

Order of the Arrow *Unit of Excellence* Tracking form

Unit (Troop) #: _____ Year: 20_____ *all questions pertain to this calendar year*

I. Leadership: Implement the Troop OA Representative and Troop OA Representative Adviser (Assistant Scoutmaster Designee) programs in your unit.

▣ *Every six months, ensure that the senior patrol leader appoints or reappoints one Scout to serve as Troop OA Representative and the Scoutmaster appoints one adult to serve as Troop OA Representative Adviser.*

Troop Representative (Youth): _____	Term: _____
Troop Representative (Youth): _____	Term: _____
Representative Adviser (Adult): _____	Term: _____
Representative Adviser (Adult): _____	Term: _____

Please inform the Lodge Chief & Lodge Adviser immediately of your appointments so that your representative & adviser can begin their duties.

▣ *Feature an annual presentation at a Court of Honor by the Troop/Team OA Representative on the Order of the Arrow with a focus on the accomplishments of unit members.*

Date of presentation: _____

Accomplishments noted: _____

2. Participation: Promote lodge events and provide transportation to all Arrowmen wishing to participate.

▣ *At least 50% of unit OA members attend at least one lodge event in addition to their Ordeal.*

Event: _____ Date: _____

Members in attendance: _____

3. Elections: Schedule a unit election with the chapter election team annually.

▣ *Hold an election and have 70% of elected Scouts or Team Members complete their Ordeal.*

Date of election: _____

Scouts elected: _____

Scouts who completed their Ordeal: _____

% of those elected who completed their Ordeal: _____ [(# completed / # elected) X 100]
(over →)

4. Planning: Maintain an active planning process that prevents overlap between lodge and chapter events with unit events.

▣ Review the local OA calendar with the Patrol Leader's Council or Team Leadership during annual troop/team program planning and schedule unit events so that 100% of troop/team programs do not overlap with any full lodge events. [*For purposes of this form, full Lodge events are: Winter Banquet, Spring Fellowship, Spring Induction, Fall Induction, Fall Fellowship*]

Date of calendar review: _____

Conflicts with Lodge events: _____

5. Conversion: Demonstrate the depth of your unit's OA program through Brotherhood conversion.

▣ At least 30% of eligible troop/team members seal their membership in the Order by converting to Brotherhood.

Names of Troop members eligible for Brotherhood: _____

Names of Troop members converted to Brotherhood this calendar year: _____

% Conversion: _____ $[(\# \text{ converted}/\# \text{ eligible}) \times 100]$

Please submit this form to the Wyona Lodge Chief or Lodge Adviser by November 30. You do this by taking the form to the Scout Office. Please make a copy of this form for your records. Thank you for your participation in the Troop Representative program!