



**PROJECT SALES /
GIFT-IN-KIND
CATALOG**

PROJECT SALES

Today, this type of giving continues for both capital and operating support. It is called *Project Sales*. In fact, many councils are finding it just as practical and effective to administer a project sales campaign as to conduct a Friends of Scouting campaign, a special event or activity, or the hosting of other fund-raising strategies used by local councils. Project Sales continue to take the two forms that have historically been used for decades: *gifts-in-kind* and *specific project support*.

GIFTS -IN- KIND DONATIONS

Gifts-in-Kind are items received by the council in lieu of cash. These **must be items** that would have been purchased by the council if they were not otherwise donated. This is important; our council needs to be certain that all in-kind-gifts are budget relief. It is up to the donor and the IRS to decide the true value of the gift. A simple written thank you acknowledging the kind of gift and number of gifts contributed will suffice.

SPECIFIC PROJECT SUPPORT

It is important to remember that project sales, through specific project support, **must** always be applied to items already in the Chester County Council's operating budget. It does absolutely no good to ask a prospective donor to provide the cash or goods necessary to support expenses related to program that do not provide budget relief. At the same time, caution must be taken to prevent the same project being sold to more than one donor.

If you would like to fund a specific project in the budget or inquire about making an in-kind donation contact:

Director of Support Services, Jake Segal: jake.segal@scouting.org

Field Director, Matt Groseclose: matt.groseclose@scouting.org

Director of Development, Sarah Ponzio: sarah.ponzio@scouting.org

HOW DOES A GIFT-IN-KIND (GIK) DIFFER FROM A PROJECT SALE?

Think about how the gift is asked for:

If I ask you for a donation [\$] and you say, "I can't give you cash, But I have two cows."; then this is a GIK that can be recorded as a Friends of Scouting contribution.

If I ask you for two cows for food at camp, this becomes a Project Sale because I asked for an item to benefit a specific project.

The payment of cows is still a GIK, but would be recorded as a Project Sale.

ACTIVITIES

*** DIRECTOR OF SUPPORT SERVICES - CONTACT BEFORE SELLING**

| Item # | | EST. RETAIL | SELL BY DATE | DISTRICT |
|--|--|--------------------|---------------------|-----------------|
| RECOGNITION AWARDS - EXPENSES INCLUDE ARRANGEMENT, PROGRAMS, AND VARIOUS AWARDS AND RECOGNITIONS. | | | | |
| 902-9152 | <u>Silver Beaver Awards</u> - Recognition is in (00326) the form of a miniature silver beaver suspended on a ribbon and certificate purchased from National (\$48.00 each) | \$ 192 | 12/30 | _____ |
| 902-8609 | <u>Silver Beaver Brochure</u> – Printing Program - 200 copies with embossed cover, February printing | \$ 250 | 10/31 | _____ |
| 900-9152 | <u>Veteran Award & Pins 50 @ \$7.00</u> Purchased from National Council \$\$\$ | \$ 350 | 6/30 | _____ |

ADVANCEMENT

*** DIRECTOR OF SUPPORT SERVICES - CONTACT BEFORE SELLING**

| Item # | | EST. RETAIL | SELL BY DATE | DISTRICT |
|---------------|--|--------------------|---------------------|-----------------|
| 920-9153 | <u>Eagle Scout Award Kits</u> - Presented to Boy Scouts who have achieved the highest rank in Scouting. Purchased from National (200 @ 30.00 ea.) \$\$\$ | \$ 6,000 | 6/30 | _____ |

