2023 Race to Win Popcorn Sale Leader Guide

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What is New?

- New Product
- New Prize Drawings
- New Commissions

Tips for a Successful Sale

- 1. Popcorn Kernel attends the popcorn sale kickoff.
- 2. Prepare an individual packet for each member of the unit, including new members. This packet must include a cover sheet indicating tasks with key dates, locations, contact info.
- 3. Plan and deliver an inspiring sale kickoff. Use the S.O.A.R (Scouting Offers Amazing Rewards) theme. Communicate clearly how the funds earned will be used.
- 4. Advertise your sale in neighborhoods, on community apps and other high traffic locations. Prearrange for pop up booths for Show n Sell. Have Show n Sell site sign-up sheets for Scout families to schedule their time.
- 5. Coach Scouts on how to sell, "Will you help me go to camp by purchasing popcorn, please?" Scouts should wear their uniform.
- 6. Consider offering incentives for top selling den or patrol...or top selling Scout.
- 7. Set an order turn in date to allow yourself a couple of days to compile orders.

Popcorn Calendar of Events

Sunday, July 30th Attend one of the kickoffs to earn more money for your unit

1pm Scout Office

5:30pm Dining Hall, Parker

Monday, August 7th 1st Show & Sell Orders Due Online Tuesday, August 22nd 1st Show & Sell Order Pick Up

Friday, September 1st Unit & Kernel Form due to the Boy Scout Office

Monday, September 11th 2nd Show & Sell Orders Due Online Tuesday, September 26th 2nd Show & Sell Order Pick Up

Wednesday, October 25th Show & Sell Returns due to the Boy Scout Office

Monday, October 30th Popcorn Order placed online

Monday, October 30th Prizes placed online

Monday, October 30th

Thursday, November 16th
Tuesday, November 28th

2023 Popcorn Sales Roster Due to Boy Scout Office
Popcorn Pick Up and Payment due at pick up locations
Popcorn checks cashed by the Boy Scout Office

2023 Popcorn Materials

Unit Materials

- o 2023 Popcorn Leader Guide
- Unit & Kernel Form
- o Unit Master Record
- Unit Prize Order Worksheet
- o Popcorn Prize Tally Form
- o Winners Circle Prize Tally Form
- o Online Popcorn Ordering Instructions (In Leader Guide)
- Online Prize Instructions (In Leader Guide)
- Unit Money Envelope
- o 2023 Popcorn Sales Roster
- o Popcorn Sale Banner
- Thank you for Ordering

Scout Materials

- Cover Letters
- o Personal Collection Envelopes
- o Prize Flyers
- Take Order Forms
- o Table Tent Order Form
- Door Hangers

Popcorn Sales Strategies

- 1. **Take Order:** Simply have your families use the sales form and take orders by phone, door to door, extended family, etc. Turn the forms into the Popcorn Kernel by the unit due date and pick up popcorn product as assigned for delivery.
- 2. **Show n Sell:** Pre order popcorn product and set up pop up booths. Advertise on community apps to let people know your unit has product in hand to sell. This point of sale method is very effective and efficient, but you must take care not to damage tins or allow popcorn to "overheat" in car trunks, etc.
- 3. **Combination Take Order and Show n Sell:** Many of our units have great success with the flexibility of this combination. This will certainly meet the sale needs of all families.
- 4. **Online:** This is perfect for the long-distance sale as product will be mailed to the customer from the manufacturer.

Show n Sell Popcorn Sales

Why participate in Show n Sell Popcorn Sales?

- Significantly increase your unit sales with on-the-spot purchasing of your popcorn.
- Advertise your upcoming take order sales.
- Positive community exposure for your program.

Decide with your unit leadership how much popcorn your unit will be able to sell by participating in the Show n Sell sale. Go online to propocorn.com to place your order. Be sure to pick the best pick-up location for your show n sell popcorn (this may/will be different from where you will pick your regular sale popcorn up). Show n Sell returns are due to the Boy Scout office by October 25, 2023. Returns are full unopened cases or if the case has been opened, please do not reseal. The opened case must be all the same product and not damaged. When brought back to the office let them know if any cases are open. To set-up popcorn pick up an email will be sent to you from Signup Genius. To return popcorn a time will need to be picked on Signup Genius to return on Wednesday, October 25th.

