



BOY SCOUTS OF AMERICA®
CAPITOL AREA COUNCIL

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TOOL KIT



A solution for
United Methodist
Scouting units

THE ANNUAL COUNCIL UNIT REGISTRATION AGREEMENT BETWEEN:

Pack(b/f)/Troop(b/g)/Crew/Ship _____ and the _____ Council, BSA

The purpose of the Boy Scouts of America (BSA) 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 Local Council provides the support and service necessary to help the unit succeed in its use of Scouting.

The Local Council agrees to:

A. Scouting Resources

1. Provide program training, program resources, and other Scouting support services.
2. Provide camping opportunities, administrative support, and professional staff to assist the Unit in developing a successful Scouting program.
3. Provide and facilitate unit-level money-earning (i.e., fundraising) opportunities to support the Unit's activities.
4. Provide recruitment strategies, resources, and materials to help the Unit grow its membership and provide Scouting to the Unit's local community.

B. Adult Leadership

1. Review and select all adult leaders, and ensure they are willing to accept Scouting's values and meet all other requirements of membership.
2. Determine the number of leaders necessary for Units and confirm that each Unit has the required number of leaders.
3. Submit criminal background checks in accordance with BSA policies and procedures, on all adult leaders and volunteers prior to approving any application to serve. The background check shall comply with all applicable federal and state laws and further comply with any standards that may be developed in accordance with any applicable court order. The Local Council's final Registration of the adult leader or volunteer (a) cannot be accomplished until the requisite background check is completed, and (b) will constitute the Local Council's confirmation that the requisite background check has been completed; by indication of the council designees' signature.
4. Require and track all unit leaders to complete BSA Youth Protection Training.

C. Financial Services

1. Provide the Unit with the Council EIN and permission to use the EIN to open a bank account in the name of the Unit, which would be managed by the Unit.
2. Provide the Unit with policies and procedures for financial reporting and asset management, and report Unit financial activity as directed by the Local Council.

The Unit agrees to:

A. Registration and Administration

1. Organize and maintain an active Unit Committee comprised of at least three members for each Unit.
2. Ensure all adult leaders have an approved criminal background check and have completed BSA Youth Protection Training prior to participation in any Scouting activity.
3. Encourage adult leaders to receive position-specific or other appropriate training made available by the Local Council or BSA.
4. Maintain accurate and timely registration records of all youth and adult members. Use BSA's online registration tools, such as membership leads, online applications, and online re-charter.
5. Coordinate with the Local Council to provide annual joining opportunities to grow the BSA Movement.
6. Ensure that the unit has two-deep leadership at all times.

B. Program

1. Conduct the Scouting program consistent with BSA Bylaws, Rules & Regulations, handbooks, policies, brand guidelines, etc. See <http://www.scouting.org/about/membership-standards/>
2. Use the Scouting program to accomplish specific objectives related to one or more of the following: faith-based youth ministry, youth character development, career skill development, community service, patriotism, and military and veteran recognition.

3. Abstain from using 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.

C. Use of Facilities

1. Secure appropriate facilities for a safe meeting environment for the unit to hold regular meetings to facilitate the aims and methods of the BSA.
2. Return the Facilities to their original condition, subject to reasonable wear and tear, at the end of all Scouting Activities, which includes placing any garbage/waste in appropriate receptacles, returning any items stored on premises to the designated storage area, and removing all other personal belongings.

D. Assets and Equipment

1. Be a good steward of the Unit’s resources and comply with the BSA’s Fiscal Policies and Procedures.
2. Apply for and undertake Unit Money Earning Projects in accordance with BSA’s and the Local Council’s guidelines.
3. Actively participate in the Local Council's annual giving campaign and product sales fundraisers (e.g., Friends of Scouting campaign, popcorn, and Camp Card sales).
4. Reimburse the Affiliated Organization for cost of insuring Unit’s assets and equipment, if requested.
5. Follow all Local Council policies and procedures regarding the management of funds. For Unit specific bank accounts, Units will submit annual finance report and other reporting as prescribed by the Local Council.

