

SCOUTS BSA RESIDENT CAMP

# LEADERS GUIDE



SUMMER 2023



[WWW.MICHIGANSCOUTING.ORG](http://WWW.MICHIGANSCOUTING.ORG)

## DEAR UNIT LEADERS:

Thank you for your commitment to our Michigan Scout Camps, where you will find a camping experience like no other! We can't wait to see Scouts back out on our beautiful camp lakes and rivers, swimming, kayaking, on the shooting range, or just relaxing at your campsite after a full day of merit badge sessions & fun programs.

Our Michigan camps offer unique and distinct camping opportunities for your Unit, where our programs are individually tailored to meet the requirements and expectations of all Scouts attending summer camp. You and your Scouts plan your week; we make it happen. It should come as no surprise that your Unit will have a blast – and the Michigan Crossroads Council is confident you will find our Camps to be very warm, friendly, and inviting places. Our Camps proudly serve Scouts and Scout Leaders from all over Michigan - and many Units from around the United States – with a safe, quality, fun-filled camping experience.

Summer Camp in the GREAT OUTDOORS is coming soon and our Outdoor Adventures team is working hard to ensure that our Scout's engagement at camp will be an experience they will never forget. Our summer and year-round staff is highly trained, motivated, and eager to assist your Unit with a program that promises to give your Scouts an incredible camping experience. Our staff will do everything possible to exceed your Unit's needs and expectations. If there is any assistance we can provide prior to your arrival, please share it with us and we

will accommodate your needs to the best of our ability. The dedicated individuals who make up our Staff will strive to ensure your Unit's total satisfaction.

Start preparing for your experience at our Michigan Camps now! With high customer satisfaction ratings, and top-notch facilities, our Camps provide the canvas for you to create your real-life adventure that you will remember for a lifetime. To further assist your Unit's summer camp planning this Leader's Guide consists of two sections:

Section 1: Outdoor Adventures Administration (applicable at all camp properties)

Section 2: Your Specific Camp / Program

We have made every effort to capture all pertinent information. However, please do not hesitate to contact us if your question(s) are not answered. Our well-trained camp staff is committed to exceeding your expectations. We look forward to greeting you this summer at one of our amazing Camps.

Thank you for choosing to come to camp with us! Have a terrific summer! We look forward to welcoming you "home!"

In Scouting,  
*The Michigan Crossroads Council, Outdoor Adventures Team*

### BSA MISSION STATEMENT

It is the mission of the Boy Scouts of America to prepare young people to make ethical choices over their lifetimes by instilling in them the values of the Scout Oath and 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 time, To keep myself physically strong, mentally awake, and morally straight.

### SCOUT LAW

#### A Scout is:

Trustworthy, Obedient, Loyal, Cheerful, Helpful, Thrifty, Friendly, Brave, Courteous, Clean, Kind & Reverent

*It is the policy of the Michigan Crossroads Council to ensure a camping experience without discrimination or harassment on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, national origin, genetic information, or any other characteristic protected by law. The Michigan Crossroads Council prohibits any such discrimination or harassment.*

# ATTENTION ADULT VOLUNTEERS

## New Volunteer Support Initiative in 2023!

The Michigan Crossroads Council, Outdoor Adventures team would like to extend a big THANK YOU to all unit volunteer leaders who have helped to support the delivery of our summer camp program by volunteering in a specific camp program area or area of summer camp operations in 2022 and previous seasons. Your support was vital in ensuring smooth summer camp operations and quality customer experience.

As we move into 2023, your volunteer support will continue to be vital in our efforts to deliver a high-quality program to our Scouts and Units. We want to make use of your talents, abilities, and willingness to support our camps and supplement our quality trained staff – as we continue to combat the current labor shortage.

### NEW IN 2023

**YOUR UNIT WILL RECEIVE A CREDIT FOR A FREE ADULT VOLUNTEER AT ANY MCC SCOUTS BSA CAMP FOR THE 2024 CAMP SEASON if you fulfill the volunteer camp commitment.**

NOTE: This credit does not need to be applied to the same individual the following season; other adult leader requirements (i.e. First-Year Camper Program supervision, Daily Duty Roster, etc.) are still in effect and not part of the Volunteer Support Initiative Program.

### ELIGIBILITY REQUIREMENTS INCLUDE:

**1)** Volunteer for a key position or deliver a key service identified by the specific camp your unit is attending.

NOTE: each camp will have different key position needs – refer to the application to see each camp's needs.

**2)** Commit to providing a minimum of 12 hours and a maximum of 16 hours of service in the approved position.

**3)** Apply to one of these key positions through the link below NO LATER than April 21, 2023.

NOTE: Your specific camp's Camp Director will contact you if your application has been accepted. You will receive position specific instructions for onboarding prior to your arrival to camp – including a state-mandated 1 to 2 hour training module to be completed in addition to the hours of service listed under requirement #2.

**4)** Limited to 3 adult leaders per Unit – your Unit will still be responsible to ensure that adequate adult leader supervision is maintained during the camp session.

**APPLY TODAY**

[bit.ly/3UJzHOW](https://bit.ly/3UJzHOW)



# CAMP APP FOR ADULT LEADERS



Launched in 2022, the Michigan Crossroads Council manages “Camp Apps” for its four Scout BSA Resident Camps at no cost to our customers! The Apps are designed to be used by unit leaders attending events at camp to access camp events, weather, and maps, as well as provide feedback on camp facilities and staff. It also gives unit leaders direct contact links for camp leadership.

The Apps contain a notification mechanism that allows camp staff to push out notification to all Camp App users about emergencies (weather, etc.), changes in programming, trading post sales, upcoming events, safety features, and more!

The Apps are not just designed for summer camping use. During the Summer Camp season, the Camp

Apps will have links to the Leaders’ Guides, Camp Menus, Schedules of events, and other useful information that a Unit Leader would like to have at their fingertips. All year long the Camp Apps provide links to various maps, resources, upcoming events, camp contacts, and weather forecasts. In addition, there is a Feedback section that allows you to report Facility issues and give feedback on camp staff performance.

For more information on the Camp App – or to download – please visit: <https://michiganscouting.org/campapp/>



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# CONTACT & QUICK LINKS

NAME	POSITION	CAMP	PHONE	EMAIL
Sean Henneman	Deputy Scout Executive - Chief Program Officer		(608) 738-2000	sean.henneman@scouting.org
Dianna Marsh	Assistant Director of Outdoor Adventures / Program	Camp Teetonkah	(517) 940-4314	dianna.marsh@scouting.org
Andrew Wright	Camping & Program Operations Director		(989) 225-7586	andrew.wright@scouting.org
Rebecca Alberda	Reservations Manager		(616) 785-2662 x3004	rebecca.alberda@scouting.org
Cheryl Burrows	Camp Director	Camp Rotary	(810) 625-6059	cheryl.burrows@scouting.org
Gregg Zdan	Camp Director	Cole Canoe Base	(734) 716-6204	gregory.zdan@scouting.org
Julie Vrugink	Ranch Director	D-bar-A Scout Ranch	(517) 230-4960	julie.vrugink@scouting.org
Wanda Philipppy	Scout Camp Director	D-bar-A Scout Ranch	(757) 582-8026	wanda.philippy@scouting.org
Marie Becvar	Camp Director Program Specialist	Gerber Scout Reservation	(360) 770-9021	marie.becvar@scouting.org

For general questions please contact our **Outdoor Adventures hotline: (517) 816-7755** or [camp.michigan@scouting.org](mailto:camp.michigan@scouting.org).

## Quick Website Links

### Michigan Crossroads Council Website

<https://michiganscouting.org/>

### Outdoor Adventures Landing Page

<https://michiganscouting.org/outdooradventures/>

### Summer Camp Registration Pages

<https://michiganscouting.org/outdooradventures/scoutsbsa-summer-camp/>

### Health Forms

[https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001\\_ABC.pdf](https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf)

### DHHS Clearance Forms:

[https://www.michigan.gov/documents/lara/bchs-camps\\_001\\_request\\_for\\_central\\_registry\\_clearance\\_4\\_21\\_21\\_723669\\_7.pdf](https://www.michigan.gov/documents/lara/bchs-camps_001_request_for_central_registry_clearance_4_21_21_723669_7.pdf)



# QUICK REFERENCES

## Important Dates

### July 1 - December 31, 2022

Pre-Registration Period

### January 1 - May 31, 2023

Registration Period

### January 1, 2023

Camp Scholarship Applications Open  
(see page 9)

### January 1, 2023

1st Payment Opens (see page 12)

### February 1, 2023

1st Payment DUE

### February 2, 2023

2nd Payment Opens

### March 1, 2023

2nd Payment DUE

### March 2, 2023

3rd Payment Opens

### March 20 - 23, 2023

Merit Badge Enrollment Opens  
(see page 9 for specific camp dates)

### April 1, 2023

Camp Scholarship Applications DUE

### April 1, 2023

3rd Payment DUE

### April 2, 2023

4th (Final) Payment Opens

### May 1, 2023

4th (Final) Payment DUE

### June 1, 2023

Finalize DHHS forms and any adult registration applications that need to be submitted to the Council in order to ensure that they will be processed and posted before summer camp begins

## Camp Contact Information



### Camp Rotary

3201 S. Clare Avenue, Clare, MI 48617  
Phone: (989) 386-7943

### Cole Canoe Base

1356 E. Greenwood Road, Alger, MI 48610  
Phone: (989) 873-1516

### D-Bar-A Scout Ranch

880 E. Sutton Road, Metamora, MI 48455  
Phone: (810) 245-2250

### Gerber Scout Reservation

1733 Owaspippe Road, Twin Lake, MI 49457  
Phone: (231) 894-4928

### Michigan Crossroads Council - HQ

14258 Michigan Street, Eagle, MI 48822  
Phone: (517) 940-4210

PLANNING YOUR  
**SUMMER CAMP  
ADVENTURE**





# MCC CAMP FEES

## YOUTH FEES

CAMP FEE - INCLUDES ALL MB FEES

Discount Fee (if payment schedule is followed)	<b>\$380.00</b>
Regular Fee (all payments made after May 1st)	<b>\$430.00</b>
Provisional Scout Fee (1st week)	<b>\$380.00</b>
Additional Weeks (For any Scout to attend a 2nd MCC Week)	<b>\$230.00</b>
Crossover Webelos or new Scouts BSA Scouts after May 2nd	<b>\$380.00</b>

## DISCOUNTS

Sibling Discount (1st Scout pays regular fee, siblings receive discount) **\$25.00 Discount/Sibling**

## ADULT FEES

All Adults (full week of camp)	<b>\$175.00</b>
Part-Time Adults (will be pro-rated by the day)	<b>\$40.00/Day</b>

## Camp Scholarships

The Michigan Crossroads Council provides limited assistance on an individual basis to those Scouts who could not otherwise attend summer camp due to financial hardship. Camp Scholarships will be administered by the Michigan Crossroads Council and forms are available online AND at our Council Service Centers. Completed Camp Scholarship forms are due by April 1st. Scouts who apply for a Camp Scholarship are still responsible for half of the regular camp fee and must adhere to the Payment Schedule.

***\*Scouts who apply for a Camp Scholarship may not also receive the Sibling Discount - Sibling Discount will be administered at time of registration.***

***Note: Fees subject to change due to necessary program adjustments.***

## ONLINE RESERVATION & PAYMENT SCHEDULE

All MCC Summer Camp Registrations can be made at

<https://michiganscouting.org/outdooradventures/scoutsbsa-summer-camp/>



# PROGRAM PAYMENTS & REFUND POLICY

## STATEMENT

The Michigan Crossroads Council provides Council programs, high adventure camps and other camping experiences to the Scouts and leaders in its service area. These opportunities require Council staff to send deposits to the sponsoring camp, acquire needed supplies and produce mailings to campers and others so the Council sponsored experiences are rewarding and convenient for the Scouts and leaders in our Council.

Fees are usually paid in advance of the event and to ensure the Council can provide the best service to the Scouts the following refund policies will apply. Participants are not considered registered for any event/activity until payment in full has been received.

## EVENT REGISTRATION FEES

Event fees are final except in a limited number of circumstances (see listing below) where a refund may be granted. Refunds may be given only if the following circumstances are brought to a Council employee's attention.

Individuals/Groups that cancel their event registration 30 days or more prior to the event date will receive a refund of the total registration fee less a 15% administrative service charge. No refunds will be given for cancellations made less than 30 days prior to the event date. Any/all refund requests must be made within 30 days of the event date.

## RESIDENT CAMP REGISTRATION FEES

For Cub Scout and Scouts BSA Summer Resident Camp registrations the cancellation fee is based on 15% of the total event registration fee and not the amount of fees paid at the time of cancellation.

Alternately, Scouts BSA Summer Camp fees may be transferred to another Scout or leader attending. No prorated fees will be given to Scouts wishing to attend a partial week at Scouts BSA Summer Camp.

1. The registered participant has an illness or physical ailment preventing participation in the event and has a signed statement from a medical doctor or healthcare practitioner. The written order must be provided to the Michigan Crossroads Council, 14258 Michigan Street, PO Box 129, Eagle, MI 48822.
2. In the event of the death of an immediate family member (parent, grandparent, brother, sister or anyone else living in the house with the participant). The Council will consider other deaths, which may affect the participant, on a case-by-case basis.
3. Only an employee of the Michigan Crossroads Council may authorize a refund for a Council sponsored event.
4. Any refund of monies for the event is then based on the total event registration fee at the time of cancellation minus the deposit and any money sent to another agency or company for the event. The remaining money is refundable as long as the participant meets the above requirements. Any money that has been sent to another agency or company is considered issued and not refundable.

5. Any event that does not have a deposit, but has an event fee, will be assessed a 15% service charge before any refund is issued. This 15% service charge applies to all non-Council cancellations - including medical, death in the family, family hardship, etc. All remaining money is refundable. Again, the participant must meet the above requirements.
6. Processing these refunds for summer camp may not take place until after the camping season due to the review process. Once approved please allow 30 days for the refund to be processed. Any/all refund requests must be made prior to May 31st for Scouts BSA Summer Resident Camp; or must be made within 30 days of the start of the event date for Cub Scout Resident Camp.

## DEPOSITS

1. Deposits are non-refundable. The following will apply for any deposit made for a Council sponsored program.
2. Deposits are not refundable. Any cancellation, once the deposit has been sent to the Council, will be forfeited. Deposits may be transferable to another participant that takes the entire slot for that event.

## LATE FEES

The Michigan Crossroads Council and all approved event committees have the opportunity to set late fees or discounts for events. Late fees will be announced with the original posting for the event. Late fees paid to the Council are not refundable.

## WAITING LISTS

At times the Council maintains a waiting list. If the participant is not selected to attend the event, all waiting list money will be refunded at 100%, including deposit money.

## CANCELLATION BY THE COUNCIL

If the Michigan Crossroads Council or National Boy Scouts of America or any agency that has contracted with the Council cancels an event, the Council will issue a full 100% refund (including any Deposit Money).

These policies only affect the Michigan Crossroads Council, Boy Scouts of America; its committees and districts. This policy is not transferable to charter partners or individual units (Packs, Troops, Teams, Crews and Posts) of the Council.

## EXAMPLES

- A Scout cannot attend an event. Cost of event is \$20. The refund would be \$20 - \$3 (15% service charge) = \$17 refund if notification was made at least 30 days prior to event. No refunds made for notifications made less than 30 days prior to the event date, however, the Scouts' event fee may be transferred to another Scout.

# ONLINE CAMP REGISTRATION

For Summer Camp 2023, the Michigan Crossroads Council will continue to use the Black Pug registration platform which utilizes a more user-friendly process and better manages our summer camp attendance. Under this system there are two registration periods, a “Pre- Registration” period and a regular “Registration” period.

As soon as you are ready to sign up for summer camp, a representative from your unit should make an online registration through the MCC web site to register your unit for 2023 Scouts BSA Resident Camp at Camp Rotary, Cole Canoe Base, D-bar-A Scout Ranch, or Gerber Scout Reservation; visit the following link for summer camp availability:

[https://michiganscouting.org/outdoor\\_adventures/scoutsbsa-camp-registration/](https://michiganscouting.org/outdoor_adventures/scoutsbsa-camp-registration/)

Once you have selected your week of camp, click on the green **Look Up Registration** button and follow the instructions. At the time of registration you will be asked for your contact information, an estimate of the number of campers that may attend, your campsite preference, and to provide your \$200 camp deposit (payable by credit/debit card or electronic check). The person listed with your summer camp reservation will be the person receiving all Summer Camp 2023 electronic communications. We STRONGLY encourage you to add at least one (1) email in the “additional contacts” area of your registration!

If you signed up for Summer Camp 2023 at camp this past summer, this step will be completed for you. For Summer Camp 2023 details (registration & payment dates) please review the following link:

<https://michiganscouting.org/scoutsbsa-camp-registration-2023/>

This will get your unit signed up for the 2023 Camp Season!

Once your unit has registered, your unit’s representative will receive e-mail communications about the registration process and other camp news. Units can access their Summer Camp 2023 registration by clicking on the “Lookup Registration” link found on the Summer Camp Registration Page.



## PRE-REGISTRATION PERIOD (JULY 1 - DECEMBER 31, 2023)

For Units that register during Summer Camp 2023 a \$200 deposit will be required. In addition to the deposit, an estimate of Youth & Adult attendance is also required. 2 Adults and 5 Youth [7 slots] is the minimum registration requirement. Female participants will require a minimum of one female leader.

## REGISTRATION PERIOD (JANUARY 1 - MAY 31, 2023)

For Units that register during this period, Units will not need to pay a deposit but will need to specify the number of participant (youth & adult) slots needed for summer camp. 2 Adults and 3 Youth [5 slots] is the minimum registration requirement. Female participants will require a minimum of one female leader.

# ONLINE CAMP REGISTRATION



Any unit may make a registration for any available session of any MCC Scouts BSA Resident Summer Camp for 2023. A registration fee equal to \$50 per slot reserved will be due at that time. **The unit is now financially responsible for the number of slots requested and is subject to the Council Program Payment & Refund Policy.**

Individual names do not have to be specified at this time but can be if the unit chooses to do so. Names will be required, however, before Merit Badge selection can be made.

Units may add new slots (if space is available) or reduce the number of existing slots (subject to the MCC Payment & Refund Policy) until the end of the Registration Period (May 31st). Units may make changes to existing slots until midnight on the Friday before their arrival at camp.

## ESTIMATE CONFIRMATION (JANUARY 1 - FEBRUARY 1, 2023)

Units that made their reservation during the Pre-Registration period are required to confirm their estimated numbers (based on camp availability) and the camp fee due will be equal to \$50 per confirmed participant slot. Units that do not confirm their estimate and pay the \$50 per slot by February 3rd may lose their summer camp reservation. Do not confirm a slot unless you have a committed participant - Webelos Crossovers can be registered at a later date.

## 2ND PAYMENT DUE (MARCH 1, 2023)

For existing reservations, an additional \$50 participant payment is now due for each slot reserved at this time (\$100 total due for each slot reserved). The camp fee due for new reservations at this time will be equal to \$100 per participant slot.

## MERIT BADGE REGISTRATION OPENS (SEE SCHEDULE BELOW)

After the 2nd payment [March 1] has been made, Merit Badges for participants can be made beginning on the dates listed below. In order to select Merit Badges, payments totaling \$100 per Scout must be paid by the dates listed below.

- Cole Canoe Base – March 18, 2023 – 8:00 AM
- D-bar-A Scout Ranch – March 26, 2023 – 8:00 AM
- Gerber Scout Reservation – March 19, 2023 – 8:00 AM
- Camp Rotary – March 25, 2023 – 8:00 AM

## THIRD PAYMENT (APRIL 1, 2023)

For existing reservations, and additional \$140 participant payment is now due for each slot reserved at this time. The camp fee due for new reservations at this time will be equal to \$240 per participant slot. If this payment is missed (paid after April 1st), the total camp fees paid must equal the full camp fee of \$380 per Scout.

## FINAL PAYMENT & REGISTRATION INFORMATION DUE (MAY 1, 2023)

Unit must finalize Merit Badge registration and all participant names are required by this time.

Full payments for all camp fees for all participants are now due. Payments made after May 1, 2023 for existing reservations will have a \$50 late fee per participant added (except for Webelos Crossovers).

Units may make changes to existing slots until midnight on Friday before their arrival at camp. Any changes to the number of slots after May 31st will be administered at camp during your financial check-in or by calling camp prior to your arrival.

## 2023 SUMMER CAMP PAYMENT MATRIX

PAYMENT	DATES TO MAKE PAYMENT	AMOUNT DUE
1st Payment	January 1 – February 1	\$50 per camper (youth and full-time adult)
2nd Payment	February 2 – March 1	\$50 per camper (youth)
3rd Payment	March 2 – April 1	\$140 per camper (youth)
4th (Final) Payment*	April 2 – May 1	Remaining balance per camper (youth, full-time adult, part-time adult)

**\*Youth payments made after May 1 are subject to a \$50 per person late fee  
Late fees do not apply to Arrow of Light Crossover Scouts**

Payments MUST be made in the listed payment range. Payments made outside of the payment range will be added to the next payment due (i.e. a missed 1st payment will be added to the 2nd payment—making the total due between February 4 - March 1 a total of \$100 per camper)

## MISSED YOUTH PAYMENT MATRIX

MISSED PAYMENT	MISSED DEADLINE DATE	AMOUNT MISSED	TOTAL AMOUNT NOW DUE	AMOUNT NOW DUE PAYMENT WINDOW
1st Payment	February 1	\$50	\$100	February 2 – March 1
2nd Payment	March 1	\$50	\$240	March 2 – April 1
3rd Payment	April 1	\$140	\$380	April 2 – May 1
4th Payment	May 1	\$140	\$430	May 2 – May 31
1st & 2nd Payment	February 1 & March 1	\$100	\$240	March 2 – April 1
2nd & 3rd Payment	March 1 & April 1	\$190	\$380	April 2 – May 1
3rd & 4th Payment	April 1 & May 1	\$280	\$430	May 2 – May 31
1st, 2nd, & 3rd Payment	February 1, March 1, & April 1	\$240	\$380	April 2 – May 1
1st, 2nd, 3rd & 4th Payment	February 1, March 1, April 1, & May 1	\$380	\$430	May 2 – May 31

**Note: Fees subject to change due to necessary program adjustments.**

# MANAGING YOUR ONLINE REGISTRATION

Units will maintain the ability to make changes to their registration up until the Friday before their arrival to camp. Units will maintain access to their registration for seven (7) years for reporting purposes. If at any point you have questions about or need assistance with your registration, please contact your Camp Director.