Show n Sell Timeline

Monday, August 7th 1st Show & Sell Orders Due Online
Tuesday, August 22nd 1st Show & Sell Order Pick Up
Monday, September 11th 2nd Show & Sell Orders Due Online
Tuesday, September 26th 2nd Show & Sell Order Pick Up

Wednesday, October 25th Show & Sell Returns due to the Boy Scout Office

Show n Sell Delivery Locations

Tuesday, August 22nd
Dustin Lof's Shop, 27585 Co Rd 4, Park Rapids

Tuesday, September 26th TBD

Tuesday, September 26th Northern Pacific Center – Building 2, 1522 Northern Pacific Rd, Brainerd

Tips for a Successful Show n Sell

- ➤ Contact the store coordinator to gain permission for set up dates and times to do a pop-up booth in the parking lot.
- > Set up a schedule for boys and adult supervision with specific time of participation.
- > Gather pictures of Scouting events you have participated in or are planning to attend.
- > Print a list of your annual unit schedule of events.
- Make and bring banners advertising sales and identifying your unit. If available, ask the store for advertising assistance for sale dates and times.
- ➤ Have your Scouts practice what they are going to say to their potential customers.
- ➤ Go over behavior expectations with the Scouts.
- > Cover sales procedures and how proceeds will be handled ensuring security and accountability.

Day of Show & Sell

- ➤ Always keep safety first!
- Items to have on-site: chairs, table, posters, activity displays, tape, popcorn
- Sell your product but also advertise your take order dates
- Make sure Scouts are in uniform and look sharp

Focus on Scouting instead of the products (Would you like to support Scouting by purchasing popcorn today?" or "Would you like to help us go to camp by purchasing popcorn today?")

Getting Started - Unit Commitment

It is easy to get started! Participating Scout units will need to complete a Unit & Kernel Form (found in packet) by September 1st. The form can be emailed (sheri@bsacmc.org) or mailed to the Central Minnesota Council Office, 1191 Scout Drive, Sartell, MN 56377.

Popcorn Kernels should go to the popcorn website by September 1st to make sure all the information is correct. If you are a returning Kernel, then the username and password is the same as last year. If you are a new Kernel, you can ask the Kernel from last year for the username and password or you can contact Sheri at sheri@bsacmc.org to have a new username and password for your unit on the website.

How to Get Started on the Popcorn Website

- 1. Go to PRPopcorn.com
- 2. Click on "My Account"
- 3. Click on "Create Unit Profile"
- 4. Enter your Council Key 296CMC
- 5. Choose your District from the dropdown menu
- 6. Choose your unit type from the dropdown menu
- 7. Choose your unit number from the dropdown menu
- 8. Enter a username for the account (this does not need to be an email address as in previous years, but must be unique)
- 9. Enter a Password for the account
- 10. Enter the remaining profile information including the email address where all confirmation emails for the account will be sent.
- 11. Click "Submit"

How to Access My Account

- 1. Go to PRPopcorn.com
- 2. Click on "My Account"
- 3. Enter in your username and password
- 4. Once in the system, you will see your dashboard.

How to Update My Profile

- 1. Click on "Unit User" in the top right hand corner of the screen.
- 2. Your profile information will display.
- 3. To update or change your profile, click "Edit Profile."
- 4. If you would like to change your password, click "Change Password."

What is Included in the Top Header

- 1. Dashboard
 - a. Select this at any time to go back to the dashboard.
- 2. Sales Season
 - a. Here you can:
 - i. Add/edit/view any orders placed during the fundraiser year.
 - ii. Commit to each order type (Show n Sell or Take Order).
 - iii. Print an invoice.
- 3. Scouts
 - a. Here you can:
 - i. Add/view all Scouts
 - ii. Edit Scouts information
 - iii. Enter in Winners Circle prize
 - iv. Activate/inactivate Scouts
- 4. Reports
 - a. Here you can generate the following reports:
 - i. Pick Tickets
 - ii. Online Invoices (online sales per Scout)
 - iii. Remaining balance
 - iv. Sales Summary
 - v. Commission Matrix- this report shows you the commission percent assigned to your unit. If there is a mistake with that percent, contact the council office
- 5. Files
 - a. Here you can:
 - i. Print council specific forms
 - ii. View PDF versions of sales forms

How to Enter/View/Edit a Scout for Online Sales (Seller ID)?

