

Family Friends of Scouting Unit Coordinator Steps to Success

What to Do:	When & Why
Sign up for a Presentation	Ideally November or December, but at least two months prior to your planned presentation
Attend Council FOS Campaign Celebrations	Kickoff, Mid-campaign and End of the Campaign. Meet other Unit Coordinators and Presenters to learn tips for success.
Pick up Copies of your Pledge Cards	At your District's Roundtable at least a month prior to your presentation. Coordinate with your District professional to make sure copies are available.
Distribute Pledge Cards	At Unit meetings prior to presentation. If cards are not distributed two weeks ahead of the presentation, mail them out.
Send Pre-Presentation Email	Two weeks prior to presentation. Your District staff has templates to help you with this.
Talk Up FOS Presentation	Every Unit Meeting 1 to 2 months prior to presentation. Encourage early pledging! It plants the seed to help your Unit make goal.
<p>PRESENTATION</p> <ul style="list-style-type: none"> • Supportive Introduction of presenter • Pass out an FOS Card to each family • Don't forget matching donations • Have cards turned in the night of the presentation • Work with your presenter to maintain energy and hit your goal that night! 	At the Unit meeting with most parents present ideally prior to the end of April.
Send Second Wave of Pledge Cards	For Troops: Distribute at two meetings following presentation. Mail out those not distributed. For Packs (or other units who meet less frequently): Mail out immediately to those not pledging
Follow Up	Continue until the campaign ends, not when unit goal is achieved. Remember, your unit will continue to earn Scout Bucks based on a percentage of money raised.