

# Guidelines for Money Earning or Fund Raising

## Money Earning (Troop/ Group/ Individual Girls)

Money earning activities are planned or carried out by girls and supported by the adults, to earn money for a trip, service project or other activity requiring unusual expenditures. The **only permitted product sales** are the Council sponsored cookie and fall product sales. These approved sales have quality control, promotion and public acceptance at the national level.

- ❑ Examples of permitted money earning activities are:
  - Workshops (e.g., Try-It, Badge, Camp skills, Bridging)
  - Events (e.g., Songfest, Daisy Day, Sports/Olympics, Teas, Dance)
  - Putting on a play, show, concert
  - Homemade bake sale/craft sale
  - Car wash, yard work

All money earning activities conducted by a troop/group/ region must be reported on their annual financial report. The Council limits money earning opportunities to no more than three (3) per Girl Scout year. **It's NOT permitted to conduct a money earning activity during official Girl Scouts of the Jersey Shore Product Sales times. Troops must participate in both of the Councils product sales to apply for additional money earning activities. Participation is indicated on the money earning application.**

Volunteer and Troop Support Director/designee approval is required for troop/group/individual girl money earning activities. Allow four (4) weeks for approval. **Cadettes, Seniors, and Ambassadors (troop/group/individual) must obtain approval from the Signature Program Specialist for older girls.**

*GSUSA Accident Insurance only covers approved money-earning activities. Refer to the Blue Book of Documents and Volunteer Essentials.*

## Fund Raising (Adults)

Monies raised in support of the Girl Scouts of the Jersey Shore annual giving campaign must be adult generated. Activities may be conducted by adults affiliated with regions and communities. All monies earned must be forwarded to the Council's Fund Development Department at the Service Center for the benefit of all girls.

The **only permitted product sales** are the Council sponsored cookie and fall product sales. These approved sales have quality control, promotion and public acceptance at the national level.

- ❑ Examples of permitted fund raising activities include, but are not limited to, restaurant charity events, flea markets, garage sales, etc.

- Dos:**
1. Follow all GSUSA and Council procedures and guidelines.
  2. Consult with Volunteer and Troop Support Director (money earning) and Director of Community Development on any fund raising ideas.

- Don'ts**
1. Conduct a money earning / fund raising activity during official Girl Scout of the Jersey Shore product sale times.
  2. Sign any contracts. **All contracts are to be signed by the CEO. Submit to Volunteer and Troop Support Director for required signature.**
  3. Allow girl members to engage in direct solicitation for money (pledges, gifts, cash)

If a troop/group/region/individual has funds left at the end of the year, please consider donating all or part of those funds to the annual giving fund.

# Application for Troop/ Group/Individual Girl Money Earning

Region \_\_\_\_\_

If Troop/Group:

Troop/Group # \_\_\_\_\_ Level \_\_\_\_\_ # Girls \_\_\_\_\_  
 Leader/Advisor's Name \_\_\_\_\_ Phone # \_\_\_\_\_ Monthly Dues \_\_\_\_\_  
 E-Mail \_\_\_\_\_

If Individual Girl:

Name \_\_\_\_\_ Phone# \_\_\_\_\_ Level \_\_\_\_\_  
 Email \_\_\_\_\_

Troop/Group/Individual **participated\*** in the following Council Approved Product Sales:

Cookie Sale Yes \_\_\_ or No \_\_\_ # of boxes sold \_\_\_\_\_ \*(minimum 30 boxes) Earned \$ \_\_\_\_\_  
 Fall Product Sale Yes \_\_\_ or No \_\_\_ # of items sold \_\_\_\_\_ \*(minimum 15 items/15 emails) Earned \$ \_\_\_\_\_

Troop has submitted an approved financial report Yes \_\_\_ or No \_\_\_

What is the purpose of the money earning activity:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Description of money earning project:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Is a signed contract agreement required? Yes  or No   
*(Contracts are to be submitted to your Volunteer and Troop Support Director for required signature)*

# of girls to participate in project? \_\_\_\_\_ # of adults to participate in project \_\_\_\_\_

Date \_\_\_\_\_ Location \_\_\_\_\_

Is the project open to the public? \_\_\_\_\_ Is security needed? \_\_\_\_\_ If so, how will security be provided? \_\_\_\_\_

Projected earnings \$ \_\_\_\_\_ Cost of implementation \$ \_\_\_\_\_

**If project is to support a trip or camping experience, include trip application and submit four (4) weeks before activity. If your project is an event or activity, please submit the Intent to Event (ITE) form and flyer 2 months prior to your GSLE committee.**

Troop Leader /Parent /Adult Signature \_\_\_\_\_

Volunteer and Troop Support Director or Designee Approval \_\_\_\_\_

Approval declined because

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_