## Accessing Your Registration:

To access your online summer camp registration, follow the steps below.

1. Go to the registration website for your selected camp:

### Camp Rotary:

[scoutingevent.com/272-crsbsarc2023](https://scoutingevent.com/272-crsbsarc2023)

### Cole Canoe Base:

[scoutingevent.com/272-ccbsbsarc2023](https://scoutingevent.com/272-ccbsbsarc2023)

### D-bar-A Scout Ranch:

[scoutingevent.com/272-dasrsbsarc2023](https://scoutingevent.com/272-dasrsbsarc2023)

### Gerber Scout Reservation:

[scoutingevent.com/272-gsrsbsarc2023](https://scoutingevent.com/272-gsrsbsarc2023)

2. Click on “Lookup” and then “Lookup Registration” in the top right corner of the screen.

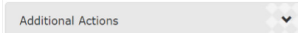
3. Log in to your registration using your email address and reservation number.


## Adding a Participant / Changing a Participant Type

**NOTE: Units will only be able to add participants if there is space in the session. If a session is full, please contact your Camp Director.**

To add an additional participant, or to change a participant type (i.e. Full-Time Adult to Youth Camper), follow the steps below –

1. Log in to your registration using the steps provided in “Accessing Your Registration”

2. Click on 

3. Click on **+** Add Participants **OR**  Change Participant Type **as applicable**

4. If adding participants, follow the instructions on the screen and then proceed to checkout

a. The participant will not be added until paid for through the checkout screen

5. If changing a participant type:

a. Select the type of participant to change to from the drop-down menu

b. Select the check box next to the participant(s) you will be changing

c. Click 

## Cancelling a Participant

Because cancellations have a financial component associated with them, all cancellations need to be executed by the Camp Director. If you unit needs to cancel a participant slot – please contact your Camp Director.

Units may adjust their reservation numbers without penalty until February 1st. **After February 1st, the unit is now financially responsible for the number of slots requested and subject to the Council Program Payment & Refund Policy.**

Units may cancel participant slots until May 31st. Cancellations occurring between February 1st and May 31st will be subject to a 15% cancellation fee equal to the total amount of the camp fee (Youth cancellation fee: \$57; Adult cancellation fee: \$26.25). No refunds will be given after May 31st except as laid out in the Refund Policy (see page 10).

# PARENT PORTAL

Parent portal allows the registration contact to provide the parents in your unit with access credentials so they can make payments and complete data entry for their Scouts. As the registration contact, you may be registering an entire unit of Scouts for Summer Camp and the council requires a certain amount of information from each Scout (such as name, rank, dietary restrictions, etc.). If you don't use Parent Portal, then you have two options: enter all this information yourself, or allow your parents full access to the registration by giving each one your registration number and email address. The latter opens up privacy concerns because each parent can see the information for all the other Scouts. By using Parent Portal, you are shifting the data entry and payment responsibilities to the parents while also only allowing a parent to see their own Scout's information.

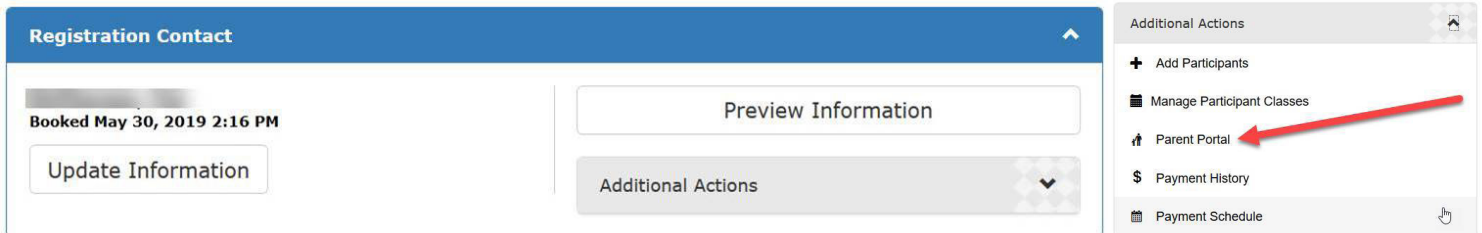
If your unit chooses to use Parent Portal your unit contact's access will remain identical, as if you were not using the feature. You will still be able to access the registration and make changes to attendees or add new attendees.

Your registration contact has the ability to activate or lock other features as part of Parent Portal.

## The registration contact can do the following:

- Only allow certain parents access to Parent Portal. This is done simply by only handing out login credentials to those parents that you wish to have access.
- Choose how often the (the registration contact) receive a summary email of changes made by parents. This can be done daily, biweekly, or weekly.
- Prevent parents from making payment or seeing event fees - use this feature if you want parents to be able to enter information on their Scout, but not make payments.
- Allow class selection - use this feature if you want the Scout/parent to make their own class selections online.

To turn on Parent Portal, or to learn more about it, click on the "Parent Portal" icon under "Additional Actions" in the Registration Contact Blue Box on your registration page.



For a guided video on how to use Parent Portal, please visit the link below:

[https://www.youtube.com/watch?v=whZ\\_V\\_6uskY](https://www.youtube.com/watch?v=whZ_V_6uskY)

For a guided video on how parents can utilize Parent Portal, please visit the link below:

<https://www.youtube.com/watch?v=und5EZq0LHU>

**Please Note: Other content available on YouTube is not under the control of the Michigan Crossroads Council.**



# PLANNING FOR CAMP

## WHY IS PLANNING IMPORTANT?

Coming to summer camp is a highlight adventure in a Scout's life. Your planning before you even get to camp is the difference between a good experience and a great one. In order for Scouts to feel good about their advancement in camp, they need help in planning what they will do to earn it. Some Scouts will come to camp and sign up for eight or ten merit badges, making it impossible for them to achieve their goals. Some of the badges need to be started at home before the Scout arrives at camp. Help your Scouts achieve their goals by working with them before camp begins.

You will also need to plan to have all the adults you need at camp. Unit leadership must be two-deep. It doesn't have to be the same two people all week, but you will want to begin your planning as soon as possible. This section will help you and your unit committee plan your week at camp and help give your Scouts a great experience.

## TIMETABLE

### During the fall months:

	Site Fee Due (\$200.00) at the time of reservation
	October/November: Camp adult leadership determined
	November: Individual Scouts' savings plan started - popcorn sales!

### Six (6) months prior to camp / (December - January)

	Scoutmaster, unit committee, and youth leaders review their guide books
	Senior Patrol Leader gives final instructions to the Patrol Leader's Council
	Scoutmaster & youth leaders begin program planning for camp; review Leaders Guide
	Determine financial needs and plans
	Begin transportation plans
	Two-deep leadership confirmed for the week
	Equipment needs determined by the Quartermaster and unit committee

### Three (3) months prior to camp / (February - March - April)

	\$50 per Scout reserved is due on/before February 1, 2023
	2nd payment (\$50) per Scout due (March 1, 2023) - Scout registration is first-come, first-served
	Online Merit Badge sign-up starts on March 18, 2023 at 8:00am and will stagger by camp (see page 12) - Scouts must be registered (\$100 paid) to sign up
	Individual commitments for camp are secured for each Scout's family; parents of Scouts not signed up are contacted
	Distribute BSA Health Form (and Camp Rotary Release of Campers Form if applicable) to Scouts
	3rd Payment (\$140) per Scout due (April 1, 2023)
	<b>Secure all Michigan Registry Clearance Forms for all 21+ adults attending camp - including visitors</b>



### One (1) to two (2) months before departure / (May - June)

Check on status of medical exams for all Scouts and leaders
Unit committee and leaders should schedule a "camp work day" making sure everything for camp is ready
Confirm transportation arrangements: departure times, places, etc.
Balance due (\$140 youth; \$125 adult) May 1, 2023 - <b>late fee assessed after this date</b>
Out-of-council units need to secure a copy of their Council's Accident Insurance
ALL Michigan Registry Clearance forms are collected & copies made. A new DHHS form is REQUIRED YEARLY. Previous years letters are NO LONGER valid.

### Two (2) WEEKS before departure

Call camp with your final counts for youth and adults (including part time) attending camp.
Scribe and SPL complete camp roster sheet
Check to make sure all of your Scouts (including Webelos crossovers) and adults are registered with the unit
Check on final transportation and physical arrangements
Inventory all unit equipment
Set-up and inspect your unit tents!
Program needs and plans are completed

### One (1) WEEK before departure

Camp Roster is checked to make sure everything is up-to-date
All camper BSA Health Forms (and Camp Rotary Release of Camper Forms if applicable) are collected & checked for completion
<b>Copies of proof of BSA registration (letter from Registrar or copy of BSA membership card) for all adults attending</b>

**\*Failure to have a completed camp roster and having missing health forms/camper release forms/ Michigan DHHS Clearance forms/copies of adult leadership's BSA membership will cause your unit to experience lengthy delays in the check-in process.**



# PLANNING FOR CAMP



## SECURING UNIT LEADERSHIP FOR YOUR TRIP TO CAMP

The ideal method for Scout camping is found in the unit camping successfully under its own leadership. The Unit Committee is responsible for providing leadership to insure a camping experience for all Scouts in the unit. National policy requires at least two (2) adult leaders in all Scout activities. The main unit leader in camp must be 21 years old or older and a registered Scouter. Here's the sequence to provide leadership:

- FIRST:** Registered Scoutmaster
- SECOND:** Registered Assistant Scoutmasters
- THIRD:** Registered Unit Committee members
- FOURTH:** Other registered leadership such as the Chartered Organization Representative, a parent of a Scout in the unit, a member of the Chartered Organization, etc.

Don't say "We can't find a leader," until you've really tried. Remember, it is required and usually easier to secure two leaders instead of one! For additional details, get the publication, "Selecting Quality Leaders" from the Council Service Center.

### Procedure for securing Leaders

1. Call a meeting of the unit committee.
2. Discuss qualifications of a good leader.
3. List names of possible leaders.
4. Appoint a sub-committee to get the leaders.
5. Make an appointment with the prospects.
6. Call on the prospects

## HOST A PARENTS' NIGHT FOR SCOUTS IN YOUR UNIT ATTENDING SUMMER CAMP

Why a parents' night for camping? Your Scouts will go to camp when their parents are informed of the purpose and advantages of Scout Camping. Parents will be on your team, urging their sons to go when you have answered their questions about Health, Safety, Food, Fees, Leadership, Program, etc. Help parents feel responsible for making the camping program a success.

### Preparation for Parents' Night:

When the Unit Committee meets to discuss summer camp plans, select the campsite and date - then register online. Determine unit camp leadership. Then plan your Parents' Night using this guide. You need to get the word around, telling the parents why they should come to the meeting.

1. Our unit is going to camp on (date).
2. Come and learn about the camp program, fees, leadership and the purposes and advantage of camp life to your Scout as a working member of their patrol and unit while in camp.
3. Have your Scouts "talk up" the meeting weeks in advance.
4. Prepare and mail an attractive, informative invitation at least two weeks in advance. Mention special features such as a slide show, camp pictures, speakers, fun, etc. Follow up with personal phone calls



### The Unit Committee's Responsibility:

- Plan the program and get the interest of parents through good promotion.
- Perhaps a potluck or a pancake supper planned by the Scouts would be the best format.
- Parents will help decorate and even wash dishes if they understand that it's part of their "fair share" of the camping effort.
- Friendship, a willingness to serve, and a full turnout are assured when everyone becomes a part of the planning and helps to make the plan work.
- Too often an opportunity to sell parents on your program is spoiled through inadequate planning. Be thorough, be brief, show evidence that your committee means business and knows what it is doing. In a word, be sure your meeting has some polish and enthusiasm.
- Remember that the unit committee obligates itself to provide the opportunity for at least fifteen days and nights of camping for every Scout during the year.

### Unit Committee Follow-Up:

- Immediately after the Parents' Night, members of the Unit Committee should visit absentee parents and enlist their support and cooperation.
- As new Scouts join the unit, parents should be personally contacted and the unit camping plans explained by a member of the committee.
- Be sure every Scout and every family is using some type of earning and savings plan resulting in the Scout attending summer camp.

## SUGGESTED PARENTS' NIGHT AGENDA

**Purpose:** To review the unit's plans for outdoor program with parents and promote Scout attendance at Summer Camp. This should be held in January or February.

**Pre-opening:** Camping exhibits and demonstrations by the Patrol Leaders Council.

### Meeting:

1. Opening ceremony by the SPL.
2. Welcome and purpose of meeting by Unit Committee Chairman.
3. Camp promotional program by the Order of the Arrow or other selected summer camp representative
4. The Unit's plans for summer camp by the Scoutmaster.
  - a. Camp selection and why this camp fits the unit's needs this year.
  - b. Camping dates and campsite.
  - c. Camp leadership: exact needs and what is already in place.
  - d. Camp savings plan: suggest ways of earning money & saving for camp.
  - e. How to register, fee schedule and payment due dates.
  - f. [State of Michigan Registry Clearance Rules for Campers & Visitors - PLEASE MAKE SURE YOUR UNIT FAMILY MEMBERS KNOW ABOUT THE MICHIGAN REGISTRY CLEARANCE REQUIREMENTS.](#) If family members (21+ years old) arrive without MI Registry Clearance, our only option is to page a cleared member of the unit to the Camp Office to escort your visitors during their stay at camp for the day.
5. Question and answer period by the summer camp representative and Scoutmaster.
6. Closing ceremony by the Patrol Leaders' Council.



# PLANNING FOR CAMP



## SCOUT'S PERSONAL SAVINGS PLAN

### Help Scouts Save for Summer Camp

1. In early fall, introduce a chart to the unit and tell members how important it is. Suggest it as a patrol chart so Scouts can sign up by patrol.
2. Urge patrol leaders to sign up first. Put patrol members' names on the chart and get everyone in the patrol to save for camp. "Sign-up" means a Scout has saved at least \$5.00 or more before March 1. (A prize may be offered for the first 100% patrol signed up.)
3. Ask the Senior Patrol Leader or assistant Scoutmaster to bring the chart to the attention of the whole unit on a regular basis.
4. Adults in the unit should find out which Scouts are not signed up and try to get them committed.
5. The unit finance and records committeeman or the unit scribe should collect camp fees on a regular basis. These funds should be kept in trust by the committeeman or scribe.
6. Determine the amount of money each square represents on the chart and on the personal saving record card. Either the unit finance and records committeeman or the scribe may initial the chart with a marking pen for each payment on both the Scout's half of the record card and the unit's copy. The two Personal Savings Record card halves may be punched if desired.
7. If a Scout saves part of the camp fee and, due to an emergency, cannot attend camp, the unit should refund the money to them or give them a choice of camping equipment equal to the amount.

**\* Scouts have the opportunity to sell popcorn online year-round \***

Every Unit at camp should take a few minutes to determine if it has everything necessary for a quality program. The following is only a suggested list of items to take to camp - consult the Scoutmaster's Handbook for a more detailed list.

## SUGGESTED UNIT EQUIPMENT CHECKLIST

✓	<b>PAPERWORK</b>
	This Leader's Guide - and Accompanying Camp Guide
	Completed & Checked BSA Health Forms & Release of Campers Forms (as applicable by camp)
	State of Michigan Central Registry Clearance Letters for all 21+ Year Old Adults
	Proof of BSA Membership for all 18+ Year Old Adults
	Merit Badge Pamphlets (for each merit badge a Scout in your Unit is taking)
	Pre-Camp Swim Check Forms (if applicable)
	Campfire Skits & Songs Ideas/Book
	Unit Record Book with Advancement
	The Scoutmaster's Handbook
	Copy of Current YPT certification
✓	<b>CAMPSITE</b>
	Dining Fly (suggest one per patrol)
	Wash Basins (wash, rinse, sanitize)
	Camp Stove
	Propane (make sure to follow your camps' Chemical Fuel Policy as applicable)
	Coffee Pot (or other means for boiling water)
	Unit & American Flags
	Lockbox / Lockable Storage for Valuables
	Lantern(s)
	Rope or Binding Twine
	Clock
✓	<b>HEALTH &amp; SAFETY</b>
	First Aid Kit
	Lockbox / Lockable Storage for Medications + Medication Log Sheet (provided by camp)
	Hand Sanitizer

# PLANNING FOR CAMP

## SUGGESTED INDIVIDUAL EQUIPMENT CHECKLIST:

All personal gear should be marked with the owner's name and unit number

✓	CLOTHING
	Complete BSA Uniform
	Hiking boots or shoes (closed toed shoes ONLY)
	Lightweight jacket
	Sweatshirt
	Raincoat or poncho
	Scout Hat
	Extra shirts
	Extra shorts/pants
	Pajamas/sleep clothes
	Handkerchiefs
	6 pairs extra socks
	6 changes underwear
	Tennis shoes (closed toed shoes ONLY)
✓	TOILETRY KIT
	Wash cloths
	Hand towel
	Body towel
	Soap
	Shampoo
	Toothbrush
	Toothpaste
	Comb/brush
	Deodorant
	Sunscreen
	Bug Spray
✓	AQUATIC ITEMS
	Swimsuit (pack on top)
	Beach Towel
	Goggles/swim mask
✓	BEDDING
	TENT (if applicable by camp)
	Pillow
	Sleeping Bag
	Extra Blanket (if desired)
	Ground/sleeping pad

✓	DAY ITEMS
	Daypack/backpack
	Wallet
	Notebook
	Pencils/pens
	Scout Handbook
	Merit Badge Book(s)
	Canteen/Water Bottle
	Camera
✓	EXTRAS
	Medication (in original container)
	Fishing Equipment
	Merit Badge Pre-requisites
	Musical Instrument
	Song Book
	Personal First Aid Kit
	Money (\$) for Trading Post
	Pocket Knife (with Totin' Chip)
	Matches/Lighter
	Compass
	Flashlight
	Batteries

This list is to be used as a guideline, needs will vary between Scouts.

While doing aquatic activities, swimsuits must be modest. For males, tight fitting swim briefs or swim bottoms short enough to allow exposure are not allowed - no speedos. For females, bikinis are not allowed; modest tankinis or one-piece swimsuits are appropriate.

Scouts may bring cell phones to camp for Merit Badge use, photographs, etc. but will **NOT** be allowed to use them if they disrupt class or are used inappropriately.

Scouts should not bring pagers, 2-way devices, or personal computers!

For safety reasons, sandals are only to be worn in the shower or at the beach. Closed toed shoes MUST be worn when traveling through camp!

# HEALTH & SAFETY





Effective January 1, 2010 the only health form that we are allowed to accept is the BSA Annual Health & Medical Record. Please visit the following link for the current health form: <http://www.scouting.org/scoutsorce/HealthandSafety/ahmr.aspx>

Parts A, B (both sides), and C MUST be completed including ALL required signatures for all campers - regardless of how long they will be in camp for. Sports physicals and/or any other physical forms will not be accepted. Participants arriving without the proper health form will be expected to complete the proper form at their expense to be able to remain in camp - no exceptions!

Adults without Part C will not be permitted access to camp - no exceptions! Adult leaders will also be required to go through a health check with the unit at check-in.

Any camper arriving to camp, who does not possess a valid BSA Health Form, will not be admitted onto camp property. **There will be no refunds for anyone who is not admitted to camp due to an invalid health form.**

All health forms must be renewed annually for both youth and adults. The BSA Health Form is valid until the last day of the month one year after it was issued (i.e. if your health form is dated June 6, 2021 - it is valid until June 30, 2022).

**Per State of Michigan policy, all Health Forms must be kept on file at Camp - HEALTH FORMS WILL NOT BE RETURNED - please bring a photocopy to camp - we are not able to provide a copy of your Health Form to you.**

## TETANUS SHOTS

For the benefit of individual health, as well as that of the community in general, it is the Boy Scouts of America national policy that members of the organization adhere to the joint recommendations of the Advisory Committee on Immunization Practices, the American Academy of Pediatrics, and the American Academy of Family Physicians with regard to obtaining age-appropriate immunizations.

When attending Boy Scouts of America programs or activities that require an annual health and medical record or specialty physical exam to be completed, it is required to have current tetanus immunization!

Exceptions to tetanus immunization will be accepted for medical, religious, or philosophical reasons. Those who choose not to receive the tetanus immunization are required to fill out a form releasing the Boy Scouts of America from liability. This form must be attached to your medical form upon your arrival to camp. A copy of this form can be found at the following link: <https://filestore.scouting.org/filestore/pdf/680-451.pdf>

Scouts and adult leaders who arrive to camp without an up-to-date tetanus vaccination or signed vaccination exemption form MUST go and receive one in town at their own expense. Failure to have an up-to-date tetanus vaccination can result in removal from camp.



# YOUTH PROTECTION & 2-DEEP LEADERSHIP

The Boy Scouts of America believes that its top priority is to protect the safety of children. The BSA has developed “Barriers to Abuse Within Scouting” that create safer environments for young people involved in Scouting activities. All Scout leaders must comply with these policies. Violations of these policies put Scouts at risk and will result in disciplinary action, including expulsion from camp and revocation of membership. All camp staff members are required to understand these policies and report any suspected violations as directed by the Camp Director.

## **TWO-DEEP LEADERSHIP ON ALL OUTINGS REQUIRED.**

A minimum of two registered adult leaders, or one registered leader and a participating Scout’s parent, or another adult is required for all trips and outings. One of these adults must be 21 years of age or older.