PRINTING

*** DIRECTOR OF SUPPORT SERVICES - CLEAR BEFORE SELLING**

| Item # | | EST. RETAIL | SELL BY DATE | DISTRICT |
|--|--------------------------------------|--------------------|---------------------|-----------------|
| OUTSIDE PRINTING/MARKETING - THE COST OF PRINTING AND DISTRIBUTION ARE AS FOLLOWS: \$\$\$ | | | | |
| 970-9402 | Advertising | \$4,000 | 6/30 | _____ |
| 971-8009 | Marketing Web Development & Services | \$5,000 | 6/30 | _____ |
| 801-4201 | Sporting Clays Event Tee Signs | \$500 | 9/30 | _____ |
| 933-8009 | Youth Training | \$1000 | 9/30 | _____ |

OFFICE SUPPLIES

*** DIRECTOR OF SUPPORT SERVICES - CONTACT BEFORE SELLING**

| Item # | | EST. RETAIL | SELL BY DATE | DISTRICT |
|--|--|--------------------|---------------------|-----------------|
| OFFICE SUPPLIES - PROVIDES ITEMS NECESSARY TO PROVIDE CLERICAL SUPPORT. | | | | |
| 600-8106-1 | Copier Paper - White Paper (8 ½ x 11) (60 cases @ \$40 ea.) | \$2,400 | 6/30 | _____ |
| 600-8106-2 | Copier Paper - Color (50 reams @ \$7 ea.) | \$ 350 | 6/30 | _____ |
| 600-8106-3 | Copier Paper - . White Paper (8 ½ x 14) (1 case @ \$80 ea.) | \$ 80 | 6/30 | _____ |
| 600-8106-4 | Copier Paper - Color (11 x 17) (6 reams @ \$15 ea.) | \$ 90 | 6/30 | _____ |
| OUTSIDE STATIONERY PRINTING | | | | |
| 600-8609-2 | #9 Return Envelopes (4,000) | \$ 350 | 6/30 | _____ |
| 600-8609-3 | #10 Envelopes (5,000) | \$ 350 | 6/30 | _____ |
| 600-8609-4 | #10 Window Envelopes (5,000) | \$ 350 | 6/30 | _____ |
| 600-8609-5 | #10 Bulk Envelopes (5,000) | \$ 350 | 6/30 | _____ |
| 600-8609-6 | #10 Bulk Window (5,000) | \$ 350 | 6/30 | _____ |
| MISCELLANEOUS SUPPLIES | | \$1,675 | 6/30 | _____ |
| 600-8106-6 | Paper Clips/Binder Clips, Rubber Bands, Glue Sticks, Standard Staples, Notebooks, Binder Tabs, White/Yellow Lined Pads, Pens/ Pencils/ Highlighters/Markers, Laser Labels, Manila File Folders, Tape/Adding Machine Tape, Three-ring Binders/Report Covers, Chair Mats | | | |
| 610-8413 | Janitorial Supplies - one year Toilet Tissue, Towels, Air Freshener, Trash Bags, Soap | \$ 2,000 | 6/30 | _____ |
| 600-8104 | Coffee for the Scout Service Center, for the year | \$ 2,250 | 6/30 | _____ |

MEMBERSHIP

*** FIELD DIRECTOR - CONTACT BEFORE SELLING**

| Item # | | EST. RETAIL | SELL BY DATE | DISTRICT |
|---|---|--------------------|---------------------|-----------------|
| SCHOOL NIGHT PROGRAM – SCHOOL NIGHT IS THE ANNUAL PROGRAM OF RECRUITING WITH PARTICULAR EMPHASIS ON BOYS INVITING OTHER BOYS INTO CUBING AND SCOUTING. | | | | |
| 910-9153 | Recognition items, flyers, materials, for recruiting, unit events, including School Night program. \$\$\$ / GIK | \$ 8,250 | 6/30 | _____ |
| 910-9402 | Display Advertising in local media and school publications | \$ 2,000 | 6/30 | _____ |
| 910-9153-2 | Branded items – tents, flags, banners, table clothes, etc. | \$ 5,000 | 6/30 | _____ |
| DIRECT ASSISTANCE TO INDIVIDUALS, SCOUT - *TO BE ALLOCATED. | | | | |
| 915-8901 | Registration & Boys life for underprivileged youth. \$\$ | \$5,000 | 6/30 | _____ |

