years of age)
 - Adult Applications must be properly filled out and signed including the Criminal Background Disclosure form and include a copy of the YPT certificate then uploaded to the Internet Recharter 2.0 site under that individual
- Review multiple positions/registrations (youth in Crew/Troop or adult in Troop/Pack) and only pay through primary position/unit. Secondary roll cannot be completed until primary recharter is completed.
- After Validation you will “Proceed to Payment”. Select one of the three options provided but understand there are applicable fees to pay on-line. If you select “Pay at Council” either write a check for all applicable fees payable to W. D. Boyce Council, call either office with a valid Debit Card, or call and inform the staff to use available funds from a unit’s account.

SIGNATURE REQUIRED DOCUMENTS

- The Annual Charter Agreement must be signed by the Executive Officer (Institution Head), the Charter Org Rep, and the Committee Chair.
- Update and sign the Unit Account Authorization form.
- Complete the Journey to Excellence (JTE) for your unit type.
- Turn in the completed signature required documentation listed above (outside of Internet Recharter) in the [Secure Portal](#), to your Unit Commissioner, District Commissioner, or designated drop-off location.

SOME DOCUMENTS HAVE A FILLABLE FORM FEATURE FOR YOUR CONVENIENCE. AT THIS TIME ELECTRONIC SIGNATURES ARE NOT PERMITTED OUTSIDE OF THE “INTERNET RECHARTER 2.0” TOOL.

Your PRIMARY means to submit copies not included in IR 2.0 is this [Secure Portal](#):

<https://www.dropbox.com/request/QklewQ1OSIKBWzeMnL2K>

PLEASE INCLUDE THE 4-DIGIT UNIT NUMBER IN THE TITLE OF ALL DOCUMENTS SUBMITTED THIS WAY.

ANY UNIT WHICH HAS NOT COMPLETED THE RECHARTER PROCESS WILL BE CONSIDERED DROPPED WITH NO LIABILITY AND NO ACCIDENT INSURANCE COVERAGE.