### ***ADULT SUPERVISION/COED ACTIVITIES:***

Male and female adult leaders must be present for all overnight coed Scouting trips and outings, even those including parent and child. Both male and female adult leaders must be 21 years of age or older, and one must be a registered member of the BSA.

The BSA now requires that **ALL** adults who wish to overnight as part of their camp stay **MUST** be a registered member of the BSA! Any adults who wish to stay on any Michigan Crossroads Council property overnight, that cannot show proper registration with the BSA, must leave the property - no refund!

## **ONE-ON-ONE CONTACT BETWEEN ADULTS AND YOUTH MEMBERS IS PROHIBITED.**

In situations requiring a personal conference, such as a Scoutmaster conference, the meeting is to be conducted with the knowledge and in view of other adults and/or youth.

## **TWO-DEEP LEADERSHIP AND NO ONE-ON-ONE CONTACT BETWEEN ADULTS AND YOUTH MEMBERS INCLUDES DIGITAL COMMUNICATION.**

Leaders may not have one-on-one private online communications or engage one-on-one in other digital activities (games, social media, etc.) with youth members. Leaders should copy a parent and another leader in digital and online communication, ensuring no one-on-one contact exists in text, social media, or other forms of online or digital communication.

## **AGE-APPROPRIATE AND SEPARATE ACCOMMODATIONS FOR ADULTS AND SCOUTS ARE REQUIRED.**

### ***TENTING:***

- Separate tenting arrangements must be provided for male and female adults as well as for male and female youth.
- Youth sharing tents must be no more than two years apart in age.
- In Cub Scouting, parents and guardians may share a tent with their family.
- In all other programs, youth and adults tent separately.
- No adult may share a tent with a person of the opposite sex unless he or she is that adult’s spouse; spouses may share tents.

### ***LODGING/ CABIN ACCOMODATIONS:***

Whenever possible, separate cabins or lodging should be provided for male and female adults as well as for male and female youth. Where separate accommodations cannot be provided due to group size or limited availability, modifications may be made. Where completely separate accommodations are not available, additional supervision is required.

- If adults and youth of the same gender occupy single-room accommodations, there must be a minimum of two adults and four youth, with all adults being Youth Protection trained.
- Physical separation by other means, including temporary barriers or space, should be used only when no other arrangements are possible.
- These modifications are limited to single-gender accommodations.

### ***SHOWER FACILITIES:***

Whenever possible, separate shower and latrine facilities should be provided for male/female adults and male/female youth. If separate facilities are not available, separate shower times should be scheduled and posted.

## **THE BUDDY SYSTEM SHOULD BE USED AT ALL TIMES.**

The buddy system is a safety measure for all Scouting activities. Buddies should know and be comfortable with each other. Self-selection with no more than two years age or significant differences in maturity should be strongly encouraged. When necessary, a buddy team may consist of three Scouts. No youth should be forced into or made to feel uncomfortable by a buddy assignment.

## **PRIVACY OF YOUTH IS RESPECTED.**

Adult leaders and youth must respect each other’s privacy, especially in situations such as changing clothes and taking showers at camp. Adults may enter youth changing or showering areas only to the extent that health and safety requires. Adults must protect their own privacy in similar situations.

## **INAPPROPRIATE USE OF SMART PHONES, CAMERAS, IMAGING, OR DIGITAL DEVICES IS PROHIBITED.**

Although most Scouts and leaders use cameras and other imaging devices responsibly, it is easy to unintentionally or inadvertently invade the privacy of other individuals with such devices. The use of any device capable of recording or transmitting visual images in or near shower houses, restrooms, or other areas where privacy is expected is inappropriate.

## **NO SECRET ORGANIZATIONS.**

The BSA does not recognize any secret organizations as part of its program. All aspects of the Scouting program are open to observation by parents and leaders.

# YOUTH PROTECTION & 2-DEEP LEADERSHIP

## **YOUTH LEADERSHIP IS MONITORED BY ADULT LEADERS.**

Adult leaders must monitor and guide the leadership techniques used by youth leaders and ensure BSA policies are followed.

## **DISCIPLINE MUST BE CONSTRUCTIVE.**

Discipline used in Scouting must be constructive and reflect Scouting's values. Corporal punishment is never permitted. Disciplinary activities involving isolation, humiliation, or ridicule are prohibited. Examples of positive discipline include verbal praise and high fives.

## **APPROPRIATE ATTIRE IS REQUIRED FOR ALL ACTIVITIES.**

Proper clothing for activities is required. Certain activities will require the use of long pants and/or long sleeves. Please check your camp specific appendix for merit badge and program clothing requirements. For questions on summer camp dress code, please refer to page 27.

## **NO HAZING.**

Hazing and initiations are prohibited and may not be included as part of any Scouting activity.

## **NO BULLYING.**

Verbal, physical, and cyberbullying are prohibited in Scouting.

## **MANDATORY REPORTING OF CHILD ABUSE.**

All persons involved in Scouting must report to local authorities any good-faith suspicion or belief that any child is or has been physically or sexually abused, physically or emotionally neglected, exposed to any form of violence or threat, exposed to any form of sexual exploitation including the possession, manufacture, or distribution of child pornography, online solicitation, enticement, or showing of obscene material. This duty cannot be delegated to any other person.

Immediately notify the Camp Director of this report, or of any violation of BSA's Youth Protection policies, so he or she may take appropriate action for the safety of our Scouts, make appropriate notifications, and follow up with investigating agencies.

State-by-state mandatory reporting information:

[www.childwelfare.gov](http://www.childwelfare.gov)

## **ALL ADULT LEADERS AND YOUTH MEMBERS HAVE RESPONSIBILITY.**

Everyone is responsible for acting in accordance with the Scout Oath and Scout Law. Physical violence, sexual activity, emotional abuse, spiritual abuse, unauthorized weapons, hazing, discrimination, harassment, initiation rites, bullying, cyberbullying, theft, verbal insults, drugs, alcohol, and pornography have no place in the Scouting program and may result in revocation of membership. For more information, please see the BSA's Guide to Safe Scouting and Youth Protection resources.

## **UNITS ARE RESPONSIBLE TO ENFORCE YOUTH PROTECTION POLICIES.**

Adult leaders in Scouting units are responsible for monitoring the behavior of youth members and other leaders and interceding when necessary. If youth members misbehave, their parents should be informed and asked for assistance.

## **INCIDENTS REQUIRING AN IMMEDIATE REPORT TO THE CAMP DIRECTOR.**

The following must be reported to the Camp Director for action immediately:

- Any threat or use of a weapon
- Any negative behavior associated with race, color, national origin, religion, sexual orientation, or disability
- Any reports to authorities where the BSA's Mandatory Reporting of Child Abuse policy or your state's mandatory reporting of child abuse laws apply
- Any abuse of a child that meets state reporting mandates for bullying or harassment
- Any mention or threats of suicide

If someone is at immediate risk of harm, call 911.

If a Scout is bullied because of race, color, national origin, religion, sexual orientation, or disability, and local help in not working to solve the problem, contact the BSA Member Care Contact Center at 972-580-2489, or send an email to [youth.protection@scouting.org](mailto:youth.protection@scouting.org).



# SUMMER CAMP CAMPER DRESS CODE

The Michigan Crossroads Council encourages our campers to dress comfortably while they are at camp. Campers should use their best judgement to dress appropriately and not wear anything that would make other campers feel uncomfortable. When packing for camp, the following dress code items should be adhered to:

- **Clothing** should not include profanity or images that do not support the Scout Oath and Law
- **Proper** undergarments should be worn
- **Pants and shorts** must
  - Completely cover undergarments
  - Not allow for exposure of the buttocks
  - Stay up without the use of hands
- **All shirts** must
  - Have wide straps or cover the shoulders - no "spaghetti straps"
  - Not be see-through or expose the side of the body
  - Be worn at all times outside of the aquatics area or shower house
- **Closed-toed shoes** must be worn at all times except while in the aquatics area, shower house, or as deemed safe by the Camp Director. At no time should a camper be **barefoot** unless in the designated Aquatics areas, the shower, or in their tent.
- **Swimwear** must be modest
  - For males, tight fitting swim briefs or swim bottoms short enough to allow for exposure are not allowed - no speedos
  - For females, bikinis are not allowed, modest tankinis or one-piece swimsuits are appropriate



# SPECIAL DIETARY NEEDS

The Michigan Crossroads Council defines a special dietary need as one of the following:

1. A known food allergy
2. A diet based on a pre-existing medical condition
3. A diet based on religious principles

Persons with diets that do not fall under the above categories do not qualify for special diet services while at camp. Please consult with the Camp Director for further information & guidance.

Our camps continually strive to make your dining experience a positive one during your stay with us. Great care is made to ensure quality, quantity, & variety in each meal we prepare.

However there are also people who require special attention to their diet. We make it a practice to accommodate as best we can those who have special dietary needs. This can be done by contacting the Camp Director at least **2 weeks** prior to your arrival at camp.

While every effort will be made to accommodate the special dietary needs of you and your Scouts, you may need to bring supplemental food items to camp that we cannot provide locally.

Campers who require special diets should note so on their registration. In order to make your final payment for camp, you will need to list any dietary restrictions on each camper's registration.

## ! Dietary Restrictions ?

### Dietary Restrictions

If the camper has no dietary restriction, simply type "NONE" in the box.

If the camper does have dietary restrictions, type them here. Dietary restrictions include:

- Food allergies (i.e. eggs, milk, soy, banana, etc.)
- Diets based on a medical condition (i.e. gluten free, vegetarian, vegan, etc.)
- Diets based on religious principles (i.e. Kosher, Halal, etc.)

MCC has worked with both our food service provider and local businesses to do our best to accommodate our campers that have special dietary needs. In the event that we cannot accommodate a special dietary request, campers with a highly regulated diet will sometimes need to bring their own food to camp with them.

The Michigan Crossroads Council operates "nut free" dining facilities.

MICHIGAN & BSA/MCC CAMPS

# **POLICIES, RULES & REGULATIONS**



# STATE OF MICHIGAN REGULATIONS FOR 2023

## DHHS Central Registry Clearance Requirement All campers and visitors over the age of 21 are required to comply

The State of Michigan requires all adults (21 and older) that are on camp property to go through a Central Registry Clearance with the Department of Health & Human Services of Michigan (DHHS). Although the rule states that this pertains to “staff”, the state defines “staff” as either a paid employee OR a volunteer who has responsibility for the direct care or supervision of campers or who has unsupervised contact with campers. The State of Michigan requires us to document that EVERY individual aged 21 and older on camp property be cleared by the Central Registry / State of Michigan.

All campers and visitors are required to get a new letter **ANNUALLY!** Previous year’s letters are NOT valid.

Both CAMPERS and VISITORS 21+ years of age who plan to attend OR visit any MCC Summer Camp this summer must:

**1. APPLY:** Submit a [State of Michigan Request for Central Registry Clearance Form](#) – there is no cost associated with this process. **DO NOT REQUEST TO MAIL YOUR RESULTS TO THE CAMP!!!** Results **must** be mailed or emailed to the individual requesting clearance.

**2. OBTAIN AND COPY:** Upon approval, the individual seeking clearance will receive a form letter, DHHS 1910, from the State of Michigan showing that they have been cleared. The individual will need to make a **copy** of this letter for **each** camp they plan to attend / visit during the summer season.

**3. SUBMIT:** For Campers – a copy of each camper’s DHHS Clearance Letter must be submitted to the camp office upon their arrival to camp. For **full-time** campers, this will need to be turned in during the Unit’s check-in process. For **part-time** campers, this can either be turned in during the Unit’s check-in process or can be presented by the individual when they check in to camp.

*Campers who cannot provide a DHHS Clearance Letter will not be granted access to the property – no refunds will be given to individuals who cannot access camp due to not having a Clearance Letter.*

For Visitors – a copy of each visitor’s DHHS Clearance Letter must be submitted to the camp office upon check-in. Visitors who cannot submit a DHHS Clearance Letter must agree to be always escorted by a cleared individual while on the property OR will not be granted access to the property.

*Units will be responsible for providing escorts to Uncleared individuals from their unit – camps will not provide an escort for any visitors.*

To ensure that your Unit family & friends who will be visiting you this summer do not get turned away or delayed, please notify your unit families of this State of Michigan rule.

**FIND THE DHHS FORM HERE**



# STATE OF MICHIGAN LAWS/ADMINISTRATIVE RULES

**Public Act 116 of 1973** provides for the licensing of children’s camps. Administrative rules adopted by the joint legislative committee on April 17, 1984 require written procedures on the following items be provided to every staff member and leader:

**Rule 113** No camper shall be deprived of food or sleep, be placed alone without staff supervision, observation and interaction, or be subjected to ridicule, threat, corporal punishment or excessive physical exercise.

**Rule 115** It is mandatory that any staff member or volunteer report to their director any actual or suspected case of child abuse or neglect immediately. The Director shall immediately contact the Camp Director, who if after investigation, finds abuse or neglect, shall by phone report to the Department of Social Services and file a written report within 72 hours. “This is the responsibility of all staff members and volunteer leaders.”

**Rule 119** Each staff member and volunteer leader must be alert at all times to each camper’s physical state. Any observed change should be reported to the Camp Director for the appropriate action. This can most easily be done during swim checks (cuts, bruises, etc.) and at meal times for behavioral patterns.

**Rule 123** The camp shall hold all prescription and nonprescription drugs and medications in locked storage unless medically contraindicated.

**Rule 400.11111** A camp shall ensure that the ratio of adult staff members to campers at any one time is as follows:

1. For campers below the age of 13, during their awake hours there shall be 1 adult staff member for every 10 campers or a fraction thereof beyond the first 10.
2. For campers below the age of 13, during their sleeping hours there shall be 1 adult staff member for every 14 campers or a fraction thereof beyond the first 14.
3. For campers 13 years of age or older, there shall be 1 adult staff member for every 14 campers or a fraction thereof beyond the first 14.
4. For campers with disabilities, during their awake hours there shall be 1 adult staff member for every 3 campers or a fraction thereof beyond the first 3.

5. For campers with disabilities, during their sleeping hours there shall be 1 adult staff member for every 6 campers or a fraction thereof beyond the first 6.
6. The minimum number of staff on duty and in camp is 2 adult staff members

In a camp that has more than 50 campers, the camp director shall not be included in determining the staff member-camper ratio and shall not serve full-time as the health officer or as an aquatics supervisor.

**Rule 400.11115** Child and adult protection plan.

1. A camp shall develop and follow a written plan to assure compliance with 1975 PA 238, MCL 722.621, and known as the child protection law, and sections 11 to 11f and 14 of 1939 PA 280, MCL 400.11 to 400.11f and 400.14, and known as the adult protection law.
2. The plan shall cover all of the following areas:
  - a) Reporting responsibilities.
  - b) Confidentiality.
  - c) Separation of an alleged perpetrator from campers until the incident is resolved, until the threat is removed, or as long as necessary to protect the safety and welfare of the campers.

**MCL 722.113f** Child care organization receiving notice of high-risk special investigation; notification to parent or legal guardian;

1. Except as provided in subsection (5), within 24 hours after a child care organization receives notice that a high-risk special investigation is being conducted by the department, the child care organization shall make a good-faith effort to make oral notification to each parent or legal guardian of 1 or more of the following:
  - a) Children who were under the child care organization’s care at the site and the time the incident being investigated occurred.
  - b) If the individual being investigated is still present at the child care organization at the time of the investigation, children who have or will come into contact with the individual being investigated as long as that individual is present at the child care organization.



# NATIONAL CAMP ACCREDITATION PROGRAM

The National Office of the Boy Scouts of America states that the purpose of the National Camp Accreditation Program (NCAP) is to help councils elevate camps to new levels of excellence in delivering Scouting's promise to youth. Councils will engage in a rigorous review of camps and properties, continuous improvement, and correction or elimination of substandard practices.

**NCAP achieves this purpose through the following:**

- National Camp Standards
- Application and Authorization to Operate Review
- Camp Strategic Analysis
- Continuous Camp Improvement Program
- Annual Camp Assessment Process

Only camps that successfully complete all five aspects of the NCAP are BSA accredited camps.

Our camps are inspected during the first week of operation by a team of trained "Visitation Specialists" to ensure that our camps & programs meet BSA National Standards. The State of Michigan / Department of Human Services, the Health Department, the State of Michigan Licensing & Regulatory Affairs Department, and other departments concerned with the safety and well being of our campers also make routine inspections of our properties and programs.

**Per standard AO-802, all Michigan Crossroads Council Camps continue to earn and operate as BSA NCAP Accredited Camps.**



NATIONAL CAMP  
ACCREDITATION PROGRAM





# BSA/MCC CAMP POLICIES

## YOUTH PROTECTION REPORTING POLICY

Any suspicion or belief that any child is or has been physically, emotionally or sexually abused, exploited or exposed to any form of violence, threat, pornography or obscene material should be reported to the local authorities AND to the Scout Executive. At summer camp, the Camp Director serves as the designee for the Scout Executive.

State of Michigan policies on youth protection can be found on page 26 of this guide.

The Michigan Department of Health and Human Services hot line number is 855-444-3911. This toll-free number allows you to report abuse or neglect of any child or adult any time day or night.

## DRUGS & ALCOHOL

The Michigan Crossroads Council and the Boy Scouts of America are committed to providing a safe, healthy, and productive camp and camping experience. Accordingly, the possession or use of, or being under the influence of, illegal drugs (as classified under federal, state or local laws), including marijuana, and / or the possession of drug paraphernalia, will not be tolerated on any properties (including camps) of the Michigan Crossroads Council or the Boy Scouts of America.

Possession, consumption, or being under the influence of alcohol, including beer, will not be tolerated on the properties of the Michigan Crossroads Council or the Boy Scouts of America.

Violation of this policy will result in immediate removal from camp (with no refund) and may also result in legal prosecution.

While the proper use of prescribed medication by a patient under the care of a physician is permitted, such prescription medications must be dispensed by the Camp Health Director or the designated Unit Leader in your site in accordance with the rules of the Boy Scouts of America.

Michigan Crossroads Council Camps are "Drug & Alcohol Free Zones."

**FOR PURPOSES OF THIS POLICY, MARIJUANA IS AN ILLEGAL DRUG AND IS NOT A PRESCRIBED MEDICATION.**

## ILLEGAL, IMMORAL, AND/OR UNACCEPTABLE ACTS

As a character building organization caring for other people's children in camp, illegal, immoral or other activities generally considered unacceptable by society have no place in the Boy Scouts of America. This includes all forms of hazing and unit initiations.

## YOUTH AND/OR ADULT VIOLENT BEHAVIOR

The directors and staff at our camps are coached in preventative measures when it comes to youth and/or adult violent behavior. We are not trained, nor do we have the ability, to handle situations relating to violent behavior. If these types of situations should arise at camp, we will immediately contact local authorities for professional assistance. The youth and/or adult will be sent home to seek professional guidance - no refund. Please keep us apprised of any discipline/behavior problems you may experience during the week. The Michigan Crossroads Council maintains a zero-tolerance policy for violent behavior.

## LIVING QUARTERS

The Michigan Crossroads Council and the Boy Scouts of America reserve the right to enter quarters (not limited to but including tents) during reasonable hours, when necessary, in order to provide for efficient service, repairs, improvements, maintenance, fire safety inspections, or enforcement of Michigan Crossroads Council and Boy Scouts of America regulations and policies.

## SUMMER CAMP CAMPER DRESS CODE

The Michigan Crossroads Council encourages our campers to dress comfortably while they are at camp. Campers should use their best judgement to dress appropriately and not wear anything that would make other campers feel uncomfortable. When packing for camp, the following dress code items should be adhered to:

- **Clothing** should not include profanity or images that do not support the Scout Oath and Law
- Proper **undergarments** should be worn
- **Pants and shorts** must
  - Completely cover undergarments
  - Not allow for exposure of the buttocks
  - Stay up without the use of hands
- **All shirts** must
  - Have wide straps or cover the shoulders - no "spaghetti straps"
  - Not be see-through or expose the side of the body
  - Be worn at all times outside of the aquatics area or shower house
- **Closed-toed shoes** must be worn at all times except while in the aquatics area, shower house, or as deemed safe by the Camp Director. At no time should a camper be barefoot unless in the designated Aquatics areas, the shower, or in their tent.
- **Swimwear** must be modest
  - For males, tight fitting swim briefs or swim bottoms short enough to allow for exposure are not allowed - no speedos
  - For females, bikinis are not allowed, modest tankinis or one-piece swimsuits are appropriate



# BSA/MCC CAMP POLICIES

## PERSONAL EQUIPMENT, FIREARMS, FIREWORKS, AND AMMUNITION

Michigan Crossroads Council policy DOES NOT allow for any of the following personal items / safety equipment to be brought onto camp property:

<b>Firearms*:</b>	Rifles, shotguns, pistols (including off-duty law enforcement), bows, crossbows, etc.
<b>Shooting Sports*:</b>	Wrist rockets, slingshots, tomahawks, throwing knives, etc.
<b>Ammunition*:</b>	Bullets, slugs, shot-shells, BBs, arrows, etc. (Ammunition is never allowed outside of the range area in any form)
<b>Fireworks*:</b>	Poppers, firecrackers, fountains, mortars, etc.
<b>Climbing:</b>	Harnesses, helmets, gloves, carabiners, belay devices, rope, etc.
<b>Aquatics:</b>	Lifejackets, personal watercraft + paddles & oars, lifesaving equipment, etc.
<b>Skilled Trades:</b>	Welding jacket, welding gloves, welding helmets, hand tools, etc.

\*Violations will result in immediate removal from camp - no refund. The MCC maintains a “zero-tolerance” policy on firearms, shooting sports, ammunition, and fireworks violations.

All of our MCC Camps provide adequate equipment to serve your unit’s shooting sports, climbing, and other program needs. All personal equipment should be left at home and not brought with you to camp.

