



Troop/Group Money-Earning Request

Girl Scouts of the Green and White Mountains
P.O. Box 10832
Bedford, NH 03110-0832
888-474-9686
girlscoutsgwm.org

Please check:

- 1st money-earning activity
- 2nd or more money-earning activity

Note: the Report Form from prior activities must be submitted before approval can be given.

TROOP/GROUP MONEY-EARNING REQUEST

Please submit 4 weeks before money-earner takes place to your Community Accounting Coordinator. If you do not have a CAC, please submit to GSGWM at customercare@girlscoutsgwm.org.

Town where troop/group meets: _____

Date: _____ Troop/Group #: _____ Age Level: _____ # Girls: _____

Leader: _____ Phone #: _____

Address: _____

City: _____ State: _____ Zip: _____

Money-Earning Activity (specify where, when, and how girls are providing a good or service):

Date Planned: _____ Dollars Expected: \$ _____

Purpose for Money-Earning (trip, activity, service project): _____

Total Amount Needed: \$ _____

Complete Troop/Group's Yearly Budget for the Current Membership Year (include actual and projected income)

Income

GSUSA Membership Dues _____
Balance from Previous Year _____
Group Dues (girls x weeks x dues) _____
Fall Product Sale Profit _____
Cookie Sale Profit _____
Other Sale Activity (please specify): _____

Expenses

GSUSA Membership Dues _____
Supplies (glue, paper, etc.) _____
Equipment (scissors, tents, etc.) _____
Recognitions (badges, pins, etc.) _____
Service Projects _____
Program Events (group camping, events) _____
Other Expense (please specify): _____

TOTAL INCOME \$ _____

TOTAL EXPENSES \$ _____

Council Operating Procedure:

Money-earning activities will not be approved unless the troop/group has participated in the available council-sponsored product sales.

How many money-earning activities do you plan to conduct this year (excluding Fall Product Sale and GS Cookie Sale)?

What is your plan if the expected dollars needed are not raised through this money-earning activity?

We have reviewed the Supplemental Money-Earning Activity Procedures.

Troop/Group Members Signatures:

Leader Signature: _____ Date: _____

Approval Given

First money-earner:

Community Accounting Coordinator: _____ Date: _____

Second or more money-earner:

Community Accounting Coordinator: _____ Date: _____

GSGWM Council Staff: _____ Date: _____



PARENT PERMISSION FOR TROOP MONEY EARNING

Service Unit # _____ Troop/Group # _____ Grade level _____

Leader's Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Email: _____

Date of Event: _____ Time: _____

Location of Event: _____

Type of money-earning project (include how girls are providing a good or service): _____

Purpose of Money Earning: _____

Money-earning project approved by: _____ Date: _____

Girl's Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____

My daughter _____ has my permission to participate in the above money-earning project. In doing so, I agree to accept financial responsibility for all products and/or money she receives and will also see that she has adult guidance at all times.

Parent/Guardian: _____ Date: _____

Girl's Signature: _____ Date: _____



Supplemental Money-Earning Activities

GOAL: That all money-earning activities should be an experience that gives girls the opportunity to develop self-confidence and to practice and develop skills in goal-setting, budgeting, marketing, and customer relations.

The Girl Scout Cookie Sale and Fall Product Sale are the primary money-earning activities in which girls can participate. If additional funds are needed to participate in programs, the following guidelines must be met:

- Troops/Groups or Service Units must submit a Troop/Group Money-Earning Permission form at least four (4) weeks prior to the activity to the appropriate Community Accounting Coordinator.
- Any additional requests must be submitted through the Community Accounting Coordinator to GSGWM at least four (4) weeks prior to the money-earning activity.
- Money-earning activities will not be approved unless the troop/group has participated in the available council-sponsored product sales.
- Money-earning activities must be approved in advance in order to ensure coverage by the Girl Scout liability and accident insurance.
- Money-earning activities need to be age appropriate, suited to the abilities of the girls, and be consistent with the goals and standards of Girl Scouting as presented in *Safety Activity Checkpoints* and the *Blue Book of Basic Documents*.
- Money-earners require the girls to provide a good or service to receive money. The following suggestions of appropriate money-earning activities are offered as a guideline. It should not be construed as an all-inclusive list, nor does selecting an activity from this list guarantee approval:
 - Car washes
 - Garage/yard sales
 - Holiday gift wrapping
 - Collect and redeem recyclable materials
 - Babysitting at a town meeting, school meeting, or other public places
 - Homemade craft/bake sale
 - Conduct a class for younger children in crafts, puppets, woodworking, bike repair
 - Approved program activities such as badge workshop
 - Raking leaves, shoveling snow, weeding gardens
 - Birthday party or delivery service
 - A play, dance, fashion/talent show, costume party, karaoke night
 - Suppers, lunches, breakfasts, teas, etc.
- **The following activities would not be approved:**
 - Raise or solicit money for other organizations while acting in the capacity of a Girl Scout.
 - Raffles, games of chance or drawings
 - Direct solicitation of money (donation jars/buckets)
 - Product demonstration parties
 - Sale of any commercial product
 - Restaurant (or other business coupon) with a percentage gain
 - Any 'a-thon': bike, walk, rock
 - Crowdfunding (GoFundMe or other program/sites)
- Money-earning activities may not be conducted on the Internet.
- Group money-earning activities may not be held during the published dates of council-sponsored sales: Fall Product Sale or the Girl Scout Cookie Sale.
- The purpose and cost of money-earning activities must be made known to the girls and their parents. Parents must sign a Parental Permission for Money-Earning Activities form before their daughter's participation in any money-earning activity.



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MONEY-EARNING REPORT FORM

Please submit within *two weeks after activity* to your Community Accounting Coordinator. If you do not have a CAC, please submit to GSGWM at customer care@girlscoutsgwm.org.

Please check:

- 1st money-earning activity
- 2nd or more activity

Troop/Group #: _____ Age Level: _____

Leader: _____

Describe your money-earning activity:

Date held: _____ Location: _____

Number of girls participating: _____ Number of girls in troop/group: _____

Dollars expected: \$ _____ Dollars raised: \$ _____

What would you tell other troops who want to do a similar money earning project?

What are your plans if amount raised did not meet your expectations?

Girls' Signatures of Troop/Group Members and date:

Leader's Signature: _____ Date: _____