POPCORN KERNEL GUIDEBOOK

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LET’S MAKE THIS YOUR BEST SALE EVER!

Congratulations on making the choice to have your unit fund its Scouting program through the Popcorn Fundraiser.

The funds you raise can be used to cover registration fees, uniforms, trips, activities, day camps, summer camps, and high adventure experiences within the Scouting program. Less out-of-pocket expenses for families equals better equipped Scouts and more Scout participation.

Help all of your families save money by encouraging 100% Scout participation! This year’s popcorn fundraiser can be the best fundraiser EVER!
DISTRICT CONTACTS

If you have any questions please visit ocbsa.org/popcorn or contact your District Popcorn Kernel.

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COMMISSIONS
Units Can Earn Up To 35% Commission!

26%
Each Unit starts with a 26% base commission

+7%
Earn an additional 7% when your Unit Kernel or Leader attends the Unit Kernel Training on 7/21 or 8/1

+2%
Earn an additional 2% when you have at least 40% of your unit's traditional sales be with credit card through the app

BACK FOR 2020! Units are eligible to earn 50% COMMISSION on sale amounts over the 2019 total amount sold. If your unit sold $5,000 last year and $6,000 this year, $5,000 will be at regular commission based on the plan, and the additional $1,000 will be at 50% commission bonus. Units that didn't sell Popcorn last year can earn 50% commission on any amount over $5,000 in sales.

POPCORN TIMELINE - Mark Your Calendar!

- Tues July 21: Unit Popcorn Kernel Training at 6:30pm on Zoom
- Sat Aug 1: Unit Popcorn Kernel Training at 8:00am on Zoom
- Tues Aug 4: Unit Popcorn Kernel Training at 7pm on Zoom
- Wed Aug 19: First Order due online
- Sat Sep 12: Popcorn Distribution for First Order at OC Food Bank
- Sun Sep 13: Second Order due online by 10:00pm
- Fri Sep 25: Second Order Distribution at Council Service Center
- Tue Sep 22: Popcorn Swap Day from 3pm – 8pm at the Council Service Center
- Sun Sep 27: Third Order due online by 10:00pm
- Tue Oct 6: Popcorn Swap Day from 3pm-8pm at the Council Service Center
- Fri Oct 9: Third Order Distribution at Council Service Center
- Fri Oct 23: Popcorn Return & Account Close Out from 8am-12pm at the Council Service Center
- Mon Oct 26: Final Order due online
- Fri Nov 6: Ducks’ Popcorn Club names due online
- Thurs Nov 12: Account Close Out at District Location or Council Service Center
- Sat Nov 14: Final Popcorn Distribution at OC Food Bank
- Thurs Dec 10: FINAL Account Close Out at District Location or Council Service Center

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2020 PRODUCT LINE (1:1) is the Case to Container ratio

Cheese Lover’s Collection
NO RETURNS

Salted Caramel
(1:12) Returnable on 10/23

White Cheddar Cheese Corn
(1:8) NO RETURNS

Blazin' Hot
(1:8) NO RETURNS

Unbelievable Butter
(1:8) Returnable on 10/23

Popping Corn
(1:12) Take Order ONLY

Caramel Corn
(1:12) Returnable on 10/23

American Heroes Donation
Donate popcorn to US Military, First Responders and Healthcare Workers

Chocolatey Caramel Crunch
Online Direct Only

Dark Chocolate Salted Caramel
Online Direct Only

Chocolate Lover’s Collection
Online Direct Only

Unbelievable Butter 12pk Microwave
Online Direct Only

More products available online at www.trails-end.com/shop

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Scouts that sell $1,500 or more qualify for the Ducks' Popcorn Club, sponsored by the Anaheim Ducks!

Special membership includes:

- 2 FREE tickets to a Ducks game, date TBA*
- Limited Edition Duck's Popcorn Club T-shirt with all members listed on back (First Name, Last Initial only).
- The honor of being inducted in as a Duck's Popcorn Club member!

Submit your Scout details online at ocbsa.org/popcorn by Friday, November 6th. Be prepared with the following information for each qualifying Scout in your uOnline Direct Only unit:

<table>
<thead>
<tr>
<th>Scout Name</th>
<th>Home Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>District Name</td>
<td>Phone number</td>
</tr>
<tr>
<td>Unit Number</td>
<td>T-Shirt size:</td>
</tr>
<tr>
<td>Scout's sales total</td>
<td>Youth Medium, Adult Small, or Adult Large</td>
</tr>
</tbody>
</table>

*Should the 2020-21 Popcorn Celebration game be postponed or canceled, you will receive 2 tickets for an alternate game or 2 tickets for the 2021-22 Popcorn Celebration game.

Sell popcorn online, be entered to win!

Once a week for 4 weeks, the Orange County Council will draw the name of one Scout who has made at least one online popcorn sale to win a prize! Scouts earn one entry per sale, so the more sales, the better your chances of winning! All qualifying Scouts are in the drawing all season long. So get online and start peddling that popcorn!

October 1
October 8
October 15
October 22
POPCORN HELPS YOUR SCOUTS

Benefits for Scouts...
- Over 73% supports our local Scouts*
- Personal growth program with direct correlations to rank advancement and merit badges.
- Earn Amazon.com Gift Cards**
  - Millions of prize choices
  - Scouts buy the prizes they want

Scouts Learn...
- How to help others around them
- Points of the Scout Law
- How to earn their own way in Scouting
- How to be part of something bigger
- The value of hardwork
- To develop lifelong skills

*Average return to local councils, units and Scouts based on all Trail’s End product sales.
**Participating Councils only
WHAT CAN POPCORN DO FOR YOUR UNIT?