- 1. Click "Scout Seller IDs" on the Dashboard.
- 2. A list of Scouts with current online Seller ID's will populate.
 - a. You do not have to enter a Scout every year for a new Seller ID. Scouts can use the same ID year after year while with this unit.
- 3. To add a new Scout, enter in the required fields (white boxes next to the Add button):
 - a. First Name
 - b. Last Name (we only need the first two letters of his/her last name)
 - c. Parent/Guardian email address
- 4. Click "Add." A random Seller ID will be populated and an email will be sent to the parent/guardian letting them know their Scout's Seller ID.
- 5. You may edit a Scout's information by clicking on "Edit."
 - a. Only a Scout's first/last name and email can be edited. **The Seller ID cannot be changed**
- 6. If a Scout is no longer selling popcorn, you may inactivate him/her which will hide all information tied to that Scout. If at any time you need to view that Scout's information again you simply click on "Inactive Scouts."
- 7. If a Scout's email is already in, you will need to click on "Edit". This will generate the email to send the parents that they can forward on.



Unit Commission Structure

Below is the commission structure for the 2023 popcorn sale. Commissions range from 25% all the way to 36%

Base Commission – 25%

If ·	vour	unit	is	a	Pack:
	your	umi	10	ч	i acix.

Base Commission	25%
Attend a Council Popcorn Kickoff Training	+1%
Your unit has a 10% Growth in Sales or First time Selling Unit	+2%
Turn in Popcorn Sales Roster by/on October 30, 2023	+2%
Your unit does Show & Sell and returns are 10% or less in cases	+2%

Total Commission 32%

If your unit is a Troop and chooses Prizes:

Base Commission	25%
Attend a Council Popcorn Kickoff Training	+1%
Your unit has a 10% Growth in Sales or First time Selling Unit	+2%
Turn in Popcorn Sales Roster by/on October 30, 2023	+2%
Your unit does Show & Sell and returns are 10% or less in cases	+2%

Total Commission 32%

If your unit is a Troop and opts out of the prize program:

Base Commission	25%
Attend a Council Popcorn Kickoff Training	+1%
Your unit has a 10% Growth in Sales or First time Selling Unit	+2%
Turn in Popcorn Sales Roster by/on October 30, 2023	+2%
Your unit does Show & Sell and returns are 10% or less in cases	+2%
Your unit opts out of prize program	+4%

Total Commission 36%

Online Sales Commissions

Online Commission 30%

Online commissions will be paid directly to the unit. Commissions checks will be mailed out on December 31, 2023.

Popcorn Sales Roster

The 2023 Popcorn Sales Roster needs to turned in by October 30, 2023. Your unit will receive 2% commission when the Popcorn Sales Roster is turned in on time. The form can be emailed (sheri@bsacmc.org) or mailed to the Central Minnesota Council Office, 1191 Scout Drive, Sartell, MN 56377.



How to Order Popcorn Online

How to Place a Popcorn Order

- 1. Click "New Order" on the Dashboard.
- 2. Choose what type of order you are entering (Take Order/Show n Sell) as well as pick up location.
- 3. You will then be able to enter in your order.
 - a. Remember:
 - i. Show n Sell orders = enter in as cases (If you are unsure of how many containers are in a case per product, please see "Helpful Tips" at the bottom of the page.)
 - ii. Take Orders = enter in as containers
- 4. At the bottom of the order form, you have the ability to add any notes/comments to the order.
- 5. Click "Update" to place your order** If you do not click "Update" your order will not be updated**

