

So, you are the Grubmaster, now what?

Managing the food buying task for your patrol is a very important job and it can be very tricky! Your patrol members are going to be hungry and unhappy if you don't buy enough food and drinks. However, leftover food is often wasted if you buy too much. "A Scout is Thrifty" is an important Scout Law to remember.

To properly plan your menu and shopping list you must know:

1. the total number of scouts that will be attending the outing.
2. your total budget per scout.
3. if anyone in your patrol has any food allergies.

The Budget

The weekend campout food budget varies based on the trip, but in general is a total of \$12 - \$18 per Scout. Money is collected for each campout 4 weeks prior to the date of the campout. This will give each patrol enough time to plan the menu and give the Grubmaster time to purchase the food. After each trip the Grubmaster must fill out the Troop Disbursement form and attach the receipts accordingly.

Plan the menu with your patrol

When planning the menu, it is important to get a firm count of how many patrol members will attend the campout. Your total budget is based on the total number of scouts that are paid in full, not the number of scouts saying they are going. Once you know the correct number going camping, use the Troop Outdoor Activities Planning Sheet and plan to buy only as much food as your patrol will need. Buying too much food will cost your patrol extra money and is often wasteful. Stay within your budget.

Important: Check to make sure if any scout has an allergy to a food type.

Save all your receipts

Fill out the Troop Treasury Disbursement form and attach all receipts.

The Parent's Role

Parental advice, input, and transportation are important to the Grubmasters' success. However, the Grubmaster is the Scout, and he is expected to plan and purchase for the outing. This means that he goes to the store, and he purchases the food. Parental advice about nutrition and price comparison at the store is important. The scout doing the actual shopping is an important part of his growth withing the Troop. It is essential that the scout and parent set aside time no later than the Thursday night before a campout to do the shopping, proper planning is a very big part of the Grubmaster role. Remember that Scout led is "**empowering boys to be leaders**" and at the core of Scouting.

Nutritional Concerns

Review your menu to see that it is nutritionally balanced. Represent the Four Main food groups.

1. **Vegetables:** The more veggies, and the greater variety, the better.
2. **Fruits:** Eat plenty of fruits of all colors
3. **Whole Grains:** Eat a variety of whole grains (like whole wheat bread, whole grain pasta). Limit refined grains.
4. **Healthy Protein:** Choose poultry, beans, and nuts. Limit red meat and cheese
5. **Healthy Oils:** Olive and canola oils; limit butter
6. **Water:** Drink more water.

No soft drinks, powder sugar drink mixes or candy meals

PACKING THE FOOD

Pack the food in ways to protect it from being crushed in the coolers and in the boxes while they are being transported. Remove excess wrappings to reduce weight and trash at the campsite. Zip-lock type plastic bags are an excellent choice.

PREPPING THE FOOD

Preparation Time

Plan your meals so they can be prepared, eaten, and cleaned up within the time constraints of the free weekend program. At-home preparation will make cooking at camp easier and quicker. *It is easier to prepare meals inside in a nice warm kitchen with running water than outside in a cold campsite.* For example, scramble the eggs at home and place in a tightly sealed container. Dice meats and veggies and place them in a zip-lock bag. Pre-cook ingredients when appropriate. If you do most of the prep work at home, it cuts down significantly on time spent while at camp.

COOKING THE FOOD

Friday

Dinner: Eat dinner prior to departure. Make sure all food is stored away properly.

Saturday

Breakfast: Fully cooked from scratch. The Troop Trailer is fully stocked with: Patrol stoves, grill tops, Charcoal, Dutch Ovens, propane for the patrol cook to use. Each patrol leader is responsible for their patrol box and keeping the box well stocked and equipped for each campout.

Lunch: Usually a bagged lunch, to make it simple since there is not a lot of time to prepare, serve, and clean up.

Dinner: A full dinner is welcome at the end of an active day. Typically, there is more time to prepare, serve and clean up. Plan and start the food that will take the longest to cook first. Use members of your patrol to help. The Grubmaster must make sure all food is stored away properly.

Sunday

Breakfast: Sunday morning is busy with packing and preparing for the trip home. So, make it quick and easy. Have a hot drink, fruit, and an easy main dish that does not need a lot of clean-ups (like bagels and cream cheese). Some campouts the patrols choose not to have breakfast for Sunday morning to help save on time.

CLEAN UP

The Patrol leader assigns Kitchen Patrol Crew jobs during the camp planning meeting. Leave No Trace is an important concept that our Troop embraces. Each Scout should wash their own mess kit using the KP bins available and be responsible for washing the used pots, pans, and utensils. Scouts should not rest until their area is cleaned. Before any items are placed in the first wash bin it is important that all food debris is wiped away so that the food is not then left inside the KP bins.

AFTER THE CAMPOUT

The Grubmaster is responsible for removing all food from the trailer and coolers. Dispose any spoiled or ruined food properly. Other food may be split among patrol members. Patrol Leaders are responsible for making sure all patrol boxes are cleaned out and sanitized.

Adult Leaders and Parents

Adult leaders and parents camp and eat together. They do not eat with the Scout Patrols, unless the Patrol invited them to do so (usually done at Summer Camp). They intervene only when the safety or health of a Scout is at stake. The Scout Patrol Leader is responsible for seeing that all arrangements for patrol cooking are completed. An adult leader or parent may bring attention to the Scoutmaster or Assistant Scoutmasters if they notice a patrol or Grubmaster needs advice on cooking or cleaning up, but they do not cook or clean-up for the Patrol. The Scoutmaster and Assistant Scoutmasters will work through the SPL, Patrol Leaders, or Grubmasters for mentoring.



EXPENSE REIMBURSEMENT FORM

Name & date of event: _____

Name of payee: _____

Request check OR Apply to Scout Account: _____

Patrol name: _____ Budget per scout: \$ _____ # of scouts: _____

<i>Please include all receipts*</i>		
Date(s) purchased	Description (food, supplies, registration, mileage**, tolls, etc.)	\$Amount
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
Total:		\$

*Please present this signed form along with receipts at the Troop Meeting on Tuesday. You may also send it via email with scanned receipts to the Troop's treasurer, Chris Tafone, at: t539kptreasury@gmail.com. Please submit reimbursement requests within 30 days of incurring the expense(s).

**Receipts are not required for mileage reimbursement. The description should read: "Mileage [one way]/[roundtrip] with [NAME OF SCOUTS]." Google Maps (or a similar GPS platform) will be used to calculate mileage which is reimbursed at \$0.14 (in accordance with 2022 IRS guidelines for nonprofit organizations) for vehicles carrying at least two scouts to campsites outside of Long Island, NY.

I certify that the information provided on this expense reimbursement form is accurate and true, to the best of my knowledge, and reflects actual expenses incurred or paid by me.

Signature: _____ Date: _____