Highest Profit Return - Over 73% Returned to Local Scouting*
• You can earn enough money to fund your unit’s Scouting program for the entire year!
• The council uses part of the proceeds for camping programs, leader training, etc.
* *Average return to local councils, units and Scouts based on all Trail’s End product sales.

Turn-Key Program
• All sales tools provided for success: Trail’s End App, credit card readers (fees paid by TE and council), Trail’s End Rewards, Trail’s End Facebook Communities, online selling platform, marketing collateral, training webinars, etc.

Program Support
• Council staff, volunteers, and Trail’s End available for assistance.
• Local and online trainings to guide you through a successful sale.
• A Facebook community of Popcorn Kernels where you can get answers 24/7, 365 days a year

Recruitment
• “Recruit a Scout” is a new feature in the Trail's End App where Scouts in your unit can collect contact information from families interested in joining Scouting while selling popcorn. When the form is completed, an email is triggered to the leader of the unit and your council.
• It’s an impactful program that’s attractive to Scout families and helps you gain membership!
WHAT CAN POPCORN DO FOR YOUR COMMUNITY & COUNTRY?

AMERICAN HEROES DONATION PROGRAM

When a customer purchases an American Heroes Donation, a portion goes back to local Scouting and the remaining popcorn equivalent is donated to the first responders and the U.S. Military. Trail’s End has teamed up with Soldiers’ Angels to distribute the popcorn to VA Hospitals, National Guard units, and military bases across the country.

- Over $66 million worth of popcorn has been donated to U.S. troops over the years
- Last year consumers purchased over 472,500 Military Donations
- In 2019, over 2,900 pallets of popcorn was shipped to 45 locations in 22 states

SUPPORT SCOUTS WITH A DONATION TO OUR AMERICAN HEROES!

Send a gift of popcorn to our first responders, military men and women, their families, and veteran organizations

Donation Levels:
- $50
- $30
POPCORN YOUR CUSTOMERS WILL LOVE!

The most popular popcorn products your customers love to buy every day, and provide the highest return for your fundraiser.

Proven Product Quality
- Premium products and pricing with high consumer appeal.
- Exciting ready-to-eat popcorn flavors as well as online exclusive microwave popcorn, chocolates and coffee.

SHOP NOW: www.trails-end.com/shop

*PRODUCT OFFERINGS VARY BY COUNCIL

OUR TECHNOLOGY MAKES FUNDRAISING EASIER

THE TRAIL’S END APP
- Free Credit Card Processing - Paid by Trail’s End and council
- Real-time tracking and reporting of sales, inventory and storefront registrations
- Parents turn in cash sales with credit/debit payment to their unit
- System-calculated Scout sales for easy Trail’s End Rewards ordering
- Take Online Direct orders in the app as a way to fundraise while social distancing

UNIT LEADER PORTAL
- Invite Scout families to create individual accounts
- Create, schedule and manage storefront sites and shifts
- Check out/in popcorn inventory and cash to storefront sites and individual Scouts
- View real-time, mobile-enabled, dashboard reporting
- Download detailed sales reporting for storefront, wagon, and online sales
- Accept credit payments from Scouts for the cash owed

ONLINE DIRECT
- SAFE for Scouts - Fundraise from the safety of home
- Product Variety - Popcorn, chocolate, and coffee available
- No Handling - Products ship to your customers
- Trail’s End Rewards* - Earn Amazon.com Gift Cards
- Get Funds Quickly - Requested funds are paid weekly to units

*Council participation in Trail’s End Rewards may vary

TRAIL’S END REWARDS
- Bigger prizes for Scouts. Saves time for leaders
- Millions of prize choices on Amazon.com
- Get your prizes faster
- Prizes delivered directly to the Scout
- Earn Double Points with Online Direct

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New to popcorn?
You create your Popcorn Kernel account as part of the commitment process.

Units earn 5% of Online Direct sales from Jul 1 – Aug 15 as an Amazon.com gift card.*

*Unit must be registered to sell by no later than August 15, 2020 to qualify.

**COMMIT NOW:** www.trails-end.com/unit-registration

**FROM YOUR UNIT SITE GO TO:**
**Unit Info:** This should be your Chartered Organization information, not your unit kernel’s personal address. If you are entering your bank information the organization’s contact information must be filled out as well.

**GO TO:** **Unit Team Members:** View the usernames. Adjust any current users by clicking on the drop down under ‘actions’. Delete any inactive users from your account by clicking ‘delete leader’ and then ‘go’

Be sure there is a full address, email and phone in the system for whomever you mark as ‘Primary’ and at least a phone and email for any other leaders in the system. Do NOT use Unit Type/Number as username.
ONLINE POPCORN KERNEL TRAININGS

UNITS THAT ATTENDED A TRAIL’S END WEBINAR GREW 11.2% ON AVERAGE IN 2019

Register to attend one of the webinars:
- $20k+ Top Selling Units
- $7.5k - $20k High Selling Units
- $0 - $7.5k Selling Units

*The first 5,000 units to register for a webinar by August 1 will receive a $20 Amazon.com Gift Card (max 1 per unit). Attendance is required. Gift Cards will be emailed approximately one week after webinar attendance. Unit must have sold $7,500 or more in 2019 to qualify.

