

GREATER NEW YORK COUNCILS  
BOY SCOUTS OF AMERICA

# POPCORN PROGRAM



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**BOY SCOUTS OF AMERICA**  
**GREATER NEW YORK COUNCILS**

# 2019 POPCORN PROGRAM

Thank you for participating in the 2019 Greater New York Councils Popcorn Sale! **Congratulations** on making the choice to have other people help fund your Scouting program and support the great camps, programs and various other benefits you receive from our council. Units who conduct successful popcorn sales are better prepared to provide great Scouting programs for their youth.

The unit funds raised through this program have been used to cover registration fees, provide Boys' Life subscriptions, uniforms, trips, activities, awards, summer camps, and high adventure experiences for their youth, with little or no out-of-pocket expenses for their families. **Help your families save their money by having 100% of your Scouts participate!**



## 2018 PRODUCT MIX

### **\$55 – Chocolatey Treasures Tin**

- Chocolate Caramel Popcorn
- White Frosted Caramel Popcorn
- Chocolate Pretzels
- White Frosted Pretzels
- Chocolate Covered Peanut Brittle

### **\$50 – MILITARY DONATION**

### **\$45 – 3-Way Premium Tin**

- Caramel Corn w/ Almonds, Cashews, & Pecans
- Chocolate Caramel Popcorn
- Butter Toffee Caramel Popcorn

### **\$30 – 3-Way Cheesy Cheese Tin**

- White Cheddar Popcorn
- Yellow Cheddar Popcorn
- Zesty Cheesy Salsa

### **\$25 – Supreme Caramel w/ Almonds, Pecans, & Cashews**

### **\$25 – Chocolatey Drizzled Caramel**

### **\$20 – 13oz Cinnamon Crunch Popcorn Tin**

### **\$20 – 22pk Movie Theatre Extra Butter Micro Pop**

### **\$20 – 16oz Trail's Mix**

### **\$15 – Mauve Sea Salt Tin**

### **\$15 – 12pk Sweet & Salty Kettle Corn Microwave**

### **\$15 – White Cheddar Cheese Tin**

### **\$12 – Gourmet Mauve Popping Corn Jar**

### **\$10 – 6pk Butter Micro Pop**

### **\$10 – Caramel Popcorn Tin**

## UNIT KERNEL'S RESPONSIBILITIES

1. Attend your units committee meeting to:
  - a. Set a unit sales goal striving to meet or exceed the unit program budget for the year and earn the highest possible commission percentage.
  - b. Involve parents and den leaders to help each scout set a personal goal.
  - c. Promote participation in the sale.
  - d. Plan a unit kick off meeting in September-consider a planned Blitz event in early October.
2. Attend the Council Popcorn Kickoff
  - a. Get trained on how to efficiently utilize the online administration tools to organize your campaign, the procedures on the prizes, sales techniques, etc.
  - b. Council Popcorn Kick off at Steak Out on September 7th at Camp Alpine. Check the council website [www.bsa-gnyc.org/popcorn](http://www.bsa-gnyc.org/popcorn) for updates or contact your District Executive.
3. Tabulate your units order and submit to the Council Service Center.
  - a. Show n' Sell Popcorn will be available for Pick at STEAK OUT. CONTACT YOUR DISTRICT EXECUTIVE BEFORE AUGUST 31ST TO ENSURE WE HAVE THE PRODUCT MIX YOU ARE LOOKING FOR.
  - b. Take Orders are due ONLINE November 1<sup>st</sup> 2019
4. Prize Orders submitted online by December 2nd, 2019
5. Coordinate pick up of your unit's popcorn at specific borough/district locations.
  - a. Take-order pick-ups are November 16th by location schedule
  - b. Remind youth and parents to pick up their popcorn orders at YOUR designated unit distribution center after picking up the Unit Order at the District Locations.
6. Arrange for on time payment to Council Service Center.
  - a. Pay for Take Order pick up using a Unit Check written to Greater New York Councils, BSA. This payment can be given before or during the Distribution Day.
  - b. Final COMPLETE Payment is due no later than December 6th, 2019.
7. Recognize and thank all who helped in the sale (including store front locations)
8. Recognize the Scouts with prizes and awards.