Unit Committee Chair

Title

Date

Local BSA Council

Title

Date

Insurance

The Boy Scouts of America provides Commercial General Liability (GL) and Excess Commercial Automobile Liability (AL) to cover losses or claims asserted or sustained by any Scout, Scouting Unit, member, visitor, volunteer, or any other person, arising out of or in any way connected, directly or indirectly, with Scouting. This insurance covers the Local Council, along with its Officers, Directors, Trustees, Employees, Agents, Members, or Volunteers (collectively, "Protected Parties"). At a minimum, such insurance:

1. GL coverage shall be written on an occurrence basis, with limits of \$7,500,000 each occurrence and \$23,000,000 annual aggregate for the policy year ending March 1, 2023. GL coverage limits are subject to change upon renewal, but at a minimum GL coverage shall be written on an occurrence basis, with limits of \$1,000,000 each occurrence and \$10,000,000 aggregate.
2. AL shall be written on a per occurrence basis, with a \$5,000,000 limit per occurrence as excess of the Local Council's primary AL insurance and any other excess insurance available from other sources; provided however, that the underlying primary AL insurance, and other excess (if any), shall be no less than \$1,000,000.
3. As set forth in the GL policy, shall provide coverage for:
 - Bodily injury, sickness or disease including illness or death of any person.
 - Bodily injury, including physical or sexual abuse, misconduct, or molestation.
 - Personal or advertising injury.
 - Damages caused by physical damage or destruction of tangible property.
 - Contractual liability covering the BSA's obligation to defend, indemnify, and hold harmless the Protected Parties.
 - Punitive or Exemplary Damages coverage equal to that which is provided to BSA entities.

Resources

Units 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 BSA national website located at

www.scouting.org/about/membership-standards/

- The Charter and Bylaws of the Boy Scouts of America
- The Mission of the Boy Scouts of America
- The Rules and Regulations of the Boy Scouts of America
- The Scout Oath and the Scout Law, including Duty to God
- BSA youth protection policies and guidelines, including mandatory reporting
- The Guide to Safe Scouting
- The SAFE Checklist
- Scouter Code of Conduct
- Incident Reporting <https://www.scouting.org/health-and-safety/incident-report/>

Scout Mission:

The mission of the Boy Scouts of 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, helpful, friendly, courteous, kind, obedient, cheerful, thrifty, brave, clean, and reverent.

THE ANNUAL UNIT CHARTER AGREEMENT BETWEEN:

_____ and the _____ Council, BSA

Pack No. _____ Troop No. _____ Crew No. _____ Ship No. _____

(Please identify those units chartered by the Chartered Organization.)

The purpose of the Boy Scouts of America (BSA) 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 Chartered Organization succeed in its use of Scouting.

The Local Council agrees to:

- Provide primary general liability insurance to cover the Charter Organization, its board, officers, Charter Organization Representative (COR), employees, and adult volunteers for authorized Scouting activities. Indemnify the Charter Organization in accordance with the resolutions and policies of the National Executive Board of the Boy Scouts of America.
"The general liability policy issued to the Boy Scouts of America provides primary liability insurance 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."
- Respect the aims and objectives of the Charter Organization and assist the Charter Organization by making available Scouting resources.
- Assure that adults selected 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 **BSA Youth Protection Training**. YPT training is located on the My.Scouting website. *(no leader is registered w/o YPT)*
- 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 BSA movement.