TO VIEW THE FULL SCHEDULE & REGISTRATION DETAILS:
www.trails-end.com/webinars

FACEBOOK COMMUNITIES

A COMMUNITY OF SUPPORT FOR LEADERS

Get your questions answered and share ideas between Unit Leaders across the country about the Trail’s End popcorn fundraiser in the Trail’s End Facebook Popcorn Community.

- Discover best practices with other unit leaders and learn new popcorn sale ideas
- Have direct access to Trail’s End when your unit needs support and share ways Trail’s End can serve your fundraising needs better.

JOIN TODAY AT www.facebook.com/groups/TEPopcornCommunity

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HOW MUCH DO YOU NEED TO SELL?

The average Scouting program costs $350 per Scout for the entire year. On average, Scouts can sell $1,000 popcorn in 8-10 hours and fund their entire year of Scouting. Review your units Scouting Program calendar and budget for the year to determine how much popcorn you will need to sell to fund your Ideal Year of Scouting. Use the worksheet below to calculate your Scout Sales Goal.

BUDGET WORKSHEET EXAMPLE

<table>
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<th>$9,800</th>
<th>/</th>
<th>28</th>
<th>=</th>
<th>$350</th>
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<tbody>
<tr>
<td>Annual Budget</td>
<td>Number of Scouts</td>
<td>Budget Per Scout</td>
<td></td>
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</tbody>
</table>

|$350| / | 35% | = | $1,000 |
|---|---|---|---|
|Budget Per Scout| Average Commission| Scout Sales Goal|

Scouts can fund their entire year of Scouting in only 8 – 10 hours (on avg).

BUILD YOUR POPCORN TEAM

As the Kernel, you will act as the Team Leader, and then you’ll need to bring in others to assist as needed. Your team size will depend on your unit size, but we recommend a minimum of 3 people.

Look for individuals that could fit into one of the following three categories: Sales-Minded, Detail-Oriented, and Outgoing Personality.

The Sales-Minded team member is great for training Scout families to sell and is the point person for any questions. The Detail-Oriented team member is responsible for tracking inventory and finances. Lastly, the Outgoing Personality team member is in charge of the unit kickoff, motivating Scouts and parents, promoting incentives, and managing social network communications.

When you build a Popcorn Team, you’ll share the work across all team members. We all know that many hands make light work, growing your team will help you grow your sale. Your team will share and retain their knowledge, so that when it’s time to find a new Popcorn Kernel there are other leaders that are trained and ready to take on the position.

Once you have your team, it’s time to determine how you plan to sell.
# MULTIPLE WAYS FOR SCOUTS TO SELL

| ONLINE DIRECT | Online Direct sales are easier than ever for Scouts to sell to friends and family and face-to-face with the new functionality for a Scout to record an Online Direct order in the app. The product ships to the customer, and it’s the SAFEST fundraising option for Scouts. Scouts setup their Trail’s End account by downloading the Trail’s End App, and they can sell face-to-face or share their fundraising page via email, social media and text message. Customers pay via credit/debit securely, and the products ship directly to them from Trail’s End. There’s no work for the kernel, and Scouts can fundraise year-round! |
| WAGON SALES Take Order | Scouts collect orders in the app and deliver on hand product or mark product as “undelivered” to be delivered at a later date. This can also be taken through neighborhoods, but is great for parent’s co-workers, friends and family. It is at the units discretion whether money is collected up front or upon delivery. |
| WAGON SALES Door to Door with Product | Involves the Scout bringing product door-to-door to customer residences to ask for support. This method is preferred for neighborhoods close to home. A large percentage of home-owners say that no Scout has ever come to their door, missing this great opportunity. Product is carried with the Scout in a wagon or vehicle, making it a quick and easy process for the customer. |
| STOREFRONT SALES | Involves coordinating booths in high foot traffic locations throughout your community. Begin the reservation process early (we suggest starting in May) to reserve the best locations. It is best practice to have ONE Scout and ONE parent at each shift to cover more shifts during the course of the sale. |

# ONLINE DIRECT PROMOTIONS

- **Earn 5% of Online Direct sales as an Amazon.com gift card – July 1 - August 15**
  - Unit must be registered to sell by no later than August 15, 2020 to qualify.

- **Scout Online Direct Entrepreneur Pledge**
  - Scouts that will pledge to do their best to sell $2,500 or more through Online Direct from July 1 – August 15 will receive exclusive access to training and webinars from experts in business, marketing, and ecommerce. The first 200 Scouts to hit the goal will receive a $200 Amazon.com Gift Card, and a plaque celebrating their accomplishment.
  - Make the pledge: [www.trails-end.com/online-direct/pledge](http://www.trails-end.com/online-direct/pledge)

- **Square Readers for Scouts – redeemed in the Trail’s End App beginning July 1:**
  - Scouts who sold $1,000 - $3,499 in 2019 will receive a Square reader (headphone or lightning)
  - Scouts who sold $3,500+ in 2019 will receive a contactless Bluetooth reader
1. **Text KICKOFF to 62771 to download the kickoff presentation template.**

2. Host your kickoff virtually & make it exciting for your sales team - the Scouts!

3. Review the year’s Scouting Program calendar and explain to the families how the entire program can be funded with one popcorn fundraiser.

4. **Instruct the parents to pull out their phones and text APP to 62771 to download the Trail’s End App.**
   - a. Registration takes less than one minute to create their Scout’s account.
   - b. Review the steps of recording all orders in the App, benefits of credit cards, and parent credit payment.

5. Communicate the unit’s sales goal and each Scout’s popcorn sales goal. Have the Scouts enter their goal in the Trail’s End App.