How to Edit/View an Order

- 1. Click "Manage Orders" on the Dashboard.
- 2. Here you will see a list of orders you have placed.
- 3. You can only edit an order if the order status says "Submitted by Unit." Once your order is approved by District, Council, or PRP you will no longer be able to edit your order.
- 4. If you are able to edit your order, click on "Details" and then "Edit Order."
 - a. Here you are able to change the quantities and any notes that were added.
- 5. Once finished, click "Update" ** If you do not click "Update" your order will not be updated**

Prize Program

The Central Minnesota Council is going with the Prize Incentive Program provided by General Commercial Corp. The prizes will be mailed directly to the Popcorn Kernel. The prize levels are based on the actual amount sold per Scout. Help your Scouts select prizes that they would like to earn. They can select one prize from the level reached or combine prizes to total the level or sales. For example, if a Scout sells \$800, the Scout can choose a prize from the \$800 level or one from the \$450 level and one from the \$350 level. All prizes are ordered online through the popcorn website at propcorn.com. See instructions below. Each unit will receive a Selfie Stick Integrate Tripod to give out as a prize as the unit sees fit to help reach the unit's goal.

> 4% Prize Option

- Troops have the option to earn a 4% commission instead of prizes. This option must be taken by the entire Troop. The unit will receive popcorn patches and is not eligible for any other prizes on the Prize Flyer except the \$700 Bonus Club.
- o Be sure to check this option on the Unit & Kernel form.
- o Popcorn Patches need to be ordered on the prize website. The patches will be mailed directly to the Popcorn Kernel.
- Commissions will be figured into the payment when the popcorn checks are due at the time of popcorn pickup.

Prize Order Online Instructions

- Choose the link on the Popcorn Order Page at prpopcorn.com

How to enter Scout into Winners Circle

- 1. Click "Winners Circle" on the Dashboard.
- 2. Select the Scout's name you want to enter into the Winners Circle.
 - a. Scouts are added to the dropdown through the Scout Seller ID process (please see above).
- 3. Click "Submit"
- 4. Type in the above information
 - a. Invoice period (Season and year)
 - b. Amount Sold (Total dollars Scout sold)
 - c. Prize Type
 - d. Worksheet verification (this can be a photo of the Take Order sheet, excel document, or anything that shows the total sales for this Scout)
 - e. Zip code
 - f. Name of person picking up prize
 - g. Email of person picking up prize
- 5. Click "Submit"

Bonus Prizes

Winners Circle Prizes

Scouts that sell \$3,000 or more will also pick a prize(s) from the Winners Circle Prize Level. Example: If a Scout sells \$6,000, they may pick **2** prizes. You will need to upload a Worksheet verification (this can be a photo of the Take Order sheet, excel document, or anything that shows the total sales for this Scout). Order these prizes on propocorn.com. See above on how to enter the Winners Circle Prizes and the information needed.

Winner's Circle Prizes

- > \$200 Amazon Gift Card
- > \$200 Best Buy Gift Card
- > 32" Smartcast TV
- ➤ Airpods
- > Amazon Fire 10" Tablet
- ➤ Laser Tag
- ➤ Electric Scooter
- Quadcopter Drone

\$700 Bonus Club

If a Scout sells \$700, he/she will pick a prize of their choice: Hanging Hammock w/Hardware, Sluban Model Bricks Cobra GT40 Car or LEGO Friends Lego Set - Assorted. This is not included in their prize total. Please add it to their prize order.

Super Seller Prize

The top seller of the council will receive a Disney Vacation Package for 4. It includes lodging at a Disney Resort, Disney tickets and airfare. Prizes will also be awarded to the 2^{nd} and 3^{rd} place top sellers of the Council.

Popcorn Incentive Drawings

Fill it Up Drawing

When a Scout fills up a Take Order or Table Tent form his/her name will be put into a drawing for a prize. The Scout's parent or guardian will need to submit a copy of the form to the council office by September 15th and October 15th. The form can be emailed to sheri@bsacmc.org. Please have the unit type, unit number and Scout name on the form. If Scout fills up a new sheet, please submit that sheet (no need to submit the ones already submitted) for another chance in the drawing.