Campers that have any of the above listed items (including service pistols) will be given the opportunity to turn them in to the Camp Office upon Sunday check-in. There, they will be stored under lock and key until the end of the week. You **MAY NOT** lock any personal equipment in your vehicle (including service pistols). Personal equipment will then be returned to you upon your departure from camp. Personal equipment will **NOT** be allowed to be used on camp property. Failure to turn in personal equipment will result in your immediate removal from camp - no refund!

## TRANSPORTATION

The Michigan Crossroads Council is not able to transport individuals to “off the property” activities (except for pre-approved and licensed “Trek Programs” as defined by NCAP and the State of Michigan) or appointments, including non-emergency medical situations. The unit is responsible for all “off property transportation” and is to make sure that those providing that transportation are doing it in accordance with all rules and regulations established by the National Council of Boy Scouts of America and the State of Michigan. Units must make sure that the vehicles being used to transport Scouts are in excellent working order, the driver is currently licensed, and all appropriate insurances are in effect.

Camp vehicles are NOT available for the transport of Scouts or Leaders. If a camper needs gear transported during the week, prior arrangements must be made with the Camp Office.

All riders are to use seat belts at all times and are not to distract drivers at any time. All emergency situations are dealt with as is appropriate.





## FINAL REMINDERS

- All persons who wish to attend Michigan Crossroads Council camps must be registered with the Boy Scouts of America.
- The person in charge of your unit must be currently registered as a Scouter who has been a proved by the unit's Chartering Organization and be at least 21 years old.
- Units must have 2 deep leadership at all times.
- All unit reservations are made to best accommodate our customers and the space available in each campsite. Depending on the Unit reservations for your week at camp, your campsite may be home to more than one unit. Sharing a campsite can provide your Scouts with an excellent opportunity to make new friends and share in the many duties and activities available at camp during your week at camp. **Each MCC Camp reserves the right to make final campsite assignments or re-assignments.**
- **No pets** are allowed in any area of camp beyond the parking lot - Please make sure your visitors are aware of this policy. This rule does not pertain to registered service animals with accompanying paperwork. **At our MCC camps, a service animal is a dog that is trained to do work for, and to assist, an individual with a disability. Emotional support and other therapy animals are not considered service animals under ADA Title II and Title III.**
- Closed-toed footwear must be worn in camp at all times except while in the designated aquatic areas, shower, or bed. This includes traveling to or from the Aquatics area or a shower house.
- Anyone arriving at or leaving camp must sign in or out at the Camp Office.
- No flames or open fires are permitted in tents at any time.
- It is a violation of law to tamper with smoke detectors in camp buildings and structures.
- The Scout uniform is the proper dress for dinner & evening flag. It is strongly encouraged at all other times.
- Scoutmasters are responsible for discipline of the Scouts in their units.
- Scouts are not allowed in restricted areas without permission of the staff member on duty. Restricted areas include the Aquatics, COPE & Climbing, and Shooting Sports program areas - other areas as indicated by each camp.
- Flammable liquid stoves and lanterns must be used and filled only by adult leaders. Liquid fuels must be stored in accordance with each camp's Chemical Fuel Policy.
- Other rules deemed necessary by each individual Camp Director.

# YOUR UNIT PROGRAM AT CAMP



# PLANNING FOR CAMP

The program of each camp is based on the needs, desires and interests of units and individuals as expressed in the Unit Program Schedule. Each unit will have its own program highlights prepared prior to arrival at camp. When you and your Scouts arrive at camp, you'll find a staff that is ready, willing, and able to assist you with your week's program. The staff is there, not to lead your unit - that's your privilege as a Scout leader - but to provide assistance in the form of counseling merit badges, providing backup service, and to give the Scouts a role model.

Time and again, research has shown that Scouts remain in the Scouting program when their Units take the extra time to plan a strong outdoor program. We know from experience that Units who plan their summer experience before they arrive are the ones that leave camp the most satisfied.

Your unit should plan to take full advantage of your week at camp. Patrol structure should be used to help the Scouts get used to democratic leadership. In order to ensure that your Scouts have the opportunity to take and complete the merit badges of their choice, you'll need to coordinate with them and guide them **before** they get to camp.

While at camp, don't forget that you have a voice in how camp is being run. All of our Michigan Crossroads Council camps offer Leaders Roundtables where your comments will be greatly appreciated. Don't wait until Saturday and your evaluation to tell us your needs. Ask during the week, and you'll be pleased when the staff is eager to help you.

Please make the information in this guide available to all Scouts and Leaders attending camp - as well as any parents whose child will be in attendance. By allowing everyone involved to have the same information, communication and understanding between all parties becomes much easier! **Be Prepared!**



# DEVELOPING YOUR UNIT'S PROGRAM

Planning your program should start now. It is not necessary to plan everything down to the minute. A brief outline is what you need at this time:

- a. Become familiar with this Leader's Guide AND the Program Specific Guide for your Camp
- b. Discuss all program possibilities with your Patrol Leader's Council.
- c. Know the needs and wishes of the Scouts in your unit. Have your patrol leaders make a list of the needs of each Scout in their patrols and the activities they would like to do as a patrol or as a unit. They should report back to the Patrol Leaders' Council.
- d. At the next Patrol Leaders' Council meeting, develop your program based on your needs and desires.
- e. Remember, your unit program must be flexible for you to share the facilities with other units in camp.

The camp program is the combination of all the factors of living in the camp community. Since each unit's program will be different, the needs and interests are different. There are four general patterns within the unit's program that should be in evidence. They are:

1. Activities in which all members of the unit take part.
2. Activities that are best carried out on a patrol basis.
3. Informal activities more suitable for a few Scouts to do together.
4. Special interests a Scout might follow on their own.

There will be many activities in camp for which adult leaders and unit leadership will accept sole responsibility. They may seek information or help from the staff or a commissioner, but it is important that each unit establish its own identity and gain experience in the building and administration of its own program. It isn't Scout camping unless the patrol is the functioning group in the administration of the unit program in camp. The balanced program - the total living experience in camp - must revolve around the Scout and their personal interests with their friends, in their patrol, in their unit, and in their camp community.

It is the responsibility of adult leaders, unit leaders, and the Patrol Leaders' Council to establish the program and schedule for the unit. Within this program and schedule, adequate time for the four general patterns listed above should be allowed. The unit is a source of authority and the framework within which the complete program is planned as far as the Scout is concerned.



# ADVANCEMENT

## ADVANCEMENT IN CAMP

Summer camp holds many opportunities for advancement, particularly in areas related to the outdoors. The camp staff includes many experts who will assist Scouts in advancement. Scout advancement requirements and procedures, of course, must be followed at camp as they would be in any other setting.

All advancement in Scouting occurs in four parts. This does not change at summer camp. These parts are:

- 1. The Scout learns** in meetings, on hikes, while camping, and on their own.
- 2. The Scout is evaluated.** The unit leader's council may name patrol leaders, qualified youth leaders, unit instructors, and/or unit leaders of the unit committee to test Scouts on advancement.
- 3. The Scout is reviewed.** Boards of review for all progress awards are conducted by at least three members of the unit committee. The rank of Eagle requires a special review by at least three members of the unit committee and a member of the district advancement committee. This is not held in camp.

### Procedure at camp:

- The progress award review is set up by the Scout Leader and conducted as outlined under #3.
  - The review is held by the unit committee and the council advancement report is properly filled out. This form is then sent to the Council Service Center.
  - The Camp Director or his designee will issue rank cards to the Scoutmaster upon request.
- 4. The Scout gets their badge.** Merit Badges and Rank awards will not be available in the Trading Post but may be purchased at the Council Service Center. An advancement report will be needed when purchasing the awards and badges.

## ADVANCEMENT PLANNING

To have a successful advancement program at camp, your Scouts should start planning before camp. Each Scout, with a leader's assistance, should decide which merit badges and/or rank requirements they will work on at camp. Remember, it's usually better to begin two badges and complete them than to start five badges and finish none of them.

We urge that you work with each Scout as much as possible in the pre-camp preparations. Leaders who will be teaching parts of merit badges should also prepare themselves and any materials they may need. Some Star and Life service work is available at camp; contact the Camp Director, Ranger, or Quartermaster. The Scoutmaster must approve this work in advance.



# ADVANCEMENT

## TRACKING ADVANCEMENT AT SUMMER CAMP

All Michigan Crossroads Council Camps will be utilizing the online registration system for registering, tracking progress during camp, and reporting completions and partials to units after their week of camp.

The camp administration team will work diligently to ensure that merit badge tracking data is updated each evening by 11pm. Please understand that power outages, server crashes, and unscheduled website maintenance may prevent this from occurring.

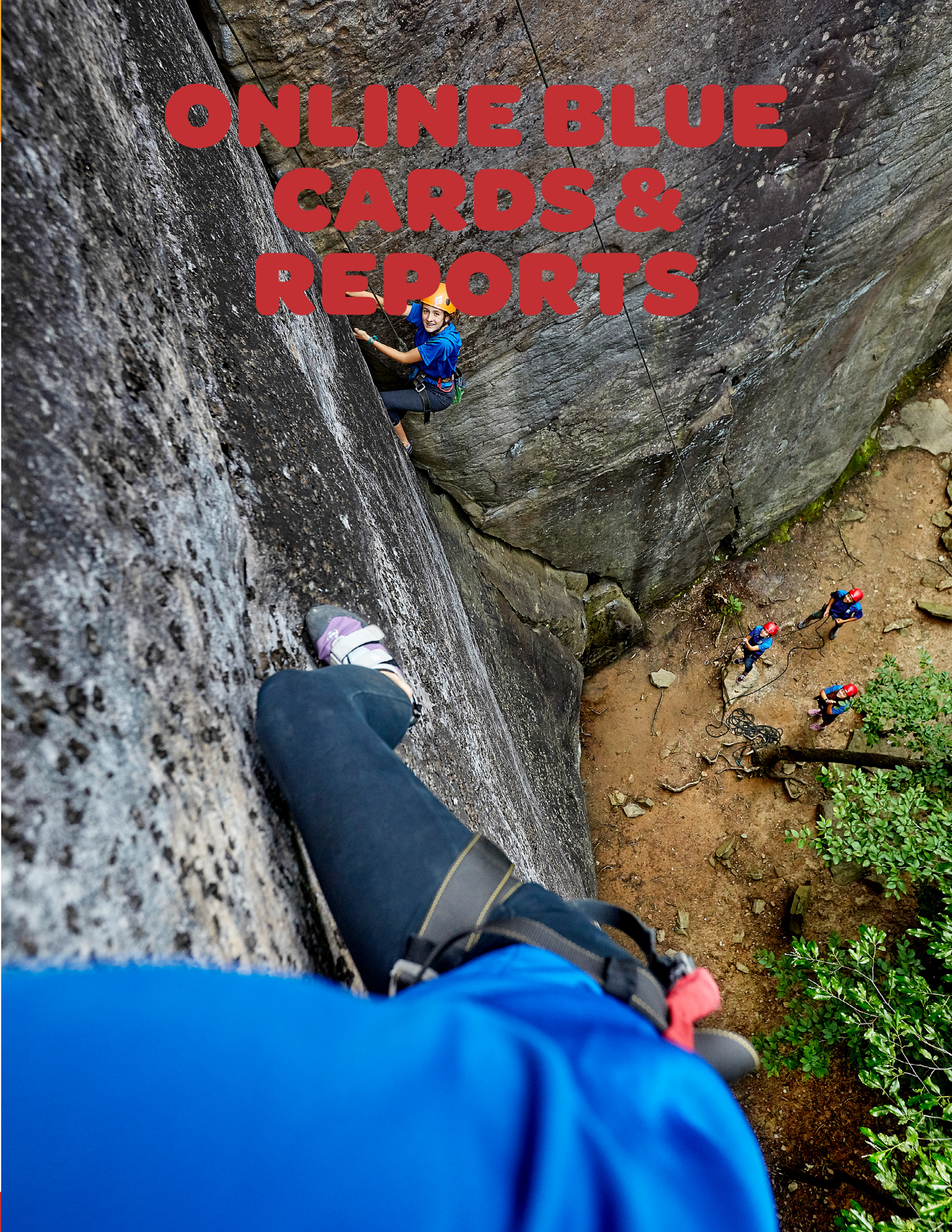
If you have questions regarding your Scouts progress for the week that you cannot obtain from the online tracking sheets, please speak with the Merit Badge Counselor or the Camp Program Director.

### Merit Badge sign-ups and completion:

- The Scout or the Unit will sign-up for desired merit badge(s) in the online registration system before arriving at camp
- The Unit should bring two printouts of the units merit badge schedule with each scout on it when they arrive at camp on check-in day: one for the Scout to have, and one for the Unit to utilize
- The Unit Leader in charge will be given a list of all Scouts and their accompanying merit badges during check-in; they will need to sign this list as "approved", taking place of the "Unit Leader Authorization" section of the blue card
- The camp retains the aforementioned list as the leader approval for each scout to participate in those listed merit badges
- During the week each Scout is checked as present or absent each day
- Each requirement is listed on the class roster and is checked-off daily if completed
- At the end of the week the Scout is listed as complete or partial (with all requirements listed needing to complete)
- The unit is given a final report upon leaving camp with all information on each scouts completed badges or partial requirements needed - **this report is used instead of the use of blue cards**
- The unit will have access to go back to the registration system and print blue cards for each scout after they return from camp. (see "Printing Blue Cards" on page 43)
- It is important that the unit prints these cards for each scout immediately after camp to ensure that the Scout has all records for rank advancement and will be ready to contact a counselor to complete and sign-off on remaining requirements
- The blue card will print all of the scout's info and the requirements checked off - the system will not print a partial blue card
- If needed the unit has the ability to print reports up to seven years after camp
- Also note that our registration system already provides a **Scoutbook** and **Troopmaster** export feature

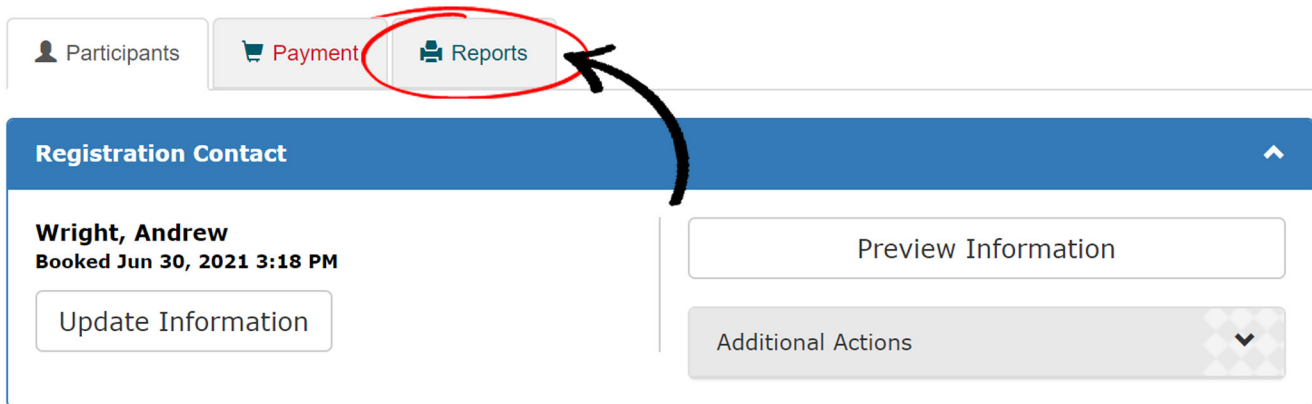


# ONLINE BLUE CARDS & REPORTS



# PRINTING REPORTS

The Michigan Crossroads Council is pleased to be able to offer our Scouts BSA Resident Summer Camp Unit Leaders with a full array of available reports, both before, during, and after your summer camp experience at your MCC Scouts BSA Resident Camp this summer. Please be reminded of the following reports available through your Scouts BSA Resident Summer Camp Reservation via the MCC website. After logging into your Scouts BSA Resident Summer Camp reservation, click on the “Reports” tab at the top of the page:



**You will then see the following reports listing available to you:**

- Unit Roster
- Payment Allocations
- Class Attendee Schedule
- Class Attendee Summary
- Class Period Summary
- Scoutmaster QR Codes
- Blue Cards – Official BSA Card Stock
- Instructions for Printing Blue Cards
- Blue Cards – Front Side
- Blue Cards – Back Side
- Badges – Incomplete
- Unit Merit Badge Requirement Status
- **Scoutbook** and **Troopmaster** Exports

Please review these reports and be sure to take advantage of this awesome resource to enhance your summer camp experience!



# PRINTING BLUE CARDS

The Michigan Crossroads Council utilizes the built in electronic blue card reports in the Blackpug registration system. What does this mean for your Unit?


- Your camp will not accept a physical blue card - all blue cards will be processed through your Unit's online registration
- Your Unit WILL NOT need to fill out blue cards prior to or after arriving to camp
- Your Unit WILL NOT need to turn in a physical blue card at camp
- Your Unit WILL NOT receive blue cards at the end of the week
- Your Unit WILL be able to print blue cards off of their registration up to 7 years after the event

For more details on this process, please refer to the "printing blue cards" section below.

## PRINTING BLUE CARDS

Blue cards will be available for your Unit to print immediately upon your return home. Blue cards print on a full 8.5" x 11" piece of paper. It is recommended that your unit prints its blue cards on blue card stock.

### To print blue cards for your unit, follow the steps below:

1. Go to the registration website for your selected camp and click "lookup registration" at the top of the page:  
Camp Rotary - <https://scoutingevent.com/272-crsbsarc2023>  
Cole Canoe Base - <https://scoutingevent.com/272-ccbsbsarc2023>  
D-bar-A Scout Ranch - <https://scoutingevent.com/272-dasrsbsarc2023>  
Gerber Scout Reservation - <https://scoutingevent.com/272-gsrsbsarc2023>
2. Log in to your event using your email address and reservation number
3. Click on  at the top of your registration page
4. For merit badge completion data, click Unit Advancement Detail
5. To print blue cards, click Blue Cards - Plain Paper

### Your camp will NOT print blue cards for your unit!

## PARTIALS AT CAMP

For Scouts that receive a "partial" in a merit badge class, a blue card will not be printed. Scouts that receive a partial should follow the steps listed under "Printing Blue Cards" and then select **Badges - Incomplete** to print off a partial completion report, which will include:

- Date of requirement completion
- List of requirements yet to be completed
- Merit Badge revision date

This slip can then be used at another camp or with another merit badge counselor to complete the badge.


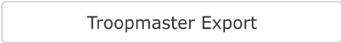

Scouts can continue working from the same merit badge revision date that they started and have until their 18th birthday to complete a merit badge.

**Scouts or units should NOT contact Summer Camp Counselors or staff after summer camp concludes. Merit Badge partials should be completed with a unit merit badge counselor, or at a MCC Merit Badge event. Check michiganscouting.org/events for upcoming programs. Questions related to merit badge records should be directed to the Camp Director.**


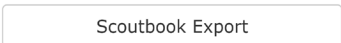

# SCOUTBOOK AND TROOPMASTER EXPORTS

The Blackpug registration system is set up to easily export and upload your Unit's summer camp advancement records into Scoutbook and Troopmaster. Please refer to the appropriate section below to assist you in the export process.

## Scoutbook Export

1. Go to the registration website for your selected camp and click "lookup registration" at the top of the page – refer to page 43 for the correct registration link
2. Log into your event using your email address and reservation number
3. Click on  Reports at the top of your registration page
4. Scroll to the bottom of the page and click on 
  - a. Follow the instructions listed under the "Scoutbook Export" button to ensure proper download
  - b. Follow the instructions at [this link](#) to import into the Scoutbook system
5. Click on  Preview Report to download onto your computer

## Troopmaster Export

1. Go to the registration website for your selected camp and click "lookup registration" at the top of the page – refer to page 43 for the correct registration link
2. Log into your event using your email address and reservation number
3. Click on  Reports at the top of your registration page
4. Scroll to the bottom of the page and click on 
5. Click on  Preview Report to download onto your computer



SCOUTS BSA RESIDENT CAMP

# LEADERS GUIDE



**EDWARD N. COLE CANOE BASE**

- Cole Canoe Base offers both High Adventure Treks normally experienced at the National High Adventure Bases and is a nationally acclaimed BSA Summer Resident Camp program.
- Cole Canoe Base differs from the program you may have experienced at any other summer camp, in that, it is a less structured program. The emphasis at Cole Canoe Base is on canoeing and camping skills that are part of the foundation of the scouting program. Our staff will do everything possible to provide your unit with an outstanding program both on and off the river.
- Your unit has the option to arrive early to camp Saturday afternoon between 2:00 – 4:30 p.m. for no additional fee. Limited staff may be available to begin your unit’s check-in process. No camp meals are provided until the Sunday dinner, so your unit must bring their own food.
- The First Year Camper Program is extremely popular! Your New Scouts will be hooked on Scouting!
- Your camp fee includes a free canoe river trip. Please schedule your trip time with the High Adventure staff at the Sunday night Program Expo.
- The Rifle River, which flows through Cole Canoe Base, is often considered to be one of the safest canoeing rivers in Michigan. Due to it’s shallow depth, even if one tips over they are normally able to stand up.
- The Rifle River is one of a very few large rivers in Michigan that is without dams and is protected by the Department of Natural Resource’s “Wild River Act”. It is not deep, but clean and also fast. There are no real “bad” spots in the river, but it does have a few riffles. No problems for even the beginner canoeist. You will travel through beautiful country with wildlife often seen. Fishing (including trout) is considered good. Wildlife sightings are an everyday experience.
- Cole Canoe Base has over 100 canoes equipped with new paddles and USCG approved PFDs. CCB will provide transportation and canoes for each unit. Tents and mosquito netting are available for a nominal fee on a first come, first served basis. Protection from insects is a must on the river. Canoeists must always wear closed-toed shoes while on the river. We recommend water shoes or old tennis shoes. Sandals that do not protect the toes are not permitted.