## KERNEL TIPS

### Here are some ideas of things that you can do to improve your Unit's popcorn sale:

1. *Make the sale FUN for the Scouts and Families!*
2. Tell the parents five things that last year's popcorn sale helped fund in your unit. Some examples may include Blue & Gold Banquet, awards, camping, new equipment, a special trip, or uniforms.
3. Have the Scout set a personal goal. Children learn a lot by goal setting and following through. Call each Scout partway through the sale and see if he is on track for his goal. Give him encouragement and praise for work done so far. The popcorn sale is not a competition, but about doing his personal best.
4. Discuss the benefits of selling. Including experience for your boys in; Goal Setting, Communication, Planning, Organization, Responsibility, Teamwork, Social Skills and Finance.
5. Role play – Have the Scouts practice a sample script to use when going door to door. “Hi, my name is John Smith. I am with Pack 123. Would you be able to support me to attend summer camp this year? We have all this Popcorn as part of a fundraiser. Can you help send me to camp?” Make sure the Scouts say THANK YOU even if a customer does not order.
6. Go through safety rules.
  - a. Never sell alone. Have another Scout or an adult with them.
  - b. Do not carry large amounts of money.
  - c. Walk on the sidewalks or footpaths.
7. Have the Scout be prepared when they go out to sell. They should remember to bring a money envelope, 2 pens, a clipboard, their popcorn order form, and ALWAYS wear their UNIFORM.
8. List key dates for the popcorn sale: order turn-in date, popcorn pick-up date and location, and money turn-in dates. Make sure that you select your due dates carefully so that you give yourself enough time to compile orders by the date that orders are due to the Council.
9. Send parents reminder emails so that they don't forget when orders, prize selections, and money are due.
10. Use online tools for leaders and Scouts at [www.campmasters.org](http://www.campmasters.org)

AUGUST						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

AUGUST	
1	Submit 2018 Commitment Form to Council
30	Prepare Unit/Youth Sales goals!!

SEPTEMBER						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

SEPTEMBER	
1 <sup>st</sup>	Fall Popcorn Sale officially underway!!!
7 <sup>th</sup>	STEAK OUT – Popcorn Breakout Sessions, Pick up Show n’ Sell
15 <sup>th</sup> - 21 <sup>st</sup>	Coordinate a Unit Kickoff with Video’s, Pictures, etc.

OCTOBER						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

OCTOBER	
	POPCORN SALE!!!
21 <sup>st</sup>	Show-N-Sell items returned & Payments due

NOVEMBER						
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

NOVEMBER	
1 <sup>st</sup>	<u>ALL POPCORN ORDERS DUE ONLINE</u>
16 <sup>th</sup>	<u>POPCORN DISTRIBUTION DAY - Locations TBD</u>

DECEMBER						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

DECEMBER	
2 <sup>nd</sup>	<u>POPCORN PRIZE ORDERS DUE ONLINE</u>
6 <sup>th</sup>	<u>ALL MONEY DUE</u>

# KERNEL ONLINE INFORMATION

[www.bsa-gnyc.org/popcorn](http://www.bsa-gnyc.org/popcorn)

Each unit participating in the Fall 2019 Popcorn Sale will receive from the Council a username and password to be used at [www.campmasters.org](http://www.campmasters.org).

The kernel for that unit can then add additional users, place the orders for popcorn and prizes and print invoices and other reports.

## **To Set Up Your Unit Account at CAMPMASTER**

1. You will be able to login to the CAMPMASTERS.org using the Username and Password available through your Council or District. This will be provided to you once your unit has signed up for the sale.
2. Upon logging in you will be required to change your Username and Password to your email address.
3. You must be able to send and receive messages from this email account.
4. A confirmation code will be sent to this email address for a one-time validation.
5. You will be responsible for your own account, so it is important that only you use your email address.

## **Log-In to Your Unit Account at CAMPMASTER**

1) Go to the CAMPMASTER web site at [www.CAMPMASTERS.org](http://www.CAMPMASTERS.org) and click on 'Council & Unit Ordering' (bottom left). Select Greater New York Councils from drop list.

2) Log in with your username (example: Pack 123 is P123) and password (hello). For PATHFINDER DISTRICT Pack 23 is P23P and Pack 96 is P96P.

## **Home Page**

Once you log-in it will take you to your home page. You can return to this page at any time by using the home icon in the upper left of your menus. The menus may be expanded using the arrow to the immediate left of each menu. This provides quick access to the level immediately beneath your own, and to some special features. All the menu functionality is available on navigation pages allowing access to all the levels beneath your own.