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 auto-matic 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 BSA Fiscal Policies. ie. 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 BSA's 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(s) 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 the BSA.
- Coordinate with the local council to provide annual recruitment opportunities to grow the BSA movement as well as publicize BSA through inhouse publications.

| | | |
|-------------------------------------|-------|------|
| Charter Organization | Title | Date |
| Charter Organization Representative | Title | Date |
| Unit Committee Chair | Title | Date |
| Local BSA Council | Title | Date |

Resources

- Chartered organizations 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 BSA national website located at www.scouting.org/about/membership-standards/.
 - The Charter and Bylaws of the Boy Scouts of America
 - The Mission of the Boy Scouts of America
 - The Rules and Regulations of the Boy Scouts of America
 - The Scout Oath and the Scout Law, including Duty to God
 - BSA youth protection policies and guidelines, including mandatory reporting
 - The *Guide to Safe Scouting*
 - The Sweet Sixteen of BSA Safety
 - Scouter Code of Conduct
 - Incident Reporting <https://www.scouting.org/health-and-safety/incident-report/>
- Chartered organizations must not use their charter organization affiliation or the Scouting brand as a means to imply Scouting’s endorsement of the objectives of their organization except with respect to youth development consistent with the goals and objectives of the Scouting program. Scouting units should utilize the BSA Brand Center for all branding guidelines, images, and logos. The BSA 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 the Boy Scouts of 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.

FISCAL POLICIES AND PROCEDURES FOR CAPITOL AREA COUNCIL UNITS

Current Unit Registration Options

- **Charter Organization Units:** Assets of the unit generally belong to the Charter Organization and are managed by the unit.
- **Council Registered Units:** Assets of the unit generally belong to the Council and are managed by the unit.
- **UMC Affiliated Units:** Assets of the unit generally belong to the Council and are managed by the unit.

Tax Exempt Status

- **Charter Organization Units:** Charter organizations vary widely, but the tax status of your unit is usually the same as that of your charter organization.
- **Council Registered Units:** Units properly registered, and using the council EIN for banking purposes, are generally tax exempt. Consult your local council for instructions and policies.
- **UMC Affiliated Units:** Units properly registered, and using the council EIN for banking purposes, are generally tax exempt. Consult your local council for instructions and policies.
- **Group Exemption:** Units cannot be included on BSA's group exemption. Only local councils and local council trusts are permitted by the IRS.
- **State Sales Tax Exemption:** Contact Capitol Area Council for authorization for Council Registered Units and UMC Affiliated Units. Chartered Organization Units will need to contact their respective Chartered Organization.
- **Disclaimer:** Many units have their own EIN, but this does not equate to tax exempt status. Units should not incorporate or seek tax exempt status.

Unit Banking

- **Checking Accounts:** Unit funds should be deposited in a checking account that requires two signatures, typically the Treasurer and a member of the Unit Committee.
 - o **Charter Organization Units:** Contact your charter organization for permission to use their EIN and direction on who to use as the responsible party. As an alternative, many councils allow units to deposit funds in custodial accounts in the council service center.
 - o **Council Registered Units:** Contact your new council appointed IH or COR for assistance obtaining the council EIN and direction on who to use as the responsible party. Council Registered Units previously using separate bank accounts through a Charter Organization should close those accounts and follow the local council policies for a new account. Council registered units may deposit funds in custodial accounts at the Council Service Center. Capitol Area Council will require an annual reporting of unit banking information due at re-charter. (see attached form)
 - o **UMC Affiliated Units:** Contact your new council appointed IH or COR for assistance obtaining the council EIN and direction on who to use as the responsible party. UMC Affiliated Units previously using separate bank accounts through a Charter Organization should close those accounts and follow the local council policies for a new account. UMC affiliated units may deposit funds in custodial accounts at the Council Service Center. Capitol Area Council will require an annual reporting of unit banking information due at re-charter. (see attached form)

Equipment Insurance (For Council Registered Units and UMC Affiliated Units Only)

All equipment should be insured with appropriate liability, casualty, and property coverage. Capitol Area Council will require an annual reporting of equipment with a value greater than \$5,000.00 due at re-charter. (see attached form) The charter organization or local council may assess a fee to the unit for providing insurance coverage and the unit should, in compliance with the Guide to Safe Scouting materials, regularly inspect all vehicles and trailers.