CAMPING DEPARTMENT

*** DIRECTOR OF SUPPORT SERVICES - CLEAR BEFORE SELLING**

| Item # | | EST. RETAIL | DISTRICT |
|---|-------------------------|-------------|----------|
| <u>FIRST AID SUPPLIES</u> - FIRST AID SUPPLIES EQUIPMENT NECESSARY TO MEET MINOR ILLNESSES AND EMERGENCIES. THESE INCLUDE AED SUPPLIES AND SERVICING. | | | |
| 711-8101 | Camp Horseshoe | \$1,500 | _____ |
| 709-8101 | Camp Ware | \$1,000 | _____ |
| 701-8101 | Year Round | \$500 | _____ |
| <i>** Specific inventory needs available upon request.</i> | | | |
| SERVICES | | | |
| <u>PRINTING</u> | | | |
| 709-8601 | Camp Ware | \$2,100 | _____ |
| 711-8601 | Camp Horseshoe | \$500 | _____ |
| 701-8502 | <u>INTERNET SERVICE</u> | \$8,500 | _____ |
| <u>PROPANE</u> | | | |
| 709-8407 | Camp Ware | \$5,000 | _____ |
| 711-8407 | Camp Horseshoe | \$5,000 | _____ |
| 701-8407 | Year Round | \$16,000 | _____ |
| <u>SEPTIC/SANITATION</u> | | | |
| 709-8408 | Camp Ware | \$9,300 | _____ |
| 711-8408 | Camp Horseshoe | \$20,000 | _____ |
| 701-8408 | Year Round | \$3,000 | _____ |
| <u>REFRIGERATION/APPLIANCE/EQUIPMENT CONTRACTS</u> | | | |
| 709-8502 | Camp Ware | \$1,050 | _____ |
| 711-8502 | Camp Horseshoe | \$4,500 | _____ |
| 701-8502 | Year Round | \$1,350 | _____ |
| MATERIALS | | | |
| <u>GAS/OIL:</u> | | | |
| 709-8702 | Camp Ware | \$4,000 | _____ |
| 711-8702 | Camp Horseshoe | \$5,800 | _____ |
| 701-8702 | Year Round | \$9,500 | _____ |

CAMPING DEPARTMENT

*** DIRECTOR OF SUPPORT SERVICES - CLEAR BEFORE SELLING**

| Item # | | EST. RETAIL | DISTRICT |
|--------------------------------------|---|--------------------|-----------------|
| OFFICE SUPPLIES: | | | |
| 709-8106 | Camp Ware (\$\$\$) | \$500 | _____ |
| 711-8106 | Camp Horseshoe (\$\$\$) | \$1,500 | _____ |
| 701-8106 | Year Round (\$\$\$) | \$500 | _____ |
| C-8106-2 | 18 – Cases Computer paper | \$40.00/case | _____ |
| C-8106-3 | Pencils (multiple) | \$3.30/box | _____ |
| C-8106-4 | Pens (multiple) | \$4.99/dozen | _____ |
| C-8106-5 | Note pads /small and large | \$5.99/\$9.99 | _____ |
| C-8106-6 | 4 boxes Manila folders/letter size | \$11.48/pkg | _____ |
| C-8106-7 | Paper clips | \$5.98/pkg | _____ |
| PROGRAM SUPPLIES | | | |
| 709-8103 | Camp Ware (\$\$\$) | \$17,000 | _____ |
| 711-8103 | Camp Horseshoe (\$\$\$) | \$20,000 | _____ |
| 701-8103 | Year Round (\$\$\$) | \$1,500 | _____ |
| | <i><u>The above includes:</u></i> | | _____ |
| C-8103-1 | 10 Tents at | \$650 each | _____ |
| C-8103-2 | 10 Mountain Bikes at | \$800 each | _____ |
| C-8103-3 | 10 Canoes at | \$800~\$900 ea | _____ |
| C-8103-4 | 10,000 – TQ1 Rifle Targets | \$250 | _____ |
| C-8103-6 | 450 – Bxs 12GA 2 ¼ DR 1 1/8 #8 Shotgun shells | (~\$4.59 bx) | _____ |
| C-8103-7 | 85 – Cases Clay Targets | (~ 19.79 cs) | _____ |
| C-8103-8 | 17 – Cases (3,250 rnds) .22 cal ammo | (~\$60.00 cs) | _____ |
| CAMP STAFF TRAINING (\$\$\$) | | | |
| 709-8831 | Camp Ware | \$4,000 | _____ |
| 711-8831 | Camp Horseshoe | \$5,000 | _____ |
| 701-8831 | Year Round | \$2,000 | _____ |
| MAINTENANCE – FURNACE FILTERS | | | |
| 8413-1 | 90-day air filters | | _____ |
| 8413-2 | 16x25x1 6 cases | \$52/case | _____ |
| 8413-3 | 16x20x1 3 cases | \$52/case | _____ |
| 8413-4 | 20x20x1 2 cases | \$52/case | _____ |
| 8413-5 | 20x25x1 2 cases | \$52/case | _____ |
| 8413-6 | 14x20x1 2 cases | \$52/case | _____ |