## 2018 COMMISSION STRUCTURE

**THE UNIT HAS A CHOICE OF:**

**35% Commission + Prizes**

(The Greater New York Councils, Boy Scouts of America purchases Prizes)

**OR**

**40% Commission**

# POLICY & PROCEDURES

## POPCORN SETTLEMENT PROCEDURES

### These procedures will be strictly adhered to!

Confirm that your unit signor takes the time at pick-up to check the packing slips. Your driver is responsible for checking your order. Adjustments may not be made after your unit leaves the warehouse. If your driver is unsure, they can stop the loading process and recount.

Read and understand the *CAMPMASTER* invoice completely, look at every line item. Pull your invoice offline on or after November 2<sup>nd</sup>, 2019 and check to confirm that all of your orders/returns are correct. Call the council service center immediately if you find a discrepancy.

Pay for Take Order pick up using a Unit Check written to Greater New York Councils, BSA.

## PAYMENT POLICY & PROCEDURES

### These procedures will be strictly adhered to!

A Unit check, or Credit Card for your final balance will be collected by our warehouses during final order pickup. Bring your invoice dated on or after November 2<sup>nd</sup>. If you are not coming to the warehouse for final distribution, full payment is due in the council office by 5 pm December 7<sup>th</sup>, 2018.

### Payment Information

**All Checks should be made payable to Greater New York Councils, BSA**  
**Payments must be received by 5pm on December 6, 2019.**

Destination	Address	Hours
Greater New York Councils, BSA.	475 Riverside Drive Suite 600 New York, NY 10115	M-F 9-5

## ADDITIONAL INFORMATION

# Popcorn Pick-up Locations To be announced

**Please contact your District Kernel or Staff Advisor (Professional). When contacting the Staff Advisor please begin your email, phone message or conversation with your Name, District (Bronx River, Breukelen, Lenape Bay, Big Apple, Founders, Pathfinder, Tomahawk, Aquehonga), Unit Type (Pack, Troop, Crew) and Unit Number.**

Bronx River	Kernel		
Bronx River	Professional		Dara Baily, 212-651-2875, <a href="mailto:Dara.Bailey@Scouting.org">Dara.Bailey@Scouting.org</a>
Lenape Bay	Kernel		
Lenape Bay 21-1	Professional		Jeffrey Tejada, 212-651-2888, <a href="mailto:Jeffrey.Tejada@scouting.org">Jeffrey.Tejada@scouting.org</a>
Lenape Bay 21-2	Professional		Gina Gerhart, 212-651-2927, <a href="mailto:Gina.Gerhart@scouting.org">Gina.Gerhart@scouting.org</a>
Breukelen	Kernel		
Breukelen 22-1	Professional		Jimmy Cho, 212-651-2877, <a href="mailto:Jimmy.Cho@scouting.org">Jimmy.Cho@scouting.org</a>
Breukelen 22-2	Professional		Robert Vite, 212-651-2882, <a href="mailto:Robert.Vite@scouting.org">Robert.Vite@scouting.org</a>
Big Apple	Kernel		
Big Apple	Professional		Curtis Miller, 212-651-2861, <a href="mailto:Curtis.Miller@scouting.org">Curtis.Miller@scouting.org</a>
Big Apple	Professional		Jason Toledano, 212-651-2868, <a href="mailto:Jason.Toledano@scouting.org">Jason.Toledano@scouting.org</a>
Founders	Kernel		
Founders	Professional		Rob Colonna, 212-651-2828, <a href="mailto:Rob.Colonna@scouting.org">Rob.Colonna@scouting.org</a>
Pathfinder	Kernel		
Pathfinder	Professional		Jackie Zelaya, 212-651-2866, <a href="mailto:Jacqueline.Zelaya@scouting.org">Jacqueline.Zelaya@scouting.org</a>
Tomahawk	Kernel		
Tomahawk	Professional		Julien Vincent, 212-651-2915, <a href="mailto:Julien.Vincent@scouting.org">Julien.Vincent@scouting.org</a>
Aquehonga	Kernel		
Aquehonga	Professional		Caleb Caldwell, 212-651-2867, <a href="mailto:Caleb.Caldwell@scouting.org">Caleb.Caldwell@scouting.org</a>
Aquehonga	Professional		Wilma Harris, 212-651-2823, <a href="mailto:Wilma.Harris@scouting.org">Wilma.Harris@scouting.org</a>
GNYS Kernel	Kernel		
GNYS Advisor	Professional		Jeffrey Tejada, 212-651-2888, <a href="mailto:Jeffrey.Tejada@scouting.org">Jeffrey.Tejada@scouting.org</a>



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**[WWW.BSA-GNYC.ORG](http://WWW.BSA-GNYC.ORG)**