6. Show the Scouts what prizes they can earn by hitting their sales goal.
   - a. Review Trail’s End Rewards.
   - b. Suggestion: Have a prize for the top seller in the unit and/or each den/patrol; video game, gift cards, etc.

7. Role-play with Scouts to train them how to sell.
   - a. Practice their popcorn sales speech.
   - b. Review the safety and selling tips.

8. Review sales materials and key dates with parents.

**MAKE IT FUN!!!**
WHY DO SCOUTS SELL POPCORN?

Popcorn Helps Pay For...

- Trail’s End Rewards
- Camp Fees
- Uniforms
- Patches & Awards
- Annual Dues
- Pinewood Derby
- Blue & Gold
- Unit Adventures
- Campouts
- Unit Supplies
- Camp Upkeep

The popcorn fundraiser has also enabled Scouts to fund their Eagle and other service projects in their community!

#poweredbypopcorn
1. Always wear your field uniform (Class A).
2. Never sell alone or enter anyone’s home.
3. Practice your sales presentation.
   a. Introduce yourself (first name only) and where you are from.
      “Hi Sir, my name is Brian and I am from Cub Scout Pack 38.”
   b. Let people know what you are doing.
      “I’m earning my way to NASA Space Camp. All of the popcorn is delicious and you’ll help fund my many adventures in Scouting.”
   c. Close the sale.
      “Can I count on your support?”
4. Credit card sales are best for Scouts. Tell your customers, “We prefer credit/debit!”
5. Be polite and always say “Thank You”, even if the customer does not buy.
6. **Online Direct is the preferred way to sell & can be used for face-to-face selling.** Products ship to the customer, you don’t have to handle products or cash.
7. Always walk on the sidewalk and/or driveway.
8. Check your order history in the Trail’s End App each year for repeat customers.
9. Have mom and/or dad take the Trail’s End App or order form to work.
10. Plan out how many sales you will need to reach your sales goal.
   a. Determine whom you will ask to help you reach your goal.
   b. Remember, two out of three people will buy when asked at their door.

**SHARE WHAT YOU’RE DOING IN SCOUTING AND HOW YOU’RE HELPING OTHERS THROUGH SCOUTING!**

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TRAIL’S END REWARDS

SCOUTS BUY THE PRIZES THEY WANT WHEN THEY EARN AMAZON.COM GIFT CARDS

WHY DO SCOUTS LOVE TRAIL’S END REWARDS?

• Scouts get to buy the prizes they want!
  • The more you sell, the more you earn.
• Millions of prize choices on Amazon.com
• Get your prizes faster and delivered directly to you.
• Bigger and better prizes than ever before!

SCOUTS EARN **DOUBLE ONLINE**

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<tr>
<th>LEVEL</th>
<th>POINTS</th>
<th>GIFTCARD</th>
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</thead>
<tbody>
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<td>17,500</td>
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</tr>
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</table>

PER EVERY $1 SOLD

ONLINE DIRECT

2PTS

CREDIT/DEBIT

1.5PTS

CASH

1PT

WHY DO LEADERS LOVE TRAIL’S END REWARDS?

• Less work!
  • No collecting orders from Scouts or distributing prizes.
• Simplified Sale Management
  • The Trail’s End leader portal is a one-stop shop for everything, including prize ordering.
• Orders are tracked automatically for leaders when Scouts sell with the App and online.
• It’s easy to communicate and manage because face-to-face and online sales count towards Rewards.
• Trail’s End helps train and motivate Scouts through the App.
• Leaders can wrap up the fundraiser and get back to Scouting faster!

The displayed prizes above are not delivered by Trail’s End. These are suggested prizes or prize ideas to be purchased with your Amazon.com Gift Card if available. Participation indicates asset to program terms at: https://www.trails-end.com/terms.
Benefits of Trail's End Online Direct
- Safe for Scouts – fundraise from the safety of home.
- No handling of products or cash – all credit.
- Scouts earn DOUBLE POINTS in Trail’s End Rewards.
- Units earn 5% of Online Direct sales from Jul 1 – Aug 15 as an Amazon.com gift card.*
- Traditional products at traditional retail prices, plus additional Online Direct products.
- Managed completely by Scouts with the Trail’s End App.

How Does Online Direct Work?
- Two Ways for Scouts to Sell from the Trail’s End App:
  - Share their personalized fundraising page via Social Media, Email, Text and more.
  - Record orders directly in Online Direct, great for face-to-face selling.
- Trail’s End ships products to customers, and unit never handles products or cash.

**STEP 1**
Determine Your Unit and Scouts’ Goals
- Define the budgeted cost of your unit’s annual program.
  - Include: dues, advancement, unit events, campouts, summer camp, etc.
- Determine your unit & per Scout sales goals based on a 35%** unit commission.

**STEP 2**
For Scouts: How to Sell $1,000 Social Distancing in 8 Hours
- Text MYPLAN to 62771 to download.
  - 4 hours: 15+ orders from friends & family.
  - 4 hours: 15+ orders from their local neighborhood(s).

**STEP 3**
Host a Virtual Kickoff (Zoom or similar software.)
- Agenda:
  - How the money raised benefits each Scout family
  - Unit & Scout sales goals
  - How to Sell $1,000 Social Distancing in 8 Hours (PDF)
  - Everyone downloads the Trail’s End App! Text APP to 62771.
  - Trail’s End Rewards
  - Unit specific promotions (optional)
  - Key dates for your sale
  - Request they join the Trail’s End Scout Facebook Group to get questions answered & selling tips!
  - Text KICKOFF to 62771 to download the presentation template!

