



National Catholic Committee on Scouting®

1325 W. Walnut Hill Lane * Post Office Box 152079 * Irving, TX 75015-2079
Tel (972) 580-2114 * Fax (972) 580-2535 * email: nccs@scouting.org
Website: www.nccs-bsa.org

January 2010

Dear Colleagues in Catholic Scouting:

Thank you for registering to participate at the 41st Biennial Conference of the National Catholic Committee on Scouting® at the **Omni Richmond Hotel, 100 S. 12th Street**, in historic downtown **Richmond, Virginia 23219**, April 12 – 17, 2010, during the Centennial Year celebration of the Boy Scouts of America! Whether this will be your first conference with us, or you are a more “seasoned veteran” of our biennial conferences, we thank you for taking advantage of this opportunity to join with those like yourself who are dedicated to Scouting as Youth Ministry in the Catholic Church.



Participation at our biennial conferences represents a great investment affording the opportunity to make new friends and contacts from around the nation, renew acquaintances, experience camaraderie and to exchange successful Catholic Scouting programs, activities, and ideas.

We are most grateful to the Diocese of Richmond and its Catholic Committee on Scouting, which serves the expanse of the entire southern half of the state of Virginia, for agreeing to support our conference with its human and material resources. They promise us the best of Virginian southern hospitality!

We look forward to seeing you in Richmond!

Your NCCS Conference Management Team

REGISTRATION INFORMATION

The conference “Participant Registration Form” is the last TWO pages of this document. This form (both pages) may be reproduced as needed. One (2-page) registration form should be submitted for EACH person registering as a full conference participant. All calculated fees must be paid at the time of registration. MAIL your registration form(s) with calculated payment of fees (check, money order, or credit card information only) to:

**National Catholic Committee on Scouting
P O Box 152079
Irving, TX 75015-2079**

PARTICIPANT REGISTRATION

The “Early Bird” Registration Fee, before March 19, 2010, is \$250.00 (*same rate for the past two biennials since 2006!*). After March 19th, the conference registration fee of \$350.00 applies to registrations received after March 19th. This fee includes a non-refundable deposit of \$65.00. The conference registration fee may be transferred—but not refunded—after April 5, 2010. Requests for the refundable portion of the conference registration fee must be submitted in writing prior to April 5, 2010.

The PARTICIPANT REGISTRATION FEE INCLUDES: Five (5) conference meals (*Wednesday Continental Breakfast Buffet, Thursday plated Breakfast and Lunch, Friday plated Breakfast and evening Banquet—SEE MENU, embedded in this document immediately following this Registration Information section!*), three (3) refreshment beverage breaks, Friday evening pre-banquet reception, conference participant credentials, conference commemorative patch, and program schedule booklet and other welcome packet materials, including coupon for FREE HOT FULL BUFFET BREAKFAST in the hotel restaurant (*must be registered hotel guest*), upon conference check-in/registration, and administrative services. (A meal ticket for the OPTIONAL Philmont Reunion Luncheon on Wednesday must be purchased separately.)

SPOUSE & GUEST REGISTRATION

The “Early Bird” registration fee before March 19th is \$150.00. After March 19th, a registration fee of \$180.00 applies to registrations received after March 19th.

The SPOUSE & GUEST REGISTRATION FEE INCLUDES: Four (4) conference meals (*Wednesday Continental Breakfast Buffet, Thursday plated Breakfast, and Friday plated Breakfast and evening Banquet—SEE MENU, embedded in this document immediately following this Registration Information section!*), three (3) refreshment beverage breaks, Friday evening pre-banquet reception, conference participant credentials, conference commemorative patch, and program schedule booklet and other welcome packet materials upon conference check-in/registration, and administrative services. (A meal ticket for the OPTIONAL Philmont Reunion Luncheon on Wednesday, as well as the Episcopal Liaison Luncheon on Thursday, must be purchased separately.)