Dissolution of Unit

The unit committee shall apply unit funds and property to the payment of unit obligations.

- **Charter Organization Units:** Surplus funds should be turned over to the charter organization to be used for Scouting purposes.
- **Council Registered Units:** Surplus funds should be turned over to the council.
- **UMC Affiliated Units:** Surplus funds should be turned over to the council.

Fundraising

- **BSA Unit Money-Earning Applications:** Approval must be given by the charter organization and the council for all unit fundraising.
- **Soliciting Gifts:** As gifts to units are generally not tax deductible, units should not solicit gifts. Anyone can contribute to a unit, but the donor would not receive a charitable deduction. Gifts made to councils or Charter Organizations cannot be passed through to the unit.
- **Scout Accounts:** Scouts can credit a reasonable amount of funds earned toward their Scouting expenses. Scouts cannot use funds earned for any non-Scouting purposes and cannot take the money with them if they leave Scouting.
- **Council Fundraising-** The Capitol Area Council annually holds a popcorn sale. This sale is an excellent opportunity for Scouts to “pay their own way”. Capitol Area Council encourages all of our units to participate.

PayPal/Venmo

- Capitol area Council does not utilize paypal/venmo for collecting of any fees. Units can utilize these vendors to collect **UNIT specific fees**.
- PayPal can be used to accept unit payments. PayPal account instructions are available here: <https://help.scoutbook.scouting.org/knowledge-base/paypal-payment-utility-sb/>
- As of January 1, 2022, the IRS introduced new reporting requirements for payments received for goods and services, lowering the threshold to \$600. Third party settlement organizations, such as PayPal and Venmo, will be required to provide customers with a 1099-K form if they receive \$600 or more in goods and services transactions during the 2022 tax year. Charter Organization Units and Council Registered Units utilizing PayPal or Venmo should ensure they are using appropriate EINs and following all policies and procedures. Parents of/Groups of Citizens Units should consult their own tax advisors.

Facility Use Agreement

Instructions for Using this Agreement Form

- Complete the table at the top of the form with the necessary information, namely:
 - “Licensor” should be the name of the legal owner of the building or property covered by the agreement
 - “Facility” should contain a description and the street address of the property or building
 - The “Restricted Area” should contain a description of those areas, if any, within the Facility that the Licensee is not authorized to access or use
 - “Licensee” should be the name of the local council, not an individual unit or person.
 - “Licensee Address” should be the street address of the local council’s main office.
 - Each “Primary Contact” field should contain the name and phone number of the person who each party designates to be the main point of contact for the other party.
- In Section 2, in the spaces provided, insert the date and time when Licensee’s right to use the Facility would begin and the date and time when the Licensee’s right to use the Facility would end.
- In Section 3, in the spaces provided, insert the total dollar amount that the Licensee would pay to the Licensor for use of the Facility and the date when payment would be due. If the Licensor requires an up-front deposit, insert that amount and the due date in the spaces provided. If no up-front deposit is required, insert “0” in the space provided.
- The Licensee, including individual units, may only use the Facility to host Scouting meetings and related activities and is responsible for providing all personnel, equipment, and supervision. The Licensor is not obligated to provide any personnel, programming, supervision or other services.
- Licensee must provide evidence of general liability insurance by way of a certificate naming the Licensor as an “additional insured”, not merely a certificate holder. Contact the BSA’s Risk Management department to request a certificate of insurance for the Licensor.
- The agreement must be signed by Scout Executive, Director of Field Service or Director of Support Services. Volunteers may not sign the agreement on behalf of the local council.