**STEP 4**
Weekly Check-Ins
- Follow up with Scouts weekly to ensure progress toward their goals.
- Create fun, weekly incentives to keep Scouts engaged.

*Unit must be registered to sell by no later than August 15, 2020 to qualify. **Online Direct commission varies by council.
How to Sell $1,000 Social Distancing
Sell for 8 hours, fund your entire year of Scouting!

Create a Trail’s End account for your Scout.
- Text APP to 62771 to download the Trail’s End App.

Make a list of 30+ people you know to ask for support.
- With your Scout, go through the contact lists of your phone(s) and your social media friends lists (ie. Facebook).

Draft your Scout’s sales pitch.
- Example: Hi **customer’s name**, I am raising money to help pay for summer camp. Please follow the link to my fundraising page and make a purchase that will help me earn my own way in Scouting. Can I count on your support?

Build your Scout’s personalized fundraising page.
- Once signed into the app, go to Online Direct and then Manage Page.
  - Upload a picture of your Scout smiling, preferably in their Class A uniform.
  - Paste your sales pitch into the About Me section.
  - Select your Favorite Product.

Ask for support.
- Share your Scout’s fundraising page from the App through Social Media (Facebook, Twitter), Text Message, Email, and more.
- For BEST results, Scouts should make phone or video calls (FaceTime, Zoom). Scouts can take payment over the phone or use the Online Direct cart sharing feature so you customer can complete the purchase.
  - Tip: Just like in face-to-face selling, customers say yes more often with a personal ask (call, text, email, DM) than an indirect ask (general Facebook post).

Ask for support in the neighborhood.
- Ask neighbors for support in local Facebook Groups, Apps (Next Door).
- Visit 30 homes in your neighborhood
- Use the cart sharing feature to remain socially distanced.

Check your orders daily and follow up at least three times with customers that have not supported. Be sure to thank those that support!

Visit www.trails-end.com/onlineacademy for more tips, and FAQ.
CREDIT SALES ARE BEST FOR SCOUTS

TELL YOUR CUSTOMERS, “WE PREFER CREDIT/DEBIT!”

*Trail’s End pays for all credit card fees!*

- Bigger Rewards – Earn 1.5 pts per $1 sold in the Trail’s End App
- Safer – Scouts don’t have to handle cash
- Higher Sales – Customers spent 27% more with credit cards vs cash in 2019
- Easier – Parents turn in cash sales with credit/debit payment to their unit
- Hardware – Scouts can accept credit/debit with Square readers or manual entry

When prompted, be sure to allow the app access to your device’s microphone, location, and Bluetooth in order to accept debit and credit cards.

ONLINE DIRECT

The safest way of fundraising for Scouts!

Safe for Scouts
Fundraise from the safety of home.

Product Variety
Traditional products & prices plus more.*

No Handling
Products ship to your customers and all sales are credit.

Trail’s End Rewards*
Earn double points for Amazon.com gift cards.

*Council participation in Trail’s End Rewards may vary.  **Subject to change.

HOW IT WORKS

TWO WAYS TO SELL ONLINE

SHARE YOUR PAGE

1. Share your fundraising page via email, text, or social media
2. Customers click your link to place online orders
3. Products ship to your customers

TAKE ONLINE DIRECT ORDERS IN THE APP

1. Pick your products
2. Take payment (credit/debit only)
3. Products ship to your customers
START FUNDRAISING EARLY WITH ONLINE DIRECT

WHY START YOUR FUNDRAISER IN JULY?
• Uncertainty of COVID-19 return
• Fund your popcorn order pre-payment
• Trail’s End unit promotion:
  • Earn 5% of Online Direct sales as an Amazon.com gift card – Jul 1-Aug 15
    *Unit must be registered by August 15, 2020 to qualify.

HOW CAN MY UNIT FUND A POPCORN PRE-PAYMENT?
• Start selling EARLY with existing Scouts (July & August)

• **Best & Preferred Option: Sell Online Direct**
  • Safest way for Scouts to sell
  • Scouts earn **Double Points** for TE Rewards
  • Traditional products and prices ($10 opening price point*)
    *Subject to change
  • No handling of products or cash for Scout or unit
  • New TE App Online Direct features:
    • Take Online Direct orders in the TE App
    • Text order to customer to complete purchase on their phone
    • Products popped fresh to order
    • Text MYPLAN to 62771 to download: How to Sell $1,000 Social Distancing

• **Backup Option: Sell Take Order before your first product order**
  • Ask customers to pay with CREDIT/DEBIT to avoid handling cash
    • Scouts earn 1.5pts for CREDIT/DEBIT orders for TE Rewards
  • Require Scouts to record UNDELIVERED Wagon sales in the TE App
  • Require customers to pay at time of order, NOT on delivery

FUNDING A 30% PRODUCT PRE-PAYMENT EXAMPLE:
• Let’s say your unit sells $10,000, and has been primarily show & sell, here’s what to do:
  • Sell $3,000 Online Direct: Unit makes $1,000
  • Sell $1,000 Take Order with Credit Card: Unit has $1,000 in credit
  • You’ve sold $4,000 and can prepay $2,000 to order $6,000 in popcorn

• **Tip:** Online Direct and CREDIT/DEBIT sales automatically credit your popcorn invoice with council, eliminating the need to collect payments from Scouts.
• **Tip:** Require Scout families to turn in any cash payments using the NEW parent credit payment feature in the TE App.
PLACING ORDERS

1. Contact support@trails-end.com if you do not know your username and password.
2. Login at www.trails-end.com
3. Click the "Order Popcorn" button at the top of the page, or go to the Popcorn Orders tab and click "Order Popcorn"
4. Click the "Choose Delivery..." button and choose the order you are placing
5. Enter the quantities that you wish to order in the adjustment column
6. Click SUBMIT when you are finished with your order
7. You will receive an order confirmation to your email address once your order is approved by the Council

With the uncertainty of how many Scouts and consumers will participate in the sale, the risk of having the usual amount of unsold product in the field poses a challenge to units, councils and Trail’s End. To address this concern, Trail’s End and the Orange County Council are requiring the size of units’ first orders be reduced to 40% of their 2019 initial order.

