

# Varsity Scout Team

## Activity Planning Work Sheet

New Challenges, New Experiences

Activity \_\_\_\_\_ Scheduled Dates \_\_\_\_\_

Program Manager \_\_\_\_\_

(The following information should be completed to successfully develop and have your activity.)

Team Committee member/consultant \_\_\_\_\_

Location: \_\_\_\_\_

Team Captain Comments: \_\_\_\_\_

Facilities available/reserved \_\_\_\_\_

Equipment to reserve \_\_\_\_\_

Tour Permit turned in two weeks in advance. Yes \_\_\_\_\_ No \_\_\_\_\_

Followup items:

Activity Plan (by Program Manager)

Preplanning meetings and dates \_\_\_\_\_

What needs to be accomplished? \_\_\_\_\_

Needs \_\_\_\_\_

Resources (trucks, cars, people, equipment, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Facilities needed \_\_\_\_\_

\_\_\_\_\_

Determine all costs involved \_\_\_\_\_

Names and number of people participating, Varsity and Adults

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Job to be done

Assigned To

Job to be done	Assigned To
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Notes to Program Chairman:** Followup on ALL assignments, ongoing, during the development of your activity. Double check all arrangements. Let others know and keep informed through your written plans and progress. Do the activity!

**Rule One: Make it FUN!** Each activity should accomplish at least one worthwhile scouting objective and priesthood purpose.

Each young man earn at least one rank and three merit badges, or more, every six months.