Facility Use Agreement

| | |
|------------------------------------|------------------------------------|
| Licensor: | Licensee: |
| Facility Description and Address: | Licensee Address: |
| Restricted Area(s), if any: | |
| Primary Contact with Phone Number: | Primary Contact with Phone Number: |

This Facility Use Agreement (“**Agreement**”) is between the Licensor and Licensee named above. Licensor owns and/or operates the facility identified above (the “**Facility**”) and desires to grant Licensee a license to use the Facility during the Term on the terms and conditions set forth herein for the purpose of hosting Scout meetings and operating other Scouting-related activities (the “**Purpose**”).

For good and valuable consideration, the Licensor and Licensee agree as follows:

1. Licensor hereby grants to Licensee and its individual units (i.e., dens, packs, troops, crews) a non-transferable, non-exclusive, limited right to access and use the Facility identified above (not including the Restricted Area(s), if any) during the Term on the terms and conditions hereof, and Licensee hereby accepts such license. Licensee’s use of the Facility shall be limited to the Purpose.

2. Licensee’s right to access and use the Facility begins at _____ a.m./p.m. on _____ (the “**Start Date**”) and ends at _____ a.m./p.m. on _____ (the “**End Date**”, and together with the Start Date, the “**Term**”). Licensee may terminate this Agreement any time for any reason (or no reason).

3. In exchange for the right to access and use the Facility, Licensee will pay Licensor the sum of \$ _____ (the “**Rental Fee**”). A non-refundable deposit of \$ _____ will be due no later than _____, and the balance of the Rental Fee will be due no later than _____.

4. Licensee shall use reasonable care to preserve and protect the Facility from damage and to leave the Facility in substantially the same condition as when delivered by Licensor, reasonable wear and tear excepted. Licensee will be responsible for the reasonable costs to repair damages to the Facility caused by Licensee’s use under this Agreement, not including reasonable wear and tear.

5. Licensee has inspected and accepts the Facility “as is” in its current condition. Licensor makes no representations or warranties with respect to the condition of the Facility or its suitability for any particular purpose. Licensee understands that due to the nature of the Facility, it may not accommodate persons with certain disabilities. Licensee is responsible for providing all disability accommodations necessary for its guests and invitees.

6. Licensee will procure and maintain throughout the Term commercial general liability insurance with coverage limits of no less than a combined single limit of \$2,000,000 and including coverage for bodily injury, property damage liability, and contractual liability. Licensor will be named as an additional insured under such policy and receive a certificate of insurance prior to the Start Date as evidence that Licensee meets the foregoing insurance requirement.

7. Licensee’s use of the Facility shall comply with all applicable local, state and federal laws and regulations. Licensee will furnish all equipment, materials, and resources required, and adequate supervision necessary for the safe and efficient operation of, the Licensee’s meetings and related activities. Licensee agrees to abide by Licensor’s rules and guidelines applicable to the Facility of which Lessee is made aware in writing.

8. Licensee will defend, indemnify and hold harmless Licensor and its employees, directors, officers, contractors and agents from any and all claims, liabilities, losses, damages, and other costs and expenses, including reasonable attorneys’ fees, investigative costs, court costs (collectively, “**Losses**”), arising out of Licensee’s use of the Facility, except to the extent such Losses are the result of Licensor’s negligence or intentional misconduct or a condition of the premises not caused by Licensee. This indemnification obligation shall survive the termination of this Agreement.

9. Licensor shall not promote or exploit Licensee’s use of the Facility for the purpose of, or name Licensee in connection with any, political or social advocacy conducted by Licensor, including partisan politics, support or opposition to government action, or controversial legal, political, or social issues or causes.

10. This Agreement is governed by and will be construed in accordance with laws of the state where the Facility is situated. This Agreement represents the entire agreement between the parties concerning the subject matter herein and may not be modified or amended unless such modification or amendment is made in writing and signed by both parties. Each party hereto represents and warrants that the person executing this Agreement on such party’s behalf is duly authorized to do so. Any provisions of this Agreement found by a court of competent jurisdiction to be void or unenforceable shall not affect the validity or enforceability of any other provision.