GETTING YOUR POPCORN

Saturday, September 12 & November 14
All Orange County Council Scout Units will pick-up Popcorn Orders from 7:30AM to 10:30AM at the OC Food Bank (11870 Monarch St., Garden Grove CA 92841) Please visit ocbsa.org/popcorn to schedule an appointment to pick up your unit’s popcorn order.

Friday September 25 & October 9
All Orange County Council Scout Units will pick-up the replenishment orders from 9am-3pm at the Council Service Center (1211 E Dyer Santa Ana CA 92705) Please visit ocbsa.org/popcorn to schedule an appointment to pick up your unit’s popcorn order.

UNIT-TO-UNIT TRANSFERS

If your unit is going to transfer products to or from another unit, follow the process below.

TRANSFERRING UNIT

1. Log into your www.trails-end.com account
2. Go to the Popcorn Orders tab
3. Click “View” next to the order with the inventory to be transferred
4. Click the Transfer Inventory button and select the District and Unit from the dropdowns that is receiving the inventory
5. Enter the quantities (cases and containers) to be transferred
6. Click the Submit Transfer Request to complete the form

RECEIVING UNIT

1. After the transferring unit submits the transfer request, the receiving unit will be notified via email.
2. Log into your www.trails-end.com account
3. Go to the Transfers & Returns tab
4. Review the pending product transfers. If correct, click the Approve button, and the Reject button if they are incorrect

Once the receiving unit has accepted the transfers, each unit’s invoice will be updated.

Vehicle Capacity Estimates*
- Mid-size Car: 20 cases
- Small SUV: 40 cases
- Crossover: 40 cases
- Mini-van: 60 cases
- Large SUV: 70 cases
- Full-size van: 70 cases

*Note: the Vehicle Capacity Estimates above are estimated without kids, car seats, strollers, etc

You can go to the Popcorn Pantry on Facebook to post a need or excess product – bit.ly/PopcornPantry
WRAPPING UP THE SALE

STEPS TO FOLLOW:

• Collect and add together all popcorn orders from your Scouts.
• Use the Scout table in the Unit Leader Portal to track sales by Scout. This is how Trail’s End will verify how much Scouts sold for the distribution of Amazon.com Gift Cards.
• Place a final order in the Trail’s End system.
• Pick up final popcorn order.
• Distribute popcorn immediately to Scouts for delivery and payment collection.
• Pay the unit’s statement. The amount due will be the total sales less the unit’s commission - this will be on the statement.
• Units paying by check must send ONE check (checks made out to units cannot be accepted.)
• Submit your Trail’s End Rewards order through the Unit Leader portal and the Amazon.com Gift Cards will be delivered electronically to the Scout’s Trail’s End account approximately 5 days after submitting your Scout totals unless flagged for review.
• Hold a unit celebration for a job well-done--have Scouts bring what they bought on Amazon and thank the Scouts, parents, and leaders!
• Hold a session to discuss sale pros and cons to improve next year.

ACCOUNT SETTLEMENT

When the sale is complete, units keep their commission and turn in the difference to the Council. Payments are to be made with one check payable to OCBSA. Payments not received by the deadlines listed below are subject to a 1% interest penalty every week until payment is made.

• October 23 at the Council Service Center Return Day
• November 12 at Council Service Center or District location
• December 10 at Council Service Center or District location
• Units can come to the Council Service Center or mail a check to the Service Center at any time.
Appendix

Get Peer Support: 4/7 in the Scout Parents Community
Visit the Support Portal of FAQs at support.trails-end.com
Email support@trails-end.com

Have Questions? Get Answers.

Hitting Your Goal Using All Selling Methods

Online Direct: Place orders for online products in the app. Pick the products, take payment (credit only), and products ship to your customers. Or, share your page with customers via email, text, and social media.

Storefront: Register for shifts set up by the unit. Booths are set up with product in front of high foot traffic areas around your community.

Wagon: Door-to-door to friends and family. Or, if you’re a pool party, deliver to guests with customers via email, text, and social media. Or, deliver orders to parents’ workplace.

Every Scout can accept debit and credit cards.

Manual Entry (no reader): Type in the customer’s card information.

Magstripe Reader (Android): Swipe reader plugs into headphone jack.

Lightning Reader (Apple): Swipe reader plugs into lightning jack.


When prompted, be sure to allow the app access to your device’s microphone, location, and Bluetooth in order to accept debit and credit cards.

Manual Entry (no reader): - Type in the customer’s card information.

Magstripe Reader: - Swipe reader plugs into headphone jack.

Lightning Reader: - Swipe reader plugs into lightning jack.


Selling_Page_1.png

This is the selling page of the app. It includes information on how to sell, what methods are available, and how to use the app.

Hit Your Goal Using All Selling Methods

Online Direct:

- Place orders for online products in the app.
- Pick the products, take payment (credit only).
- Products ship to your customers.
- Share your page with customers via email, text, and social media.