THREE DAY, TWO DAY, & ONE DAY REGISTRATION

These three registration levels are available for anyone who is interested in attending--or only able to attend--part of the biennial conference. EACH Three Day, Two Day, or One Day Conference Registrant must return a completed registration form; use a separate registration form for each person. The Three (3) day fee is \$125.00; The Two (2) day fee is \$100.00; The One (1) Day fee is \$75.00. All fees must be paid at the time of registration.

The THREE DAY, TWO DAY, & ONE DAY REGISTRATION FEE INCLUDES: scheduled refreshment beverage breaks on the day(s) for which you register, Conference credentials and materials, conference commemorative patch, and administrative services. (ALL Meal Tickets must be purchased separately IN ADVANCE of the conference!)

41st NCCS Biennial Conference Menu April 12 – 17, 2010; Omni Richmond

(All included with \$250 conference registration fee unless otherwise indicated on registration form))

Wednesday, April 14:

- **Continental Breakfast Buffet** Whole Bananas, Fruit Salad, Assorted Yogurts, Variety of Hotel Bakeries (Strudel and Danishes), Assorted Cereals served with Whole, Skim, and Soy Milk, Freshly Brewed Regular and Decaffeinated Starbucks® Coffee, Assorted Tazo® Hot Teas, and Chilled Fresh Orange Juice and Apple Juice.
- **Philmont Reunion Luncheon** (*OPTIONAL: NOT included with Registration Fee; Ticket Purchase Required*) Deli Sandwich of Smoked Beef Brisket and Caramelized Onions, Roasted Garlic Mayonnaise, Mozzarella and Plum Tomatoes with Pesto Vinaigrette on French Baguette – OR – Smoked Turkey Club and Applewood Smoked Bacon, Dijon Mayonnaise, Lettuce and

Tomato on Jumbo Croissant, with Baked Potato Salad, Seasonal Market Fresh Fruit, and New York Style Cheesecake, served with Freshly Brewed Regular or Decaffeinated Starbucks® Coffee, Assorted Tazo® Hot Teas, and Freshly Brewed Ice Tea.

Thursday, April 15:

- **Prayer Breakfast** – Farm Fresh Scrambled Eggs, Crisp Bacon, Hash Brown Potatoes, and Buttermilk Biscuits, with fresh fruit preserves and sweet butter, served with Chilled Fresh Orange Juice, and Freshly Brewed Regular and Decaffeinated Starbucks® Coffee, and Assorted Tazo® Hot Teas.
- **Episcopal Liaison Luncheon** – Deluxe Soup & Salad: Cream based Clam Chowder with crackers, Spring Garden Greens topped with Grilled Chicken, Fresh Garden Cherry Tomatoes, Cucumbers, and Shredded Carrots with choice of either Creamy Ranch or Balsamic Vinaigrette Dressing on the side, and Sorbet dessert, served with fresh bread and sweet butter, Freshly Brewed Regular and Decaffeinated Starbucks® Coffee, Assorted Tazo® Hot Teas, and Freshly Brewed Ice Tea.

Friday, April 16:

- **Finance Recognition Breakfast** – Farm Fresh Scrambled Eggs, Baked Ham, Hash Brown Potatoes, Buttermilk Biscuits, with fresh fruit preserves and sweet butter, served with Chilled Fresh Orange Juice, and Freshly Brewed Regular and Decaffeinated Starbucks® Coffee, and Assorted Tazo® Hot Teas.
- **Banquet** – Napa Valley Salad of mixed baby field greens on a bed of butter lettuce, cabernet poached pears, haricot verts, toasted walnuts with a pomegranate dressing, Surf ‘n Turf Entrée of 5 oz. Filet Mignon and 5 oz. Crab Cake, with Roasted Fingerling Potatoes and Medley of Seasonal Vegetables, (or Vegetarian Plate [*by advance request only*] of Wild Mushroom Crepe with Lemon Asparagus and Parmesan Polenta) Omni Bakery Rolls and Sweet Butter, and dessert of Whipped Chocolate Mousse topped with Seasonal Berries, served with fresh bread and sweet butter, Freshly Brewed Regular and Decaffeinated Starbucks® Coffee, Assorted Tazo® Hot Teas, and Freshly Brewed Ice Tea.

