

# Troop 1029 \_\_\_\_\_ Trip Program Plan

(camping weekend dates)

## Agenda for \_\_\_\_\_ Planning Meeting

(activity name)

1. Select the following leaders:
  - a. Patrol running this trip : \_\_\_\_\_
  - b. Scout Tour Leader[s] (patrol leader): \_
  - c. Adult Tour Leader[s] (patrol ASM):\_\_\_\_
  - d. Adult Tour Coordinator: \_\_\_\_\_
2. Complete Activity Costs worksheet - Tour Leader provide copy to Scoutmaster.
3. Discuss Activity and Registration Forms Section (below) with Tour Coordinator

### Activity and Registration Forms

The following information is needed in order to issue the Activity and Registration Forms:

- 1) Complete the Activity Costs section on page 2.
- 2) Logistic information that is particular to this trip.
- 3) Are there additional costs for Scouts and parents to know such as POCKET MONEY for restaurants or optional admission?
- 4) The Activity Theme \_\_\_\_\_
- 5) Interesting items regarding the Activity that the Scouts or parents would like to know.

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- 6) Are additional forms needed:
  - a. Waivers
  - b. Permission slips
- 7) Departure Time: \_\_\_\_\_
- 8) Return Arrival Time: \_\_\_\_\_

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## Activity Costs

Complete this form and provide a copy to Mrs. Lawson/Mrs. Guckenberger

Camp deposit / cost = \$ \_\_\_\_\_

Activity cost = \$ \_\_\_\_\_

\$16/person Food = \$ \$16.00

Consumables (propane/firewood) = \$ \_\_\_\_\_

Misc cost (trailer gas) = \$ \_\_\_\_\_ (round trip estimate)

Estimated total trip cost = \$ \_\_\_\_\_

Estimated cost of the trip:

Estimated total trip cost (above) ÷ \_\_\_\_\_ (# of Scouts) = Total Scout Cost \$ \_\_\_\_\_

(camping weekend dates)

### Activity Plan

One Month before Trip \_\_\_\_\_ (date)

- ☐ Chaplin's Aide plan assigned and prepared
- ☐ Patrol menu – Sat/Sun BF, Sat LN, Sat DN.
- ☐ Weekend program plan
- ☐ Special personal gear
- ☐ Merit badge or advancement objectives
- ☐ Special troop gear

Friday Departure – Gathering time: \_\_\_\_\_

- ☐ Head count – Maps/directions (waivers, permission slips, car assignments (ASMs)
- ☐ Scout registration and Meds turn over (Scribe & Trip Nurse).
- ☐ PL reviews Duty Roster with patrol
- ☐ Review arrival plan (SPL, QM, SM, PL)
- ☐ QM load trailer (QM)

Friday Check-in – ETA time: \_\_\_\_\_

- 1) Check-in with camp (Scout Tour leader/Scribe/Tour leader)
- 2) Patrol leaders: setup camp (tent locations, cook stations, canopy).
- 3) 9:00pm Snack: cracker barrel (GM for patrols)
- 4) 9:00pm PLC mtg to review (SPL lead w/SM)
  - a. Trip objectives
  - b. Trip plan execution & assignments
  - c. Lunch preparation (in camp or not?)
- 5) 10pm Lights out.