ON BEHALF OF LICENSOR:

By (signature): _____
 Print Name: _____
 Title: _____

ON BEHALF OF LICENSEE:

By (signature): _____
 Print Name: _____
 Title: _____

Scout Executive or designee



BSA General Liability Insurance Coverage for Chartered & Affiliate Organizations

The BSA provides primary general liability insurance coverage for **all** chartered organizations and affiliate organizations on file with the BSA for liability arising out of an official Scouting activity of a traditional Scouting unit. The BSA insurance coverage is consistent for all affiliate and chartered organizations.

This coverage provides primary general liability coverage for registered volunteer Scouters with respect to claims arising out of official Scouting activities, which are defined in the insurance policy as activities that are consistent with the values, Charter and Bylaws, Rules and Regulations, operations manuals, and applicable literature of the Boy Scouts of America. This insurance coverage responds to allegations of negligent actions by third parties that result in personal injury or property damage claims and provides protection for Scouting units and chartered/affiliate organizations on a primary basis.

The BSA general liability insurance program provides volunteers, chartered organizations, and affiliate organizations additional excess coverage for automobiles above a local council's automobile liability policy or a volunteer's or chartered/affiliate organization auto or watercraft liability policy. The owner's vehicle or watercraft liability insurance is primary. The excess insurance, whether it is the local council auto or BSA general liability, is available only while to the extent the vehicle or watercraft was in the actual use of a Scouting unit and being used in connection with an official Scouting activity.

The insurance provided to unregistered Scouting volunteers through the general liability insurance program is excess over any other personal insurance the volunteer might carry, usually a homeowners', personal liability, vehicle, or watercraft policy.

The current primary insurance provides \$1M/occurrence, \$10M/aggregate. The first excess policy is \$6.5M/occurrence, \$13M/aggregate. There are additional excess policies in place that provides coverage for Charter Organizations and Affiliation Organizations.

A Certificate of Insurance can be provided by the local council.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/29/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | |
|---|---|
| PRODUCER Marsh & McLennan Agency LLC 8144 Walnut Hill Lane, 16th Floor Dallas TX 75231 | CONTACT NAME: Laura Craig PHONE (A/C, No, Ext): 972-770-1402 FAX (A/C, No): 972-770-1699 E-MAIL ADDRESS: laura.craig@marshmma.com |
| | INSURER(S) AFFORDING COVERAGE INSURER A: Evanston Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F: |
| INSURED Boy Scouts of America, National Council and All of its affiliates and subsidiaries 1325 West Walnut Lane Irving TX 75038 | BSALFLCA |

COVERAGES

CERTIFICATE NUMBER: 1631977340

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-----------|---------------------------------|---------------|-------------------------|-------------------------|--|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | | V3P0009136 | 3/1/2022 | 3/1/2023 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY | | | | | | |
| A | <input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | | V3XEC0009135 | 3/1/2022 | 3/1/2023 | EACH OCCURRENCE \$ 6,500,000 AGGREGATE \$ 13,000,000 \$ PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | | Y/N <input type="checkbox"/> | N/A | | | |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder is named as an additional insured by virtue of a written or oral contract or by the issuance/existence of a permit or certificate of insurance but only with respect to operations by or on behalf of the Insured, or to facilities of, or facilities used by the Insured and then only of the limits of liability specified in such contract for the event specified. Primary and Non-Contributory applies as required by written contract or agreement. Waiver of Subrogation applies when required by written contract or agreement. Sexual Molestation coverage is incorporated in the policy and addressed by endorsement and is subject to the policy period, terms, limits and conditions of the policy. Certificate holders include directors, officers, agents, owners, volunteers, mortgagees and landlords as required by written contract or agreement.

For: All Official Scout Activities

CERTIFICATE HOLDER**CANCELLATION**

The United Methodist Church

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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