OPTIONAL DAY TOURS & HALF-DAY SPOUSE TOURS

While our preliminary conference information posted to the NCCS website indicated that tour information would appear on the registration form, unfortunately, we have not received it in time to publish it with the registration form. As soon as we receive it, a description of tour options identified, recommended, and organized by the Richmond Diocesan Catholic Committee on Scouting and a separate tour registration form will appear on the NCCS website. Our hotel is only 2 blocks from the historic Capitol of the State of Virginia, and there are ample historic sites of interest in the immediate vicinity of our conference hotel. We invite you to explore the website of the Richmond Metropolitan Convention and Visitors Bureau for a sampling of what Richmond has to offer! www.visitrichmondva.com

CONFERENCE DRESS CODE & ETIQUETTE

Monday through Saturday, during the day, dress is casual (check the weather forecast) or Scout uniform. Attire for the Friday evening Mass, Reception, and Banquet is “dressy.” If you plan to purchase and consume “adult” beverages at the Friday evening reception, please do not wear the Scout uniform on

Friday evening. And please do not wear the Scout uniform at any other occasion on which you will be purchasing and consuming “adult” beverages in the hotel lounge or other public establishment.

PERSONAL EQUIPMENT LIABILITY

The Omni Richmond Hotel does not assume liability or responsibility for personal property or equipment brought into the hotel premises. NCCS Insurance/Liability guidelines indicate that personal equipment you may bring to the Conference is NOT covered by our liability insurance. Any risk involved remains with the owner of the equipment.

SHOWCASE 2010

Please see our NCCS website www.nccs-bsa.org , where Showcase 2010 (Ideas Fair) information, display table reservation forms, and promotional flyer are posted. Our biennial conference is a great opportunity to exchange Catholic Scouting ideas, best practices, activities, etc. Showcase 2010 is scheduled from 7:30 AM to 11:30 AM on Wednesday, April 14, 2010.

SHIPPING OF CONFERENCE PACKAGES

Packages of materials you may need for your Showcase 2010 display or meeting presentations may be shipped in advance to the Omni Richmond Hotel. If you plan to ship any packages, please be aware of the following: The Omni Richmond reserves the right to refuse or to accept packages that appear damaged. In any event, the Omni Richmond cannot assume any liability for the contents of any package received. The Omni Richmond cannot accept responsibility for packages delivered prior to April 9, 2010. A package handling fee assessed by the Omni Richmond and charged to the NCCS will be collected by the conference committee staff at the conference office when you pick up your package(s) at the conference staff office. Any packages received at the Omni Richmond prior to April 9, 2010, will be assessed a daily \$15.00 per package storage fee, payable at the conference office upon picking up your package. Storage of empty shipping containers will also be assessed the daily per package storage fee. Return shipping handled through the hotel will be assessed the handling fee reflected in the table below as well as the actual cost of shipment (There is a FedEx Store across the street from the hotel, and we recommend use of it.)

Handling Charges Per Package or Box:

001 – 025 lbs = Complimentary
026 – 050 lbs = \$15
051 – 100 lbs = \$25
101 – 150 lbs = \$35
150 – 200 lbs = \$55
201 – up = \$35 per 100 lbs.

HOTEL RESERVATIONS, AIR & GROUND TRANSPORTATION, PARKING, OFF-SITE DINING OPTIONS

All information pertaining to off-site dining options, hotel reservations, air & ground transportation, parking information and recommendations has been posted on our NCCS website since November 2009.

MOBILITY CHALLENGED/DISABLED

If you are mobility challenged/disabled and will require transportation to our off-site Conference Masses (*5 block up-hill walk from the hotel*), please contact Fr. Randy Cuevas, ncb387@charter.net or 985-419-1995, so that daily transportation can be arranged for you in advance.