Storefront:

- Register for shifts set up by the unit.
- Booths are set up with product in front of high foot traffic areas around your community.

Wagon:

- Door-to-door to friends and family.
- Deliver orders to parents’ workplace.
- Or, if you’re a pool party, deliver to guests with customers via email, text, and social media.

Every Scout can accept debit and credit cards.

Manual Entry (no reader):

- Type in the customer’s card information.

Magstripe Reader (Android):

- Swipe reader plugs into headphone jack.

Lightning Reader (Apple):

- Swipe reader plugs into lightning jack.

Bluetooth Reader:


Selling_Page_2.png

This is the second page of the selling page of the app. It includes information on how to use the app for online direct, storefront, and wagon sales.

Online Direct:

- Place orders for online products in the app.
- Pick the products, take payment (credit only).
- Products ship to your customers.
- Share your page with customers via email, text, and social media.

Storefront:

- Register for shifts set up by the unit.
- Booths are set up with product in front of high foot traffic areas around your community.

Wagon:

- Door-to-door to friends and family.
- Deliver orders to parents’ workplace.
- Or, if you’re a pool party, deliver to guests with customers via email, text, and social media.

Every Scout can accept debit and credit cards.

Manual Entry (no reader):

- Type in the customer’s card information.

Magstripe Reader (Android):

- Swipe reader plugs into headphone jack.

Lightning Reader (Apple):

- Swipe reader plugs into lightning jack.

Bluetooth Reader:


Selling_Page_3.png

This is the third page of the selling page of the app. It includes information on how to use the app for online direct, storefront, and wagon sales.

Online Direct:

- Place orders for online products in the app.
- Pick the products, take payment (credit only).
- Products ship to your customers.
- Share your page with customers via email, text, and social media.

Storefront:

- Register for shifts set up by the unit.
- Booths are set up with product in front of high foot traffic areas around your community.

Wagon:

- Door-to-door to friends and family.
- Deliver orders to parents’ workplace.
- Or, if you’re a pool party, deliver to guests with customers via email, text, and social media.

Every Scout can accept debit and credit cards.

Manual Entry (no reader):

- Type in the customer’s card information.

Magstripe Reader (Android):

- Swipe reader plugs into headphone jack.

Lightning Reader (Apple):

- Swipe reader plugs into lightning jack.

Bluetooth Reader:


Selling_Page_4.png

This is the fourth page of the selling page of the app. It includes information on how to use the app for online direct, storefront, and wagon sales.

Online Direct:

- Place orders for online products in the app.
- Pick the products, take payment (credit only).
- Products ship to your customers.
- Share your page with customers via email, text, and social media.

Storefront:

- Register for shifts set up by the unit.
- Booths are set up with product in front of high foot traffic areas around your community.

Wagon:

- Door-to-door to friends and family.
- Deliver orders to parents’ workplace.
- Or, if you’re a pool party, deliver to guests with customers via email, text, and social media.

Every Scout can accept debit and credit cards.

Manual Entry (no reader):

- Type in the customer’s card information.

Magstripe Reader (Android):

- Swipe reader plugs into headphone jack.

Lightning Reader (Apple):

- Swipe reader plugs into lightning jack.

Bluetooth Reader:


Selling_Page_5.png

This is the fifth page of the selling page of the app. It includes information on how to use the app for online direct, storefront, and wagon sales.

Online Direct:

- Place orders for online products in the app.
- Pick the products, take payment (credit only).
- Products ship to your customers.
- Share your page with customers via email, text, and social media.

Storefront:

- Register for shifts set up by the unit.
- Booths are set up with product in front of high foot traffic areas around your community.

Wagon:

- Door-to-door to friends and family.
- Deliver orders to parents’ workplace.
- Or, if you’re a pool party, deliver to guests with customers via email, text, and social media.

Every Scout can accept debit and credit cards.

Manual Entry (no reader):

- Type in the customer’s card information.

Magstripe Reader (Android):

- Swipe reader plugs into headphone jack.

Lightning Reader (Apple):

- Swipe reader plugs into lightning jack.

Bluetooth Reader:


Selling_Page_6.png

This is the sixth page of the selling page of the app. It includes information on how to use the app for online direct, storefront, and wagon sales.

Online Direct:

- Place orders for online products in the app.
- Pick the products, take payment (credit only).
- Products ship to your customers.
- Share your page with customers via email, text, and social media.

Storefront:

- Register for shifts set up by the unit.
- Booths are set up with product in front of high foot traffic areas around your community.

Wagon:

- Door-to-door to friends and family.
- Deliver orders to parents’ workplace.
- Or, if you’re a pool party, deliver to guests with customers via email, text, and social media.

Every Scout can accept debit and credit cards.

Manual Entry (no reader):

- Type in the customer’s card information.

Magstripe Reader (Android):

- Swipe reader plugs into headphone jack.

Lightning Reader (Apple):

- Swipe reader plugs into lightning jack.

Bluetooth Reader:


Selling_Page_7.png

This is the seventh page of the selling page of the app. It includes information on how to use the app for online direct, storefront, and wagon sales.

Online Direct:

- Place orders for online products in the app.
- Pick the products, take payment (credit only).
- Products ship to your customers.
- Share your page with customers via email, text, and social media.

Storefront:

- Register for shifts set up by the unit.
- Booths are set up with product in front of high foot traffic areas around your community.

Wagon:

- Door-to-door to friends and family.
- Deliver orders to parents’ workplace.
- Or, if you’re a pool party, deliver to guests with customers via email, text, and social media.