Online Sales Drawing

For every item that is sold online the Scout's name will be put into a September 30th and November 30th drawing for a prize. The council will get the names off of the popcorn site.

Social Media Video Drawing

An individual posting the popcorn sale on Social Media will be entered into a drawing to win a prize. Share the link of the post to Sheri at sheri@bsacmc.org by October 27th.

Show and Sell Photo Drawing

Submit a photo of your Show n Sell booth/table to be entered into a drawing to win a prize. Share the photo to Sheri at sheri@bsacmc.org by October 6th.

New Scout Drawing

On the Popcorn Sales Roster note new Scouts selling. The new Scouts will be entered into a drawing to win a prize.

Popcorn Pick up Date and Locations

Popcorn pick up will be on Thursday, November 16, 2023. When placing the popcorn order online be sure to pick the pick-up location. Unit popcorn orders will go directly to district pick up locations. To set-up popcorn pick up an email will be sent to you from Signup Genius.

Pick up Locations TBD, St. Cloud

Contact Kevin at 320-251-3930 or Kevin.Hanson@scouting.org

TBD

Contact Beth at 320-251-3930 or Elizabeth.Richards@scouting.org

Brainerd – Northern Pacific Center – Building 2, 1522 Northern Pacific Rd, Brainerd Contact Debra at 612-298-2592 or Debra.Bultnick@scouting.org

Popcorn Payment Plan

All units will receive an invoice after their final order has been placed. The invoice will include the total sales amount, the amount of commission earned, and the total amount due (total sales less commission).

Units will be required to submit one check for the total amount due when they pick up their popcorn and prizes on November 16, 2023. Unit checks will be cashed on November 28, 2023.



What is your Popcorn Sale Plan?

The Central Minnesota Council popcorn sale provides Scouts and Scouting units with a safe, coordinated money earning opportunity.....with no upfront costs to the unit and very little financial risk!

This is a very effective and important funding source for local Scouting activities. A well-planned sale could fund your entire year of activities, camps, and events. Many Packs and Troops have that kind of success!

Your role as Popcorn Kernel is to provide a unique and fun sale kickoff for your unit that will inspire Scouts and parents to meet their personal sales goal. Be prepared!

Steps to a more successful Fundraiser

1. Planning and Budgeting

- o Develop your annual program in advance
- o Assign a cost for each program activity
- o Total your expenses to have your budget
- Additional incentives by unit

2. Goal Setting

Your budget total will become your Unit's popcorn income goal.

Remember to set goals for each Family!

3. The Unit Popcorn Kickoff

Checklist for a successful Unit Popcorn Kickoff

- o Communicate the per-family Sales Goal
- o Showcase your incentive program to motivate the Scouts
- Skits and Role-playing activities
- o Tools from council
- O What is the money earned used for



2023 Popcorn Product

Yellow Popping Corn

America's healthiest snack food in a re-sealable Adventures bucket! Pops up tender for that taste you're craving.

Net Wt. 2 lbs. \$10.00

Classic Caramel Corn

Glazed to perfection with real butter and brown sugar to create a flavor to remember, with a crunch you can't forget.

Net Wt. 8 oz. \$10.00

Butter Microwave ~ 15 Pack

Take advantage of this convenient way to enjoy to enjoy a freshly popped taste with a rich butter flavor. 0 grams of trans fats.

Net Wt. 37.5 oz. \$20.00

Kettle Corn Microwave ~ 15 Pack

Experience the combination of the sweet, yet salty flavor of Kettle Corn anytime. 0 grams of trans fats. Net Wt. 37.5 oz. \$20.00

Cheddar Cheese

Made with real cheddar cheese. Each freshly popped kernel is a savory blend of cheeses that will keep you coming back for more.

Net Wt. 7 oz. \$20.00

Jalapeno Cheese

The unmistakable zip of jalapeno pepper gives this feisty popcorn flavor its heat. Perfect for those who like their snacks with a little kick.

Net Wt. 7 oz. \$20.00

NEW! – Trail Mix

This flavorful treat has roasted peanuts, raisings, butter toasted peanuts, chocolate candies, sunflower seeds and almonds.