CAMPING DEPARTMENT

*** DIRECTOR OF SUPPORT SERVICES - CLEAR BEFORE SELLING**

| Item # | | <u>EST. RETAIL</u> | <u>DISTRICT</u> |
|------------------------------------|---|---------------------------|------------------------|
| VEHICLE MAINTENANCE | | | |
| 711-8413-2 | Camp Ware (\$\$\$) | \$4,000 | _____ |
| 711-8413 | Camp Horseshoe (\$\$\$) | \$11,000 | _____ |
| 701-8413 | Year Round (\$\$\$) | \$10,000 | _____ |
| 709-8708 | Tires/Vehicles: Camp Ware | \$200 | _____ |
| 711-8708 | Tires/Vehicles: Camp Horseshoe | \$300 | _____ |
| 701-8708 | Tires/Vehicles: Year-Round | \$2,000 | _____ |
| 701-8701 | antifreeze-regular green | \$11.68/gal. | _____ |
| 701-8702 | 12 – Gal antifreeze-Dex Cool | \$21/gal. | _____ |
| 701-8703 | 48 – Qts 10w-30 engine oil | \$24/case | _____ |
| 701-8704 | 120 – Qts 5w-30 engine oil | \$24/case | _____ |
| 701-8705 | 24 – Qts Mobil 1 synthetic gear lube 75w-90 | \$110/case | _____ |
| 701-8706 | 24 – Qts snowplow hydraulic oil | \$15.00 ea | _____ |
| 701-8707 | 8 Qts power steering fluid | \$6/qt. | _____ |
| 701-8708 | 8 – Qts brake fluid | \$8/qt. | _____ |
| 701-8709 | 8 Gal - windshield washer fluid | \$3.25/gal. | _____ |
| 701-8710 | 4 – run-flat skid loader tires | \$850/tir | _____ |
| 701-8711 | 8 – 14.5 trailer tires | \$200 ea | _____ |
| 701-8712 | 4 – 3A Battery Maintainer | 34.99 ea | _____ |
| 701-8713 | 1 – Schumacher Battery Load Tester & Voltmeter, 100 amp | 51.99 | _____ |
| 701-8714 | 2 – 6 ton Jack Stands set | 67.99 ea | _____ |
| 701-8715 | 2 – Strap Wrench Set | 9.99 ea | _____ |
| 701-8716 | Briggs & Stratton 796112 – 4pk spark plug | 8.79 | _____ |
| VEHICLE REPAIRS: | | | |
| 709-8703 | Camp Ware | \$400 | _____ |
| 711-8703 | Camp Horseshoe | \$1,000 | _____ |
| 701-8703 | Year Round | \$3,500 | _____ |
| MAINTENANCE – POOL SUPPLIES | | | |
| 8413-40 | 475 – gals Liquid Chlorine 12.5% | \$2.50 gal | _____ |
| 8413-41 | 3 – 50lbs Calcium Chloride | \$50 ea | _____ |
| 8413-42 | 4 – 50lbs Sodium Bisulfate | \$40 ea | _____ |
| 8413-43 | 2 – 100lbs Calcium Hypochlorite | \$172 ea | _____ |
| 8413-44 | 8 – 50lbs Granular Chlorine | \$240 ea | _____ |