Every Scout can accept debit and credit cards.

Manual Entry (no reader):

- Type in the customer’s card information.

Magstripe Reader (Android):

- Swipe reader plugs into headphone jack.

Lightning Reader (Apple):

- Swipe reader plugs into lightning jack.

Bluetooth Reader:


Selling_Page_8.png

This is the eighth page of the selling page of the app. It includes information on how to use the app for online direct, storefront, and wagon sales.

Online Direct:

- Place orders for online products in the app.
- Pick the products, take payment (credit only).
- Products ship to your customers.
- Share your page with customers via email, text, and social media.

Storefront:

- Register for shifts set up by the unit.
- Booths are set up with product in front of high foot traffic areas around your community.

Wagon:

- Door-to-door to friends and family.
- Deliver orders to parents’ workplace.
- Or, if you’re a pool party, deliver to guests with customers via email, text, and social media.

Every Scout can accept debit and credit cards.

Manual Entry (no reader):

- Type in the customer’s card information.

Magstripe Reader (Android):

- Swipe reader plugs into headphone jack.

Lightning Reader (Apple):

- Swipe reader plugs into lightning jack.

Bluetooth Reader:

**Popcorn Kernel Guidebook Appendix**

### Issue a Refund
- **Tip:** You can also edit customer information and re-send a receipt from this screen.
- **Tip:** Marking an item as "Undelivered" means you plan to return with product later. Don't forget to update the status when delivered.

### Record a Wagon Sale
- **Tip:** Click Share to text the cart to the customer to complete the purchase on their phone. Order ships directly to the customer.

### Sign Up for a Storefront Shift
- **Tip:** There are two ways to sell online products - directly through the app, or share your link with friends and family. Storefront site and shift availability is managed by your unit leader.

---

*Screenshots subject to change*
Earn points to earn Amazon.com Gift Cards. To qualify, all sales must be recorded in the Trail's End app, which will calculate total points for you.

**Visiting the app to see even more levels & reward ideas**

**No Limit** Earn 17,500 pts or more and receive an Amazon.com Gift Card worth 10% of your total pts.

<table>
<thead>
<tr>
<th>REWARD IDEAS</th>
<th>REWARD IDEAS</th>
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<tr>
<td>6,000 pts</td>
<td>1,750 pts</td>
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<tr>
<td>Earn a $450</td>
<td>Earn a $70</td>
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<td>Amazon.com Gift Card</td>
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<tr>
<td>5,000 pts</td>
<td>1,500 pts</td>
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<td>Earn a $375</td>
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<td>Earn a $10</td>
</tr>
<tr>
<td>Amazon.com Gift Card</td>
<td>Amazon.com Gift Card</td>
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</tbody>
</table>

**Sign in & set your goal**

Text APP to 62771 to download the app.

The displayed prizes above are not delivered by Trail's End. These are suggested prizes or prize ideas to be purchased with your Amazon.com Gift Card if available. Participation indicates asset to program terms at: https://www.trails-end.com/terms.
Register for the popcorn sale at www.trails-end.com/unit-registration
Sign up for a Trail's End Webinar and join the Trail's End Facebook group.
Attend the district and/or council’s Popcorn Kickoff event and build your popcorn team.
Complete your unit’s program plan for the year. Get the Scouts’ input in order to have an “Ideal Year of Scouting”.
Set your budget goal by calculating the costs of doing all the activities in your unit’s program plan.
Calculate the amount of popcorn you need to sell to meet your budget need:
- Budget / # of Scouts = Cost per Scout
Break the goal down to an individual Scout (family) goal.
- Cost Per Scout / Commission = Sales Per Scout
Add Important Dates to your units calendar (example: Popcorn Order Due Dates)
Schedule and plan out your unit’s Popcorn Kickoff, often the first gathering of the new program year.
- Make it a fun event; have food, snacks, games, door prizes, etc.
- Do a virtual kickoff with games and online prizes
Determine the best incentives for your unit that are above and beyond the council’s prize program: top seller prize, pizza party for top selling den/patrol, gift cards for high sales amount, etc.
Create a communication plan developed to reach all Scouting families.
- Highlight all the program activities the unit is planning on participating in.
- Information on the sales goal per Scout so there are “no out of pocket expenses”.
- Best method of communication; email, phone calls, social media, video chats, etc.
- How often you can plan to send out communication pieces.
- Selling instructions, how to download the app, key dates for pickup, payment, rewards, who to contact with questions
Start selling early (July & August) and start with 1) Online Direct and 2) Take Order
Direct Scout families to www.trails-end.com for additional information about online selling and additional selling tips.
- Text APP to 62771 to download the Trail’s End App.
Encourage all Scouts to also go door-to-door with a parent.
- Two out of three customers will buy when asked.
- Set up a sale territory for the Scouts.
- Less than 20% of all households have been asked to purchase popcorn.
- Have a parent(s) take the Trail’s End App or order form to work.
Secure your storefront location(s) several weeks in advance (if applicable).
- Set up schedule for Scouts to sign up for shifts through the Trail’s End App.
- One Scout per two-hour block is ideal.
- Remember the rules of two deep leadership.
Coordinate assistance to pick up popcorn at designated warehouse.
Distribute popcorn to Scouts, and ensure deliveries are made to customers.
Collect money from Scout families. Parents can also pay with their credit card in the Trail’s End App. Checks should be made out to your unit (i.e. Pack 100), not the council.
Pay council invoice(s).
Have a post-sale victory celebration.

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