41st NCCS Biennial Conference + Omni Richmond Hotel + Richmond, Virginia
April 12 – 17, 2010

TENTATIVE PROGRAM

Workshop Key: CH = Chaplains Committee; ICCS = International Committee; ME = Membership Committee; MPR = Marketing & Public Relations Committee; RA = Religious Activities Committee; RE = Religious Emblems Committee; TR = Training Committee; VO = Vocations Committee; * = indicates repeated workshop

Monday – April 12

Lunch On Your Own

- 1:00 pm – 5:00 pm Executive Committee Meeting
2:00 pm – 9:00 pm Training Committee Meeting
2:00 pm – 9:00 pm Religious Activities Committee Meeting
2:00 pm – 9:00 pm Religious Emblems Committee Meeting

Dinner On Your Own

Tuesday – April 13

Breakfast On Your Own

- 8:00 am – 9:00 pm Conference Staff/Marketing and PR Office
8:00 am – 9:30 pm International Committee Meeting
8:00 am – 12:00 pm Executive Committee Meeting
8:30 am – 12:00 pm Training Committee Meeting
8:30 am – 12:00 pm Religious Activities Committee Meeting
8:30 am – 12:00 pm Religious Emblems Committee Meeting
8:30 am – 4:00 pm Trading Post
8:30 am – 5:00 pm **Conference Registration**

Lunch On Your Own

- 1:00 pm – 2:00 pm Standing Committee Chairs & Advisors Meeting
2:00 pm – 4:00 pm Regional Chairs & Regional Chaplains
2:00 pm – 4:00 pm Diocesan Chairs & Diocesan Chaplains Meeting
3:30 pm – 4:30 pm First Time Conference Participants – Program Overview
5:00 pm – 6:00 pm Mass – (off site) St Peter Church

Dinner On Your Own

- 7:30 pm – 9:00 pm Showcase 2010 Set up – *Diocesan Committees & Standing Committees*
7:30 pm – 9:00 pm Training Committee Meeting
7:30 pm – 9:00 pm Vocations Committee Meeting

Wednesday – April 14

- 6:30 am – 7:30 am Showcase 2010 Late Set Up – *Diocesan Committees & Standing Committees*
7:00 am – 8:30 am Executive Committee Meeting
7:30 am – 8:30 am Continental Breakfast at Showcase 2010
7:30 am – 11:30 am Showcase 2010 (*Diocesan & Standing Committee Displays*)
7:30 am – 12:00 pm **Conference Registration**
8:00 am – 4:00 pm Trading Post
8:00 am – 11:00 pm Conference Staff/Marketing & PR Office
9:45 am – 10:45 am Regional Meetings (*Regions 1, 5, 10, 11, 12, 13, and 14*)
11:00 am – 12:00 pm Regional Meetings (*Regions 2, 3, 4, 6, 7, 8, 9, and 15*)
12:00 pm – 1:15 pm Philmont Reunion Luncheon & Program
1:45 pm – 4:00 pm Opening General Session
5:00 pm – 6:00 pm Mass – St. Peter Church (off site)
Dinner & Evening On Your Own

Thursday – April 15

- 7:30 am – 8:45 am Prayer Breakfast
8:00 am – 4:00 pm Trading Post
8:00 am – 11:00 pm Conference Staff/Marketing & PR Office
8:30 am – 9:30 am Executive Committee Meeting
9:00 am – 10:00 am **WORKSHOPS: SESSION ONE**
1. CH1 - *Working with Chaplains, Adults, & Scout Participants of Other Faiths in the Scouting Movement*
 2. RE1 – *Nuts & Bolts: Overview to the Religious Emblems Programs*
 3. RA1 – *How to Develop a Day Retreat*
 4. TR1 – *Fast Start and Mentoring*
 5. VO1* – *Did You Get My Call?*