# CHECK-IN AND FIRST DAY OUTLINE

IT IS REQUIRED THAT EVERYONE STAYING IN CAMP HAVE A MEDICAL FORM PROPERLY FILLED OUT AND SIGNED BY A DOCTOR AND A PARENT.

NOTE: Camper Release Section on the medical form MUST be filled out by parents

Please join the Cole Canoe Base staff for our Pre-Camp Webinars! We will cover all the information you'll need to prepare for your Summer Camp adventure, and our staff will be available to answer any questions. Register at <https://michiganscouting.org/outdooradventures/> and send questions to [colecanoebase@michiganscouting.org](mailto:colecanoebase@michiganscouting.org)

## WELCOME HOME!

### **Early Arrival**

- Units are encouraged to arrival at camp on Saturday. The camp office will be open until 5pm. Please arrive between 2:00 p.m. – 4:30 p.m. Your campsite may still be occupied or still require staff inspection before 2pm, so please do not arrive early. Food is available at an extra cost for units that arrive early, but you must contact the camp in advance. The first meal that is provided as part of your summer camp fee is Sunday dinner.

### **Saturday Check-in**

- Please check-in Saturday between 2:00 p.m. – 4:30 p.m., reporting to the camp office when you arrive.

Your unit can **save time on Sunday** by conducting swim tests before arriving. **Further information will be provided in the spring on how to coordinate pre-camp swim checks with the Council Aquatics Committee.**

### **The Sunday Program**

- Move into your campsite and start setting up camp no later than 2:30pm
- When your Staff Host arrives at your campsite, provide them with a copy of your entire unit roster.
- Your Staff Host will guide your unit through the check-in process. Anyone who needs to complete a swim check will need to be in a bathing suit before the tour begins.
- The Scoutmaster / Senior Patrol Leader Meeting is at 5 p.m. in the Dumas Pavilion. All adults and senior youth leadership are welcome to join and meet the camp management.
- Dinner will be prepared for the entire camp and served at the Dumas Pavilion. Paper plates and utensils will be provided by the camp. Please help us keep the camp clean by encouraging scouts to use trash receptacles.
- The Campwide Flag Retreat ceremony is at 8:15 p.m. Units will assemble on the east end of the main parking lot, in front of the main flagpole.
- The **Program Expo** begins at 8:30pm near the Dumas Pavilion. This is the best opportunity for your unit to sign up for river trips, Honor Troop service projects, Adult Leader Trainings, make final merit badge schedule adjustments, and much more. Program Area Directors and Staff will be available to meet your Scouts and answer questions.

# THE PROGRAMS AT COLE CANOE BASE

## **COLE CANOE BASE OFFERS OVER 100 MERIT BADGES BETWEEN 12 PROGRAM AREAS:**

Aquatics	Climbing / High Adventure
Outdoor Skills	First Year Camper Program
Ecology-Conservation	Shooting Sports (Rifle, Shotgun, and Archery)
Crafts	Cosgro Production Company (Digital Tech and Fine Arts)
Skilled Trades	Main Street U.S.A. (Eagle Emphasis and Independent Study Merit Badges)
	Health Lodge (First Aid Merit Badge Instruction)

## **CCB HONOR UNIT AWARD**

### **Earning the CCB Honor Unit Award**

In upcoming webinars the CCB Staff will announce the requirements for the “Honor Unit Award.” This optional program provides your unit’s youth leadership an opportunity to LEAD the unit and be recognized for what they accomplished during their week at CCB. The unit SPL should take the lead with planning and fulfilling Honor Unit requirements, but adult guidance is always helpful. Requirements of the “Honor Unit Award” will include:

- A daily flag raising and lowering ceremony
- Gateway Contest
- Campsite Inspection
- One or more dishes served at the Beast Feast Monday night
- Participation in Leave No Trace Training
- Performing a Service Project or Conservation Project while in camp (see Commissioner staff or Eco-Con staff for details)

### **Service Projects and Conservation Projects**

Performing service and conservation projects around camp is an excellent opportunity for Scouts to take ownership of their camp. Having an opportunity to work on a project, be it maintaining a trail, or helping repaint a building, CCB Scouts return the next year, or even the next decade, and see a project they helped improve.

The staff will find projects that fit your unit’s individual needs. Some large troops with many older Scouts may want to tackle more challenging projects, like removing an invasive species of plant from the Lake, reinforcing erosion control along a hiking trail, or building a new axe yard near a campsite. While younger units may be interested in simpler projects, like raking leaves in a program area or building brush piles for wildlife habitat. We have many opportunities for your Scouts to get involved.

Please note: Because service projects require supplies, equipment, and staff coordination, your unit must schedule their service project or conservation project with the staff by Tuesday dinner. Historically, units have waited until Thursday or Friday evening to express interest in service projects, and the staff runs out of time to support multiple projects that late in the week.

## **ORDER OF THE ARROW**

### ***“Scouting’s Honor Society”***

#### What is the Order of the Arrow?

For over 100 years, the Order of the Arrow (OA) has recognized Scouts and Scouters who best exemplify the Scout Oath and Law in their daily lives. This recognition provides encouragement for others to live these ideals as well. Arrowmen are known for maintaining camping traditions and spirit, promoting year-round and long term resident camping, and providing cheerful service to others. OA service, activities, adventures, and training for youth and adults are models of quality leadership development and programming that enrich and help to extend Scouting to America's youth.

Our staff Order of the Arrow Camp Chief can assist your unit learning more about joining the OA and conducting ceremonies for the Mishigami Lodge, or from out of council with written permission from your home Lodge leadership. More information will be available during pre-camp webinars and at the Sunday Leaders Meetings



## THE MERIT BADGE PROGRAM

One of the unique features of Cole Canoe Base is our **Independent Study Program**, enabling us to offer over 100 merit badges to our campers.

If a Scout wishes to enroll in an **Independent Study** merit badge, they should carefully read through the current merit badge requirements (available at <https://www.scouting.org/skills/merit-badges/all/>) and the CCB Prerequisite list. Parents or Adult Leaders should provide guidance on which badges a scout is best positioned to work on at camp, especially with the more challenging Independent Study badges.

The Scout should come to camp prepared with completed projects, or be ready to discuss and demonstrate an understanding of concepts for each requirement *as written in the current merit badge requirements*.

Sunday night at camp, immediately after the campwide flag ceremony, the Program Expo will be held in the Dumas Pavilion. During the Expo Scouts will have an opportunity to meet with the staff and arrange a time to discuss their Independent Study badges with an approved Merit Badge Counselor.

The Independent Study merit badge process will be discussed in greater detail during the informational webinars hosted by the CCB Staff.

## ADULT LEADER TRAINING

The CCB Training Committee is proud to offer adult leaders an opportunity to complete BSA training programs to improve leadership skills and deliver a quality program to their Scouts. Training course will vary by year, but in 2021 we offered:

- Scoutmaster / Assistant Scoutmaster Specific Training
- Troop Committee Challenge
- Merit Badge Counselor
- Introduction to Outdoor Leader Skills

Adults can register for these training sessions at camp during the Sunday night Program Expo. More information will be available during the pre-camp webinars.



# WEEKLY PROGRAM HIGHLIGHTS

(check the Schedule of Events [available in the spring] and Cole Chronicle for program locations and times)

## Beast Feast

Featured in [Scouting Magazine](#), Cole Canoe Base is home to “The Largest Outdoor Cooking Demonstration in Scouting.” A ginormous potluck of everyone in camp, Monday dinner at Outdoor Skills is a staple CCB tradition and one of our highest rated programs. Each unit is asked to bring at least one dish for the Cooking Contest to provide samples to at least 25+ people. We encourage units to bring multiple dishes for the other judged categories, including Main Entrees, Side Dishes / Appetizers, Drinks, Special Diet Dishes, and (most importantly) Deserts. Creativity with dishes is encouraged and adds to the fun! There is even a contest for the best decorated table theme. More information will be provided in the pre-camp webinars.

## Waterfront Event

Our Friday afternoon water carnival on Bosco Lake. One of the most exciting events of the week; canoe events, rowboat events, war canoe races, rump bumping. Your week at Cole prepares your unit for the rodeo.

## Rump Bumping/Tubing

Try our river tubes for an awesome troop activity. The standard Base Camp trip lasts about 45 minutes, and your unit can sign up for a 2-hour float at the Program Expo. Quiet, relaxing, gentle, float down the river Mark Twain style. **Closed toe shoes are required for all river trips.**

## Bosco Lake Marina

Swimming, boating, sailing, and canoeing activities on the Base’s Bosco Lake. Don’t forget the war canoe, a real test of troop teamwork. The Cole Canoe Base aquatics staff are expert instructors in the use of all types of self-propelled watercraft. Try out our canoe slalom course or learn a power paddling technique.

## Fishing

Before fishing on camp property, Scouts must first obtain a “CCB Fishing License” from the Eco-Con Staff, detailing fishing and safety rules. Scouts under age 17 may also fish in the Rifle River with a “CCB Fishing License” and must observe all State of Michigan fishing rules and regulations. State law requires that individuals aged 17 or older purchase a fishing license while fishing in public waters like the Rifle River. More information on State regulations can be found at [michigan.gov/dnr](http://michigan.gov/dnr). Take a picture of a fish you catch measured against a ruler, or show it to the Aquatics staff [while transporting it a bucket of water], and be entered into the weekly Fishing Contest! See the Eco-Con Staff for more information. The Rifle River has smallmouth bass, northern pike, carp, and catfish. Bosco Lake primarily contains panfish, largemouth bass, and northern pike, and is **catch and release only.**

## Broken Paddle Hiking Trail

To the west of the Rifle River, the CCB property offers great hiking trails of various lengths. If your unit is planning a large group hike during program time, please speak with the ATV Director so they are aware of your presence while they lead ATV rides on the trails. Please see the “Cole Canoe Base West” map near the end of this Leader’s Guide to see all your hiking options.

## Warren K. Wells Nature Trail

This scenic, self-guided nature trail wraps around Silver Creek and the Rifle River. Scouts often see deer, eagles, fish, and beavers. Trail information pamphlets are available at the head of the trail. Pamphlets can be recycled for use by other Scouts. Please return the pamphlets to the receptacle at the end of the trail.

## Eco-Con Event

A special exhibition of nature, forestry, conservation, and wildlife. Specialists in these subjects present a Wednesday evening program. Different and informative, you won’t be bored! Not a lecture but a show and do!

## “The Friday Night Campfire”

The closing campfire wraps an amazing week of camp. Invite family members to this celebration of skits, award recognition, and patriotism. During larger weeks of summer camp seating may be limited, so we encourage adults and visitors to bring folding camp chairs.

## Indian Village

Visit one of our special program areas and spend the night in a teepee, or help carve a totem pole in our Indian Village.

## Crafts On Fire

A great way to end Monday and wind down after the Beast Feast. Come and try your hand at a variety of skills from art to woodcarving and even some tie dying in the mix. A great time is had by all. Don’t miss out – see you there. This is an ideal First Year Camper activity.

## Lumberjack Festival

Participate in the camp-wide Paul Bunyan Lumberjack Festival! This event is unique, inclusive, and something you’ll talk about all year.

## Ice Cream Social

Don’t forget our popular Ice Cream Social. Bring your friends and chow down on a delicious variety of ice cream -- and don’t spare the toppings. Leaders, try out the “Scoutmaster’s Special.” We dare you!

# WEEKLY PROGRAM HIGHLIGHTS

(check the Schedule of Events [available in the spring] and Cole Chronicle for program locations and times)

## Nature Scavenger Hunt

Will your patrol find all the things on the “list” this week? That’s right! Our Scavenger Hunt is no longer just a “one nighter”, but the whole week long. IF you really need it. Come and see us at Claycomb Ecology / Conservation Center, to pick up your “list” and get scavengering.

## Climbing / Rappelling and Bouldering

Come on down and test your skill “On the wall.”

## **Did We Forget Something?**

- ATV Training
- Night at the Movies
- Rifle Range Best Shot
- 12 Gauge Auto Load Shotgun Skeet Range
- Star Hike and Bird Hike
- Muzzleloader Rifles
- 285 foot Zipline
- Sporting Clays Round for the “Big Kids”
- Leave No Trace training
- Orienteering Course (Land Navigation)
- Teddy Bear Swim
- *Snork Hike!*
- **The Amazing Race**
- Vespers Service
- Night Climbing and Night Zip
- 3-D Archery
- Action Archery Challenge
- Archery Poker Shoot
- Cosgro Online
- Game Night
- Camp Hikes
- Movie Night under the Stars
- Staff vs. Campers Euchre Tournament
- Teddy Bear Swim
- Muzzleloader Shooting
- War Canoe
- Leave No Trace Camping Training Program

**Start packing now for summer camp and see for yourself,  
what fun and adventure over 100 years of Scouting has in store for you!!!!**



# CCB HIGH ADVENTURE



## HIGH ADVENTURE

The Cole Canoe Base High Adventure Summer Program is designed to provide High Adventure opportunities to experienced Scouts and Scouters prepared to handle the demanding schedule and physical requirements of some of the treks. The Unit's Scoutmaster should determine each participant's ability to handle the High Adventure activity, and deem them fit to participate. The Cole Canoe Base High Adventure Staff reserves the right to disqualify any participant if not deemed physically or emotionally fit enough to have a successful High Adventure Trek. Our program includes Pictured Rocks National Lakeshore 50 mile hike, 100 mile canoe trek on the Fox and Manistique Rivers in Michigan's Upper Peninsula, 50 mile on the Rifle River, 75 mile on the AuSable, and 35 Mile Grand Island Adventure.

Take advantage of the opportunities to earn the BSA 50 miler award. Conquer Michigan's northern adventures and complete the Tri-River Challenge. Camp has the River Ranger Program designed as an educational program for Scouts 16 and older attending Camp. This will teach Scouts about river safety, etiquette, and basic rescue techniques with swift water emphasis. The MCC offers The Great Lakes Sailing Program right out of Mackinaw City. Week 8 offers the Great Lakes Kayak Adventure.



## ATV COURSE

Cole Canoe Base offers a certified ATV Course from the ATV Safety Institute. The program includes safety training and discussion, and then participants can ride the trails. Participants must be 16 years old, and sessions last two hours, Monday through Thursday. To support ATV maintenance, there is a \$65 participation fee that is charged through the Council's online reservation system. Upon completion of the course, participants will receive a "Safe Rider" certificate and become eligible for any experience rider treks held at camp. Participants must have a parent or guardian signed the "ATV Program Participant Hold-Harmless Agreement" before arriving at camp.



# THE RIVER PROGRAMS



With the Rifle River flowing through camp, Cole Canoe Base is able to offer many treks on the Rifle River. Current trek offerings include ½ day, 1-day, 2-day, 3-day, and the 4-Day 50-miler Canoe trek. In addition, CCB also offers its units the chance to “Rump Bump” down the Rifle River. Each trek is unique and exciting by offering varying skill difficulty to accommodate the youngest to oldest members of your unit. Following the “General Information”, you will find an outline of the various Rifle River Treks offered at Cole Canoe Base.

## General Information

- Most units provide their own tents and equipment, however there are a limited number of, tents, tarps, cook kits, chef tool kits, Dutch ovens and reflector ovens are available for rent from the Base. Many items are available free of charge in our complete Quartermaster facility. There is a small rental charge for tents, propane stoves and cots, all for your convenience. Be sure to inform us of your early arrival so that your equipment can be ready. We will deliver your needs to your campsite.
- You may want to set up your camp at the Base and use trail tarps or other tents for your nights on the river. However, the Base will not be responsible for materials left in camp and we recommend that valuables be locked up when your campsite is not occupied.
- Each unit MUST provide its OWN FIRST AID KIT to take with them on the river. Please bring a cell phone.
- Canoe Trips are designed to give about four to six hours of river time between camping locations or take-out points. This is enough for the normal Scout to canoe in one day and still be enjoyable. Don't try to see how fast you can go or try to cover a two-day trip in one day.
- It is extremely important that your group stays together on the river in case of injury or other medical problem. Don't leave any canoes behind and alone. Keep within normal sight of each other and wait if a canoe falls behind. There could be medical reason why they are lagging behind! COLE CANOE BASE MANDATES an adult be in the lead and end canoes. You will be charged for all lost or broken equipment. As well as search and rescue.
- **Closed Toe Shoes capable of securing to the feet are REQUIRED. NO SLIP ONS. NO SANDALS**

The short distance trips can be arranged at the Sunday Program Expo. Overnight treks need to be made in advance, prior to coming to camp. All units looking to take part in the 100-miler canoe trek should contact camp at: [HighAdventure@michiganscouting.org](mailto:HighAdventure@michiganscouting.org) by May 1

# THE RIVER PROGRAMS

- Insects are normally a problem on canoe trips and long sleeve shirt and long pants are important for a comfortable evening. Insect repellent is a must. You may want to consider tents with insect screening to ensure a good nights sleep.
- Rain should always be considered and rain gear and tarps can turn the trick towards a successful and fun trip. Plastic or rubberized bags for packing clothing and equipment will keep things dry in case of rain or a tip-over.
- River water is not suitable for drinking so canteens and water jugs should be provided. Fresh water is available at the North Landing campsite. The Quartermaster has water jugs available.
- The Buddy System is required both in camp and on the river.
- Conservation is important. While on the river all burn-able trash, including garbage, should be burned. All other trash should be put in a plastic trash bag and brought back to Base for proper disposal. Be a good camper and always leave your campsite better than you found it.
- Do not cut live trees or brush at any time.
- All fish caught should either be returned to the river alive or properly prepared and eaten. All fishing on the Rifle River must follow State Fishing laws. Visit [michigan.gov/dnr](https://michigan.gov/dnr) for more information
- Be very sure that your group is not responsible for a fire that can burn hundreds of acres and destroy timber and wildlife. Put out all fires that are not attended. Be sure that your fire is out cold.
- Each canoe will be equipped with two paddles and two personal flotation devices (PFDs). All canoeists must wear a PFD at all times. One or two extra paddles can be provided for each group. Units will be required to pay for equipment that is lost or damaged beyond normal usage. One main cause of damage is ripped PFDs and broken paddles. Paddles are not made for water fights. If you need to push off with your paddle, don't push off with the blade, use the handle. The handle is thicker and sturdier than the blade.
- All equipment should be lashed in the canoe to prevent being lost in case of a tip-over. Valuables should be placed in waterproof containers.
- The River Store has rain ponchos and dry bags available for purchase.



# COLE CANOE BASE RIVER TREK OPTIONS

## **1-Day Canoe Treks: (moderate)**

### Fishing Site to Base (~5.5 miles)

This exciting trip is perfect for those younger members of your unit looking for added excitement during their week of summer camp. This trek normally takes between 1 and 2 hours to complete, though some units may take longer or shorter depending on current skill level. This is perfect to expose the Scouts of your unit to the experience of High Adventure canoeing.

### High Banks to Base (~9 miles)

This is one of our most popular day trips. It offers more of a challenge than the "Fishing Site" trip, however it is still within the grasp of most Scouts experience levels. The nine mile float plan usually takes about 5 hours to arrive you back at the CCB Main landing.

### North Landing to Base (~11.2 miles)

This is our most popular canoe trek. This is perfect for units looking for a High Adventure activity to break up the week of merit badges and in-camp activities. Perfect for the young members of the unit, as well as the older Scouts looking for a challenge. In addition, lunch takes place on the river at one of the many beautiful resting areas and beaches along the way.

## **2-Day Canoe Treks: (moderate to difficult)**

### Grousehaven Lake to Base (~27.5 miles)

An extremely popular canoe trek. Ideal for those Scouts already familiar with canoeing, looking to challenge themselves by adding a High Adventure overnight camping excursion to the canoe trek. All meals take place on the river. This is the MOST popular 2-day canoe trek Cole Canoe Base offers. The first night, the unit will camp at Cole Canoe Base's own North Landing. From there, they will depart for day two of the canoe trip before ending at Cole Canoe Base's canoe landing.

### Sage Lake Road to Base (~21.1 miles)

This trip is very similar to the above trek, minus the 6 miles of wilderness within the Rifle River Recreational Area. Unlike the trip above, the unit is dropped just after the unique wetlands and headwaters of the Rifle River. Again these units will camp at North Landing before departing the following day to canoe back to base camp.

## **3-Day Canoe Treks: (moderate to difficult)**

### Grousehaven Lake to M-70 (~38.3 miles)

This trip combines the 2-day Grousehaven to Base trek, with an added day of canoeing south of the base camp. During this third leg of the journey, the Scouts will see a slower current, but wider parts of the rifle river before ending their trek at Whites Canoe Livery, just west of the M-70 bridge.

### North Landing to Omer (~35.6 miles)

This trip combines the 1 day canoe trek from North Landing to base and couples it with 2 days of paddling south of the base camp. The first night the unit will spend in base camp after a day of paddling. The second day the unit will paddle from Cole Canoe Base to M-70 and spend the night.

## **4-Day Canoe Trek: (difficult)**

### Rifle River 50-miler (~51.9 miles)

During this trek your unit will be able to experience 4 days of canoeing on the Rifle River. Starting at Grousehaven Lake the unit will send the day paddling before reaching North Landing for their first night on the river. Here your unit will set up camp and cook their evening meal. The following day your unit will continue with their trek back to base camp. While at Cole Canoe Base, your unit can refresh their supplies and shower. The next day your unit will continue its paddle before resting for the night at Riverview Camp. While there, your unit can relax and set up camp for the night after checking in with the main office. The following morning your unit will complete its last leg of the trip. It is recommended to start this last leg no later than 8:30am. This will allow your unit to be on the river and arrive at Omer Fishing Site in time to head back to base camp for the evening activities. At the Friday night campfire your unit will be recognized as having completed the 50-mile trek.

### Au Sable Trek (~75 miles)

This trek offers even more of a challenge to those experienced canoeists in your unit. This trek offers more mileage, more challenge and more adventure. Packed into 4 days on the Au Sable River, your unit will grow and develop as a unit as it is challenged on a different river with different currents, challenges, scenery and wildlife. This trip begins just outside the city of Roscommon before ending just outside the city of Mio.