Net Wt. 14 oz. \$20.00

Peanut Butter Cup

Two classic flavors that taste great together. A melt in your mouth combination of milk chocolate & peanut butter.

Net Wt. 15 oz. \$25.00

Caramel with Sea Salt - Packers or Vikings Tin

Caramel corn made with real butter, brown sugar & the perfect amount of sea salt. The crunchy, sweet, and salty combination will leave you wanting more. Net Wt. 15 oz. \$25.00

Sea Salt Splash

Caramel popcorn dunked in dark fudge and sprinkled with a splash of sea salt. If you have never tried this combination, you don't know what you're missing.

Net Wt. 15 oz. \$25.00

Mud Puddles

A sweet combination of our buttery caramel corn & crushed peanuts coated in rich creamy fudge.

Net Wt. 15 oz. \$25.00

Milk Chocolaty Pretzels

If you like sweet and salty flavors, then you'll love these chocolaty covered pretzels! Net Wt. 15 oz. \$25.00

Double Butter Microwave ~ 28 Pack

Bring the taste of the theater home with this buttery popcorn snack. Each package is bursting with twice the buttery flavor.

Net Wt. 70 oz. \$30.00

Classic Trio

Everyone's favorite blend of sweet and savory, a snack you won't be able to put down. Mix them together for a Chicago style treat, or enjoy them individually.

Caramel Corn, Cheddar Cheese, Natural

Net Wt. 19 oz. \$35.00

Cheese Lover's

Cheese, cheese and more cheese! A combination that will satisfy any cheese lover's appetite.

Cheddar Cheese, Jalapeño Cheese, Buffalo Ranch, White Cheddar

Net Wt. 20 oz. \$40.00

Chocolate Lover's

Our Chocolate Lovers tin features 5 sweet treats that you can't resist!

Milk Chocolaty Pretzels, White Chocolaty Pretzels, White Ruby, Peanut Butter Cup, Sea Salt Splash Net Wt. 55 oz. \$50.00

Military Donation

Send the gift of popcorn to our military men & women, their families, and veterans' organizations. The popcorn will be shipped directly and is not available for local delivery. \$25.00

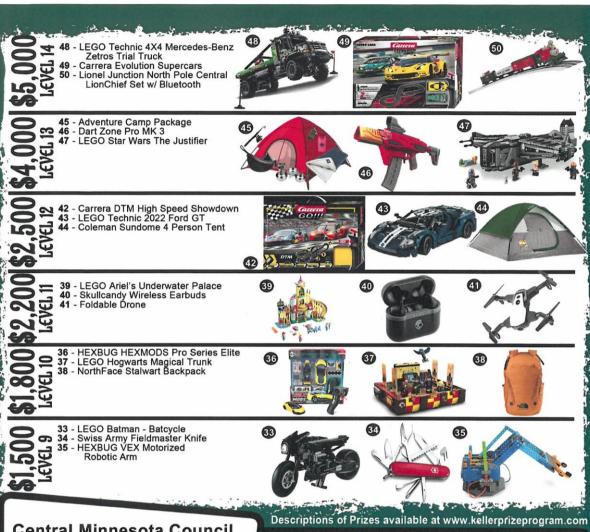




- LEGO Friends Lego Set -

Assorted

lego



Central Minnesota Council Council Code: 296CMC

www.bsacmc.org

For Sale Related Questions: Council Office (320) 251-3930

For Prize Related Questions: GCC/Keller Marketing (888) 351-8000

How to Select Your Prizes

Scout sells \$800, the Scout can choose a prize from the \$800 level or one from the \$450 level and one from the \$350 level.

All prizes are subject to substitution by Keller Marketing after consultation with your local Council. All substitutions will be for an equal or greater value prize.

Super Seller Prize

The top seller of the council will receive a Disney Vacation Package for 4.

Winners Circle Prizes

For every \$3,000 you sell, pick a prize from the Winners Circle (on back of the Take Order form). Example: \$3,000 - pick 1 prize, \$6,000 - pick 2 prizes, \$9,000 - pick 3 prizes.

Notes

