

Volunteer Essentials **Money**

Money-Earning Basics

Troops earn money in two distinct ways:

GSNorCal's annual product programs, the foundation of the Girl Scout Entrepreneurship Progression—the Fall Take Action Program and the Cookie Program.

 Please remember: volunteers and GSNorCal staff don't sell cookies and other products—girls do. [VE: Product Program]. "Troop money-earning" refers to activities organized by the troop (not by the council) that are planned and carried out by girls (in partnership with adults) and that earn money for the troop.

• For information about moneyearning projects see below.

Girls' participation in both council-sponsored Product Programs and Entrepreneur Money-Earning projects is based upon the following:

- Voluntary participation
- Written permission of each girl's parent or guardian
- An understanding of (and ability to explain clearly to others) why the funds are needed
- An understanding that money-earning should not exceed what the troop needs to support its activities
- Observance of local ordinances related to involvement of children in money-earning activities, as well as health and safety laws
- Vigilance in protecting the personal safety of each girl [SAFETY-WISE: Knowing Your Responsibilities]
- Arrangements for safeguarding the money

There are a few specific guidelines—some required by the Internal Revenue Service—that ensure that all money-earning activities are conducted with legal and financial integrity:

- All rewards earned by girls through the Product Program activities must support Girl Scout program experiences (such as camp, travel, and program events, but not scholarships or financial credits toward outside organizations).
- Rewards are based on sales ranges set by councils and may not be based on a dollar-perdollar calculation.

- One troop account will contain all monies earned through the Product Program and/or other council-approved Entrepreneur Money-Earning efforts.
- Troops are encouraged to participate in council-sponsored Product Programs as their primary
 money-earning activity. Additional money-earning activities *may not* be scheduled to take
 place or marketed to communities, during the annual Fall Take Action or Cookie Program
 dates.
- Written approval is obtained from GSNorCal before a troop money-earning event occurs.
 Troops should submit the <u>Entrepreneurship Money-Earning Application Form</u> at least 4 weeks before their planned project.
- Girl Scouts forbids the direct solicitation of cash and product-demonstration parties.
- Girl Scouts only allows games of chance under very limited and specific circumstances.
 Examples of games of chance include raffles, contests, and bingo. [MONEY: Money-Earning Projects Approval Required]
- Group money-earning activities need to be suited to the age and abilities of the girls and consistent with the principles of the Girl Scout Leadership Experience, ensuring girl/adult partnership in planning and participation.
- Money earned is for Girl Scout activities for girls and is not to be retained by individuals nor
 used for adult experiences (other than for required adults in adult-to-girl ratios). Girls can,
 however, be awarded incentives and/or may earn credits from their Girl Scout Product
 Program through their Reward Cards.
- Troop leaders will communicate girl-led decisions with regard to participation, money-earning, and planned activities to parents and troop families and any later incoming girl members to fund the agreed-upon plans.
 - o Troop leader will document and share these guidelines with the girls and troop families.
- In cases where troop funds will not cover the full cost of a planned activity, particularly, in the
 case of extended troop travel, parents who want their girls to participate will cover the balance
 of their daughters' costs.
- In cases where girls have left the troop and will no longer be participating in troop trips or activities, funds will remain in the troop.
- In cases where new girls are added to the troop and these new girls wish to participate in inprogress trips and activities, parents/guardians will be asked to cover their daughter's costs to account for monies that other girls have already earned prior to the new girls' arrival.

Funds acquired through troop money-earning projects must be reported and accounted for by the troop when completing their yearly <u>Troop Finance Report</u>, while following GSNorCal procedures.

Entrepreneurship Projects Benefitting another Organization

Troops/girls **CAN** provide community service to another organization by collecting supplies to aid the organization or distributing information related to the organization's mission.

Troops/girls **CAN** invite the organization to set up a booth at the troop's event to talk with people directly. At the troop's event, the organization could accept donations made directly to them.

Girls **CAN** collect money to carry out a Gold/Silver/Bronze award project that may be an activity that directly benefits an organization. It's the Girl Scout activity that is being funded through their efforts. Girls earning their Gold Awards should wait for project approval before beginning their fundraising.

Girls may also choose to contribute their funds to another non-profit organization that the girls have developed an interest in through their Take Action or community service projects. In order for this to happen, these guidelines must be met:

- 1. **There is no conflict of interest.** Any person or persons responsible for the transfer of the donated funds must not personally (their families, friends, associates, etc.) benefit in any way. Example: The donated funds are used to purchase equipment to benefit a non-profit organization that one of their troop families is affiliated with.
- 2. There is no misuse of donated charitable resources by the receiving non-profit. Should the non-profit organization that is receiving the funds have publicized financial difficulties, the troop could not donate to this organization. Even though the donated funds may not in fact be misused, the overall perception of the receiving organization trumps the reality. There could be serious trouble for the troop, and our council, if we were put in a position of having to justify the support of an ailing organization. The receiving non-profit organization should be vetted by the troop.
- 3. There is no question that donating the funds in any way will imperil the troop or Council's financial health. In other words, the donation must be within the realm of good judgement, and not excessive or over the top.