## **5-Day Canoe Trek: (difficult)**

### Fox-Manistique (~100 miles)

Developed to be the most challenging of all our High Adventure River Treks. The 100-miler will challenge your unit's ability to work together and survive 5 days on the wild Fox-Manistique Rivers in Michigan's Upper Peninsula. Unlike previous river trips, the 100-miler offers the unit to experience the outdoors almost completely independent from outside influence. This provides even the most experienced canoeist a challenge. In addition, the 100-miler takes more out of camp planning, and is only available with pre-camp arrangements. All units looking to take part in the 100-miler canoe trek should contact camp at: [highadventure@michiganscouting.org](mailto:highadventure@michiganscouting.org) by May 1.

## **River Ranger**

This program is designed with a custom syllabus to fit the needs and expectations of each participant. Inquire with the High Adventure Director at the Sunday Expo,



# MICHIGAN'S UPPER PENINSULA HIGH ADVENTURE

## **Pictured Rocks National Lakeshore** ***(Trek must be planned by February 1st)***

Scouts and Leaders from your unit will hike 50 miles along the scenic Pictured Rocks National Seashore in Michigan's Upper Peninsula. On this trek, your unit will hike 9-11 miles per day, and camp along the shoreline of Lake Superior. This trek is an excellent platform to prepare your unit for high adventure activities.

This trek must be planned far in advance of your unit's arrival in camp, and is dependent upon tour permits issued by the National Park Service. The more advanced notice Cole Canoe Base receives, the greater probability your unit will be able to obtain a tour permit. Cole Canoe Base has built reputations over past dealings with the National Park Service, however, advanced notice is still required to obtain permits that are issued on a first come first service basis. The National Park Service limits how many people may be on the trail at any time, and the number of people that may camp per campsite.

## **Great Lakes Kayak Adventure**

This trip was designed to offer an adventure where you kayak the pictured rocks in Lake Superior, camping in the straights of Mackinaw, and number of side trips between. This 5 day provisional trip that is staff guided and offered one time a summer at week 8. It will challenge you both mentally and physically, while proving to be The Time of Your Life. For more information email [highadventure@michiganscouting.org](mailto:highadventure@michiganscouting.org).

## **Grand Island Trek**

This trip was designed to offer your unit the ultimate high adventure experience. It combines the challenge of multiple levels of treks, carry in and out experience, all with an outstanding view. Lasting 3 - 4 days, it will prove a challenge and will give you 'The Time of Your Life.' Includes additional fees. Contact us at [highadventure@michiganscouting.org](mailto:highadventure@michiganscouting.org) for more information.

## **The Great Lakes Sailing Program**

The Retriever, a 52' ketch sailboat, is an offshore sail training vessel where youth will learn the fundamentals of sailing, including sail trim, helmsmanship, navigation, marine safety and skills used by seasoned sailors! The Retriever is designed to accommodate a maximum of 10 youth and two (2) adults. Co-ed crews are welcome, but the advisor must contact the council in advance to discuss accommodation options. More information is available at [michiganscouting.org/outdooradventures/great-lakes-sailing-adventure/](http://michiganscouting.org/outdooradventures/great-lakes-sailing-adventure/)





# FREQUENTLY ASKED RESPONSES

## **This is the collection of what experience has taught us regarding merit badges, advancement, and other items:**

1. Summer camp is NOT a merit badge mill where you pay a fee and get badges automatically. Instead, camp offers merit badges as one portion of the overall program.
2. We do not recommend first-year Scouts take more than two or three merit badges at their first summer camp. There are a ton of activities to do and people to engage with, and it is important they succeed with early advancement.
3. No Scout should plan to earn more than three or four merit badges in one week unless they have worked on all prerequisites prior to camp.
4. Some of the most difficult merit badges to earn are those requiring physical skill, coordination and stamina. These are Lifesaving, Archery, Rifle Shooting, Shotgun Shooting, Climbing, Canoeing, and Rowing.
5. Complete advance written work at home. Camp is not an ideal classroom for written work and the prepared Scout will arrive at camp with all written work already done.
6. Each Scout should try doing something new at camp and get a well-rounded experience. Try a Crafts, Aquatics, and or Outdoor Skill merit badge combination.
7. Plan time for your Scouts and Leaders to enjoy Cole Canoe Base's wilderness, lake, and the Rifle River.
8. You should come to camp prepared! Have patrols already organized. Work on ideas as patrols and have the patrol leaders represent the group at camp. Elect or appoint a special Senior Patrol Leader for the camp program if your regular SPL cannot attend. Come with some of your own activities planned.
9. Your campsite is your home for the week, so work at making it comfortable. Bring banners and flags to dress it up.
10. Schedule time for rest. That's right, rest. Too often, Scouts and leaders don't take time to sit and enjoy the beauty of camp around you. Don't maintain such a feverish pace that you miss the trees, the nature, and the clean fresh air.
11. A top troop shows spirit! The troop that comes to camp with ideas, spirit and challenges will make the rest of camp come alive. Bring your troop cheer to camp and show everyone that you're Number One. Proper wearing of the complete Scout uniform shows Scout spirit and is encouraged. Troop/camp t-shirts look neat and make a great daytime activity uniform.
12. Be flexible. Each week, more than 300 Scouts attend camp. While the staff is here to meet everyone's needs, we all must practice the Scout Law in camp when dealing with others.
13. Communicate. If you have a special need or want to do something spectacular, tell us about it and we'll give it our best shot.
14. Advise Scouts to leave valuables with a leader. Watches, spending money, and other items of value should not be left in the shower building, waterfront, or in an unattended campsite.
15. Scoutmasters should bring a footlocker or other lockable container to protect both Scout and leader valuables.
16. When in camp, if you need something/anything, let us know how we can help. If you don't know, we can answer or solve most anything.
17. Affording to attend camp - No Scout should miss camp because a Scout or family can't afford to. If any Scout cannot afford the full camp fee, they may apply for a Camp Scholarship. Visit the Council Website to complete requirements. <http://michiganscouting.org/outdooradventures/campships/>.

One last thing. We want to make this the best camp in the country. If you have any suggestions, we'll gladly listen to you and your ideas.

# OTHER IMPORTANT CAMP INFORMATION

## Camp Telephone/ email/ fax:

Incoming calls are for emergencies only. Parents can reach leaders and Scouts through this phone, but this will require camp officials to notify the unit leader, and the return call may require 30 minutes or more.

**The Cole Canoe Base telephone number is: (989) 873-1516 Fax number: (989) 873-1517**

Make sure the caller knows:

Scout's Name  
Troop Number  
Campsite

## Camp Address:

Proper addressing and troop number will speed mail delivery. Please instruct parents to address mail in the following manner:

Scout \_\_\_\_\_, Troop # \_\_\_\_\_  
Cole Canoe Base  
Campsite \_\_\_\_\_  
1356 Greenwood Road  
Alger, MI 48610

## Transportation

- Please arrange Unit transportation well in advance. Encourage parents to take an opportunity to see the camp by helping with transportation. **PLEASE CARPOOL!** Parking is limited, and your assistance is greatly appreciated.
- BSA National Policy forbids Scouts from riding in the back of trucks or campers. Safety comes first!
- **The speed limit is 5 M.P.H. within all areas of Cole Canoe Base.** If you can see a dust trail behind your vehicle, you are going too fast.

## Rest at Camp

The amount of sleep a Scout gets can make the difference between a great camping experience and a poor one. Everyone needs an adequate amount of sleep to function in a cheerful and positive manner. The Scoutmaster is responsible for seeing that each Scout has the opportunity to get at least eight to ten hours of restful sleep each day. This means that each troop should respect the quiet time period from 11:00 p.m. to 7:00 a.m.

## Homesickness

Coming to camp for the first time, and occasionally the second time, may sometimes lead to a case of homesickness. We regard this as a normal, healthy occurrence in a Scout. After all, leaving home and having to fend for one's self can be a jolt. The staff is instructed to be aware of the campers' moods and emotional adjustment. If a Scout is homesick, they will encourage them to talk it out and will try to help them understand the emotions they are feeling. But they also make an effort to involve the camper in all camp activities. Experience tells us that within a few days the camper is busy having fun and feeling secure with the staff, newfound friends, and the outdoors.

# OTHER IMPORTANT CAMP INFORMATION

## Uniforming

Why do the Scouts have a uniform? For the same reason a football or baseball team wears a uniform: a uniform gives a standard to be met, promotes group spirit, and designates equality from the start among members within the group. We encourage units to wear their uniforms during chapel services, and request all Scouts and leaders to be in full uniform for the flag retreats. A troop or camp T-shirt and official Scout shorts make a great uniform for daytime activities.

## Shower Buildings

*A Scout is Clean.* All Scouts and Leaders are encouraged to make use of the camp's hot water showers. The camp's three shower buildings are located behind the Outdoor Skills Area, adjacent to the Heath Lodge, and behind White Pines Cabin. Leaders, please pay attention to the cleanliness of your Scouts. They should get up in time to wash, brush their teeth, and clean up before breakfast. Adults must shower separately from youth. The camp shower buildings are available 24 hours per day.

## The RIVER STORE (Trading Post)

*The River Store* is attached to the Dumas Pavilion. The store carries a wide range of items, including craft projects, camp T-shirts, jackets, fleeces, blankets, towels, camp hats, patches, pins, ice cream, snacks, mugs, variety of cold drinks, and other Scouting essentials.

**\*\*\* Don't forget Troop Specific shirts are available to order—contact: [colecaneobase@michiganscouting.org](mailto:colecaneobase@michiganscouting.org) Please notify the camp in advance to have them ready when you arrive.**

## Personal Flotation Devices

All persons using watercraft must properly wear a U.S. Coast Guard approved personal flotation device (PFD), supplied by the camp. This includes all adults as well.

## Litter

The appearance of the entire camp is everyone's responsibility. Help keep it clean. Urge your Scouts to pick up someone else's thoughtlessness each day. Maintaining a clean, litter-free camp is a matter of pride, not penalty. Teach this to your Scouts. Don't assume that everyone understands this fact.

## Lost and Found

All "found" items are to be turned in to the camp office. If an item is "lost" be sure to check the camp office before you depart. Because of the high number of lost and found items, we will hold all items turned in for a period of one week. After that, they will be given to a local charity.

## Buddy System

The buddy system is the rule of camp and is used in all camp activities, at all times. This is the rule of 3.

## Totin' Chip

A Totin' Chip will be required of all Scouts who wish to do any carving in an area supervised by camp staff. Scouts must also have Totin' Chip in order to check out woods tools or to purchase woods tools in the River Store. We suggest that all Scouts earn their Totin' Chip before they come to camp. Please see the First Year Camper staff for opportunities to earn the Totin' Chip or if Scoutmasters need extra cards.

# OTHER IMPORTANT CAMP INFORMATION

## Fire Prevention

- Fire prevention is important. The unit is to use the following guidelines.
- You will be provided with a Unit Fire Guard Chart, which will be explained at time of registration or orientation. It must be filled out and posted on your campsite bulletin board. It is to be signed daily by the Scout on duty.
- Fires must never be left unattended.
- The unit leader should give instructions to all Scouts and adults on the proper procedure for putting out fires.
- Fires should only be started with natural materials. No liquid fuels may be used to start fires.
- In case of uncontrollable or wild fire, notify your camp office at once.
- Fire prevention and response will be discussed at the Sunday evening Leaders Meeting.
- Remember that open flames are prohibited in any tents.

## Religious Program in Camp

The twelfth point of the Scout law is "A Scout is Reverent." Opportunities for daily "quiet period", individual counseling, a vesper service and information regarding the various religious awards will be available from our Camp Chaplain. Cole Cane Base offers non-denominational services on Wednesday evening, starting at 9:00pm (check schedule). Units can reserve the chapel for services of a particular religion. Just inquire at the camp office.

## Lost Scout

Quick action at the time a Scout is thought to be "lost" is critical. Please use the following guidelines when there is a "Lost Scout".

- Check tents and bunk to see if the Scout is in camp.
- Find out if the Scout is out of camp with his "camp buddy"
- Check camp and unit program areas.
- Notify the Camp Office and a Lost Scout Search will be enacted
- Always use the buddy system when out of camp. The rule of 3 ... it works!



# ROLES AND RESPONSIBILITIES

## Scoutmaster / Adult Leader Responsibilities for Summer Camp

**\*\*\*\*All Adults 18 or older, Must have completed Youth Protection\*\*\*\***

(including visiting adults) any adult staying overnight must be registered

- Review the merit badge and advancement programs being offered at Summer Camp with your Scouts, enabling them to effectively schedule their advancement program.
- Review each Scouts planned program, to ensure that he is not reaching beyond his capabilities, helping to minimizing the chance of a disappointing experience.
- Review the required prerequisites for each of the merit badges being offered, with your Scouts.
- Please ensure Scouts review the Merit Badge Prerequisite List and are using the current version of the merit badge requirements available at <https://www.scouting.org/skills/merit-badges/>. **Remember that merit badge requirements can be updated by the National Advancement Committee in the spring, and prerequisite information in this Guide may be out of date.** Contact our staff at [colecaonebase@michiganscouting.org](mailto:colecaonebase@michiganscouting.org) if a Scout needs any advancement questions clarified.
- Monitor daily, each Scout's advancement progress and provide support as needed.
- Communicate with the Program Directors, as soon as possible, should a problem arise between a Scout and any advancement program staff personal.
- Share both positive and negative comments about the advancement program and staff with the Camp Administration, prior to the end of your Summer Camp experience.
- Advise your Scouts that any merit badge that was partially completed must be fully completed prior to their 18th birthday.
- Scouts are required to attend all scheduled merit badge sessions until they complete the badge. We recommend each Scout to verify completion with the counselor again Friday morning. This ensures there is no miscommunication.
- Scouts may sign up for additional merit badges at camp. Just see the program Director or the director of the appropriate program area. This can be done at merit badge expo Sunday night.
- Each Scout should review his progress with their unit leaders or merit badge counselor, on a daily basis, asking for help and guidance as necessary



# FIRST YEAR CAMPER SCHEDULE

**Please note:** CCB Staff do not sign off requirements as 'complete' in a participant's Scout Book. Rather, at the end of the week, your Unit will receive a list of all the requirements your Scouts attended at the First Year Camper program. This allows your Unit leadership to review the materials with your Scout to ensure the requirement is complete. If you have any questions, feel free to speak to our FYC Staff. If your Unit has adult leaders interested in assisting our program, it really helps the staff to have the additional help!

\*All Times and Programs are subject to change due to weather or updates from the National or Council Advancement Committees\*

## **Monday AM**

Teach and explain practical uses of the following knots.

1. **(Scout 4a)** square knot, 2 half-hitch, and taut-line hitch,
2. **(Second Class 2f, & g)** sheet bend, and bowline
3. **(Tenderfoot 8)** Explain EDGE Method and use it to teach another scout the square knot

## **Monday PM**

1. **(First Class 3a)** Discuss when you should and should not use lashings
2. **(First Class 3b)** Demonstrate tying the Timber Hitch and Clove Hitch
3. **(First Class 3c)** Demonstrate tying the Square, Diagonal, and Shear Lashings
4. **(First Class 5b)** Identify two ways to obtain weather forecasts
5. **(First Class 5c)** Describe three natural indicators of hazardous weather, potential dangers, and appropriate responses
6. **(First Class 5d)** Describe extreme weather conditions that could occur in your area and how to respond.

## **Tuesday AM & PM**

1. 5 mile hike over both periods and Lunch
  - a. Please inform the First Year Camper staff of any dietary restrictions so lunch accommodations can be prepared
  - b. Scouts must have a water bottle before leaving for the Hike
  - c. Please arrive by 10:10AM to be included on the hike
  - d. We will return before the end of the afternoon session.
2. **(Second Class 4a)** Identify or show evidence of 10 different wild animals
3. **(First Class 5a)** Identify or show evidence of 10 different wild plants

## **Wednesday AM**

1. **(Tenderfoot 5a-c)** Safe hiking rules
  - a. Explain the importance of the buddy system as it relates to your personal safety on outings and in your neighborhood.
  - b. Describe what to do if you become lost on a hike or campout.
  - c. Explain the rules of safe hiking, both on the highway and cross country, during the day and at night.
2. **(Tenderfoot 4a-c)** Show first aid for the following:
  - a. 1. Simple cuts and scrapes;
  2. Blisters on the hand and foot;
  3. Minor (thermal/heat) burns or scalds (superficial, or first-degree);
  4. Bites or stings of insects and ticks;
  5. Venomous snakebite;
  6. Nosebleed;
  7. Frostbite and sunburn;
  8. Choking.
  - b. Describe common poisonous or hazardous plants; identify any that grow in your local area or campsite location. Tell how to treat exposure to them.
  - c. Describe what you can do to reduce the occurrence of the injuries from 1a-b

# FIRST YEAR CAMPER SCHEDULE

## **Wednesday PM**

**1. (Second Class 6a)** Show first aid for, and how to prevent the following:

1. Object in the eye;
2. Bite of a warm-blooded animal;
3. Puncture wounds from a splinter, nail, and fishhook;
4. Serious Burns
5. Heat exhaustion;
6. Shock;
7. Heatstroke,
8. Dehydration,
9. Hypothermia,
10. Hyperventilation.

**2. (Second Class 6b)** Show what to do for “hurry” cases of stopped breathing, stroke, severe bleeding, and ingested poisoning.

**3. (First Class 7c)** Tell the five most common signals of a heart attack. Explain the steps (procedures) in cardiopulmonary resuscitation (CPR)

**4. (First Class 1b)** TREAD: Travel responsibly, Respect the Rights of others, Educate yourself, Avoid sensitive areas, and Do your part

## **Thursday AM**

**1. (Scout 1a)** Repeat from memory the Scout Oath, Law, Motto, and Slogan. Explain their meaning

**2. (Scout 1b)** Explain what Scout Spirit is

**3. (Scout 1c)** Demonstrate and explain the use of the Scout Sign, Salute, and Handshake

**4. (Scout 1d)** Symbolism in the First Class Scout Badge

**5. (Scout 1e)** Repeat from Memory the Outdoor Code, List the Principles of Leave No Trace, Explain the Differences between the two

**6. (Scout 2a)** Describe how Scouts in a troop Provide Leadership

**7. (Scout 2b)** Describe the Four Steps of Advancement

**8. (Scout 2c)** Describe what BSA ranks are, and how they are earned

**9. (Scout 2d)** Describe what merit badges are and how they are earned

**10. (Scout 3a)** Explain the patrol method

## **Thursday PM**

Scouts will meet at Aquatics

**1. (Second Class 5a)** Tell what precautions must be taken for a safe swim

**2. (Second Class 5c)** Demonstrate water rescue methods by reaching with your arm or leg, by reaching with a suitable object, and by throwing lines and objects

**3. (Second class 5d)** Explain why swimming rescues should not be attempted when a reaching or throwing rescue is possible. Explain why and how a rescue swimmer should avoid contact with the victim

**4. (First Class 6b)** Tell what precautions must be taken for a safe trip afloat

**5. (First Class 6c)** Identify the basic parts of a boat and paddle or oar

**6. (First Class 6d)** Describe proper body positioning in a watercraft

## **Friday AM**

9:00-12:00 Make up Day

1. Scouts will be able to make up any of the requirements they missed, except for the 5- mile hike from Wednesday. A map of the route can be supplied to an adult leader.

2. Weather permitting, we should be able to make up any requirements missed at Aquatics, but it is encouraged the scouts attend the Thursday afternoon session.

## **Other Program**

Wednesday Evening Totin’ Chip, Firem’n Chit, and smores at FYC

# MERIT BADGES

**Requirements to be fulfilled prior to arrival at camp. Please remember that merit badge requirements may be updated by the National Advancement Committee in the spring, and the list below may be out of date. Independent Study program structure is the same as “By Appointment” merit badge program in prior years.**

## AMERICAN BUSINESS

*(Independent Study)*

Scouts must arrive at camp prepared to demonstrate 6 (careers or interview a business leader). This badge requires intensive research and preparation prior to arriving at camp.

## AMERICAN CULTURES

*(Independent Study)*

1 (cultural research) and 5 (presentation).

## AMERICAN HERITAGE

*(Independent Study)*

3c (family history), 4a (local historic places) OR 4b (local historic event) OR 4c (town history) OR 4d (American History Program) OR 4e (Historic Trail).

## AMERICAN RED CROSS STANDARD CPR

*(Adults Only)*

None. Cost for course is \$33.00. Sign up at the Sunday Night Program Expo near the Dumas Pavilion

## ARCHAEOLOGY

*(Independent Study)*

4 (five archaeological site research), 7 (museum, heirloom, or trash), 10 (assist an archaeologist or project), and 11 (exhibit or report). It is recommended that research is done to prepare for requirement 8.

## ARCHERY

None. This badge is not recommended for first year scouts. Scouts should be familiar with local and state laws regarding Archery equipment, ownership, and usage. Arrow Kits are available for purchase in the River Store for approximately \$5.00.

## ART

6 (visit a museum, art exhibit, art gallery, artists' co-op, or artist's workshop).

## ASTRONOMY

8 (observation). It is recommended that scouts complete 4c (Big Dipper), 5b (visible planets), and 6b (moon phases) prior to arrival.

## ATHLETICS

*(Independent Study)*

2a (part C of BSA Health Form), 3 (participation), 5 (assessment), and 6b (volunteer).

## ATV PROGRAM

Participants must be 16 years old by the first day of the course and have an ATV Hold-Harmless form (<https://michiganscouting.org/wpcontent/uploads/2019/03/ATV-Hold-Harmless.pdf>) signed by a parent or guardian. They also must have long sleeve shirt, long pants, and boots that cover the ankle. A bandana is recommended. Gloves, helmets and goggles will be provided. [Link to ATV Hold-Harmless Form](#)

## AUTOMOTIVE MAINTENANCE

None. Scouts should be at least 14 years old.

