**Troop Annual Planning Tips**

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| This is a continuity page for planning and creating the Troop's annual plan. Add tips if you see anything missing.Annual Planning Meeting* Set expectations--business meeting, not social hour
* Review PLC vision and goals
* Decide who should be represented (minimum recommendation is for SPL/ASPL/PL/Guides)
* Typically runs 3-4 hours (break up with lunch and/or activity)

Pre-planning data gathering* Bring PLC Vision and Goals
* Get and pre-load Fairfax **holiday/break schedule**
* **Troop activity history**
* **OA Ordeal Dates**
* **NCAC/District Activities**
* **Major Religious Holidays** (depending on the religious orientation of your troop)
* Woodson, Robinson, Lake Bradock, Annnadale **Homecoming weekends** (improve your chance of having older scouts attend events if you deconflict)
* Football and Marching Band schedules

Activities/Events to include, consider, and/or work around* Monthly themes (48 themes from BSA Program Features) \*\*Consider where new scouts will likely be in their advancement and rank requirements
* Have one of the month's campouts include cultural meals (create variety and recognize diversity)
* Three Courts of Honors (Sep, Jan, May)
* Ski Trip
* High Adventure
* Charter Org Clean-ups
* Service Projects
* Food Drives
* Monthly PLC Meetings
* Camporees
* Family Picnic (usually Sep)
* Annandale - North Springfield Little League (ANSLL) Opening Ceremony (end-Mar/first-Apr)
* Mulch Flyer distribution (2nd half of Jan)
* Mulch Distribution (2nd half of Mar)
* Troop Elections (Oct/Apr)
* Introduction to Leadership Skills for Troops (ILST) (right after elections)
* New PLC Takeover dates (Mid Nov/Mid May)
* School Holidays (and other significant days like Mother's Day)
* Webelos Scout recruiting events
	+ Elem School back to school
	+ Winter campouts
	+ Rock climbing
	+ Webelos troop meeting visits
* OA Elections
* OA Ordeal
* Impeesa National Youth Leadership Training (NYLT) Dates
* Major religious holidays (those where scouts can't or aren’t likely to participate)
* Life-to-Eagle Seminars
* New Scout Campout (early Apr)
* Charter Organization Activities (e.g. Bethlehem Walk, Bethlehem breakdown)
* Retirement Home visit
* Troop Treats [www.trooptreats.com](http://www.google.com/url?q=http%3A%2F%2Fwww.trooptreats.com&sa=D&sntz=1&usg=AFrqEzdO6zQAPOGzgsjSYzFaUCmc7U4P0Q) (early Dec)
* Summer camp for following year—three considerations for troop presentation and vote
* High Adventure—likely already planned with assigned dates
* Next year’s annual planning conference date
* Next year’s idea collection meeting

Events to consider/load for Scouters* Wood Badge Weekends
* Major Training opportunities (Position Specific Training/Outdoor Leadership)
* Committee Meetings
* SM Corps Meetings
* Roundtables
* Quarterly parent meetings
* University of Scouting Dates
* Friends of Scouting Golf Tournament
* Friends of Scouting presentation Jan CoH
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