8413-45

200 – Gals Blue Pool Paint

\$51 gal

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| Item # | | EST. RETAIL | DISTRICT |
|---|--|--------------------|-----------------|
| MAINTENANCE – ELECTRICAL | | | |
| 8413-20 | 12 – Rolls Electrical tape | \$1.97 ea | |
| MAINTENANCE – CLEANING SUPPLIES / SOLVENTS | | | |
| 8105-1 | 4 - 3 in 1 oil | \$3.97 ea | |
| 8105-2 | 12 - brake parts cleaner | \$4.87 ea | |
| 8105-3 | 12 - silicone spray | \$4.99 ea | |
| 8105-4 | 4 - food grade silicone lubricant | \$12.99 ea | |
| 8105-5 | 12 - starting fluid | \$4.79 ea | |
| 8105-6 | 24 - PB blaster | \$3.97 ea | |
| 8105-7 | 6 - Liquid soldering flux | \$3.32 ea | |
| 8105-8 | 60 - Gallons RV antifreeze | \$4.35/gal. | |
| 8105-9 | 18 Cases - 60 gallon can liners | \$12.96/dozen | |
| 8105-10 | 6 – Cans compressed air duster | \$5.97 ea | |
| 8105-16 | 4 – 4 oz cans retorseal #5 | \$8.77 ea | |
| 8105-17 | 4 – White lithium aerosol | \$4.66 ea | |
| 8105-18 | 4 – Aerosol Graphite | \$4.36 ea | |
| 8105-19 | 12 – AeroKroil Penetrating Oil | \$19.99 ea | |
| 8105-20 | 12 - gallons Chainsaw Bar oil | \$11.99 ea | |
| 8105-21 | 6 – Stabil 360 Marine Fuel Stabilizer | 7.21 ea | |
| 8105-11 | 36 - mop heads | \$10.79 ea | |
| 8105-12 | 24 - mop handles | \$7.97 ea | |
| 8105-13 | 72 - Corn brooms | \$9.97 ea | |
| 8105-14 | 24 - Threaded broom handles | \$4.97 ea | |
| 8413-28 | 6 - round up weed killer | \$158.00/2.5 gal. | |
| 8105-15 | 6 - commercial grade floor drain cleaner | \$9.98/gal | |