## BACKPACKING

*(Independent Study)*

6b (map positions), 8c (Backpacking meals), 8d (meal sanitation), 9b (pre-hike inspection), 9e (2 mile hike), 10 (three 15 mile treks), and 11 (30 mile trek).

## BASKETRY

Basketry: One round basket kit and one square basket kit are needed. The correct kits contain a pre-measured piece for the base of the basket.

## BIRD STUDY

*(Independent Study)*

5 (observe and identify 20 birds). It is recommended that scouts complete 2 (bird terms) and 6 (bird characteristics).

## BSA PADDLE CRAFT SAFETY

Independent Study. Participants must have passed the BSA Swimmer Test, be 15 years of age or older, and physically fit. Participants must also have experience with basic water rescue techniques.

## BSA SWIMMING AND WATER RESCUE

Participants must have passed the BSA Swimmer Test, be 15 years of age or older, and physically fit. Participants must also be able to recover a 10-pound weight from eight feet of water.

## BUGLING

*(Independent Study)*

6 (serve as Troop Bugler for three months). Bring Bugle, Trumpet or Cornet to camp. Scouts should have experience and some proficiency in playing brass instruments.



# MERIT BADGES

## CAMPING

*(Eagle Req.)*

4 (Patrol campout), 5e (pack inspection), 7 (pack for campout), 8c (camp menu), 8d (cook menu), 9a (camp 20 days and 20 nights), and 9b (camping activities).

## CANOEING

2 (BSA Swimmer test) will be conducted at the start of camp. Scouts should be First Class rank and at least 13 years old due to the physical demands of this badge.

## CHEMISTRY

*(Independent Study)*

2a (Fe + CuSO<sub>4</sub>) and 3 (Cartesian diver). 7 is suggested to be completed prior to camp. This badge entails a level of scientific knowledge recommended for high school students, since a majority of the requirements are completed independently.

## CHESS

It is suggested that scouts bring a chess set. If this is not possible, a limited amount of equipment is available at camp.

## CITIZENSHIP IN THE COMMUNITY

*(Eagle Req.)*

2 (map and gov. chart), 3 (meeting), 4 (community issue), and 7 (research and volunteer). Scouts are also expected begin preparations for requirement 8 (presentation) prior to coming to camp.

## CITIZENSHIP IN THE NATION

*(Eagle Req.)*

5 (national news for 5 days); Do Two: 7a (visit landmark), 7b (visit state capitol), 7c (visit federal facility), 7d (national monument). It is suggested scouts bring a speech to discuss for 6. If scouts have already written the letter for requirement 8 please bring any response to camp.

## CITIZENSHIP IN THE WORLD

*(Eagle Req.)*

None. It is suggested that scouts research current world events for requirement 3 to be prepared for discussion.

## CLIMBING

None. Scouts need appropriate clothing and footwear (closedtoed shoes). Participants should be at least First Class Rank, age 13, and fit to belay.

## COIN COLLECTING

*(Independent Study)*

9 (collect and identify) and 10 (tour, attend, talk, or draw). Scouts should come to camp with all requirements already complete and ready to discuss their work with the counselor.

## COLLECTIONS

*(Independent Study)*

Bring collection to camp, with research for requirement 5.

## COMMUNICATIONS

*(Eagle Req.)*

5 (meeting). Scouts are encouraged to do requirement 3 & 8 prior to arrival, but it can be done in campsite with unit leadership approval.

## COMPOSITE MATERIALS

*(Independent Study)*

4a (visit company that uses composites) OR 4b (3 composites-related websites). It is recommended that scouts research and bring SDS sheets for requirement 3 to camp.

## COOKING

*(Eagle Req.)*

2c (track your daily activity and caloric needs for 5 days), 4 (3 day menu, shop, cook), 5 (2 day camping menu for patrol), and 6 (hiking menu).

From the BSA Advancement Team: Cooking requirements for Tenderfoot, Second Class, and First Class do not count toward Cooking Merit Badge Requirements. You must not repeat any menus for meals actually prepared or cooked in requirements 4, 5, and 6.

## CRIME PREVENTION

4 (neighborhood checklist), 6 (raise awareness), and 7a (Neighborhood Watch) OR 7b (jail visit). It may be easier to complete requirements 2, 5, and 8e before arriving.

9 am Crime Prevention and Fingerprinting are instructed at the same time on different days. Scout are not required to enroll in both badges.

# MERIT BADGES

## **CYCLING**

*(Eagle Req.)*

*(Independent Study)*

2 (cycling laws), 6a (road biking) OR 6b (trail biking).

## **DIGITAL TECHNOLOGY**

1 (completed/updated BSA CyberChip) and do internet research for 8 (recycling) & 9 (careers or visit). It is recommended that scouts begin working on some of Req. 6 options prior to camp, or that can be completed during free time. Scouts complete/update the BSA Cyber Chip program at: <https://www.scouting.org/Training/Youth-Protection/Cyber-Chip/>.

## **DISABILITIES AWARENESS**

*(Independent Study)*

4 (visit second location outside of camp).

## **DOG CARE**

*(Independent Study)*

4 (two month dog care log), 5 (dog commands), 6a (vaccination schedule), 8 (visit report), and 9 (laws and ordinances). Scouts should come to camp with all requirements already complete and ready to discuss their work with the counselor.

## **ELECTRICITY**

2 (home safety inspection), 8 (electrical floor plan), and 9a (electric meter and bill). Recommended for second year scouts.

## **EMERGENCY PREPAREDNESS**

*(Eagle Req.)*

1 (First Aid Merit Badge), 2c (family meeting), 6c (community emergency management director info), 7b (troop mobilization plan), 8b (personal emergency service pack).

## **ENERGY**

*(Independent Study)*

4 (energy audit) and 6 (pie charts). It is recommended that scouts complete 1 (conservation of energy) prior to camp.

## **ENTREPRENEURSHIP**

*(Independent Study)*

3 (interview an entrepreneur).

## **ENVIRONMENTAL SCIENCE**

*(Eagle Req.)*

Scouts are encouraged to complete 3c (water pollution), 3d (land pollution), 3e (endangered species), 3f (pollution), 3g (pollination), and 4 (observations) prior to camp.

## **FAMILY LIFE**

*(Eagle Req.)*

*(Independent Study)*

2 (family discussion), 3 (90 days of chores), 4 (project for family), 5 (project with family), and 6 (family meeting). With these requirements completed prior to camp, this merit badge may be completed in one meeting with a counselor.

## **FINGERPRINTING**

None. 9am Crime Prevention and Fingerprinting are instructed at the same time on different days. Scout are not required to enroll in both badges.

## **FIRE SAFETY**

*(Independent Study)*

6a (home evacuation plan), 11 (fire station visit), 12 (smoke detector requirements), and 13 (research a career).

## **FIRST AID**

*(Eagle Req.)*

1 (basic first aid knowledge from Tenderfoot, Second Class and First Class), and 5a (home first aid kit). This is a two hour session per day merit badge.

## **FIRST YEAR CAMPER**

*(First Class Emphasis Program)*

None. This class is intended to teach young scouts some of the skills required for rank advancement through First Class. Camp staff will not sign off requirements in a scout's handbook, but documentation of the skills covered will be provided. It is at the discretion of the unit leader to sign off requirements. This course is instructed in two daily two-hour blocks. Scouts should sign up and attend both sessions (total 4 hours per day) to cover the maximum available requirements.

## **FISH AND WILDLIFE MANAGEMENT**

7 (Fish age, census, stomach contents, or aquarium). Scouts are encouraged to complete requirements 5 (construct or design). Recommended for second year scouts.

## **FISHING**

Scouts are encouraged to attempt requirements 9 and 10 prior to camp. Please bring your state's fishing regulations. It is recommended that scouts bring fishing gear to camp. If this is not possible, a limited amount of camp equipment is available.

# MERIT BADGES

## FLY-FISHING

Recommended for second year scouts. Scouts are encouraged to attempt requirements 10 and 11 prior to camp. It is suggested that scouts have some casting experience, and bring fishing gear to camp. If this is not possible, a limited amount of camp equipment is available.

## FORESTRY

*(Independent Study)*

It is recommended that 1 (15 species), 2 (10 species), and 5 (forest manager, logging, or forest-fire prevention) be completed prior to camp.

## GAME DESIGN

8 (meet with a game development professional). It is suggested that scouts complete 5a (design), 6 (prototype), and 7a (instruction sheet) prior to arrival, but this can be completed at camp.

## GENEALOGY

*(Independent Study)*

2b (six week journal), 3 (family interview), 4b (genealogical document), and 5 (genealogical services). Scouts should come to camp with all requirements already complete and ready to discuss their work with the counselor.

## GEOCACHING

*(Independent Study)*

7 (local caches), 8a (cache to eagle) OR 8b (travel bug) OR 8c (public geocache) OR 8d (CITO), and 9 (geohunt). It is suggested that scouts bring a GPS. If this is not possible, a limited amount of equipment is available.

## GEOLOGY

None. Recommended for first year scouts. It is suggested that scouts complete requirements 4 (geology careers) and 5 (resource / history options) prior to camp.

## GRAPHIC ARTS

6 (visit options).

## HEALTH CARE PROFESSIONS

*(Independent Study)*

5 (visit professional workplace) and 9 (volunteer). Scouts are encouraged to come to camp prepared to discuss requirements 1 - 4 (health professions).

## HIKING

*(Eagle Req.)*

*(Independent Study)*

4 (five hikes) and 5 (hiking reports).

## HOME REPAIRS

None.

## INDIAN LORE

Do two of the following: 3a (clothing), 3b (items), 3c (model), or 3d (visit a museum).

## INSECT STUDY

*(Independent Study)*

5 (scrapbook), 9 (metamorphosis), and 10 (ant colony or beehive). This badge is recommended for scouts with advanced knowledge of insects.

## INVENTING

*(Independent Study)*

8a (club/ team) OR 8b (museum/ exhibit). It is recommended that scouts complete 2a (interview), 3c (patent search), 6 (prototype), and 7 (invention) prior to camp.

## JOURNALISM

*(Independent Study)*

2a (print journalism/visits) OR 2b (radio and television/ visits). 3b is suggested to be completed before camp.

## KAYAKING

2 (BSA Swimmer Test, can be completed at camp).

## LAW

*(Independent Study)*

6 (attend a civil or criminal court, or mock trial) and 7 (lawyer).

## LEATHERWORK

5a (commercial tanning process) OR 5b (tan a skin) OR 5d (visit leather related business). If none of these options have been done, scout may complete 4 (a vinyl or leather braid) at camp. This badge is not recommended for first year scouts due to skill level. Kit(s) for requirement 3 are available in the River Store for approximately \$8.00.

## LIFESAVING

*(Eagle Req.)*

2a (earn the Swimming merit badge). Scouts will need to pass the 400 yard lifesaving pre-test administered by the camp instructor. Young scouts often find that this badge is more physically demanding than they anticipate.

# MERIT BADGES

## MAMMAL STUDY

None. It is suggested scouts research for requirements 3c (nongame mammal), unless they choose to do 3a at camp OR 3b prior to camp. Recommended for first year scouts.

## METALWORK

None. Scouts must be at least 14 years old and have close-fitting long sleeve shirt and long pants made of natural fibers. Leather work boots are also required (steel toe preferred).

## MINING IN SOCIETY

*(Independent Study)*

It is recommended that scouts complete requirement 5 (tour a mine) prior to camp.

## MODEL DESIGN AND BUILDING

*(Independent Study)*

None. This badge is not recommended for first year scouts due to required skill level. Scouts can work on requirements 3 (plans), 4 (scale model), and 5 (special effects model) before camp or during the merit badge session. Models built prior to camp are acceptable.

## MOTORBOATING

*(Independent Study)*

2a (BSA Swimmer Test, which can be completed at Aquatics) and, for requirement 4b, complete the online DNR Boating Safety course (cost of \$29.50, more information at [https://www.michigan.gov/dnr/0,4570,7-350-79119\\_79144\\_79642---,00.html](https://www.michigan.gov/dnr/0,4570,7-350-79119_79144_79642---,00.html)). Participants must be at least 14 years old. This merit badge may include a supervised trip out of camp. It is recommended that scouts have an approved form of CPR Training prior to arrival.

## MOVIEMAKING

None. It is suggested scouts bring their own camera. If this is not possible, a limited amount of camp equipment may be available.

## MUSIC

3a (attend a concert) OR 3b (interview a family member) OR 3c (member of band, choir, or music group for 6 months). Scouts must do two of the four (3a-d). 3d can be completed at camp. If a scout does not complete 4b (compose music) the scout must complete 4a (teach 3 songs) OR 4c (make an instrument). Please bring a non wind instrument to camp, or be prepared to use the voice option for Req.1.

## NATURE

4a (birds) OR 4d (insects and spiders) OR 4f (mollusks and crustaceans). Scouts may find it easier for requirement 4 to collect items or identify species prior to camp. Recommended for second or third year scouts.

## NUCLEAR SCIENCE

*(Independent Study)*

2b (3-D model isotopes), 4a-c (electroscope, cloud chamber, or irradiated food), and 5 (radiation meter, radon, or x-rays). This badge requires advanced high school level scientific knowledge, and is recommended for scouts who have completed 10th grade science.

## OCEANOGRAPHY

*(Independent Study)*

7 (plankton net, model, temperature, wave generator, or satellite imagery). It is suggested 8b (visit) be completed before camp. If the scout has not completed it, 8a (essay) OR 8c (presentation) can be done at camp.

## ORIENTEERING

*(Independent Study)*

7 (events), 8 (set up course), and 9 (officiating).

## PAINTING

None. Sculpture and Painting are instructed at the same time on different days. Scouts are not required to enroll in both badges.

## PERSONAL FITNESS

*(Eagle Req.)*

1b (dental exam), 6 (initial tests and eating log), 7 (12 week fitness program), and 8 (execute program for 12 weeks). Please note religious exemption for requirements.

## PERSONAL MANAGEMENT

*(Eagle Req.)*

1 (large family purchase), 2 (budget with 13 week record of income and expenses), 8 (to do list/ schedule for 7 days). It is suggested scouts prepare for 9 (project) prior to camp. This badge is recommended for second or third year scouts.

# MERIT BADGES

## PETS

*(Independent Study)*

1 (four month care for pet), 3 (read), and 4 (show, start, or train).

## PHOTOGRAPHY

1a (BSA Cyber Chip). It is suggested scouts bring their own camera and begin working on 7 (visual story or topic). If scouts cannot provide their own camera, a limited amount of camp equipment may be available. Scouts can complete/update the BSA Cyber Chip program online at: <http://www.scouting.org/Training/Youth-Protection/Cyber-Chip>

## PIONEERING

None. Recommended for second or third year Scouts.

## PLUMBING

*(Independent Study)*

2 (home hot and cold water supply).

## PROGRAMMING

1a (completed/updated BSA Cyber Chip) and 5a-d [[scoutlife.org/programming](http://www.scouting.org/programming)]. Scouts can complete/update the BSA Cyber Chip program online at: <http://www.scouting.org/Training/Youth-Protection/Cyber-Chip>

## PUBLIC HEALTH

*(Independent Study)*

5 (water treatment or food service) and 7 (visit public health agency). Scouts are expected to come to camp with requirements completed to discuss with counselor.

## PUBLIC SPEAKING

None. Requirement 4 is suggested to be finished, but can be completed at camp.

## PULP AND PAPER

*(Independent Study)*

None.

## RADIO

*(Independent Study)*

7 (visit a radio installation).

## READING

*(Independent Study)*

1 (library tour, catalog, six books), 2 ("best books"), 3 (read 4 books), 4 (nonfiction and project), 5 (read about the world), and 6 (volunteer 4 hours of service).

## REPTILE AND AMPHIBIAN STUDY

8a (maintain reptile) OR 8b (observe reptile).

## RIFLE SHOOTING

1f (Complete Hunters Education course, or obtain a copy of your State's hunting laws). Scouts are strongly encouraged to obtain a Rifle Shooting merit badge pamphlet.

## ROWING

*(Independent Study)*

2 (BSA Swimmer test, can be completed at camp). Scouts should be First Class and at least 12 years old.

## SAFETY

*(Independent Study)*

1 (notebook), 2 (safety plan), 3b (family protection), 4 (escapes), and 6 (project).

## SALESMANSHIP

*(Independent Study)*

5 (cost sheet) and 6 (interview).

## SCHOLARSHIP

*(Independent Study)*

1 (school grades), 3 (principal), 4 (activity or project), and 5 (report). 2 (places, interview, planner, or research) can be completed in camp or prior to arrival.

## SCOUTING HERITAGE

*(Independent Study)*

4 (jambo, scouting museum, or exhibit) and 5 (local scouting history).

## SCULPTURE

Do two of the following: 2a (head), 2b (mold), or 2c (art exhibit). Painting and Sculpture are instructed at the same time on different days. Scouts are not required to enroll in both badges.

## SEARCH AND RESCUE

Requirement 8 occurs at camp outside of scheduled time. First Aid merit badge is highly recommended. This badge is not recommended for first year scouts.

## SHOTGUN SHOOTING

First-Year scouts are strongly discouraged from taking this badge due to difficulty of handling shotguns and aiming. Bring a copy of your State's hunting laws.

# MERIT BADGES

## **SIGNS, SIGNALS, & CODES**

Scouts should work on requirement 7 prior to camp. Recommended for second year scouts.

## **SMALL-BOAT SAILING**

2 (BSA Swimmer Test). This is a two-hours per day badge. Scouts must be at least 12 years old.

## **SOIL AND WATER CONSERVATION**

*(Independent Study)*

None. Scouts are encouraged to work on their 500 word report (requirement 7) prior to camp, if choosing that option.

## **SPACE EXPLORATION**

Please bring rockets and engines for two launches to complete requirement 3, ensuring they are stored safely with an adult.

## **SPORTS**

*(Independent Study)*

2a (part C of BSA Health Form), 4 (personal training program for four months), and 5 (four months on two sports team).

## **STAMP COLLECTING**

*(Independent Study)*

3 (show), 4a (catalog), 5 (demonstrate), 6a (album), 7 (design, visit, report, and/or describe), and 8 (show). Scouts are expected to arrive at camp prepared to review requirements with their counselor.

## **SUSTAINABILITY**

*(Eagle Req.)*

*(Independent Study)*

1 (family meeting), 2: Water A; Food A; Community B or C; Energy B or C; and "Stuff" A and B or C, 4 (family meeting), 5a (family meeting). This merit badge requires that a majority of the work be completed outside of camp. This badge will only be offered Independent Study and with unit leader approval.

## **SWIMMING**

*(Eagle Req.)*

2 (BSA Swimmer Test) and 3 (150 yard swim) need to be completed at camp. Young scouts often find that this badge is more physically demanding than they anticipate.

## **THEATER**

1 (review 3 plays) and 3 (theater participation).

## **TRAFFIC SAFETY**

*(Independent Study)*

5 (interview, research, or organize). Scouts are expected to arrive to camp prepared to review their completed requirements with the counselor.

## **TRUCK TRANSPORTATION**

*(Independent Study)*

1 (truck lines) and 4 (visit). Scouts are expected to arrive to camp prepared to review all requirements with their counselor.

## **WATER SPORTS**

*(Independent Study)*

2b (CPR) and 3 (BSA Swimmer test). Scouts should be at least 14 years old. Scouts should be prepared to go on Motorboating off-site trip.

## **WEATHER**

9 (weather log or weather professional). If scout does not complete this, it may be possible to complete 9b at camp.

## **WELDING**

None. Scouts must be at least 14 and have close-fitting long sleeve shirt and long pants made of natural fibers. Leather work boots are also required (steel toe preferred). Recommended for second or third year scouts.

## **WILDERNESS SURVIVAL**

5 (survival kit). Scouts must be 14 years old or older. This badge requires an on-site low impact overnight trip. Scouts should come to camp equipped with the supplies necessary to complete requirement 8 (spend a night in your improvised natural shelter).

## **WOOD CARVING**

2a (Totin' Chip). This badge is not recommended for first year scouts due to skill level required. Wood carving kits are recommended and available in the River Store for approximately \$4.00, or scrap pieces are available at the Crafts Pavilion.

## **WOODWORK**

*(Independent Study)*

1b (Totin' Chip) and 7 (talk with a cabinet maker or carpenter).