9:30 am – 11:00 am Finance Committee Meeting

9:45 am – 10:15 am Refreshment Break

10:30 am – 11:15 am **WORKSHOPS: SESSION TWO**

1. CH3 – *Scout Chaplain 300- Scout Chaplain Skills and Techniques*
2. RE2 – *The Secret Manual: The Religious Emblems Reference Manual*
3. RA2 – *Youth Led Retreats – Options for Forming the Youth Committee*
4. MPR1* – *Marketing Your Catholic Committee*
5. ME1* – *Removing the Mystery in Earning the Pope Paul VI Award and the Gold Medallion Award*

11:30 am – 1:00 pm Episcopal Liaison Luncheon & Program

1:15 pm – 2:15 pm **WORKSHOPS: SESSION THREE**

1. ICCS1* – *Catholic Scouting Around the World: Where & Why It Is Important to Us*
2. RA3 – *Youth Led Retreats in Action*
3. MPR2 – *Using Social Media to Communicate*
4. TR2 – *How to Plan a Regional Training Conference*
5. ME1* – *Removing the Mystery in Earning the Pope Paul VI Award and the Gold Medallion Award*

1:15 pm – 2:45 pm NCCS Advisory Board Meeting

2:15 pm – 2:45 pm Refreshment Break

3:00 pm – 4:30 pm SECOND GENERAL SESSION

5:00 pm – 6:00 pm Mass – St. Peter Church (off site)

Dinner & Evening On Your Own

Friday – April 16

7:30 am – 9:00 am Breakfast of Champions & Program

8:00 am – 4:00 pm Trading Post

8:00 am – 11:00 pm Conference Staff/Marketing & PR Office

9:15 am – 11:30 am NCCS Advisory Board Meeting

9:15 am – 10:15 am **WORKSHOPS: SESSION FOUR**

1. CH2 - *Ethical Principals and Crisis Management for Scout Chaplains*
2. RE3 – *Venturing, Scouting, and Youth Ministry Using the Pius XII*
3. RA4 – *Footsteps Worth Following: Footsteps of American Saints*
4. MPR1* – *Marketing Your Catholic Committee*
5. TR3 – *Diocesan Committee Training*

10:00 am – 10:30 am Refreshment Break

10:30 am – 11:30 am **WORKSHOPS: SESSION FIVE**

1. VO1* – *Did You Get My Call?*
2. ME2 – *Relationship Between Charter Organization and Scout Unit*
3. RA5 – *How to Develop a Diocesan Website*
4. RE4 – *Fifth Emblem, Is it Needed??*
5. ICCS1* - *Catholic Scouting Around the World: Where & Why It Is Important to Us.*

Lunch On Your Own

1:00 pm – 3:00 pm NCCS General Business Meeting

4:00 pm – 5:15 pm Diocese of Richmond Mass – St. Peter Church: *Principal Celebrant, Most Rev. +Francis X. DiLorenzo, Bishop of Richmond; Homilist, Father Ray. Fecteau, NCCS National Chaplain*

5:30 pm – 6:15 pm Diocese of Richmond/NCCS Reception

6:15 pm - 8:30 pm NCCS 41st Biennial Banquet

Saturday – April 17

Breakfast On Your Own

8:30 am – 12:00 pm NCCS Executive Board Meeting

Lunch On Your Own

1:30 pm – 4:00 pm Executive Committee Meeting

NATIONAL CATHOLIC COMMITTEE ON SCOUTING ®
41st NCCS Biennial Conference

April 12-17, 2010 ~ Richmond, Virginia

Participant Registration

Please PRINT or Type information as you wish it to appear on your Conference Name Badge

Mr. Mrs. Ms. Rev. Br. Sr. Deacon

PARTICIPANT'S NAME: _____

Mailing Address: (Please Check One) Home Business

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

HOME PHONE: _____ **BUS. PHONE:** _____

FAX NUMBER: _____ **E-MAIL:** _____

Archdiocese Diocese Eparchy

Member of a Standing Committee? If so, which one: _____

Executive Board Member Advisory Board Member Region Chair Region Chaplain

Paid Membership Status: Associate Member Life Member

Please indicate any Special Needs you or anyone in your party has: _____

Family / Guest Registration Information

SPOUSE NAME: Mr. Mrs. Ms. Deacon _____

Mr. Mrs. Ms. Rev. Br. Sr. Deacon

GUEST NAME: _____

GUEST NAME: _____

GUEST NAME: _____

Notes:

1. A completed registration form is required of all participants.
2. Registration form and information is available on the internet at www.nccs-bsa.org
3. Registration form and information should be reproduced locally if you need additional copies
4. Programmed meals included in registration fee categories as indicated on next page.