CAMPING DEPARTMENT

*** DIRECTOR OF SUPPORT SERVICES - CLEAR BEFORE SELLING**

| Item # | | <u>EST. RETAIL</u> | <u>DISTRICT</u> |
|---|---------------------------------------|---------------------------|------------------------|
| MAINTENANCE – LUMBER / BUILDING SUPPLIES | | | |
| 702-101 | 72 - 2x4x8 PT | \$3.97 ea | _____ |
| 702-102 | 48 - 2x6x8 PT | \$4.84 ea | _____ |
| 702-103 | 12 - plywood ½"x4x8 cdx | \$32.97/sheet | _____ |
| 702-104 | 12 – OSB ½"x4x8 | \$22.23/sheet | _____ |
| 702-106 | 2a modified stone | \$450/load | _____ |
| 702-107 | 12 – Rolls Flagging tape | \$4.98/roll | _____ |
| 702-108 | 24 – Rolls Duct tape | \$9.94/roll | _____ |
| 702-109 | 50 lbs – 3" Construction screws | \$50 | _____ |
| 702-1010 | 50 lbs – 2" Construction Screws | \$50 | _____ |
| 702-1011 | 50 lbs – 10d Common nails | \$50 | _____ |
| 702-1012 | 50 lbs - 16d Common Nails | \$50 | _____ |
| 702-1013 | 50 lbs – 12d common nails | \$50 | _____ |
| 702-1014 | 50 lb bags rock salt (50 bags) | \$6 ea | _____ |
| MAINTENANCE – MISCELLANEOUS | | | |
| 8413-50 | Miscellaneous color spray paint | \$4.50/can | _____ |
| 8413-51 | 48 - 1"-2" paint brushes (disposable) | 2.49/\$3.79 | _____ |
| 8413-52 | 36 - 9" paint rollers | \$4.47 ea | _____ |
| 8413-53 | 12 - CO2/Smoke detectors | \$29.87 ea | _____ |
| 8413-54 | 6 - Folding tables | \$47.97 ea | _____ |
| 8413-55 | 12 - Toilet seats (oval) | \$19.89 ea | _____ |
| 8413-56 | 12 – Clear Safety glasses | \$9.96/pair | _____ |
| 8413-57 | 9V-AA batteries 9V/4 pack | \$9.47 pk | _____ |
| 8413-58 | AA/16 pack-(multiple) | \$9.47 pk | _____ |
| 8413-60 | 3 bolts of .95 string trimmer line | \$26.00 ea | _____ |
| 8413-61 | 12 - Gals Stihl bar oil | \$9.98/gal. | _____ |
| 8413-62 | 4 – 6 packs Stihl 2 cycle oil | \$12.96/pack | _____ |
| 8413-63 | 6 – 5-gal safety gas cans | \$48.00 ea | _____ |
| 8413-64 | 4 – 25lbs PA. Mix grass seed | \$41.72 ea | _____ |

PROJECT SALES COMPLETION FORM PROCEDURE

ONCE A PROJECT SALE HAS BEEN SECURED - A PROJECT COMPLETION FORM MUST BE COMPLETED IN ITS ENTIRETY WITH THE FOLLOWING INFORMATION:

FULL DONOR (GIVER OF STUFF/\$\$) CONTACT INFORMATION:

NAME

COMPANY

JOB TITLE

ADDRESS

PHONE NUMBER AND EMAIL ADDRESS

DONOR SIGNATURE

PROJECT DETAIL INFORMATION:

PROJECT CODE / ACCOUNT#

CATELOG ITEM#/ DESCRIPTION

GIFT VALUE (FAIR MARKET VALUE)

MONTH DONOR IS TO BE INVOICED

DETERMINE CASH GIFT OR GIFT IN KIND

DELIVERY DATE AND INSTRUCTIONS (IF APPLICABLE)

WORKER INFORMATION:

DISTRICT - UNIT

NAME OF INDIVIDUAL WHO WORKED THE GIFT

DATE GIFT WAS SOLD

PHONE/EMAIL OF WORKER (IF NOT STAFF)

PLEDGES WILL NOT BE PROCESSED WITHOUT THE PROPER FORM USED AND ALL INFORMATION COMPLETED.

UPON FULFILLMENT OF GIFT PROJECT SALES COMPLETION FORM MUST BE VERIFIED AND SIGNED BY APPROPRIATE DEPARTMENT DIRECTOR.

DEPARTMENT DIRECTOR SIGNATURE:

DATE:

SIGNED PROJECT COMPLETION FORM TO BE SUBMITTED TO ADMINISTRATIVE ASSISTANT FOR PROCESSING.

DONOR CAN EXPECT RECEIPT WITHIN 30 DAYS OF RECEIVED PAYMENT / DONATION