# HOW TO GET TO COLE CANOE BASE

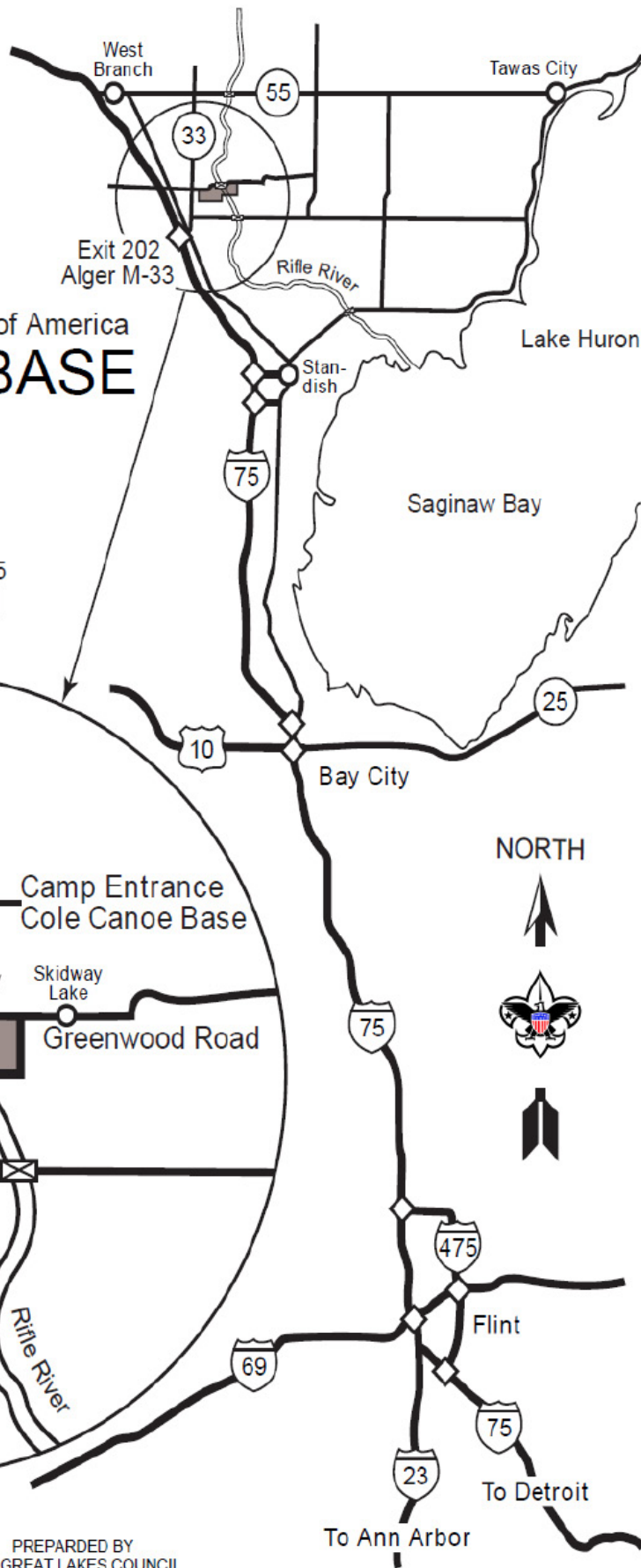
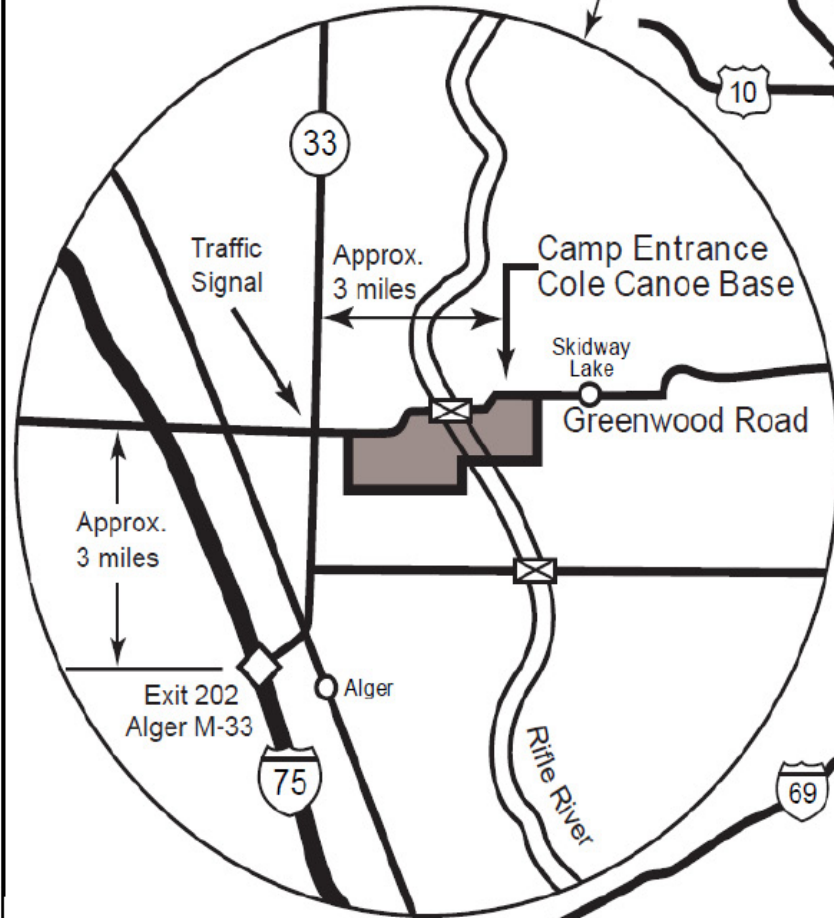
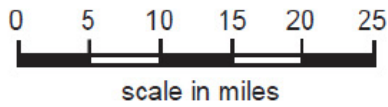


- Boy Scouts of America

## COLE CANOE BASE

1356 Greenwood Road  
Alger, MI 48610

989-873-1516



NORTH



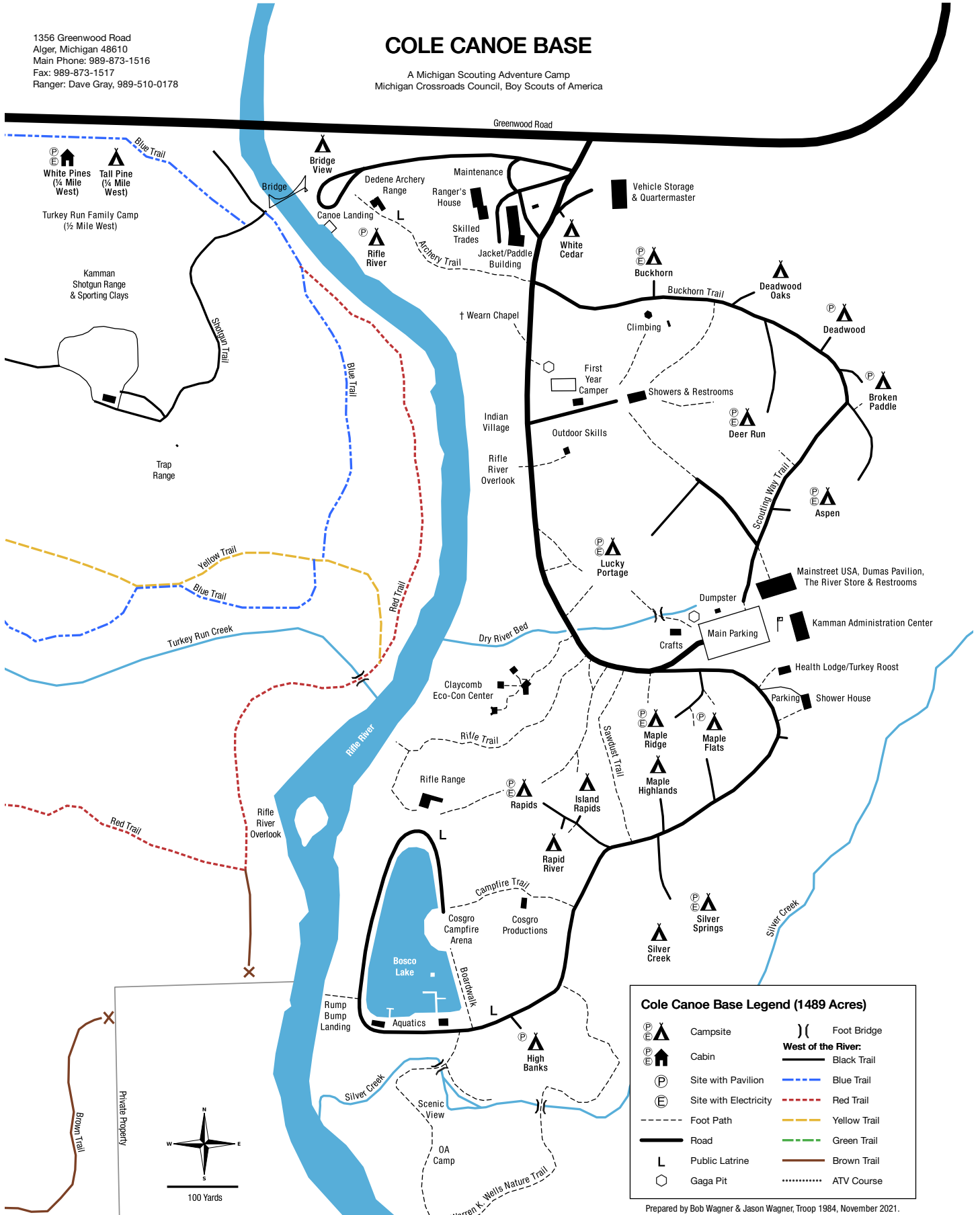
PREPARED BY  
THE GREAT LAKES COUNCIL  
MARCH 2010

# MAP OF COLE CANOE BASE

1356 Greenwood Road  
 Alger, Michigan 48610  
 Main Phone: 989-873-1516  
 Fax: 989-873-1517  
 Ranger: Dave Gray, 989-510-0178

## COLE CANOE BASE

A Michigan Scouting Adventure Camp  
 Michigan Crossroads Council, Boy Scouts of America



**Cole Canoe Base Legend (1489 Acres)**

(P) (E) (A)	Campsite	) (	Foot Bridge
(P) (E) (H)	Cabin	—	Black Trail
(P)	Site with Pavilion	- - - -	Blue Trail
(E)	Site with Electricity	- - - -	Red Trail
- - - -	Foot Path	- - - -	Yellow Trail
—	Road	- - - -	Green Trail
L	Public Latrine	- - - -	Brown Trail
○	Gaga Pit	⋯⋯⋯	ATV Course

Prepared by Bob Wagner & Jason Wagner, Troop 1984, November 2021.

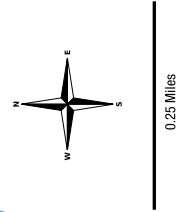
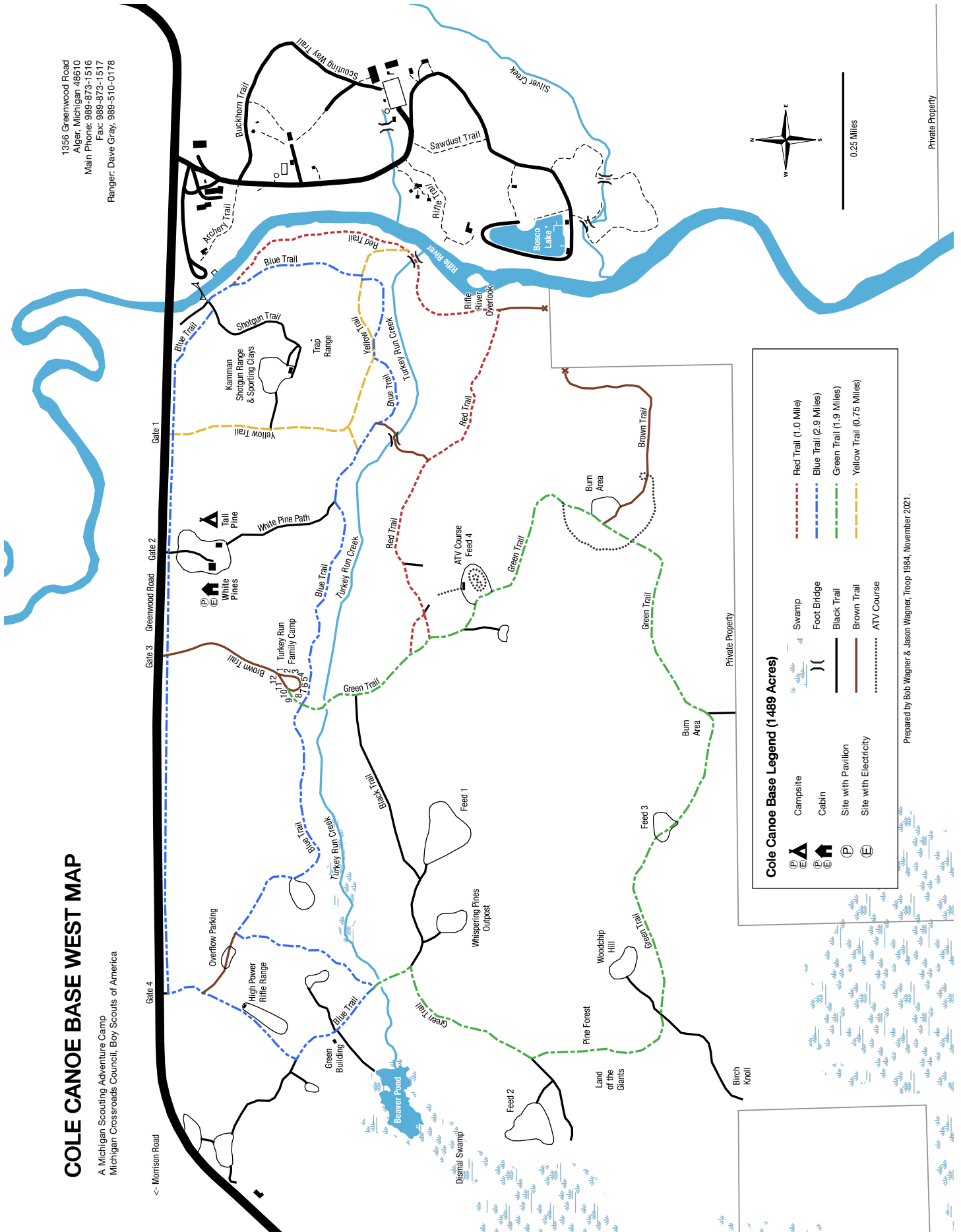


# MAP OF COLE CANOE BASE NATURE TRAILS

## COLE CANOE BASE WEST MAP

A Michigan Scouting Adventure Camp  
Michigan Crossroads Council, Boy Scouts of America

1356 Greenwood Road  
Alger, Michigan 49810  
Main Phone: 989-873-1516  
Fax: 989-873-1517  
Ranger: Dave Gray, 989-510-0178



**Cole Canoe Base Legend (1489 Acres)**

	Campsite		Swamp
	Cabin		Foot Bridge
	Site with Pavilion		Black Trail
	Site with Electricity		Brown Trail
			ATV Course
			Red Trail (1.0 Mile)
			Blue Trail (2.9 Miles)
			Green Trail (1.9 Miles)
			Yellow Trail (0.75 Miles)

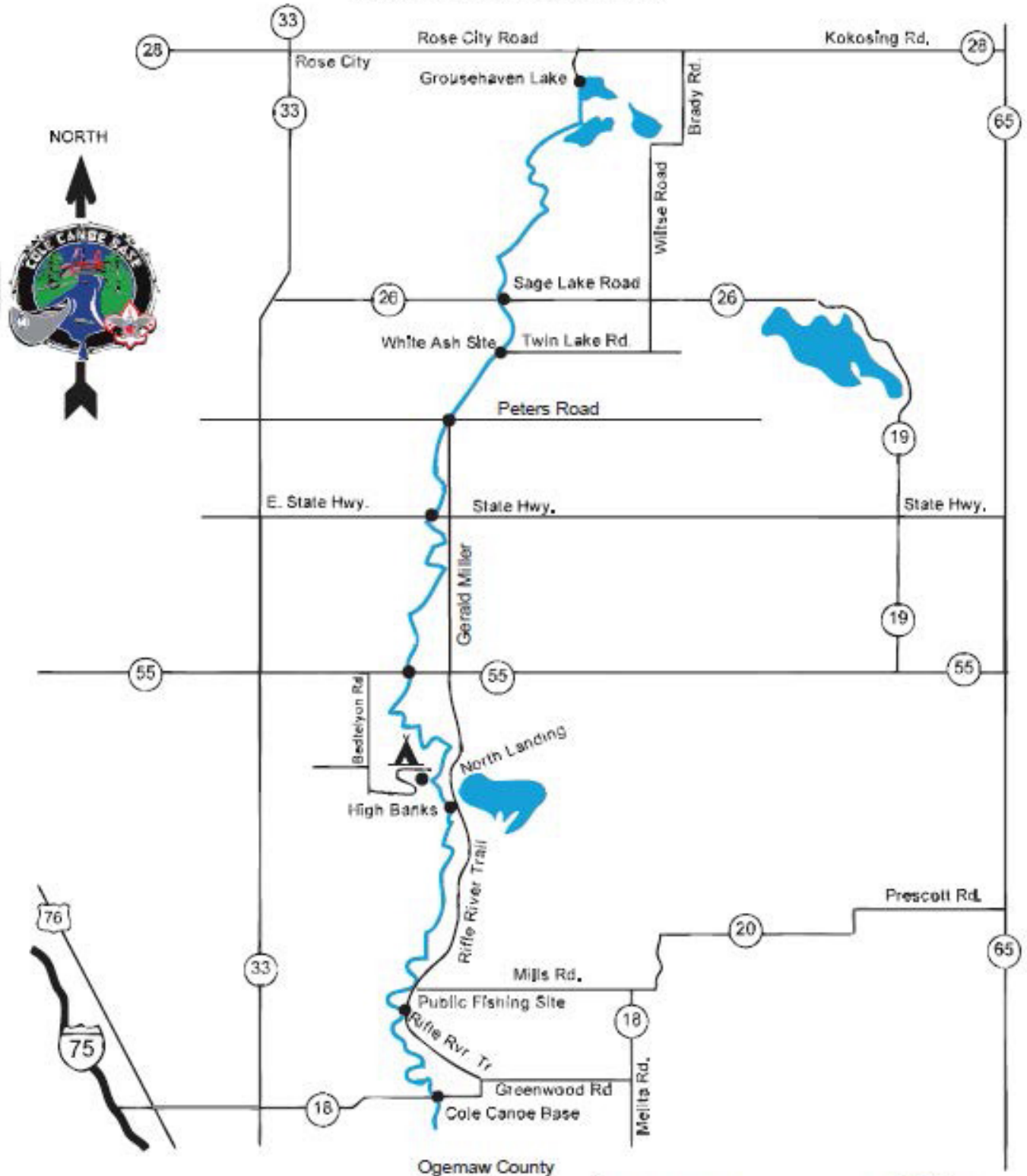
Prepared by Bob Wagner & Jason Wagner, Troop 1984, November 2021.

Private Property

# RIFLE RIVER UPPER RUN

## Cole Canoe Base Upper Run

1356 Greenwood Road, Alger, Michigan 49610  
 Phone: 989-873-1516 • Fax: 989-873-1517 • Ranger: Dave Gray • Cell: 989-510-0178  
 Michigan Crossroads Council, Boy Scouts of America



- Camping Site
- Access Point

Last Updated: February 2013

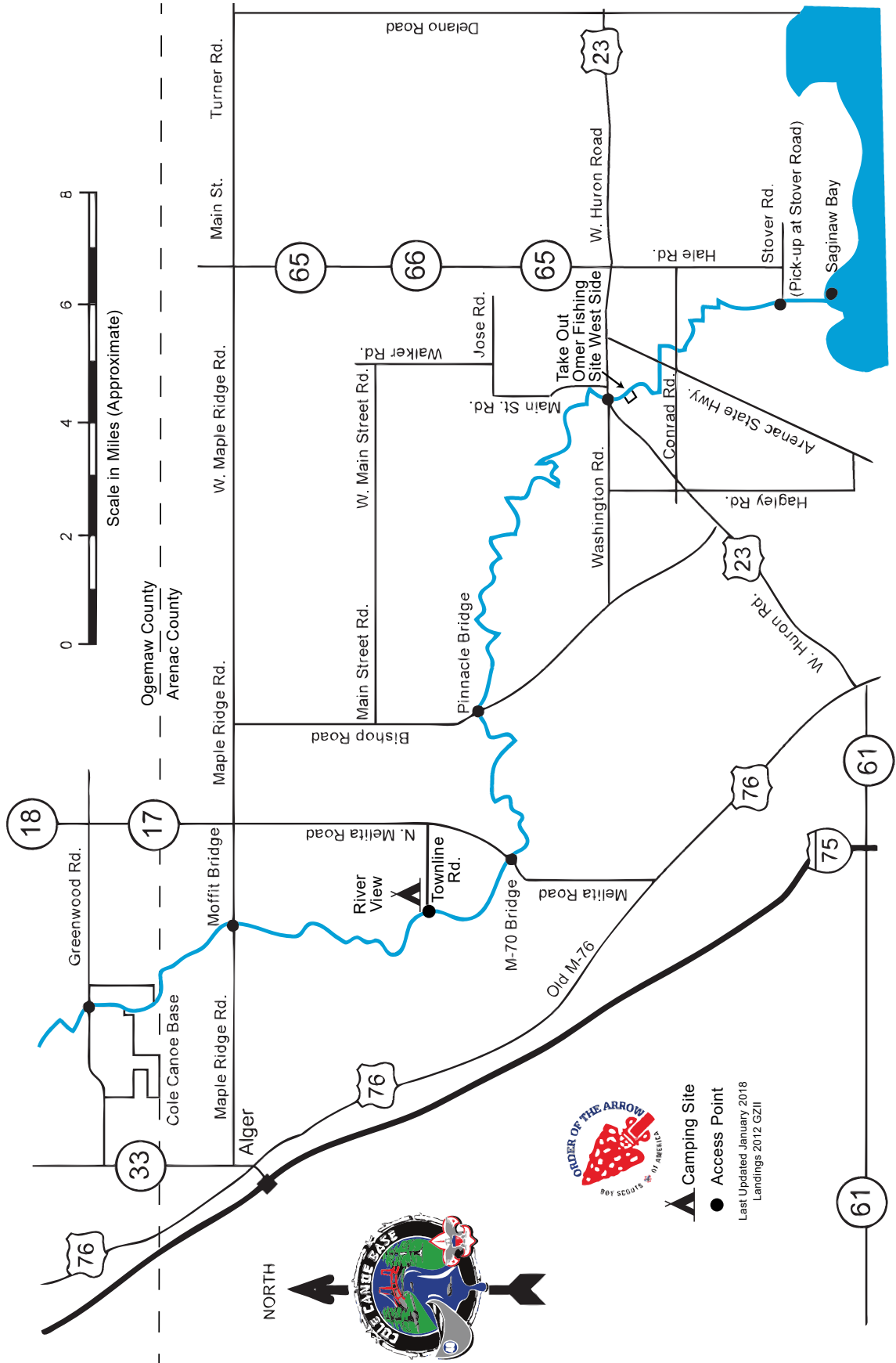




# COLE CANOE BASE



## RIFLE RIVER LOWER RUN



# CORPORATE HEADQUARTERS

14258 Michigan Street | PO Box 129  
Eagle, MI 48822

517.940.4210

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