Registration continues on other side of sheet

MEETING FEES: REGISTRATION - MEALS - OPTIONAL EVENTS

MEETING REGISTRATION:

	<u>Number</u>	<u>Cost</u>	<u>Total</u>
NCCS Associate / Life Member - Early Bird (Before March 19)	_____	\$250.00	_____
NCCS Associate / Life Member - Late Registration (After March 19)	_____	\$350.00	_____
Friday Breakfast of Champions credit for 2010 Annual Appeal Donors receiving a shirt	_____	\$(15.00)	_____
I am attaching my 25% registration discount coupon resulting from my stay at the Galveston Hilton in April 2009 (1 discount registration per paid room at Omni)	_____	\$(62.50)	_____
Notes: INCLUDES all programmed meals EXCEPT Wednesday Friday Banquet entrée is Surf 'n Turf; If you require the vegetarian plate, please indicate here - [____]			
Non-Member Registration - Early Bird (Before March 19)	_____	\$295.00	_____
Non-Member Registration - Late Registration (After March 19)	_____	\$375.00	_____
Note: INCLUDES all programmed meals EXCEPT Wednesday, as well as \$35.00 NCCS Associate Membership			
Friday Banquet Entrée is Surf 'n Turf; If you require the vegetarian plate, please indicate here - [____]			
Spouse / Guest Registration - Early Bird (Before March 19)	_____	\$150.00	_____
Spouse / Guest Registration - Late Registration (After March 19)	_____	\$180.00	_____
Note: INCLUDES all programmed breakfasts & Friday Banquet; Purchase any lunches below.			
Friday Banquet Entrée is Surf 'n Turf; If you require a vegetarian plate, please indicate here - [____]			
Three Day Registration Fee - (No meals included)	_____	\$125.00	_____
Two Day Registration Fee - (No meals included)	_____	\$100.00	_____
One Day Registration Fee - (No meals included)	_____	\$75.00	_____

MEAL TICKETS: (For any meals not indicated as included with Registration fee above)

Wednesday Continental Breakfast	_____	\$15.00	_____
Thursday Prayer Breakfast	_____	\$15.00	_____
Thursday Episcopal Liaison Lunch	_____	\$21.00	_____
Friday Breakfast of Champions	_____	\$15.00	_____
Friday Surf 'n Turf Banquet	_____	\$45.00	_____
or Vegetarian Plate Banquet	_____	\$45.00	_____

OPTIONAL EVENTS:

Wednesday Philmont Reunion Lunch	_____	\$25.00	_____
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TOTAL AMOUNT: \$ _____

(Deposit to Account # 62005-4810)

Note: Optional half-day tours were unable to be organized on the local level prior to posting registration form; check back often at our website to see if they become available and to sign up for them!

DONATIONS:

NCCS 2010 Annual Appeal and Contributions \$ _____

(Deposit to Account # 64003-4810)

TOTAL AMOUNT: \$ _____

This registration form MUST be accompanied by full payment in the form of a check or money order or by credit card. Your Registration includes a \$65.00 non-refundable deposit. Registrations are transferable any time prior to the Conference. Request for refunds must be made in writing by April 5, 2010. (Allow six to eight weeks for refund processing). There will be a \$40.00 charge for any returned check.

Check # _____

Method of Payment: [] American Express [] Visa / MC [] Discover

Credit Card # _____ Expiration: _____ Amount: _____

Name on Credit Card: Please Print _____ Date: _____ Signature: _____

Mail this completed form & check payable to NCCS for Registration to:

National Catholic Committee on Scouting, PO Box 152079, Irving, TX 75015-2079